

Moorabool
Shire Council

ATTACHMENTS

**Ordinary Council Meeting
Under Separate Cover
Wednesday, 6 March 2024**

Table of Contents

11.1	Place Naming Policy - For Adoption	
	Attachment 1 Place Naming Policy	4
	2021-2025 Moorabool Shire Council Plan - Progress Report Q2 - December 2023	
	Attachment 1 2021-2025 Moorabool Shire Council Plan - Progress Report Q2 - December 2023.....	12
	2017-2021 Moorabool Shire Council Plan - Outstanding Actions Progress Report Q2 - December 2023	
	Attachment 1 2017-2021 Moorabool Shire Council Plan - Outstanding Actions Progress Report December 2023	34
12.1	Amendment C104MOOR - Anomalies - Adoption	
	Attachment 1 Summary of Submissions	41
	Attachment 2 Amendment C104moor.....	42
	Attachment 3 Summary of Changes.....	84
13.1	Gordon Recreation Reserve Master Plan - Final	
	Attachment 1 Gordon Recreation Reserve Master Plan - 2024-2033	90
	Attachment 2 Gordon Recreation Reserve Master Plan - Overarching Plan.....	136
12.1	Draft Fair Access Policy	
	Attachment 1 Draft Fair Access Policy	137
	Attachment 2 Draft Fair Access Action Plan.....	142
13.3	Community Asset Committees - Reports	
	Attachment 1 Minutes - Bacchus Marsh Public Hall CAC - 11 December 2023.....	144
14.1	Audit and Risk Advisory Committee of Council - Reports	
	Attachment 1 Audit and Risk Advisory Committee Summary of Minutes - 15 November 2023.....	153
14.2	December 2023 Quarterly Financial Report	
	Attachment 1 December 2023 Quarterly Financial Report	162
15.1	Capital Improvement Program - Quarterly Report December 2023	
	Attachment 1 2023-2024 CIP Project Update Report.....	173

Place Naming Policy



Policy Type:	Council
Version:	0.2
Date Adopted:	DRAFT
Service Unit	Democratic Support and Corporate Governance
Directorate:	Office of the Chief Executive Officer
Review Date:	2028

1. Purpose

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

The naming of places plays a significant role in orientation, communication, vocabulary and reflecting the community values of the time. As well as providing records of historical and cultural value, it ensures the capacity to unambiguously identify and locate geographical entities and places, as an essential system for services, infrastructure, and public administration e.g. emergency response postal and freight delivery.

In consideration of any naming requests or allocation of names in new subdivisions being roads and reserves, Council is required to abide by the *Naming rules for places in Victoria 2022 - Statutory requirements for naming roads, features and localities* (the Naming Rules).

2. Definitions

Term	Definition
MSC/Council	Moorabool Shire Council.
Feature	A unique geographical place or attribute that is easily distinguished within the landscape (including a park, open space, watercourse or sports ground).
Locality	A geographical area that has identifiable community and/or landscape characteristics (commonly known as a 'suburb').
Naming Rules	The document entitled <i>Naming rules for places in Victoria 2022 - Statutory requirements for naming roads, features and localities</i> which is published in accordance with the Geographic Place Names Act 1998, and any subsequent updates of that document.
Proactive	A naming proposal that is triggered by Council seeking to recognise a particular theme or to apply a particular name to a place.

Place Naming Policy



Responsive	A naming proposal that is triggered by the identification of an unnamed place that requires a name, or a named place that requires renaming.
Road	A public road as defined in the Road Management Act 2004.

3. Scope

This policy applies to all requests to name or rename roads, features or localities for which Council is the naming authority and where the Naming Rules apply. Council facilities (such as buildings, meeting rooms, scoreboards and playgrounds) are not subject to the Naming Rules, and therefore can be named directly by Council without referral to the Registrar for Geographic Names as appointed by the Minister under the *Geographic Place Names Act 1998*. In these situations, the principles in this policy shall be used as a guide only, subject to any modifications deemed necessary.

Any public or private road, feature or locality within Victoria can be named or have its boundary changed.

Council is required to consult with the Registrar of Geographic Names regarding any 'official' naming proposals that are to be registered with the Registrar and notify all new or altered names to the Registrar for inclusion in an electronic system known as VICNAMES.

4. Policy

4.1. Legislation that applies

The naming rules are the guidelines provided for under Section 5 of the *Geographic Place Names Act 1988* (the Act), where it states that:

- 1) The Governor in Council, on the recommendation of the Minister, by Order published in the Government Gazette, may make guidelines relating to procedures to be implemented in selecting, assigning, or amending names of places.
- 2) Without limiting the generality of subsection (1), the guidelines:
 - a) must set out the rules and process to be followed in selecting, assigning, or amending a name of a place;
 - b) must set out the process to be followed before selecting or assigning an Aboriginal or Torres Strait Islander name of a place;
 - c) must specify criteria for the assessment of cultural heritage or other significance in relation to the naming of places;
 - d) must set out requirements for consultation before a name of a place is selected, assigned, or amended; and
 - e) may specify any other matter or thing appropriate in relation to the naming of places.

Place Naming Policy



4.2. Why there is a need for naming rules

The naming rules provide a structure for ensuring that assigning names to roads, features and localities in Victoria is undertaken in a consistent way for the community's benefit. Those benefits include:

- Recognition and identification
- Connection to country and place
- Culture
- Emergency service response and natural disaster relief
- Heritage
- Landscape
- Communications, including postal and news services
- Trade and commerce
- Population censuses and statistics
- Property rights and cadastre
- Urban and regional planning
- Environmental management
- Map and atlas production
- Navigation
- Tourism

Naming of any place in accordance with these naming rules enables it to be clearly identified, which means its precise location can be determined. The uniqueness and accuracy of a place name reduces the likelihood of delaying an emergency services vehicle due to inadequate or confusing location details, which might have life threatening consequences. Proper naming also assists with service delivery by other agencies and companies.

4.3. Place Naming Principles

The following principles must be used in conjunction with the relevant statutory requirements outlined in the naming rules related to roads, features and localities. They are designed to ensure that names are enduring and there is no ambiguity, confusion, error or discrimination caused by the naming or locality boundary change process. All naming principles are equally important.

Principle A - Ensuring public safety

Geographic names and boundaries must not put public and operational safety for emergency response at risk; or cause confusion for transport, communication and mail services.

Principle B - Recognising the public interest

Cultural heritage names should be enduring. When naming or adjusting the geographic boundary of a place, Council must consider the long-term benefits and short-term effects on the wider community.

Principle C - Linking the name to place

Names should have a link to place to ensure the preservation of our cultural heritage.

Place Naming Policy



Principle D - Ensuring names are not duplicated

Names must not duplicate another name within a locality. Duplication is not allowed within the same locality or the following default distances:

- Metropolitan urban areas, within a 5 kilometre radius
- Regional urban areas, within a 15 kilometre radius
- Rural or remote areas, within a 30 kilometre radius

Principle E - Recognition and use of Traditional Owner languages

The use of Traditional Owner languages in the naming of roads, features and localities is encouraged, and is subject to agreement from the relevant Traditional Owner group(s).

Principle F - Names must not discriminate or be offensive

Place names must not discriminate or cause offense.

Principle G - Gender equality

Gender equality in the naming of roads, features and localities is encouraged.

Principle H - Dual names

Dual names 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.

Principle I - Using commemorative names

When deciding on the assignment of a commemorative name after a person, Council will consider:

- The person's achievements
- Relevant history and association to the area
- The significance of the family/person to the area/land

Commemoration of a living person is strongly discouraged.

Principle J - Using commercial and business names

Places should not be named after commercial businesses, trade names, estate names (which are solely commercial in nature) or not-for-profit organisations, nor should names of estates be applied to roads, features or localities.

Principle K – Language

- Geographic names, except when they are proper nouns, must be written in standard Australian English or a recognised format of a Traditional Owner language local to the area of the road, feature or locality.
- Geographic names should be easy to pronounce, spell and write, and preferably not exceed three words and/or 25 characters.
- Mitigating steps to allow more complicated names could include pronunciation, phonetic pronunciation and information associated with the name added to signage and or provided residents.

Place Naming Policy



- Names taken from a language other than English that represent geographical features generally use generic terms and will be allowed.
- 'The' is not a suitable prefix in naming of any road, feature or locality and must not be used.
- Although discouraged, hyphens can be used within place names that indicate the extent of a feature. Hyphens in road names are not allowed. Diacritical marks (symbols such as ´, ¨ or ¯) will be omitted from names drawn from languages that use such marks.
- Punctuation marks such as commas and full stops are not allowed.
- An apostrophe must be deleted from geographic names written with a final 's' and the possessive 's' should not be included.
- Abbreviations are not allowed. An exception applies to the use of the honorific Saint.
- Names starting with Mc or Mac must not have a space included between the Mc or Mac and the rest of the name.
- A name cannot be a numeric value either in full alphabetised or numeric format.

Principle L - Directional names to be avoided

Cardinal directions (north, south, east and west) must be avoided.

Principle M - Assigning extent to a road, feature or locality

A naming proposal must clearly define the area and/or extent to which the name will apply.

4.4. Community Consultation

Consultation is a key component of the process and will be conducted in accordance with Council's Community Engagement Policy.

In accordance with the *Naming Rules for Places in Victoria 2022*, consultation is applicable to two types of community groups:

- The immediate community, which broadly includes people who live and work within the area and owners of properties or businesses, in particular residents, ratepayers and businesses within the immediate area directly affected by the proposal.
- The extended community, which includes:
 - Residents, ratepayers and businesses surrounding the area directly affected by the proposal;
 - Any visitor groups to the area such as shoppers, tourists, recreational or dining visitors;
 - Government (for example neighbouring councils) or non-government organisations with an interest in or who service the area, including Traditional Owner group(s), RAP's, local historical societies and eminent individual historians;
 - Service clubs such as Lions and Rotary Clubs, Country Women's Associations, farmers groups, school parents associations, Probus clubs, senior citizens centres, ethnic associations;
 - Emergency Services Telecommunications Authority (ESTA) and Emergency Service Organisations (ESO).

The consultation period of a naming proposal will be no less than 30 days. A naming proposal will not be forwarded to the Registrar of Geographic Names until a period of two months has elapsed since the final advertisement of the consultation of a naming proposal.

Place Naming Policy



4.5. Submissions and Objections

The consultation process allows members of the community to express their opinion about a naming proposal. People can comment on, object to, or support a naming proposal. Any person or organisation can lodge a submission in objection or in support of a naming or boundary change proposal during the public consultation period administered by Council.

If there is minimal support for the chosen name, Council may decide to re-consult on a new name or abandon the proposal, regardless of the proposal being compliant to these naming rules.

Following the first round of community consultation Council must respond to everyone who made a submission or an objection.

The response must include the next steps Council is proposing to take. In the case of an objection this must include the following:

- How the objection has been dealt with, for example:
 - there was overwhelming support for the name
 - the objection is not valid
 - the concerns raised will be mitigated
- Explanation of why the naming proposal is being considered for formal approval by the naming authority.
- Or if rejected, how it will subsequently be refined, changed or abandoned.

4.6. Approval and informing the community of a decision

All naming requests and proposals (except subdivisions) will be approved by a resolution of Council.

Approval of names on plans of subdivision will be approved by the delegated officers within the Community Planning and Development Directorate.

The community must be informed of Council's decision. This can be in the form of a letter, Moorabool Shire Council's website notification, social media announcement, newspaper advertisement or media release.

Council must notify objectors, when they're identified, informing them of the outcome of the naming proposal. The notification to objectors must outline:

- How objections have been dealt with.
- Why the naming proposal went ahead even though there were objections (for example, Council policy, there was overwhelming support for the name).
- Specific responses to the issues raised in the submission or objection (for example, the objection is not valid, the concerns raised will be mitigated).
- Why the naming proposal was accepted and sent to the Registrar for consideration and inclusion in VICNAMES.

Place Naming Policy



- Details of how an appeal can be made to the Registrar. An appeal can only be made if the objector can demonstrate that either:
 - Council did not consider the objections during its deliberations
 - The proposal does not reasonably conform to the naming rules.

4.7. Informing Geographic Names Victoria

Post Council's resolution to proceed with the proposed name, it must be lodged with Geographic Names Victoria for assessment. Council is required to submit the proposal with specific information, as noted within the Naming Rules for Places in Victoria 2022 statutory requirements.

If Council indicates that the proposal received objections during the consultation period, the Registrar will not consider approving the proposal until 30 days have elapsed since Council accepted the proposal and notified objectors. This 30-day period is to allow time for objectors to lodge an appeal. If there are no objections, the Registrar will proceed with considering the proposal.

If the naming proposal does not conform to the naming rules, the Registrar will offer advice on how to amend the proposal to ensure that it will comply.

4.8. Gazettal

If Geographic Names Victoria deems the proposal to be in accordance with the naming rules, it will proceed to gazettal.

The Registrar may only consider appeals from members of the community who have already objected directly to the naming authority's proposal. An appeal to the Registrar can only be made if the objector can demonstrate that either:

- The naming authority did not consider the objections during its deliberations.
- The proposal does not reasonably conform to the naming rules.

Appeals that do not respond/address one of the two points above will not be considered as valid appeals.

When a name, new name and/or boundary(ies) is/are chosen and endorsed by the Registrar, it/they will be included in a weekly notice published in the Victoria Government Gazette, notifying registration of new or altered roads, features or locality names and/or boundaries in Victoria.

A name may also be endorsed prior to gazettal by the Minister of the department or authority from which the proposal was generated, or through a proposal from a Geographic Place Names Advisory Committee.

The gazette notice will include the following items (where relevant):

- The VES change request number.
- The pre-existing name of the road, feature or locality.

Place Naming Policy



- The new name of the road, feature or locality, (if private or locally known, will be indicated).
- Any name with an apostrophe may have the name gazetted with the apostrophe but will not appear in VICNAMES or Vicmap.
- The name of the private complex in which the road is located.
- Written details of the extent of the road, feature or locality.
- The address of the feature.
- The locality(ies) in which the road or feature is located.
- The names of the existing localities within which the new locality is being defined.
- The name of the naming authority.
- A web link to GNV's website, where a map can be viewed.

The gazette notice acts as official notification that the name and/or boundaries will be registered in the Register of Geographic Names - VICNAMES.

5. Related Legislation

- Local Government Act 1989
- Local Government Act 2020
- Geographic Place Names Act 1998
- Gender Equality Act 2020
- Planning and Environment Act 1987
- Road Management Act 2004
- Naming Rules for Places in Victoria: Statutory requirements for naming roads, features and localities 2022
- Aboriginal Heritage Act 2006
- Aboriginal Heritage Regulations 2018
- AS/NZS 4819:2011 Rural and urban addressing
- Survey Co-ordination Act 1958
- Subdivision (Procedures) Regulations 2011

6. Council Plan Reference

Objectives: A Council that listens and adapts to the needs of our evolving communities
Context: Be recognised for demonstrating a culture of excellence, creativity and inclusiveness

Review

This policy will be reviewed every five years in line with Geographic Names Victoria's scheduled review of the Naming Rules.



Moorabool Shire Council

PREMIUM Action and Task Progress Report

October 2023 - December 2023

Report Filters:

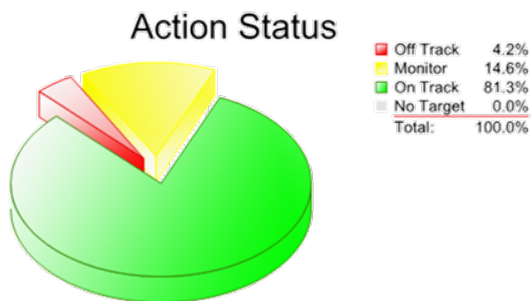
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Date To :31-12-2023

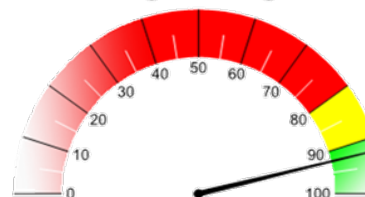
Display Task : No

Action Filter :Council Plan





Action Progress Against Targets




- 48 Actions reported on
- 39 At least 90% of action target achieved
- 7 Between 60 and 90% of action target achieved
- 2 Less than 60% of action target achieved
- 0 Actions with no target set

Result Area: 1 Community Vision: We embrace our natural environment and lifestyle options to create an inspiring place for everyone to

, work and play

Objective: 1.1 Objective 1 - Healthy, inclusive and connected neighbourhoods

Priority: 1.1.1 Improve the health and wellbeing of our community

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1 Review the Recreation and Leisure Strategy	In Progress	1/07/2021	30/06/2024	60%	85%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Recreation and Leisure	Recurrent				

Related action filters: Council Plan

Information on Progress Comments

September/Q2: Phase one of the project, consultation and community engagement has been completed. An internal Project Working Group has been formed to assist and guide the development of the Strategy

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.3 Implement the annual actions of the Health and Wellbeing Plan	Kristian Brudenell - Coordinator Community Development & Engagement	In Progress	1/07/2021	30/06/2025	45%	50%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Health & Wellbeing	Recurrent				

red action filters: Council Plan

on Progress Comments

1.3 - Progress 2023;
 Update: Year 2 update presented to Council Briefing 18/10/2023 and Council Report included in November OMC.
 Update: Year 3 Actions are being carried and are on track.

Updated - 12/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.4 Implement the annual actions of the Age Well Live Well Strategy	Kristian Brudenell - Coordinator Community Development & Engagement	In Progress	1/07/2021	30/06/2025	45%	50%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Health Promotion	Recurrent				

red action filters: Council Plan

on Progress Comments

1.4 - Progress 2023;
 Progress on track. Near the conclusion of delivering a successful month-long Senior's Festival. Numerous actions have been on hold due to the vacant Community Connections Inclusion Officer position. Recruitment for the role is currently in progress.

Update:

Updated - 14/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.5 Implement the annual actions of the Disability, Accessibility and Inclusion Plan	Kristian Brudenell - Coordinator Community Development & Engagement	In Progress	1/07/2021	30/06/2025	25%	50%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Disability and Inclusion	Recurrent				

red action filters: Council Plan

on Progress Comments

1.5 - Progress 2023;
 Trail Rider and Marveloo hires during this period. Internal advice provided. Several other items have been placed on hold until the Community Connections and Inclusion Officer position is filled.
 Numerous actions have been on hold due to the vacant Community Connections and Inclusion Officer position. Recruitment for the role is currently in progress.

Update:

Updated - 12/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.51 Develop a New Young Communities Strategy (which combines the Municipal Early years and plan and Youth Strategy)	Rhona Pedretti - Manager Child, Youth & Family Services	In Progress	1/07/2023	30/06/2024	50%	50%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Child, Youth and Family	Recurrent				

Related action filters: Council Plan

Item Progress Comments

1.51 - Progress 2023;

This Quarter we had engagement sessions (in person and on-line), a Have Your Say survey, and specific surveys for children and young people, Popups and Children's Week activities are providing great opportunities for us to gather information to feed into our plan. The December Councillor briefing will provide an opportunity for Councillors to share their views on the draft themes identified for the Young Communities Strategy.

Updated:

Updated - 06/12/2023

Priority: 1.1.2 Improve access and opportunities for integrated transport

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1 Complete Stage 1 construction of the Aqualink Cycle corridor project in Bacchus Marsh	Corinne Jacobson - Coordinator Major Projects	In Progress	1/07/2021	31/12/2023	98%	100%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Major Projects	Recurrent				

Related action filters: Council Plan

Item Progress Comments

2023-2024 FY - Construction is still underway with completion anticipated by December.

Works have progressed significantly with the landscaping works complete, a signage package has been awarded and is scheduled for completion in early 2024.

Updated:

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.11 Develop a set of guiding principles to facilitate placemaking	Shannon Maloney - Manager Community Activation	In Progress	1/07/2022	30/06/2025	10%	30%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Economic Development	Recurrent				

Red action filters: Council Plan

on Progress Comments

3-2024 FY:

Initial scoping of the project has commenced but is currently on hold until the Economic Development Strategy has been completed and adopted. It is anticipated that the Strategy will be adopted in late 2023 which includes an Annual Action plan.

Update: The Economic Development Strategy was adopted in Oct 2023. Place Making has been identified as a medium priority to be developed in the next 1-3 years subject to funding and available budget.

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2 Construct Stage 2 of the Aqualink Cycle Corridor project at Accchus Marsh	Corinne Jacobson - Coordinator Major Projects	In Progress	1/07/2022	30/06/2024	94%	90%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Major Projects	Recurrent				

Red action filters: Council Plan

on Progress Comments


3-2024 FY;

Update: Pathway works completed with underpass treatment remaining.

All concrete works are complete, lighting has been installed. Remaining works included surface treatment through the underpass at the Western Freeway, painting, lighting and signage between culverts. Final approvals from DoT for works on the underpass are outstanding. These works will commence once approved. It is anticipated this will occur in the next year and work completed by April 2024.

January:

Updated - 13/12/2023

Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
2.3	Develop an Integrated Transport Plan for Growth Areas	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2022	30/06/2024	90%	100%	 GREEN


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Infrastructure Subdivision Development	Recurrent				

red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
 grated Transport Plan has been completed and accepted by Council. However, a public facing document is to be worked through prior to closing this item off. Graphic Designer
 been appointed and Coordinator of Development Infrastructure currently working through information. Inclusive of public consultation, exec and Councilor briefing this is
 icipated to be completed by end of Q4 with a tight timeframe

Updated - 13/12/2023

Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
2.4	Implement the annual actions from the Road Safety Strategy	John Miller - Manager Asset Management	In Progress	1/07/2021	30/06/2025	75%	63%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Asset Strategy	Recurrent				


red action filters: Council Plan

on Progress Comments

ober 2023: Installation of speed reductions to 60km/h on Old Melbourne Rd, Gordon and Bacchus Marsh Balliang Rd, Maddingley
 Update: Attendance of October Road Safe Central Highlands Meeting, submitted an application for funding under the Safe Local Roads and Streets program, implemented a
 ad reductions in Old Melbourne Road Dunnstown, Agars and School Roads in Balliang East and Blackwood Street Ballan.

Updated - 13/12/2023

Priority: 1.1.3 Facilitate opportunities for the community to gather and celebrate


Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.14 Investigate opportunities to support volunteerism in the community	Kristian Brudenell - Coordinator Community Development & Engagement	In Progress	17/07/2023	30/06/2025	20%	25%	 YELLOW
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Community Development	Recurrent						

Red action filters: Council Plan

On Progress Comments

For 2023 - Progress done in 2023;
A volunteer page was created and launched on the corporate website. Sought candidates for the vacant Community Development positions and awaiting positions to be filled. From October to November the action was deferred due to position vacancies. By December, progress had resumed as recruitment for two vacant positions was nearly complete.

Summary:
Updated - 04/01/2024

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2 Implement the annual actions of the Arts and Culture Strategy	Shannon Maloney - Manager Community Activation	In Progress	1/07/2022	30/06/2025	50%	40%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Economic Development	Recurrent						

Red action filters: Council Plan


On Progress Comments

Previous progress comments archived.
For 2024 FY;
December: Public launch of the Telford park sculpture Binak Bik with Aunty Kim Wandin and Chris Joy. Moorabool Arts Pathway Program (MAPP) galleries were installed and sessions of Interest were circulated to artists.
November: Activation of the MAPP up in Lights outdoor galleries in partnership with the Bacchus Marsh RSL and Ballan RSL. First Artist exhibitions installed at the end of November. Undertaken Artist EOI for Bald Hill Sculpture Trail and recommendation made by Public Art and Collections Advisory Committee.
Summary: MAPP gallery exhibitions opened in November, an EOI process was undertaken to select artists for the Bald Hill Sculpture trail with two artists selected. A pop-up choir formed to raise awareness of the 16 days of Activism campaign with pop ups in Bacchus Marsh and Ballan during November and December and participants came from across Shire.

Updated - 13/12/2023



Priority: 1.1.4 Develop a vision and provide opportunities for rural communities

Item	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.1 Develop a Township Improvement plan for one small town annually	In Progress	1/07/2021	30/06/2025	40%	45%	 YELLOW


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

Red action filters: Council Plan

On Progress Comments

Update of Project at end of Q2:
 Lal STEP - HYS currently live and due to end at the end of December 2023. Jan and Feb 2024 to develop concept based on HYS and concept to then be raised with the community. Project scoping document organized for Lal Lal STEP for total amount of \$150k with information to be provided to assets once known. Anticipated to have concept completed by end of Q4
 Lal STEP - Consultation for STEP completed including drop in session. Concept to be worked through following Lal Lal Concept. Anticipated to have draft completed by end of

Updated - 13/12/2023

Item	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.2 Implement Township Improvement plans in accordance with the annual budget.	In Progress	1/07/2021	30/06/2025	40%	40%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Capital Works	Recurrent				

Red action filters: Service Unit Action, Council Plan

On Progress Comments

2023-2024 FY:
 Progress Q2: Work continues on developing concept plans for Lal Lal township with draft concepts anticipated to be available for community engagement in mid -2024. Concept plans for Blackwood have been finalised and were presented to the council in Q2.

Priority:
 Updated - 14/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.4 Complete design and commence construction for an Library and Community Hub	Corinne Jacobson - Coordinator Major Projects	In Progress	1/07/2022	30/06/2024	91%	99%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
or Projects	Recurrent				

red action filters: Council Plan

on Progress Comments

r 3 Progress done;

ober: Finalisation of tender documentation is still in progress with tender anticipated for November 2023 and commencement in early 2024.

progress: An EOI for the construction was completed in October 2023 with six builders shortlisted. The tender was sent out in November 2023 and closes in January 2024. It is expected a contract will be awarded in April 2024 with commencement on site in May 2024.

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.5 Complete construction for Ballan Library and Community Hub	Corinne Jacobson - Coordinator Major Projects	Not Started	1/07/2023	30/06/2025	0%	0%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
or Projects	Recurrent				

red action filters: Council Plan

on Progress Comments

r 3 - Progress;

ober: Finalisation of tender documentation is in progress with tender anticipated for November 2023 and commencement in early 2024. Completion is anticipated in early 2025.

The tender was sent out in November 2023 and closes in January 2024. It is anticipated a contract will be awarded in April 2024 with commencement on site in May 2024.

uary:

Updated - 13/12/2023

riority: 1.1.5 Provide access to services to improve community connection in the Shire

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.11 Construct Moorabool Aquatic and Recreation Centre (RC) Stage 1 - Bacchus Marsh Indoor Sports Stadium	Corinne Jacobson - Coordinator Major Projects	Completed	1/07/2022	30/06/2024	100%	100%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
or Projects	Recurrent				

red action filters: Council Plan


on Progress Comments

r 3 Progress (2023)

ober: CoO was issued in early October. Project is now completed. Final occupancy late october.

Updated - 07/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.12 Implement the annual actions of the Female Friendly Sport and Recreation Participation and Facilities Strategy	Shannon Maloney - Manager Community Activation	In Progress	1/07/2021	30/06/2024	40%	50%	 YELLOW
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Sport and Leisure	Recurrent						

Red action filters: Council Plan

on Progress Comments


3-2024 FY:

The following activities were undertaken from the FFS actions:

- on 3.2 - Officers submitted a grant application to support the design of an upgraded netball facility at Maddingly
- on 4.1 - Officers promoted place making activity with the 16 days of Activism Pop-Up Choir in Ballan and Bacchus Marsh
- on 5.1 - Officers began the process to develop a new Fair Access Policy
- on 5.4 - Officers promoted an EOI for access and inclusion at the BMRRR Sports Hub

January:

Updated - 14/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.2 Complete construction of the West Maddingley Early Years & Community Hub (WMEYH)	Corinne Jacobson - Coordinator Major Projects	Completed	1/07/2022	30/06/2024	100%	100%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Major Projects	Recurrent						

Red action filters: Council Plan

on Progress Comments


works commenced in February 2023 and are scheduled for completion in November 2023.

Update: Construction works commenced in February 2023 and are progressing well. Completion is scheduled for November 2023. On track for completion in November 2023.

Construction is now complete with Practical Completion achieved in November 2023. An official opening was held in mid December.

January:

Updated - 13/12/2023

Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
5.4	Commence construction of the Regional Bowls Facility	Corinne Jacobson - Coordinator Major Projects	In Progress	1/07/2021	30/06/2024	90%	90%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Major Projects	Recurrent				

Red action filters: Council Plan

on Progress Comments


3-2024 FY;

Update: Council have re-engaged with the bowls club to finalise the detailed design in order to issue the tender. The tender is scheduled to be advertised in November with award of construction contract anticipated in February 2024. Tender is subject to State Government funding being finalised with a signed grant agreement being in place.

Design for the bowls club is complete with the tender documentation well progressed. An EOI for the construction has been completed and successful contractors notified. The tender has been delayed due to delays in finalisation of the funding agreement for the State Government contribution. It is anticipated the project will be tendered in February 2024.

Prepared by:

Updated - 13/12/2023

Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
5.5	Complete construction of the Regional Bowls Facility (State Government funding dependent)	Corinne Jacobson - Coordinator Major Projects	Not Started	1/07/2022	30/06/2025	0%	0%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Major Projects	Recurrent				

Red action filters: Council Plan


on Progress Comments

Update: The construction contract is anticipated to be awarded in Feb 2024 but is subject to State Government funding being finalised with a signed grant agreement being in place.

An EOI for the construction has been completed with five builders shortlisted. The tender has been delayed due to delays in finalisation of the funding agreement for the State Government contribution. It is anticipated the project will be tendered in February 2024.

Prepared by:

Updated - 13/12/2023

<i>on</i>		<i>Action Status</i>	<i>Start Date</i>	<i>End Date</i>	<i>% Comp.</i>	<i>Target</i>	<i>% OnTarget</i>
5.6 Construct Stage 2 of the Bacchus Marsh Racecourse reation Reserve (BMRRR)	Corinne Jacobson - Coordinator Major Projects	In Progress	1/07/2022	30/06/2024	93%	88%	 GREEN

<i>ivity</i>	<i>Budget Type</i>	<i>Budget</i>	<i>YTD Budget</i>	<i>YTD Actual</i>	<i>YTD Variance</i>
or Projects	Recurrent				

red action filters: Council Plan

on Progress Comments

Construction of the entry road, hard courts and car park were completed in June 2023. The ovals will be available for use in early 2024. Construction of the play space continues completion scheduled for February 2024.
 Construction of the entry road, hard courts and car park were completed in June 2023. The soccer oval has been sprigged will be ready for use in April 2024. The AFL is aduled for sprigging in Jan with establishment by May 2024. Construction of the play space continues with completion scheduled for February 2024.

Uary:
 Updated - 13/12/2023

<i>on</i>		<i>Action Status</i>	<i>Start Date</i>	<i>End Date</i>	<i>% Comp.</i>	<i>Target</i>	<i>% OnTarget</i>
5.7 Seek funding for Stage 3 BMRRR (annually until cessful)	Derek Madden - Chief Executive Officer	Completed	1/07/2021	30/06/2025	100%	50%	 GREEN

<i>ivity</i>	<i>Budget Type</i>	<i>Budget</i>	<i>YTD Budget</i>	<i>YTD Actual</i>	<i>YTD Variance</i>
of Executive Officer	Recurrent				

red action filters: Council Plan

on Progress Comments


ding for various components of this project has been secured

Updated - 13/04/2023



Objective: 1.2 Objective 2 - Liveable and thriving environments


Priority: 1.2.1 Develop planning mechanisms to enhance liveability in the Shire

Item	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.10 Review and update the draft Urban Design Guidelines for new development, including sustainable subdivision principles	In Progress	1/07/2021	30/06/2024	80%	86%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Environmental Planning	Recurrent					

Red action filters: Council Plan

On Progress Comments


3-2024 FY:
 This has been put on hold until a new Senior Landscape Architect has been appointed.
 Date of Project at end of Q2:
 A new Senior Landscape Architect has been appointed.
 Landscape Design Manual is currently in draft stage and anticipated to be finalized in Q3
 Updated - 14/12/2023

Item	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.4 Consult and complete Bacchus Marsh Town Centre structure plan	In Progress	1/07/2022	30/06/2024	65%	70%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					

Red action filters: Council Plan

On Progress Comments

Update: 2023: Draft framework plans currently under review (seeking comments from internal departments) and Preparation of the draft Town Centre Structure Plan has commenced. The expected completion of the draft is late December 2023.
 January 2023:
 Updated - 13/12/2023


Item	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.6 Consult and complete Bungaree and Wallace Structure plans	In Progress	1/07/2022	30/06/2025	55%	56%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					

Red action filters: Council Plan

On Progress Comments

2023: The consultation summary paper has been completed and was presented to Councilors at a briefing in November. Edits are being made to the consultation paper to reflect feedback received.
 Updated - 13/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.8 Consult and complete Rural Land Use strategy	Sarah Kernohan - Manager Growth & Development	In Progress	1/07/2023	30/06/2025	50%	55%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

Red action filters: Council Plan


on Progress Comments

3-2024 FY;

In October, Land capability maps completed and will form a foundation for the RLUS. Drafting issues and opportunities has continued and initial work on the draft RLUS has commenced. November: Preparation of the draft RLUS has continued for expected completion in December 2023.

Updated - 13/12/2023

Priority: 1.2.2 Beautify our Shire including our parks, gardens, streetscapes, public and open spaces

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1 Implement the planting program as per the Street Tree Strategy	Phillip Taylor - Civil Maintenance Coordinator	In Progress	1/07/2021	30/06/2025	15%	10%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Parks and Gardens	Recurrent				

Red action filters: Council Plan

on Progress Comments

December 2023: The planting program is still under development. Program close to finalisation on tree species and sites. Currently obtaining quotes to fit within the budget.

Tree planting program will be presented to Pre-planning & Delivery committee on 20 Dec

January:

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2 Develop the Gateway strategy	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2021	30/06/2024	80%	85%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

Red action filters: Council Plan

on Progress Comments

State of Project at end of Q2:

Additional period of public exhibition was conducted in early 2024. Currently working through amending the draft. This is to be checked with the GM of Assets and Infrastructure before public consultation. This draft will be in line with the Councillor presentation provided to simplify the policy and focus more on the objectives. Draft is currently planned to be presented to GM in Q3

Updated - 13/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.3 Implement the Gateway strategy	Mitchell Cunningham - Coordinator Development Infrastructure	Not Started	1/07/2023	30/06/2025	0%	0%	

Category	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
to staffing issues the Open Gateways Strategy was not completed in the 2022/2023 financial year as anticipated. Therefore, this action item will be rolled forward into the new financial year as the implementation is to follow the completion of the project. Note implementation of Gateway Strategy is to follow the completion of the strategy which is currently planned to be completed by Q4

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.4 Develop the Open Space strategy	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2021	30/06/2024	80%	83%	

Category	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
king through amending the draft. This is to be checked with the GM of Assets and Infrastructure prior to public consultation. New draft is anticipated in Q3 of 2023/2024

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.5 Implement the annual actions of the Open Space strategy	Mitchell Cunningham - Coordinator Development Infrastructure	Not Started	1/07/2023	30/06/2025	0%	0%	

Category	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
to staffing issues, the Open Space Strategy was not completed in the 2022/2023 financial year as anticipated. Therefore, this action item will be rolled forward into the new financial year as the implementation is to follow the completion of the project. Note implementation of Open Space Strategy is to follow the completion of the strategy which is currently planned to be completed by end of Q4

Updated - 13/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.6 Develop the Bacchus Marsh Avenue of Honour Management plan	Phillip Taylor - Civil Maintenance Coordinator	In Progress	1/07/2021	30/06/2024	95%	90%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
2.6 Parks and Gardens	Recurrent				

Red action filters: Council Plan

on Progress Comments

November 2023: Management Strategy and Preservation Plans were presented to Councillors at a Briefing on 25 October. The final report will be presented at November OMC for adoption.

The final report has been adopted

January:

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.7 Implement the annual actions of the Bacchus Marsh Avenue of Honour Management plan	Phillip Taylor - Civil Maintenance Coordinator	Not Started	1/07/2023	30/06/2025	0%	0%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
2.7 Parks and Gardens	Recurrent				

Red action filters: Council Plan

on Progress Comments

The final drafts will be presented to Council at the November meeting for adoption and following that, the items from the action plan will be progressed. This action is predicted to commence in November 2023.

January:

Updated - 13/12/2023

Priority: 1.2.3 Enhance our natural environments

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.19 Consult and finalise the Sustainable Environment Strategy	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2023	27/06/2025	40%	40%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
3.19 Environmental Planning	Recurrent				

Red action filters: Council Plan

on Progress Comments

State of Project at end of Q2:

Consultant has been appointed and to date 3 workshops have been held with key Council Sections (Ballan, Darley and Depot), including a presentation at the strategic executive meeting. Consultant currently working through collaborating information and presentation of data to be presented to Exec and Councillors in Jan 2024 with the draft strategy to follow

Updated - 13/12/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.5 Implement the Waste and Resource Recovery strategy	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2022	30/06/2025	50%	40%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
3.5	Recurrent				

Red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
 022/2023 all but 2 items within the strategy that were required to be completed were not completed. These 2 items will be brought forward within the action plan (that is currently generated) to be added into the multi-year actions which are still underway. A new action plan is to be completed in October 2023 for 2023/2024 with Q1 and Q2 actions entirely actioned

Updated - 13/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.7 Develop a sustainable materials policy for infrastructure	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2023	30/06/2024	50%	25%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
3.7	Recurrent				

Red action filters: Council Plan

on Progress Comments

ate of Project at end of Q2:
 Sustainable Materials Policy and the policy to be presented to the MDCM group for inclusion within Moorabool's Engineering Standards. This has been included within the MDCM workshop and will be considered as per priority list agreed. This item will also be an action item for the Environment Strategy which is planned to have a draft by end of Q4

Updated - 13/12/2023

Priority: 1.2.4 Grow local employment and business investment

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.2 Develop an Economic Development strategy and develop Action Plan	Shannon Maloney - Manager Community Activation	Completed	1/07/2021	30/06/2024	100%	97%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
4.2	Recurrent				


Red action filters: Council Plan

on Progress Comments

3-2024 FY Q2:
 Economic Development Strategy was endorsed by Council at the Oct 4 Ordinary Meeting of Council. This action has been fully concluded. Currently preparing to implement the endorsed strategy.

Updated - 07/12/2023



Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.3 Implement the annual action of the Economic Development Strategy		Shannon Maloney - Manager Community Activation	Not Started	1/07/2022	30/06/2025	0%	0%	 GREEN
Activity		Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Economic Development		Recurrent						

Red action filters: Council Plan

on Progress Comments

3-2024 FY;

Work is planned to commence in 24/25. The Economic Development and Visitor Economy strategies have been endorsed by Council. This work is planned to take place in 24/25.


Number: The Economic Development Strategy was endorsed by Council at the October 4 Ordinary Meeting of Council.

Number: Work has progressed on year one priorities and identifying resources to deliver key actions.

Summary: The Economic Development Strategy was adopted in October 2023 and officers are undertaking a review of priorities and preparing budget submissions.

