



MINUTES

Ordinary Council Meeting Wednesday, 5 March 2025

Date: Wednesday, 5 March 2025

Time: 6.00pm

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

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1 OPENING OF MEETING AND PRAYER

The Mayor opened the meeting with the Council Prayer at 6.00pm.

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 Governance Rules, the meeting is livestreamed.

4 PRESENT

Cr Paul Tatchell, Mayor

Cr Rod Ward, Deputy Mayor

Cr Moira Berry

Cr Jarrod Bingham

Cr Sheila Freeman

Cr John Keogh

Cr Ally Munari

Cr Steve Venditti-Taylor

Cr Tom Sullivan

Officers:

Mr Derek Madden

Chief Executive Officer

Mr David Jackson

General Manager Customer & Corporate Services

Mr Phil Jeffrey

General Manager Community Assets & Infrastructure

Ms Leigh McCallum

General Manager Community Strengthening

Mr Henry Bezuidenhout

Executive Manager Community Planning & Development

Mr Jospeh Spiteri

Manager Governance & Civic Support

5 APOLOGIES

Nil

6 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cr Ally Munari

Seconded: Cr John Keogh

That the minutes of the Ordinary Council Meeting held on Wednesday 5 February 2025 be confirmed.

CARRIED

7 DISCLOSURE OF CONFLICTS OF INTEREST

Cr Berry declared a conflict of interest in relation to Item 17.1.

8 PUBLIC QUESTION TIME

Name	Question/Response	CEO/GM/EM	Read at Meeting (Yes/No)	Taken on Notice Yes/No
<p>Felicity Ashman for Strawberry & Cherry Festival</p>	<p>Question: The Bacchus Marsh Strawberry & Cherry Festival is the largest public event in the Moorabool Shire and has always been operated by a non-profit incorporated organization. Since 2016, Urban Markets has been engaged to manage the event on a not-for-profit basis, ensuring its continued success and accessibility for the community. This widely popular festival brings together a large portion of the Moorabool Shire community, supporting local businesses, community groups, and volunteers. Would the council consider waiving the fees for the Places of Public Entertainment Permit - (POPE) for the Bacchus Marsh Strawberry & Cherry Festival as a demonstration of support for this event, which is free to the public and serves as a significant community celebration?</p> <p>Response: The fees associated with a Place of Entertainment Permit assists with the cost of administering the application process which includes assessment of documents, liaising with the organisation and external stakeholders including Victoria Police, Ambulance Victoria, Country Fire Authority and Fire Rescue Victoria etc, and inspecting the event.</p> <p>It is suggested that the event holder contact Council’s Building Services Team to discuss the fee waiving based on its merit.</p>	<p>Henry Bezuidenhout, Executive Manager Community Planning & Development</p>		

Name	Question/Response	CEO/GM/EM	Read at Meeting (Yes/No)	Taken on Notice Yes/No
<p>Felicity Ashman for Strawberry & Cherry Festival</p>	<p>Question The Bacchus Marsh Strawberry & Cherry Festival is the largest public event in the Moorabool Shire and has always been operated by a non-profit incorporated organisation. Since 2016, Urban Markets has been engaged to manage the event on a not-for-profit basis, ensuring its continued success and accessibility for the community. This widely popular festival brings together a large portion of the Moorabool Shire community, supporting local businesses, community groups, and volunteers. I am seeking clarification regarding the hall hire fees for the Bacchus Marsh Strawberry & Cherry Festival. Despite our event being operated by a non-profit incorporated organisation, we have been informed by the public hall booking officer that we are required to pay the full commercial hire fee. The reasoning provided is that because we charge non-community-based groups a fee to cover the cost of hall hire, it is considered that we are making a profit. However, this event is run on a not-for-profit basis, and over 70% of the hall space is allocated to non-profit community groups, including organisations such as the CWA, boomerang bags, craft and arts, and other local groups. Can you please explain why we are being charged the full commercial rate despite the event's non-profit status and its significant community benefit?</p>	<p>Leigh McCallum, General Manager Community Strengthening</p>		
	<p>Response: The Bacchus Marsh Public Hall is managed by a delegated Committee of Council. Officers will discuss the question raised with the Community Asset Committee and respond to Ms Ashman.</p>			

9 PETITIONS

Nil

10 PRESENTATIONS/DEPUTATIONS

Nil

11 CHIEF EXECUTIVE OFFICER REPORTS**11.1 2021-2025 MOORABOOL SHIRE COUNCIL PLAN - PROGRESS REPORT - Q2 OCTOBER-DECEMBER 2024**

Author: Karen Blobel, Organisational Development Business Partner

Authoriser: Derek Madden, Chief Executive Officer

Attachments: 1. **2021-2025 Council Quarterly Plan Action Progress Report - 1 October 2024 to 31 December 2024 (under separate cover)**

PURPOSE

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

This report provides an update on the status of Council Plan actions for Quarter 2 – October-December 2024.

EXECUTIVE SUMMARY

- There are 37 actions identified in the Council Plan to be achieved in Year 4, including 21 actions carried forward from Year 3.
- 6 Council Plan actions for this period have been completed as of 6 February 2025.
- As of 6 February 2025, of the 37 Council Plan actions for 2024/25, reporting for this period indicates:
 - 29 actions (78.4%) have reached 90% or greater of their target for the period and therefore show as 'on track' (green). Four of these actions are complete.
 - 6 actions (16.2%) are between 60% and 90% of its target, therefore requiring monitoring (yellow).
 - 2 actions (5.4%) have achieved less than 60% of its target, therefore showing as 'off track' (red).

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr Moira Berry

That Council receives the 2021-2025 Moorabool Shire Council Plan – Progress Report Q2 – October - December 2024, including attachment 1 of this report.

CARRIED

BACKGROUND

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

1. Healthy, inclusive and connected neighbourhoods.

2. Liveable and thriving environments.
3. A Council that listens and adapts to the needs of our evolving communities.

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

The annual and quarterly performance reporting allows Council to effectively measure, monitor, review and report on its performance while providing open and transparent reporting to the community. This report presents the progress performance against the actions set for the FY 2024/25.

The Year 3 Council Plan Progress Report identified 21 actions that were not completed by 30 June 2024, these have now all been extended to be due by 30 June 2025.

PROPOSAL

The 2021-2025 Moorabool Shire Council Plan – Progress Report Q2 – October-December 2024 is provided as Attachment 1 to this report.

There are 37 actions identified in the Council Plan to be achieved in Year 4. Key targets or milestones have been reviewed and set by managers to reflect the expected progress throughout the year.

Of the 37 actions identified to be achieved in Year 4, reporting for this period indicates that six actions have been completed. These actions are listed below.

- Seek funding for Stage 3 BMRRR.
- Implement the Visitor Economy Strategy Action Plan.
- Consult and complete Rural Land Use Strategy.
- Consult and completed Bacchus Marsh Town Centre Structure Plan.
- Implement the waste and resource recovery strategy
- Completed construction of the regional bowls facility

Furthermore, as of 6 February 2025, 78.4% of actions show as on track against their targets.

The following table summarises the status of the actions under each strategic objective set to be achieved by 30 June 2025:

Strategic Objective	Completed	On track	Off track	Monitor	Total
Healthy, inclusive and connected neighbourhood.	2	8	1	3	14
Liveable and thriving environments.	4	9	1	3	17
A Council that listens and adapts to the needs of its evolving communities.	0	6	0	0	6
Totals	6	23	2	6	37

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

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

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

FINANCIAL IMPLICATIONS

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

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

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

COMMUNICATIONS & CONSULTATION STRATEGY

The progress comments and performance status of each action will be uploaded onto the online Council Performance Dashboard in March 2025. Community members can access the dashboard to view the performance of each of the Council Plan Priorities.

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

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

Executive Manager – Joshua Warner

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

Author – Karen Blobel

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

CONCLUSION

There are 37 actions being reported on for Year 4, including 21 actions carried forward from Year 3. As of 6 February 2025, six actions have been completed for this period. Overall, 78.4% of actions show as on track against targets, 16.2% of actions require monitoring and 5.4% have achieved less than 60% of its target and therefore are showing as 'off track.'

11.2 2017 - 2021 MOORABOOL SHIRE COUNCIL PLAN - OUTSTANDING ACTIONS PROGRESS REPORT Q2 - OCTOBER - DECEMBER 2024

Author: Karen Blobel, Organisational Development Business Partner

Authoriser: Derek Madden, Chief Executive Officer

Attachments: 1. **2017-2021 Outstanding Council Plan Action Progress Report - December 2024 (under separate cover)**

PURPOSE

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

EXECUTIVE SUMMARY

- 10 Strategic Actions were carried over from the 2017-2021 Council Plan. Eight actions have been completed and two remain 'In Progress'.
- Progress is being made on the two remaining actions which will continue to be reported on until completion.

RESOLUTION

Moved: Cr Tom Sullivan

Seconded: Cr John Keogh

That Council receives the 2017-2021 Moorabool Shire Council Plan – Outstanding Actions Progress Report – Q2 – October - December 2024, including attachment 1 to this report.

CARRIED

BACKGROUND

Of the strategic actions identified for completion in the final year of the 2017-2021 Moorabool Shire Council Plan, 10 were incomplete as of 30 June 2021 and were not captured in Council's 2021-2025 Council Plan.

As of Q2 2024-2025, 8 actions are completed, and 2 are incomplete. Accordingly, quarterly reporting will continue for these outstanding Council Plan actions until all actions are completed.

