

MINUTES of the Ordinary Meeting of the Horsham Rural City Council held in the Municipal Chamber, Civic Centre, Horsham at 5.30pm on 16 December 2019.

Order of Business

PRESENT

Cr Mark Radford, Mayor, Cr Pam Clarke, Cr David Grimble, Cr Alethea Gulvin, Cr Josh Koenig, Cr Les Power, Cr John Robinson

ALSO IN ATTENDANCE

Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; John Martin, Director Infrastructure Services; Angela Murply, Director Development Services; Kevin O'Brien, Director Community Wellbeing; Sue Frankham, Governance Officer; Diana McDonald, Co-ordinator Governance.

| | | | |
|---------------|----------------|-----------------|-------------------|
| Heather Klemm | David Bowe | Kathy Dumesny | Neville McIntyre |
| Noel Hopper | Andrew Kelso | Jenny Clarke | Rodney Clarke |
| Kylie Moore | Cheryle Linke | Bev Bell | Robert Wilson |
| Rebekah Lowe | Alex Darling | Owen Hughan | Brian Basham |
| Sue Exell | Lawrence Hogan | Greer Dellar | Kevin Dellar |
| Emily Moore | Di Bell | Mandy Kirsopp | Jillian Taylor |
| Jenny Grimble | Dianna Blake | Jessica Grimble | Carolynne Hamdorf |

1. PRAYER

Chairman, Cr Mark Radford recited the following pledge on behalf of all Councillors:

Almighty God, we pledge ourselves to work in harmony for, the social, cultural and economic well-being of our Rural City. Help us to be wise in our deliberations and fair in our actions, so that prosperity and happiness shall be the lot of our people. AMEN

2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT

Chairman, Cr Mark Radford read the following Acknowledgement of Country Statement:

The Horsham Rural City Council acknowledges the five Traditional Owner groups of this land; the Wotjobaluk, Wergaia, Jupagalk, Jaadwa and Jadawadjali people. We recognise the important and ongoing place that all Indigenous people hold in our community.

We pay our respects to the Elders, both past and present, and commit to working together in the spirit of mutual understanding and respect for the benefit of the broader community and future generations.

3. OPENING AND WELCOME

Chairman, Cr Mark Radford formally welcomed those in attendance to the meeting. The Mayor advised the public that the Council meeting will be recorded to maintain an audio archive.

4. APOLOGIES

Nil

5. LEAVE OF ABSENCE REQUESTS

Nil

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Ordinary Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 25 November 2019 and the Special Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 9 December 2019 be adopted.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Alethea Gulvin

That the minutes emanating from the Ordinary Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 25 November 2019 and the Special Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 9 December 2019 be adopted.

CARRIED

7. CONFLICTS OF INTEREST

Cr John Robinson declared a conflict of interest, Section 78B Indirect Interest by Close Association because of conflicting duties of the *Local Government Act 1989* for agenda item 9.2 Community Halls Committee of Management Annual Meeting. The nature of the interest being that Cr Robinson's wife is a member of the Taylors Lake Hall Committee. Cr Robinson left the meeting at 5.45pm and returned at 5.53pm. Cr Robinson was absent while the matter was being discussed and considered.

Cr Alethea Gulvin declared a conflict of interest, Section 77B Direct Interest of the *Local Government Act 1989* for agenda item 9.1 Open Space Strategy. Cr Gulvin left the meeting at 5.41pm and returned at 5.44pm. Cr Gulvin was absent while the matter was being discussed and considered.

Cr David Grimble declared a conflict of interest, Section 78B Indirect Interest by Close Association of the *Local Government Act 1989* for agenda item 9.7 Councillor Media Policy. Cr Grimble's daughter is Editor of the Wimmera Mail-Times, Ararat Advertiser and Stawell Times News. Cr Grimble left the meeting at 6.35pm and returned at 6.36pm. Cr Grimble was absent while the matter was being discussed and considered.

8. PUBLIC QUESTION TIME

SUSPEND STANDING ORDERS

MOVED Cr Les Power , Seconded Cr Josh Koenig

That the Council meeting be suspended for public question time.

CARRIED

The Council meeting was suspended at 5.34pm for Public Question Time.

RESUME STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Les Power

That the Council meeting resume.

CARRIED

The Council meeting resumed at 5.41pm.

9. OFFICERS REPORTS

9.1 HORSHAM RURAL CITY COUNCIL OPEN SPACE STRATEGY

Cr Alethea Gulvin left the meeting at 5.41pm.

| | | | |
|------------------------|------------------------------|---------------------|---------------------|
| Author's Name: | Kevin O'Brien | Director: | Kevin O'Brien |
| Author's Title: | Director Community Wellbeing | Directorate: | Community Wellbeing |
| Department: | Arts, Culture and Recreation | File Number: | F27/A11/000007 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Horsham Rural City Council Open Space Strategy – Final Report (**Appendix “9.1A”**)

Purpose

To note proposed changes to the Draft Horsham Rural City Council (HRCC) Open Space Strategy and adopt the updated HRCC Open Space Strategy as presented.

Summary

- At its Ordinary Meeting on 25 November 2019, Council resolved to defer the HRCC Council Open Space Strategy to a further meeting, and after Council has considered a report in relation to the Jenkinson Avenue and McBryde Street site.
- The draft HRCC Open Space Strategy has been amended to reflect the Council resolution in relation to the proposed feasibility study for an indoor/outdoor sports facility, which will consider the Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Recommendation

That Council:

1. Note the changes made to the Draft Horsham Rural City Council Open Space Strategy as a result of the Council decision to conduct a feasibility study of a regional indoor/outdoor sporting facility which independently considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).
2. Adopt the Horsham Rural City Council Open Space Strategy (**Appendix “9.1A”**).

Council Resolution

MOVED Cr David Grimble, Seconded Cr Pam Clarke

That Council:

1. Note the changes made to the Draft Horsham Rural City Council Open Space Strategy as a result of the Council decision to conduct a feasibility study of a regional indoor/outdoor sporting facility which independently considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).
2. Adopt the Horsham Rural City Council Open Space Strategy (**Appendix “9.1A”**).

CARRIED

Cr Alethea Gulvin returned to the meeting at 5.44pm.

REPORT

Background

The HRCC Open Space Strategy was developed by external consultants, Sport Business Partners (SBP) throughout 2019. The purpose of the strategy was to provide Council with strategic directions to determine priorities for the planning, provision and development of open space across the municipality. Council has not previously had an Open Space Strategy.