Number:

Updated - 13/12/2023

Action		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.4 Develop an Investment Attraction Prospectus (Strategy)		Bec Carey-Grieve - Coordinator Arts & Economic Development	In Progress	1/07/2022	30/06/2025	30%	35%	 YELLOW
Activity		Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Economic Development		Recurrent						

Red action filters: Council Plan

on Progress Comments

Completion of strategy anticipated by early 2023.

Number 3 - Progress done:


Number 2023: EDS adopted in October. This has been identified as a priority and a project brief and scope will be developed in the new year for RFQ.

Number: EDS adopted in October. This has been identified as a priority and a project brief and scope will be developed in the new year for RFQ.

Number:

Updated - 13/12/2023

Priority: 1.2.5 Create a viable offering to attract visitors, tourists and investment


Item	Manager	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.1 Develop a Visitor Strategy and Action Plan	Shannon Maloney - Manager Community Activation	Completed	1/07/2021	30/06/2024	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Economic Development	Recurrent				

Red action filters: Council Plan

on Progress Comments

Completed. The draft strategy was adopted by Council in August 2023 at the Ordinary Meeting of Council.
Updated - 07/12/2023

Item	Manager	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.2 Implement the Visitor Economy Action Plan	Shannon Maloney - Manager Community Activation	In Progress	1/07/2021	30/06/2024	6%	10%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Economic Development - Investment	Recurrent				


Red action filters: Council Plan

on Progress Comments

2023-2024 FY;
Visitor Economy Strategy was adopted in August 2023 which included a 4 year action plan.
Number: Consultation for the Destination Management Plan and Local Area Action Plans took place in September and October.
Update: Officers are reviewing action plan priorities against available resources. Officers are working with Tourism Mid West in developing a regional Destination Management Plan and Local Area Action plan.
Priority:
Updated - 13/12/2023

Objective: 1.3 Objective 3 - A Council that listens and adapts to the needs of our evolving communities

Priority: 1.3.1 Listen, analyse and understand community needs


Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.18 Review the Customer Experience Strategy	Angela Koya - Customer Channels & Operations Coordinator	In Progress	1/07/2022	30/06/2024	25%	35%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Customer Experience	Recurrent				

Red action filters: Council Plan

On Progress Comments

2023-2024 FY;
 Customer survey has been created with the current timeline to be sent out in mid January 2024
 Workshops to be held between December and February internally with each directorate to create a better understanding of the CX strategy and gain inputs from staff - the first workshop kicks off with the customer service team on 13/12/23
 Next steps: Once workshops have been held and customer survey has been completed a review of the data will help gain valuable insights and drive what should be in the CX strategy for the next 3 years.
 Updated - 14/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2 Develop the ICT strategy	David Jackson - Chief Information Officer	In Progress	1/07/2021	30/06/2024	90%	100%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
	Recurrent				

Red action filters: Council Plan

On Progress Comments

Latest progress archived_ Year 3 - Progress done in 2023;
 December 2023: Final ICT Strategy workshops have been conducted. Final decisions are being made to allow the initial draft ICT strategy.
 Update:
 January:
 Updated - 11/12/2023

Priority: 1.3.2 Align services to meet the needs of the community

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2 Implement the Service Planning Framework per the identified services	Joshua Warner - Executive Manager People & Culture	In Progress	1/07/2022	30/06/2025	60%	45%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
2.2	Recurrent				

Red action filters: Council Plan

on Progress Comments

3-2024 FY:
 Update: The Statutory Planning service planning exercise has been completed and the recommendation report has been approved and presented at Executive (12/12/23). This will now move into implementation phase. The scope for the Kindergarten Enrolment service planning exercise has commenced; the scope was approved at Executive on 12 December and will now move into data gathering phase.
 Updated - 12/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.6 Develop Recreation Reserves Master Plan	Shannon Maloney - Manager Community Activation	In Progress	1/07/2021	30/06/2025	50%	30%	

Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
2.6	Recurrent				

Red action filters: Council Plan

on Progress Comments

3-2024 FY:
 Update: Work continues in developing Masterplans for Gordon and Wallace. On Track
 Summary:
 Updated - 14/12/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
5.5 Implement the actions of the Brand Strategy	Leanne Manton - Manager Brand & Advocacy	In Progress	1/07/2022	30/06/2025	40%	40%	


Item	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
5.5	Recurrent				

Red action filters: Council Plan

on Progress Comments

3 - Progress done
 Update: Signage for Darley Park Community and Sports Centre ordered, signage for Ballan Recreation Reserve pavilion ordered. Signage audit is underway.
 Update: Darley Park signage installed, corporate sub-brand for a new indoor stadium designed.
 Update: Ballan Recreation Reserve pavilion signage installed. Signage for Ballan and Gordon skate parks finalised. New teardrop banners ordered.
 Summary: New signage installed and collateral for use in promotional activities received.
 Updated - 11/12/2023



<i>on</i>		<i>Action Status</i>	<i>Start Date</i>	<i>End Date</i>	<i>% Comp.</i>	<i>Target</i>	<i>% OnTarget</i>
5.6 Design and implement a planned annual advocacy reach that attracts funding and support for Council's priority ects	Leanne Manton - Manager Brand & Advocacy	In Progress	1/07/2021	30/06/2025	50%	50%	
<i>ivity</i>	<i>Budget Type</i>	<i>Budget</i>	<i>YTD Budget</i>	<i>YTD Actual</i>	<i>YTD Variance</i>		
ocacy	Recurrent						

red action filters: Council Plan

on Progress Comments

r 3 - Progress done in 2023;

ober: Celebrated opening of the Darley Park Community and Sports Hub and Ballan Recreation Reserve pavilion.

ember: Celebrated opening of Telford Park artwork and Ballan Recreation Reserve cricket and football nets .

ember: Celebrated opening of MARC stadium and West Maddingley Early Years and Community Hub .

summary: Celebration of many milestones regarding delivery on advocacy work, including opening of key infrastructure, several involving the community as well as funding
ners.

uary:

Updated - 11/12/2023





Moorabool Shire Council

PREMIUM Action and Task Progress Report

July 2017 - June 2021

Report Filters:

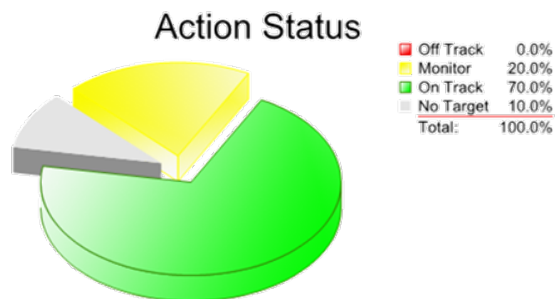
Date From :01-07-2017

Date To :30-06-2021

Display Task : No

Action Filter :Outstanding Council Plan Actions 2017/2021





Action Progress Against Targets



- 10 Actions reported on
- 7 At least 90% of action target achieved
- 2 Between 60 and 90% of action target achieved
- 0 Less than 60% of action target achieved
- 1 Actions with no target set

Result Area: 1 Community Vision: We embrace our natural environment and lifestyle options to create an inspiring place for everyone to live, work and play
Objective: 1.4 Objective 4 - Objectives carried over from Council Plan 2017-2021

Priority: 1.4.1 Carried over from Council Plan 2017-2021

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1 Undertake a Master Plan including concept and cost for a youth space at Rotary Park, including the Andy Old Facility	Completed	14/02/2020	30/12/2022	100%	100%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Child & Youth Services	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,


on Progress Comments

A master plan was developed in early 2022 and released for community consultation from April to July 2022. A consultation summary was released in November 2022. The master plan was revised in early 2023 and was adopted by Council May 3 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 Lerderberg Library in July 2023.

Updated - 28/06/2023



Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.10 Facilitate and support existing and emerging arts and cultural development groups and activities across the municipality (2017-2021)	Shannon Maloney - Manager Community Activation	Completed	1/07/2020	30/06/2021	100%	100%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Economic Development	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

Councils first Arts & Culture Strategy has been endorsed at the August 7 OMC. Year 1 actions plans are now being delivered and ongoing support is being provided for local artists.

Updated - 25/10/2021

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2 Revise the Community Engagement Policy and network	Troy Watson - Manager Community Development	Completed	1/10/2020	30/06/2021	100%	100%	


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Engagement	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

Community Engagement Policy was adopted by Council at the Special Meeting of Council on 24 February 2021. A framework and toolkit to support the policy has been finalised and is currently being implemented.

Updated - 21/12/2021

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.3 Develop an Enforcement Policy	Andy Gaze - Coordinator Community Health & Safety	Completed	1/07/2019	31/03/2023	100%	100%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Health and Safety	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

Draft policy was developed following internal consultation and undertaking a Gender Impact Assessment. The draft policy was presented to Councillors at a briefing session. Public consultation on the draft policy is due to commence in April 2022.

22. Final preparations being made for public consultation on the public consultation phase.

11/2022 Plan awaiting publication on the have you say site

11/22 The enforcement policy is currently out for public comment on our Have Your Say site

22 The external consultation through the have your say portal is completed. Draft enforcement policy being reviewed and report for Council is being developed.


11/22 Report programmed for the October OMC

11/22 Report booked in for Council briefing on 30 November 2022

12/22 Report re booked for council briefing in February 2023

2023 Enforcement policy adopted by Council at march Council meeting

Updated - 04/04/2023

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.4 Incorporate flood mapping into the Planning Scheme prepare an exhibit Moorabool Planning Scheme Amendment C91 (2017-2021)	Sarah Kernohan - Manager Growth & Development	Completed	21/12/2018	30/06/2021	100%	100%	 GREEN


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,

On Progress Comments

Amendment C91 seeks to introduce flood controls to the Moorabool Planning Scheme. Following the preparation of the flood study and mapping in conjunction with Melbourne Water, a report was presented to the Ordinary Meeting of Council in September 2019, where Councillors endorsed seeking authorisation from the Department of Environment, Land, Water and Planning (DELWP) and exhibiting the Amendment. Conditional authorisation was received from DELWP on 25 November 2019, to prepare and exhibit the amendment. On 13 February 2020, DELWP granted approval to commence exhibition. Exhibition formally commenced on the 12 March 2020 for a period of 8 weeks. Due to COVID-19, the exhibition period was extended until 18 August 2020. The planning scheme amendment was reported to Council on 3 March 2021. At this meeting the amendment was referred to a planning panel. A planning panel has been appointed and a hearing is scheduled for June 2021. A directions hearing was held on 20 April 2021. The panel hearing was held during the week of 6 June. The amendment went to the 6 October meeting of Council. When put to the vote, the motion was lost. The report was taken back to the 1 December 2021 where the amendment was adopted by Council. The amendment was submitted to the Minister for Planning on 3 December 2021. The Minister for Planning approved the amendment on 8 February 2022.

Updated - 25/02/2022

Item	Responsible Officer	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.5 Develop and implement a policy on allocation, use and management of water for Council water assets	Mitchell Cunningham - Coordinator Development Infrastructure	In Progress	1/07/2019	26/01/2024	80%	100%	 YELLOW


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

Red action filters: Outstanding Council Plan Actions 2017/2021,

On Progress Comments

Update of Project at end of Q2:
A draft water trading policy has been developed, the policy was provided to the consultants developing the Bacchus Marsh Integrated Water Management Strategy for inclusion in this document, however due to the scale of the Integrated Water Strategy it was not incorporated. As a result, the policy is still in draft form - it is expected that the policy will be completed by 23/2024.
Following discussions with internal staff the water trading policy is to be extended to include steps and objectives of what is to occur in drought as well. Kick off meeting has been completed with relevant staff Members and draft strategy for internal workshop is expected to be circulated in Q 3

Updated - 13/12/2023


on	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.6 Incorporate strategic documents into the Planning Scheme - West Moorabool Heritage Study (2017 - 2021)	Sarah Kernohan - Manager Growth & Development In Progress	1/07/2019	30/06/2021	65%	100%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

September - The planning scheme amendment documents have been completed. Councillors were briefed on amendment in September and October 2023 (three briefings). The amendment will be considered at the December 2023 OMC.
 September - The recommendation was carried at the December 2023 OMC. The amendment has been submitted to the Department of Transport and Planning for authorisation.
 Updated - 12/12/2023


on	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.7 Include the recommendations from the Planning Scheme Review report into the Planning Scheme	Sarah Kernohan - Manager Growth & Development Completed	11/08/2020	30/06/2021	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

A staged approach is being undertaken to progressively incorporate recommendations into the Planning Scheme. These recommendations are incorporated into actions that have been outlined in the Council Plan 2021-25 and are separately reported on in 2021-22. These actions include: Reviewing/ Developing an Investment Attraction Strategy, Visitor Strategy, Heritage Strategy, and Economic Development Strategy. Any further recommendations for action will be incorporated as new Council Plan Actions as required.
 Updated - 21/12/2021


on	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.8 Adopt a revised Municipal Early Years Plan (MEYP) and Youth Strategy	Rhona Pedretti - Manager Child, Youth & Family Services Completed	1/07/2017	30/06/2021	100%	Not Set	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Child Services	Recurrent				

red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

Request for quotation specification has been developed in preparation for a procurement process to seek a suitable consultant to develop a combined early years and youth strategy. The strategy will be delivered in 2023-2024.
 This action is now marked completed as it has been joined with a new Council Plan action for the year 2023-2024 FY (Named: Develop a New Young Communities Strategy (which combines the Municipal Early Years and Plan and Youth Strategy))
 Updated - 03/08/2023

on		Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.9 Implement the Reserve Management Framework	Shannon Maloney - Manager Community Activation	Completed	1/07/2020	30/06/2021	100%	100%	 GREEN

ivity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
recreation and Leisure	Recurrent				

red action filters: Outstanding Council Plan Actions 2017/2021,

on Progress Comments

Due to the impacts of the COVID-19 pandemic and the impact on the financial sustainability of local sporting clubs and leagues, the final year of the Reserve Management Framework has not been implemented to the full extent as projected in the framework. As a separate action to review the existing Reserve Management Framework should be completed in 2022 to provide an updated and more robust framework for future years implementation.

Updated - 21/12/2021

Amendment C104moor – Summary of submissions

Sub No.	Submitter	Objection/ Support	Summary of Submission	Officer Recommendation
1	Department of Transport and Planning (DTP)	Support	Supports the amendment	Note support for amendment
2	Central Highlands Water (CHW)	Support	<p>Suggest wording changes as follows:</p> <ul style="list-style-type: none"> • Amend Schedule 1 to Clause 42.01 Environmental Significance Overlay to replace 'Declared Water Supply Catchments' to 'Special Water Supply Catchment Protection' to be consistent with terminology used by Hepburn Shire Council, and terminology used in Schedule 5 of the Catchment and Land Protection Act 1994. • Amend Schedule 1 to Clause 42.01 Environmental Significance Overlay to replace 'State Environment Protection Policy (Waters of Victoria)' with 'Environment Protection Regulations' consistent with current state policy. • Amend Schedule 1 to Clause 42.01 Environmental Significance Overlay to replace 'Septic Tanks Code of Practice' to 'Code of practice – onsite wastewater management' to reflect new policy guideline/ regulation. 	<p>Note support for amendment and recommend changes as follows:</p> <ul style="list-style-type: none"> • Amend 'Declared Water Supply Catchment' to 'Special Water Catchment Areas'. • Amend 'State Environment Protection Policy' to 'Environment Protection Regulations'. • Amend 'Septic Tank Code of Practice' to 'Code of practice - onsite wastewater management' <p>Final wording as above has been agreed to with CHW.</p>
3	Landowner	No objection subject to confirmation of rates not impacted by amendment	Concerned that rezoning might affect rates on their property.	<p>No change required.</p> <p>Council's rates department advises that the proposed change will not affect the rating of the property.</p>

Planning and Environment Act 1987

MOORABOOL PLANNING SCHEME

AMENDMENT C104MOOR

EXPLANATORY REPORT

Overview

The amendment seeks to correct errors in various ordinances and the misapplication of zones and overlays in the Moorabool Planning Scheme. It also rezones Council land to reflect its community uses and deletes redundant references. The proposed rezoning and anomalies correction will apply appropriate zoning to reflect existing ownership and use of land and update content in ordinances to improve clarity and administration of the planning scheme.

Where you may inspect this amendment

The amendment can be inspected free of charge at:

- Moorabool Shire Council website at [Planning scheme amendments | Moorabool Shire Council](#)
- During office hours at the following places:
 - 15 Stead Street, Ballan
 - Lerderberg Library - Customer Service, 215 Main Street, Bacchus Marsh
 - Darley Civic and Community Hub, 182 Halletts Way, Darley
- Department of Transport and Planning website at <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

Details of the amendment

Who is the planning authority?

This amendment has been prepared by the Moorabool Shire Council which is the planning authority for this amendment.

The amendment has been made at the request of Moorabool Shire Council.

Land affected by the amendment

The amendment applies to the following land:

1. 1A Berry Street, Ballan
2. 23A Taverner Street, Maddingley
3. 5 Tudball Court, Bacchus Marsh
4. 87 La Cote Road, Greendale
5. 13 Lidgett Street, Bacchus Marsh
6. 11 Lidgett Street, Bacchus Marsh
7. Lot 1 TP757063, 309 Bungaree-Wallace Road, Bungaree
8. 220 Bungaree-Wallace Road, Bungaree
9. Lot 8 LP94428 Western Highway, Bungaree
10. Land bound by the Western Freeway and Halletts Way, and by Masons Lane and Gisborne Road
11. 133 and 272 Powells Road, Clarkes Hill

A mapping reference table is attached at [Attachment 1](#) to this Explanatory Report.

What the amendment does

The amendment corrects zone and overlay anomalies and fixes typographical and other obvious errors in the Planning Scheme. It also rezones Council land to support community use and the current development of the land. The amendment makes minor changes to correct obvious errors to maintain

up-to-date content and enhance operation of the planning scheme.

The amendment makes the following specific changes:

Zoning Maps

1. Amend Planning Scheme Map No. 27 to rezone crown land at 1A Berry Street, Ballan from General Residential Zone 1 (GRZ1) to Public Park and Recreation Zone (PPRZ).
2. Amend Planning Scheme Map No. 37 to rezone Council land at 23A Taverner Street, Maddingley from Farming Zone (FZ) to PPRZ.
3. Amend Planning Scheme Map No. 35 to rezone land at 5 Tudball Court, Bacchus Marsh from PPRZ to GRZ2.
4. Amend Planning Scheme Map No. 15 to rezone land at 87 La Cote Road, Greendale from Rural Living Zone (RLZ) and PPRZ to RLZ.
5. Amend Planning Scheme Map No. 35 to rezone land at 13 Lidgett Street, Bacchus Marsh from PPRZ to GRZ2.
6. Amend Planning Scheme Map No. 35 to rezone land at 11 Lidgett Street, Bacchus Marsh from GRZ2 and PPRZ to GRZ2.
7. Amend Planning Scheme Map No. 10 to rezone land at Lot 1 TP757063 309 Bungaree-Wallace Road, Bungaree from FZ and Township Zone (TZ) to TZ.
8. Amend Planning Scheme Map No. 10 to rezone land at 220 Bungaree-Wallace Road, Bungaree from TZ and FZ to TZ.
9. Amend Planning Scheme Map No. 10 to rezone land at Lot 8 LP94428 Western Highway Bungaree from FZ and TZ to TZ.

Overlays Maps

10. Amend Planning Scheme Map No. 34DDO to change area labelled 'DDO15' to 'DDO16' to reflect reference in Schedule 15 to Clause 43.02.
11. Amend Planning Scheme Map No. 35DDO to change areas (5x) labelled '14DDO' to '15DDO', and areas (2x) labelled 'DDO15' to 'DDO16' to reflect reference in Schedule 15 and 16 to Clause 43.02.
12. Amend Planning Scheme Map No. 36DDO Change area labelled 'DDO15' to 'DDO16' to reflect reference in Schedule 16 to Clause 43.02.
13. Amend Planning Scheme Map No. 37DDO Change areas (3x) labelled 'DDO14' to 'DDO15', and areas (3x) labelled '15DDO' to '16DDO' to reflect reference in Schedule 15 and 16 to Clause 43.02.
14. Amend Planning Scheme Map No. 9PAO to delete Public Acquisition Overlay (PAO4) from land at 133 and 272 Powells Road, Clarks Hill.

Planning scheme ordinance

15. Amend the Schedule to Clause 34.01 (Commercial 1 Zone) to make the following corrections under 1.0 Maximum leasable floor area requirements:
 - amend 'Ramsey' to 'Ramsay' in second row first column.
 - amend description of land in fourth and fifth lines to improve clarity.
 - amend 'Cliffton' to 'Clifton' in last row first column.
16. Amend the Schedule to Clause 35.07 (Farming Zone) to make the following changes under Map 1 to the Schedule to Clause 35.07:
 - replace map Sheet 1 with updated map.
 - replace map Sheet 2 with updated map.
 - replace map Sheet 3 with updated map.
17. Amend Schedule 1 to Clause 42.01 (Environmental Significance Overlay) as follows:

- Amend 'Proclaimed Water Catchment Areas' to 'Special Water Supply Catchment Areas' under Schedule 1 to Clause 42.01 Environmental Significance Overlay; 1.0 Statement of environmental significance; 2.0 Environmental objective to be achieved; 4.0 Application requirements; and 5.0 Decision guidelines.
18. Amend Schedule 1 to Clause 42.01 (Environmental Significance Overlay) as follows:
 - Replace 'State Environment Protection Policy (Waters of Victoria)' with 'Environment Protection Regulations' under 3.0 Permit requirement, and 5.0 Decision guidelines.
 - Replace 'Septic Tanks Code of Practice' with 'Code of practice – onsite wastewater management' under 3.0 Permit requirement, and 5.0 Decision guidelines.
 19. Amend Schedule 1 to Clause 42.01 (Environmental Significance Overlay) to amend 'Department of Sustainability and Environment or the Department of Primary Industries' to 'Department of Energy, Environment and Climate Action (DEECA)'.
 20. Amend Schedule 1 to Clause 42.01 (Environmental Significance Overlay) to delete last two dot points under 3.0 Permit requirement.
 21. Amend Schedule 8 to Clause 42.01 (Environmental Significance Overlay) to revise third paragraph under 1.0 Statement of environmental significance to delete '1411' and 'These'.
 22. Amend Schedule 1 and 3 to Clause 43.02 (Design and Development Overlay) to update reference date of the Code of Practice - Private Tennis Court Development from 'August, 1996' to 'March, 1999'.
 23. Amend Schedule 2 to Clause 43.04 (Development Plan Overlay) to change 'Department of Natural Resources and Environment' to 'Department of Energy, Environment and Climate Action (DEECA)'.
 24. Amend Schedule to Clause 45.01 (Public Acquisition Overlay) to delete the fourth row of table under 1.0 Public acquisition.
 25. Amend Schedule to Clause 52.17 (Native Vegetation) to delete third row of table under 1.0 Schedule area.
 26. Amend Schedule to Clause 52.28 (Gaming) to change 'The Complex' to 'The Village' in table under 2.0 Prohibition of a gaming machine in a shopping complex.
 27. Amend Schedule to Clause 66.04 (Referral of Permit Applications Under Local Provisions) as follows:
 - replace '52.03' with '45.12' in row 8 of first column
 - replace 'Schedule 14' with 'Schedule 15' in row 9 of first column
 - replace 'Schedule 15' with 'Schedule 16' in row 10 of first column
 - replace 'Department of Environment, Land, Water and Planning' with 'Department of Energy, Environment and Climate Action' in rows 6 and 7 of third column
 - replace 'Department of Health and Human Services' with 'Department of Health' in row 9 of third column
 - replace 'Department of Health and Human Services' with 'Department of Families, Fairness and Housing' in rows 10 and 11 of third column.

Strategic assessment of the amendment

Why is the amendment required?

Amendment C104moor is required to correct errors identified in ordinances, zone and overlay maps within the Planning Scheme. It also rezones Council land to reflect its community use, deletes redundant references; and makes other rezoning changes where zoning does not reflect existing ownership and use of land. This amendment is required to correct these anomalies, and also rezone Council land to support public use, as part of Council's obligation to maintain up-to-date content and ensure effective administration of the Planning Scheme.

Amendment C104moor amends 5 Zoning Maps to correct misapplication of zoning to land, in part or full, due to routine mapping and administrative errors. This includes rezoning 6 privately owned and occupied residential properties from public or agricultural land zones (PPRZ, FZ) to residential zoning

(GRZ2, RLZ, TZ); and 1 publicly owned lot from GRZ1 to PPRZ. This includes fixing inconsistencies between property and zone boundaries and the application of split zoning on individual properties.

Land at 23A Taverner Street, Maddingley is being rezoned from FZ to PPRZ in line with the purpose of the PPRZ 'to recognise areas for public recreation and open space'. The site is adjacent to Maddingley Park and owned by Council. A planning permit has been granted to develop and use the site for a community sport and recreation centre. The PPRZ will reflect the use and ownership of the land.

The amendment amends the Design and Development Overlay Maps 34DDO, 35DDO, 36DDO and 37DDO to correct map labelling errors associated with the Bacchus Marsh Hospital Emergency Medical Services Helicopter Flight Path Protection. The proposed changes are needed to align with the corresponding references in Schedule 15 and 16 to Clause 43.02 (Design and Development Overlay).

The amendment removes the redundant Public Acquisition Overlay (PAO4) applied by the Goldfields Superpipe Project which was completed in 2009. Central Highlands Water has confirmed that the project is completed and supports removing the PAO4 and associated references in Clause 45.01 (Public Acquisition Overlay).

The amendment fixes obvious errors in clauses 34.01, 42.01, 43.02, 43.04, 45.01, 52.17, 52.28, and 66.04, correcting typographical errors and names and dates of background documents in the Planning Scheme.

The Schedule to Clause 35.07 (Farming Zone) is also amended to insert updated map sheets. The new map sheets realign the FZ Schedule Boundary and correct inadvertent overlap with residential use zones that lie within the schedule boundary. This change is required to accurately delineate the extent of the Bacchus Marsh Irrigation District area.

It is incumbent upon Council to resolve these matters for effective operation and administration of the Planning Scheme.

How does the amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as stipulated in section 4(1) of the *Planning and Environment Act 1987* (PE Act) including:

- *to provide for the fair, orderly, economic and sustainable use, and development of land;*

The amendment supports this objective by correcting mapping errors and applying appropriate zones and overlays to ensure consistency between existing ownership and use of land within the Shire.

- *to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*

Maintaining up-to-date content and improving language clarify ensures the planning scheme facilitates sustainable and safe administration of development and use of land to achieve state and local policies.

- *to protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community;*

The amendment facilitates provision and protection of public assets by rezoning Council land and crown lands to PPRZ to recognise and support use of these sites for public use and open space.

How does the amendment address any environmental, social and economic effects?

Environmental effects

The amendment poses minimal adverse effects on the environment. Proposed residential zones do not introduce new uses but apply appropriate land use zones consistent with existing use and development of subject land.

Environmental implication of using Council land at Taverner Street for public use has been investigated and environmental concerns addressed prior to the granting of a planning permit. The proposed changes are not expected to have any negative environmental effects.

Social effects

The amendment is expected to have a net positive impact on community infrastructure and open space. Rezoning land to support public recreation and open space implements the purpose of the PPRZ and contributes to social benefits to the community.

Economic effects

The amendment does not have adverse economic effects.

Does the amendment address relevant bushfire risk?

The amendment does not increase bushfire risk and seeks only to realign zoning boundaries with lot boundaries. It is not proposed to intensify uses on land within the bushfire prone area in accordance with Clause 13.02. Land at 87 La Cote Road to be rezoned from PPRZ to RLZ already contains a dwelling. The PPRZ is not suitable for land in private ownership and rezoning to the RLZ in accordance with the remainder of the site is the most suitable outcome. In accordance with the provisions of the zone, a planning permit would be required for any additional dwelling on the land and would be subject to review by the relevant fire authority. The views of the Country Fire Authority (CFA) will be sought during exhibition.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with the requirement of the Ministerial Direction – The Form and Content of Planning Schemes (section 7(5) of PE Act). The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces.

Direction No. 1: Potentially Contaminated Land

The amendment complies with Ministerial Direction 1 (Potentially contaminated land). The amendment includes rezoning a portion of 220 Bungaree-Wallace Road, Bungaree from FZ to TZ to maintain consistency with property boundary and zoning (TZ) of surrounding properties. Farming uses do not appear to have been undertaken on the subject land although the surrounding land to the south has been actively farmed. It is likely the boundary of the FZ was misaligned with the property boundary when the State government introduced the FZ to the area. A majority of the land is already within the TZ.

Direction No. 11: Strategic Assessment of Amendments

The amendment complies with Ministerial Direction 11 (Strategic Assessment of Amendments) under section 12 of the PE Act. The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces including potential environment, economic and social outcomes that may emerge as a result of the amendment. These are addressed in this Explanatory Report.

Direction No. 15: The planning scheme amendment process

The amendment is prepared in accordance with the requirements of Direction 15 for preparing a planning scheme amendment including exhibition and notice requirements.

How does the amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment considers and gives effect to relevant local and state policy including clauses 02.03-9 (Infrastructure), 19.02-6S (Open space), and 19.02-6L (Open space in Moorabool). The amendment supports public use and community infrastructure by applying appropriate rezoning (from FZ to PPRZ) in a manner that recognises and protects public infrastructure, uses, and open space.

By correcting anomalies and obvious errors in the planning scheme, the amendment facilitates land use and development in accordance with the Planning Policy Framework.

How does the amendment support or implement the Municipal Planning Strategy?

The amendment supports implement of the MPS and gives effect to clauses 02-03-1 (Settlement) and 02.03-9 (Infrastructure) to increase community and recreation infrastructure. Correction of technical and obvious errors further improves the operation and clarity of the Planning Scheme to facilitate appropriate land use and development outcomes.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment supports proper use of the Victoria Planning Provisions. It corrects the misapplication of land use zones and fixes mapping and obvious errors identified in the Planning Scheme for effective application and enforcement of land use and development controls and ordinances.

How does the amendment address the views of any relevant agency?

Central Highlands Water has provided support for the removal of the Public Acquisition Overlay (PAO4). Further consultation will be undertaken with relevant agencies (CFA) and stakeholders during exhibition of the amendment.

Does the amendment address relevant requirements of the *Transport Integration Act 2010*?

The amendment is minor in nature and will not impact on the transport system.

Resource and administrative costs

What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

The amendment will have negligible impact on resource and administrative cost to the responsible authority. Proposed rezoning and other corrections will not significantly affect permit application because the amendment mainly applies to already developed and occupied land.

ATTACHMENT 1 - Mapping reference table

Location	Land /Area Affected	Mapping Reference	Address	Proposed changes		
				Zone	Overlay	Deletion
Moorabool	1A Berry Street, Ballan	Moorabool 006znMap27 Authorisation C104moor	1A Berry Street, Ballan	Rezone from GRZ1 to PPRZ		
Moorabool	23A Taverner Street, Maddingley	Moorabool 007znMap37 Authorisation C104moor	23A Taverner Street, Maddingley	Rezone from FZ to PPRZ		
Moorabool	5 Tudball Court, Bacchus Marsh	Moorabool 005znMap35 Authorisation C104moor	5 Tudball Court, Bacchus Marsh	Rezone from PPRZ to GRZ2		
Moorabool	Approximately 1.52 acres of land at 87 La Cote Road, Greendale	Moorabool 004znMap15 Authorisation C104moor	87 La Cote Road, Greendale	Rezone from RLZ and PPRZ, to RLZ		
Moorabool	13 Lidgett Street, Bacchus Marsh	Moorabool 005znMap35 Authorisation C104moor	13 Lidgett Street, Bacchus Marsh	Rezone from PPRZ to GRZ2		
Moorabool	Approximately 0.06 acres of land at 11 Lidgett Street, Bacchus Marsh	Moorabool 005znMap35 Authorisation C104moor	11 Lidgett Street, Bacchus Marsh	Rezone from GRZ2 and PPRZ, to GRZ2		
Moorabool	Approximately 0.0006 acres of land at Lot 1 TP757063, 309 Bungaree-Wallace Road, Bungaree	Moorabool 008znMap10 Authorisation C104moor	Lot 1 TP757063, 309 Bungaree-Wallace Road, Bungaree	Rezone from TZ and FZ, to TZ		
Moorabool	Approximately 0.65 acres of land at 220 Bungaree-Wallace Road, Bungaree	Moorabool 008znMap10 Authorisation C104moor	220 Bungaree-Wallace Road, Bungaree	Rezone from TZ and FZ, to TZ		
Moorabool	Approximately 0.03 acres of land at Lot 8 LP94428 Western Highway, Bungaree	Moorabool 008znMap10 Authorisation C104moor	Lot 8 LP94428 Western Highway, Bungaree	Rezone from FZ and TZ, to TZ		
Moorabool	Land bounded by Western Freeway and Halletts Way, and by Masons Lane and Gisborne Road	Moorabool 002ddoMaps34_35_36_37 Authorisation C104moor	Land bounded by Western Freeway and Halletts Way, and by Masons Lane and Gisborne Road		34DDO 35DDO 36DDO 37DDO	
Moorabool	Approximately 4.03 acres of land at 133 and 272 Powells Road Clarkes Hill	Moorabool 003d-paoMap09 Authorisation C104moor	133 and 272 Powells Road Clarkes Hill		9PAO	Delete PAO4
Moorabool	Various lands in Bacchus Marsh	Moorabool Map1Sheets1 Authorisation C104moor Moorabool Map1Sheet2 Authorisation C104moor Moorabool cl35.07 Map1Sheet3 Authorisation C104moor				Replace map Sheets 1, 2 and 3 under Map 1 to the Schedule to Clause 35.07

*Planning and Environment Act 1987***MOORABOOL PLANNING SCHEME****AMENDMENT C104MOOR****INSTRUCTION SHEET**

The planning authority for this amendment is the Moorabool Shire Council.

The Moorabool Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 10 attached maps.

Zoning Maps

1. Amend Planning Scheme Map Nos. 10, 15, 27, 35 & 37 in the manner shown on the 5 attached maps marked "Moorabool Planning Scheme, Amendment C104moor".

Overlay Maps

2. Amend Planning Scheme Map Nos. 34DDO, 35DDO, 36DDO, 37DDO, & 9PAO in the manner shown on the 5 attached maps marked "Moorabool Planning Scheme, Amendment C104moor".

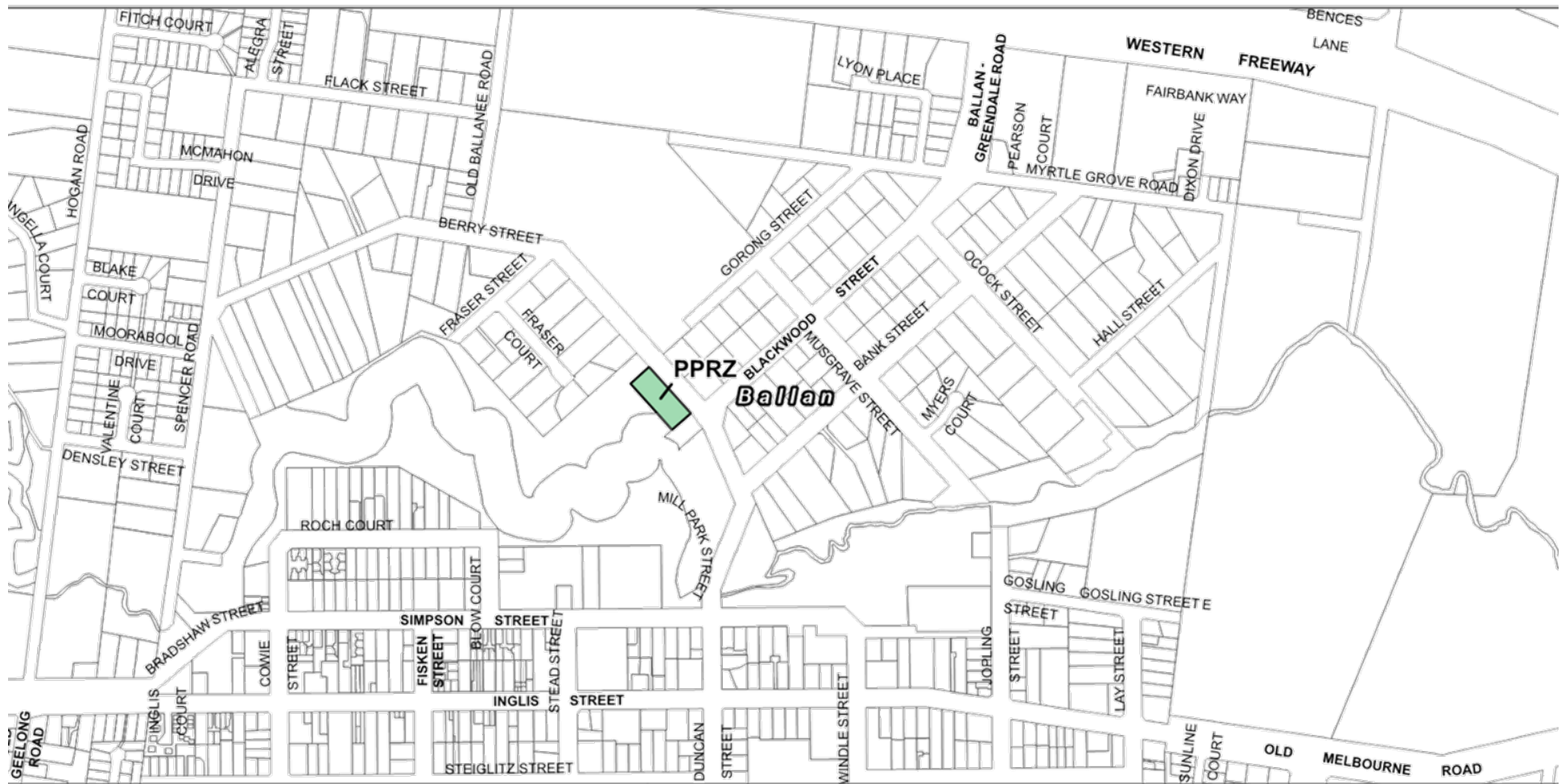
Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

3. In **Zones** – Clause 34.01, replace Schedule with a new Schedule in the form of the attached document.
4. In **Zones** – Clause 35.07, replace Schedule with a new Schedule in the form of the attached document.
5. In **Overlays** – Clause 42.01, replace Schedule 1 with a new Schedule 1 in the form of the attached document.
6. In **Overlays** – Clause 42.01, replace Schedule 8 with a new Schedule 8 in the form of the attached document.
7. In **Overlays** – Clause 43.02, replace Schedule 1 with a new Schedule 1 in the form of the attached document.
8. In **Overlays** – Clause 43.02, replace Schedule 3 with a new Schedule 3 in the form of the attached document.
9. In **Overlays** – Clause 43.04, replace Schedule 2 with a new Schedule 2 in the form of the attached document.
10. In **Overlays** – Clause 45.01, replace Schedule with a new Schedule in the form of the attached document.
11. In **Particular Provisions** – Clause 52.17, replace the Schedule with a new Schedule in the form of the attached document.
12. In **Particular Provisions** – Clause 52.28, replace the Schedule with a new Schedule in the form of the attached document.
13. In **General Provisions** – Clause 66.04, replace the Schedule with a new Schedule in the form of the attached document.