PROPOSAL

As of 30 June 2021, there were 10 actions outstanding from the 2017-2021 Council Plan. As of 6 February 2025, 2 of these actions remain incomplete. Both actions have reached between 75% and 80% of their target.

The progress report, including details against each of these outstanding actions, is provided in Attachment 1.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**Priority 3.4: Measure performance, communicate our results and continue to improve our services every day**

The proposal to receive the 2017-2021 Moorabool Shire Council Plan – Outstanding Actions Progress Report Q2 October - December 2024 is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

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

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

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

COMMUNICATIONS & CONSULTATION STRATEGY

Specific projects are subject of their own communications strategy.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

Executive Manager – Joshua Warner

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

Author – Karen Blobel

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

CONCLUSION

Council is committed to completing the outstanding actions from the 2017-2021 Moorabool Shire Council Plan, with continued reporting provided for good governance, in line with the overarching governance principles and supporting public transparency principles of the Local Government Act 2020.

Of the 10 outstanding strategic actions, 8 are now complete and two remain in progress. These actions will continue to be reported on until all have reached completion.

11.3 CEO ANNUAL LEAVE

Author: Dianne Elshaug, Co-ordinator CEOs Office
Authoriser: Derek Madden, Chief Executive Officer
Attachments: Nil

PURPOSE

This report requests approval of the Council for the CEO to take leave for the period 5.00pm Friday 4 April 2025 to 8.30am Tuesday 22 April 2025 inclusive.

RESOLUTION

Moved: Cr John Keogh
Seconded: Cr Ally Munari

That Council:

- 1. Approves leave for the CEO Derek Madden for the period 5.00pm Friday 4 April 2025 to 8.30am Tuesday 22 April 2025.**
- 2. Approves that the Acting CEO for the period 5.00pm Friday 4 April 2025 to 8.30am Tuesday 22 April 2025 to be David Jackson.**

CARRIED

PROPOSAL

It is requested that the Council approves leave for the CEO Derek Madden from 5.00pm Friday 4 April 2025 to 8.30am Tuesday 22 April 2025.

The Acting CEO for the period 5.00pm Friday 4 April 2025 to 8.30am Tuesday 22 April 2025. will be David Jackson.

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 approve the CEOs Annual Leave is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

There are no financial implications.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

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

COMMUNICATIONS & CONSULTATION STRATEGY

No communication or consultation is required.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

Chief Executive Officer – Derek Madden

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

Author – Dianne Elshaug

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

CONCLUSION

That the CEO be granted annual leave for the dates listed in the report and that Acting CEO be appointed for the period of leave.

12 COMMUNITY PLANNING AND DEVELOPMENT REPORTS

12.1 MOORABOOL HERITAGE ADVISORY COMMITTEE - APPOINTING A NEW COMMITTEE

Author: Demi Spencer, Senior Heritage Planner

Authoriser: Henry Bezuidenhout, Executive Manager Community Planning & Development

Attachments: Nil

PURPOSE

This report outlines the Expression of Interest process for members of the Heritage Advisory Committee and seeks to appoint new members for the current Council term in accordance with the Terms of Reference.

EXECUTIVE SUMMARY

- The Moorabool Heritage Advisory Committee (the Committee) was established by Council resolution on 5 September 2007. The Committee has met bi-monthly since this date.
- The adopted Terms of Reference (2023) outline a public Expression of Interest process to appoint new members of the Committee.
- The Committee is to be comprised of up to two community members and up to eight members selected from appropriate community groups.
- Expressions of Interest were open from Monday 9 December 2024 to Monday 20 January 2025 seeking nominations from community members. An invitation was extended to eight appropriate community groups on Monday 9 December 2024, seeking their nominations by Monday 20 January 2025.
- Council Officers have assessed the applications received against criteria set out in the Terms of Reference and recommend that Council appoint a new committee for the current Council term. New members will be notified following Council's resolution.

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr Moira Berry

That Council resolves to appoint new members to the Heritage Advisory Committee for the current Council term comprising:

- 1. Two community members; and**
- 2. One representative and one deputy from each of the appropriate community groups that returned nominations.**

CARRIED

BACKGROUND

The Moorabool Heritage Advisory Committee (the Committee) was established by Council resolution on 5 September 2007. The Committee has been meeting bi-monthly since this date.

The original Terms of Reference (ToR) for the Committee were reviewed and revised by Council on 1 August 2012, 2 September 2015 and most recently on 5 April 2023.

The ToR outlines the processes and requirements for the Heritage Advisory Committee. The committee is to comprise of two Councillors of Moorabool Shire Council (one Councillor and one Deputy), appropriate Council Officers, Council's Heritage Advisor, up to eight members selected from appropriate community groups and up to two community members.

Members are appointed to serve the committee for each Council term. To appoint new members, a public Expression of Interest (EOI) process is held calling for community member nominations and an invitation for membership is extended to appropriate community groups throughout the Shire. Community groups are invited to nominate a representative and a deputy.

Expressions of Interest – Community Members

An EOI seeking two community members to join the Heritage Advisory Committee was open from Monday 9 December 2024 until Monday 20 January 2025. The EOI was advertised via the following platforms:

- Moorabool News Ad: ran in the 13 December 2024 edition
- Arts & Culture and Libraries eNews: Sent to the community Monday 9 December 2024
- Facebook posts: Monday 9 December 2024 and Wednesday 15 January 2025
- Instagram posts: Monday 9 December 2024 and Wednesday 15 January 2025
- Council's website from Monday 9 December 2024 to Monday 20 January 2025

Applicants were required to complete an online form and provide a response to eight questions which respond to the following selection criteria outlined in the ToR:

- Skills and other attributes of the applicant;
- Qualifications of the applicant;
- The level of experience and interest in the work of the Committee;
- A broad distribution of applicants, in terms of the geographic and physical location within the municipality;
- Broad representation of applicants that reflect the diversity of Moorabool.

Three applications were received from community members nominating to join the committee. On Tuesday 21 January 2025 the applications were assessed by a selection panel comprised of three Council officers in the Growth and Development unit. The applications were assessed using a one to five number scale against the selection criteria outlined in the ToR.

Call for Nominations – Community Groups

An invitation was extended to eight appropriate community groups seeking nominations for the appointment of one representative and one deputy from each group. Letters were sent via mail and email on Monday 9 December 2024, seeking nominations to be submitted by Monday 20 January 2025. The following community groups were invited to submit a nomination for appointment to the committee:

- Bacchus Marsh and District Historical Society
- Ballan Historical Society

- Blackwood and District Historical Society
- Bungaree and District Historical Society
- Geelong and Region Branch National Trust of Aust (Vic) (this branch covers Moorabool Shire)
- Bacchus Marsh and Ballan RSL
- Australian Gliding Museum
- Catholic Museum of Bacchus Marsh

A follow up email was sent to Blackwood and District Historical Society, Bungaree and District Historical Society, Australian Gliding Museum, Bacchus Marsh and Ballan RSL and the Catholic Museum of Bacchus Marsh on Monday 13 January 2025 as no nomination form was received from these groups at the time. The email advised of the closing date on Monday 20 January and reattached the nomination form.

A follow up phone call was made to Bungaree and District Historical Society, Australian Gliding Museum and the Ballan RSL on Thursday 16 January. A contact number was not available for the Blackwood and District Historical Society or the Catholic Museum of Bacchus Marsh and these groups could not be contacted. Phone messages were left for the other groups and a return phone call was received from the Bungaree and District Historical Society and Australian Gliding Museum.

By closing date on Monday 20 January, no nomination form was received from Ballan RSL, Blackwood and District Historical Society or the Catholic Museum of Bacchus Marsh.

PROPOSAL

Following the assessment of applications received, it is recommended that Jonathan Halls and Catherina Carr be appointed to the Heritage Advisory Committee as the two community representatives.

Based on the assessment criteria outlined in the ToR, all three applicants were determined to be suitably qualified and experienced to serve as members of the committee. The two community members recommended for appointment to the committee also received high scores for a broad distribution of applicants in terms of geographic and physical location within the municipality and broad representation of applicants that reflect the diversity of Moorabool.

It is recommended that the below list of nominations received from community groups be appointed to the Heritage Advisory Committee as representatives and deputies.

Group Nominated Members				
Rep	Ms	Jennifer	Bantow	Geelong and Region Branch National Trust of Aust (Vic)
Deputy	Ms	Elizabeth	Fairlie	Geelong and Region Branch National Trust of Aust (Vic)
Rep	Mr	Tim	Hogan	Bacchus Marsh and District Historical Society
Deputy	Ms	Bruce	Carboon	Bacchus Marsh and District Historical Society
Rep	Mr	Richard	Biden	Ballan Historical Society
Deputy	Ms	Margaret	Green	Ballan Historical Society
Rep	Mr	Allan	Bradshaw	Australian Gliding Museum
Deputy	Mr	David	Goldsmith	Australian Gliding Museum

Rep	Mr	Terry	Rosewarne	Bacchus Marsh RSL Sub-Branch
Deputy	Ms	Marilyn	Fernandez	Bacchus Marsh RSL Sub-Branch
Rep	Mr	Tom	Reynolds	Bungaree and District Historical Society
Deputy	Ms	Heather	Trigg	Bungaree and District Historical Society

Following Council’s resolution, an email will be sent to the successful community member applicants and each community group representative and deputy to advise of their appointment to the committee.

