



AGENDA

Ordinary Council Meeting Wednesday, 5 February 2025

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

Date: Wednesday, 5 February 2025

Time: 6.00pm

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

**Derek Madden
Chief Executive Officer**

Order Of Business

1	Opening of Meeting and Prayer	5
2	Acknowledgement of Country	5
3	Recording of Meeting	5
4	Present.....	5
5	Apologies	5
6	Confirmation of Minutes	5
7	Disclosure of Conflicts of Interest.....	5
8	Public Question Time.....	6
9	Petitions.....	7
	Nil	
10	Presentations/Deputations.....	7
11	Community Strengthening Reports	8
	11.1 Community Asset Committees - Reports	8
	11.2 Advisory Committees of Council - Reports	10
	11.3 Health and Wellbeing Plan 2025-2029 Consultation	11
12	Customer and Corporate Services Reports	15
	12.1 Audit and Risk Advisory Committee of Council - Reports	15
	12.2 Draft Councillor Social Media Policy	16
13	Community Assets & Infrastructure Reports	19
	13.1 Final Gateways Strategy	19
14	Other Reports	23
	Nil	
15	Notices of Motion.....	24
	15.1 Notice of Motion No. 322 - Two (2) Year Trial for the Provision of a Snake Catching Removal Service	24
16	Notices of Rescission	26
	Nil	
17	Mayor’s & Councillors Reports.....	27
	17.1 Mayor's Report.....	27
	17.2 Councillors Reports	28
18	Urgent Business.....	29
19	Closed Session of the Meeting to the Public.....	30
	19.1 C0156-2024/2025 Clarendon - Lal Lal Road Reconstruction	30
	19.2 Ingliston Road, Ballan - Additional Works under Contract C0145 2024/2025.....	30

20 Meeting Closure 31

1 OPENING OF MEETING AND PRAYER

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 RECORDING OF MEETING

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

- The Moorabool News; and
- The Star Weekly

4 PRESENT

5 APOLOGIES

6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - Wednesday 18 December 2024

7 DISCLOSURE OF CONFLICTS OF INTEREST

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

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

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

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

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

8 PUBLIC QUESTION TIME

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

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

A Councillor or Council officer may:

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

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

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

9 PETITIONS

Nil

10 PRESENTATIONS/DEPUTATIONS

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

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

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

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

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

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

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

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

11 COMMUNITY STRENGTHENING REPORTS

11.1 COMMUNITY ASSET COMMITTEES - REPORTS

Author: Kaylene Bowker, Executive Assistant

Authoriser: Leigh McCallum, General Manager Community Strengthening

- Attachments:**
1. Minutes - Navigators CAC - 28 February 2024 (under separate cover)
 2. Minutes - Millbrook Community Centre CAC - 24 April 2024 (under separate cover)
 3. Minutes - Elaine Recreation Reserve CAC - 8 May 2024 (Redacted) (under separate cover)
 4. Minutes - Greendale Recreation Reserve CAC - 9 May 2024 (Redacted) (under separate cover)
 5. Minutes - Lal Lal Soldiers Memorial Hall CAC - 18 June 2024 (under separate cover)
 6. Minutes - Elaine Recreation Reserve CAC - 16 July 2024 (under separate cover)
 7. Minutes - Bacchus Marsh Public Hall CAC - 5 August 2024 (under separate cover)

BACKGROUND

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

EXECUTIVE SUMMARY

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

Committee	Meeting Date
Navigators Community Asset Committee Meeting	28 February 2024
Millbrook Community Centre Community Asset Committee Meeting	24 April 2024
Elaine Recreation Reserve Community Asset Committee Meeting (Redacted)	8 May 2024
Greendale Recreation Reserve Community Asset Committee Meeting (Redacted)	9 May 2024
Lal Lal Soldiers Memorial Hall Community Asset Committee Meeting	18 June 2024
Elaine Recreation Reserve Community Asset Committee Meeting	16 July 2024
Bacchus Marsh Public Hall Community Asset Committee Meeting	5 August 2024