Following the most recent public comment period involving community, stakeholder and Council Officer responses and feedback, the HRCC Open Space Strategy was finalised for adoption by Council. All responses were assessed against the Open Space Strategy principles and original brief to determine whether changes to the document should be made. These changes included the amalgamation of a number of recommendations in the action plan in order to provide a succinct set of actions which would be supported and achievable by Council.

The HRCC Open Space Strategy was presented to the Ordinary Meeting of Council held on Monday 25 November 2019 and it was resolved:

That Council defer agenda item 9.2 Horsham Rural City Council Open Space Strategy to a further meeting, and after Council has considered a report in relation to the Jenkinson Avenue and McBryde Street site.

Discussion

Deferring of the consideration of the adoption of the HRCC Open Space Strategy would result in a 12 to 18-month delay to when this strategy would be considered again by Council. This is the estimated timeframe to complete an assessment of the feasibility study of an outdoor/indoor sports facility for Jenkinson Avenue or McBryde Street. There is no budget allocation for the feasibility study work to be carried out and an allocation needs to be considered as part of the 2020/21 budget process, and it is envisaged that it would be also subject to an external grant. If funding is secured, the feasibility study would commence in September 2020 at the earliest.

The delay for Council to consider adoption of the HRCC Open Space Strategy stalls the process of incorporating the strategy into the Planning Scheme, which in particular, guides future private residential developments in the municipality (*refer to action 5.1.1 page 80: Implement changes to open space contributions into the planning scheme in line with the draft Open Space Contribution Policy and 5.1.2 Increase Open Space Developer Contributions in HRCC to 7-10% to elevate the city as a leader in Victoria. it also puts on hold the advancement of an open space contributions policy*).

Until adoption, there is no strategic guidance for future open space development (*refer to action 5.2.5 page 80: Develop criteria and/or a decision making framework/matrix to assess the sustainability and priority of new developments and upgrades to all types of open space in line with the open space principles. This should inform Council direction in response to Council led recommendations, Council Plan projects, pipeline projects, development proposals, grant applications, community grants, community donations, and Council support for Crown land facilities and action 3.2.4 page 78: Prepare and/or update master plans for all existing and new neighbourhood, municipal and regional open spaces in the municipality to guide development. Priority open space include: Sunnyside Park and Dudley Cornell Park*).

The following changes have been made to the HRCC Open Space Strategy as a result of Council revoking McBryde Street as its preferred location and its intention to conduct a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Horsham Showgrounds Precinct and or Indoor/Outdoor Sports Facility reference:

Executive Summary (page 6)

There are also some open spaces such as the Horsham Racecourse and the Horsham Showgrounds, where a large portion of the area is encumbered space and not able to be used by the broader community.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility at the Horsham Showgrounds would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Key Issues (page 36)

The River Precinct is somewhat underutilised and has the potential to be a major destination for recreational and social enjoyment.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility for the River Precinct would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Key Issues (page 42)

This locality is also home to the Horsham Showgrounds, which houses the Horsham Greyhound track. Often described as an 'eyesore' by both visitors and the local community, this area has great potential to be opened up for better community use.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility at the Horsham Showgrounds would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Future Considerations (page 42)

In conjunction with the Showgrounds Committee of Management and GRV, develop a 20-year strategy for the Showgrounds. The objective should be to open up this asset to the community, whilst ensuring the greyhound racing club activities are secured for the safety of the public.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility as part of the development of a 20 year strategy would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Priority 2.3.2 (page 77)

Identify and develop key locations on both sides of the river to improve facilities which accommodate a range of activities. Identified locations include:

- Sawyer Park, City Oval and Horsham Showgrounds

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility at the Horsham Showgrounds would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Strategic Recommendation (page 108)

This open space strategy must align with the Horsham Rural City Council, Tourism, Sport and Recreation and the Horsham CAD and Wimmera Precinct Plan.

Proposed addition: That any future consideration of a regional indoor/outdoor sports facility for the River Precinct would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Strategic Recommendation (page 109)

The current Sport Facilities and Demand study must align with the open Space Strategy.

Proposed addition: That any future consideration of a regional indoor/outdoor sports facility for the River Precinct would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Asset Observations (page 116)

Its relationship with the CAD and surroundings is disjointed. The Greyhounds track is unpleasant to look at and possibly should be moved. We realise there is much discussion to play out here.

The Reviewer recommends that in conjunction with the Showgrounds Committee of Management, a 10 year strategy is developed for this precinct. The objective should be to open up this asset to the community 24/7.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility located in the Showgrounds would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Asset Observations (Strategic Considerations) (page 117)

The Velodrome: Council should investigate opportunities to incorporate this site into the development of an indoor/outdoor sports precinct.

Proposed addition: Any future consideration of a regional indoor/outdoor sports facility would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Asset Observations (Strategic Considerations) (page 123)

West Horsham Strategic Considerations: Consideration of this site should only occur if there is significant population growth beyond current projections.

Remove the above statement and change to: Any future consideration of a regional indoor/outdoor sports facility in Horsham West would be determined as a result of the conducting of a feasibility study independently which considers Crown Land Showgrounds site and the Horsham West option (Jenkinson Avenue site).

Financial Implications

Implementation of many of the key findings and recommendations will have financial implications. These will need to be prioritised and taken into account in future budget deliberations and decision-making.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 1 – Community and Cultural Development

Four-Year Priority 1.2 – Develop a safe, active and healthy community, encouraging participation

Financial Implications

Implementation of many of the key findings and recommendations will have financial implications. These will need to be prioritised and taken into account in future budget deliberations and decision-making.

Consultation/Communication

The Project Control Group was made up of Council Officers who were engaged throughout the duration of the development of the HRCC Open Space Strategy.

Most recently, a public comment period was held from 25 June to 30 August 2019 to provide comment of the Draft HRCC Open Space Strategy. Council received the following:

- Eight community individual responses, five group responses, and one workshop response, totalling 304 public comments across the whole document.
- Council Officer Review.

Risk Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

Following an extensive external and internal review process and taking into account the Council resolution regarding Jenkinson Avenue and McBryde Street, it is recommended that the HRCC Open Space Strategy presented be adopted by Council.

9.2 COMMUNITY HALLS COMMITTEE OF MANAGEMENT ANNUAL MEETING

Cr John Robinson left the meeting at 5.45pm.

| | | | |
|------------------------|------------------------------|---------------------|---------------------|
| Author's Name: | Mandy Kirsopp | Director: | Kevin O'Brien |
| Author's Title: | Recreation Planning Officer | Directorate: | Community Wellbeing |
| Department: | Arts, Culture and Recreation | File Number: | F04/A08/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Draft Minutes – Community Halls Committee of Management Annual Meeting, Thursday 7 November 2019 (**Appendix “9.2A”**)

Purpose

To receive and note the draft minutes of the annual meeting of the Community Halls Committee of Management, and adopt the recommended fees and charges and other recommendations from the committee.