End of document



MOORABOOL PLANNING SCHEME - LOCAL PROVISION
AMENDMENT C104moo



LEGEND
 PPRZ - Public Park and Recreation Zone
 Local Government Area

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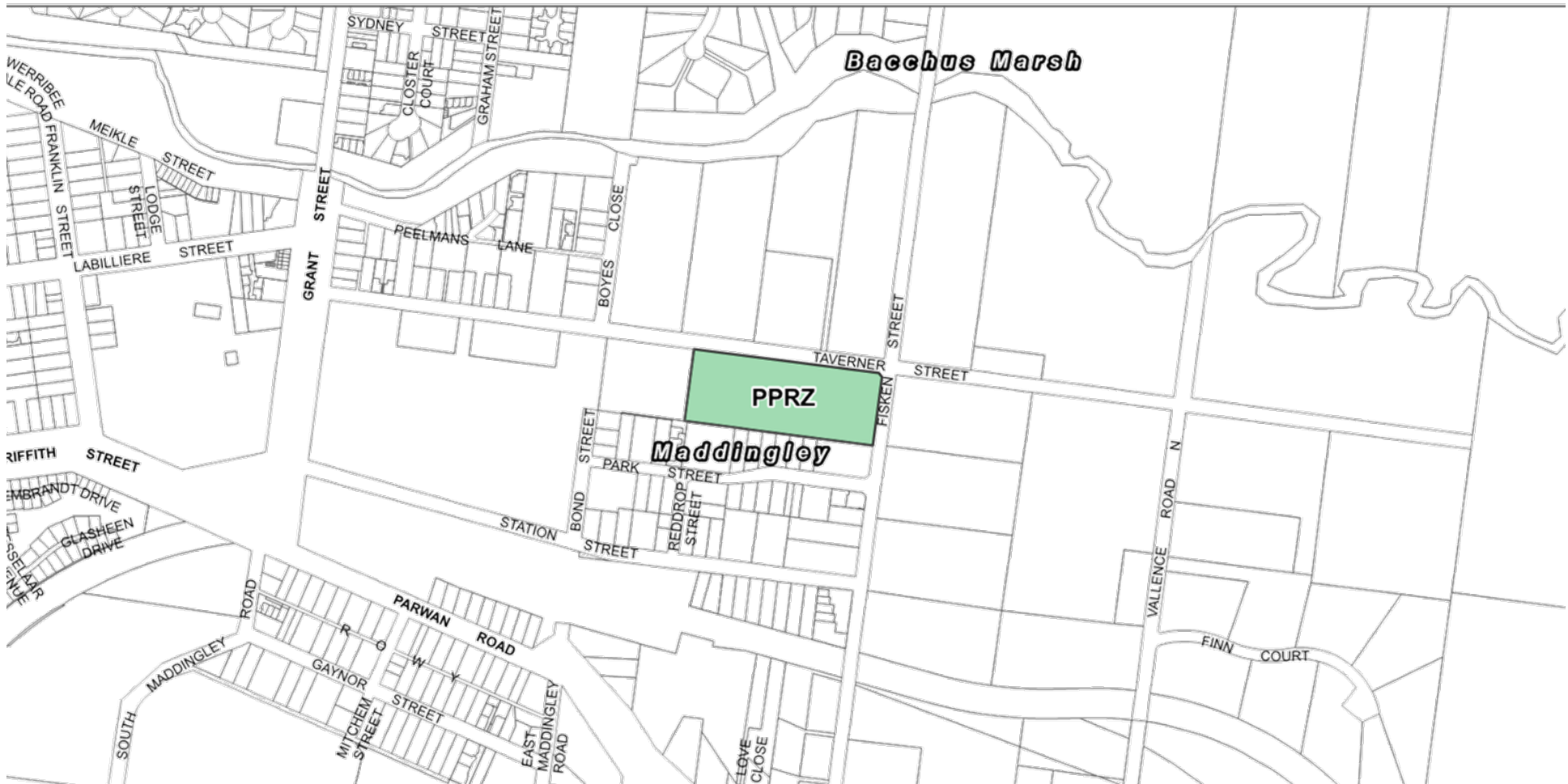
Planning Group
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 Meters



Part of Planning Scheme Map 2



MOORABOOL PLANNING SCHEME - LOCAL PROVISION
AMENDMENT C104moo



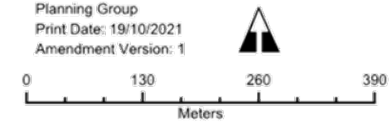
LEGEND

-  PPRZ - Public Park and Recreation Zone
-  Local Government Area

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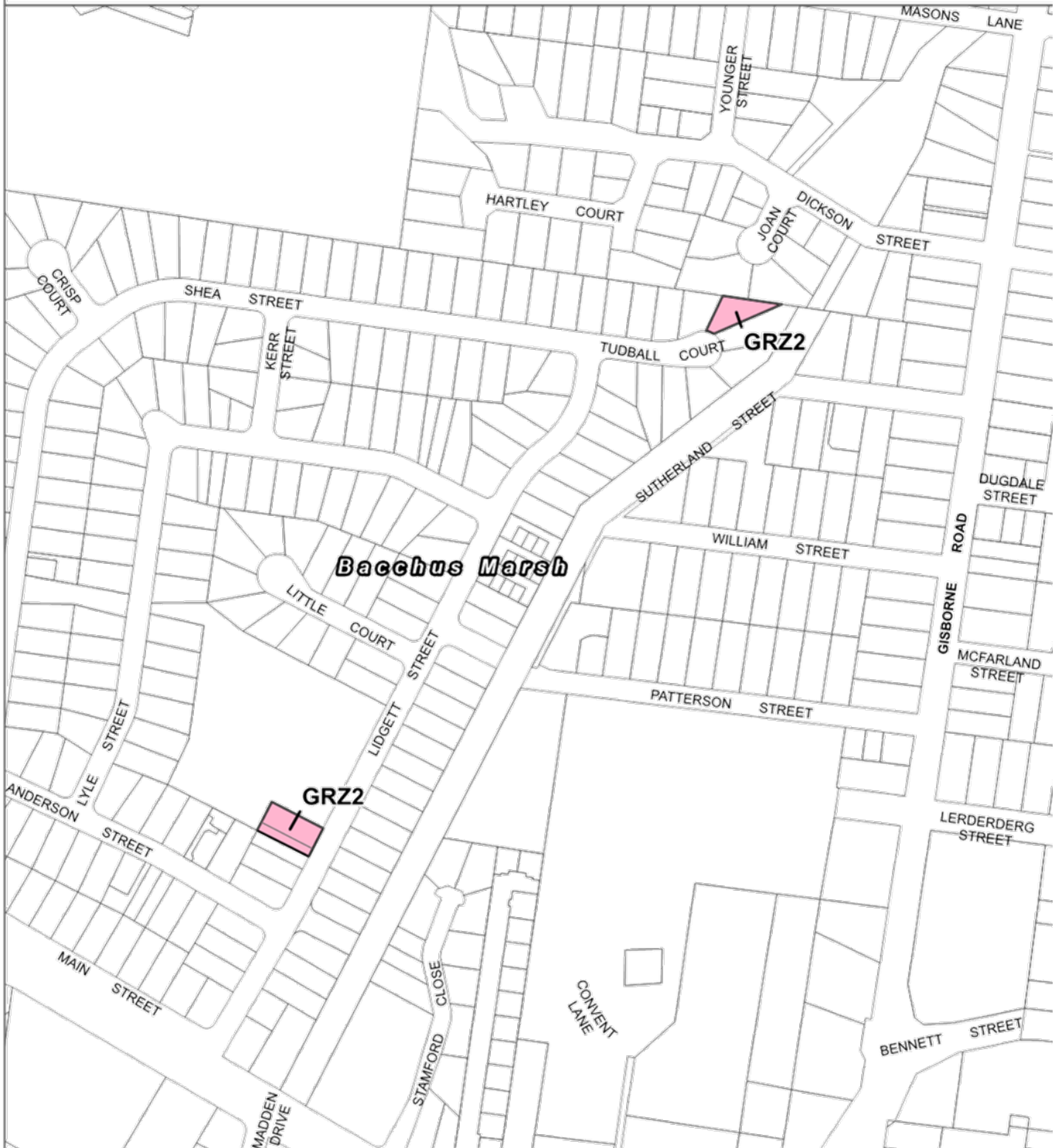
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Part of Planning Scheme Map 3



MOORABOOL PLANNING SCHEME - LOCAL PROVISION AMENDMENT C104moor



LEGEND

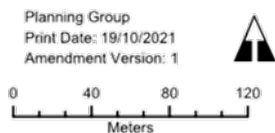
- GRZ - General Residential Zone
- Local Government Area



Part of Planning Scheme Map 35

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MOORABOOL PLANNING SCHEME - LOCAL PROVISION
AMENDMENT C104moo





LEGEND

-  RLZ - Rural Living Zone
-  Local Government Area

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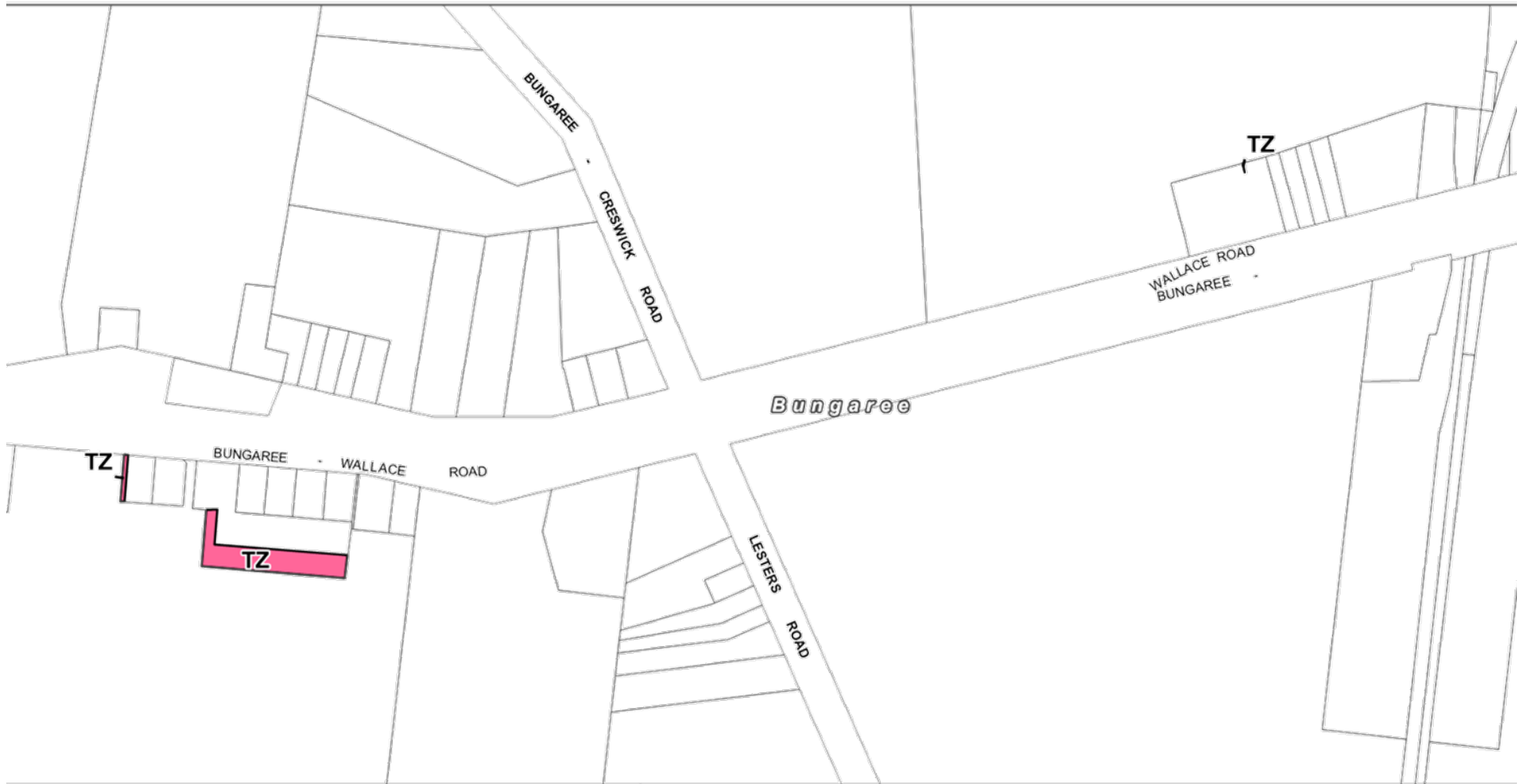
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Part of Planning Scheme Map 1



MUNICIPALITY OF BUNGAREE LOCAL GOVERNMENT
AMENDMENT C104moor



LEGEND

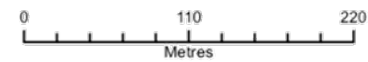
- TZ - Township Zone
- Local Government Area

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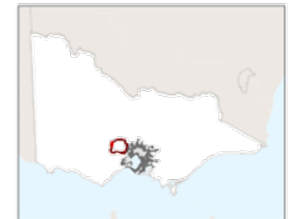
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Amendment Version: 3

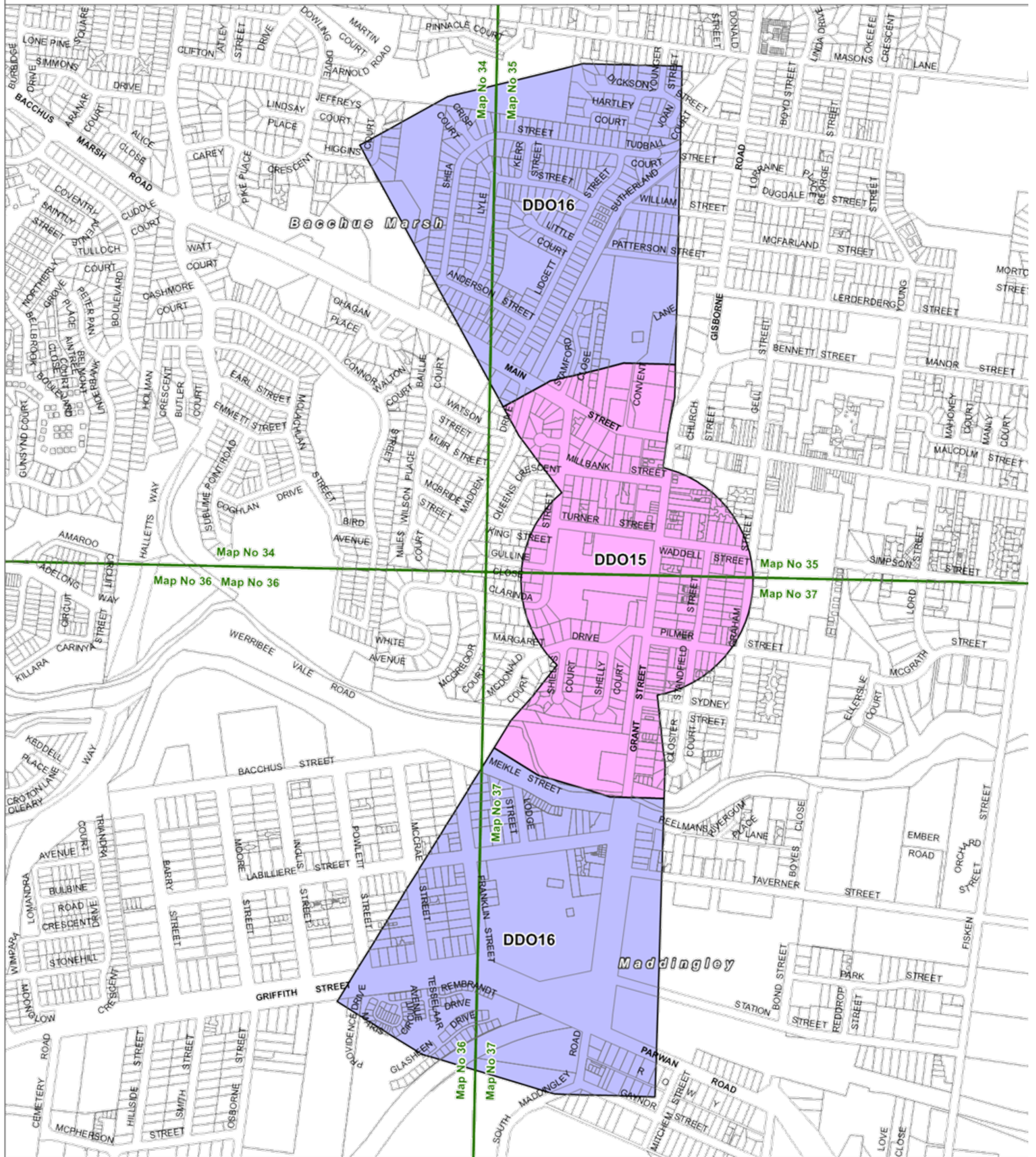


Department of Transport and Planning

Part of Planning Scheme Map 10

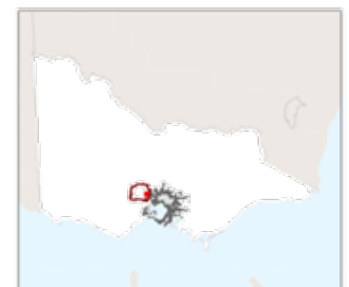


MOORABOOL PLANNING SCHEME - LOCAL PROVISION AMENDMENT C104mool



LEGEND

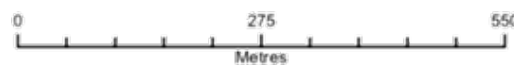
- DDO15 - Design and Development Overlay - Schedule 15
- DDO16 - Design and Development Overlay - Schedule 16
- Local Government Area



Part of Planning Scheme Maps 34DDO, 35DDO, 36DDO & 37DDO

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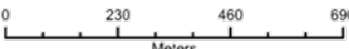
Environment,
Land, Water
and Planning

MOORABOOL PLANNING SCHEME - LOCAL PROVISION
AMENDMENT C104mool



.EGEND
 D-PAO - Area to be deleted from a Public Acquisition Overlay
 Local Government Area

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Part of Planning Scheme Map 9PA1



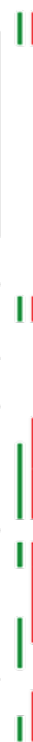
22/07/2021
C92moor

SCHEDULE TO CLAUSE 34.01 COMMERCIAL 1 ZONE

1.0 Maximum leasable floor area requirements

22/07/2021
C92moor Proposed C104moor

Land	Maximum leasable floor area for Office (square metres)	Maximum leasable floor area for Shop (other than Restricted retail premises) (square metres)
Darley Plaza Shopping Centre.	0	1,552
Land on the corner of Halletts Way and Ramsey Crescent, Darley.	0	240
West Maddingley Neighbourhood Activity Centre.	0	6000
Land in Bacchus Marsh on the northern side of Bacchus Marsh Road east of generally bounded by Main Street, Young Street, and the eastern side of Young Street northwards to Malcolm Street and Crook Street.	240	240
Land in Bacchus Marsh bound generally bounded by Grant Street to the west, Waddell Street to the south, Graham Street to the east and Lot 1 TP516562, PC369283 and SP24673 to the North, Gisborne Road, Bennett Street, Young Street, Lord Street and Waddell Street.	240	240
Land in Bacchus Marsh on the southern side of Clifton Drive between Donald Street and Gisborne Road.	240	240



22/07/2021
C92moor

SCHEDULE TO CLAUSE 35.07 FARMING ZONE

Shown on the planning scheme map as FZ.

1.0

Subdivision and other requirements

20/01/2022
VG205 Proposed C104moor

	Land	Area/Dimensions/Distance
Minimum subdivision area (hectares)	Land shown on <i>Map 1 to the schedule to the Farming Zone</i> (Sheets 1, 2 and 3) attached to this schedule	15 hectares
	All other land	100 hectares
Minimum area for which no permit is required to use land for a dwelling (hectares)	Land shown on <i>Map 1 to the schedule to the Farming Zone</i> (Sheets 1, 2 and 3) attached to this schedule	15 hectares
	All other land	40 hectares
Maximum area for which no permit is required to use land for timber production (hectares)	None specified	None specified
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres)	None specified	None specified
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres)	None specified	None specified
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres)	None specified	None specified
Minimum setback from a road (metres)	A Transport Zone 2 or land in a Public Acquisition Overlay if: <ul style="list-style-type: none"> ▪ The Head, Transport for Victoria is the acquiring authority; and ▪ The purpose of the acquisition is for a road. 	100 metres
	A Transport Zone 3 or land in a Public Acquisition Overlay if: <ul style="list-style-type: none"> ▪ The Head, Transport for Victoria is not the acquiring authority; and ▪ The purpose of the acquisition is for a road. 	40 metres

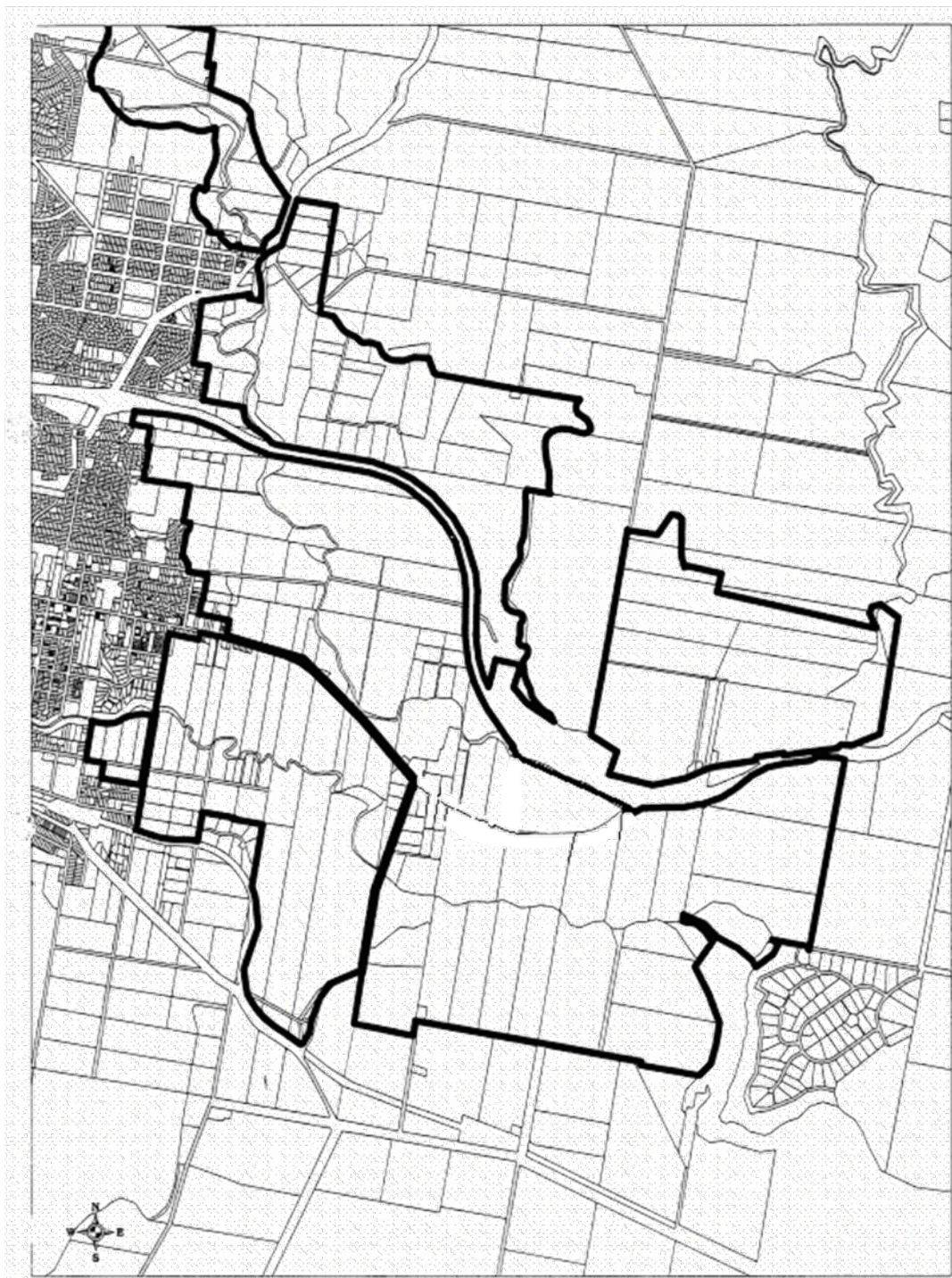


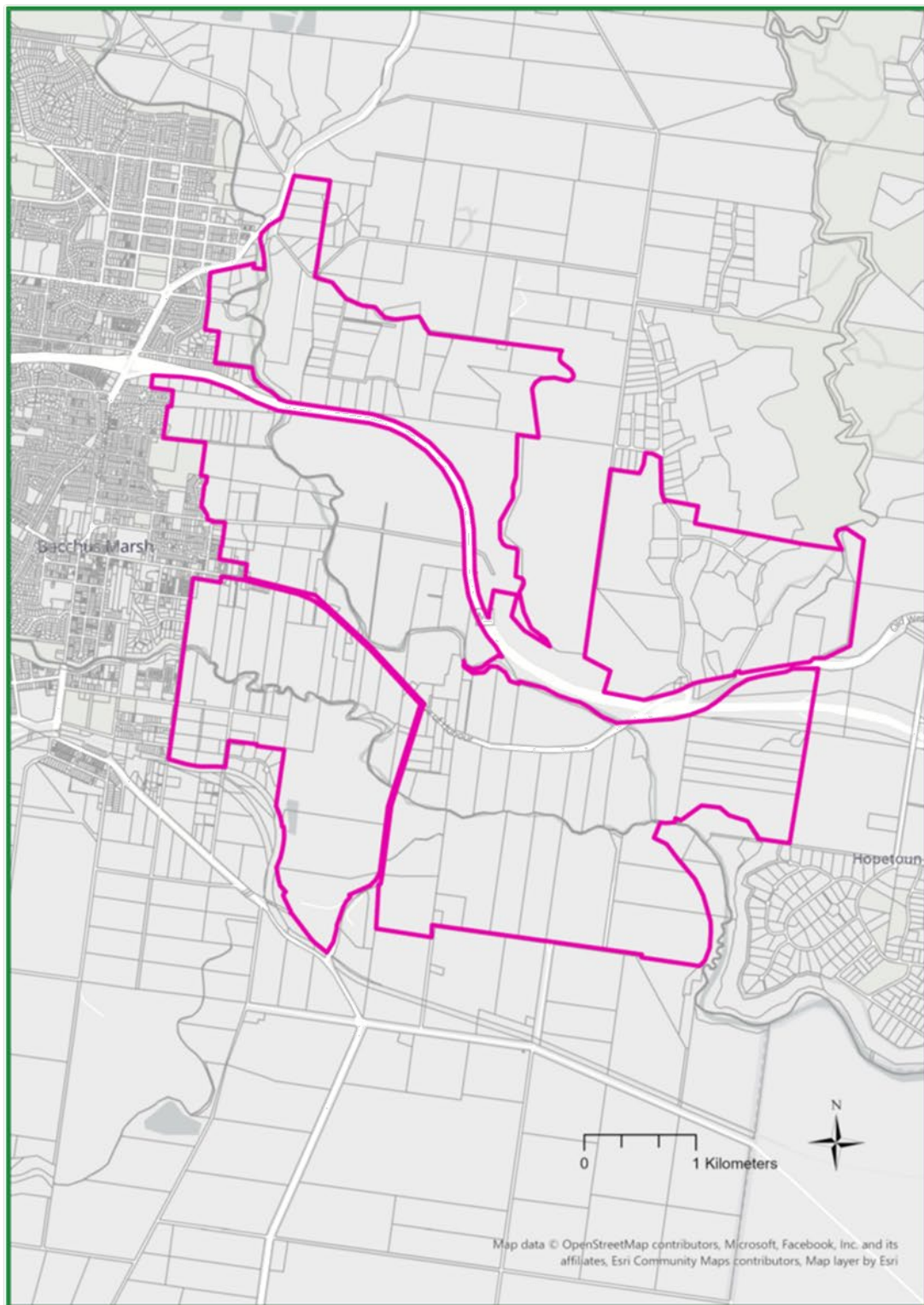
	Land	Area/Dimensions/Distance
	Any other road	20 metres
Minimum setback from a boundary (metres)	Any other boundary	5 metres
Minimum setback from a dwelling not in the same ownership (metres)	Any dwelling not in the same ownership	100 metres

Permit requirement for earthworks	Land
Earthworks which change the rate of flow or the discharge point of water across a property boundary	All land
Earthworks which increase the discharge of saline groundwater	All land

Map 1 to the Schedule to Clause 35.07

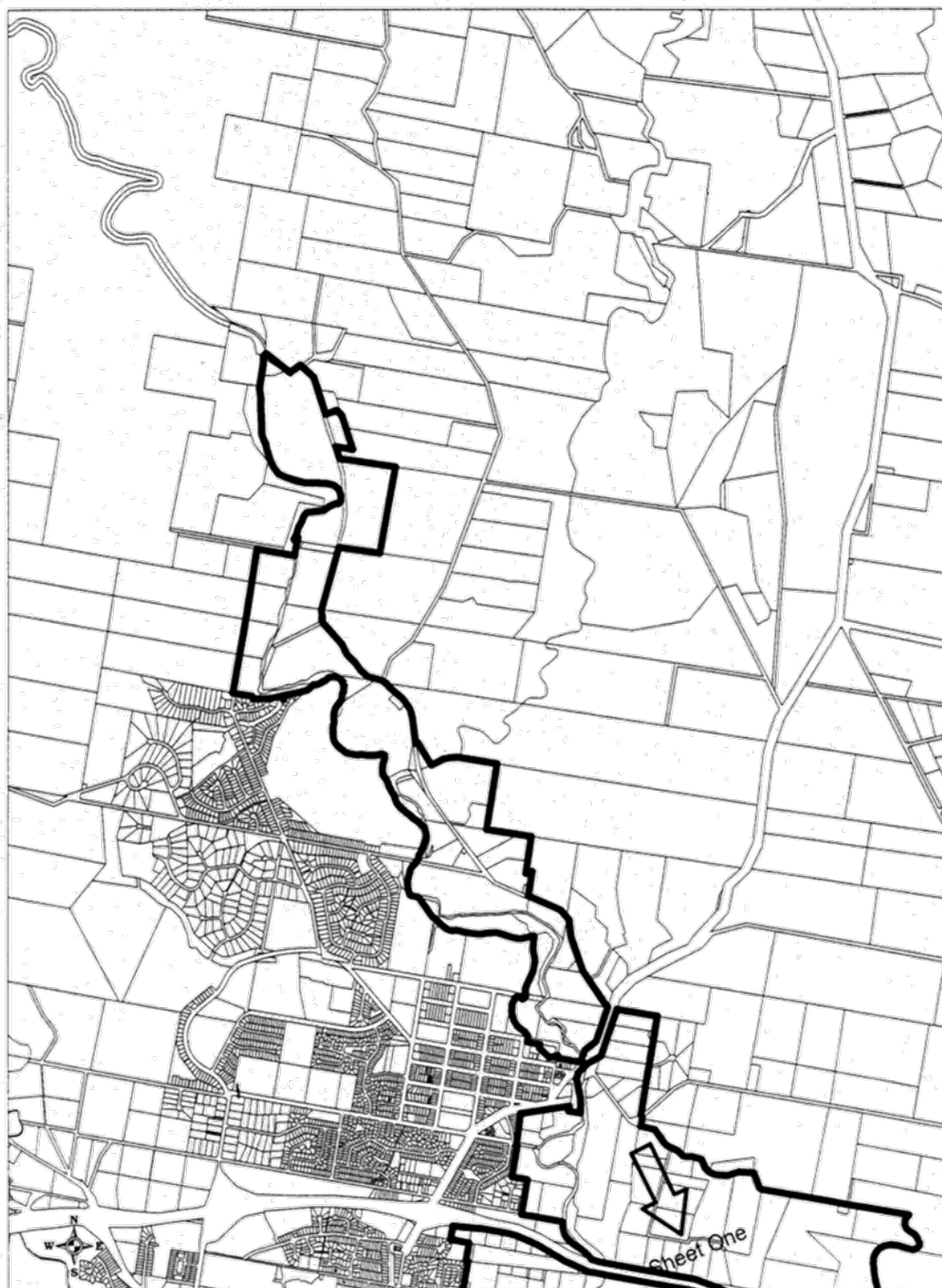
Sheet 1

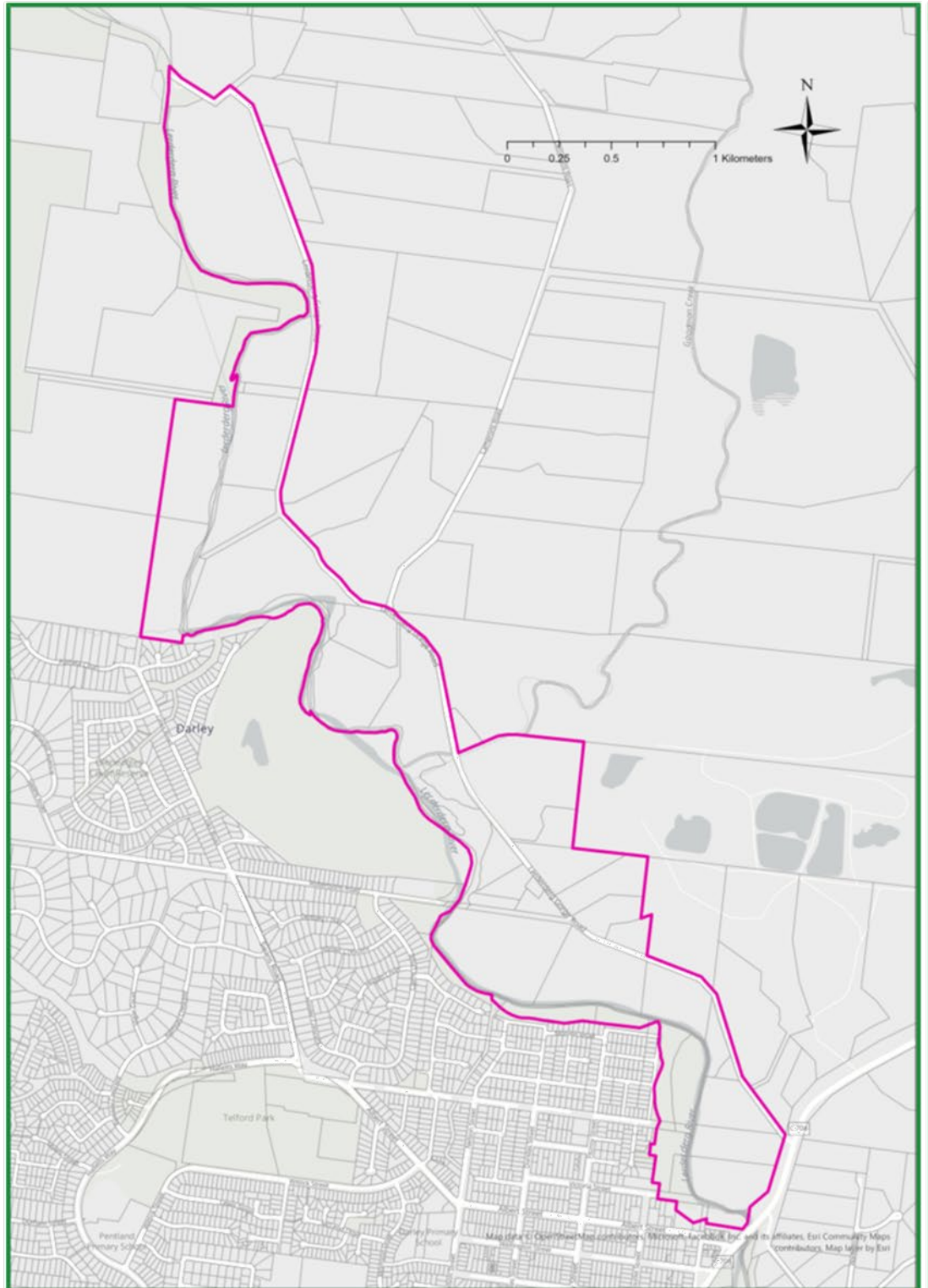




Map 1 to the Schedule to Clause 35.07

Sheet 2

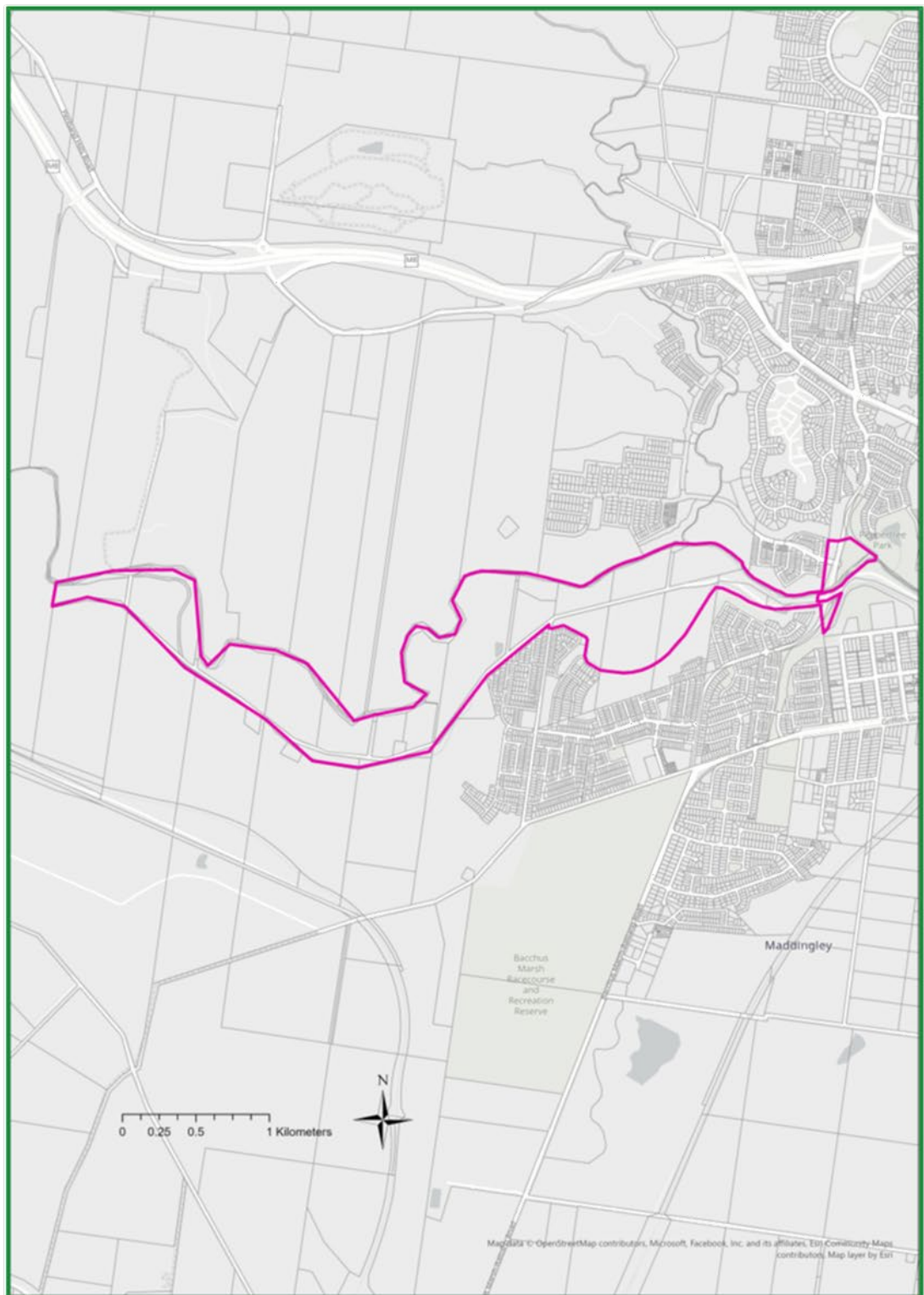




Map 1 to the Schedule to Clause 35.07

Sheet 3





SCHEDULE 1 TO CLAUSE 42.01 ENVIRONMENTAL SIGNIFICANCE OVERLAY

Shown on the planning scheme map as ESO1.