RECOMMENDATION

That Council receives the following Community Asset Committee Minutes:

- 1. Navigators CAC Minutes for meeting held on 28 February 2024.**
 - 2. Millbrook Community Centre CAC Minutes for meeting held on 24 April 2024.**
 - 3. Elaine Recreation Reserve CAC Minutes for meeting held on 8 May 2024 (Redacted).**
 - 4. Greendale Recreation Reserve CAC Minutes for meeting held on 9 May 2024 (Redacted).**
 - 5. Lal Lal Soldiers Memorial Hall CAC Minutes for meeting held on 18 June 2024.**
 - 6. Elaine Recreation Reserve CAC Minutes for meeting held on 16 July 2024.**
 - 7. Bacchus Marsh Public Hall CAC Minutes for meeting held on 5 August 2024.**
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11.2 ADVISORY COMMITTEES OF COUNCIL - REPORTS

Author: Kaylene Bowker, Executive Assistant

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: 1. Minutes - Moorabool Health and Wellbeing Advisory Committee Meeting - 5 August 2024 (under separate cover)

BACKGROUND

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

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

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

EXECUTIVE SUMMARY

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

Committee	Meeting Date	Council Representatives
Moorabool Health and Wellbeing Advisory Committee	Monday 5 August 2024	Cr Tonia Dudzik Cr Moira Berry (sub)

RECOMMENDATION

That Council receive and note the following Advisory Committee Minutes:

- 1. Moorabool Health and Wellbeing Advisory Committee Meeting Minutes for Monday 5 August 2024.**

11.3 HEALTH AND WELLBEING PLAN 2025-2029 CONSULTATION

Author: Nichole Knight, Health Promotion and Gender Equality Officer

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: Nil

PURPOSE

This report details the legislated requirements and consultation process for the development of the Health and Wellbeing Plan 2025-2029. Council approval for community consultation to inform the Plan is being sought.

EXECUTIVE SUMMARY

- Under section 26 of the *Public Health and Wellbeing Act 2008*, Council is required to develop a Municipal Public Health and Wellbeing Plan (MPHWP) within 12 months of a Council election.
- The Moorabool Health and Wellbeing Plan 2025-2029 (the Plan) is a four-year plan designed to enhance the health and wellbeing of our residents.
- The Plan is developed in consultation with the community and stakeholders, and in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community.
- Consultation and engagement will be undertaken as set out in this report.

RECOMMENDATION

That Council approves consultation and engagement to inform the development of the Health and Wellbeing Plan 2025-2029.

BACKGROUND

Under section 26 of the *Public Health and Wellbeing Act 2008*, Council is required to develop a Municipal Public Health and Wellbeing Plan (MPHWP) within 12 months of a Council election. The Plan must be consistent with the Council Plan and the Municipal Strategic Statement, be reviewed annually and evaluated at the end of the four-year period.

The Moorabool Health and Wellbeing Plan 2025-2029 is a four-year plan for enhancing the health and wellbeing of our residents. The Plan draws upon localised and other health data and current research to capture the health and wellbeing status of our communities. The Plan must align with key health issues as identified through the Victorian Public Health and Wellbeing Plan which includes guidelines to ensure climate change and the prevention of violence against women is included in the establishment of a new MPHWP.

The Moorabool Health and Wellbeing Plan 2025-2029 will be developed to align with the Council Plan 2025-2029 and the Municipal Strategic Statement to form Council's Strategic Planning Framework for the next four years. It aligns with relevant strategies and policy documents across

Council and will inform future policy and strategy to address emerging trends across the social, built, natural, cultural and economic environments for health.

The Plan is developed in consultation with the community and stakeholders, and in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community. Consultation and engagement will be undertaken as set out in this report.

The Health and Wellbeing Advisory Committee provides oversight and input into the progression of actions within the Plan, with Action Groups established to progress specific themes. Committee membership includes internal and external stakeholders, identified through the consultation period, who commit to participating throughout the life of the Plan.