The new committee members will serve for the duration of the current Council term in accordance with the ToR.

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 3.1: Listen, analyse and understand community needs

The proposal to appoint new committee members will ensure effective governance of the Heritage Advisory Committee, which is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

There are no significant financial implications associated with this report. The appointment of a new committee can be accommodated within the 2024/25 Growth and Development budget associated with the Heritage Advisory Committee.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

There is a minor risk that the Advisory Committee will not effectively represent the broad and diverse community of Moorabool particularly where certain community groups have chosen not to nominate, or where engagement is low and members do not attend meetings. This can occur when meeting times are difficult to accommodate or meeting locations are not accessible (i.e. always held at the same place).

This minor risk can be mitigated through a careful assessment and selection process, using criteria in the ToR and by engaging with the relevant local community groups. Council Officers will also seek to vary meeting locations throughout the term to be more accessible and consider the needs of all committee members.

COMMUNICATIONS & CONSULTATION STRATEGY

The EOI process was consistent with previous terms of the committee, including the most recent EOI for new committee members held in April 2023 following the adoption of the new Terms of Reference.

The EOI for community members was published in the Moorabool News, Arts & Culture and Libraries eNews, Council’s website and social media posts (Facebook and Instagram). Community members who had previously expressed interest in joining the committee were also directly contacted via email advising of the EOI period. Community groups were contacted directly via email.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

Executive Manager – Henry Bezuidenhout

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

Author – Demi Spencer

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

CONCLUSION

The EOI process for the Heritage Advisory Committee has been completed seeking nominations from two community members and one representative and one deputy from eight appropriate community groups for the current Council term. Council Officers have assessed the applications received against the criteria within the ToR. It is recommended that Council resolve to appoint the recommended members to the Heritage Advisory Committee. Following Council's resolution, all successful applicants will be contacted to provide advice of their appointment to the committee and provide all relevant information.

13 COMMUNITY STRENGTHENING REPORTS

13.1 COMMUNITY ASSET COMMITTEES - REPORTS

Author: Kaylene Bowker, Executive Assistant

Authoriser: Leigh McCallum, General Manager Community Strengthening

- Attachments:**
1. Minutes - Wallace Recreation Reserve CAC, 17 June 2024 (under separate cover)
 2. Minutes - Millbrook Community Centre CAC - 20 August 2024 (Redacted) (under separate cover)
 3. Minutes - Lal Lal Soldiers Memorial Hall CAC - 20 August 2024 (under separate cover)
 4. Minutes - Blacksmith's Cottage and Forge CAC - 27 August 2024 (under separate cover)
 5. Minutes - Bacchus Marsh Public Hall CAC, 2 September 2024 (Redacted) (under separate cover)
 6. Minutes - Bacchus Marsh Public Hall CAC - 23 September 2024 (under separate cover)
 7. Minutes - Blacksmith's Cottage and Forge CAC - 24 September 2024 (under separate cover)
 8. Minutes - Blacksmith's Cottage and Forge CAC, 22 October 2024 (under separate cover)
 9. Minutes - Bacchus Marsh Public Hall CAC, 28 October 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
Wallace Recreation Reserve Community Asset Committee Meeting	17 June 2024
Millbrook Community Centre Community Asset Committee Meeting (Redacted)	20 August 2024
Lal Lal Soldiers Memorial Hall Community Asset Committee Meeting	20 August 2024
Blacksmith's Cottage and Forge Community Asset Committee	27 August 2024

Committee	Meeting Date
Meeting	
Bacchus Marsh Public Hall Community Asset Committee Meeting (Redacted)	2 September 2024
Bacchus Marsh Public Hall Community Asset Committee Meeting	23 September 2024
Blacksmith’s Cottage and Forge Community Asset Committee Meeting	24 September 2024
Blacksmith’s Cottage and Forge Community Asset Committee Meeting	22 October 2024
Bacchus Marsh Public Hall Community Asset Committee Meeting	28 October 2024

RESOLUTION

Moved: Cr Ally Munari

Seconded: Cr Moira Berry

That Council receives the following Community Asset Committee Minutes:

- 1. Wallace Recreation Reserve CAC Minutes for meeting held on 17 June 2024.**
- 2. Millbrook Community Centre CAC Minutes for meeting held on 20 August 2024 (Redacted).**
- 3. Lal Lal Soldiers Memorial Hall CAC Minutes for meeting held on 20 August 2024.**
- 4. Blacksmith’s Cottage and Forge CAC Minutes for meeting held on 27 August 2024.**
- 5. Bacchus Marsh Public Hall CAC Minutes for meeting held on 2 September 2024 (Redacted).**
- 6. Bacchus Marsh Public Hall CAC Minutes for meeting held on 23 September 2024.**
- 7. Blacksmith’s Cottage and Forge CAC Minutes for meeting held on 24 September 2024.**
- 8. Blacksmith’s Cottage and Forge CAC Minutes for meeting held on 22 October 2024.**
- 9. Bacchus Marsh Public Hall CAC Minutes for meeting held on 28 October 2024.**

CARRIED

13.2 RESPONSE TO NOTICE OF MOTION NO. 316 - NEED FOR INCREASED CAPACITY OF BACCHUS MARSH MEN'S SHED

Author: Travis Kirwood, Manager Community Development and Activation

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: Nil

PURPOSE

To provide a report in response to the Notice of Motion regarding the Bacchus Marsh Men's Shed.

EXECUTIVE SUMMARY

- At the Ordinary Meeting of Council on 6 March 2024, Council passed a Notice of Motion requesting that the CEO prepare a report on options that may be considered for increased or new facilities for the Bacchus Marsh Men's Shed (BMMS) to meet current and future needs
- Council officers have held several meetings with the BMMS and worked with its members to understand their current and future needs and wants.
- Officers are yet to identify a location or a suitable alternative that meets the needs of the group.

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr Moira Berry

That Council resolves to note the report and supports officers in the approach of continuing to work with Bacchus Marsh Men's Shed to:

- 1. Support the growth of the Bacchus Marsh Men's Shed, where possible; and**
- 2. Continue to look for suitable options within existing or future developed master planning within the Bacchus Marsh area.**

CARRIED

BACKGROUND

Council officers have met with the BMMS representatives' numerous times since the notice of motion was passed. Through these conversations officers have worked with the BMMS representatives to gain an understanding of the constraints of their current site, future growth aspirations, social activities, and general challenges the group have been facing.

Through these meetings, officers have worked with the representatives of the Men's Shed to identify some of the current site opportunities and constraints, these include:

- The current site has constraints that restrict the number of members able to be on site, to approximately 40 at any one time.
- The social spaces are limited in size and access to toilet amenities is a concern for current members.

- The workshop areas have been constructed within a heritage restricted area, which limits each workshop to a maximum of three people in each area, at any one time.
- The Shed currently only operates on certain days, this is mostly due to needing more volunteer support to operate on other days, as well as trying to keep costs down for the membership.

With the understanding of the site constraints, officers worked with the BMMS representatives to provide access to an alternative site for their social gatherings, including their pool competitions. Officers arranged for a tour of the pool room at the Andy Arnold Senior Citizens Centre, the group elected not to take up this offer. Officers have also encouraged the BMMS to increase operational hours to allow for membership growth.

As part of Seniors Month, Officers also worked with the BMMS to advertise and run two open days, this was designed to attract new members and to grow the membership base.

The BMMS is supported by the Laurels Education and Training, which the group mentioned they are extremely thankful for the support they receive.

PROPOSAL

Council officers will continue to work with BMMS in exploring future site options through the development of any new masterplans. Council Officers have requested that the BMMS create a list of requirements for a future site, this document has been provided and will be utilised to help guide any further planning.

Officers have expressed to the group the importance of continuing to grow membership beyond 40 as well as identifying other groups that may also be able to utilise the space.

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 3.1: Listen, analyse and understand community needs

The proposal of continuing to work with the Bacchus Marsh Men’s Shed, a community group within the Shire, is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

This current proposal does not come with any additional financial implications.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

This group operate powerful machinery and tools. As this group do not operate on Council land the risks associated to council are very limited.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Bacchus Marsh Men’s Shed	Continue to meet with the group, to further support their needs.	Various	Ongoing	Build a relationship and support the group to be successful.

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, General Manager Community Strengthening

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

Author – Travis Kirwood, Manager Community Development and Activation

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

CONCLUSION

Officers will continue to work with the Bacchus Marsh Men's Shed, identifying and supporting their growth and future needs.

13.3 RESPONSE TO NOTICE OF MOTION NO. 314 - REPORT ON HOMELESSNESS IN MOORABOOL SHIRE

Author: Nichole Knight, Health Promotion and Gender Equality Officer

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: 1. Response to NoM Homelessness in Moorabool (under separate cover)

PURPOSE

At the Ordinary Council Meeting on 4 October 2023 a Notice of Motion was passed in relation to homelessness and related services within the Moorabool Shire boundary. The purpose of this Report is to provide responses to information requested.

EXECUTIVE SUMMARY

- At the Ordinary Meeting of Council on 4 October 2023, Council passed a Notice of Motion requesting the Chief Executive Officer prepare a report on homelessness.
- A response to the questions detailed in the background section of this report has been provided as attachment 1.

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr John Keogh

That Council receives the response to the Notice of Motion No. 314 – Report on Homelessness in Moorabool Shire.