Summary

The Community Halls Committee of Management oversees the operation of 10 community halls. The annual meeting provides an opportunity for hall representatives to report on activities, identify and discuss opportunities and challenges and recommend the range of fees applicable to the operation of the community halls.

Recommendation

That Council:

- Adopt the following 2020 Fees and Charges for use of Community Halls, noting that they remain the same as 2019 –

| | |
|--|---------------|
| Bond | \$100 - \$700 |
| Half day hire | \$25 - \$100 |
| Full day hire | \$25 - \$150 |
| Commercial activities – full day hire (large organisations) | \$200 - \$500 |
- Approve the Committee to have discretion not to request a bond or hire fee for selected community events.
- Provide Community Halls' representatives with information regarding asbestos in their hall and ensure that asbestos warning stickers are placed on surfaces as required.
- Note the Committee of Management's recommendations regarding criteria for the recognition of volunteers.
- Investigate options to support the provision of toilet facilities in rural areas noting the financial and workload burden placed on voluntary community committees.

Council Resolution**MOVED Cr Pam Clarke, Seconded Cr Les Power**

That Council:

1. Adopt the following 2020 Fees and Charges for use of Community Halls, noting that they remain the same as 2019 –

| | |
|--|---------------|
| Bond | \$100 - \$700 |
| Half day hire | \$25 - \$100 |
| Full day hire | \$25 - \$150 |
| Commercial activities – full day hire (large organisations) | \$200 - \$500 |
2. Approve the Committee to have discretion not to request a bond or hire fee for selected community events.
3. Provide Community Halls representatives with information regarding asbestos in their hall and ensure that asbestos warning stickers are placed on surfaces as required.
4. Note the Committee of Management's recommendations regarding criteria for the recognition of volunteers.
5. Investigate options to support the provision of toilet facilities in rural areas noting the financial and workload burden placed on voluntary community committees.

CARRIED

Cr John Robinson returned to the meeting at 5.53pm.

REPORT**Background**

The Community Halls Committee of Management is a Special Committee of Council established under Section 86 of the *Local Government Act 1989*.

The Committee of Management is comprised of representatives from 10 community halls. Representatives present at the 2019 annual meeting were:

| | | |
|-------------------|-----------------------|--------------------------------|
| Jacqueline Ridler | Dadswells Bridge Hall | (Delegate for Daryl Deutscher) |
| David Arnott | Jung Hall | |
| Judith Berendsen | Laharum Hall | |
| Clare Dunn | Mitre Hall | (Delegate for Richard Steere) |
| Robert Byrne | Sailors' Home Hall | |
| Susan Flanagan | Taylor's Lake Hall | |

The following representatives were unable to attend the 2019 meeting:

| | |
|--------------|---|
| Susan Hogan | Hamilton Lamb Memorial Hall (Delegate for Murray Minne) |
| Glenys Forte | Natimuk and District Soldiers' Memorial Hall |
| Jeff Both | Natimuk Community Centre (NC ²) |
| Luke Rees | Telangatuk East Hall |

At the annual meeting of the Community Halls' Committee of Management, representatives provide individual reports, discussed the operation of the halls and recommend hire fees.

Discussion**Fees**

Usage of the halls varies considerably. Some halls have weekly activity throughout the year and other halls host only three to four events a year. Most halls are used in the evenings. Fees are kept to a minimum, reflecting both the level of service provided at the respective halls and community expectations regarding costs.

Each administrative sub-committee (hall committee) is responsible for ensuring the fees collected are adequate to pay for the operational expenses of the hall. Financial records are presented annually and checked by Horsham Rural City Council's Finance Department.

Based on a consideration of operating expenses, community expectations and capacity to pay, the Committee of Management has made a recommendation regarding fees for the 2020 year.

Power Expenses

Supply of power to halls is an ongoing concern to the hall representatives and they are looking to Council to assist with a range of strategies to minimise costs associated with power supply and usage. Strategies include: installation of solar panels, replacement LED lighting and draught proofing or insulating the halls. Hall representatives will investigate the bulk procurement option for power supply through Procurement Australia.

Toilets

Of the 10 community halls, seven have toilets located within the hall and committee members manage the cleaning of them.

Mitre, Telangatuk East and Jung halls each have toilets that are separate to the hall and are accessible to the public. Laharum Hall has both internal and external toilets.

Cleaning of the toilet at Jung Hall is undertaken via a contract with a cleaning agency.

Committee members at Laharum, Mitre and Telangatuk East clean the toilets located outside their halls. Representatives from these halls have previously identified concerns with the practice of cleaning toilets that are available to the general public. At Laharum, the external toilet is used by campers and people traveling through the area, at Mitre, a school bus stop is located adjacent to the toilets, and at Telangatuk East, the toilets are used by passing traffic, possibly people travelling to Rocklands Reservoir.

The Mitre Hall committee pays costs associated with cleaning and, also with the supply of water to the toilets (tank, pump, power and maintenance). The primary use of power at the hall is to operate the electric pump for the toilet. The hall committee is not reimbursed for this expense.

The Committee of Management recommends that a financial contribution be made to the hall committees where toilets are accessible by the general public.

Asbestos

Asbestos has been found in a number of the halls, but details have not been provided to the hall committees. Representatives have requested information regarding the location and extent of asbestos in the buildings. All hall committees have been advised to contact the Facilities Management team prior to any works being undertaken on their hall.

Volunteers

Community halls exist because of the volunteer contribution to maintenance and fundraising. Currently, volunteers register, either as members of the hall committee or for specific community events, and sign in and out when participating in working bees.

Enabling technology is required if volunteer activity is to be captured electronically, as is required for the proposed volunteer database. This includes technology for signing-in and recording hours (for example, iPads for each of the halls or smart pens and paper, where paper-based attendance registers are easily converted to electronic files).

The Committee of Management recognises the potential of data capture and usage, but has suggested essential resources are required if the proposed program is to be successful.

Extensive discussion preceded recommendations regarding criteria for the recognition of volunteers, with a distinction being made between the amount of time dedicated to community service and the impact of the community service.

The Committee of Management is aware of the challenges of operating community halls in rural areas with an ageing population that is also declining in number.