MPHWPs respond to the broad determinants of health and aim to reduce barriers to preventative health measures, whilst empowering individuals and communities to make positive decisions about their health. There are a wide range of factors influencing health and wellbeing including individual, social, cultural, economic and environmental. A healthy community is not just one with an absence of disease and infirmity but one which strengthens people's protective factors such as their sense of belonging, their resilience, the availability of economic and social opportunities and a clean environment.

MPHWPs provide strategic direction for Council, local health providers and community organisations to improve the health of the Moorabool community. Council has a lead role in developing the Plan, however the delivery of strategies and actions are in partnership with organisations and the community. This ensures that a collective impact approach is taken to improving the health and wellbeing of the community.

PROPOSAL

Community consultation is required to inform the development of the Plan. A detailed Communications and Consultation Strategy is set out in this report which includes a community survey to engage with the broader community. In addition a range of face-to-face engagements will be undertaken to ensure information is captured from broad demographic groups, including harder to reach and more vulnerable community members.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

Strategic Objective 1: Healthy, inclusive and connected neighbourhoods

Priority 1.1: Improve the health and wellbeing of our community

The proposal to develop the Municipal Public Health and Wellbeing Plan 2025-2029 is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

Costs for the development of the Plan are provided for within the current Health and Wellbeing budget.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial – Inadequate funds to finish project	Inadequate financial management	Medium	Seek quotes for design.
Timeframes not met – Reputation	Not adhering to the timeframes set by the Department of Health for development of the Plan	Medium	Provide for adjustments within the project plan and timeline as required. Timely communication with the Department of Health.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community	Have Your Say survey	Online	February 2025	Results to inform the development of the Plan
Consult	Community Groups	Outreaching face-to-face meetings	Various	February 2025	Results to inform the development of the Plan
Consult	Community Agencies	Online or face-to-face workshops	Various	March 2025	Results to inform the development of the Plan
Consult	Internal Stakeholders	Online or face-to-face workshops	Ballan Darley Bacchus Marsh	March 2025	Results to inform the development of the Plan
Consult	Internal and External Stakeholders and HWB Advisory Committee	Action Planning Workshops	Bacchus Marsh	April/May 2025	Develop outcomes, strategies and actions for the Plan
Inform/ Consult	Council and Executive	Briefings and OMC	TBC	July/August 2025	Present the draft Plan and gain insights to inform the final Plan. Gain approval for the draft Plan to go out for further community feedback.

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community and Stakeholders	Have Your Say – Draft Plan	Online	August 2025	Opportunity for community and stakeholders to provide final feedback on Draft Plan
Empower	Council	Briefings and OMC	TBC	September/ 1 October OMC 2025	Present final Plan for adoption
Inform	Department of Health	Submit Plan		31 October 2025	Plan endorsed

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER’S DECLARATION OF CONFLICT OF INTERESTS

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

General Manager – Leigh McCallum

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

Author – Nichole Knight

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

CONCLUSION

Community consultation is a requirement in the development of the Municipal Public Health and Wellbeing Plan. A community survey and community engagement plan have been developed to engage with the community, and to ensure relevant stakeholders are consulted to inform the Plan.

12 CUSTOMER AND CORPORATE SERVICES REPORTS

12.1 AUDIT AND RISK ADVISORY COMMITTEE OF COUNCIL - REPORTS

Author: Kaylene Bowker, Executive Assistant

Authoriser: David Jackson, General Manager Customer & Corporate Services

- Attachments:**
1. **Audit and Risk Advisory Committee Summary of Minutes - 14 August 2024 (under separate cover)**
 2. **Audit and Risk Advisory Committee Summary of Minutes - 11 September 2024 (under separate cover)**

BACKGROUND

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

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

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

EXECUTIVE SUMMARY

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

Committee	Meeting Date	Council Representatives
Audit and Risk Advisory Committee	Wednesday 14 August 2024	Cr Moira Berry Cr Tonia Dudzik
Audit and Risk Advisory Committee (Special Meeting)	Wednesday 11 September 2024	Cr Moira Berry Cr Tonia Dudzik

RECOMMENDATION

That Council receive the Audit and Risk Advisory Committee Summary of Minutes for the meetings held on Wednesday 14 August 2024 and Wednesday 11 September 2024 (Special Meeting).