CARRIED

BACKGROUND

At the 4 October 2023 Ordinary Council Meeting a Notice of Motion was passed that requested the Chief Executive Officer prepare a report on homelessness that provides the following:

1. Statistical data on those considered homeless (or considered “marginal”) in 2022/23, and projects the expected extent of homelessness in Moorabool Shire into the future e.g. 5 years, 10 years, etc.
2. Socio-economic aspects:
 - a. a demographic profile of people living without a home in Moorabool.
 - b. data about the reasons people are seeking assistance from homelessness services.
 - c. local information about the housing market drivers of homelessness, including rental affordability and availability of social housing.
 - d. local examples of non-housing responses to homelessness.
3. Outlines how MSC can most effectively collaborate with State and Federal governments to reduce the numbers of people living in MSC without a home, and identify what mechanisms are available to Council to reduce homelessness.

4. Information on services and assistance that is available to support those people experiencing homelessness (or at risk of homelessness) with housing, food and other welfare support, and identify how MSC can best support these organisations.
5. Outlines how MSC can ensure that Council Officers are equipped with appropriate knowledge and resources to respond effectively and consistently to reports of homelessness in the Shire.
6. Identify how MSC can enhance community understanding about the causes of homelessness and local support services.
7. Identify how MSC can advocate for the provision of additional social and affordable housing options in Moorabool Shire Council

The attached report provides responses to information requested. The response to the Notice of Motion outlines a range of activities that Council may wish to pursue. Any new or expanded services or initiatives would be submitted to the budget process for Council consideration.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

Strategic Objective 1: Healthy, inclusive and connected neighbourhoods

Priority 3.1: Listen, analyse and understand community needs

The proposal to develop a **Social and Affordable Housing Policy and Framework** is consistent with the Council Plan 2021-2025.

The Moorabool Health and Wellbeing Plan 2021-2025 provides as follows:

Strategic Action: Advocate for increased Emergency and Public Housing for the Moorabool community.

FINANCIAL IMPLICATIONS

The response to the Notice of Motion outlines a range of activities that Council may wish to pursue. Any new or expanded services or initiatives would be submitted to the budget process for Council consideration.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

No risks identified.

COMMUNICATIONS & CONSULTATION STRATEGY

Not applicable.

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

Council will continue to advocate for additional social housing whilst maintaining strong partnerships with support agencies.

13.4 REGIONAL COMMUNITY SPORTS INFRASTRUCTURE FUND GRANT APPLICATIONS

Author: Chloe Beech, Coordinator Sport and Active Recreation

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: Nil

PURPOSE

The purpose of this report is to seek Council approval to submit two grant applications under Sport and Recreation Victoria's (SRV) Regional Community Sports Infrastructure Fund (RCSIF). The two projects identified for submission are:

- Masons Lane Athletics Track Upgrade, requesting \$1 million from the program;
- Planning for Maddingley Park Tennis Pavilion accessibility upgrades, requesting \$40,000 from the program.

EXECUTIVE SUMMARY

Round 2 of the Regional Community Sports Infrastructure Fund recently opened. Officers have identified two suitable projects for Council endorsement:

1. Masons Lane Athletics Track Upgrade
2. Maddingley Park Tennis Pavilion Planning Upgrades Project.

Officers have identified these projects as best meeting the RCSIF Grant Guidelines and are therefore seeking approval to apply for the grant opportunity.

The RCSIF Community Facilities stream offers up to a maximum of \$1 million, per organisation. The Athletics at Masons Lane is a priority project and the track upgrade appears to address the grant guidelines objectives well.

The Planning stream offers up to \$40,000 in funding per organisation, after consideration and months of working with the Bacchus Marash Lawn Tennis Club, officers recommend that this project should be prioritised as part of this grant funding opportunity. Officers are confident that this project aligns to the grant guidelines for this application stream.

Applications opened 28 October 2024 and close 17 March 2025. All applications are required to be supported by a Council resolution approving the application.

Applicants are expected to be notified on grant outcomes by July 2025. If successful, Council will have 24 months to execute the project from the time of signing the funding agreement.

RESOLUTION

Moved: Cr Rod Ward
Seconded: Cr Moira Berry

That Council approves officers to submit two grant applications under the RCSIF program for the following projects:

- 1. Masons Lane Athletics Track Upgrade requesting \$1 million from SRV; and**
- 2. Maddingley Park Tennis Pavilion Planning Upgrades requesting \$40,000 from SRV.**

CARRIED

BACKGROUND

Council officers have identified two projects under the Community Facilities stream and Planning stream for Council approval.

Community Facilities - Masons Lane Athletics Track Upgrade

Site	Council Contribution	State Contribution	Total cost *
Masons Lane Recreation Reserve	\$1,400,000	\$1,000,000	\$2,400,000

*Exact costings to be confirmed once QS report is received

The Masons Lane Athletics Track Upgrade project is identified as a high priority in the adopted master plan and has been identified to fit with the criteria of a legacy project which SRV have mentioned as being desirable for this program. This project will include the upgrade of the existing turf track to a synthetic surface.

Planning - Maddingley Park Tennis Pavilion Upgrades (DDA Compliant) Planning Project

Site	Council Contribution	State Contribution	Total cost
Maddingley Park	\$10,000.00	\$40,000.00	\$50,000.00*

*Quotes for the audits and design work are currently being sought and will be confirmed early 2025

The Tennis Pavilion at Maddingley Park is not wheelchair accessible. Those in wheelchairs seeking to access the building need to be physically lifted into the pavilion which is unsafe and inequitable. There are also no accessible toilets or amenities in the facility.

This project will include development of schematic plans to attract funding for future upgrades of the pavilion to make it accessible and DDA compliant.

PROPOSAL

Officers can have the named projects designed and costed by program closing dates. Criteria responses and supporting documentation can be addressed and obtained in line with deadlines.

If the projects receive approval to be submitted for consideration under the Regional Community Sports Infrastructure Fund, associated tenant clubs and committees will be engaged and

consulted, ensuring there is support for the proposed projects and plans. Amenity impact will be considered.

It is proposed that Council approve two grant applications for the named projects to be submitted under the RCSIF program prior to the 17 March deadline.

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 of approving two RCSIF grant applications to be submitted is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

The RCSIF applications require a financial contribution from Council. The co-contribution requirement is for every \$4 SRV provide, Council is to provide \$1 (4:1).

The Masons Lane Athletics Track project will require Council to contribute \$1.4 million. It is proposed these funds are obtained from the 2025/26 and 2026/27 financial year budgets. The Maddingley Park Tennis Pavilion Planning project requires \$10,000 from Council. It is proposed these funds are obtained from the 2025/26 budget.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial	<ul style="list-style-type: none"> Inadequate funds to deliver or finish projects Cost escalations 	Medium	<ul style="list-style-type: none"> Close supervision on budget QS reports
Displacement of clubs	Timing of delivery of projects will need to be carefully managed to ensure minimal disruption to clubs' sports	Medium	<ul style="list-style-type: none"> Project plan to deliver project at a time that works with clubs' seasons Pre plan for alternative venues for clubs to utilise

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	<ul style="list-style-type: none"> Sports clubs SRV 	Meetings with associated clubs	<ul style="list-style-type: none"> Masons Lane and Maddingley Park Online 	November 2024	Sports clubs supported projects to submit applications

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

General Manager – Leigh McCallum

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

Author – Chloe Beech

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

CONCLUSION

It is recommended that Council approve officers to submit two grant applications for the RCSIF for the following projects:

1. The Masons Lane Athletics Track Upgrade seeking funding support for \$1,000,000, and
2. The Maddingley Park Tennis Pavilion Planning Upgrade seeking funding for \$40,000.

13.5 ADVISORY COMMITTEES OF COUNCIL - REPORTS

Author: Kaylene Bowker, Executive Assistant

Authoriser: Leigh McCallum, General Manager Community Strengthening

- Attachments:**
1. Minutes - Maddingley Park Advisory Committee Meeting - 7 October 2024 (under separate cover)
 2. Minutes - Maddingley Park Advisory Committee Meeting - 2 December 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
Maddingley Park Advisory Committee	Monday 7 October 2024	Cr Rod Ward Cr Moira Berry (sub)
Maddingley Park Advisory Committee	Monday 2 December 2024	Caretaker Period

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr Moira Berry

That Council receive and note the following Advisory Committee Minutes:

1. Maddingley Park Advisory Committee Meeting Minutes for Monday 7 October 2024.
2. Maddingley Park Advisory Committee Meeting Minutes for Monday 2 December 2024.

CARRIED

13.6 REVISED COMMUNITY ASSET COMMITTEE GUIDELINES 2025

Author: Kristian Brudenell, Coordinator Community Development and Engagement

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: 1. **Community Asset Committee Guidelines 2025 (under separate cover)**

PURPOSE

To seek adoption of the updated Community Asset Committee Guidelines, and approval to undertake an Expression of Interest process to determine new committee membership.

EXECUTIVE SUMMARY

- Community Asset Committees (CACs) have been operating since the implementation of the Local Government Act 2020.
- In 2022, Community Asset Committee Guidelines were produced and provided to the Committees to provide more structure for volunteers in the day-to-day operations of CACs.
- Council Officers have sought and received feedback on the draft Guidelines, through a 6-week community engagement process, commencing 19 December 2024 and closing 30 January 2025.
- Council Officers have reviewed and considered all feedback received through the community engagement process and updated the Guidelines as presented.
- As part of adopting the new Guidelines, recruitment of CAC membership can commence. It is proposed that as part of adopting the Guidelines, an Expression of Interest process for the new CAC term is undertaken.