Changing community expectations regarding the role of volunteers, and community mobility (off-farm incomes and schooling in towns) negatively affects the ability to recruit people to fill roles on a committee or even for a working bee.

Financial Implications

Currently, fees collected by each of the halls are adequate to cover the utilities component of operating expenses. Adopting the recommended fees will not alter this arrangement.

Installation of solar panels for three halls will potentially be funded through external sources. The Committee of Management seeks to continue the installation of solar panels to the remaining seven halls, along with implementing other energy saving measures. The details have not been formalised and costing is not available at this stage.

The Committee of Management requests financial assistance for three community halls responsible for the operation of external toilets. A review may identify other operational issues (for example, provision of water and power at Mitre hall toilets). Until a review has been completed, the financial details cannot be provided.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 1 – Community and Cultural Development

Develop Horsham and the municipality as a diverse, inclusive and vibrant community

Four-Year Outcomes –

1.1 Contribute to building a vibrant and diverse community

1.2 Develop a safe, active and healthy community encouraging participation

Goal 3 – Asset Management

Meet community and service needs through the provision and maintenance of infrastructure

Four-Year Outcome 3.4 – Develop works to develop and maintain Council's physical assets for long-term sustainability, amenity and safety

Consultation/Communication

Reports and recommendations made at the Community Halls' Committee of Management annual meeting reflect issues identified by sub-committees of the ten administrative committees, (hall committees).

Risk Implications

Community halls provide a significant role in the social and wellbeing of rural communities. The hall committees are experiencing increased challenges recruiting volunteers and managing operational expenses. There is a risk that volunteer numbers will continue to decrease and the operation of community halls will cease.

Environmental Implications

Energy efficiency measures benefit our environment by conserving resources and minimising output.

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The Community Halls Committee of Management is the representative body for the ten community halls.

Volunteers manage the halls, and the activities provided in the facilities, create opportunities for community connection, cohesion and support. The Committee of Management has identified opportunities to support volunteers and the operation of community halls.

9.3 DOMESTIC ANIMAL MANAGEMENT PLAN

| | | | |
|------------------------|-----------------------------|---------------------|----------------------|
| Author's Name: | Lauren Coman | Director: | Angela Murphy |
| Author's Title: | Manager Regulatory Services | Directorate: | Development Services |
| Department: | Regulatory Services | File Number: | F25/A15/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Horsham Rural City Council Domestic Animal Management Plan 2017-2021 (**Appendix “9.3A”**)

Purpose

To adopt the Horsham Rural City Council Domestic Animal Management Plan (DAMP) 2017-2021 (**Appendix “9.3A”**).

Summary

- The DAMP provides analysis as to areas of the service provided by Council's Community Safety Unit in relation to animal control that require improvement. It further clarifies, through the development of specific measurable actions, where the Unit needs to focus its activities.
- Overall, save for some initiatives, it is anticipated that the actions set out in the DAMP be implemented within normal activities and within the current budget.
- The DAMP was:
 - Prepared in consultation with members of the Domestic Animal Management Advisory Group
 - Exhibited and the community were invited to comment for a period of four weeks
 - Received without comment by the Department of Jobs, Precincts and Regions.
- The DAMP was exhibited for public comment for four weeks.

Recommendation

That Council adopt the Horsham Rural City Council Domestic Animal Management Plan 2017-2021 (**Appendix “9.3A”**).

Council Resolution

MOVED Cr Les Power, Seconded Cr Josh Koenig

That Council adopt the Horsham Rural City Council Domestic Animal Management Plan 2017-2021 (**Appendix “9.3A”**).

CARRIED

REPORT

Background

Horsham Rural City Council, like all Councils in Victoria, is required by the *Domestic Animals Act 1994* (Act) to prepare and implement a DAMP every four years. This plan sets out a program of actions which aim to ensure compliance with statutory requirements, and to implement the vision and strategic objectives identified for effective animal management control in the Horsham Rural City Council municipality.

The Plan:

- Documents Council's current animal management processes and practices
- Evaluates whether animal control services provided by the Council meets strategic objectives, as set by the legislature and community standards
- Sets out a program of action Council intends to pursue to meet those strategic objectives
- Provides a benchmark against which progress in meeting the strategic objectives can be evaluated
- Provides for a review of existing orders made by the Council under the Act and local laws regarding the management of dogs and cats in the municipality.

Discussion

The DAMP has been prepared in consultation and with the assistance of members of the Domestic Animal Management Advisory Group (Advisory Group). The Advisory Group developed the DAMP's Vision and Strategic Objectives.

Key Issues

The following key issues emerged during development of the DAMP:

1. While improvements have been made in data capture over the past 10 months, it is recommended the data the Community Safety Unit collects and the method of data capture be reviewed. Leveraging new technology will improve data collection and service delivery.
2. Current data reveals there is a significantly high number of cats being euthanased. Extracting feral cat data from overall cat data is important to provide a better picture of how the Community Safety Unit is performing in this space.
3. Turnover of staff in the Community Safety Unit has an impact on service delivery and data capture.

Actions

A number of actions, many suggested by the State in their DAMP template, have been incorporated into Council's DAMP to address the above key issues and other emergent issues. The actions are specific and measurable and include a target of where the Community Safety Unit would like to be by 30 June 2021.

In summary, the actions:

- Have a community education and collaboration focus
- Ensure appropriate training and support of Community Safety Officers
- Look for best practice solutions moving forward, such as investigating the feasibility of a regional pound facility with our neighbouring municipalities.

Why is the DAMP dated 2017 – 2021?

Council's DAMP is overdue.

The Plans are to cover a period nominated by the State, in this case from 2017 to 2021, to maintain consistency with other local Councils. Council sought, and was granted, an extension for the submission of the DAMP from the Department Jobs Precincts and Regions (DJPR) because staff turnover prior to 1 July 2017 affected the development of the DAMP.

Since 1 July 2017, there has been a one hundred percent turnover of staff within the Community Safety Unit with three senior staff retiring, representing a significant loss to a small team. A period of disruption followed, with the need for Council to engage contractors to meet operational needs. Permanent and temporary positions were finally offered from January through to May 2019.

Management of data capture during this disrupted period has also been a significant issue. This has been further exacerbated by a migration from paper-based records to an electronic work flow system in early 2018.

Financial Implications

Overall, save for some initiatives, it is anticipated that the actions set out in the DAMP be implemented within normal activities and within the current budget.

What will need to be budgeted for in 2020/21 are initiatives to:

- Leverage technology to improve service delivery and current data capture regarding animal management
- Encourage registrations and identification of domestic animals
- Reduce euthanasia and overpopulation, particularly in relation to cats.