PROCLAIMED SPECIAL WATER SUPPLY CATCHMENT AREAS

1.0 Statement of environmental significance

The Shire of Moorabool contains several **proclaimed water catchments special water supply catchment areas**, which provide water to urban and rural development throughout the Shire. The protection of water catchments is essential to the health of all communities that rely on water for domestic and stock supply.

2.0 Environmental objective to be achieved

To protect the quality and quantity of water produced within **proclaimed water catchments special water supply catchment areas**.

To provide for appropriate development of land within **proclaimed water catchments special water supply catchment areas**.

3.0 Permit requirement

A permit is not required for:

- Repairs and routine maintenance and emergency works to existing buildings and works.
- The construction of a dam under 3 megalitres capacity that is not on a waterway.
- The construction or carrying out of works associated with a minor utility installation.
- The construction or carrying out of works associated with informal outdoor recreation.
- Development undertaken by a public authority to regulate the flow of water in a watercourse, regulate flooding or to construct or redirect a watercourse.
- Routine maintenance works on land managed by a public land manager.
- Activities conducted on public land by or on behalf of the Department of **Sustainability and Environment or the Department of Primary Industries-Energy, Environment and Climate Action** under the relevant provisions of the *Reference Areas Act 1978*, the *National Parks Act 1975*, the *Fisheries Act 1995*, the *Wildlife Act 1975*, the *Land Act 1958*, the *Crown Land (Reserves) Act 1978* or the *Forests Act 1958*.
- The removal, destruction or lopping of vegetation necessary for extractive industry authorised by an approved work plan and in accordance with a work authority issued under the *Extractive Industry Development Act 1995*.
- The construction of a dwelling in a Farming Zone, where the lot exceeds 40 hectares and the building and its septic tank effluent absorption area are not located within 100 metres of a waterway or upstream of a dam or wetland and:
 - Any site cut required is less than one metre in depth and less than 300 square metres in area.
 - No stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.
- The construction of a dwelling in the any of the General Residential Zone, Neighbourhood Residential Zone, Low Density Residential Zone, Township Zone or Rural Living Zone where the dwelling is connected to reticulated sewerage, and no stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.

-
- The construction of a dwelling in the any of the General Residential Zone, Neighbourhood Residential Zone, Low Density Residential Zone, Township Zone or Rural Living Zone where the dwelling is not connected to reticulated sewerage but the proposal complies with the following:
 - It has been demonstrated to the satisfaction of the responsible authority and the relevant water authority that the lot can contain effluent in accordance with the requirements and provisions of the ~~State Environment Protection Policy (Waters of Victoria)~~ Environment Protection Regulations and the provisions of the “~~Septic Tanks Code of Practice~~ Code of practice - onsite wastewater management”.
 - The building and its septic tank effluent absorption area are not located within 100 metres of a waterway or upstream of a dam or wetland.
 - No stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.
 - The construction of an extension or alterations to an existing dwelling or the construction or carrying out of works which are ancillary to a dwelling which:
 - Has an area of 30 square metres or less; or
 - Would not increase the number of bedrooms of the dwelling (where studies or studios that are separate rooms are counted as bedrooms), provide additional sanitary or laundry fixtures or otherwise impose any additional load on an existing septic tank facility;
 and
 - any site cut required is less than one metre in depth and less than 300 square metres in area.
 - no stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.
 - the building and its septic tank effluent absorption area are not located within 100 metres of a waterway or upstream of a dam or wetland.
 - The construction of a building ancillary to the use of the land for crop raising that is not a dwelling or a building for the storage of fuel, fertilisers, insecticides or similar chemicals that is within 100 metres of a stream and:
 - Any site cut required is less than one metre in depth and less than 300 square metres in area.
 - No stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.
 - The construction or carrying out of works if all of the following conditions are met:
 - Any site cut required is less than one metre in depth and less than 300 square metres in area.
 - No stormwater is discharged less than 100 metres from a waterway unless into an approved drainage system.
 - ~~The removal, destruction or lopping of all vegetation including trees, shrubs, herbs and grasses; to the minimum extent necessary for works undertaken by or on behalf of Central Highlands Water required for the construction of the Goldfields Superpipe Project in accordance with the Project Impact Assessment and Environmental Management Plan approved by the Secretary of the Department of Environment, Land, Water and Planning and the native vegetation offset plan approved by the Minister for Environment;~~
 - ~~The construction of a building or carrying out of works associated with a utility installation required for the Goldfields Superpipe Project. The building and works must be in accordance with the Project Impact Assessment and Environmental Management Plan approved by the Secretary of the Department of Environment, Land, Water and Planning and the native vegetation offset plan approved by the Minister for Environment;~~

4.0 Application requirements

22/07/2021
C92moor Proposed C104moor

The following application requirements apply to an application for a permit under Clause 42.01, in addition to those specified elsewhere in the scheme and must accompany an application to the satisfaction of the responsible authority:

Details of slope, soil type and vegetation.

Details of any excavation proposed, and any vegetation proposed to be removed, destroyed or lopped.

An application to construct buildings or to carry out or construct works must be accompanied by a report which demonstrates the following:

- The land is capable of absorbing sewage and sullage effluent generated on the lot.
- The design of any wastewater treatment facility will ensure that wastewater will not enter any waterway, dam or wetland.
- Any excavation will be carried out and maintained to prevent erosion and the siltation of any waterway or wetland.
- Any removal, destruction or lopping of vegetation will not compromise the quality of water within **proclaimed special water supply** catchment areas.
- The siting of buildings and wastewater treatment systems will not compromise the quality of water within **proclaimed special water supply** catchment areas.

Referral

All applications must be referred in accordance with Section 55 of the Act to the referral authority specified in Clause 66.04 or a schedule to that clause.

5.0 Decision guidelines

22/07/2021
C92moor Proposed C104moor

The following decision guidelines apply to an application for a permit under Clause 42.01, in addition to those specified in Clause 42.01 and elsewhere in the scheme which must be considered by the responsible authority:

- The slope, soil type and other environmental factors.
- The need to maintain water quality at a local and regional level.
- The possible effect of the development on the quality and quantity of water in local watercourses, including the impact on nutrient levels.
- The preservation of and impact on soils and the need to prevent erosion.
- The need to prevent or reduce the concentration or diversion of stormwater.

Before deciding on an application, the responsible authority must consider the comments of the relevant water authority on the:

- Effect of the proposed development and, where applicable, the method of waste disposal on the quality and quantity of water within the **proclaimed catchment special water supply catchment area**; and
- Requirements and provision of the **State Environment Protection Policy (Waters of Victoria) Environment Protection Regulations** and the provisions of the **“Septic Tanks Code of Practice Code of practice - onsite wastewater management”**.

Where the land is not connected to reticulated sewerage and facilities are to be provided for the onsite disposal and treatment of wastewater the responsible authority must consider the following:

-
- Whether a report from a qualified geotechnical engineer has been provided which demonstrates that the land is capable of absorbing sewage and sullage effluent generated on the lot and that the waste water treatment system has been designed to prevent wastewater entering any waterway, dam or wetland.
 - Where an application is for the subdivision of land, whether the plan of subdivision shows appropriate building and effluent disposal envelopes.
 - Where an application proposes to make use of a septic tank system, whether any building and the septic tank effluent absorption area associated with it are located:
 - Within 100 metres of a waterway; or
 - Upstream of a dam or wetland.
 - Where an application proposes to make use of a treatment and wastewater disposal system other than a septic tank system, and the building or its associated wastewater treatment and disposal system is proposed to be located within 100 metres of a waterway, dam or wetland, whether:
 - The applicant has provided evidence to the satisfaction of the responsible authority that:
 - The building and wastewater treatment and disposal system cannot be located outside these areas.
 - The siting of buildings and wastewater treatment systems will not compromise the quality within ~~proclaimed~~special water supply catchment areas.
 - Of compliance and consistency with the ~~State Environment Protection Policy (Waters of Victoria)~~Environment Protection Regulations.

The responsible authority must consider any relevant catchment management plan, policy, strategy or Ministerial Direction (such as the ~~Interim Guideline for Planning Permit Applications in Open, Potable Water Supply Catchment Areas~~Planning permit applications in open, potable water supply catchment areas) before deciding on an application, as appropriate.

22/07/2021
C92moor

SCHEDULE 8 TO CLAUSE 42.01 ENVIRONMENTAL SIGNIFICANCE OVERLAY

Shown on the planning scheme map as ESO8.

RIVER RED GUMS IN THE BACCHUS MARSH VALLEY

1.0 Statement of environmental significance

10/11/2011
C57 Proposed C104moor

River Red Gums, *Eucalyptus Camaldulensis*, represent the oldest living natural heritage of Bacchus Marsh, and are a striking feature of the Bacchus Marsh Valley. The hollow-bearing nature of the River Red Gum provides ideal fauna habitat and food for many species of native birds, mammals, insects and spiders.

Large hollows do not develop until the trees are well over 100 years old; therefore ongoing protection of all existing River Red Gums (regardless of age) is vital to the biodiversity values of the Bacchus Marsh Valley.

Of the ~~1411~~ remaining River Red Gums within the Bacchus Marsh Valley, approximately 150 are aged greater than 300 years and 70% are between 50-150 years old. ~~These younger~~ Younger trees must be protected, as without regeneration the long-term population of the River Red Gums will decline.

2.0 Environmental objective to be achieved

10/11/2011
C57

To provide for the long-term preservation and regeneration of the River Red Gum population within the Bacchus Marsh Valley, therefore enhancing biodiversity and landscape quality. Ongoing management practices for River Red Gums should aim to achieve the following:

- Retain all hollow bearing trees.
- Minimisation of disturbance to the Tree Protection Zone for all River Red Gums.
- Support the regeneration of River Red Gums by protecting the growth of young trees.

3.0 Permit requirement

22/07/2021
C92moor

A permit is not required:

- To remove, destroy, lop or prune vegetation that is not native vegetation.
- To remove, destroy, lop or prune native vegetation which is not River Red Gum.
- To construct a building or carry out works outside the Tree Protection Zone of any River Red Gum tree. The Tree Protection Zone is defined as being an area with a radius equal to the furthest point of the tree canopy from the centre of the trunk plus 5 metres. The centre of the trunk is to be measured at the point where it meets the natural ground level.

An application to remove, destroy, lop or prune any River Red Gum or to construct a building or carry out works within the Tree Protection Zone of any River Red Gum must:

- Be accompanied by a plan that indicates the total extent of native vegetation on the land and the extent of proposed clearing, destruction or lopping.
- Specify the purpose of the proposed clearing.
- Demonstrate that the extent of removal, destruction or lopping of native vegetation has been reduced as much as is reasonable and practicable.

Where insufficient justification has been provided for the removal of a River Red Gum the responsible authority may require the applicant to submit a report prepared by a suitably qualified person. The report should describe the impacted River Red Gum/s, including the habitat and food value for both hollow bearing and canopy residing fauna and invertebrate species (e.g. insects and spiders). This report must assess how the proposal impacts on the biodiversity values.

4.0

22/07/2021
C92moor

Application requirements

None specified.

5.0

22/07/2021
C92moor

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 42.01, in addition to those specified in Clause 42.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The impact of any proposal to remove, destroy, lop or pruning of Red River Gum/s on the biodiversity of the Bacchus Marsh Valley.
- The potential for loss of habitat and food source resulting from any proposal to remove, destroy, lop or prune Red River Gum/s.
- The potential for damage to private property or threat to life.
- The immediate and long term impact of any proposal within the Tree Protection Zone on the health, appearance and stability of the River Red Gum/s.
- Whether alternatives, which have a lesser impact on the River Red Gum/s have been considered.
- Where relevant, the need for remedial or restorative works.
- Where buildings and works are proposed in a Tree Protection Zone, the need to prepare a construction and tree management plan to ensure that the all buildings and works are constructed under the supervision of qualified arborist. The plan must include management and protective procedures during construction and should include:
 - Onsite induction program for all contractors/workers.
 - Requirement for and responsibilities of on site arborist during construction.
 - Establishment of Tree Protection Zones and protocols for gaining access.
 - Notification and remedial protocols for unexpected damage to River Red Gums.
 - Any other requirement of the responsible authority.

6.0

Background document

River Red Gums in the Bacchus Marsh Valley, December 2008

22/07/2021
C92moor

SCHEDULE 1 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO1**.

BENCES ROAD AREA

1.0

22/07/2021
C92moor

Design objectives

To encourage development which protects the visual and aesthetic values of the skyline when viewed from the Bacchus Marsh Valley.

To encourage development which protects the views from lots in the Bences Road Precinct.

To encourage development which minimises visual impacts and intrusions on the landscape.

To encourage development which provides for and maintains a rural residential character and ambience.

To ensure that environmental impacts are minimised through the use of low impact construction methods for roads and drains and other utility services.

To discourage development which is inconsistent with maintaining a high quality and attractive living environment.

To discourage development which could have an adverse affect on the adjoining Long Forest area.

To encourage development that is in accordance with the “Bences Road, Bacchus Marsh Outline Development Plan” prepared by Chris Dance Land Design Pty Ltd and Contour Constructions Pty Ltd.

2.0

Buildings and works

22/07/2024
C92moor

Proposed C104moor A planning permit is not required to construct a dwelling and buildings ancillary to a dwelling if all the following requirements are met:

- The lot is 0.75 hectares or greater.
- The dwelling is connected to a reticulated sewerage system.
- The dwelling is connected to a potable water supply.
- An all weather vehicular access is provided from the road to the dwelling to the satisfaction of the responsible authority.
- The dwelling and ancillary buildings do not exceed 5.4 metres in height above natural ground level to the highest point excluding chimneys, flues, antennae and the like.
- The external wall and roof cladding is of non-reflective materials to the satisfaction of the responsible authority.
- The dwelling and ancillary buildings are contained within the building envelope specified for the lot as shown on the plan forming part of the land subdivision permit.
- The dwelling and ancillary buildings are erected on a lot forming part of a subdivision which is covered by an approved Local Development Plan forming part of the subdivision permit which enabled creation of the subject lot, provided that the house is in accordance with that approved Local Development Plan.

No permit is required to construct a fence on a property boundary, or internal fencing if the following requirements are met as appropriate:

- The fence is a rural post and wire type (including wire netting), not exceeding 1.5 metres in height.

-
- The fence is constructed in accordance with building regulations to enclose a swimming pool.
 - The fence is constructed in accordance with the Code of Practice - Private Tennis Court Development, ~~August, 1996~~ March, 1999.

**3.0**22/07/2021
C92moor**Subdivision**

A permit to subdivide land must meet the following requirements:

- Each lot must be at least 0.75 hectares in area, with the average lot size of the subdivision to be 1 hectare or greater. Lots in excess of 2.25 hectares must be excluded from average lot size calculations.

4.022/07/2021
C92moor**Signs**

None specified.

5.022/07/2021
C92moor**Application requirements**

The following application requirements apply to an application for a permit for subdivision under Clause 43.02, in addition to those specified elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A report stating how the proposed subdivision achieves the longer term objective of maintaining the Bences Road precinct as a high quality, attractive living environment.
- A report stating how the proposed subdivision responds to the decision guidelines detailed in this schedule.
- The boundaries and dimensions of the existing site.
- The boundaries and dimensions of the proposed subdivision and lots within the subdivision.
- Adjoining roads.
- The location of buildings on adjoining land.

6.022/07/2021
C92moor**Decision guidelines**

The following decision guidelines apply to an application for a permit under Clause 43.02, in addition to those specified in Clause 43.02 and elsewhere in the scheme which must be considered by the responsible authority:

- The State Planning Policy Framework, the Local Planning Policy framework including the Municipal Strategic Statement and any local planning policies.
- Whether the proposed subdivision will enhance Bences Road as an area of a high quality and attractive living environment.
- Whether the proposed development adversely affects skyline and landscape values.
- Whether the proposed development maintains the rural residential ambience of Bences Road.
- The effect of the proposed development on the amenity of surrounding properties.
- The impact of the proposed development on the Long Forest Road Precinct.

22/07/2021
C92moor

SCHEDULE 3 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO3**.

NATIONAL ROUTE 8 (WESTERN FREEWAY/HIGHWAY) ENVIRONS

1.0

22/07/2021
C92moor

Design objectives

To ensure that the development of land or the display of signs near the alignment of the Western Freeway does not prejudice the levels of service, safety and amenity of the Western Freeway/Highway.

To minimise any adverse effects of noise on noise sensitive uses from traffic using the Western Freeway/Highway.

2.0

Buildings and works

22/07/2024
C92moor Proposed C104moor

Permit requirement and exemptions

A permit is not required to construct buildings ancillary to an existing dwelling if all the following requirements are met:

- The building is located over 50 metres from the boundary of the Western Freeway/Highway Reserve or any proposed Western Freeway Reserve.
- The building does not exceed 5.4 metres in height above natural ground level to the highest point excluding chimneys, flues, antennae and the like.
- The external wall and roof cladding is of non-reflective materials to the satisfaction of the responsible authority.
- The building is set back from the Western Freeway/Highway in order to obtain a visual and acoustic buffer, ensuring that future works within the Freeway/Highway reserve to minimise any adverse effects are not necessary.
- Landscaping is provided around any proposal to suitably screen the proposal from the Western Freeway/Highway.

A permit is required to construct a fence on a property boundary, or internal fencing unless the fence is one of the following:

- A rural post and wire type fence (which may include wire netting), not exceeding 1.5metres in height.
- Constructed in accordance with building regulations to enclose a swimming pool.
- Constructed in accordance with the Code of Practice - Private Tennis Court Development, ~~August 1996~~ March 1999.

Exemption from notice and appeal

An application for construction of a building or to construct or carry out works is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act.

3.0

22/07/2021
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Subdivision

A permit is required to subdivide land.

A permit to subdivide land must meet the following requirements:

- Subdivision of land must contribute to the long-term objective of maintaining the Western Freeway/Highway environs and not prejudice the levels of service, safety and amenity of the Western Freeway/Highway.

Exemption from notice and appeal

An application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

4.0

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Signs

A permit is required for any sign that is located within 100 metres of the Western Freeway/Highway unless the sign is not visible from any part of the road reservation.

5.0

22/07/2021
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Application requirements

Buildings and works

An application to construct a building or to carry out or construct works must be accompanied by plans and a report that show how the proposal responds to the decision guidelines detailed in this schedule and by information that demonstrates that the development would be constructed or carried out in accordance with the following requirements:

- Any new dwelling must be:
 - Sited where the noise level does not exceed 70dB(A).
 - Designed and constructed to acoustic standards as set out in AS3671-1989 “Acoustic – Roads Traffic Noise Intrusion – Building Siting and Construction” where noise level is in excess of 60dB(A). (Noise levels quoted are free field L₁[1.8hr])
- Any other building providing for a noise sensitive use listed below must be designed and constructed to acoustic standards with interior noise levels not greater than those set out in any appropriate Australian Standard in relation to road traffic noise intrusion.
 - Accommodation(other than a dwelling).
 - Art and craft centre.
 - Brothel.
 - Child care centre.
 - Display home.
 - Education centre.
 - Funeral parlour.
 - Hospital.
 - Indoor recreation facility.
 - Office.
 - Place of assembly.
 - Retail premises.
 - Research centre.
 - Veterinary centre.
 - Warehouse.
 - Winery.
- Any buildings must be set back from the Western Freeway/Highway in order to create a visual and acoustic buffer, ensuring that future works within the Freeway/Highway reserve to minimise any adverse effects are not necessary.

Landscaping must be provided around any buildings or works to suitably screen the development from the Western Freeway/Highway.

Subdivision

An application to subdivide land must be accompanied by the following information, as appropriate:

- The boundaries and dimensions of the land.
- Location and description of adjoining roads.
- The location of buildings on adjoining land.
- The boundaries and dimensions of the proposed subdivision and lots within the subdivision.
- A building envelope that is located more than 100 metres from the Freeway/Highway reserve for each lot in the proposed subdivision.
- A report demonstrating how the proposed subdivision would achieve the long-term objective of maintaining the Western Freeway/Highway environs and would not prejudice the levels of service, safety and amenity of the Western Freeway/Highway.
- A report stating how the proposed subdivision responds to the decision guidelines detailed in this schedule.

6.0 Referral

All applications under this schedule must be referred in accordance with Section 55 of the Act to the referral authority specified in Clause 66.04 or a schedule to that clause.

7.0 Decision guidelines

22/07/2021
C92moor

The following decision guidelines apply to an application for a permit under Clause 43.02, in addition to those specified in Clause 43.02 and elsewhere in the scheme which must be considered by the responsible authority:

- Whether the proposal will enhance the environs of the Western Freeway/Highway.
- Whether the proposal will prejudice the levels of service, safety and amenity of the Western Freeway/Highway.
- Whether proposed landscaping will suitably screen the proposal from the Western Freeway/Highway.
- Whether the proposed development adversely affects skyline and landscape values.
- The effect of the proposed development or sign on the amenity of surrounding properties.
- Comments of the Roads Corporation.

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SCHEDULE 2 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY

Shown on the planning scheme map as **DPO2**.

HOPETOON PARK ESTATE

1.0

Objectives

22/07/2021
C92moor

None specified.

2.0

Requirement before a permit is granted

22/07/2021
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A development plan must be submitted to and approved by the responsible authority, before a planning permit is granted to subdivide land into two or more lots.

A permit may be granted to use land or construct a building, or carry out works before the development plan has been approved by the responsible authority.

3.0

Conditions and requirements for permits



22/07/2021
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Proposed C104moor Any permit for subdivision must include the following conditions:

- Unless specifically required otherwise by any other condition of this permit and except with the written consent of the responsible authority, the layout of the subdivision must only be undertaken in accordance with the approved plans.
- Permanent Survey Marks must be installed at appropriate locations within the subdivision approved by the responsible authority.- Confirmation of location and reduced level at Australian Height Datum (AHD) must be supplied to Council within seven days of installation of the Permanent Survey Mark.
- After all necessary engineering works pertaining to the subdivision have been completed, a set of "as executed" transparent working drawings is to be submitted to the responsible authority for its records.
- All street name plates and traffic control signs must be provided to the satisfaction of the responsible authority. Streets names for the subdivision must be from Council's adopted list of names.

Where appropriate a permit must include conditions that address the following matters:

- Any requirements of the development plan;
- Provision of Public Open Space;
- Connection to reticulated sewerage, electricity and water supply systems;
- Retention of existing native vegetation;
- On site treatment of stormwater;
- Provision of all weather access to each lot and building envelope;
- Protection of existing environmental features including vegetation, soil and water.
- Minimisation of access points to the escarpment;
- Size and shape of lots and building envelopes;
- Provision of a pest animal control fence around the escarpment reserve boundary;
- Construction of the vehicular and pedestrian circulation network;
- Covenants on lot titles including controls over the keeping of pets and livestock and over the planting of non indigenous trees and shrubs;

- Land reclamation or land degradation minimisation works and any works recommended by the Department of ~~Natural Resources and Environment~~ Energy, Environment and Climate Action; 
- Minimising the effect of the development on the surrounding environment, including vistas from the surrounding valleys; and
- Protection of significant flora and fauna (i.e. Lignum Swamps, species or communities listed under the *Flora and Fauna Guarantee Act 1988*, and species listed as threatened by the Department of ~~Natural Resources and Environment~~ Energy, Environment and Climate Action). 

4.0

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Requirements for development plan

A development plan must include the following requirements:

- The minimum lot size for any subdivision is 4000 square metres and the average lot size over the area specified in this schedule must be between 7500 and 10000 square metres;
- Lots abutting the escarpment must have a minimum size of 1 hectare; and
- Building envelopes must be clustered along access roads.

A Development Plan must describe:

- Building envelopes for each lot including maximum building heights;
- Materials and colours that buildings will be restricted to, if any;
- The potential for building site excavation;
- The location and type of street signs and street names;
- The construction details of pest animal control fencing around significant environmental features;
- Vehicular and pedestrian circulation networks;
- Traffic management measures to accompany development and must include a Traffic Management Plan to address amongst other things, the intersection of Hopetoun Park Road and the Western Highway;
- Which lots will not be capable of future subdivision including those lots under 2 hectares in area;
- How vehicular access to each lot and building envelope will be located and constructed;
- How overland drainage lines will be protected;
- The land capability and must include a land capability assessment that assesses the effectiveness of storm water being treated within the lot boundaries and assesses the effect of change from rural to urban land use on Melton Reservoir;
- How areas of environmental significance will be protected using buffer zones;
- How indigenous flora and fauna values will be retained, enhanced and protected;
- How land degradation will be controlled and degraded areas will be restored;
- How road and public open space areas will be landscaped with indigenous vegetation;
- How the keeping of animals and livestock and planting of non-indigenous flora by future owners will be controlled;
- How noxious and environmental weeds and pest animals will be controlled including the need to minimise the spread of weeds and soil pathogens;
- How environmental weeds and pest plants will be controlled; and
- How essential services will be provided.

The Development Plan must be advertised and publicly displayed at the municipal office for a period of two weeks before the responsible authority can consider the plan for approval.

Page 2 of 2

22/07/2021
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SCHEDULE TO CLAUSE 45.01 PUBLIC ACQUISITION OVERLAY

1.0

Public acquisition

22/07/2021
C92moor Proposed C104moor

PS map ref	Acquiring Authority	Purpose of acquisition
PA01	VicRoads	Western Freeway, Realignment
PA02	VicRoads	Grant Street, Widening
PA03	VicRoads	Gisborne Road, Realignment
PA04	Central Highlands Water	Goldfields Superpipe Project – header tank
PA05	The Minister responsible for administering Part 2 of the Crown Land (Reserves) Act 1978	Western Grassland Reserves

22/07/2021
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SCHEDULE TO CLAUSE 52.17 NATIVE VEGETATION

1.0

Scheduled area

22/07/2021
C92moor Proposed C104moor

Area	Description of native vegetation for which no permit is required to remove, destroy or lop
The land in the Public Acquisition Overlay 1 shown on Maps 55 and 74	All vegetation
Those areas shown shaded on the map titled "Proposed Works Area" included in the Schedule to Clause 72.04 – Incorporated Documents	All vegetation
Goldfields-Superpipe project	All native vegetation including trees, shrubs, herbs and grasses, to the minimum extent necessary for works undertaken by or on behalf of Central Highlands Water required for the construction of the Goldfields-Superpipe Project in accordance with the Project Impact Assessment and Environmental Management Plan approved by the Secretary to the Department of Environment, Land, Water and Planning and the native vegetation offset plan approved by the Minister for Environment.

2.0

Scheduled weed

22/07/2021
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Area	Description of weed
None specified	

22/07/2021
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SCHEDULE TO CLAUSE 52.28 GAMING

1.0

Objectives

22/07/2021
C92moor

None specified.

2.0

Prohibition of a gaming machine in a shopping complex

22/07/2021
C92moor

~~Proposed C.104moor~~ Installation or use of a gaming machine as specified in Clause 52.28-4 is prohibited on land described in Table 1 below.



Table 1

Name of shopping complex and locality	Land description
Darley Plaza Shopping Centre, Darley	Land fronting Gisborne Road and Grey St, Darley
The Complex Village, Bacchus Marsh	Land generally bounded by Main St, Young St, Bennett St and Gell St, Bacchus Marsh



3.0

Prohibition of a gaming machine in a strip shopping centre

22/07/2021
C92moor

A gaming machine as specified in Clause 52.28-5 is prohibited in all strip shopping centres on land covered by this planning scheme.

4.0

Locations for gaming machines

22/07/2021
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None specified.

5.0

Venues for gaming machines

22/07/2021
C92moor

None specified.

6.0

Application requirements

22/07/2021
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None specified.

7.0

Decision guidelines

22/07/2021
C92moor

None specified.

24/11/2017
GC49

SCHEDULE TO CLAUSE 66.04 REFERRAL OF PERMIT APPLICATIONS UNDER LOCAL PROVISIONS

1.0




Referral of permit applications under local provisions

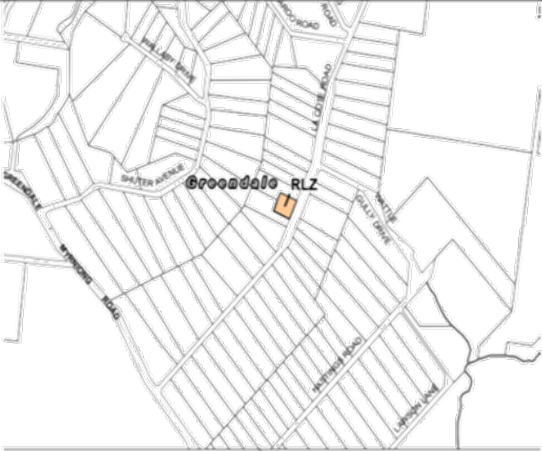


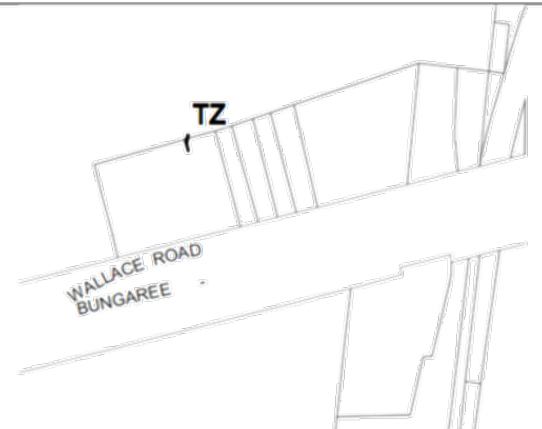
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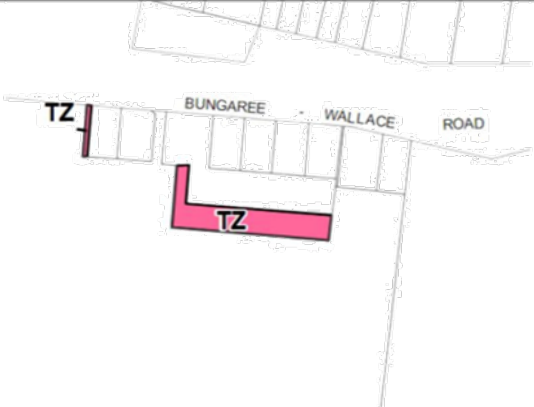
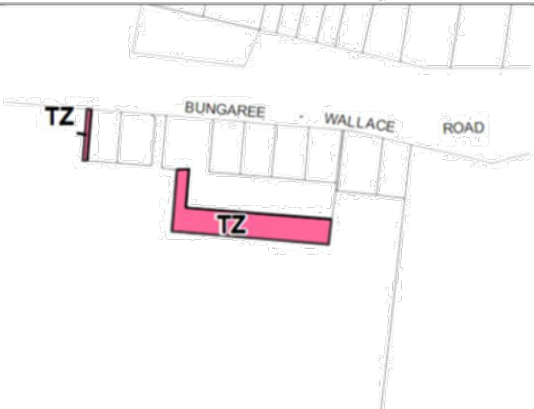


Clause	Kind of application	Referral authority	Referral authority type
Clause 5.0 of Schedule 1 to Clause 42.01 (ESO)	All applications.	Relevant water authority	Determining referral authority
Clause 6.0 of Schedule 5 to Clause 42.01 (ESO)	All applications.	Relevant water authority	Determining referral authority
Clause 6 of Schedule 3 to Clause 43.02 (DDO)	All applications.	Roads Corporation	Determining referral authority
Schedule 1 to Clause 45.02 (AEO)	Uses listed in Schedule 1 to clause	Airport owner	Determining referral authority
Schedule 1 to Clause 37.01 (SUZ)	All applications, except applications for buildings and works with an estimated total value of less than \$50,000	Secretary to the Department administering the Mineral Resources Development Act 1990	Determining referral authority
Clause 5.0 of Schedule 6 to Clause 42.01 (ESO)	An application required under Schedule 6 to Clause 42.01.	Secretary to the Department of Environment, Land, Water and Planning <u>Energy, Environment and Climate Action</u>	Determining referral authority
Clause 5.0 of Schedule 7 to Clause 42.01 (ESO)	An application required under Schedule 7 to Clause 42.01.	Secretary to the Department of Environment, Land, Water and Planning <u>Energy, Environment and Climate Action</u>	Determining referral authority
Schedule to Clause 52.03 <u>45.12</u> – Hospital Emergency Medical Services – Helicopter Flight Path Protection Areas Incorporated Document, June 2017	Any application to construct a building or to construct or carry out works	Department of Health and Human Services	Determining referral authority

Clause	Kind of application	Referral authority	Referral authority type
Clause 2.0 of Schedule 14 15 to Clause 43.02 (DDO)	Any application to construct a building or to construct or carry out works	Department of Health and Human Services Families, Fairness and Housing	Determining referral authority
Clause 2.0 of Schedule 15 16 to Clause 43.02 (DDO)	Any application to construct a building or to construct or carry out works	Department of Health and Human Services Families, Fairness and Housing	Determining referral authority

AMENDMENT C104MOOR – Anomaly List

	Error type	Proposal	Land - owner	Map depicting proposed change	Justification
1.	Zoning anomaly Map No. 27	Rezone Crown land at 1A Berry Street, Ballan, from General Residential Zone Schedule 1 (GR1) to Public Park and Recreation Zone (PPRZ).	Crown		The site is adjacent to the Werribee River Water Frontage Reserve. A purpose of the Public Park and Recreation Zone (PPRZ) includes "to recognise areas for public recreation and open space". The application of the PPRZ will reflect existing use and ownership of the land.
2.	Rezone request Map No. 37	Rezone land at 23B Taverner Street, Maddingley from Farming Zone (FZ) to Public Park and Recreation Zone (PPRZ).	Council		The site is adjacent to Maddingley Park, owned by Council and it is not used for farming. An aquatic and recreation centre is under construction on the site. A purpose of the Public Park and Recreation Zone (PPRZ) includes "to recognise areas for public recreation and open space". The application of the PPRZ will reflect the use and ownership of the land.
3.	Zoning anomaly Map No. 35	Rezone land at 5 Tudball Court, Bacchus Marsh from the Public Park and Recreation Zone (PPRZ) to the General Residential Zone Schedule 2 (GR2).	Private		The site is privately owned and contains a residential dwelling but incorrectly zoned PPRZ. As the site is not public land, a rezoning to GR2 is recommended to reflect the private ownership and use of the land, and to be consistent with the surrounding GR2 zoning.