RESOLUTION

Moved: Cr Tom Sullivan

Seconded: Cr Ally Munari

That Council:

1. **Adopts the updated 2025 Community Asset Committee Guidelines.**
2. **Approves Officers to undertake a process to recruit committee members for all Council delegated CACs, as per 4 December 2024 Ordinary Council Meeting item 11.4 Council Appointments to Community Asset Committees.**
3. **Notes that officers will report annually to Council on the Community Asset Committees and operational issues of the guidelines with recommendations for improvements and a review of the guidelines if required.**

CARRIED

BACKGROUND

The appointment of Community Asset Committees (CACs) aligns with each Council Term, with existing Community Asset Committees required to be reviewed for reappointment within six (6) months of the commencement of each new Council term.

The existing CACs have been asked to continue to operate as per the current engagement until a new Committee can be formed in April/May 2025. This provided Council with the opportunity to undertake a review of the Guidelines.

Council approved public exhibition of the updated draft Guidelines at the Ordinary Council Meeting on 4 December 2004.

A community engagement process seeking feedback on the updated draft Guidelines was conducted between 19 December 2024 and 30 January 2025.

Feedback has been reviewed by Council Officers and where applicable, amendments have been made to the Guidelines. This incorporated changes to the Guidelines which are attached to this report and include:

- Revising language for greater clarity and consistency
- Removing or reducing previous requirements
- Consolidating information
- Adding additional content.

Council Officers are continuing to work closely with CACs to address other feedback received not specifically related to the Guidelines.

- Updating supporting Guideline resources and templates
- Seeking further clarification to CAC specific questions
- Upskilling of volunteers
- Development of a new Induction Module for committee volunteers.

PROPOSAL

The updated Community Asset Committee Guidelines are adopted by Council to support the management and operations of CACs throughout their appointed terms and implemented by Council Officers to guide the recruitment of new CAC membership.

As per updated Guidelines, Council will undertake an Expression of Interest process seeking CAC members.

- The process will occur over a 4-week period through March 2025.
- Council's administration will provide details of the selection process to the community as part of the Expression of Interest process.
- Each local community will recommend committee members.
- Council Officers will present a report with recommendations to Council.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

Strategic Objective 1: Healthy, inclusive and connected neighbourhoods

Priority 1.3: Facilitate opportunities for the community to gather and celebrate

The proposal to introduce updated Community Asset Committee Guidelines is consistent with the Council Plan 2021-2025.

FINANCIAL IMPLICATIONS

There are no financial implications with this Report.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

The Community Asset Committee Guidelines have been implemented to support delegated CACs manage Council facilities in safe manner and mitigate risk for community volunteers and participants.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
CACs do not adhere to Guidelines	CACs are not meeting Council and State legislated requirements	Medium	Induction support. Support resources. Annual reporting requirements. Close Officer liaison.
Adequate Committee nominations not received	Unable to establish a delegated committee	Medium	Strong promotion of Expressions of Interest. Council Officer support.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Existing CAC members	Targeted and follow up emails. Phone conversations. In person meetings with committees.	Various	December 2024 and January 2025	CAC members supported to submit feedback.
Consult	Community	Have Your Say platform	Website	19 December 2024 – 30 January 2025	Community provided an opportunity to provide feedback.
Involve	Community	Recruitment process	Each CAC community	March 2025	CAC Committee member Recommendations presented to Council.

Inform	Nominated members	Notification of successful nominations	Various	May	New CAC memberships finalised.
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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 – Leigh McCallum

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

Authors – Travis Kirwood and Kristian Brudenell

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

CONCLUSION

Seeking Council adoption of updated Community Asset Committee Guidelines 2025 to support Council delegated Committee manage community facilities, and approval to proceed with an Expression of Interest process for new committee members seeking community recommendations.

14 CUSTOMER AND CORPORATE SERVICES REPORTS

14.1 DECEMBER 2024 QUARTERLY FINANCIAL REPORT

Author: Aaron Light, Senior Accountant

Authoriser: David Jackson, General Manager Customer and Corporate Services

Attachments: 1. December 2024 Quarterly Financial Report (under separate cover)

PURPOSE

The purpose of this report is to inform Council of the financial performance for the period ending 31 December 2024, in accordance with Section 97 of the *Local Government Act 2020*.

EXECUTIVE SUMMARY

- This Quarterly Report provided in Attachment 1 outlines the year-to-date financial position of Council for the period from 1 July 2024 to 31 December 2024. It also contains a comparison between the adopted budget and the year-end forecast.
- The Income Statement reports the year to date adjusted underlying result is a surplus of \$25.629 million that is \$0.510 million unfavourable when compared to budget. The adjusted underlying result extracts the impact of the non-recurrent capital income items, including one-off capital grants, donated assets from subdivisions and developer contributions.
- The Statement of Capital Works reports year to date expenditure of \$15.778 million that is \$1.618 million less than budget. The variance primarily relates to the timing of contract payments and the deferral of some projects.
- Council's cash balance as at 31 December 2024 is \$15.996 million.
- Council's overall financial position at the end of December 2024 is considered sound and continues to be closely monitored to ensure the achievement of budgeted outcomes.

RESOLUTION

Moved: Cr Tom Sullivan

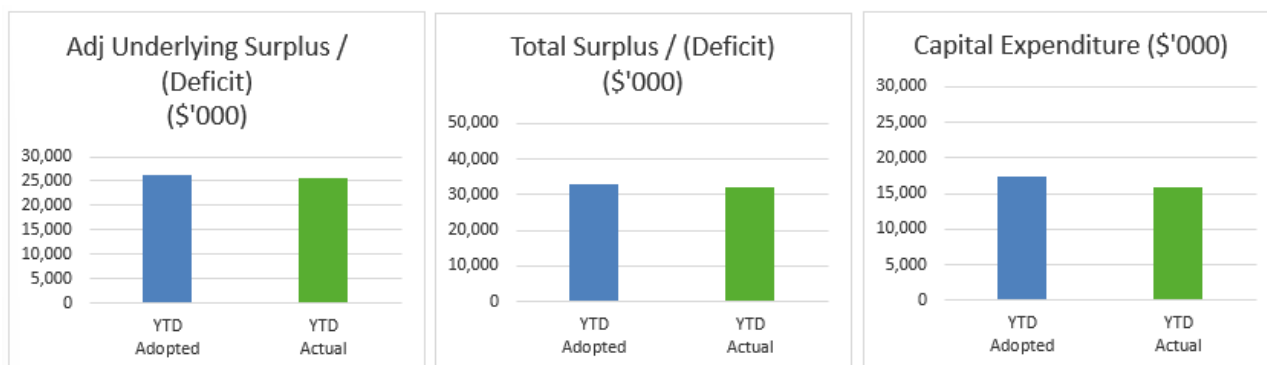
Seconded: Cr John Keogh

That Council receives the Quarterly Financial Report – December 2024, provided as Attachment 1 to this report.

CARRIED

BACKGROUND

The attached Quarterly Financial Report provides an explanation of the Income Statement, Balance Sheet, Cash Flow Statement and Capital Works Statement with the year-to-date actuals compared to the year-to-date budget, with reference to the annual budget. It also contains a comparison of the adopted budget and the year-end forecast.



	Year to Date				Annual			
	YTD Adopted \$'000	YTD Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Operating Income	59,193	58,768	(425)	-1%	66,125	67,592	1,467	2%
Operating Expenses	33,054	33,138	(84)	0%	67,668	69,598	(1,930)	-3%
Adj Underlying Surplus / (Deficit)	26,139	25,629	(510)	-2%	(1,543)	(2,006)	(463)	30%
Capital/Non-Recurrent income	6,817	6,497	320	5%	11,595	27,209	(15,614)	-135%
Total Surplus / (Deficit)	32,957	32,126	(831)	-3%	10,051	25,203	15,152	151%
Capital Expenditure	17,396	15,778	(1,618)	-9%	46,485	38,585	(7,900)	-17%

Income Statement

The main changes within the Income Statement are as follows:

- Year to Date Operating Income - \$0.425 million unfavourable
 - Unfavourable in “Rates and charges” (\$0.175m). This is mainly due to an expected reduction in Supplementary Rates.
- Year to Date Operating Expenses - \$0.084 million unfavourable
 - Unfavourable in “Employee costs” (\$0.162m). This is due to an increase in Leave Provisions. This is expected to remain on budget at year end.

The main forecast adjustments relate to the impact of grant funded projects being carried over from previous financial years.

Balance Sheet and Cashflow Statement

The Balance Sheet reflects Council’s financial position as at 31 December 2024 and is prepared in accordance with the Australia Accounting Standards. The Cashflow Statement captures Council’s cash movement for the period.

Council is showing a cash position of \$15.996 million, which is \$0.085 million less than the same time last year.

At the end of December, Council’s Balance Sheet continues to show a strong net position. This is represented by \$921.865 million of assets which is largely made up of Council Property, Infrastructure, Plant and Equipment. Council’s total liabilities are \$56.587 million, which results in net assets of \$865.278 million.

Capital Improvement Program (CIP)

Total capital expenditure at the end of December 2024 is \$15.778 million, which is \$1.618 million less than the year-to-date budget. This is mainly due to timing variances with contract payments.