Details of these initiatives are to be provided as part of Council's annual budget planning process.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 1 – Community and Cultural Development

Four-Year Priority 1.4.05 – Review the Domestic Animal Management Plan

Consultation/Communication

As noted above, the DAMP was prepared in consultation with members of the Advisory Group. This Advisory Group to Council comprises a Councillor, a Council Officer, a veterinarian, members of community rehoming associations, and two members of the community. The Advisory Group meets monthly. The members themselves formulated the vision and the strategic objectives of the Draft DAMP and, due to the make-up of the group, it is with some confidence that these strategic objectives reflect community standards. Further, the strategic objectives are closely aligned with the purpose and intent of the *Domestic Animal Act 1994*.

The DAMP was exhibited for public comment for four weeks. As the DAMP is a plan that is mandatory in nature, it was expected that feedback would be minimal. One submission was received and feedback incorporated into the DAMP currently before Council for approval.

That feedback suggested:

1. Improved signage in Council's off-lead dog parks to educate owners as to behavioural expectations of dogs and information as to markers of when a dog is stressed.
2. Collaboration with Horsham Dog Obedience Club to promote obedience training of dogs.

The Community Safety Officers have in the past attended education sessions with the Horsham Dog Obedience Club, but incorporation of this feedback in the DAMP formally recognises and commits the Community Safety Unit to this action.

Risk Implications

The ordinary risks involved with Council not meeting its obligations under legislation apply.

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The Advisory Group and Council's Community Safety Unit endorse the DAMP. It provides analysis as to areas of the service that require improvement and clarifies, through the development of specific measurable actions, where the Unit needs to focus its activities. Overall, save for some initiatives, it is anticipated that the actions set out in the Draft DAMP be implemented within normal activities and within the current budget.

9.4 2019 HORSHAM AERODROME MASTER PLAN AND DEVELOPMENT STRATEGY

| | | | |
|------------------------|----------------------------|---------------------|----------------------|
| Author's Name: | Michael McCarthy | Director: | Angela Murphy |
| Author's Title: | Consultant Project Manager | Directorate: | Development Services |
| Department: | Development Services | File Number: | F04/A06/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Horsham Rural City Council Horsham Aerodrome Technical Report (Post Workshop) (**Appendix "9.4A"**)

Purpose

To receive and note findings from the review of the 2010 Horsham Aerodrome Business Plan (HABP) and the technical audit of the unendorsed 2016 Horsham Aerodrome Master Plan (HAMP), and present for endorsement the next steps identified as necessary to protect the development potential of the Horsham Aerodrome through planning scheme amendment.

Summary

- ARUP have been undertaking a technical review of previous master planning work undertaken for the Horsham Aerodrome.
- Consultation with the Aerodrome users and Councillors has formed part of the development of a long term vision and plan for the Aerodrome.
- Areas needing further clarification and technical work have been identified through this review.

Recommendation

That Council:

1. Confirm and endorse the findings of the review of the 2010 Horsham Aerodrome Business Plan (HABP) and technical audit of the unendorsed 2016 Horsham Aerodrome Master Plan (HAMP) (**Appendix "9.4A"**).
2. Endorse the long-term vision for the Horsham Aerodrome as the key regional airport in Central Western Victoria.
3. Endorse the proposal to prepare the 2019 Horsham Aerodrome Master Plan and Development Strategy as per the following structure:
 - (a) Current Uses
 - (b) Existing Conditions and Constraints
 - (c) Long Term Vision and Future Role
 - (d) Forecast Demand
 - (e) Long Term Masterplan
 - (f) Short to Medium Term Development Strategy
 - (g) Implementation Plan

4. Refer an allocation to the 2020/21 budget to engage external consultants to prepare the 2019 Horsham Aerodrome Masterplan and Development Strategy document, including relevant elements of the unendorsed 2016 HAMP and HAMP documents and the following tasks:
 - (a) Undertake consultation (with key users such as the senior officers of the CFA, DELWP and passenger air suppliers to develop an informed aviation forecast)
 - (b) Define the design aircraft to confirm or otherwise that a Code 3 aerodrome field reference length remains appropriate
 - (c) Develop high level concept designs for all potentially required runway extension options (in each direction) that are underpinned by 2% OLS approach paths to protect for GLS approaches to inform the most appropriate runway lengths and direction of proposed extensions including:
 - Undertake a multi-criteria assessment to identify the preferred runway extension option for each runway. This should include consideration of –
 - Aerodrome capacity
 - Airport operational efficiency
 - Noise
 - Wind
 - Earthworks
 - Cost
 - Approaches / OLS
 - Public safety, for example, in residential areas (current and planned)
 - Broader planning impacts
 - Any other factors which are deemed to be appropriate by the airport planners or Horsham Rural City Council.
 - Prepare the necessary documentation to support the Planning Scheme Amendment including the ANEF and OLS data.

Council Resolution

MOVED Cr John Robinson, Seconded Cr David Grimble

That Council:

1. Confirm and endorse the findings of the review of the 2010 Horsham Aerodrome Business Plan (HABP) and technical audit of the rejected 2016 Horsham Aerodrome Master Plan (HAMP) (**Appendix "9.4A"**).
2. Endorse the long-term vision for the Horsham Aerodrome as the key regional airport in Central Western Victoria.
3. Endorse the proposal to prepare the 2019 Horsham Aerodrome Master Plan and Development Strategy as per the following structure:
 - (a) Operational safety
 - (b) Current Uses
 - (c) Existing Conditions and Constraints
 - (d) Long Term Vision and Future Role "recognise the importance of the Horsham's North South Runway in the regional context"
 - (e) Forecast Demand
 - (f) Long Term Masterplan
 - (g) Short to Medium Term Development Strategy
 - (h) Implementation Plan

4. Refer an allocation to the 2020/21 budget to engage external consultants to prepare the 2019 Horsham Aerodrome Masterplan and Development Strategy document, including relevant elements of the unendorsed 2016 HAMP and HABP documents and following tasks:
- (a) Undertake consultation (with key users such as the senior officers of the CFA, DELWP and passenger air suppliers to develop an informed aviation forecast)
 - (b) Define the design aircraft to confirm or otherwise that a Code 3 aerodrome field reference length remains appropriate
 - (c) Develop high level concept designs for all potentially required runway extension options (in each direction) that are underpinned by minimum slope as specified by aviation authorities (1.6% to 2.0%) OLS approach paths to protect for GLS approaches to inform the most appropriate runway lengths and direction of proposed extensions including:
 - Undertake a multi-criteria assessment to identify the preferred runway extension option for each runway. This should include consideration of –
 - Operational safety
 - Aerodrome capacity
 - Airport operational efficiency
 - Noise
 - Wind
 - Earthworks
 - Cost
 - Approaches / OLS
 - Public safety, for example, in residential areas (current and planned)
 - Broader planning impacts
 - Any other factors which are deemed to be appropriate by the airport planners or Horsham Rural City Council.
 - Prepare the necessary documentation to support the Planning Scheme Amendment including the ANEF and OLS data.