<p>4.</p>	<p>Zoning anomaly Map No. 15</p>	<p>Rezone land at 87 La Cote Road, Greendale, from the Public Park and Recreation Zone (PPRZ) to the Rural Living Zone (RLZ).</p>	<p>Private</p>		<p>The site is occupied by a dwelling and contains split zones (RLZ and PPRZ). The site is predominantly zoned RLZ with only a small portion subject to the PPRZ. As the site is not public land it is recommended that it be rezoned to RLZ to reflect the private residential use of the land, consistent the remaining part of the site and surrounding properties.</p>
<p>5.</p>	<p>Zoning anomaly Map No. 35</p>	<p>Rezone land at 13 Lidgett Street, Bacchus Marsh from the Public Park and Recreation Zone (PPRZ) to the General Residential Zone Schedule 2 (GRZ2).</p>	<p>Private</p>		<p>The site is privately owned and occupied by a residential dwelling. The site is zoned PPRZ. As the site is not public land it is recommended that it be rezoned to GRZ2 to reflect the residential use of the land, consistent with the zoning of surrounding properties.</p>
<p>6.</p>	<p>Zoning anomaly Map No. 35</p>	<p>Rezone land at 11 Lidgett Street, Bacchus Marsh from the Public Park and Recreation Zone (PPRZ) to the General Residential Zone Schedule 2 (GRZ2).</p>	<p>Private</p>		<p>The site is privately owned and occupied by a residential dwelling. It is noted that the site contains split zones (GRZ2 and PPRZ). As the site is not public land it is recommended that it be rezoned to GRZ2 to reflect the residential use of the land, consistent with the remaining part of the site and surrounding properties.</p>
<p>7.</p>	<p>Zoning anomaly Map No 10</p>	<p>Rezone land at Lot 1 TP757063 309 Bungaree-Wallace Road, Bungaree from Farming Zone (FZ) to Township Zone (TZ).</p>	<p>Private</p>		<p>The site is zoned TZ apart from the small section in the northwest corner. This is a mapping error and the zone application should be realigned with the property boundary.</p>

<p>8.</p>	<p>Zoning anomaly Map No 10</p>	<p>Rezone land at 220 Bungaree-Wallace Road, Bungaree from Farming Zone (FZ) Township Zone to (TZ).</p>	<p>Private</p>		<p>The land contains a split zoning and includes the FZ and TZ. It is most likely that the error occurred through digitalisation of a paper map or older system for NFPS.</p>
<p>9.</p>	<p>Zoning anomaly Map No 10</p>	<p>Rezone land at Lot 8 LP94428 Western Highway Bungaree from split (Farming Zone and Township Zone) to Township Zone.</p>	<p>Private</p>		<p>The site contains a split zoning. The site is zoned TZ apart from a strip of FZ along the eastern boundary. This is a mapping error and the zoning should be realigned to the property boundary.</p>
<p>10.</p>	<p>Technical error Map Nos. 34DDO, 35DDO, 36DDO, & 37DDO</p>	<p>Amend Moorabool Planning Scheme Maps No 34, 35, 36 and 37DDO to replace the incorrect references.</p>	<p>NA</p>		<p>DDO schedules have been incorrectly numbered in the planning scheme maps. The area marked as DDO14 should refer to Schedule 15 to Clause 43.02 (DDO15 - Bacchus Marsh Hospital Emergency Medical Services Helicopter Flight Path Protection [Inner area]). The area marked as DDO15 should refer to Schedule 16 to Clause 43.02 (Bacchus Marsh Hospital Emergency Medical Services Helicopter Flight Path Protection [Outer area]).</p>
<p>11.</p>	<p>Technical error Map No. 9PAO</p>	<p>Amend the Moorabool Planning Scheme Map No. 9PAO to delete redundant area marked D-PAO from land at 272 Powells</p>	<p>Private</p>		<p>The PAO4 applied to land subject to the 'Goldfields Superpipe Project'. This project has been completed and reference to this project and the PAO4 in the Moorabool Planning Scheme can be deleted. Central Highlands Water has confirmed that the Project is completed and</p>

		Road, Clarkes Hill			correspondence provided to confirm.
12.	Typo and technical error	Amend table in Schedule to Clause 34.01 to correct spelling errors and description of land.	NA	<p>1.0 Maximum leasable floor area requirements Table: Error: Second row first column: typo – Ramsey Correction: Correct to Ramsay, as per the correct address.</p> <p>Error: Description of land in fourth and fifth lines. Correction: Update text to indicate affected land more specifically.</p> <p>Error: Last row first column: typo – Clifton Correction: Correct to Clifton, as per the correct address.</p>	Required to 'correct an obvious or technical error in the planning scheme' in line with s20A(1) of the Act.
13.	Outdated boundary mapping	Amend the Schedule to Clause 35.07 Farming Zone (FZ) to correct boundary with General Residential Zone (GRZ2)	NA	<p>1.0 Subdivision and other requirements:</p> <p>Error: Map 1 to the Schedule to Clause 35.07 indicates the boundary of the FZ. Over time the GRZ2 has encroached into the FZ and is required to be updated.</p> <p>Correction: Update boundaries of Sheet 1, Sheet 2, and Sheet 3 of Map 1 to the Schedule to Clause 35.07 to correct boundary alignment.</p>	Required to realign the FZ Schedule Boundary as shown in Map 1 in line with the current application of the FZ in the Planning Scheme.
14.	Reference error	Amend Schedule 1 to Clause 42.01 to replace incorrect references.	NA	<p>Error: Four references to 'Proclaimed Water Catchment Areas' in the schedule title and under 1.0 Statement of environmental significance and under 2.0 Environmental objective to be achieved.</p> <p>Correction: All references to 'Proclaimed Water Catchment Areas' to be changed into 'Special Water Supply Catchment Areas'.</p> <p>Error: reference to 'State Environment Protection Policy (Waters of Victoria)'. Correction: replace with 'Environment Protection Regulations'.</p> <p>Error: reference to 'Septic Tanks Code of Practice'. Correction: replace with 'Code of practice – onsite wastewater management'.</p> <p>Other corrections: update references to department names.</p>	<p>'Special Water Supply Catchment Areas' is the correct terminology consistent with Schedule 5 of the <i>Catchment and Land Protection Act 1994</i>.</p> <p>Update references to policy documents to reflect new guidelines/regulation.</p> <p>Update reference to reflect change in department name.</p>
15.	Outdated content	Amend Schedule 1 to Clause 42.01 to delete redundant references.	N/A	<p>Error: Under 3.0 Permit requirement reference to 'Department of Natural Resources and Environment'.</p> <p>Correction: Replace with the 'Department of Energy, Environment and Climate Action (DEECA)'.</p>	Update reference to reflect change in department name.
16.	Outdated content	Amend Schedule 1 to Clause 42.01 to delete redundant references.	NA	<p>Error: Last two bullet points under 3.0 Permit requirement have been made redundant.</p> <p>Correction: To be deleted.</p>	Points refer to the Goldfields Superpipe Project. Central Highlands Water has confirmed that the Project is completed and correspondence provided to confirm.
17.	Outdated content	Amend Schedule 8 to Clause 42.01 to update reference to	NA	<p>Error: Under 1.0 Statement of environmental significance reference to number of River Red Gums tree is outdated.</p>	The specific number of trees changes over time. A more general reference to the trees is considered appropriate and does not

		number of River Red Gums.		Correction: Delete '1411' in first sentence of third paragraph and delete 'These' in second sentence of third paragraph.	impact the operation of the planning control.
18.	Reference error	Amend Schedule 1 and Schedule 3 to Clause 43.02 to correct a reference.	NA	Error: Last bullet point under 2.0 Buildings and works: 'The fence is constructed in accordance with the Code of Practice - Private Tennis Court Development, August, 1996.' Correction: <i>August, 1996</i> to be replaced with <i>March 1999</i> , as per the date of the revised Code of Practice.	March 1999, is the correct date of the revised Code of Practice.
19.	Reference error	Amend Schedule 2 to Clause 43.04 to replace the outdated reference.	NA	Error: Under 3.0 Conditions and requirements for permits reference to 'Department of Natural Resources and Environment'. Correction: Replace with the 'Department of Energy, Environment and Climate Action (DEECA)'. Correction: Replace with the 'Department of Energy, Environment and Climate Action (DEECA)'.	Update reference to reflect change in department name.
20.	Outdated content Map No. 9PAO	Amend Schedule to Clause 45.01 to delete redundant control.	NA	Error: PAO4 reference is listed in the table under 1.0 Public acquisition. Correction: To be deleted.	The PAO4 applied to land subject to the 'Goldfields Superpipe Project'. This project has been completed and reference to this project and the PAO4 in the Moorabool Planning Scheme can be deleted.
21.	Outdated content	Amend Schedule to Clause 52.17 delete a reference to redundant control.	NA	Error: Under 1.0 Scheduled area: - <i>Goldfields Superpipe project</i> in the third row. Correction: To be deleted.	The PAO4 applied to land subject to the 'Goldfields Superpipe Project'. This project has been completed and reference to this project and the PAO4 in the Moorabool Planning Scheme can be deleted.
22.	Reference error	Amend Schedule to Clause 52.28 to replace the incorrect reference.	NA	Error: At Table 1 in the second row under 2.0 Prohibition of a gaming machine in a shopping complex is a reference to 'The Complex', Bacchus Marsh. Correction: Replace with 'The Village'.	In accordance with current shopping centre name.
23.	Reference error	Amend Schedule to 66.04 to replace incorrect references.	NA	Under 1.0 Referral of permit applications under local provisions in the table: Error: Row 8 first column: 52.03 Correction: To be replaced with 45.12. Error: Row 9 first column: Schedule 14. Correction: To be replaced with Schedule 15. Error: Row 10 first column: Schedule 15. Correction: To be replaced with Schedule 16.	Incorrect references to Clause and Schedule numbers to be updated with the relevant Clause.
24.	Outdated content	Amend Schedule to 66.04 to replace redundant references.	NA	Under 1.0 Referral of permit applications under local provisions in the table: Error: Row 6 and 7 third column: 'Environment, Land, Water and Planning' Correction: Replace with 'Energy, Environment and Climate Action' Error: Row 8 third column: 'and Human Services' Correction: To be deleted Error: Row 9 and 10 third column: 'Health and Human Services'	Update reference to reflect changes in department names.

				Correction: Replace with 'Families Fairness and Housing'	
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Gordon Recreation Reserve Master Plan



2024-2033

Disclaimer

The information contained in this report is intended for the specific use of the within named party to which it is addressed ("the communityvibe and Laimiga Design Studio client") only. All recommendations by communityvibe and Laimiga Design Studio are based on information provided by or on behalf of the communityvibe and Laimiga Design Studio client and communityvibe has relied on such information being correct at the time this report is prepared. communityvibe and Laimiga Design Studio shall take no responsibility for any loss or damage caused to the communityvibe and Laimiga Design Studio client or to any third party whether direct or consequential as a result of or in any way arising from any unauthorised use of this report or any recommendations contained within.

Report Date: December 2023

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Contents

Executive summary	1
Introduction	5
The master plan	5
Methodology.....	5
Property details:.....	6
Sport and recreation trends.....	8
Participation.....	9
Context.....	10
Our community	13
Existing user groups	15
Existing facilities.....	16
Community engagement Gordon Recreation Reserve Committee of Management	
.....	19
Community survey	19
Key stakeholder interviews.....	24
Previous community engagement exercise	27
Vision and planning principles	28
Issues and opportunities.....	29
Action Plan	39

Executive summary

To ensure that Gordon Recreation Reserve can continue to cater for the existing needs of its community and the future demands placed upon it, a ten-year master plan has been prepared with input from user groups, Moorabool Shire Council, a variety of key stakeholders (government agencies and regional sporting association) and the broader community. This master plan identifies a number of priorities that the Gordon and District community believes are of critical importance in ensuring sustainability and the continuation of quality sport and active recreation opportunities. The Gordon community will use this master plan to guide their decision making in relation to infrastructure developments over the next ten years.

Design work for the oval reconstruction and pavilion upgrade will be undertaken in 2024, to be ready for relevant grant opportunities in future years.

Proposed developments at Gordon Recreation Reserve have been identified and prioritised, based on a number of factors including whether or not the development is consistent with the vision and planning principles identified for the site. The vision for the reserve is:

Gordon Recreation Reserve is the focal point of the community, where everyone feels safe, welcome and included.

The 11 planning principles that will guide our future developments at the Reserve are:

1. Inclusive
2. Accessible
3. Inter-generational
4. Physical well being
5. Multi-purpose
6. Environmentally sustainable
7. Quality
8. Efficient
9. Safe
10. Character retention
11. Cultural acknowledgement

Key issues that the master plan addresses are:

- An oval that has a four-metre drop from one side to another
- Drainage issues on the oval which make it unplayable at times
- Replacement of the 40-year old pavilion that is nearing the end of its life and does not provide the type of social spaces and gender neutral change facilities required by sports clubs and the broader community
- Construction of paths to and within the reserve to encourage increased walking, running and active transportation within the community, as well as safer access
- Improved active recreational and social opportunities for all ages
- Improved safety through creation of pedestrian safe zones, removal of potentially dangerous trees and potential lowering of speed limits on access roads

- Improved entrance, roadways, exits and parking
- Reducing the burden placed on volunteers, e.g. installation of an automatic irrigation system on the oval to replace the very time-consuming process of hand watering the oval
- Improved amenity through the installation of picnic tables
- Improved tree management and strategic planting
- Improved access to water
- Improved playing surfaces.

The master plan also identifies opportunities to expand the diversity of active recreational opportunities available on site and improve overall functionality and amenity.

Key priorities of the master plan include:

Quick wins

- Install nets behind the football goal posts
- Advocate to Moorabool Shire Council to reduce the traffic speed limits on Old Melbourne Road next to the Reserve and install a turning lane at the corner of Old Melbourne Road and Willunga Avenue.
- Install a piped drain back-filled with aggregate behind the netball courts to redirect storm water
- Contract an arborist to assess the condition of trees at Gordon Recreation Reserve and remove any that may be hazardous
- Develop a succession plan to guide future tree planting on site

High priorities

- Upgrade the oval by:
 - moving it 5-10 metres to the east and expanding its size to 154m x 140m with a 4-5 metre run-off
 - levelling the playing surface
 - improving drainage
 - installing an automatic irrigation system
 - planting with warm season grasses over-sown with rye grass
 - providing for vehicular access and power for events
 - relocating the lighting towers, fencing, player boxers, timekeeper's box, scorer's box, scoreboard and seating around the grounds
- Develop a new multi-purpose community facility that:
 - provides changes facilities for people of all genders
 - meets the sporting, active recreational and social needs of the Gordon community.
 - incorporates accessible toilets as part of the pavilion upgrade and ensure that at least one accessible unisex toilet with baby change facilities is always open
 - Is not impacted by the oval upgrade works.
- Improve existing entrance, roadways and parking by:
 - developing a new entrance that blocks the existing left-hand roadway through the installation of bollards that are only removed for emergency vehicles on game days and training nights, thereby creating a car-free zone for pedestrians between the pavilion, play space and netball courts. All traffic will be directed to the right-hand roadway
 - installing a new roadway around the perimeter of the oval
 - formalising car parking around the oval

- creating a turn-around area near the netball courts
- installing parking for people with disabilities, emergency vehicles and delivery vehicles directly behind the pavilion
- installing three parking spaces across the road behind the pavilion
- installing a 'wombat' pedestrian crossing with suitable signage from the car park directly behind the pavilion to the rear of the pavilion
- Fill in the existing dam (which is considered to be a safety issue).
- Purchase two x 200,000 litre water tanks to store bore water for irrigation and place behind the relocated scoreboard.
- Survey and evaluate all boundary fencing and construct a mixture of new chain mesh and rural fencing around the entire site as appropriate to improve safety and security.

Medium priorities

- Upgrade existing play space in its current location and install a shelter, BBQ and two picnic tables with seats
- Upgrade the Willunga Avenue entrance with improved signage and landscaping, including 3 flag poles to create a more welcoming feel.
- Install a pump track at Gordon Recreation Reserve in the northern section of the reserve
- Install outdoor fitness equipment in the northern section of the reserve.
- Develop formalised pathways and a running track (with distance markers) within the grounds of Gordon Recreation Reserve, including the former site of the dam.

Low priorities

- Create informal overflow car parking in the current dam area once the dam is filled in
- Resurface the old netball court for training and warm-ups
- Convert netball storage shed into a combined community space and netball shelter and develop additional shelter alongside the competition netball court.
- Install interpretive signage at the reserve to inform people of historical and natural features of the area.
- Install a path from Gordon Recreation Reserve into the centre of the town, connecting Gordon Public Park, Gordon Primary School and Paddock Creek Reserve.

Ongoing priorities

- Actively promote usage of the new pavilion to the broader Gordon community once it has been constructed
- Ensure that the reserve continues to be suitable for emergencies, e.g. good vehicular access, clearance from trees, etc.
- Ensure that Universal Design principles and DDA compliance are incorporated into any developments at the Reserve
- Ensure that a gender-neutral design lens is applied to any developments at the Reserve.
- Ensure that Environmentally Sustainable Design (ESD) principles are incorporated into any developments at the Reserve.
- Gordon Recreation Reserve Committee of Management to undertake responsibility for implementing the Master Plan and ensuring that it becomes an agenda item for all regular meetings.

- Gordon Recreation Reserve Committee of Management to undertake an annual review of the Master Plan, with a view to preparing a new plan in 2033.

Introduction

The master plan

Sport and active recreation, as a participant, a volunteer or a spectator, plays a major role in the lives of many people in Gordon and district. It provides opportunities for physical fitness, social interactions, enjoyment and the creation of town pride.

A ten-year strategic master plan has been prepared with input from user groups, Moorabool Shire Council, a variety of key stakeholders (government agencies and state sporting associations) and the broader community to ensure that Gordon Recreation Reserve can continue to cater for the existing needs of its community and the future demands placed upon it.

This strategic master plan identifies a number of priorities that the Gordon community believes are of critical importance in ensuring sustainability and the continuation of quality sport and active recreation opportunities and in attracting new opportunities such as AFL women's football, cricket and soccer. The Gordon community will use this strategic master plan to guide their decision making in relation to infrastructure developments over the next ten years.

Methodology

In order to prepare this master plan, the project team undertook some background research to understand the context of the community and the facility. This included a review of relevant reports, along with a demographic analysis.


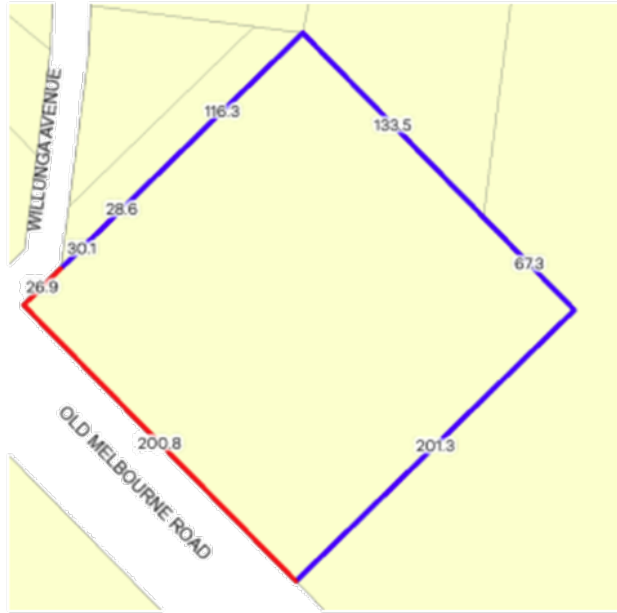
During November 2021, user groups were invited to meet with the project team to discuss key issues and opportunities and to view the condition and capacity of existing facilities and infrastructure.

At the same time as the site visits occurred, a survey was distributed to the broader community to seek feedback on ideas to improve Gordon Recreation Reserve.

An additional meeting was held with the Committee of Management once initial feedback had been received to prioritise actions at the reserve.

A series of prioritised actions have been developed and incorporated into the action plan. A site plan has also been developed to visually represent the priorities of Gordon Recreation Reserve.

Property details:

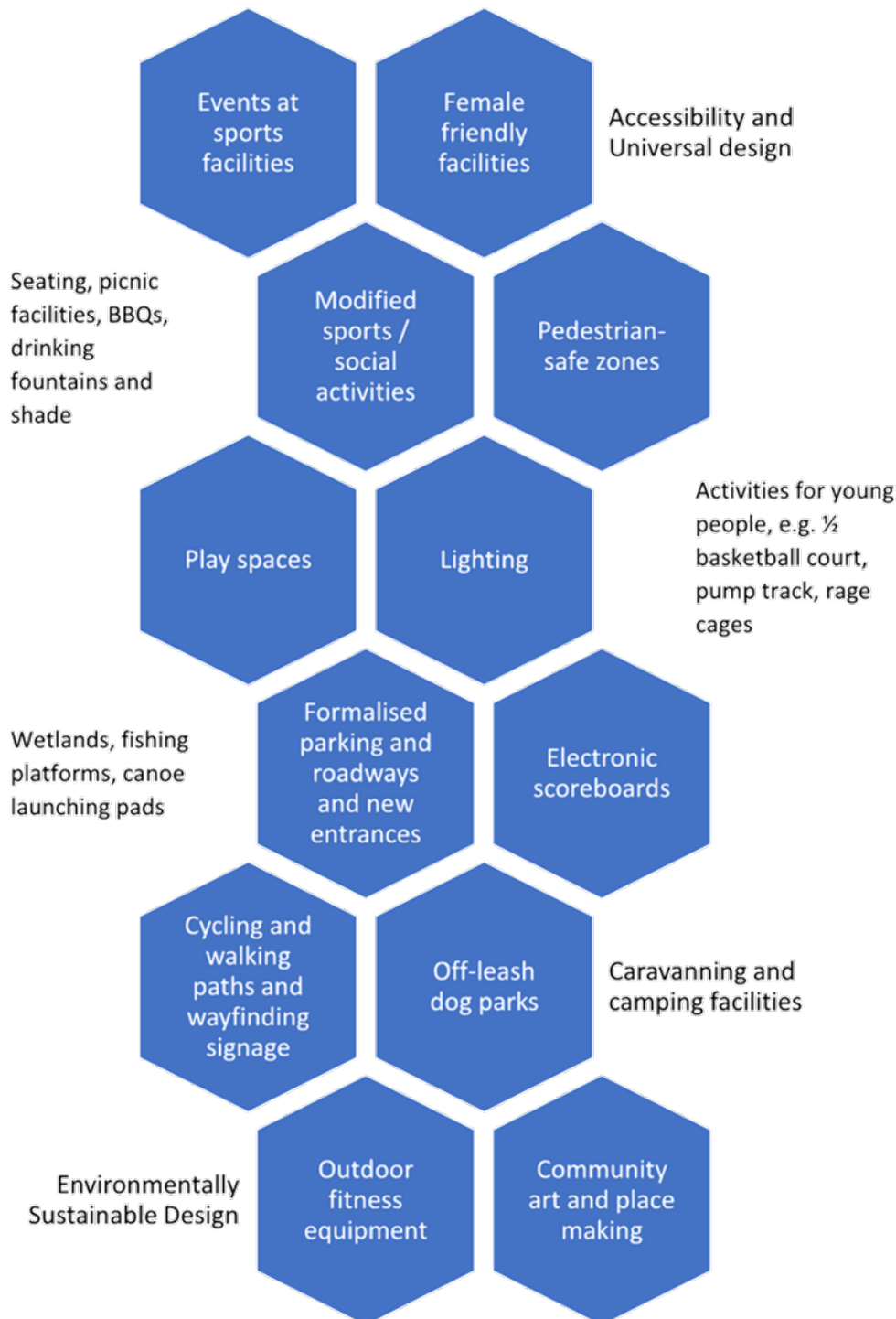
<p>Location</p>	<p>Old Melbourne Road, Gordon (with an entrance off Willunga Avenue)</p> 
<p>Size</p>	<p>4.05 hectares</p> 
<p>Ownership</p>	<p>The Crown owns the majority of the site and Moorabool Shire Council owns a small rectangular section on Willunga Ave end which dissects both netball courts (this section of land was the original road reserve before Willunga Avenue was created due to subdivision approximately 30 years ago)</p>
<p>Management</p>	<p>Department of Environment, Land, Water and Planning (DELWP) appointed Committee of Management, comprising of local volunteers</p>
<p>Planning zone</p>	<ul style="list-style-type: none"> • Public Park and Recreation Zone (PPRZ) • Schedule to the Public Park and Recreation Zone (PPRZ)
<p>Planning overlays</p>	<ul style="list-style-type: none"> • Bushfire Management Overlay (BMO) • Design and Development Overlay (DDO) • Environmental Significance Overlay (ESO) • Environmental Significance Overlay (ESO) – Schedule 1 (ESO1)

Cultural Heritage Management	Advice received from Wadawurrung Traditional Owners Corporation is that Gordon Recreation Reserve is not in an area of cultural sensitivity according to the Aboriginal Heritage Act (although that does not mean that there are no items of heritage significance). No Cultural Heritage Management Plans or permits are required, however Wadawurrung Traditional Owners Corporation encourages organisations to undertake a voluntary plan.
Rural Water Corporation	Southern Rural Water
Urban Water Corporation	Central Highlands Water
Power distributor	Powercor
Bushfire requirements	<ul style="list-style-type: none"> • This property is in a designated bushfire prone area. • Special bushfire construction requirements apply. Planning provisions may apply.



Sport and recreation trends

Some of the state and national trends currently impacting sport and recreation facilities and spaces include:



Regionally, the upgrade of sports grounds in Ballarat and the development of new pavilions in Bungaree and Daylesford (and the proposed facility in Ballan) is having an impact on attracting footballers and netballers to Gordon Recreation Reserve.

Participation

Traditional sports such as football, netball, cricket and tennis remain popular in Moorabool Shire, however, there has been a considerable growth in informal physical activities in recent years at a state, national and international level.

According to Ausplay data¹, the top 15 participation activities for adults and the top 10 participation activities for children in Victoria in between July 2020 and June 2021 were as follows:

Adults aged 15+	
Activity	%
Walking (recreational)	51.3%
Fitness/Gym	37.4%
Athletics, track and field (includes jogging and running)	25.2%
Cycling	18.0%
Swimming	14.8%
Bushwalking	8.7%
Yoga	7.3%
Tennis	6.3%
Basketball	6.0%
Golf	5.9%
Pilates	5.0%
Football / soccer	4.6%
Australian Football	4.5%
Cricket	3.6%
Netball	3.2%

Children 0-14 years of age	
Organised out of school activities	%
Swimming	30.6%
Basketball	13.3%
Australian Rules Football	11.1%
Gymnastics	9.1%
Football/Soccer	7.6%
Tennis	7.5%
Dancing (recreational)	7.1%
Netball	6.2%
Cricket	5.1%
Karate	4.3%

The emphasis for adults is far more on individual non-structured activities. The children’s survey specifically focussed on organised sport outside of school hours, so it is not possible to ascertain the popularity of unstructured activities.

There is no recent data from Moorabool Shire Council to compare with the tables above.

¹ Sport Australia. Ausplay Survey 2020-2021:
<https://www.clearinghouseforsport.gov.au/research/ausplay/results>

Context

The following plans and strategies support the developments identified by user groups and the broader community at Gordon Recreation Reserve:

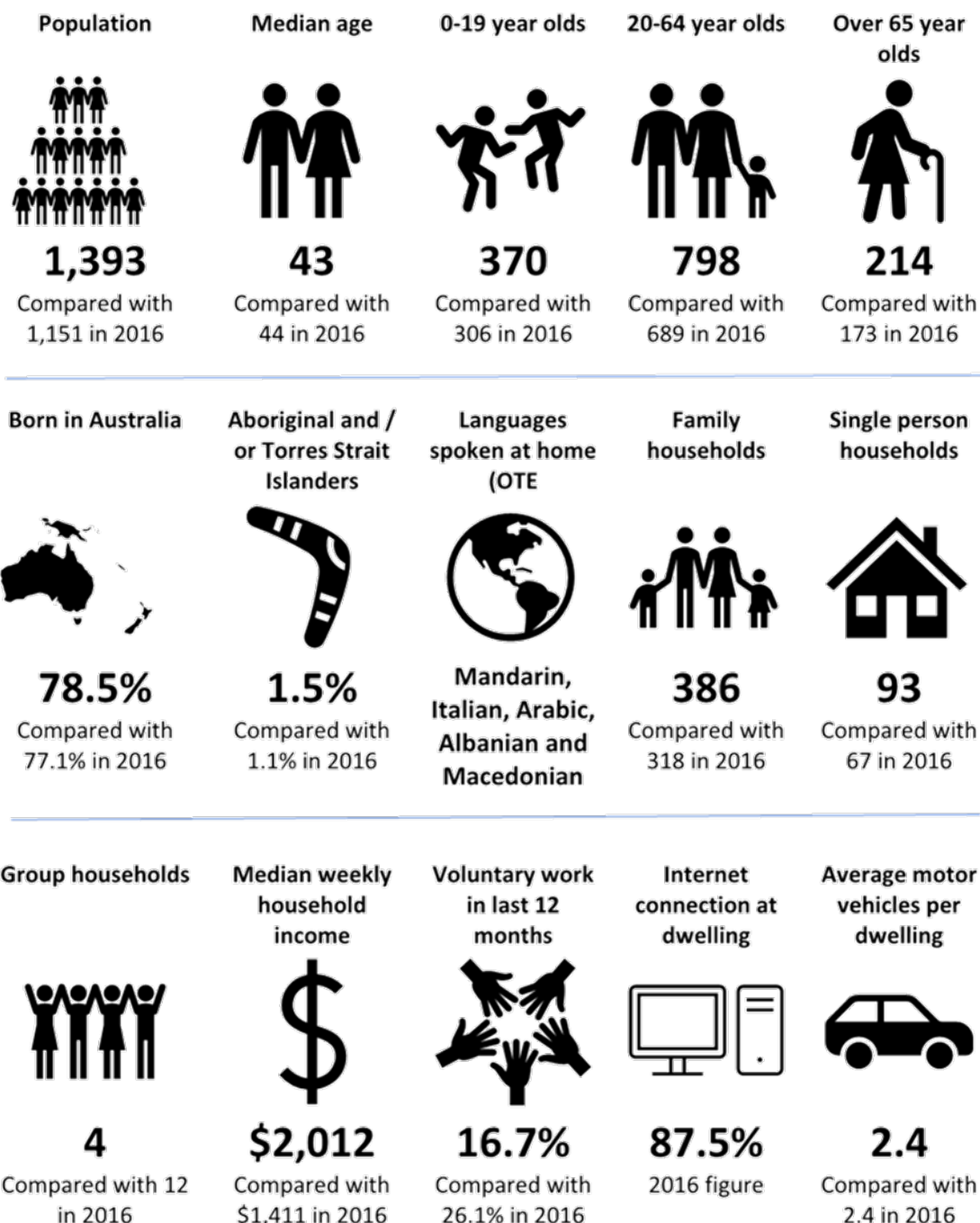
Document	Relevance
<p>Moorabool Shire Council Plan 2021-2025 (2021)</p>	<p>This four-year plan identifies Council’s vision as “Embracing our natural environment and lifestyle options to create an inspiring place for everyone to live, work and play.”</p> <p>The two most relevant strategic objectives contained within this plan are:</p> <ul style="list-style-type: none"> • Healthy, inclusive and connected communities • Liveable and thriving environments
<p>Moorabool Shire Sport and Recreation Plan – Background Report (2014)</p>	<p>This report makes the following observations about Gordon Recreation Reserve:</p> <ul style="list-style-type: none"> • Usage of oval – 15 hours per week in winter and no use in summer • Oval size – 150m x 120m • District level oval • Local level netball court • 190 members of the Football Netball Club • Oval is in good condition, but slopes from west to east. • Pavilion is not large, but in good condition. • Netball court is fully compliant and is in good condition. • Reserve does not have a master plan. A master plan could investigate options to improve the evenness of the oval playing surface, the potential expansion of the pavilion, and the introduction of other recreation facilities and spaces.
<p>Moorabool Shire Health and Wellbeing Plan 2021-2025 (2021)</p>	<p>This plan identified being active as one of its key themes. Specifically, it focusses on:</p> <ul style="list-style-type: none"> • Increase physical activity for all ages • Increase opportunities for women and girls to engage in physical activity • Provide safety for participation in physical activity • Provide and increase accessibility to enable participation in physical activity • Support and promote active travel <p>There is no specific reference to Gordon Recreation Reserve.</p>
<p>Moorabool Community Infrastructure Framework – Strategic Community Infrastructure Priorities (2019)</p>	<p>This document lists Council’s strategic community infrastructure priorities. It makes no reference to Gordon Recreation Reserve.</p>

Document	Relevance
Moorabool Shire Female Friendly Strategy	The development of a female participation and infrastructure strategy aims to create a roadmap to retain and attract more women and girls in physical activity.
Moorabool Shire Arts and Culture Strategy 2021-2025 (2021)	<p>The goal of this strategy is for Moorabool Shire to be a regional home for thriving creative communities. Some of the key areas identified in this strategy of relevance are:</p> <ul style="list-style-type: none"> • Increase and diversify arts and cultural activity • Connect with our unique heritage and environment • Develop accessible cultural infrastructure • Create moments of joy in everyday life • Use arts and culture to drive better outcomes for Council and the community.
Gordon Recreation Reserve Master Plan 2015-2020 (2015)	<p>The key priorities identified in this master plan are:</p> <ul style="list-style-type: none"> • Reconstruct the sportsground playing surface (high priority) • Investigate and undertake tree removal around the reserve (high priority) • Install / upgrade sports ground and netball court lighting to Australian Standards (high priority) • Upgrade dam to improve water retention (high priority) • Construct new additional netball court (medium priority) • Installation of new shelter to the netball courts with toilet and shower amenity (medium priority) • Construction of additional overflow car parking north of oval (medium priority) • Design and construct vehicle and pedestrian paths around the reserve (medium priority) • Design and construct new community facility and sports pavilion (low priority)
AFL Goldfields Regional Strategy (2017)	This strategy priorities, identifies and plans for the development of football and netball facilities across the Goldfields region of Victoria. In terms of Gordon Recreation Reserve, it classifies the reserve as a local level facility and identifies gaps in the standard / provision of change rooms, umpire rooms and netball lighting. Of the 9 facilities in Moorabool Shire, Gordon Recreation Reserve is rated 3 rd lowest in terms of its facilities.
Moorabool Shire Council Community Facilities Funding Policy (2016)	<p>Council undertakes the following maintenance tasks at Gordon Recreation Reserve:</p> <ul style="list-style-type: none"> • Oval mowing – weekly • Irrigation usage costs – as required • Aerate, top dress and scarify – annually • Spray broadleaf oval – twice yearly • Seed and fertilise oval – annually • Spray weeds around park – quarterly • Netball court maintenance – annually

Document	Relevance
<p>Moorabool Shire Recreation Reserve Capital Works Contribution Policy (2016)</p>	<p>This document details what Council will fund, what Council expects clubs to fund and what is subjected to shared funding. In terms of a pavilion, Council may fund the basic provision (providing the concept is feasible), but anything beyond standard / relevant hierarchy provision (e.g. extension, equipment, fit-out, higher standard, etc) will be subjected to club or shared contributions.</p>

Our community

The following infographs identify the demographics of Gordon (State Suburb), as per the Australian Bureau of Statistics (ABS) 2022 Census. It is acknowledged, however, that the catchment of the Recreation Reserve is likely to be wider than the ABS defined area. It is important to note that the population of Moorabool Shire is forecast to double in the next 20 years.²



² Moorabool Shire Council Plan 2021-2025): https://www.moorabool.vic.gov.au/files/content/public/about-council/council-administration/council-plan-and-community-vision/council-plan-2021-2025_-final.pdf

When planning sport and recreation opportunities at recreation reserves, consideration needs to be given to the characteristics of the local population, particularly in relation to issues such as price of activities; translation of materials into other languages if required; relevant activities for the demographics; and consideration of opportunities that enable social connections, particularly for isolated or single person households.

Existing user groups

Gordon Recreation Reserve sports facilities, informal recreation facilities and pavilion are used by a variety of different clubs, organisations and individuals including:

Club / group	Teams / participants	Space used	Frequency of use
Gordon Football Club	Seniors, reserves, U18, U15, U12 and Auskick	Oval and pavilion	Tuesdays (training) Thursdays (training) Fridays (Auskick) Saturdays (games)
Gordon Netball Club	A Grade, B Grade, C Grade, U17, U15, U13A, U13B, Net Set Go	Netball courts and netball change room	Tuesdays (training) Thursdays (training) Fridays (Net Set Go) Saturdays (games)
Gordon Walkers	6 walkers aged in their 70's and 80's	Oval, veranda of pavilion (to make a cup of coffee) and toilets	Tuesdays (7.30am – 8.30am)
General community (informal use e.g. dog walking, community fair, family wakes, reunions, school use, Grey Nomads, etc)	Number of users not known	Oval and netball courts	Daily use
Private / commercial / not for profit hire	Varies	Oval, netball courts, pavilion	Occasional

Existing facilities

Sports oval

The turf sports oval includes AFL goal posts, new training lights, an irrigation system, scorer's box, timekeeper's box, player shelters and an electronic scoreboard. The oval is fenced and includes sponsorship signs. Outside the fence there are a number of bench seats. No cricket is played at the site.



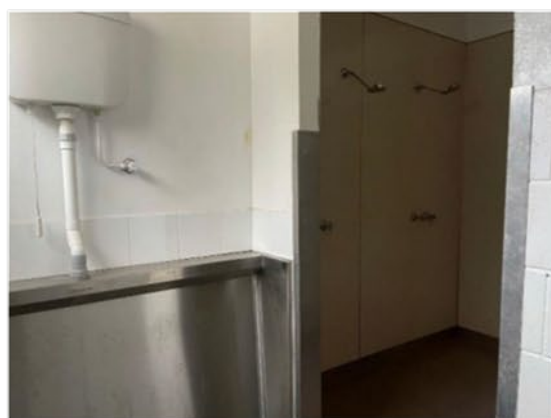
Netball courts

There is one new plexipave netball court with fencing and lights, bench seats and a portable grandstand. Next to it is a netball change facility comprising of home and away netball change rooms, umpire change rooms, disabled toilet and shower, first aid room and a veranda. There is also an older asphalt netball court with lights that is used for warm-ups and training. It has a basic player shelter next to it and the court surface is showing signs of wear and tear (cracks). No tennis is played at the site.



Pavilion

The pavilion includes a social space with bar and commercial kitchen, male and female toilets (accessible from outside), disabled toilet (accessible from outside), home and away change facilities (with open showers and urinals).



Entrance, parking and roadways

Entry to the reserve is via Willunga Ave. The ticket box is located at this entrance, along with a sign to welcome visitors stating that the site is home to the Eagles Football Netball Club. There is also an entrance / exit along Old Melbourne Road, however this is used as an exit rather than an entrance. Some additional signage is placed near the entrance to limit speed and to warn motorists of children crossing.

Parking occurs informally around part of the oval on the bluestone gravel roadway.

Near the entrance there is a pathway that enables pedestrians to travel part of the way to the reserve from Gordon via an off-road path.



Playground equipment

The existing playground was purchased from the old Wallace kindergarten once it was no longer required there. It comprises of a plastic combination unit featuring a slide, abacus, bridge, climbing frame and cubby house frontage. It is designed for toddlers and is nearing the end of its useful life. The playground is not fenced and is separated from the oval and pavilion by the internal roadway. There is no traffic treatment to provide priority for children.



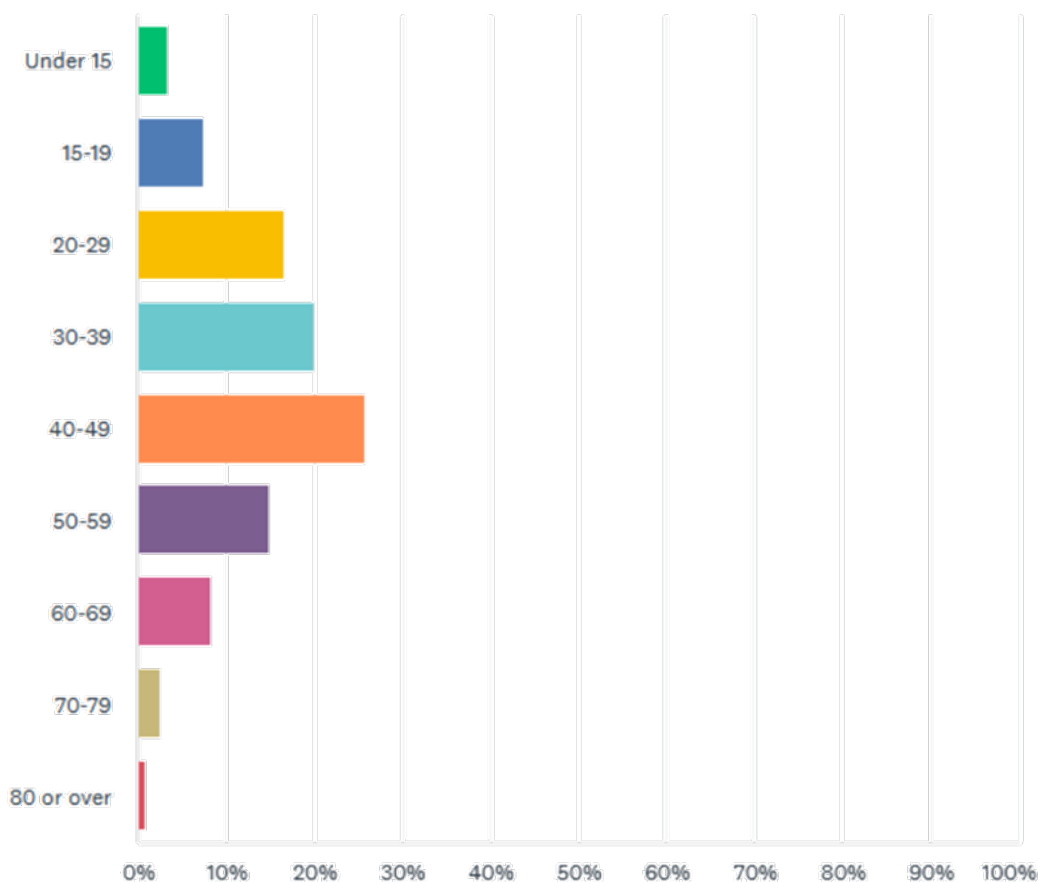
There are a number of other facilities in Gordon that impact what may be provided at Gordon Recreation Reserve. Gordon Public Park, for instance, has plans to develop a skate park, half basketball court and potentially outdoor fitness equipment.