There are also a number of projects that will be incomplete at year end and will be carried over to next financial year. These include Bacchus Marsh Racecourse & Recreation Reserve Pavilion, Ballan Library, and Woolpack Road Bridge.

PROPOSAL

That Council receives the Quarterly Report – December 2024.

COUNCIL PLAN

The Council Plan 2021 - 2025 provides as follows:

Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities
Priority 3.4: Measure performance, communicate our results and continue to improve our services every day

The proposal to adopt the Quarterly Report – December 2024 is consistent with the Council Plan 2021 - 2025.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

There are no identified risks associated with this process.

COMMUNICATIONS & CONSULTATION STRATEGY

To Council, through the Ordinary Meeting of Council on 5 March 2025 and to the Audit and Risk Advisory Committee meeting on 19 February 2025.

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.

Management and Capital Accountant – Aaron Light

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

CONCLUSION

That Council's overall financial position at the end of December 2024 is considered sound and Council notes the December Quarterly Report.

15 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS**15.1 CAPITAL IMPROVEMENT PROGRAM - QUARTERLY REPORT DECEMBER 2024**

Author: Ewen Nevett, Manager Engineering Services

Authoriser: Phil Jeffrey, General Manager Community Assets & Infrastructure

Attachments: 1. Individual Project Status Report (under separate cover)

PURPOSE

To provide Council with an overview of the progress of Council's 2024-2025 Capital Improvement Program to 31 December 2024.

EXECUTIVE SUMMARY

The 2024-2025 Capital Improvement Program (CIP) consists of 60 projects reported to Council with the delivery principally managed by two Services Units, Engineering Services (33 projects) and Major Projects (21 projects). Six projects are managed by other Service Units.

Delivery of the 2024-2025 CIP is on schedule with 35.0% of projects already completed and a further 51.7% of the projects either underway, soon to commence, or soon to be awarded.

RESOLUTION

Moved: Cr Ally Munari

Seconded: Cr Moira Berry

That Council resolves to receive the Capital Improvement Program Quarterly Report to 31 December 2024.

CARRIED

BACKGROUND

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

PROPOSAL

This quarterly report provides Council with an overview of the progress of Council's 2024-2025 Capital Improvement Program to 31 December 2024.

Implementation of the 2024/2025 Capital Improvement Program

The 2024-2025 CIP currently consists of 60 projects reported to Council. This number may be adjusted throughout the year as other projects become active. One project (Carberry Drive Reserve Hopetoun Park) has already been added via a specific grant, totalling \$50,000, while an additional \$303,000 in Grant funding has been received for Projects already included in the adopted 2024-2025 Budget.

The list incorporates projects from various sources including, but not limited to, the following:

- Projects carried forward from 2023-2024 program,

- 2024-2025 Council funded projects,
- Grant funded projects.

The Community Assets & Infrastructure Directorate nominates 6 (six) key stages of the project delivery process and will report with reference to these stages in regard to the overall program status.

The table below summarises the overall program status at 31 December 2024.

CIP Program Delivery Stage	Actual as of 31 December 2024				
	No. of Projects				%
	Capital Works	Major Projects	Other	Total	
Not Commenced - inactive/“On Hold”	2	1	1	4	6.6
Not Commenced	0	1	1	2	3.3
Documentation/Design Preparation	0	1	1	2	3.3
Tender/Quote Stage	5	0	2	7	11.7
Project Awarded – Waiting Commencement	6	4	1	11	18.3
In Progress/Under Construction	7	6	0	13	21.7
Complete	13	8	0	21	35.0
TOTAL	33	21	6	60	100

The attached report details the proposed timeframe and progress of each individual project. In addition, the report also provides comments in relation to each project and its status.

As at 31 December 2024, expenditure is \$14.42M from a current budget of \$43.37M with an anticipated carry forward from multi-year projects and projects “On Hold” of \$10.64M. The final outcome will be dependent on the physical progress of projects and any impacts from unforeseen events.

The current inactive/ “On-Hold” projects are:

Project Name	Project Description	Comment
Werribee Vale Road Pump Station	Upgrade irrigation supply servicing Bacchus Marsh Racecourse Recreation Reserve	On hold – subject to advice from Southern Rural Water
Connor Court Drainage	Drainage Renewal associated with Melbourne Water drainage improvement	Activation is subject to further action and direction from Melbourne Water
Woolpack Road Bridge	Replacement of existing	Activation is subject to successful

(Parwan Ck)	Parwan Creek Bridge	grant funding application
Lyndhurst Street Footpath	Construction of the new footpath	Procurement suspended subject to the outcome of a grant application to construct a shared path in Gordon which would incorporate this section of proposed footpath.

Program Status

Capital Works Projects

At this stage of the financial year the program is on schedule for completion by 30 June 2025.

At the end of December all projects are either complete (39%) or underway (55%) with only two (6%) on hold (Lyndhurst Street and Woolpack Road Bridge).

One Capital Works project is behind the original scheduled delivery timeframes. Bald Hill / 1000+ Steps - Stage 3 (Summit) has been delayed from original timeframes due to Cultural Heritage Management Plan finalisation of which triggered design amendments.

All projects currently behind are still programmed to be completed this financial year.

Major Projects

Major Projects is responsible for the delivery of buildings and open space projects. Given the timeframe to deliver major projects, the projects being delivered this year are a mixture of projects finishing this year and over the next two financial years.

This year will see the continued construction of the new Ballan Library (currently on schedule for completion in October 2025), completion of upgrades to the Dunnstown Recreation Reserve Pavilion, completion of Navigators Community Hub and delivery of numerous open space upgrades in Bacchus Marsh and Ballan. The pavilion at Bacchus Marsh Racecourse Recreation Reserve is currently in the design phase and on track to be tendered prior to June 2025. Federation Park has been procured however due to Cultural Heritage approvals, construction may be delayed slightly and continue beyond June 2025.

In total there are 21 projects, with 9% projects on hold, 5% (1) project yet to commence, 33% of projects in the design phase, 43% of project in construction and 10% of projects completed.

COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

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

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

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

FINANCIAL IMPLICATIONS

Reporting of the Capital Improvement Program has been resourced as part of Council’s budget. At 31 December 2024, the program is forecast to be within 1% of budget, with just 18.3% of projects still to be fully procured (excluding “On Hold” projects). The program is continuously monitored to identify areas for savings to maintain the expenditure within the budget parameters.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

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

COMMUNICATIONS & CONSULTATION STRATEGY

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

- Infrastructure update on active projects Weekly
- Update on major projects Monthly
- Moorabool Matters Quarterly
- Moorabool News As required
- Report to Council Quarterly

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

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

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

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

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

General Manager – Phil Jeffrey

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

Author – Ewen Nevett

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

CONCLUSION

This report provides a summary of the progress of the Capital Improvement Program for the second quarter of the 2024-2025 period for the information of Councillors.

16 OTHER REPORTS

Nil

17 NOTICES OF MOTION

Cr Berry declared a conflict of interest in relation to Item 17.1 and left the Chamber at 6.26pm.

17.1 NOTICE OF MOTION NO. 323 - NEED FOR ADDITIONAL STATE SECONDARY SCHOOL/S IN THE GREATER BACCHUS MARSH AREA

Attachments: Nil

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

RESOLUTION

Moved: Cr Rod Ward

Seconded: Cr Ally Munari

That:

- 1. Council write to the Victorian Government asking the State Government to recognise the growing and increasingly critical need for a second public secondary school in the greater Bacchus Marsh area (e.g. Darley, Coimadai, Maddingley, etc.).**
- 2. Council calls on the State Government to conduct a feasibility study and thorough business case for this second public secondary school in the greater Bacchus Marsh area during the 2025/2026 financial year.**
- 3. Further, if supported by the feasibility study and business case, that the State Government begin the process of planning for the required second State secondary school to be built as a matter of urgency.**
- 4. That this feasibility study also consider the likely future need for the provision of a public secondary school in Ballan in the future.**
- 5. The letter be sent to:**
 - (a) Premier of Victoria, the Hon Jacinta Allan MP**
 - (b) Minister for Education, the Hon Ben Carroll MP**
 - (c) Minister for Regional Development, the Hon Jaclyn Symes MP**
 - (d) Member for Eureka, Michaela Settle MP**
 - (e) Member for Melton, Stephen McGhie MP**
- 6. Council extend an invitation to the Minister for Education, the Hon Ben Carroll MP, Michaela Settle MP and Stephen McGhie MP to meet with representatives of Moorabool Shire Council to discuss this matter further, and whilst doing so to enjoy a tour of the Bacchus Marsh College.**

CARRIED

RATIONALE

On 10 December 2024 Infrastructure Victoria released a report titled *“Learning for life: preparing kindergarten, school and TAFE infrastructure for the future”* that projected that Victoria will need around 900 new kindergartens, up to 60 new government schools and 20% more teaching space for TAFE over the next decade to give more Victorians access to education and training as the state grows. Private and not-for-profit providers will meet some but not all of this demand.

The intention of this Notice of Motion is to put the educational needs for Moorabool Shire Council residents in a pre-eminent position, as it is to be expected it will be a very competitive period over the next decade as all Councils compete for the funding available to meet the above needs.