CARRIED

REPORT

Background

Council resolved to develop a masterplan for the Horsham Aerodrome in January 2019. This process includes a review of the previous masterplan documents, adopted and rejected.

Discussion

The key findings from the review of the 2010 Horsham Aerodrome Business Plan were presented to the stakeholders and Councillors with the following recommendations:

- Confirm with Horsham Rural City Council and the stakeholders on the intention to develop a 2019 Horsham Aerodrome Masterplan and Development Strategy as per the recommended structure including –
 - Current Uses
 - Existing Conditions and Constraints
 - Long-term Vision and Future Role
 - Forecast Demand
 - Long-term Masterplan
 - Short to Medium Term Development Strategy
 - Implementation Plan.
- Undertake further consultation with stakeholders to identify existing capacity constraints and ‘pain points’ at Horsham Aerodrome.
- Develop a shared vision between Horsham Rural City Council and stakeholders to underpin the long-term development at Horsham Aerodrome
- Undertake a forecasting exercise to estimate the aviation activity at Horsham Aerodrome in 5, 10 and 15 years. Preliminary work undertaken as part of the consultation has provided a basis for how various uses may grow into the future.
- Develop an ultimate airport layout that captures the ambitions of the vision. It is important this element of the report is technically sound and provides a strong link back to the vision in terms of how the airport will be used in the future. As a minimum, the following assessments should be undertaken –
 - Runway length analysis of ultimate aircraft type
 - Runway extension direction assessment for both runways.
- Develop a 2019 Horsham Aerodrome Masterplan and Development Strategy. The unendorsed HAMP (2016) should be reviewed to understand which technical elements and studies should be ported across to the 2019 Horsham Aerodrome Masterplan and Development Strategy.
- Identify the infrastructure upgrades that are required over the next 20 years that will be required to support the expected growth. These upgrades should fit within the 2019 Horsham Aerodrome Masterplan and Development Strategy. This should be done in consultation with stakeholders, operators and aerodrome users (including potential RPT operator) to clearly identify what will be required if these services wish to operate out of Horsham Aerodrome.

A second workshop with aerodrome users, Councillors and Council staff was held in June 2019 to present the findings from the Business Plan review. It was agreed at that workshop that the proposed single combined document called the *Horsham Aerodrome Master Plan and Development Strategy* be prepared. The Vision statement for the aerodrome was considered and it was agreed that a succinct statement outlining this vision was best. It was agreed that the Vision statement be:

Horsham Aerodrome will be the key regional airport in central Western Victoria.

It was also agreed at this second workshop that the next step to be undertaken was the technical audit of the 2016 Master Plan which was presented to but rejected by Council at the time. A further workshop was conducted in November 2019 to discuss the findings as presented. The key issues discussed included:

- The need to review the planning controls to provide clarity about effective protection of the aerodrome's long-term development potential whilst also protecting the amenity (including potential noise impacts of a fully expanded aerodrome) surrounding the aerodrome. Council was advised that noise impacts and the gradual (stepped) increase in height limitations away from extended runways would need to form part of the proposed planning controls necessary to incorporate the new (proposed) Master Plan and Development Strategy into the Planning Scheme.
- The appropriate length of the aerodrome runways to accommodate possible long-term uses. Whilst there was general agreement that Code 3 is most likely to be the appropriate Code for Horsham Aerodrome there was some discussion about the need to protect for the long-term possibility of a Code 4 aerodrome and therefore the appropriate length of the runways and the breadth of area covered by the Planning Scheme overlays.
- The proposed next steps and the reasons for these as detailed in **Appendix "9.4A"**.

In summary, this audit identified that much of the unendorsed 2016 Master Plan could be utilised, there was extra work required to provide the necessary evidence base to satisfy the requirements of a Planning Panel. The extra work identified is presented within the structure of the proposed *Master Plan and Development Strategy* as follows:

Current Uses

- Undertake an audit of existing aircraft movements.
- Benchmark the usage level of the aerodrome against similar aerodromes with respect to the regional role and context (and suggested inclusion as an appendix).

Existing Conditions and Constraints

- Use existing conditions, strengths and weaknesses from 2016 HAMP document.

Long Term Vision and Future Role

- Use the vision from 2010 HABP review.
- Use and confirm the future roles outlined in the HABP review.

Forecast Demand

- Undertake consultation (with key users such as the CFA, DELWP, passenger air suppliers) to develop an informed aviation forecast.
- Define the design aircraft to confirm that a Code 3 aerodrome field reference length remains appropriate and an assessment of the relative possibility to need to protect for a Code 4 in the long term future). This can be informed by the background information within the masterplan but should also be refined through consultation with aerodrome users.

Long Term Masterplan

- Continue to plan for two 1,800m runways extensions if a Code 3 AFRL is maintained. If not, then a runway length analysis will be required to determine the appropriate runway length against the proposed uses.
- Maintain the ultimate recommendation to relocate each runway away from the existing hangar facilities in the long term if the aircraft reference is Code 3 and precision approach is applied.
- Develop high level concept designs for all runway extension options (in each direction) that are underpinned by 2% approach paths to protect for GLS approaches.

- Undertake a multi-criteria assessment to identify the preferred runway extension option for each runway. This should include consideration of –
 - Aerodrome capacity
 - Airport operational efficiency
 - Noise
 - Wind
 - Earthworks
 - Cost
 - Approaches / OLS
 - Public safety, for example, in residential areas (current and planned)
 - Broader planning impacts
 - Any other factors which are deemed to be appropriate by the airport planners or Horsham Rural City Council.

Short to Medium Term Development Strategy

- Assess the wind and consult to determine which runway extensions should be implemented first. The assessment of wind roses within the masterplan should consider the prevailing winds during the summer depending on the type of large firefighting aircraft identified following consultation with CFA and DELWP strategic direction. This consideration should help inform the preferred runway extension option.
- Outline other infrastructure necessary to achieve five and fifteen year targets.