Community engagement

In order to ascertain the key issues and opportunities for the site, a variety of key stakeholders and the broader community were consulted. Details are as follows:

Community survey

A community survey was developed in October / November as part of the master plan exercise to seek feedback from local residents about their views to enhance Gordon Recreation Reserve. A total of 120 surveys were completed. Of those who completed a survey, 55% of respondents are female, 42% are male and the remaining 3% are non-binary or prefer not to say. In terms of place of residence, 58% of survey respondents live in Gordon, 14% in Ballarat, 12% in Mount Egerton and 9% in Milbrook. The median age of survey respondents is 40-49. Details of age groupings follows:



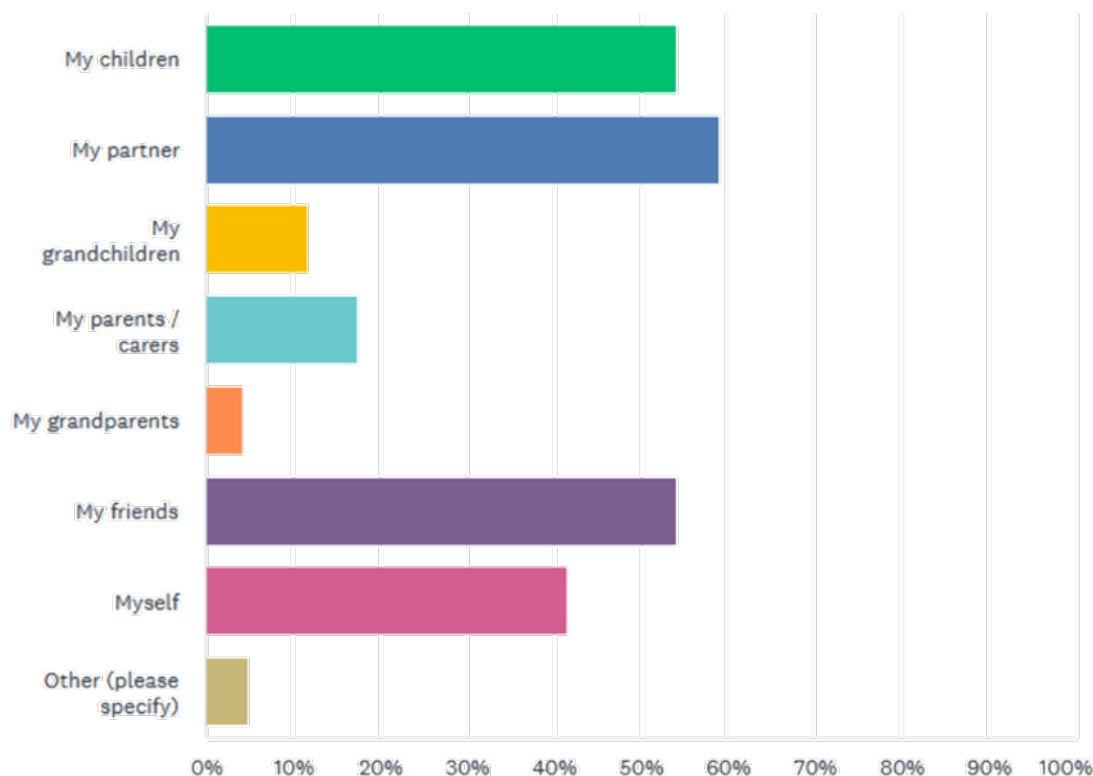
Activities undertaken at the Reserve vary considerably. From a pre-determined list, respondents identified the following 10 activities as the activities that are most frequently enjoyed:

1. Watch football or netball (68%)
2. Attend community events (54%)
3. Walk (38%)
4. Walk the dog (35%)
5. Informal play (33%)
6. Volunteer for sports club (32%)
7. Use the playground (30%)

- 8. Jog / run (26%)
- 9. Use the toilets (24%)
- 10. Meet up with my friends / hang out (24%)

Eighty-five percent of survey respondents drive to Gordon Reserve, 30% walk and 11% cycle (note that survey respondents were able to answer more than one form of transportation).

People tend to visit Gordon Recreation Reserve either with their partner (59%), their children (54%), their friends (54%) or alone (42%). Once again, people could provide more than one response to this question):



In terms of frequency of visit, the majority of people visit Gordon Recreation Reserve a few times per week (41%), followed by once per week (23%) and once every few weeks (18%). One respondent (1%) visits the site every day and one respondent (1%) has never been to the site.

Of those people who rarely use the site, or haven't visited the site, the top seven reasons why include:

- 1. There is nothing there that interests me (11%)
- 2. I don't know what's at the reserve (4%)
- 3. I don't have time to go there (2%)
- 4. It's too far from my house (2%)
- 5. I don't feel safe there (1%)
- 6. COVID restrictions / concerns (1%)
- 7. I'm not well enough (1%)

Other reasons for not using the site regularly or at all include:

- No walking tracks from town
- No walking tracks at the reserve
- Not enough child friendly activities
- Not enough things for young people to do
- There is always dog poo next to the playground
- Playground is boring
- Playground is not fenced
- Kids playground is too far from oval to keep an eye on them whilst parent is exercising
- Toilets are putrid
- Don't feel safe alone at the reserve
- Ground is in poor condition.

The top 10 most liked features of Gordon Recreation Reserve are:

1. New netball court (55%)
2. Easy to get to from my home (49%)
3. Friendly people there (48%)
4. Landscaping / trees (42%)
5. Well maintained (42%)
6. Nice and quiet (38%)
7. Welcoming clubs (37%)
8. Football oval (31%)
9. Events held there (31%)
10. Feel safe there (28%)

The top 10 most disliked features of Gordon Recreation Reserve are:

1. Football oval (36%)
2. Pavilion (36%)
3. Pedestrian paths and safety (32%)
4. Toilets (30%)
5. Playground (29%)
6. Parking (27%)
7. Lack of things for all ages (15%)
8. Lighting (14%)
9. Entrance from road (13%)
10. Landscaping / trees (12%)

Ideas to improve Gordon Recreation Reserve primarily focussed on upgrading the pavilion; levelling the oval; upgrading the play space; ensuring that toilets are upgraded and more accessible; and improving parking at the reserve. A total of 111 people responded to this survey question. All of the responses have been categorised into appropriate headings below:

Area	Details of proposed improvements	No. of responses
Pavilion	Upgrade pavilion or construct new pavilion, include space for undercover viewing within the pavilion (2), include change rooms for female footballers (4), better outdoor eating area near canteen with heating (1), accessible (1), meet AFL guidelines (1)	53

Area	Details of proposed improvements	No. of responses
Oval	Upgrade and level the oval and apply a sand-based surface, develop a new oval (1), install new irrigation system and improved drainage system (3), improve grass cover	46
Playground	Develop a new playground (1), expand size of playground (1), install a flying fox (2), include a fence (6), relocate playground (2), obstacle course for all ages, tree house for all ages, monkey bars (1), swings (1), climbing frame (1), add some seats and tables	32
Toilets	Upgrade toilets and make more accessible, maintain toilets (1), open 24/7 (1)	16
Parking	Provide parking around the entire ground (5), increase the number of car parking spaces (8), better parking near front entrance (1)	16
Landscaping	Improve visual appeal of area around pavilion to make it more inviting (2), assess trees and remove dangerous ones (3), plant more grassy areas for sitting (2), clear up overgrown areas (1), develop a pond (1), maintain vegetation around the reserve (1)	10
Path to the reserve	Develop a path from town centre to recreation reserve	10
Paths within the reserve	Develop a walking track (3), develop a bike track (1), level existing paths (1), keep separate from the car park and internal roads (1)	10
Skatepark / BMX	Develop facilities for teenagers such as Skateboard / BMX jumping ramps	10
Outdoor Fitness Equipment	Install outdoor fitness equipment	9
Events	Hold events, hold markets (4), outdoor cinema, trash and treasure market, local bands / music events	6
Dam	Review options regarding the dam as there is a concern that children may drown in it (3), develop a grassed picnic area where dam is currently located (1), remove weeds from dam	5
Running track	Construct a running track around the perimeter of the reserve	5
BBQ	Install a BBQ	4
Pedestrian safe area	Develop a pedestrian safe area	4
Picnic tables and gazebos	Install picnic tables and gazebos	4
Half basketball court	Construct a half basketball court	3
Roadways	Improved internal roadways – potentially one way in and one way out (1), fix potholes (1)	3
Covered spectator area	Develop covered seating for watching both netball and football games	2
Dog off lead area	Develop off-lead dog area (2), install drinking bowl for dogs and doggy bags	2
Entrance	Improve entrance/signage etc from Old Western Highway into the Reserve. Entry and exit to and from Reserve could be improved and made safer (1), make sure entrance / exit is more accessible (1)	2

Area	Details of proposed improvements	No. of responses
Netball	Improve the surface of the asphalt netball court	2
Programs	Yoga, pilates, group fitness classes, girls' football	2
Signage	Develop better signage	2
Bike path to Ballan	Construct a safe bike path to Ballan	1
Café	Develop a café at the reserve that is open during the week and on weekends	1
Culture	Acknowledge traditional owners	1
Drinking fountain	Install a drinking fountain	1
Entrance	Need to re-design the entrance	1
Flagpole	Install a flagpole	1
Gordon Nature Reserve	Create a link between the Gordon Recreation Reserve and the Gordon Nature Reserve	
Lighting	Install more lighting at the site	1
Maintenance	Better maintenance of the site	1
Memorabilia	Netball and football history needs to be properly displayed in an organised way.	1
Mini golf	Install mini golf	1
Oval fencing	Provide secure fencing around the oval	1
Promotion	Better promote what is available at the reserve	1
Reserve fencing	Improve reserve fencing	1
Rock climbing wall	Install a rock-climbing wall	1
Seating	Install more seating around the oval	1
Speed limit	Reduce speed limit on Old Western to 60kmph at reserve entrance or move 80km sign about 400m beyond entrance to avoid accidents when patrons are leaving the reserve.	1
Usage	Allow children to ride their bikes on the netball courts	1

Key stakeholder interviews

The following key stakeholders were interviewed in person or by phone:

Name	Organisation
Neil Eastwood	Gordon Recreation Reserve Committee of Management
Jan Eastwood	Gordon Recreation Reserve Committee of Management
Stuart Miller	Gordon Recreation Reserve Committee of Management and Gordon Football Netball Club
Kellee Frazer	Gordon Football Netball Club Bendigo Bank representative
Peter Clifford	Gordon Football Netball Club
Chris Gardner	Moorabool Shire Council
Jennifer Bromley	Department of Environment, Land, Water and Planning
Beryl Foster	Gordon Community Hall Gordon Walking Group
Roger Lowery	Community Fair
Gerard Ryan	Regional Manager AFL Victoria
Diane Ryan	Central Highlands Football League
Natalie Clarke	Central Highlands Netball League
Michelle Anderson	Sport and Recreation Victoria
Michael Flynn	Sports Central
Paul McDowell	Principal St Patrick's Primary School and Gordon Playgroup
Russell Cowan	Gordon Primary School and Community Fair
Dina Bowman	Gordon Public Park and Recreation Reserve Incorporated
Tammy Gilson	Traditional Owner
Stephanie Fydas	Wadawurrung Aboriginal Corporation
Paul Davies	Wadawurrung Aboriginal Corporation

The main issues identified through key stakeholder interviews are:

Area / topic	Details
<i>Aboriginal heritage and culture recognition</i>	<ul style="list-style-type: none"> Recognise and acknowledge Aboriginal heritage and culture, e.g. traditional names, interpretive signage; artwork on pavilion, inside the pavilion, water bubblers, hard court surrounds Wadawurrung Aboriginal Corporation is very keen to work in partnership with the Committee of Management to share its stories and to create strong connections with the community Consider inviting Wadawurrung Aboriginal Corporation onsite to discuss opportunities.
<i>Activation</i>	<ul style="list-style-type: none"> Activate the site through other recreational activities, e.g. paths, pump tracks, outdoor fitness equipment (but demonstrate who will use it)
<i>Community space and shelter</i>	<ul style="list-style-type: none"> Storage shed next to 2nd netball court could be converted into a community space
<i>Cost</i>	<ul style="list-style-type: none"> Maximise infrastructure developments within site constraints and the available budget
<i>Dam</i>	<ul style="list-style-type: none"> The dam leaks and committee is afraid that someone may drown in it – they would ideally like to fill it in

<i>Area / topic</i>	<i>Details</i>
	<ul style="list-style-type: none"> • DELWP advised that the dam can be filled in as it is considered a safety risk to the public, however, revegetation or improvements to biodiversity should be undertaken either on that site or elsewhere
<i>Events</i>	<ul style="list-style-type: none"> • The site lends itself to a range of community events • Ensure that electricity is available and that vehicles can access the site
<i>Fencing</i>	<ul style="list-style-type: none"> • Consider installing new fence on all boundaries
<i>Gordon Nature Reserve</i>	<ul style="list-style-type: none"> • Consider developing a link to Gordon Nature Reserve
<i>Gordon Public Park</i>	<ul style="list-style-type: none"> • Don't duplicate what is proposed at Gordon Public Park, e.g. skate park, half basketball court and nature based play space
<i>Inclusiveness</i>	<ul style="list-style-type: none"> • Design for gender neutral participation
<i>Netball court</i>	<ul style="list-style-type: none"> • Gordon Football Netball Club recently applied for funding to resurface 2nd netball court, but application was unsuccessful
<i>Off-leash dog area</i>	<ul style="list-style-type: none"> • Consider developing a fenced off-leash dog area
<i>Oval</i>	<ul style="list-style-type: none"> • Level the oval • Install an automatic irrigation system • Upgrade the drainage on the oval – the oval is too wet to enable training twice per week • Need to plant warm season grasses over-sown with rye • Oval is considered to be 'poor' by Council. Potential for Country Football Netball grant to upgrade oval. • Preferred size of the oval is 160m long and 140m wide • Could keep run-off to 4 metres given that it is a local level oval • Poor quality grounds impact participation right across the league • Need to maintain the ground well
<i>Parking</i>	<ul style="list-style-type: none"> • Desire for more formalised car parking and an overflow car park in the site currently occupied by the dam • Cars park on Willunga Ave and Old Melbourne Road on football days • Degree of parking required to be undertaken on public roads limits the potential of the site to host football and netball finals
<i>Paths</i>	<ul style="list-style-type: none"> • Develop paths within and to the recreation reserve • Approximately 30 children walk along the side of the road on training nights – need a path to improve safety
<i>Pavilion</i>	<ul style="list-style-type: none"> • Upgrade the pavilion • Ensure pavilion is multi-use • Include female change facilities • Consider relocating closer to netball courts • There is a gap in Gordon for a facility able to cater for up to 200 people • Identify what other activities could be held in the facility • Ensure lessons learnt from other developments are considered in the design of a new pavilion • Ensure upgrade is achievable and realistic • Consider staging of the facility • Need to build maintenance costs into the new pavilion • Facility should be built to AFL local facility levels

<i>Area / topic</i>	<i>Details</i>
<i>Pedestrian zone</i>	<ul style="list-style-type: none"> • Some support for a 2-storey building and some lack of support for a 2-storey building
<i>Place of Last Resort</i>	<ul style="list-style-type: none"> • Need to create a safe car-free pedestrian zone
<i>Pump track</i>	<ul style="list-style-type: none"> • Recreation Reserve is a place of last resort and is also used for medical helicopter landings occasionally
<i>Roadways</i>	<ul style="list-style-type: none"> • Install a pump track
<i>School use</i>	<ul style="list-style-type: none"> • Redevelop the Melbourne Road gate as a permanent exit
<i>Speed limit</i>	<ul style="list-style-type: none"> • Both primary schools are keen to increase their usage of the reserve during school terms
<i>Storm water</i>	<ul style="list-style-type: none"> • Speed limit on Old Melbourne Road needs to be reduced and a turning lane installed
<i>Trees</i>	<ul style="list-style-type: none"> • Consider storm water retention and storage capacity
	<ul style="list-style-type: none"> • There are a lot of dead trees on site • Preference is for more eucalypts rather than pines • Need a tree succession plan • Need an arborist to assess condition of trees and remove any that are dangerous • DELWP advised that every effort should be made to avoid the removal of native vegetation • If avoiding native vegetation is impossible, the amount of native vegetation that has to be removed needs to be minimised. • An application to remove native vegetation must demonstrate or provide appropriate evidence to show that no options exist to further minimise the impacts of native vegetation removal, that will not undermine the objectives of the proposed use or development. • If there is no option other than to remove some native vegetation, then offsetting the native vegetation removal becomes the next step. • A planning permit will be required to remove native vegetation. • Any revegetation is to be native species preferably influenced by the EVC - Herb-rich Foothill Forest • Hazardous tree removal can only be used if immediate or threatens life or property. Will need an arborist report to determine these losses • DELWP notes that use and development can cause indirect losses of native vegetation due to encroachment, especially compaction and excavation in close proximity to tree roots. So even if native vegetation is not removed, there may be losses that are a result of other works (assumed loss) which will be considered as part of the permit application.
<i>Volunteers</i>	<ul style="list-style-type: none"> • Ensure developments relieve the burden on volunteers
<i>Water</i>	<ul style="list-style-type: none"> • Need to explore 2nd bore in more detail to see if it can replace the first bore. Believe that the 2nd bore has a much higher flow and could be pumped directly into tanks

Previous community engagement exercise

A township visioning workshop was held in 2020. Local residents were asked to identify their ideas about how to make Gordon a better place to be. The ideas are still on butcher's paper on the wall of the local café. Relevant comments, or ideas that could potentially be realised at Gordon Recreation Reserve include:

- Events - Farmer's Market, Wine and Cheese Festival, live music, community festival, Christmas in July, nude run, Mardi Gras, Italian night, winter wonderland
- Walking / cycling - bike riding options, walking track, footpath from St Patrick's to the Recreation Reserve, indigenous walks, sculpture walking trail with indigenous focus, bike park, bike paths to Egerton, Ballan and Ballarat
- Play – bigger playground, nature-based playground
- Programs – bike riding mornings
- Signage – interpretive signage, tourist map of the area
- Landscaping – indigenous planting
- Culture – acknowledge Aboriginal sites and heritage.

Vision and planning principles

Our vision for Gordon Recreation Reserve is:

Gordon Recreation Reserve is the focal point of the community, where everyone feels safe, welcome and included.

The 11 planning principles that will guide our future developments at the Reserve are:

Principle	What we mean by this
Inclusive	Our clubs, activities and facilities will be welcoming and inclusive of everyone, regardless of gender, cultural background, socio-demographic status, skills, interest levels, etc. We will use a gender-neutral lens for facilities such as change rooms and toilets, provide low-cost activities wherever possible and will provide opportunities for a variety of skill levels and interests.
Accessible	Our clubs, activities and facilities will be accessible for everyone regardless of their ability. Any new or upgraded facilities will be DDA compliant and will incorporate universal design principles.
Inter-generational	We will provide opportunities at Gordon Recreation Reserve for toddlers through to older adults and will encourage opportunities for all ages to interact with one another.
Physical well being	We will provide and encourage opportunities for the community and visitors to the site to improve their physical well-being through a range of organised sport and active recreational activities and spaces.
Multi-purpose	Wherever possible, our facilities will be designed to be used for a variety of different uses by a variety of different user groups. We recognise that this will maximise the use of our assets and provide a broader range of opportunities for the community.
Environmentally sustainable	We will ensure that any new or upgraded facilities and infrastructure incorporate environmentally sustainable design features. We will take on the role of protector of the native vegetation at Gordon Recreation Reserve so that it will continue to thrive for the next generation.
Quality	We will use quality materials for all of the works that we undertake to ensure that our facilities and infrastructure are designed to be long lasting with minimal maintenance requirements.
Efficient	We aim to ensure that our facilities, infrastructure and processes are efficient and streamlined to minimise the burden on our highly valued volunteers so that their jobs are made easier.
Safe	Any works undertaken at the Reserve will be designed to maximise safety.
Character retention	We will ensure that any works undertaken at the site will retain the character of the reserve that we are so proud of, i.e. a rural, friendly, down to earth, natural setting.
Cultural acknowledgement	We acknowledge that the reserve has been developed on Wadawurrung Land and we will promote the connection of First Nations people and their culture to the Reserve wherever possible.

Issues and opportunities

The issues and opportunities below have been identified through discussions with user groups, key stakeholders, community engagement and an assessment of the site.

Sports oval

Moorabool Shire Council has rated the condition of all of its sports ovals. Gordon Recreation Reserve is rated as poor, hence given that it has an active football netball club, there is clear justification for upgrading the oval, particularly as it has not had the same level of investment than other similar ovals in recent years. Feedback from AFL Victoria is that poor grounds at locations such as Gordon not only deter players from joining the club at which the poor grounds are located, but in fact the whole league.

From the pavilion to the far side of the oval, there is a four-metre drop-off. To counteract this severe drop off, which creates an uneven playing surface and limits the potential of the ground to host finals, Gordon Football Netball Club would ideally like to see the oval relocated slightly to the east with a much less steep gradient. The size of the oval needs to increase to 160m long and 140m wide to be suitable for senior football competitions, with a four to five metre boundary.

Drainage is an issue on the sports oval and needs to be addressed to prevent damage to the condition and playability of the oval. Gordon Football Netball Club has to run part of its Auskick program at Gordon Primary School as the ground is simply too wet to hold this junior development program for the entire season. Similarly, from half-way through the season, Gordon Football Netball Club has to limit its training to only one night per week at the reserve as the ground is unable to sustain any more usage. Further, Gordon Football Netball Club had to decline an offer from Goldfields AFL to host a girls' football team due to the poor drainage on the oval.

Ideally the drainage would be upgraded at the same time as the oval is relocated, as will the irrigation system. The relocated oval should also be planted up with season grasses over-sown with rye grass.

New lights were installed recently on the oval. Provision has been made from an electrical connection perspective to relocate these lights slightly if the oval is moved further eastward.

The oval is surrounded by a post and rail fence, which a number of sponsorship signs are attached to. To improve safety, there should ideally be nets installed behind the football goals. There is a large electronic scoreboard on the opposite side of the oval. No cricket is currently played on the oval.

A feature survey and more detailed design needs to be undertaken regarding the exact location and design of the oval.

Landowner consent will need to be obtained from DELWP prior to moving the oval. This needs to be applied for at least one month before works commence.

Actions:

Upgrade the oval by:

- moving it 5-10 metres to the east and expanding its size to 154m x 140m with a 4-5 metre run-off*
- levelling the playing surface*
- improving drainage*
- installing an automatic irrigation system*

-planting with warm season grasses over-sown with rye grass
-providing for vehicular access and power for events
-relocating the lighting towers, fencing, player boxers, timekeeper’s box, scorer’s box, scoreboard and seating around the grounds

Install nets behind the football goal posts

Pavilion and change rooms

The existing besa brick pavilion, which was constructed 40 years ago by community members, features a social area, commercial kitchen, bar, home and away change rooms, toilets and storage area. There is a veranda facing out over oval. The pavilion is nearing the end of its useful life.

Due to the limited size of the function space, Gordon Football Netball Club struggles to seat the 60-70 people who attend Thursday night dinners during the football season and is unable to hold functions such as presentations at the reserve. Instead, it goes to Wallace Pub, or occasionally uses the community hall in Gordon (however this facility is not to the standard required). This significantly impacts the club’s fundraising potential. The Gordon Recreation Reserve Committee of Management indicated that it would like to be able to host up to 200 people in the social space. It also indicated that there may be the potential to cut into the natural fall of the land and create a two-storey facility with an internal lift. The exact size and layout of the pavilion are to be determined through more detailed planning; however it is important that the building provides suitable female friendly / gender neutral amenities for a range of different sports.

Meeting spaces in town and their limitations include:

Facility	Details
Gordon Hall	<ul style="list-style-type: none"> • Kitchen is not compliant • Space is unattractive and in need of an upgrade • Toilets need upgrading • Disabled toilet unlikely to comply • Has 20 tables and 150 chairs
Gordon Public Park	<ul style="list-style-type: none"> • Only has a basic kitchenette • Small meeting / activity space (capacity of 30)
St Patrick’s Primary School	<ul style="list-style-type: none"> • Attractive indoor space, but relatively small (18m x 15m)

Currently there is no possibility of attracting increased participation by females in activities at the reserve that require the use of change rooms. The addition of female friendly or gender-neutral change facilities would enable the recreation reserve committee of management to seek additional sports usage by females at the site. If such facilities were available (along with quality sporting infrastructure such as a good quality oval) there is potential that more local girls could take part in a girls’ or women’s football team or other sports such as soccer or touch football. It would also open up opportunities for practice matches, tournaments, exhibition matches, etc. for women’s sport.

Users of the reserve can currently utilise the toilets in the pavilion when it is open. The disabled toilet is generally open all of the time. Other public toilets are found at Gordon Public Park in Stanley Street, and the Pioneer Cemetery in Brougham Street. When the pavilion is upgraded, ideally

internally and externally accessible public toilets will be constructed. There should be at least one unisex accessible toilet with baby change facilities.

The new facility should incorporate universal design throughout the building, with a focus on Environmentally Sustainable Design (ESD) features such as solar panels, low flow showers and passive heating and cooling. As per AFL Victoria facility guidelines for local facilities the pavilion should include:

- male and female change rooms
- social / meeting space
- bar
- accessible public toilets
- office
- first aid room
- umpire change rooms
- kitchen
- kiosk
- baby change facilities
- storage
- Wi-Fi connections / meeting facilities

User groups are keen to ensure that any new pavilion learns from the lessons of new facilities in neighbouring clubs, i.e.

- ensuring that spectators don't have to look directly into the sun
- ensuring that the kiosk, the volunteers in it and the food are not exposed directly to rain
- ensuring that those inside the pavilion are at a higher level than those standing outside the building and can therefore see the game
- ensuring that there is a large undercover outdoor area to protect people from inclement weather.

Examples of good facilities locally include: Learmonth, Springbank and Bungaree.

In addition to sporting opportunities, a new pavilion could be programmed or hired out for a range of events and activities. Rather than competing with activities held at the park, e.g. art groups, garden club, sewing and pottery classes, the pavilion should primarily focus on club activities (change rooms and social space usage), active recreational activities, community celebrations and training / conferences. Examples of the types of activities that could be held include:

- gentle exercise classes
- zumba
- playgroup
- birthday parties
- training days
- school functions
- pilates
- martial arts
- weddings
- vote count nights
- expos
- trivia nights
- yoga
- kinder gym
- funerals
- conferences
- meetings
- school graduations

Action:

Develop a new multi-purpose pavilion / community facility that:

- provides change facilities for people of all genders*
- meets the sporting, active recreational and social needs of the Gordon community*
- incorporates accessible toilets as part of the pavilion upgrade and ensures that at least one accessible unisex toilet with baby change facilities is open at all times*

Actively promote usage of the new pavilion to the broader Gordon community once it has been constructed

Fencing

The fencing around the boundary of Gordon Recreation Reserve is in poor condition and is a potential safety hazard. It needs to be assessed and re-fenced.

Action:

Survey and evaluate all boundary fencing and construct a mixture of new chain mesh and rural fencing around the entire site as appropriate to improve safety and security

Netball courts and change rooms

A new competition level netball court was installed at Gordon Recreation Reserve recently, supported by 200 lux lighting, shelter, fencing, bench seating, a portable open-air grandstand and a 180m² netball change facility incorporating home and away netball change rooms, umpire change rooms, disabled toilet and shower, first aid room and a veranda.

The Football Netball Club would ideally like to resurface the old non-compliant netball court so that it can offer a quality playing surface suitable for training and warm-ups. Next to the old netball court is a storage shed. It could potentially be converted to a community space and additional shelter. A piped drain back-filled with aggregate needs to be installed behind this storage shed to replace the open drain that currently exists.

Actions:

Resurface the old netball court for training and warm-ups

Convert netball storage shed into a combined community space and netball shelter and develop additional shelter alongside the competition netball court.

Install a piped drain back-filled with aggregate behind the netball courts to redirect storm water

Play space and social facilities

The existing play space at Gordon Recreation Reserve was purchased second hand from the Wallace Kindergarten a number of years ago. It is designed to be used for toddlers and is nearing the end of its useful life. It is also located next to the entrance in a heavily trafficked area.

To help create a family environment at the Recreation Reserve and to offer play opportunities for children while their parents or siblings play sport, this play space should be upgraded. It should differ to the play opportunities located at the Gordon Public Park playground in town, just over one kilometre away. Items specifically mentioned through consultation include an accessible bird's nest swing, a flying fox, climbing equipment, slide and regular swings.

The addition of several picnic tables, BBQs and a shelter next to the upgraded play space would enable local people to connect with one another on site and also provide enhanced facilities for visitors. In addition, there could potentially be some kind of architectural feature or sculpture(s) accompanied by suitable landscaping to create a statement at entrance. This feature or sculpture may incorporate a sporting or indigenous theme.

There is potential to link the two play spaces by installing a shared path between the two sites. This path would need to be constructed by Moorabool Shire Council, or constructed with funds obtained by Council, as it is outside the jurisdiction of Gordon Recreation Reserve Committee of Management.

Actions:

Upgrade the existing play space in its current location and install a shelter, BBQ and two picnic tables with seats.

Outdoor fitness equipment

The installation of outdoor fitness equipment which is clustered together will enable local people of all ages and abilities to take part in strength and cardio-training at the reserve for free and at a time that suits them.

Those participating alone are likely to make new connections and improve their health and wellbeing. Others who participate in pairs or larger groups may enhance their connections with family and friends and therefore increase their level of resilience, as well as improve their health and wellbeing.

The outdoor fitness equipment could also be used by football and netball teams as part of their training either during the season or off-season. Organisations such as Ballan District Health and Care could potentially develop a program or provide onsite resources through interpretive signs or QR codes to instruct people how to use equipment appropriately.

Action:

Install outdoor fitness equipment in a cluster in the northern section of Gordon Recreation Reserve.

Pump track

Gordon Public Park will be upgraded in the near future and will incorporate a skate park and a half basketball court for young people. Rather than duplicate these facilities, a pump track that is suitable for bikes, scooters and skateboards should be constructed at Gordon Recreation Reserve.

The ideal space at the reserve for a pump track is in the northern section of the reserve near the proposed play and picnic facilities.

By providing a shared pathway link between the public park in town and the recreation reserve, young people will have a variety of active recreational options which they can safely travel to and from. St Patrick's Primary School has indicated that it would be keen to include usage of the pump track and the paths as part of its bicycle education program.

Action:

Install a pump track at Gordon Recreation Reserve in the northern section of the reserve

Walking / cycling / running

Given that walking and cycling are number one and number three respectively in the top ten physical activities for Victorians aged 15 and over, consideration needs to be given to how the recreation reserve can provide for these two activities. Ideally a shared pathway should be developed from Gordon to the reserve, enabling people to utilise active transportation rather than cars where possible.

A safe connection between the town and the reserve will not only benefit people from a health and wellbeing perspective but will also improve safety for approximately 30 young people who walk along the side of the road to the reserve on training nights.

Demand has also been expressed through the community survey for walking / cycling / running paths within the reserve. These paths could be utilised by members of the community, school groups, visitors to the area or members of the football and netball clubs for training purposes. The Gordon Walking Group has indicated that it would utilise a shared path between the town and the reserve regularly, as well as paths around the reserve.

Actions:

Install a path from Gordon Recreation Reserve into the centre of the town, connecting Gordon Public Park, Gordon Primary School and Paddock Creek Reserve

Develop formalised pathways and a running track (with distance markers) within the grounds of Gordon Recreation Reserve, including the former site of the dam.

Entrance, roadways and parking

Currently traffic enters the reserve at Willunga Avenue. There is a ticket box at the entry. There is an additional entrance / exit on Old Melbourne Road (primarily used as an exit).

In order to create a safe pedestrian zone free of cars, it is proposed that a new entrance is developed that blocks the existing left-hand roadway through the installation of bollards that are only removed for emergency vehicles on game days and training nights, thereby creating a car-free zone for pedestrians between the pavilion, play space and netball courts. All traffic will be directed to the right-hand roadway. Give that it will not be possible to travel around the entire oval on game and training days due to the bollards being in position, a turn around area will need to be developed near the competition level netball court.

A new roadway needs to be installed around the oval once it is redeveloped.

At present parking occurs haphazardly at the reserve, along Willunga Avenue and Old Melbourne Road. With over 1,000 spectators to a game, it is important that parking is formalised so that parking spaces can be maximised. Discussions with Goldfields AFL indicates that finals attract 2,500 people and grand finals around 6,000 people. At present Gordon Recreation Reserve does not have the capacity for such large-scale events.

Ideally parking should occur around the oval, with overflow occurring in the area currently occupied by the dam. It needs to have a surface that is suitable for all weather, as does the roadway around the oval.

Additional parking needs to be made available for people with disabilities, emergency vehicles and delivery vehicles directly behind the proposed new pavilion. There is space to develop three more

car parks across the road behind the pavilion. These should be linked to the pavilion area with a wombat crossing and signage.

The Committee of Management is concerned about vehicles entering Willunga Avenue from the 80km per hour Old Melbourne Road (with no turning lane). The Committee is presently advocating to Moorabool Shire Council for a reduced speed limit on this road, along with a turning lane.

Actions:

Improve existing entrance, roadways and parking by:

- developing a new entrance that blocks the existing left-hand roadway through the installation of bollards that are only removed for emergency vehicles on game days and training nights, thereby creating a car-free zone for pedestrians between the pavilion, play space and netball courts. All traffic will be directed to the right-hand roadway*
- installing a new roadway around the perimeter of the oval*
- formalising car parking around the oval*
- creating a turn-around area near the netball courts*
- installing parking for people with disabilities, emergency vehicles and delivery vehicles directly behind the pavilion*
- installing three parking spaces across the road behind the pavilion*
- installing a 'wombat' pedestrian crossing with suitable signage from the car park directly behind the pavilion to the rear of the pavilion*

Upgrade the Willunga Avenue entrance with improved signage and landscaping, including 3 flag poles to create a more welcoming feel.

Install a shelter and BBQ where the existing play space is located (once this old play space is removed).

Advocate to Moorabool Shire Council to reduce the traffic speed limits on Old Melbourne Road next to the Reserve and install a turning lane at the corner of Old Melbourne Road and Willunga Avenue.

Public art

There are opportunities to incorporate some public art into the recreation reserve footprint. This may take the form of sculptures, mosaics, paintings within and on the new pavilion, painting of water tanks, etc. This type of place making can contribute to place making, but also draw in visitors to the area.

Actions:

Explore the opportunity to develop and install some public art at Gordon Recreation Reserve.

Signage

Signage at the site is relatively good. There is directional signage from Old Melbourne Road and at the entry there is a large welcoming sign with the name of the reserve and stating that it is the home of Gordon Football and Netball Club.

There is potential to install some interpretive signage at the Reserve to inform people of the indigenous and post-settlement history around Gordon or to provide more information about flora,

fauna, geology or local characters. St Patrick's Primary School indicated that it could incorporate this information into its learning.

Action:

Install interpretive signage at the reserve to inform people of historical and natural features of the area.

Off-leash dog area

Off-leash dog areas are becoming increasingly popular throughout Australia. Such spaces enable dogs and their owners to exercise and socialise with other dogs and their owners. Some demand has been expressed through consultation for an off-leash dog area at the Reserve. Such a space is generally fenced (if space exists), incorporates paths to and within the space, has seating and provides dog water bowls and doggy bags. Sometimes agility equipment is provided, e.g. tunnels and jumps. There is insufficient space at Gordon Recreation Reserve to develop a suitably sized fenced off-leash dog area, however, it is acknowledged that people currently use and will continue to use the entire site for dog walking.

Action:

Nil

Water

The Committee of Management is keen to fill in the dam as members are afraid that despite the fencing around the dam, a young person may accidentally fall in one day and drown. Water that is high in iron and very slow flowing is extracted from a bore to the north-east of the football oval. It is pumped into a dam, which tends to leak. Exploratory tests have been undertaken regarding another bore on site behind the scoreboard that has a much higher flow and which could be pumped into storage tanks.

Actions:

Fill in the existing dam (which is considered to be a safety issue).

Further explore the potential of the new bore to meet the irrigation needs of the Reserve.

Purchase two x 200,000 litre water tanks to store bore water for irrigation and place behind the relocated scoreboard.

Landscaping

Gordon Recreation Reserve features natural bushland on its eastern boundary featuring a variety of eucalypts and pine trees. There are a number of trees on site that have died and are considered to be a potential hazard. To replace the large number of dead trees on site, user groups have recently planted 100 trees along the boundary. Ideally an arborist will review the condition of trees on site and remove any that may pose as a risk to users of the reserve.

A succession plan for trees should also be developed so that there are constantly new trees growing to replace older trees that may die or are removed. This succession plan needs to focus on the most appropriate species for new trees. There is a strong preference by user groups for more eucalypts and less pine trees.

Prior to removing pine trees from the site, the Committee of Management must apply for Landowner consent. This consent is likely to be conditional on the planting of native and / or indigenous plantings.

Action:

Contract an arborist to assess the condition of trees at Gordon Recreation Reserve and remove any that may be hazardous when a permit has been received from DELWP to do so.

Develop a succession plan to guide future tree planting on site, using the EVC Herb-rich Foothill Forest guidelines.

Emergency considerations

Gordon Recreation Reserve is a designated Place of Last Resort for emergencies such as bushfires or floods. Helicopters land on the oval periodically to transport injured people to hospital in Melbourne.

Action:

Ensure that the reserve continues to be suitable for emergencies, e.g. good vehicular access, clearance from trees, etc.

Events

The oval is used as part of the annual Community Fair. The oval is set up with marquees and some of the activities at the fair include jumping castles, pony rides and fire trucks. Power leads are run out on to the oval for activities requiring power. Funds raised from the community fair are distributed to various community groups.

Through the community survey and other community engagement, a variety of potential events have been identified for the site, including markets, outdoor cinema and live music. Potentially Gordon Recreation Reserve could link to other events such as the Open Studios event that was last held in 2019.

Ideally power would be accessible on the oval (potentially from the light tower structure) and good vehicular access needs to be made available.