12.2 DRAFT COUNCILLOR SOCIAL MEDIA POLICY

Author: Leanne Manton, Manager Customer and Communications
Authoriser: David Jackson, General Manager Customer and Corporate Services
Attachments: 1. Draft Councillor Social Media Policy (under separate cover)

PURPOSE

The purpose of this report is to provide a draft Councillor Social Media Policy for adoption.

EXECUTIVE SUMMARY

- Local Government Victoria has advised Councils to adopt a Councillor Social Media Policy.
- A draft Councillor Social Media Policy has been developed for Council consideration.
- The draft policy is based on a model policy created by the Victorian Local Governance Association with input from Councils.

RECOMMENDATION

That Council adopts the Councillor Social Media Policy.

BACKGROUND

In the Local Government Victoria publication Guidance on the Model Councillor Code of Conduct October 2024, it is stated that “to avoid breaching the Model Code of Conduct, Councillors should act consistently with any social media or communications policies or protocols that their own Council has developed to guide the responsible use of social media by Councillors”.

It is advised Councils adopt a Councillor Social Media Policy to provide guidance to Councillors in the use of social media to ensure they do not breach the Model Councillor Code of Conduct, and also a range of legislative or other risks that may apply.

PROPOSAL

Social media is a complex and ever-changing area.

In order to assist Councils in developing a Social Media Policy for Councillors, the Victorian Local Governance Association (VLGA) has developed a Model Councillor Social Media Policy with input from across the sector. The VLGA is an independent governance organisation supporting Councils and Councillors.

This policy is designed to enshrine the right of Councillors to fully engage with the municipal community via social media and that any policy restrictions placed on their social media activity should be limited in scope.

The VLGA Model Councillor Social Media Policy does not seek to introduce restrictions that do not already exist and seeks instead to codify the existing provisions that are applicable to social media activity.

These provisions are drawn from:

- The Local Government Act 2020;
- The Local Government (Governance and Integrity) Regulations 2022;
- Model Councillor Code of Conduct; and
- Other relevant law.

The VLGA Model Councillor Social Media Policy has formed the basis for the draft policy provided to Councillors for this briefing.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

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

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

The proposal to adopt a Councillor Social Media Policy is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

There are no financial implications of the adoption of a Councillor Social Media Policy.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Possible breach of Model Councillor Code of Conduct and a range of legislative and other risks.	It is advised Councils adopt a Councillor Social Media Policy to provide guidance to Councillors in the use of social media to ensure they do not breach the Model Councillor Code of Conduct, and a range of other legislative and other risks that apply.	Medium	Council adoption of policy.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	VLGA	The VLGA conducted consultation across the sector in developing its model policy.	Various	2024	Model Councillor Social Media Policy developed.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

General Manager – David Jackson

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

Author – Leanne Manton

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

CONCLUSION

The draft Councillor Social Media Policy meets the Local Government Victoria advice that Councils develop a Councillor Social Media Policy to provide guidance to Councillors in the use of social media. Once adopted, the draft policy will be finalised and placed on Council's website.

13 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS

13.1 FINAL GATEWAYS STRATEGY

Author: Mitchell Cunningham, Acting Manager Environment & Waste

Authoriser: Phil Jeffrey, General Manager Community Assets & Infrastructure

Attachments: 1. Final Gateways Strategy (under separate cover)

PURPOSE

The purpose of this report is to present the final Gateways Strategy at the February Ordinary Meeting of Council for Council adoption.