Implementation Plan

There were no specific elements from the 2016 HAMP relevant to the proposed implementation plan.

Consultation/Communication

Consultation to date has been with key users of the Horsham Aerodrome and Councillors. It is proposed that further consultation will be necessary with this group, the broader community when developing the new Horsham Aerodrome Master Plan and Development Strategy, and undertaking the work proposed in the recommendations to this report.

It is further noted that consultation with senior officials at CFA, DELWP will be necessary to ensure that projected aircraft types are aligned with the strategic direction of those organisations. Potential passenger air and flight school providers will also be engaged in the development of the Master Plan and Development Strategy. This document will then be presented to Council following further workshops with Councillors and aerodrome users.

Once the Planning Scheme Amendment documentation is prepared, this and the Master Plan and Development Strategy will be presented to Council to be exhibited to the public through the planning scheme amendment process pending Ministerial approval. All stakeholders and interested parties will have the opportunity to respond to these documents with formal submissions which will be assessed by an independent and expert Panel.

Financial Implications

The recommendations include a range of activities that will require specialist assistance. An allocation of \$70,000 is to be referred to the budget process for 20/21 for development of this strategy.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 2 – Sustaining the Economy

Economic Development Strategy 2017-2021

11.1. OBJECTIVE

Horsham Rural City will work towards attracting investment in critical infrastructure projects that support the economy including passenger rail services, dual carriage highway and Horsham Bypass, WIFT, the Aerodrome and IT/telecommunications.

ACTION 19.3 Complete the Horsham Aerodrome Master Plan

Consultation/Communication

Consultation has taken place with Councillors and the Aerodrome Users Group as part of the development of a Masterplan.

Risk Implications

Risks associated with encroachment of other activities restricting Aerodrome use and development if appropriate planning controls are not in place.

Environmental Implications

Externalities from Aerodrome use and development have the potential to impact upon surrounding uses if not managed appropriately (e.g. aircraft noise in residential areas)

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The review of both documents identified the need for further technical reviews and accumulation of extra detailed data to provide the necessary evidence base to support the development of the appropriate planning scheme amendment documentation to protect the long-term development potential of the Horsham aerodrome.

9.5 RECONSTRUCTION OF DRUNG JUNG ROAD, LONGERENONG – CONTRACT 20/012

| | | | |
|------------------------|------------------------------|---------------------|----------------|
| Author's Name: | Mazen Aldaghstani | Director: | John Martin |
| Author's Title: | Manager Engineering Services | Directorate: | Infrastructure |
| Department: | Engineering Services | File Number: | 20/012 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 89(2)(d):

Yes No

Reason: Nil

Appendix

Nil (refer to confidential report on this subject)

Purpose

To award Contract 20/012 for reconstruction of Drung Jung Road, Longerengong from chainage 970 m to 2,945 m.

Summary

- Tenders were invited through Council's normal procurement processes for this project. Tender returns were received from the following contractors:
 - Millers Civil
 - Glover Earthmoving
 - Willmore Contractors
- The Glover Earthmoving tender, being the lowest price (\$521,378) and meeting other requirements, has been considered as the best value for Council.
- Of the other tenders, one was priced over budget, and the second tenderer is unable to complete the works this financial year.
- Details of the tender evaluation are presented in the evaluation report attached to the confidential report on this subject (**Appendix "15.2A"**).

Recommendation

That Council award Contract 20/012 for reconstruction of Drung Jung Road, Longerengong from chainage 970 m to chainage 2,945 m to Glover Earthmoving for the lump sum price of \$521,378 ex GST.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Alethea Gulvin

That Council award Contract 20/012 for reconstruction of Drung Jung Road, Longerengong from chainage 970 m to chainage 2,945 m to Glover Earthmoving for the lump sum price of \$521,378 ex GST.