Action:

Ensure that consideration is given to providing infrastructure on the oval (when it is upgraded) that enables events to be held on site, e.g. vehicular access and power

Cultural Heritage Management Plan

A Cultural Heritage Management Plan (CHMP) provides an assessment of the potential impact of a proposed activity on Aboriginal cultural heritage. It is written by a Heritage Advisor. The CHMP describes the measures need to be taken before, during and after an activity in order to manage and protect Aboriginal cultural heritage in the activity area. Feedback from Wadawurrung Traditional Owners Aboriginal Cooperation indicates that a CHMP is not required, but that the Committee of Management may choose to voluntarily undertake a CHMP.

Prior to any works being undertaken, DELWP will undertake a Native Title Assessment.

Action:

Consider undertaking a voluntary Cultural Heritage Management Plan.

Accessibility and Universal Design

To ensure that the entire reserve can be used by people with disabilities, it is important to ensure that universal design principles are applied to all new developments and upgrades and that facilities are Disability Discrimination Act (DDA) compliant. Some examples include accessible toilets, ramps instead of steps and designated disabled parking. There may also need to be some areas suitable for people with sensory issues (i.e. quiet spots) and potentially signage in Braille. Such facilities would improve their experience and encourage greater use by this group or other groups / individuals.

Action:

Ensure that Universal Design principles and DDA compliance are incorporated into any developments at the Reserve

Gender-neutral design

There has been significant investment from the Victorian State Government to ensure that there are female-friendly or gender-neutral facilities developed at recreation reserves across the State. Recognising that not everyone identifies as a male or a female, it is important to design facilities that are gender neutral. Examples include gender neutral change facilities that can cater for various genders and unisex toilets.

Action:

Ensure that a gender-neutral design lens is applied to any developments at the Reserve.

Environmentally Sustainable Design

To reduce the impact on the environment, environmentally sustainable design features need to be incorporated into any new developments or upgrades. Examples include solar panels (which are already installed on the existing pavilion), warm season grasses, recycled water, water tanks, low flow shower heads, dual flush toilets, LED lighting, passive heating / cooling and use of recycled and locally sourced materials.

Action:

Ensure that Environmentally Sustainable Design (ESD) principles are incorporated into any developments at the Reserve

Action Plan

The following action plan identifies key actions identified by the community and the project team through research, assessment against trends and participation data, site visits, facility inspections and information obtained through key stakeholder interviews and community engagement feedback.

It is likely that many of the actions contained within this Master Plan will require at least partial external funding through grants, donations, sponsorship or fundraising activities. Site surveys and detailed design work also needs to occur.

Legend:	\$ = less than \$50k	\$\$ = \$50k - \$99k	\$\$\$ = \$100k - \$249k	\$\$\$\$ = \$250k - \$499k	\$\$\$\$\$ = \$500k+
Priorities:	Quick win: 0-12 months	High: 1-3 years	Medium: 4-7 years	Low: 8 years +	

No.	Site / works	Details	Responsibility	Indicative cost	Priority
1	Goal posts	Install nets behind the football goal posts.	Gordon Recreation Reserve Committee of Management	\$	Quick win
2	Speed limit	Advocate to Moorabool Shire Council to reduce the traffic speed limits on Old Melbourne Road next to the Reserve and install a turning lane at the corner of Old Melbourne Road and Willunga Avenue.	Gordon Recreation Reserve Committee of Management Moorabool Shire Council	\$0	Quick win
3	Netball courts	Install a piped drain back-filled with aggregate behind the netball courts to redirect storm water	Gordon Recreation Reserve Committee of Management	\$	Quick win
4	Landscaping	Contract an arborist to assess the condition of trees at Gordon Recreation Reserve and remove any that may be hazardous when a permit has been received from DELWP to do so.	Gordon Recreation Reserve Committee of Management Department of Environment, Land, Water and Planning (DELWP) Wadawurrung Aboriginal Corporation	\$0 (funded by DELWP)	Quick win
5	Landscaping	Develop a succession plan to guide future tree planting on site, using the EVC Herb-rich Foothill Forest guidelines.	Gordon Recreation Reserve Committee of Management Department of Environment, Land, Water and Planning (DELWP) Wadawurrung Aboriginal Corporation	\$0	Quick win
6	Oval	Upgrade the oval by:	Gordon Football Netball Club	\$1m	High

No.	Site / works	Details	Responsibility	Indicative cost	Priority
		<ul style="list-style-type: none"> • moving it 5-10 metres to the east and expanding its size to 154m x 140m with a 4-5 metre run-off • levelling the playing surface • improving drainage • installing an automatic irrigation system • planting with warm season grasses over-sown with rye grass • providing for vehicular access and power for events • relocating the lighting towers, fencing, player boxers, timekeeper’s box, scorer’s box, scoreboard and seating around the grounds 			
7	Community facility / pavilion	Develop a new multi-purpose community facility / pavilion that: <ul style="list-style-type: none"> • provides change facilities for people of all genders • meets the sporting, active recreational and social needs of the Gordon community • incorporates accessible toilets as part of the pavilion upgrade and ensures that at least one accessible unisex toilet with baby change facilities is open at all times 	Gordon Recreation Reserve Committee of Management Gordon Football Netball Club	\$3m	High
8	Bore and water tanks	Further explore the potential of the new bore to meet the irrigation needs of the Reserve. Purchase two x 200,000 litre water tanks to store bore water for irrigation and place behind the relocated scoreboard.	Gordon Recreation Reserve Committee of Management	\$\$\$	High
9	Entrance, roadways and parking	Improve existing entrance, roadways and parking by: <ul style="list-style-type: none"> • developing a new entrance that blocks the existing left-hand roadway through the installation of bollards that are only removed for emergency 	Gordon Recreation Reserve Committee of Management	\$\$\$\$\$	High

No.	Site / works	Details	Responsibility	Indicative cost	Priority
		<p>vehicles on game days and training nights, thereby creating a car-free zone for pedestrians between the pavilion, play space and netball courts. All traffic will be directed to the right-hand roadway</p> <ul style="list-style-type: none"> • installing a new roadway around the perimeter of the oval • formalising car parking around the oval • creating a turn-around area near the netball courts • installing parking for people with disabilities, emergency vehicles and delivery vehicles directly behind the pavilion • installing three parking spaces across the road behind the pavilion • installing a 'wombat' pedestrian crossing with suitable signage from the car park directly behind the pavilion to the rear of the pavilion. <p>Upgrade the Willunga Avenue entrance with improved signage and landscaping, including 3 flag poles to create a more welcoming feel.</p>			
10	Play space	Upgrade existing play space in its current location and install a shelter, BBQ and two picnic tables with seats	Gordon Recreation Reserve Committee of Management	\$\$\$	High
11	Fencing	Survey and evaluate all boundary fencing and construct a mixture of new chain mesh and rural fencing around the entire site as appropriate to improve safety and security.	Gordon Recreation Reserve Committee of Management	\$\$\$	High
12	Pump track	Install a pump track at Gordon Recreation Reserve in the northern section of the reserve.	Gordon Recreation Reserve Committee of Management	\$60k	Medium

No.	Site / works	Details	Responsibility	Indicative cost	Priority
13	Outdoor fitness equipment	Install outdoor fitness equipment in a cluster in the northern section of the reserve	Gordon Recreation Reserve Committee of Management	\$\$\$	Medium
14	Paths within reserve	Develop formalised pathways and a running track (with distance markers) within the grounds of Gordon Recreation Reserve, including the former site of the dam. Note that a permit will need to be obtained from DELWP should any native vegetation be required to be removed.	Gordon Recreation Reserve Committee of Management Moorabool Shire Council	\$\$\$	Medium
15	Entrance	Upgrade the Willunga Avenue entrance with improved signage and landscaping, including 3 flag poles to create a more welcoming feel.	Gordon Recreation Reserve Committee of Management	\$\$\$	Medium
16	Overflow car parking	Create informal overflow car parking in the current dam area once the dam is filled in	Gordon Recreation Reserve Committee of Management	\$\$	Low
17	Netball court	Resurface the old netball court for training and warm-ups	Gordon Football Netball Club	\$\$	Low
18	Netball storage and shelter	Convert netball storage shed into a combined community space and netball shelter and develop additional shelter alongside the competition netball court	Gordon Recreation Reserve Committee of Management	\$\$	Low
19	Signage	Install interpretive signage at the reserve to inform people of historical and natural features of the area.	Gordon Recreation Reserve Committee of Management Wadawurrung Aboriginal Corporation Historical groups DELWP Moorabool Shire Council	\$	Low
20	Paths to reserve	Install a path from Gordon Recreation Reserve into the centre of the town, connecting Gordon Public Park, Gordon Primary School and Paddock Creek Reserve.	Moorabool Shire Council	\$\$\$	Low
21	Public art	Explore the opportunity to develop and install some public art at Gordon Recreation Reserve.	Gordon Recreation Reserve Committee of Management	\$	Low
22	Cultural Heritage Management Plan	Consider undertaking a voluntary Cultural Heritage Management Plan	Gordon Recreation Reserve Committee of Management	\$	Low

No.	Site / works	Details	Responsibility	Indicative cost	Priority
23	Promotion	Actively promote usage of the new pavilion to the broader Gordon community once it has been constructed	Gordon Recreation Reserve Committee of Management	\$	Ongoing
24	Emergency considerations	Ensure that the reserve continues to be suitable for emergencies, e.g. good vehicular access, clearance from trees, etc.	Gordon Recreation Reserve Committee of Management	\$0	Ongoing
25	Accessibility and Universal Design	Ensure that Universal Design principles and DDA compliance are incorporated into any developments at the Reserve	Gordon Recreation Reserve Committee of Management	\$0	Ongoing
26	Gender-neutral design	Ensure that a gender-neutral design lens is applied to any developments at the Reserve.	Gordon Recreation Reserve Committee of Management	\$0	Ongoing
27	Environmentally Sustainable Design	Ensure that Environmentally Sustainable Design (ESD) principles are incorporated into any developments at the Reserve.	Gordon Recreation Reserve Committee of Management	\$0	Ongoing
28	Implementation	Gordon Recreation Reserve Committee of Management to undertake responsibility for implementing the Master Plan and ensuring that it becomes an agenda item for all regular meetings.	Gordon Recreation Reserve Committee of Management	\$0	Ongoing
29	Evaluation	Gordon Recreation Reserve Committee of Management to undertake an annual review of the Master Plan, with a view to preparing a new plan in 2033.	Gordon Recreation Reserve Committee of Management	\$	End of plan's life

V - C

- Netball clubrooms & amenity**
Club facilities, baby change & unisex toilets
- Competition Netball Court**
Painted court with lighting and spectator seating
- Proposed shelter**
Proposed shelter between the two netball courts
- Training Netball court**
Upgrade the second netball court to become a compliant training/warm-up court. Convert existing shed to Community space/ Netball shelter. Develop additional netball shelter alongside competition netball
- Drainage line**
Install a piped drain backfilled with aggregate to redirect stormwater
- Playspace & Fitness Equipment**
Upgrade existing playground with an inclusive play space and fitness equipment with a variety of play opportunities, natural and physical play elements to extend the play and fitness value. Ensure additional opportunities for seating, shelter, BBQ and shade are enhanced
- Entrance/Exit**
Develop a new entrance that blocks the existing left hand roadway with the installation of removable bollards. Bollards only removed in case of emergency or maintenance. Creation of pedestrian friendly environment between the netball/play space and pavilion. All traffic to be directed to the right of the entrance. Advocate for turning lane into the reserve from Old Melbourne Road. Locate 3 flagpoles at entrance, maintenance and disabled parking
- Shared trail**
Improve shared trail connection to town and provide clear crossing/ speed bump or other traffic management to support pedestrian/cyclist connection. Support trail connection from Gordon Recreation Reserve to Gordon Public Park, Gordon Primary School and Paddock Creek Reserve
- Disabled/ emergency/ delivery parking**
Support ease of access to all facilities and additional handstand for maintenance & delivery requirements. Provide wombat crossing as required
- Gordon Community Facility**
Develop a new multi-purpose community facility that provides social spaces and gender neutral change facilities with accessible toilets. Structure to support a variety of community activities and the gradient of the site. Incorporate timekeepers box and storage. Amphitheatre/ tiered seating to present to oval (ensure ramped access to lower levels)
- Old Melbourne Road**
Reduce speed limit in front of reserve to 60km/hr
- Driveway & carparking**
Formalise carparking and access road around the oval
- Existing vegetation**
Existing remnant vegetation on the site belongs predominantly to the 2005EVC:23 Herb-rich Foothill Forest with adjacent 2005EVC: 164 Creeklime Herb-rich Woodland along creeklines. The dominant tree canopy of EVC23 belongs to *Eucalyptus globulus* ssp. *bicostata* Eurabbie, *Eucalyptus obliqua* Messmate Stringybark and *Eucalyptus dives* Broad-leaved Peppermint.

Progressively remove existing weed species with a focus on the removal of the woody weeds of *Pinus radiata* (Radiata Pine) and *Crategeus mormagyna* (Hawthorn) and the invasive *Rubus fruticosus* (Blackberry)

Prepare arborist report for reserve with succession plan, weed management, biodiversity and safety perspective.

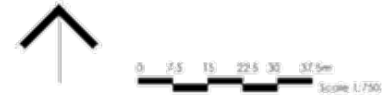


- Pump Track**
Incorporate pump track into existing topography of site. Provide protection for existing trees and support sightlines into and through the area
- Turn-around**
Provide vehicle turn-around
- Shared Trail**
Low key walking track of granitic gravel path with seating and picnic settings. Continue to remove weed species to improve sightlines
- Scoreboard/ Water Tanks**
Fibre optic scoreboard & 2 x 200,000litre water storage tanks
- Carpark & Oval**
Formalise carparking around oval and increase oval footprint. Retaining walls as required. Oval footprint to be 160x140m with a 4m runoff. Regrade oval to provide a level playing surface with improved drainage, irrigation, warm season rye, maintenance and emergency access to oval
- Pedestrian gathering space**
Outdoor gathering space to north with seating, shelter, shade trees accessibility, lighting, and clear separation from vehicles
- Water storage dam to be replaced**
Existing water storage dam to be filled in to create an open area for overflow carparking
- Open views**
Support arborist review of existing trees - remove dangerous trees and re-level mound where possible to encourage views into lower area
- Shared trail**
Provision of shared trail/ running track of granitic gravel
- Secondary track**
Gravel track with steep crossfall along boundary edge adjacent existing vegetation. Used by walkers - however it is challenging
- Boundary fencing**
Boundary alignment to be surveyed and re-fenced as a combination of chain mesh and rural post and wire fencing as appropriate
- Exit Only**
Provide exit only with clear signage. Separate pedestrian access from vehicle circulation throughout the reserve

LEGEND

- BUILDING LAYOUT
- BOUNDARY FENCELINE
- EXISTING TREES TO BE RETAINED AND PROTECTED
- PROPOSED TREES
- PROPOSED GARDEN BEDS
- LAWN (NOT IRRIGATED)
- LAWN (IRRIGATED)
- ASPHALT SURFACE
- CONCRETE PAVING
- BLUE METAL GRAVEL
- PLAYGROUND MULCH
- UNIT PAVING
- BEDDING
- ROCK EDGING
- TIMBER LOG EDGING
- FEATURE TIMBER LOG
- VERTICAL LOG EDGING
- FENCE TYPE
- PICNIC SETTING
- SEAT WITH BACK AND ARM REST

PLEASE NOTE:
This plan was prepared with a Nearmaps aerial image March 2022. A Feature & Site Survey would be required before any further planning and design is prepared.



Master Plan - Overarching Plan
Gordon Recreation Reserve
Old Melbourne Road GORDON 3345

21.07.2022
PN 202

PO Box 765 HOBBSHAM VIC 3402
041 041 2442
hcc@communityvibe.com.au
Note: This is a conceptual plan. Approval of this plan is subject to the approval of the relevant authorities and the completion of the necessary planning and design work.



Fair Access Policy



Policy Type:	COUNCIL
Version:	1.0
Date Adopted:	TBC
Service Unit	Community Activation
Directorate:	Community Strengthening
Review Date:	TBC

1. Purpose

The Fair Access Policy (the Policy) seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure. Moorabool Shire Council will undertake the necessary and proportionate steps towards implementation of the Fair Access Policy.

2. Introduction

Sport is a highly visible and valued feature of Moorabool Shire’s culture and identity. The sport and active recreation sector provide opportunities for enriching our communities through the promotion of respect and fair mindedness for all people, while also supporting the physical and mental wellbeing of the community.

Since 31 March 2021, Moorabool Shire Council, as a defined entity of the *Gender Equality Act 2020*, has been required to conduct Gender Impact Assessments (GIA) on all new policies, programs, communications, and services, including those up for review, which directly and significantly impact the public. The Policy has been developed to strengthen the GIA process and Council’s adopted Female Friendly Sport and Recreation Infrastructure and Participation Strategy, to promote equitable access to the use of community sports infrastructure across the municipality.

3. Statement of Intent

Moorabool Shire Council recognises that gender equality is the attainment of equal rights, responsibilities, and opportunities regardless of gender.

4. Definitions

MSC	Moorabool Shire Council
Community Sports Infrastructure	Publicly owned local, rural, regional, or state level sport and recreation infrastructure operated and maintained primarily for the purpose of facilitating community sport activities, including sporting grounds, surfaces, facilities, and pavilions.

Fair Access Policy



Committees of Management	Refers to committees appointed by the Department of Energy, Environment and Climate Action under the <i>Crown Land (Reserves) Act 1978</i> to manage recreation reserves where community sport training and games are held.
Community Asset Committees	Refers to committees managing recreation reserves where community sport training and games are held on behalf of Council.
Gender Equality	The equal rights, responsibilities and opportunities regardless of gender.
Gender Equity	The provision of fairness and justice in the distribution of benefits and responsibilities based on gender.
Gender Impact Assessment or GIA	A requirement under the <i>Gender Equality Act 2020</i> to be carried out on policies, programs and services which have a direct and significant impact on the public. The assessment must evaluate the effects that a policy, program or service may have on people of different genders.

5. Scope

The scope of the Policy is to support MSC to take positive action towards achieving gender equity in the access and usage of community sports infrastructure. This complies with the *Gender Equality Act 2020* and aligns with Municipal Public Health and Wellbeing Plans and Council Strategies.

6. Policy Framework

The Policy is designed to comply with the Gender Equality Act 2020, and the wider Victorian Government gender equality strategy.

Moorabool Shire Council acknowledges:

- a) the disadvantaged position some individuals have had in the sport and recreation sector because of their gender.
- b) that achieving gender equality will require diverse approaches.

Moorabool Shire Council will:

- a) engage fairly and equitably with all staff, governance working groups, state sporting organisations, regional sport assemblies (where applicable) and members of our sport and

Fair Access Policy



recreation community, regardless of their gender, in a positive, respectful, and constructive manner.

- b) engage in the process of gender impact assessments to assess the implications for all genders of any planned action, including policies and communication

7. Fair Access Principles

The principles are as follows:

1. Community sports infrastructure and environments are genuinely welcoming, safe and inclusive for all community members, regardless of gender.
2. Women and girls can participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.
3. Women and girls will have equitable access to and use community infrastructure:
 - a. Of the highest quality available and most convenient.
 - b. At the best and most popular training times and locations.
 - c. To support existing and new participation opportunities and a variety of sports.
4. Women and girls should be equitably represented in leadership and governance roles.
5. Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
6. Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of all allocated community sport infrastructure.

8. Compliance and Monitoring

8.1 Actions

Moorabool Shire Council commits to undertake a GIA on all current community sports infrastructure access and use policies and processes, and to consider opportunities to strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles.

MSC acknowledges that the requirement to have a gender equitable access and use policy and action plan in place, and the ability to demonstrate progress against that policy and action plan will form part of the eligibility criteria for Victorian Government funding programs relating to community sports infrastructure from 1 July 2024.

8.2 Responsibility

The Community Activation and Community Development teams are responsible for leading Moorabool Shire Council's Fair Access Policy, and all staff are responsible for implementing the Policy. Management personnel, staff, volunteers, and stakeholders (for example State Sporting Associations and Regional Sport Assemblies) at MSC have a shared responsibility to

Fair Access Policy



support the policy, to communicate and educate sport and recreation infrastructure user groups and users.

Role	Responsibility
Local Government – CEO and Executive Management Group	<ul style="list-style-type: none"> To promote a gender-aware and gender-responsive culture and community and championing the Fair Access Policy. To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls in sport and active recreation.
Community Activation Team	<ul style="list-style-type: none"> Lead the review of sport and recreation policies and process Develop and adopt gender equitable access and use policies To communicate policy updates to all staff and members To monitor compliance and issues To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls Support the undertaking of Gender Impact Assessment and submission of progress reports as per the Gender Equality Act 2020 obligations To communicate and educate sport and recreation infrastructure user groups and users.
Gender Equality Officer and People & Culture	<ul style="list-style-type: none"> Support the review of sport and recreation policies and processes Support the formal adoption process of a new or revised gender equitable policies Undertake Gender Impact Assessment and submission of progress reports as per the <i>Gender Equality Act 2020</i> obligations.
Local Government – all staff	<ul style="list-style-type: none"> To adhere to and communicate the policy when required. To attend training / awareness programs.
Local sport club volunteers, committees of management and community asset committees	<ul style="list-style-type: none"> To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls Implement the policy into the relevant sport clubs or committees.

For further information related to this Policy see:

- *Gender Equality Act 2020 (Vic)*
- *Local Government Act 2020 (Vic)*
- *Equal Opportunity Act 2010 (Vic)*
- Moorabool Shire Council (MSC) Health & Wellbeing Plan 2021-2025
- MSC Plan 2021-2025
- MSC Recreation and Leisure Strategy 2024-2034 (draft)

Fair Access Policy



- MSC Female Friendly Sport and Recreation Participation Infrastructure Strategy 2023
- MSC Leadership Statement for the Prevention on Violence Against Women 2022
- MSC Open Space Strategy 2024 (draft)
- MSC Community Asset Committee Guidelines 2023
- MSC Asset Management Strategy 2022-2032
- Maddingley Park Masterplan 2023
- Masons Lane Masterplan 2023
- Bacchus Marsh Racecourse & Recreation Reserve Masterplan 2021
- Darley Park Masterplan 2022
- Gordon Recreation Reserve Masterplan 2024 (draft)
- Wallace Recreation Reserve Masterplan 2024 (draft)

9. Related Legislation

- *Gender Equality Act 2020 (Vic)*
- *Local Government Act 2020 (Vic)*
- *Equal Opportunity Act 2010 (Vic)*

10. Council Plan Reference

Objectives: Healthy, inclusive and connected neighbourhoods.
Context: Improve the health and wellbeing of our community.

11. Review

As a minimum, this policy will be reviewed every second year.

Fair Access Policy



Addendum: The Fair Access Action Plan

Principle 1: Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Incorporate safer design principles and undertake infrastructure improvements that enhance safety outcomes for users.	Year 2	Council wide	Increase in female participation in sport and active recreation
Ensure completion of a GIA for all new or upcoming renewals of any master plans, policies, strategies etc	Ongoing	Community Activation	All new projects have a completed GIA
Seek relevant funding and grants to support with upgraded infrastructure projects	Ongoing	Community Activation	Successful applications to deliver new and improved infrastructure

Principle 2: Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Work with partners to access tools that can assist in enhancing women and girls' leadership opportunities.	Year 2	Community Activation	Council to hold a leadership forum for local women and girls
Support, promote and or host Come and Try days or sporting activations	Ongoing	Community Activation and State Sporting Associations	Increase of participation in sport
Working with identified partners, conceptualise a series of educational forums that focus on creating more welcoming and safe environments within sport and recreation.	Ongoing	Community Activation	Hold a minimum of one education forum for local clubs per year
Promote fair access by raising the profile of clubs that are leading the way in inclusion of diverse groups and showcasing prominent local role models (athletes, volunteers, coaches, administrators, officials etc.)	Ongoing	Community Activation and Media, Brand and Advocacy	Highlight examples of clubs leading the way on Council's website and social media platforms
Continually share upskilling opportunities through networks as they arise	Ongoing	Community Activation	Attendance at information sessions and workshops to increase skills and knowledge

Fair Access Policy



Principle 3: Women and girls will have equitable access to and use of community sport infrastructure:

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Review occupancy agreements and policies of sport and recreation facilities to include female participation incentives	Year 2	Community Activation	Clubs that demonstrate an increase in female and/or diverse groups participation to receive an incentive
Review and update occupancy agreements and incorporate Fair Access practices and principles where applicable	Ongoing	Community Activation and Governance	Any new sport club agreement to include Fair Access principles where appropriate

Principle 4: Women and girls should be equitably represented in leadership and governance roles.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Begin data capture of information pertaining to existing female participation in leadership roles in sporting clubs, including committee members, officials and coaches.	Year 2	Community Activation	Clubs to see an increase in female participation in leadership prior to each new season commencing
Promote and incentivise clubs to complete Gender Inclusive Sporting Club: Self-Assessment Tool	Year 2	Community Activation	Clubs that complete the self assessment tool to receive a reward, for example a 1:1 leadership session with the Regional Sport Assembly or similar

Principle 5: Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Seek funding and grant opportunities to: - invest in programs that attract equal access of diverse users	Ongoing	Community Activation	Ensure all future projects have a GIA to ensure equal access opportunities have been identified

Principle 6: Prioritise access, use and support to all user groups who demonstrate an on-going commitment to gender equitable access and use of allocated community sport infrastructure.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Clubs to consult with players, coaches and parents to understand the needs of participants before allocating training/ game times for playing and change facilities	Ongoing	Local sport clubs	Female teams to have access to change facilities and have sessions scheduled at reasonable times as indicated by players, coaches and parents
Implement a flexible uniform policy and strategies that listen to what women and girls and gender diverse people prefer to help break down barriers to participation	Ongoing	Local sport clubs	Women, girls and gender diverse people to play sport in their preferred clothing

Bacchus Marsh Public Hall Committee of Management

Committee Meeting 11th December 2023

Location: Stoneys Hotel Grant St Bacchus Marsh

MINUTES OF MEETING

1.	Meeting Opened: 6.38 pm with Keith C in the Chair.	
2.	Members present: Anita J, Keith C, Eric D, Gary T, Carol Y	
3.	Apologies received: John F	
4.	Guests: Cr M Berry and Ron G	
5.	Disclosure of Conflicts of Interest:	
6.	Confirmation of Minutes	
	Resolution:	
	<i>That the minutes of the Meeting of 23rd October 2023 be confirmed.</i>	
	<i>Moved: Eric D</i>	<i>Seconded: Gary T</i>
	<i>Carried</i>	
7.	Actions arising from previous meetings	
	7.1 Disabled Accessibility to Foyer and Stage Repairs to Ceiling and replacement of stage curtains. Front of Stage and Hall Lighting 0717	Awaiting response from MSC as they are seeking quotes for works. Project unlikely to be undertaken in FY23/24. Costings to be drafted to identify in the following years MSC Budget FY24/25. Cr Berry has offered to follow this up on our behalf <p style="text-align: right;">Action Cr B/MSC</p>
	7.2 Hall User Manual 1017	Carried over <p style="text-align: right;">Action RG/DH</p>

Bacchus Marsh Public Hall CoM MINUTES

Meeting Held – 11th December 2023

	7.3 Interpretive Signs 0817	Application form sent to MSC for approval Action MSC
	7.4 Electricity Account with AGL and Solar Panels	Follow up from Kristian B of MSC Action KB/MSC
	7.5 Security Cameras	MSC are preparing a form for CAC's to submit. Action MSC
	7.6 Public Hall Heating 0621	Ron G has contacted CFM Airconditioning and is awaiting their proposal. Action RG
	7.7 Hall Keeper Contract 0222	Ron G submitted changes to update tender for duties involved in the contract. Carol Y to update document. Action CY

Bacchus Marsh Public Hall CoM MINUTES

Meeting Held – 11th December 2023

<p>7.8 BMPH Website and Online Bookings 0123</p>	<p>Eric D has researched several providers and is recommending Havealook websites as an alternative. Our website will be down from 1st January to 11th January but they will put up an announcement of “Website Coming Soon” and will include the Booking Contractors contact details.</p> <p>Resolution:</p> <p>That Eric D be our nominated Co ordinator.</p> <p>Moved: Keith C Seconded Carol Y</p> <p>Carried.</p> <p>Resolution:</p> <p>That Havealook Websites be appointed our Website Domain Host with a Starter Package of \$995 including the design of a new website.</p> <p>Moved: Keith C Seconded: GaryT</p> <p>Carried</p> <p>Resolution</p> <p>That a vote of thanks be given to Eric D for all his work put into the development of the new website</p> <p>Moved: Keith C Seconded Gary T</p> <p>We currently have 5 email addresses which are put through G Mail and then Google Workspace. Programmable Soda are requiring a credit card for these to be charged directly to the BMPH. Eric D will advise cost at next meeting. However it should be minimal.</p> <p style="text-align: right;">Action ED/GT</p> <p>Cr M Berry advised that MSC have a very good IT person who may be have knowledge of an online booking system suitable for the Hall.</p> <p style="text-align: right;">Action Cr MB</p>	
<p>7.09 Blow Mould Tables 0123</p>	<p>Ron G has picked up the new tables and we now have 17 rectangular tables under the stage. The damaged tables are currently stored in the Hallkeeper’s room.</p>	

Bacchus Marsh Public Hall CoM MINUTES

Meeting Held – 11th December 2023

	7.10 Round Tables 0223	<p>Ron G is trying to dispose of the current tables prior to purchasing new tables. Various places have been contacted and if no success we will offer them on Social Media</p> <p style="text-align: right;">Action RG</p>
	7.11 Lighting	<p>Eric D and Kristian B (MSC) are obtaining quotes for replacement of existing lights as per scope of works for lighting assessment. Eric D to contact Kristian B to discuss</p> <p style="text-align: right;">Action ED/KB</p>
	7.12 Loading Bay and Parking	<p>Awaiting a response from Kristian B regarding signage and painting of road surface</p> <p style="text-align: right;">Action KB</p>
	7.13 Steam Cleaning 0823	<p>The Supper Room and Foyer have been steam cleaned by Elander Steam Cleaning at a cost of \$495 for Supper Room and \$140 for the Foyer with an extra amount charged for a deep clean in places.</p> <p>Ron G to obtain a quote from ACS Cleaning .</p> <p style="text-align: right;">Action RG</p>
	7.14 Wall marks on Stage dado 10/23	<p>Sharp painting have provided a quote of \$1100 to sand and undercoat the stage dado and \$2700 to paint the whole dado section of the Hall. Ron G to obtain a quote to completely strip the dado back to bare wood and repaint.</p> <p style="text-align: right;">Action RG</p>
	7.15 Kitchen Clean 1023	<p>A special deep clean of the kitchen has been completed including the oven. Ron G will monitor the ongoing cleanliness of this area.</p> <p style="text-align: right;">Action RG</p>
	7.16 EFT System of Payment 1023	<p>Gary T trialled the Stripe System of payment but found to be unsatisfactory as they did not include the credit card fee and this needed to be added on prior to payment.</p> <p>Gary T will investigate further systems</p> <p style="text-align: right;">Action GT</p>
	7.17 Additions to Website 1023	<p>Conditions of Hire, FAQ's, Price List and Application Form link have all be updated on the current website. More photos have also been included however the quality of these is not up to standard.</p> <p style="text-align: right;">Action Complete</p>

8.	Secretary's report	
8.1	Inwards correspondence	Booking Contractor option to renew MSC Contractors at meetings MSC Christmas Display Programmable Soda
8.2	Outwards correspondence	MSC Contractors at meetings MSC Christmas Display Programmable Soda
8.3	Business arising	<p><i>Ron G was recused from the meeting prior to this discussion</i></p> <p>Resolution:</p> <p><i>That the Booking Contractor's contract be renewed for a further 12 months at a rate of \$11652 per annum</i></p> <p><i>Moved Keith C Seconded Carol Y</i></p> <p><i>Carried</i></p> <p>The Committee cannot change the cost of the call out fee until next years MSC Budget is approved.</p> <p>Committee decided that a member of the Committee should be au fait with the Booking system and Anita J was volunteered to liaise with the Booking Contractor and to have separate log in details.</p> <p>MSC Governance have advised that Contractors should not attend Committee Meetings as this gives them an advantage in the tender process.</p> <p>Contractors should submit a report no later than 14 days after the end of the month and include any matters they would like discussed at the meeting.</p> <p>It was decided that contractors will only be invited to the start of the meeting to discuss matters pertaining to them. In the case of the Booking Contractor, this can be done either over the phone due to the distance of having to travel or in person.</p>
		<p>Resolution:</p> <p><i>That the Secretary's report be received.</i></p> <p><i>Moved: Carol Y Seconded: Gary T</i></p> <p><i>Carried</i></p>
9.	Treasurer's report	

Bacchus Marsh Public Hall CoM MINUTES

Meeting Held – 11th December 2023

	9.1 Accounts for Payment	
	9.2 Business Arising	<p>November and December reports will be issued together in early January prior to our next meeting.</p> <p>The Operational Grant has been received and Gary T would like to open a new Term deposit.</p> <p>Resolution:</p> <p><i>That a term deposit amounting to \$30000 be opened with the Bendigo Community of Bacchus Marsh for a 6 month period.</i></p> <p>Moved: Gary T Seconded: Anita J</p> <p>Carried</p>
	<p>Resolution:</p> <p><i>That the Treasurer’s report be received.</i></p> <p>Moved: Gary T Seconded: Carol Y</p> <p>Carried</p>	
10.	Booking Contractor’s report	
	10.1 October Report	11 enquiries, 2 viewings and 5 bookings
	10.2 November Report	6 enquiries, 5 viewings and 8 bookings

	<p>10.4 Business Arising</p>	<p>October –</p> <p>Item raised regarding 18th and 21st alcohol free events being permitted - Response NO as this would set a precedence and we have no one there to monitor if this is happening</p> <p>Only 6 days in October that did not have a booking.</p> <p>November-</p> <p>RSL Remembrance Day Road Closure – Dotty H stated that there was a breakdown in communication with the RSL. The RSL advised that they responded within 5 minutes of the initial notification. A question was also raised on social media which was not appropriate in the circumstances. The Hall Hirer demanded to speak to the RSL. The whole situation could have been handled much simpler and the emails from the Booking Contractor were quite terse and demanding.</p> <p>Carol Y to contact the Booking Contractor that all emails sent are a reflection on the BMPH and MSC. Carol Y apologised to the RSL. The Booking Contractor to be advised that any future email of a demanding or non conciliatory nature must be sent to the Secretary prior to being issued and that Social Media is not to be used other than advertising the BMPH</p> <p>This issue may have been defused if the Committee had a Chairperson for the Booking Contractor to liaise with.</p> <p style="text-align: right;">Action CY</p> <p>An issue with a Hirer bringing in their own gas cooker into the kitchen and burning a hole in the lino. Terms and Conditions are to be amended to add that no equipment can be brought into the hall to be used for cooking or heating. Ron G contacted BM Flooring and they advised that a filler adhesive be used which is water tight and build up to a maximum of 3mm. This has been done and Ron G will monitor it to see if it is satisfactory otherwise a piece of lino will be cut from surplus stock and fixed to the floor</p> <p style="text-align: right;">Action CY/DH</p> <p>The Committee thanked Dotty H for her work on providing a substitute website, but have decided to go with an external provider</p> <p>There was a double booking for a wedding and a dance in November. The Booking Contractor tried to get them to change dates and went out of her way to oblige and fortunately they were able to arrange their previous venue.</p>
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<p>Resolution:</p> <p>That the Booking Contractor's report be received.</p> <p>Moved: Carol Y Seconded: Keith C</p> <p>Carried</p>	
<p>11. Hall Keeper's report</p>	
11.1. Tasks competed	As above
11.2 Business Arising	Under bench storage of plastic tubs is working for the immediate time. Brayco, who fitted the original kitchen, have been contacted and they sell individual sealed cabinets which we maybe able to access in the future if our current method is unsatisfactory.
<p>Resolution:</p> <p>That the Hall Keeper's report be received.</p> <p>Moved: Eric D Seconded: Gary T</p> <p>Carried</p>	
<p>13. General Business</p>	
	Nil
<p>14. The next meeting of the Committee will be held at 7pm on Monday 22nd January in the Supper Room</p>	
<p>15. The meeting closed at 9.10 pm.</p>	



SUMMARY OF MINUTES

Audit & Risk Advisory Committee Meeting Wednesday, 15 November 2023

Date: Wednesday, 15 November 2023

Time: 9.30am

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

Order Of Business

1	Opening	3
2	Present and Apologies	3
3	Confirmation of Minutes	4
4	Disclosure of Conflicts of Interest.....	4
5	Internal Audits	4
5.1	Internal Audit Status Report.....	4
5.2	Draft Internal Audit Scope - OHS.....	5
5.3	Recruitment, Onboarding and Offboarding - Internal Audit Final Report.....	5
5.4	Events Management Audit Update	5
5.5	Child Safe Standards Internal Audit Update.....	6
8.5	Occupational Health and Safety Report.....	6
5.6	Progress Report: Implementation of Internal Audit Actions - First Quarter 2023/24	6
5.7	Governance Audit Action Update	7
6	External Audits.....	7
6.1	Review performance of External Auditor.....	7
7	Audit and Risk Advisory Committee Workplan.....	7
7.1	Audit and Risk Advisory Committee Workplan and Meeting Schedule.....	7
8	Officer Reports	8
8.1	Quarterly Financial Report September 2023	8
8.2	Quarterly Security Update October 2023	8
8.3	Risk Management Framework Update	8
8.4	Governance and Compliance	8
9	Correspondence	9
9.1	VAGO Correspondence.....	9
10	General Business	9
11	Meeting Closure	9

**MINUTES OF MOORABOOL SHIRE COUNCIL
CLOSED AUDIT & RISK ADVISORY COMMITTEE MEETING
HELD AT NORTH WING MEETING ROOM 1, DARLEY CIVIC AND COMMUNITY HUB
AND ONLINE VIA TEAMS
ON WEDNESDAY, 15 NOVEMBER 2023 AT 9.30AM**

1 OPENING

The meeting opened at 9.33am.