EXECUTIVE SUMMARY

- Council engaged Tract to develop the Gateways Strategy.
- Extensive consultation undertaken resulted in changing a number of items within the strategy to align with community feedback.
- A check-in was undertaken with Councillors based on the findings of the consultation and it was determined that the draft strategy would be amended to align with the consultation and research.
- All feedback has now been incorporated into the final document and the final strategy is now presented to Council for adoption.

RECOMMENDATION

That Council:

- 1. Adopt the Gateways Strategy.**
- 2. Notes the Action Plan within the Gateway Strategy for inclusion within future budget considerations.**

BACKGROUND

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

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

The process for developing the strategy was as follows:

- Development of a background report from town analysis.
- Development of Draft Gateways Strategy.

- Approval to publicly advertise the Draft Gateways Strategy was received at an Ordinary Meeting of Council.
- Public consultation.
- Analysis of 200+ responses to public consultation.
- Councillor Briefing to check in.
- Strategy reworked following Councillor briefing check in.
- Final strategy development.

PROPOSAL

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

- Part 1 Overview: which states the project background, context and aims.
- Part 2 Framework: which sets out the rules for deciding gateway treatments.
- Part 3 Action Plan: which sets out Council's future five-year Actions for the Gateways.

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

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

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

- Landform.
- Siting and features.
- Planting.
- Signs.

The strategy sets a signing hierarchy based the Small Towns and Settlements Strategy distribution and provides signs to be included throughout the shire based on hierarchy. This includes:

- Type A Town and Village Picture Frame signs: all existing picture frame signs are to be retained and maintained with a number of localities proposed to have picture frames worked through.
- Type B Main Gateway signs 1200mm(L) x 600mm(H): which will be typically used at towns above 300 population.
- Type C Secondary Gateway sign 600mm(L) x 900mm (H): which will be typically used at smaller settlements with towns with a population below 300.

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

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

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

Strategic Objective 2: Liveable and thriving environments

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

The proposal to adopt the Gateways Strategy is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

The development of the strategy has been funded from the 2021-2022 and 2022-2023 adopted Council budgets. The strategy has a number of actions with budgetary requirements with budget proposals being developed to support recommended actions and submitted through the annual budget process.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Reputation with community and stakeholders	Plan is not implemented within set timelines.	Medium	Monitoring of Strategy.
Reputation with community and stakeholders	Picture frame signs are not in line with community need	Medium	Additional community consultation for all towns identified for a future picture frame sign.
Strategy does not meet legislative requirements	Plan is not implemented or approved by Council.	Medium	Council adoption of Strategy.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups / Stakeholders	“Have your Say” digital platform	Various	September – October 2022	Feedback provided by community and stakeholders
Engage	Executive Group Councillors	Executive / Councillor Briefing	Various	September 2022 June 2023	The Executive Group and Councillors were engaged in the

					development of the Strategy and a check in on the changes following the community consultation
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VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER’S DECLARATION OF CONFLICT OF INTERESTS

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

General Manager – Phil Jeffrey

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

Author – Mitchell Cunningham

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

CONCLUSION

The Gateways Strategy development was identified as an action in the Council Plan. It is recommended the Gateways Strategy is adopted by Council.

14 OTHER REPORTS

Nil

15 NOTICES OF MOTION**15.1 NOTICE OF MOTION NO. 322 - TWO (2) YEAR TRIAL FOR THE PROVISION OF A SNAKE CATCHING REMOVAL SERVICE**

Attachments: Nil

I, Councillor Rod Ward, give notice that at the next Ordinary Meeting of Council to be held on 5 February 2025, I intend to move the following motion:

MOTION

That commencing in the 2025/2026 financial year Council implements a two (2) year trial for the provision of a snake catching removal service for MSC residents as per the following:

1. Council outsources the service to a licenced snake catcher who holds a valid license (Wildlife Controller Licenses) under the Wildlife Act 1975 and Catchment and Land Protection Act 1994 with experience in safely handling and relocating venomous snakes.
2. Council should engage a licensed snake catcher/s through a competitive tender process.
3. That this service be provided across the warmer months and summer period when snakes are most active, being from 1 November to 31 March.
4. For the purposes of this trial it is recommended that the following exclusions are applied to ensure Council are able to prioritise resources towards situations where this service will have the biggest impact to community safety. The proposed exclusions are:
 - (a) Industrial or commercial premises;
 - (b) The location of the snake is unknown, or the snake was sighted some time ago;
 - (c) Public places e.g. along the 1000+ Steps Bald Hill and there is no immediate threat to the community;
 - (d) Snakes in their natural habitat (it is illegal to remove snakes from their natural habitat);
 - (e) In rural locations and more than 10m from a dwelling.
5. Should Council approve this trial that a concurrent awareness campaign be implemented to educate the community.
6. Should Council approve the two (2) year trial of a free snake catching service for the community, an evaluation be undertaken at the conclusion of the trial to evaluate its effectiveness. The evaluation is proposed to include:
 - (a) The location and spread of calls received;
 - (b) The type of snakes (as identified by the contractor);
 - (c) The time to respond to calls;
 - (d) The number of snakes successfully located and relocated; and
 - (e) The actual costs to provide the service.

The evaluation would assist Council in deciding if the trial should be extended for a longer period, discontinued or provided as an ongoing service.

RATIONALE

A report on the possible provision of a snake catching service trial for Moorabool Shire Council residents was presented at the OMC held 3 July 2024.

It identified that in Australia there are around 130 species of snakes with approximately 74 being venomous. Moorabool Shire Council is home to some of the most venomous snakes in the world, and the only municipality in Australia to house all of Red-Bellied Black Snakes, Eastern Brown Snakes, Eastern Tiger Snakes and Copperheads, all of which are highly venomous.

Snake encounters are common in peri-urban areas such as Moorabool due to the mix of urban and rural environments. Due to the rapid growth in some areas of MSC there are housing estates increasingly being built that are encroaching into areas that are traditionally a safe habitat for snakes. This has led to increased snake sightings and has led to further sightings and encounters between snakes and residents, which can pose a risk to community safety.

As we enter the 2024/25 summer it has been apparent that there has been an increasing number of snake sightings (as per reports from private snake catchers and based on feedback on various resident pages on social media) and with the expected further growth in population it is reasonable to expect a continuation of increased sightings and encounters, leading to further increases to community safety.

It is noted that neighbouring and nearby Councils have a free snake removal service in place and these include City of Hume, City of Melton, Brimbank City Council and Hobsons Bay Council.

The report presented to Council on 3 July 2024 noted that number of calls for snake removal does vary significantly depending on the region and the level of snake activity. The report estimated that, noting the geographic area of the municipality, the cost of a callout and the anticipated number of calls during the trial period, that engaging a licensed snake catcher/s is expected to cost between \$40,000 and \$50,000 for the 1 November to 31 March period.

I commend this Notice of Motion to Council.

16 NOTICES OF RESCISSION

Nil

17 MAYOR'S & COUNCILLORS REPORTS

17.1 MAYOR'S REPORT

Author: Dianne Elshaug, Co-ordinator CEOs Office

Authoriser: Derek Madden, Chief Executive Officer

Attachments: Nil

PURPOSE

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council receives the Mayor's Report.

17.2 COUNCILLORS REPORTS

Author: Dianne Elshaug, Co-ordinator CEOs Office

Authoriser: Derek Madden, Chief Executive Officer

Attachments: Nil

PURPOSE

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council receives the Councillors Reports.

18 URGENT BUSINESS

19 CLOSED SESSION OF THE MEETING TO THE PUBLIC

RECOMMENDATION

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

19.1 C0156-2024/2025 Clarendon - Lal Lal Road Reconstruction

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

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

19.2 Ingliston Road, Ballan - Additional Works under Contract C0145 2024/2025

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

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

20 MEETING CLOSURE