The Infrastructure Victoria Report listed above was prepared by CIE (Centre for International Economics) and released on 14 August 2024. The CIE was commissioned to provide estimates of the number and cost of Victorian government-operated primary and secondary schools by ABS statistical area for Infrastructure Victoria in 2036 and 2056. In short, the report looked at a range of scenarios that tested different responses to accommodate growth. These responses vary from making existing school sites work “more intensively”, to having new school sites handle larger school sizes, as well as a hybrid approach. This was identified as being particularly relevant for areas where land availability is limited, or acquisition costs are high.

To add a degree of complexity for Council, within this report the needs of Moorabool Shire Council were separated into differing Functional Urban Areas (FUA) based on ABS statistical area (ABSSA) classifications. This will make it even more challenging for Council to advocate for and represent the needs of all residents across Council, noting the differing growth projections of Bacchus Marsh when compared to Ballan and others of the Shire, and the many competing LGA’s within each FUA and ABSSA.

For clarity, the following observation is highlighted:

Town/Area	Functional Urban Area	ABS Statistical Area
Bacchus Marsh	Melbourne New Growth Area	Growth Area West
Ballan (and rest of Shire)	Rest of Regional Victoria	Central Highlands

GREATER BACCUS MARSH

In 2023 the ABS estimated the population of Moorabool Shire Council as 39,092, noting that in 2006 the population was approx. 25,000. It is forecast that the population of MSC will grow to 65,693 by 2041, which is growth of approximately 60% between 2023 and 2041.

Population Analysis

An analysis of the population of the township of Bacchus Marsh (incorporating the suburbs of Darley & Maddingley) reveals that:

- In 2023 the ABS estimated the population of Bacchus Marsh as 24,530.
- In 2031 this population is expected to reach 34,496 (41% growth)
- In 2041 this population is expected to reach 46,881 (191% growth since 2023)

Population of Residents aged 12 – 18yo

A further analysis of the population of the township of Bacchus Marsh (incorporating the suburbs of Darley & Maddingley) for residents aged between 12 – 18 years of age reveals that:

- In 2021 the ABS estimated the population in Bacchus Marsh for those aged between 12-18 was 2,172.
- In 2041 the population in Bacchus Marsh for those aged between 12-18 is expected to reach 4,443 (104% growth).

Primary School Overview

There are currently five primary schools within Bacchus Marsh, plus a primary school campus within Bacchus Marsh Grammar, and their student numbers are:

- Bacchus Marsh PS: 899 students
- Darley PS: 633 students
- St Bernards PS: 292 students
- Pentland PS: 265 students
- Coimadai PS: 61 students
- Bacchus Marsh Grammar: 1,419 students

This is a total of primary students in Bacchus Marsh of 3,569.

If population growth is expected to increase by 191% by 2041 this will see the number of primary students increase to 6,816.

Secondary School "State of Play"

Despite the above growth the town of Bacchus Marsh still has only one State secondary college (Bacchus Marsh College which opened in 1912) and a second private college (Bacchus Marsh Grammar) which opened in 1988, and their student numbers are:

- Bacchus Marsh College: 850 students
- Bacchus Marsh Grammar (Secondary): 1,145 students

This is a total of secondary school students in Bacchus Marsh of 1,995. If population growth is expected to increase by 191% by 2041 this will see the number of primary school students to 3,810.

In 1991, recognising the rapid growth in greater Bacchus Marsh, the then State Government began construction and opened a Darley campus of the Bacchus Marsh College in in 1991. For reasons still difficult to comprehend, the Darley campus was closed at the end of 2008.

It is also noted that there are no future secondary schools for Bacchus Marsh planned on the Victorian School Building Authority website. Refer the following:

<https://www.schoolbuildings.vic.gov.au/new-schools>

The current two secondary offerings of Bacchus Marsh College and Bacchus Marsh Grammar are under stress, with a significant number of students forced to travel to Melton, Ballarat or elsewhere for secondary schooling.

Secondary School Students Leaving Bacchus Marsh

With the Bacchus Marsh College and Bacchus Marsh Grammar Secondary schools under stress and parents lacking alternatives, a significant number of students forced to travel to Melton, Ballarat or elsewhere for secondary schooling.

There are currently ten buses (each of 40+ students) departing Bacchus Marsh daily for trips between 45 minutes to 75mins each way to take students to secondary schools in Ballarat and Melton.

Most children on these buses are required to leave home between 7.00am – 7.30am and will not get home until after 4.30pm.

This is over 400 students who are forced to travel on a daily basis by bus to secondary schools in Melton and Ballarat alone. I suspect the total figure is far higher, as it does not account for those students who transport via train, who may car pool, etc. or attend a school outside of Melton or Ballarat.

Of further concern to Council is the capability of secondary schools in Melton having the capacity to accept Bacchus Marsh students.

In the suburbs of Melton that are closest to Moorabool/Bacchus Marsh (Melton, Brookfield, Melton West, Harkness, Kurunjang, Cobblebank), their combined population in 2023 is 64,706 which is nearly one third of Melton's 2023 total population of 206,070.

It is understood that enrolments from outside school zones is depended on school capacity, so with Melton's population expected to reach 470,596 by 2041 will the current secondary schools in Melton (plus the planned new school coming online at Cobblebank) have the capacity to accept the additional increased need and rapidly growing demand from both Melton's and Bacchus Marsh's fast-growing population?

This further justifies the need for a second state secondary college in Bacchus Marsh, and highlights the need for the feasibility study and business case, and provisional planning undertaken as a matter of urgency.

BALLAN

As part of the requested feasibility study and business case, it is recommended that provisional planning be undertaken to identify the possible future need for a Secondary College in Ballan.

Population Analysis

An analysis of the population of the township of Ballan reveals that:

- In 2023 the ABS estimated the population of Ballan as 2,740.
- In 2031 this population is expected to reach 4,229 (54% growth).
- In 2041 this population is expected to reach 6,714 (245% growth since 2023).

Despite this growth the town of Ballan still does not have a secondary college and just two primary schools with a combined total of 326 students – Ballan PS (opened 1855 – 221 students) and St Brigid's Primary School (opened 1964 – 105 students).

If population growth is to increase as expected by 191% by 2041 this will see the number of primary school students increase to 798.

With no secondary schools in Ballan there are currently four buses (each of 40+ students) departing Ballan daily for trips between 30 minutes to 60mins each way to take students to secondary schools in Bacchus Marsh and Daylesford.

Should a second state secondary college in greater Bacchus Marsh not be established, there are concerns over the capability of the secondary schools in Bacchus Marsh having the future capacity to accept Ballan students, noting the expected future growth of greater Bacchus Marsh and Ballan.

This further underlines the importance of second state secondary college in greater Bacchus Marsh and a possible future secondary college in Ballan.

For all of the reasons outlined above I think it is necessary for the Moorabool Shire Council to represent the immediate and future educational needs of our residents to ensure that the State Government give urgent consideration to the establishment of a second state secondary college in greater Bacchus Marsh in the near future, and commence planning for the future provision of a state secondary college in Ballan.

I commend this Notice of Motion to Council.

Cr Berry returned to the meeting at 6.28pm.

17.2 NOTICE OF MOTION NO. 324 - TURF WICKET AT MADDINGLEY PARK**Attachments: Nil**

I, Councillor Steve Venditti-Taylor, give notice that at the next Ordinary Meeting of Council to be held on 5 March 2025, I intend to move the following motion:

RESOLUTION**Moved: Cr Steven Venditti-Taylor****Seconded: Cr Jarrod Bingham**

That Council Officers prepare a report on the costs to install a turf wicket at Maddingley Park and engage with the users to understand the needs of the different groups that utilise the park.

CARRIED

RATIONALE

The current adopted Maddingley Park Masterplan does not include the installation of a turf wicket. Representatives from the Bacchus Marsh Cricket Club and Bacchus Marsh Football & Netball Club have written to me asking Council to consider installing a turf wicket at Maddingley Park.

Suggested benefits include increased participation in the sport, enhanced player development and an increase in player retention.

I commend this Notice of Motion to Council.

18 NOTICES OF RESCISSION

Nil

19 MAYOR’S & COUNCILLORS REPORTS

19.1 MAYOR'S REPORT

Author: Dianne Elshaug, Co-ordinator CEOs Office

Authoriser: Derek Madden, Chief Executive Officer

Attachments: Nil

PURPOSE

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

EXECUTIVE SUMMARY

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

RESOLUTION

Moved: Cr Jarrod Bingham

Seconded: Cr Sheila Freeman

That Council receives the Mayor’s Report.

CARRIED

Cr Paul Tatchell – Mayor’s Report	
<i>Date: 5 March 2025</i>	
6 February	<ul style="list-style-type: none"> Westpac Regional & Agribusiness Regional Breakfast Forum, Ballarat
9 February	<ul style="list-style-type: none"> The Australian Ex-Prisoners of War Memorial 21st Anniversary Service, Ballarat
11 February	<ul style="list-style-type: none"> Municipal Emergency Management Planning Committee (MEMPC)
12 February	<ul style="list-style-type: none"> Councillor Briefings: Overview of the 2025/26 Budget and Long Term Financial Plan; CIP Quarterly Report (to 31 December 2024); Regional Community Sports Infrastructure Fund 2025; Planning Scheme Amendment C85 - West Moorabool Heritage Study Stage 2A; Moorabool Heritage Advisory Committee - Appointing a New Committee; Review DAC Agenda
15 February	<ul style="list-style-type: none"> Council Plan Workshop
19 February	<ul style="list-style-type: none"> Councillor Briefings: Draft 2025/26 CIP Program; Review of the OMC Agenda Development Assessment Committee
21 February	<ul style="list-style-type: none"> Grampians 2025 and Beyond: A State of the Region Forum, Ararat
26 February	<ul style="list-style-type: none"> Councillor Briefings – 2025/26 Annual Budget; Response to NoM No. 316: Need for Increased Capacity of Bacchus Marsh Men’s Shed; Response to

	<p>NoM No. 314: Report on Homelessness in Moorabool Shire; Revised Community Asset Committee Guideline 2025; Investment and Attraction Strategy, Plan and Prospectus Research and Key Findings; Western Renewables Link Update; Confidential Bacchus Marsh Aerodrome Governance Options; Advocacy Projects</p>
<p>5 March</p>	<ul style="list-style-type: none"> • Moorabool Growth Management Committee Meeting • Ordinary Meeting of Council • Festival of Small Halls Autumn Tour 2025: Port Fairy Folk Festival to Regional Victoria

19.2 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.