2 PRESENT AND APOLOGIES

Ms Linda MacRae	External Representative – Chairperson – In person
Cr Tonia Dudzik	East Moorabool Ward Councillor – In person
Cr Moira Berry	East Moorabool Ward Councillor – In person
Mr Simon Dalli	External Representative – In person
Mr Peter Smith	External Representative – Online
IN ATTENDANCE:	
Mr Derek Madden	Chief Executive Officer – In person
Ms Caroline Buisson	General Manager Customer and Corporate Services – In person
Ms Celeste Gregory	Executive Manager Democratic Support and Corporate Governance – In person
Mrs Leigh McCallum	General Manager Community Strengthening – In person
Mr Henry Bezuidenhout	Executive Manager Community Planning and Development – Online
Mrs Kaylene Bowker	EA Community Strengthening and Customer & Corporate Services – In person
Mr Josh Warner	Executive Manager People and Culture – Joined the meeting Online for items 5.2, 5.3 and 8.5
Ms Shannon Maloney	Manager Community Activation – Joined the meeting in person for item 5.4
Ms Bec Carey-Grieve	Coordinator Arts and Economic Development – Joined the meeting in person for item 5.4
Mrs Rhona Pedretti	Manager Child, Youth and Family Services – Joined the meeting in person for item 5.5
Mr Steve Ivelja	Chief Financial Officer – Joined the meeting Online for items 6.1 and 8.1
Mr David Jackson	Chief Information Officer – Joined the meeting Online for item 8.2

Mr Garry Pugh Coordinator IT Systems – Joined the meeting in person for item 8.2

Auditors:

Mr Graham Noriskin Pitcher Partners – Online

Mr Jordan McFadden Pitcher Partners – Online

APOLOGIES:

Mr Richard Wilson Pitcher Partners

Mr Martin Thompson Crowe

Mr James Hogan Coordinator Financial Services

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Moira Berry

Seconded: Mr Simon Dalli

That the minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday 9 August 2023 and the Special Audit and Risk Advisory Committee Meeting held on Wednesday 13 September 2023 be confirmed.

CARRIED

4 DISCLOSURE OF CONFLICTS OF INTEREST

Nil.

5 INTERNAL AUDITS

5.1 INTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

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

- 1. Internal Audit Status Report – October 2023 (provided as Attachment 1 to this report)**
- 2. Recent Issues Brief – July to September 2023 (provided as Attachment 2 to this report)**
- 3. That the Strategic Four Year Internal Audit Plan together with the previous four year schedule of audits undertaken be included at each meeting.**

CARRIED

5.2 DRAFT INTERNAL AUDIT SCOPE - OHS**COMMITTEE RESOLUTION****Moved: Cr Tonia Dudzik****Seconded: Mr Simon Dalli****That the Audit and Risk Advisory Committee:**

- 1. approves the Draft Internal Audit Scope – OHS (provided as Attachment 1 to this report)**
- 2. approves the commencement of the audit process**
- 3. recommended an additional control objective be added titled ‘Internal Compliance’ to ensure that the policies and procedures are monitored when put in place**
- 4. requested that the General Manager Community Strengthening review the Community Asset Committee Guidelines to ensure that OHS risks are identified and mitigated and report back to the Committee.**

CARRIED

5.3 RECRUITMENT, ONBOARDING AND OFFBOARDING - INTERNAL AUDIT FINAL REPORT**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Mr Peter Smith****That the Audit and Risk Advisory Committee:**

- 1. receives and notes the Recruitment, Onboarding and Offboarding Internal Audit Final Report, provided as Attachment 1 to this report; and**
- 2. requests officers implement the recommendations contained within the Recruitment, Onboarding and Offboarding Internal Audit Final Report.**

CARRIED

5.4 EVENTS MANAGEMENT AUDIT UPDATE**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Cr Tonia Dudzik**

- 1. That the Audit and Risk Advisory Committee receives and notes the progress of the recommendations provided in this report as Attachment 1.**
- 2. That the General Manager Community Strengthening contact external clubs, who undertake events, to ensure that any potential risks for Council are mitigated in licence/lease arrangements.**

CARRIED

5.5 CHILD SAFE STANDARDS INTERNAL AUDIT UPDATE**COMMITTEE RESOLUTION**

Moved: Cr Tonia Dudzik

Seconded: Mr Simon Dalli

1. That the Audit and Risk Advisory Committee receives and notes the update provided for the Child Safe Standards Internal Audit Report and Internal Audit Recommendations Progress Report as Attachment 2.
2. That the Committee recommend to Council that it give consideration to a policy position that all Councillors be required to undertake a Working With Children Check (WWCC).
3. The Committee recommended that WWCC be added as an item on the Risk Register.

CARRIED

The Chairperson determined that Item 8.5 Occupational Health and Safety Report should be brought forward and considered at this point in the meeting.

8.5 OCCUPATIONAL HEALTH AND SAFETY REPORT**COMMITTEE RESOLUTION**

Moved: Mr Peter Smith

Seconded: Mr Simon Dalli

That the Audit and Risk Advisory Committee notes the Occupational Health and Safety Report – September 2023 as provided in Attachment 1.

CARRIED

5.6 PROGRESS REPORT: IMPLEMENTATION OF INTERNAL AUDIT ACTIONS - FIRST QUARTER 2023/24**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee receive the status reports for the first quarter 2023-2024 for the Internal Audit Recommendation Actions and the Audit Committee Resolution Actions.

CARRIED

5.7 GOVERNANCE AUDIT ACTION UPDATE**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Simon Dalli

That the Audit and Risk Committee note the status of Governance audit actions.

CARRIED

6 EXTERNAL AUDITS**6.1 REVIEW PERFORMANCE OF EXTERNAL AUDITOR****COMMITTEE RESOLUTION**

Moved: Mr Simon Dalli

Seconded: Cr Tonia Dudzik

That Audit and Risk Advisory Committee receives and notes the report and acknowledges the efforts of Martin Thompson and his team for successfully discharging the terms of the audit engagement in a professional and timely manner for the 2022/23 reporting year.

CARRIED

7 AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN**7.1 AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN AND MEETING SCHEDULE****COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Notes the progress of its 2023 Annual Workplan as provided in Attachment 1.
2. Adopts the 2024 Annual Workplan as provided in Attachment 2.
3. Adopts the following meeting dates to be convened and undertaken in accordance with the provisions of the *Local Government Act 2020* and the Audit and Risk Committee Charter:

21 February 2024, 8 May 2024, 14 August 2024 and 13 November 2024

Noting that the meetings for 8 May 2024 has been rescheduled to 15 May 2024 and 13 November 2024 has been rescheduled to 11 December 2024.
4. Holds a Special Audit and Risk Advisory Committee meeting in August/September 2024 for the purposes of considering the annual financial statements and performance statements.

CARRIED

8 OFFICER REPORTS**8.1 QUARTERLY FINANCIAL REPORT SEPTEMBER 2023****COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Mr Simon Dalli****That the Audit and Risk Advisory Committee receives the Quarterly Financial Report – September 2023.****CARRIED**

8.2 QUARTERLY SECURITY UPDATE OCTOBER 2023**COMMITTEE RESOLUTION****Moved: Mr Simon Dalli****Seconded: Cr Tonia Dudzik****That the Audit and Risk Advisory Committee notes the security posture is within the current tolerance.****CARRIED**

8.3 RISK MANAGEMENT FRAMEWORK UPDATE**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Mr Simon Dalli****That the Audit and Risk Committee receive and note the Risk Management Framework including the Risk Management Framework and Policy update with minor changes as discussed.****CARRIED**

8.4 GOVERNANCE AND COMPLIANCE**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Mr Peter Smith****That the Audit and Risk Committee receive and note updates on the following matters:**

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

CARRIED

9 CORRESPONDENCE

9.1 VAGO CORRESPONDENCE

COMMITTEE RESOLUTION

Moved: Cr Tonia Dudzik

Seconded: Mr Peter Smith

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

- 1. VAGO Status Report – September 2023**
- 2. VAGO Status Report – October 2023**

CARRIED

10 GENERAL BUSINESS

The Committee acknowledged and expressed its thanks and appreciation to Caroline Buisson, General Manager Customer and Corporate Services, who is attending her last meeting to move onto a new role. The Committee commended Caroline for her professional support and advice (including during the very challenging COVID period) and capable leadership which was conducted in an open and transparent manner during the past four years that she held the position. The Committee congratulated Caroline on her new appointment and wished her every success for the future.

11 MEETING CLOSURE

The Meeting closed at 11.36am.

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CHAIRPERSON

MOORABOOL SHIRE COUNCIL



2023/24 Quarterly Financial Report - December 2023

CONTENTS

1	Comprehensive Income Statement _____	1
2	Balance Sheet _____	3
3	Statement of Capital Works _____	5
4	Statement of Cashflows _____	7

1 Comprehensive Income Statement

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Income								
Rates and charges	45,152	45,089	(63)	0%	45,955	46,116	161	0%
Statutory fees and fines	773	618	(155)	-20%	1,368	1,184	(184)	-13%
User fees	942	948	6	1%	2,347	2,383	36	2%
Grants - operating	2,126	1,133	(993)	-47%	9,164	12,002	2,838	31%
Grants - capital (recurrent)	0	0	0	0%	1,282	1,282	0	0%
Other income	427	485	58	14%	934	1,021	87	9%
Interest received	638	670	32	5%	1,540	1,540	0	0%
Total Income	50,058	48,943	(1,115)	-2%	62,591	65,527	2,936	5%
Expenses								
Employee costs	12,691	12,807	(116)	-1%	25,676	25,584	92	0%
Materials and services	10,692	9,241	1,451	14%	19,923	23,147	(3,224)	-16%
Depreciation	7,030	7,030	0	0%	14,060	14,060	0	0%
Amortisation - right of use assets	0	0	0	0%	224	0	224	100%
Borrowing costs	382	375	7	2%	773	773	0	0%
Finance costs - leases	0	0	0	0%	6	6	0	0%
Other expenses	267	253	14	5%	584	595	(11)	-2%
Net loss on asset disposal	(258)	(146)	(112)	43%	1,500	1,685	(185)	-12%
Total Expenses	30,805	29,560	1,245	4%	62,745	65,850	(3,105)	-5%
Adj Underlying Surplus / (Deficit)	19,253	19,383	130	1%	(155)	(323)	(168)	109%
Add Capital / Non-recurrent income								
Grants - capital (non-recurrent)	7,206	5,873	(1,333)	-18%	26,738	29,871	3,133	10%
Contributions - monetary	994	917	(77)	-8%	6,822	6,897	75	1%
Contributions - non-monetary assets	0	0	0	0%	7,500	7,500	0	0%
Total Surplus / (Deficit)	27,454	26,173	(1,281)	-5%	40,906	43,946	3,040	7%

Key 'Year to Date' Variances;

Income

Statutory fees and fines – Unfavourable mainly due to a decrease in Planning Permits. This is partially offset by an increase in Infringements for Litter Abatement.

Grants - operating – At this stage is unfavourable due to issues with the timing and recognition/receipt of grants relating to Lerderberg Library, Storm Recovery, Domestic Wastewater Management, Best Start Program, Rapid Antigen Test Program, and Outdoor Activation.

Other income – Minor timing issues relating Workcover reimbursements, and new funds received for Waste Education.

Expenses

Employee costs – Slightly unfavourable due to an increase in the Workcover premium.

Materials and services – Favourable due to timing issues with contract payments in Waste collection/disposal, Storm Recovery, Tree Inspections, Software costs, Condition Assessments, and Community grants.

Capital / Non-recurrent income

Grants – capital (non-recurrent) – The year-to-date variance is unfavourable due to timing issues with the recognition of grant income for Aqualink, and Bacchus Marsh Racecourse and Recreation Reserve.

Key 'Annual' Variances;**Income**

Rates and charges – Forecast to be favourable due to growth in Waste Management Charges.

Statutory fees and fines – Will be unfavourable at year end primarily due to an expected decline in Planning Permits.

Grants - operating – Favourable due to an expected increase in Grants Commission Income. The forecast assumes Council will receive an early payment of the 2024/25 allocation (similar to what occurred in 2023/24 financial year).

Expenses

Materials and services – Unfavourable mainly due to costs associated with grant funded projects that were incomplete in the prior financial year. These include Storm Recovery, CALD Outreach Initiative, Best Start Program, and Youth Engagement Support Project.

Other increases relate to Insurance Premiums, Electoral Structure Review, Fire Access Tracks, and the accounting treatment of the Waste Contract.

Amortisation – right of use assets – Favourable due to a change in accounting treatment for the Waste Contract. This is offset by an increase to Materials & Services.

Net loss on asset disposal – Expected to be a decrease in the sale of Plant mainly due to a delay in receiving new items that have been on order for some time.

Capital / Non-recurrent income

Grants – capital (non-recurrent) – Forecast is higher due to the recognition of grant funding that was budgeted in prior years.

2 Balance Sheet

	Year to Date			
	Last Year \$'000	Current \$'000	Variance	
			\$'000	%
Assets				
Current Assets				
Cash and cash equivalents	3,914	12,081	8,167	209%
Other financial assets	24,000	4,000	(20,000)	-83%
Trade and other receivables	33,010	37,320	4,310	13%
Non-current assets classified as held for sale	0	0	0	0%
Other assets	188	2,105	1,917	1017%
Total Current Assets	61,113	55,506	(5,607)	-9%
Non-Current Assets				
Trade and other receivables	95	102	7	7%
Investments in associates	0	0	0	0%
Property, infrastructure, plant and equipment	698,149	797,163	99,014	14%
Right-of-use assets	336	0	(336)	-100%
Total Non-Current Assets	698,580	797,265	98,685	14%
Total Assets	759,693	852,771	93,078	12%
Liabilities				
Current Liabilities				
Trade and other payables	4,991	2,817	(2,174)	-44%
Trust funds and deposits	3,805	3,901	96	3%
Unearned income/revenue	24,556	16,482	(8,074)	-33%
Provisions	5,072	5,309	237	5%
Interest-bearing loans and borrowings	610	14,618	14,008	2298%
Lease liabilities	235	0	(235)	-100%
Total Current Liabilities	39,267	43,127	3,860	10%
Non-Current Liabilities				
Provisions	647	611	(36)	-6%
Interest-bearing loans and borrowings	11,279	10,661	(618)	-5%
Lease liabilities	246	0	(246)	-100%
Total Non-Current Liabilities	12,172	11,273	(899)	-7%
Total Liabilities	51,439	54,400	2,961	6%
Net Assets	708,253	798,371	90,118	13%
Represented by:				
Accumulated surplus	250,391	287,434	37,043	15%
Asset revaluation reserve	446,978	499,724	52,746	12%
Other reserves	10,883	11,214	331	3%
Total Equity	708,253	798,371	90,118	13%

Key variances compared to December last financial year;

Assets

Cash and cash equivalents – The net year-to-date cash balance (“Cash and cash equivalents” and “Other financial assets”) is \$11.833m less than the same time last year. This mainly relates to a higher level of expenditure incurred in the Capital Improvement Program than the same time last financial year. Significant projects include; West Maddingley Early Years Hub, Moorabool Aquatic and Recreation Centre, and Bacchus Marsh Racecourse and Recreation Reserve.

Trade and other receivables – Increased by \$4.310m primarily due to an increase in Rates debtors (\$4.142m). This is due to growth in property numbers during 2023/24 increasing Council's rates base, and also the delay in 2034/24 Rates notices being sent out.

Other assets – The increase from December 2022 is due to the accrual of reimbursements for Storm Recovery works relating to the October 2022 event.

Property, infrastructure, plant and equipment – The increase from December last year mainly relates to Asset Revaluations and the completion of the Capital Improvement Program in the 2022/23 financial year. It is also the net result of assets contributed by developers, assets disposed, capital spend in 2023/24, and depreciation.

Liabilities

Trade and other payables – The actual is \$2.174m less than last year mainly due to the timing of the final payment run in December, and also the timing of payments relating to the Capital Improvement Program, and Storm Recovery works.

Unearned income/revenue – \$8.074m less than December last year due recognising some larger grants as income. These relate to projects completed or nearing completion such as; Aqualink, West Maddingley Early Years Hub, Local Roads and Community Infrastructure Program, and Moorabool Aquatic and Recreation Centre.

Interest-bearing loans and borrowings – The net balance is greater by \$13.390m overall (current and non-current) compared to the same time last year. This relates to Council taking up new borrowings of \$14.000m in the last quarter of the 2022/23 financial year.

Lease liabilities – No longer required due to change in accounting treatment of the new Waste contract.

Equity

Accumulated surplus – The increase of \$37.043m since December last year reflects Council's operating result during the 2022/23 financial year and the first six months of 2023/24.

Asset revaluation reserve – The increase of \$52.746m relates to the revaluation of Infrastructure Assets in the 2022/23 financial year.

3 Statement of Capital Works

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Property								
Land	0	0	0	0%	0	0	0	0%
Buildings	6,564	7,982	1,418	22%	20,646	11,519	(9,127)	-44%
Total Property	6,564	7,982	1,418	22%	20,646	11,519	(9,127)	-44%
Plant and equipment								
Plant, machinery and equipment	693	1,090	397	57%	2,005	3,244	1,239	62%
Computers and telecommunications	446	685	239	54%	802	2,135	1,333	166%
Library books	0	0	0	0%	118	118	0	0%
Total plant and equipment	1,139	1,774	635	56%	2,925	5,497	2,572	88%
Infrastructure								
Roads	6,883	5,608	(1,275)	-19%	10,532	12,224	1,692	16%
Bridges	87	104	17	20%	168	184	16	10%
Footpaths and cycleways	2,005	1,171	(834)	-42%	3,385	5,226	1,841	54%
Drainage	590	253	(337)	-57%	821	1,332	511	62%
Recreational, leisure and community facilities	5,846	4,425	(1,421)	-24%	15,505	11,545	(3,960)	-26%
Parks, open space and streetscapes	1,245	729	(516)	-41%	1,615	2,171	556	34%
Other infrastructure	510	234	(276)	-54%	817	1,366	549	67%
Total infrastructure	17,167	12,524	(4,643)	-27%	32,843	34,049	1,206	4%
Total capital works expenditure	24,870	22,281	(2,589)	-10%	56,413	51,065	(5,348)	-9%
Represented by:								
New	13,103	12,820	(283)	-2%	38,361	25,006	(13,355)	-35%
Renewal	10,040	7,736	(2,304)	-23%	15,512	23,375	7,863	51%
Upgrade	1,727	1,725	(2)	0%	2,540	2,683	143	6%
Total Capital Works	24,870	22,281	(2,589)	-10%	56,413	51,065	(5,348)	-9%

Key 'Year to Date' Variances;

Buildings – Actual spend is more than the year-to-date budget due to the timing of contract payments for projects carried over from previous years. These include; Moorabool Aquatic and Recreation Centre, Ballan Depot, and Darley Park Pavilion.

Roads – Under budget at this stage mainly due to the timing of works completed for Hogan Road, Ballan.

Footpaths and cycleways – Under budget as at the end of December due to the timing of projects at Main Street, Bacchus Marsh and Links Road, Darley.

Recreational, leisure and community facilities – Less than budget due to later than expected works completed for Bacchus Marsh Racecourse and Recreation Reserve Cricket Nets, and also Bungaree Oval Renovations.

Parks, open space and streetscapes – Works for Ballan Splash Park are slightly behind where it was originally expected as at the end December.

Other infrastructure – The actual spend is less than budget due to timing issues with Minor Capital Works and the Forward Design Program.

Key 'Annual' Variances;

Buildings – Expected to be under budget due to the likelihood some projects will be incomplete at year end and carried over to next financial year. These include Bacchus Marsh Bowls Club, and Ballan Library. Partially offsetting the carryovers are forecast overspends for Moorabool Aquatic and Recreation Centre, Ballan Recreation Reserve Pavilion, Darley Park Pavilion, and Navigators Community Centre.

Plant, machinery and equipment – The increase from the Adopted budget reflects unspent funds from the previous financial year. Some major items of plant had been ordered but not delivered, therefore the funds were carried over to 2023/24.

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

Roads – Will be over budget due to carrying over unspent funds from last financial year. There are also forecast overspends for Hogan Road, Ballan, and Reseal Program Preparation.

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

Drainage – Greater than budget due to carrying over unspent funds from last financial year. These projects include Simmons Drive, Bacchus Marsh, and Connor Court, Ballan. Simmons Drive is also forecast to be overspent.

Recreational, leisure and community facilities – Will be under budget due to carrying over expenditure relating to Bacchus Marsh Racecourse and Recreation Pavilion. This is expected to be delivered next financial year.

Parks, open space and streetscapes – Forecast to be more than budget due to carrying over unspent funds from last financial year for Ballan Splash Park.

Other infrastructure – The adopted budget does not include the carryover of unspent funds relating to Taverner Street, Bacchus Marsh – Car Parking.

4 Statement of Cashflows

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Cash flows from operating activities								
Receipts								
Rates and charges	17,564	16,909	(655)	-4%	45,955	46,116	161	0%
Statutory fees and charges	773	618	(155)	-20%	1,368	1,184	(184)	-13%
User fees	942	948	6	1%	2,347	2,383	36	2%
Grants - operating	2,876	2,298	(578)	-20%	9,164	12,002	2,838	31%
Grants - capital	2,206	1,373	(833)	-38%	28,020	31,153	3,133	11%
Contributions - monetary	994	917	(77)	-8%	6,822	6,897	75	1%
Interest received	638	670	32	5%	1,540	1,540	0	0%
Other receipts	427	467	40	9%	934	1,021	87	9%
Employee costs	(12,941)	(12,696)	245	-2%	(25,403)	(25,584)	(181)	1%
Materials and services	(11,692)	(12,270)	(578)	5%	(19,923)	(23,147)	(3,224)	16%
Other payments	(267)	(253)	14	-5%	(584)	(595)	(11)	2%
Net cash provided by (used in) operating activities	1,520	(1,020)	(2,540)	-167%	50,242	52,970	2,728	5%
Cash flows from investing activities								
Proceeds from sale of property, plant and equipment, infrastructure	258	146	(112)	-43%	515	330	(185)	-36%
Payments for property, plant and equipment, infrastructure	(18,870)	(24,520)	(5,650)	30%	(51,413)	(51,065)	348	-1%
Net cash provided by (used in) investing activities	(18,613)	(24,374)	(5,761)	31%	(50,898)	(50,735)	163	0%
Cash flows from financing activities								
Finance costs	(382)	(375)	7	-2%	(773)	(773)	0	0%
Proceeds from borrowings	0	0	0	0%	7,240	7,240	0	0%
Repayment of borrowings	(308)	(308)	0	0%	(1,962)	(1,962)	0	0%
Interest paid - lease liability	0	0	0	0%	(6)	0	6	-93%
Repayment of lease liabilities	0	0	0	0%	(246)	0	246	-100%
Net cash provided by (used in) financing activities	(690)	(683)	7	-1%	4,253	4,505	252	6%
Net increase (decrease) in cash and cash equivalents	(17,782)	(26,077)	(8,295)	47%	3,598	6,740	3,142	87%
Cash and cash equivalents at the beginning of the financial year	33,028	42,158	9,130	28%	33,028	42,158	9,130	28%
Cash and cash equivalents at the end of the financial year	15,245	16,081	836	5%	36,625	48,899	12,274	34%

Key 'Year to Date' Variances;

Rates and charges – Actual received is less than the year-to-date budget mainly due to a delay in sending out Rate notices.

Statutory fees and charges – Unfavourable mainly due to a decrease in Planning Permits. This is partially offset by an increase in Infringements for Litter Abatement.

Grants - operating – Just timing issues so far with receiving various operating grants. These include Lerderderg Library, and Youth Engagement Support Program.

Grants - capital – The year-to-date variance is unfavourable mainly due to some of the larger capital grants being received in previous financial years. These include; West Maddingley Early Years Hub, Aqualink, and Moorabool Aquatic and Recreation Centre.

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

Payments for property, plant and equipment, infrastructure – The actual year-to-date spend is greater than budget due to the continuation/completion of projects that were carried over from last financial year. These include; Ballan and Darley Pavilions, Ballan Depot, and Bacchus Marsh Racecourse and Recreation Reserve.

Key 'Annual' Variances;

Statutory fees and charges – Will be unfavourable at year end primarily due to an expected decline in Planning Permits.

Grants - operating – Favourable due to an expected increase in Grants Commission Income. The forecast assumes we will receive an early payment of the 2024/25.

Grants - capital – Forecast to be more than budget due to some funding being carried over that was received in prior financial years.

Materials and services – Unfavourable mainly due to costs associated with grant funded projects that were incomplete in the prior financial year. Other increases relate to Insurance Premiums, Electoral Structure Review, Fire Access Tracks, and the accounting treatment of the Waste Contract.

Attachment: 2023-2024 Capital Improvement Program - Project Update (as at 31 December 2023)

Project	Category	Project Comments	Expected Completion Date	Project Status	Budget Status		
					<5%	<10%	>10%
Ballan Senior Citizens Centre, Ballan - Refurbishment of the toilet facility including upgrade to DDA compliance	Asset Management	QS Cost Estimate received and very high \$500k, this project is at risk of being delivered this financial year	Jun-24	On Hold	█		
Connor Court, Ballan - Drainage Renewal	Asset Management	Project to be delivered by Melbourne Water, this project is at risk of being delivered this year	Jun-24	On Hold	█		
Darley Civic & Community Hub, Darley - Replacement of existing oval lighting with LED	Asset Management	Project Completed 13/10/23	Oct-23	Complete	█		
Public Toilets & Ballan Civic Centre, Ballan - Keyless Entry System	Asset Management	Waiting on cost estimates for the project	Jun-24	Tender / Quote	█		
Bald Hill/1000+ Steps - Stage 3, Darley - Summit Trail & Lookouts	Capital Works	Project was approved by Council in October OMC, however the Contract has not yet been awarded due to CHMP conditions. Construction is scheduled for February 2024 to September 2024 subject to favourable CHMP.	Sep-24	Project Awarded - Yet To Start	█		
Ballan Recreation Reserve Pavilion, Ballan - New Pavilion	Capital Works	The Pavilion building works is complete. External storage sheds and some earthworks are scheduled to be completed in March 2024.	Nov-23	Complete		█	
Ballan-Egerton Road, Mount Egerton (0-4427) Reconstruction	Capital Works	Construction is scheduled for February and March 2024	Mar-24	Project Awarded - Yet To Start	█		
Ballan-Meredith Road, Ballan (0-1900) Reconstruction	Capital Works	Construction is scheduled for January and February 2024	Mar-24	Project Awarded - Yet To Start	█		
Bungeeltap South Road, Mount Wallace (95-1200) Reconstruction	Capital Works	Construction is completed	Dec-23	Complete		█	
Coalmine Road, Lal Lal (0-2355) Gravel Resheet & Seal	Capital Works	Construction has commenced, with completion date scheduled for January 2024	Feb-24	In Progress			█
Donald Street, Bacchus Marsh (0-190) Kerb Installation & Drainage	Capital Works	Design is underway with construction scheduled for April 2024	Apr-24	Document / Design Prep	█		
Eaglesons Road, Lal Lal (70-2730) Gravel Road Resheet	Capital Works	Construction is completed	Dec-23	Complete	█		
Cowie Street, Ballan (Int with Edols St-) Footpath Construction & Kerb Outstands (Inc R5007)	Capital Works	Project is currently in Design Phase with construction scheduled for April 2024	Apr-24	Document / Design Prep		█	
Gordon Township, Gordon - Drainage Renewal Investigation	Capital Works	Drainage investigations are underway with solutions being progressively developed for implementation by June 2024	Jun-24	Document / Design Prep	█		
Grantleigh Drive Reserve, Darley - Upgrade	Capital Works	Construction is complete	Nov-23	Complete		█	
Haddon Drive, Ballan - Increasing capacity of roadside drainage and culverts	Capital Works	Project is in the design / documentation prep stage with construction scheduled for April 2024	Apr-24	Document / Design Prep	█		
Halletts Way, Darley (-) LATM: Wombat Crossing	Capital Works	Construction is completed	Sep-23	Complete	█		
Haywood Road , Lal Lal (0-1670) Gravel Resheet & Seal	Capital Works	Construction is scheduled for January and February 2024	Feb-24	In Progress			█
Hogan Road, Ballan (0-700) Reconstruction (Inc R1002 Denstey 0-200)	Capital Works	A drainage redesign has been completed due to identification of service clashes on site. Construction is in progress and scheduled to be completed in May 2024.	May-24	In Progress			█
Horsecrafts Road, Lal Lal (0-1930) Gravel Road Resheet	Capital Works	Construction is scheduled for January and February 2024	Feb-24	Project Awarded - Yet To Start	█		
Ingliston Road, Ingliston (6300-10016) Shoulder Sealing and Pavement Reconstruction (LRCIP4)	Capital Works	Construction is scheduled for February and March 2024	Mar-24	Project Awarded - Yet To Start	█		
Jaicomellis Lane, Ballan (0-2175) Gravel Road Resheet	Capital Works	Construction is completed	Dec-23	Complete	█		

Attachment: 2023-2024 Capital Improvement Program - Project Update (as at 31 December 2023)

Project	Category	Project Comments	Expected Completion Date	Project Status	Budget Status		
					<5%	<10%	>10%
Johansen Place, Darley (0-195) Reconstruction	Capital Works	Construction is completed	Dec-23	Complete	█		
Jonathan Drive Reserve, Darley - Upgrade	Capital Works	Construction is in progress and scheduled to be completed in January 2024. Acrylic surfacing of the half basketball court is scheduled in February 2024 due to speciality contractor availability.	Jan-24	In Progress		█	
Links Road, Darley (-) Footpath Construction	Capital Works	Project awarded, and is scheduled to commence January 2024 and completion in March 2024	Mar-24	In Progress	█		
Moorabool West Road, Gordon (687-2047) Gravel shoulder resheet and seal	Capital Works	Construction is scheduled for January and February 2024	Feb-24	Project Awarded - Yet To Start	█		
Mount Egerton Transfer Station, Mount Egerton - Replacement of existing concrete slab	Capital Works	Project is in the design / documentation prep stage with construction scheduled for March / April 2024	Apr-24	Document / Design Prep	█		
Nelson Street, Darley (Sheldon Ave-David Crt) Drainage Renewal	Capital Works	Project is awarded and construction commenced. Service conflicts with GWW water main have delayed progress with construction rescheduled for February / March 2024	Mar-24	In Progress		█	
Netball Court Resurfacing, Shire Wide - Resurfacing and compliance upgrades	Capital Works	Project is awarded for Gordon and Wallace Rec Reserves with construction scheduled for March 2024. Awaiting approval and scope of work for Maddingley Netball Court	Apr-24	Project Awarded - Yet To Start	█		
O'Connors Lane, Ballan (0-1705) Gravel Road Resheet	Capital Works	Construction scheduled for February and March 2024	Mar-24	Project Awarded - Yet To Start		█	
Old Melbourne Road, Millbrook (20769-21734) Shoulder Sealing (LRCIP4)	Capital Works	Construction is scheduled for March and April 2024	Apr-24	Tender / Quote		█	
Ramsay Crescent, Darley (-) LATM: Wombat Crossing	Capital Works	Construction is completed	Sep-23	Complete	█		
Reseal program, Shire Wide - -	Capital Works	Reseal Program has commenced with first run completed in November 2023. Reseals and final seals of 22/23 construction projects are scheduled for March 2024	Apr-24	In Progress	█		
Riversdale Crescent, Darley (0-550) Reconstruction	Capital Works	Construction is completed	Dec-23	Complete	█		
Rotten Lane, Lal Lal (0-1625) Gravel Road Resheet	Capital Works	Construction is completed	Dec-23	Complete	█		
Selby Court Reserve, Hopetoun Park - Reserve Improvements	Capital Works	Majority of construction is complete with minor works outstanding. These are scheduled for January 2023	Dec-23	Complete	█		
Shaws Road, Buninyong (0-1180) Gravel Road Resheet	Capital Works	Construction is scheduled for February 2024	Feb-24	Project Awarded - Yet To Start		█	
Simmons Drive, Bacchus Marsh - Drainage Renewal	Capital Works	Project is awarded. Construction to commence January / February 2024	Mar-24	Project Awarded - Yet To Start			█
Stanley Street, Gordon (0-0) Reconstruction	Capital Works	Construction is completed	Dec-23	Complete	█		
Steele Court, Bacchus Marsh - Drainage Renewal	Capital Works	Project was awarded in December, construction is expected to commence in February	Feb-24	Project Awarded - Yet To Start	█		
STIP Works, Blackwood - Township Improvement	Capital Works	Project is currently in design phase with construction scheduled for May 2024	Jun-24	Document / Design Prep	█		
Swans Road, Darley (860-4850) Gravel shoulder resheet	Capital Works	Construction is scheduled for January and February 2024	Feb-24	Project Awarded - Yet To Start	█		

Attachment: 2023-2024 Capital Improvement Program - Project Update (as at 31 December 2023)

Project	Category	Project Comments	Expected Completion Date	Project Status	Budget Status		
					<5%	<10%	>10%
Table Drain Renewal, Shire Wide - Formalising and increasing capacity of roadside drainage	Capital Works	A drainage redesign has been completed due to identification of service clashes on site. Construction is in progress and scheduled to be completed in May 2024.	Jun-24	In Progress	█		
Tramway Lane, Darley - Formalising roadside drainage	Capital Works	A drainage redesign has been completed due to identification of service clashes on site. Construction is in progress and scheduled to be completed in May 2024.	Jun-24	Document / Design Prep	█		
Vance Close, Darley (0-160) Reconstruction	Capital Works	A drainage redesign has been completed due to identification of service clashes on site. Construction is in progress and scheduled to be completed in May 2024.	Dec-23	Complete	█		
Yendon No. 2 Road, Buninyong (0-1990) Gravel shoulder resheet	Capital Works	Construction is complete	Nov-23	Complete	█		
Swimming Pools, Ballan & Bacchus Marsh - Fibreglass shell patching and sand replacement	Community Activation	The project is 90% completed with only minor works to be carried out on the Ballan Outdoor Toddlers Pool in March / April 2024	Apr-24	In Progress	█		
Aqualink Stage 2 - Strategic Cycle Corridor, Bacchus Marsh	Major Projects	Contract awarded to Fulton Hogan with works completed in October 2023. Remaining works include landscaping and upgrades to the underpass. DoT approval for underpass works is required and anticipated in the new year.	Jun-24	In Progress	█		
Aqualink Stage1-Strategic Cycle Corridor	Major Projects	Landscape contract awarded to Commercialscapes Pty Ltd with works completed in November 2023. Construction of nodes commenced in November 2023 and are scheduled for completion in April 2024.	Jun-24	In Progress		█	
Bacchus Marsh Bowls Club Pavilion and Bowling Green	Major Projects	Design works complete and tender subject to finalisation of funding agreement. Tender is anticipated for March 2024.	Jun-25	Document / Design Prep	█		
Ballan Civic Centre - Renovations	Major Projects	Project was completed in July 2023.	Jul-23	Complete			█
Ballan Depot Relocation	Major Projects	Construction is complete with outstanding defects to be rectified.	Dec-23	In Progress			
Ballan Town Centre Plaza	Major Projects	Project included Ballan Library project. Tendered in November 2023 and closing in January 2024. Construction commencement is anticipated for May 2024.	Jun-25	Tender / Quote	█		
BM Indoor Recreation Facility - Construction	Major Projects	Construction completed in October 2023.	Oct-23	Complete		█	
BM Racecourse & Recreation Reserve - Stg 2 Construction	Major Projects	Civil works complete. Soccer oval was sprigged in November 2023 and is establishing well. AFL oval sprigging scheduled for January 2024. Playground contract awarded to Commercialscapes Pty Ltd. Works commenced in July 2023 and are scheduled for completion in March 2024	Apr-24	In Progress	█		
BM Racecourse Reserve Stage 2 – Pavilion	Major Projects	Design is underway with construction scheduled for mid 2024.	Jun-25	Document / Design Prep	█		
BMRRR - Cricket Nets	Major Projects	Project awarded to Smartgrass in December 2023. Works are scheduled to commence in February with completion in May 2024.	May-24	Project Awarded - Yet To Start	█		
Bungaree Oval, Bungaree - Oval renovations and ancillary works	Major Projects	The Bungaree Recreation Reserve oval renovations will be completed in January 2024	Jan-24	In Progress	█		

Attachment: 2023-2024 Capital Improvement Program - Project Update (as at 31 December 2023)

Project	Category	Project Comments	Expected Completion Date	Project Status	Budget Status		
					<5%	<10%	>10%
Carparking, Maddingley (Taverner St/Grant St) New Car spaces	Major Projects	Project awarded to Rustel Pty Ltd. Works commenced in October 2023 and are scheduled for completion in April 2024	Apr-24	In Progress	█		
Darley Civil Centre Renovations (incl Clad Replacement) Stg2	Major Projects	Cladding project was completed in September 2023. Stage 2 renovation works are currently in the preplanning phase.	Jun-24	Document / Design Prep	█		
Darley Park Footpaths	Major Projects	Design is in progress with construction scheduled for mid 2024.	Jun-24	Document / Design Prep	█		
Darley Park Rec Reserve - Playground	Major Projects	Design is in progress with construction scheduled for mid 2024.	Jun-24	Document / Design Prep	█		
Gordon Public Park Stage 2	Major Projects	Project was awarded to Jon Kay Contracting Services in December 2023. Works are scheduled to commence in February 2024 with completion in April 2024.	Apr-24	Project Awarded - Yet To Start	█		
Library Facility, Ballan Construction	Major Projects	Project tendered in November 2023 with construction commencement anticipated in May 2023.	Jun-25	Tender / Quote	█		
LRCIP-R2 Mill Park Upgrades - Community Facilities Grant	Major Projects	Landscaping works completed in November 2023.	Nov-23	Complete	█		
LRCIP-R2 Peppertree Pk, Bacchus Marsh - Master Plan Upgrade	Major Projects	Works completed in September 2023.	Sep-23	Complete	█		
Maddingley Park - Resheet and Seal of Pathways	Major Projects	Construction scheduled for mid 2024.	Jun-24	Document / Design Prep	█		
Masons Lane Recreation Reserve, Bacchus Marsh - Short term Dog Park installation	Major Projects	Design in progress. Construction scheduled for mid 2024.	Jun-24	Document / Design Prep	█		
Mill Park Stage 2 – Splash park and toilet	Major Projects	Design and Construct contract awarded to Water Features by Design in November 2023. Works are scheduled for completion in May 2024.	May-24	In Progress	█		
Navigators Community Centre	Major Projects	Project was awarded to SCMS School Builders in November 2023. Project is scheduled for commencement in February 2024.	Jul-24	Project Awarded - Yet To Start		█	
SRV Female Friendly Facilities Grant - Dunnstown Rec Res	Major Projects	Project was awarded to SCMS School Builders in November 2023. Project is scheduled for commencement in February 2024.	Jul-24	Project Awarded - Yet To Start	█		
Taverner Street, Madidngley - PP	Major Projects	Contract awarded to Rustel Pty Ltd. Works commenced in March 2023 with completion scheduled for February 2024.	Feb-24	In Progress	█		
Wallace Kinder , Wallace (-) Removal of asbestos identified in 2020/21 asbestos audit	Major Projects	Contract awarded to Kennedys Building. Works commenced in December 2023 with completion scheduled for January 2024.	Jan-24	In Progress	█		
West Maddingley/Early Years Facility - Construction	Major Projects	Project awarded to H.Troon Pty Ltd with completion in November 2023.	Nov-23	Complete	█		
Edols Street, Ballan Kerb Replacement	Operations	Works are currently expected to occur in April/May 2024	May-24	Document / Design Prep	█		
O'Leary Way Reserve, Maddingley - Upgrade to the existing irrigation system at the park, including automation	Operations	Project is complete	Sep-23	Complete	█		