RESOLUTION

Moved: Cr Jarrod Bingham
Seconded: Cr Rod Ward

That Council receives the Councillors Reports.

CARRIED

Cr Tom Sullivan

Cr Sullivan noted the passing of Pat (Patrick) Shanahan. The funeral was held on 25 February 2025 at Our Lady Help of Christians Catholic Church .

Cr John Keogh

28 January	<ul style="list-style-type: none"> Bacchus Marsh U3A Meet and Greet
24 February	<ul style="list-style-type: none"> Bacchus Marsh Platypus Alliance Committee Meeting
25 February	<ul style="list-style-type: none"> Blacksmiths Cottage and Forge Committee Meeting
4 March	<ul style="list-style-type: none"> Tour of the Border Inn

Cr Steve Venditti-Taylor

2 March	<ul style="list-style-type: none"> Bacchus Marsh Platypus Society clean up Australia Day near Werribee River
22 February	<ul style="list-style-type: none"> Bacchus Marsh Cricket Club 50th Anniversary
<p>Condolences to Cr Tatchell on the passing of his sister.</p>	

Cr Ally Munari	
1 March	<ul style="list-style-type: none"> Coffee with a Councillor session in Ballan
14 March	<ul style="list-style-type: none"> Tourism Midwest Victoria session in Ballarat Fed Uni
Happy 100 th Birthday to Betty Tolhurst from Gordon.	

Cr Sheila Freeman	
12 February	<ul style="list-style-type: none"> Coffee with a Councillor
17 February	<ul style="list-style-type: none"> Moorabool Health and Wellbeing Advisory Committee Meeting
Neighbourhood Watch is coming to Bacchus Marsh, Maddingley and Darley. The first meeting will be held at the Bacchus Marsh RSL Club on 13 March.	

Cr Moira Berry	
15 March	<ul style="list-style-type: none"> Coffee with a Councillor in the Village Shopping Centre
7 February	<ul style="list-style-type: none"> Peri Urban Councils Victoria Meeting
2 March	<ul style="list-style-type: none"> Bacchus Marsh Platypus Society clean up Australia Day near Werribee River

Cr Jarrod Bingham	
19 February	<ul style="list-style-type: none"> Tour of the new Ballan Library
15 March	<ul style="list-style-type: none"> Coffee with a Councillor in the Village Shopping Centre

Cr Rod Ward	
15 March	<ul style="list-style-type: none"> Coffee with a Councillor in the Village Shopping Centre
Congratulations to Pippa Morris on being appointed to the Victorians Veterans Council.	
Congratulation to the Bacchus Marsh Cricket Club 50th Anniversary.	
Cr Ward and Cr Sullivan noted the passing of Bacchus Marsh resident David Still.	

20 URGENT BUSINESS

Cr Freeman raised an item of urgent business in relation to reduction of staff at Bacchus Marsh Urgent Care.

20.1 REDUCTION OF STAFF AT BACCHUS MARSH URGENT CARE

RESOLUTION

Moved: Cr Sheila Freeman

Seconded: Cr Steven Venditti-Taylor

That Council admit the item of urgent business in relation to reduction of staff at Bacchus Marsh Urgent Care.

CARRIED

PREAMBLE

Bacchus Marsh Urgent Care plays a critical role in ensuring the well-being of our community members, especially in light of growing health challenges. The current proposal by Western Health to reduce hospital staff by 1.4 EFT will lead to significant negative and unsafe consequences for patient care, safety and overall hospital operations.

Bacchus Marsh Hospital was transferred to Western Health in June 2021 and a commitment was given that no job losses will occur:

In a joint statement released in March 2021, the health services committed to no reductions in overall health staffing numbers and no losses to frontline clinical staff.

They also stated that:

- *Bacchus Marsh and Melton Regional Hospital will continue to operate as a community-based hospital.*
- *Grant Lodge residential aged care at Bacchus Marsh will be retained.*
- *Clients and patients will continue to have choice as to where they access care*

We understand that Bacchus Marsh Urgent care has had >15,000 presentations per annum and are currently understaffed, the current ratio is 1:4.

By understaffing BMUC this will increase stress on remaining healthcare workers leading to burnout, decreased morale and potentially compromised and unsafe patient outcomes.

The Safe Patient Care (Nurse to Patient and Midwife to Patient Ratios) Act 2015 (anmfvic.asn.au) states:

(5) the operator of a hospital, the emergency department of which has had more than 7000 annual presentations (other than a hospital specified in Schedule 3), must staff the ward that is the emergency department as follows on all shifts:

- (a) one nurse for every 3 beds; and*
- (b) one nurse in charge; and*
- (c) in the case of an emergency department that had a regularly rostered triage nurse on one or more shifts immediately before the commencement of this section, on triage.*

- Urgent Cares are placed under Emergency Departments in the Safer Care Act.
- Nursing Ration is calculated per treatment beds.
- Nursing numbers are 1:3 where there are >7000 presentations per annum.
- For each shift the ratio is:
 - One Nurse in Charge
 - One Nurse in Triage
 - One Nurse for every 3 beds (treatment area)

Hospital staff play an essential role in providing quality care, and adequate staffing is critical to maintain a high standard of healthcare.

Bacchus Marsh Urgent Care is facing increased demand for services, especially with a growing and aging population, and it is crucial to maintain sufficient staffing to meet these demands.

It is anticipated presentations will continue to increase as there is an ongoing shortage of GP services in Bacchus Marsh.

The reduction of hospital staff undermines the trust and confidence the community places in our local healthcare facilities.

Impact of staffing levels on safe and Effective Patient Care:

1. Each additional patient per nurse was associated with the patient having to stay longer in hospital, as well as being: 12% more likely to die in hospital; 7% more likely to die after 60 days; 7% more likely to be readmitted after 60 days.
2. Decreasing the workload of a nurse by one patient led to 7% fewer patients returning to hospital within a week, 30-day mortality rates decreased by 7% and patients left hospital 3% faster. Financially, it was estimated that the cost of hiring the 167 nurses needed to reduce the workload by one patient per nurse would cost \$33 m (AUD) over two years, but there would be savings of \$68m (AUD) due to the reduced admissions and shorter hospital stays (McHugh et al., 2021).
3. For every additional patient a registered nurse was caring for, the odds of a patient dying within 30 days of admission increased by 7%, and for every 10% increase in the percent of missed care by registered nurses, the chance of a patient dying within 30 days of admission increased by 16%. <https://psnet.ahrq.gov/primer/nursing-and-patient-safety>

RESOLUTION**Moved: Cr Sheila Freeman****Seconded: Cr Steven Venditti-Taylor**

- 1. Council writes to Western Health to continue delivering safe patient care at Bacchus Marsh Urgent Care and be in line with the Safe Care Act, the current nursing ratios remain unchanged to accommodate increasing patient presentations.**
- 2. This letter be sent to:**
 - (a) Western Health – Ms Patriece Selly, Divisional Director - Emergency Medicine & Intensive Care Services**
 - (b) Western Health – Mr Jason Plant, Chief Operating Officer**
 - (c) Western Health – Ms Jo Mapes, Executive Director Nursing and Midwifery**
 - (d) Premier of Victoria, the Hon Jacinta Allan MP**
 - (e) Member for Eureka, Michaela Settle MP**
 - (f) Member for Melton, Stephen McGhie MP**
 - (g) Minister for Health Mary-Anne Thomas MP**
- 3. Council extends an invitation to Western Health and the Minister for Health, the Hon Mary-Anne Thomas MP to meet with representatives of Moorabool Shire Council to discuss this urgent matter further.**

CARRIED

RESOLUTION

Moved: Cr Tom Sullivan

Seconded: Cr Rod Ward

That Council adjourn for a five-minute break.

CARRIED

The meeting adjourned for a five minute break at 7.07pm.

RESOLUTION

Moved: Cr Tom Sullivan

Seconded: Cr Rod Ward

That Council resume the meeting.

CARRIED

The meeting resumed at 7.12pm.

21 CLOSED SESSION OF THE MEETING TO THE PUBLIC**RESOLUTION**

Moved: Cr Rod Ward

Seconded: Cr Ally Munari

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*:

21.1 Bacchus Marsh Aerodrome Governance Options

This matter is considered to be confidential under Section 3(1) - a, c and e 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 Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, land use planning information, being information that if prematurely released is likely to encourage speculation in land values and legal privileged information, being information to which legal professional privilege or client legal privilege applies.

CARRIED

22 MEETING CLOSURE

The Meeting closed at 7.13pm.

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CHAIRPERSON