CARRIED

REPORT

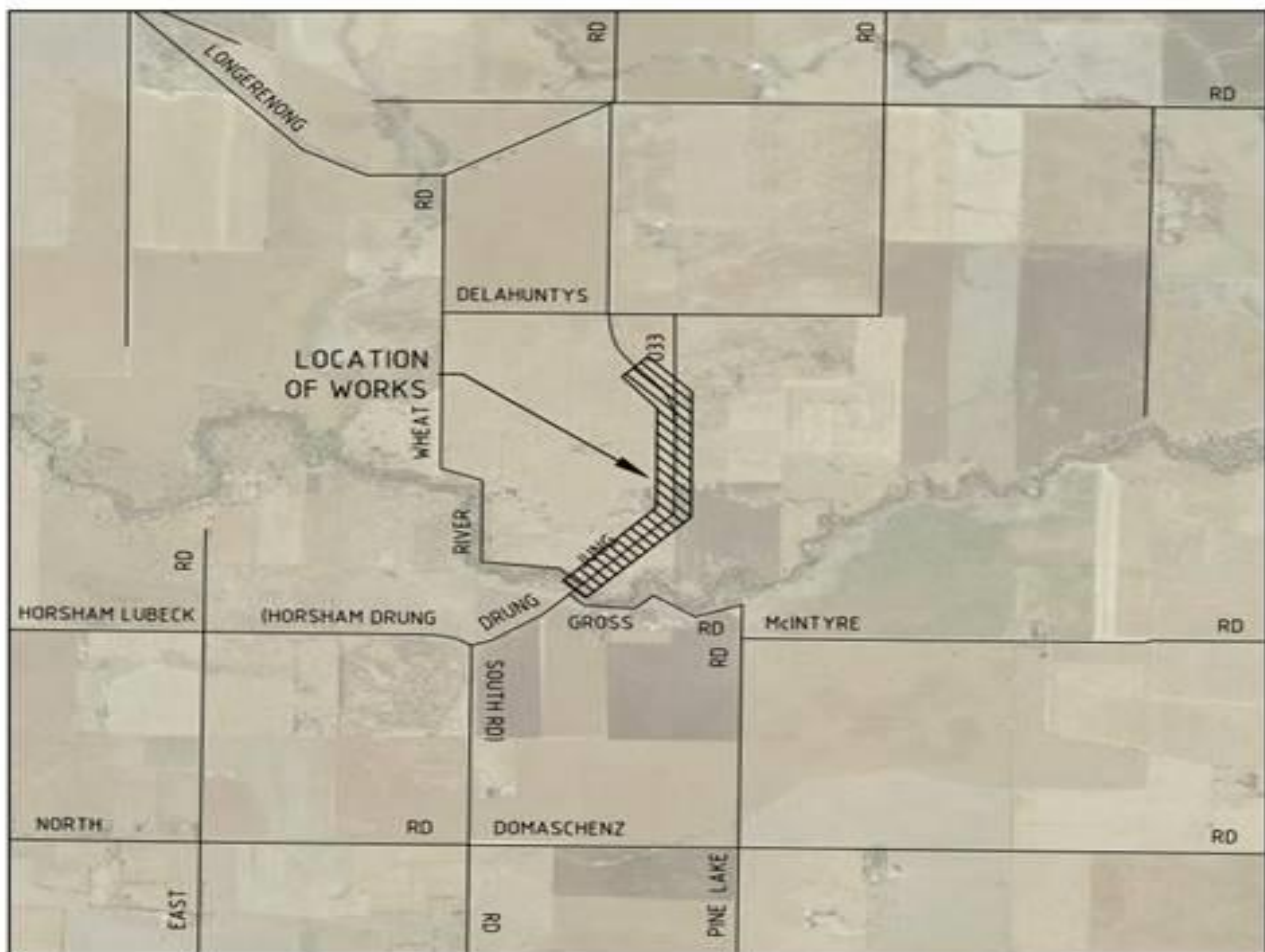
Background

Drung Jung Road provides a key traffic link between the Horsham-Lubeck Road and Longerenong. Both of these latter roads are 6.2 metres wide, but the Drung Jung Road is 3.7 m wide, and includes a series of bends.

This road is used as a link from the Western Highway to the WIFT terminal at Dooen. It also provides access for large machinery and vehicles accessing the Wimmera Machinery Field Days. It is planned to widen the road from 3.7 m to 6.2 m and install guardrails on some sections of the roads.

Grant funding from the State Government's "Fixing Country Roads" program has enabled the upgrade of two kilometres of the road being from chainage 970m to 2,945m.

The section between Horsham Lubeck Road and the Wimmera River Bridge (Ch 0.0m to Ch 970m), has been upgraded to 5.8 metre wide in recent years. Upgrading the full length of the road will rely on future funding.



Drung Jung Road, Horsham - Chainage 970m to 2,945

Discussion

Key aspects of the tender evaluation were:

- Three tenders were received and the assessment of tenders was based on the criteria as presented in the tender documents.
- The lowest tender price being \$521,378 received from Glover Earthmoving was assessed as the best value to Council, with the applicant nominated as the preferred tenderer.

Glover Earthmoving is a well-known local contractor, having completed a range of projects for Council.

Financial Implications

The available budget for these works is \$ 573,864. The recommended tender price is \$ 521,378, i.e. within budget.

Some minor costs are expected to be incurred in relation to offsets for native vegetation removal. This aspect is currently being finalised and is not within the contract scope. It is anticipated that the project will still be within budget with this additional cost.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 3 – Asset Management

Four-Year Outcome 3.4 – Deliver works to develop and maintain Council's physical assets for long term sustainability, amenity and safety

Consultation/Communication

The key communication aspect with this project will be the interaction between the appointed contractors, Council's project supervisor and the adjacent landowners. Council has standard arrangements in place for this communication.

Risk Implications

Standard construction risks will apply. Supervision of works will be conducted by Council Officers to manage these risks.

Environmental Implications

Standard construction management practices will minimise environmental risks. An assessment of offset requirements for native vegetation removal is nearing completion.

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The preferred tender of Glover Earthmoving for the reconstruction of Drung Jung Road will provide the best value to the Council.

9.6 COMMUNICATIONS POLICY AND COMMUNICATIONS PLAN

| | | | |
|------------------------|---|---------------------|--------------------|
| Author's Name: | Susan Surrige | Director: | Graeme Harrison |
| Author's Title: | Co-ordinator Community Relations & Advocacy | Directorate: | Corporate Services |
| Department: | Governance and Information | File Number: | F14/A04/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Revised Communications Policy (**Appendix “9.6A”**)

Draft Communications Plan (**Appendix “9.6B”**)

Purpose

To adopt the revised Communications Policy and receive and note the annual Communications Plan for Horsham Rural City Council.

Summary

- The Communications Policy outlines the principles of effective communications for Council that apply to Councillors, staff, contractors, consultants and volunteers.
- The existing policy has not been updated since 2005.
- The Communications Plan provides key messaging and an action plan detailing the various ways in which Council communicates and actions to support effective communications.
- The Communications Plan will be reviewed annually.

Recommendation

That Council:

1. Adopt the revised Communications Policy (**Appendix “9.6A”**).
2. Receive and note the annual Communications Plan (**Appendix “9.6B”**).

Council Motion

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Council:

1. Adopt the revised Communications Policy (**Appendix “9.6A”**).
2. Receive and note the annual Communications Plan (**Appendix “9.6B”**).

LOST

Council Resolution

MOVED Cr Alethea Gulvin, Seconded Cr John Robinson

That agenda item 9.6 Communications Policy and Communications Plan be deferred.

CARRIED

REPORT

Background

The current Communications Policy was adopted in 2005 and has not been reviewed since that time. The revised policy reflects current information and best practice, and has been completed in Council's new policy template.

This policy is supported by a new Communications Plan which guides Council's communications processes.

Discussion

Clear, transparent internal and external communications are essential for maintaining a positive identity and achieving the best possible outcomes for the community. The revised Communications Policy provides clear principles and a strong framework for all future Council communications.

The draft Communications Plan provides guidance on how Council effectively communicates in a range of areas including:

- Media and public relations
- Internal communications
- External communications
- Issue/crisis management
- Corporate branding
- Community engagement
- Website and electronic communication
- Advertising and marketing
- Social media.

The Communications Plan will be reviewed annually.

Financial Implications

Revision of the Communications Policy and drafting of a Communications Plan have been conducted by Council Officers within existing staff resources and budget. All communication activities that incur a financial cost are expected to be allowed for within individual budget allocations.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Excel in communication, consultation, governance, leadership and responsible use of resources

Consultation/Communication

The draft Communications Policy and Communications Plan have been developed by the Community Relations Team, in consultation with the Executive Leadership Team, and all feedback has been considered in its development. As this policy relates to Councillors, staff, volunteers, consultants and contractors, there is no requirement for community engagement in accordance with the IAP2 Spectrum of Public Participation.

The draft Communications Policy and Communications Plan was presented to Councillors at the Council Briefing held on 2 December 2019 and feedback has been considered in the development of these documents.

Risk Implications

Reputational risk of failure to provide good communication principles and guidelines.

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The Communications Policy and Communications Plan support the Councillors, Council staff, volunteers, contractors and consultants to provide clear, effective and transparent communications.

9.7 COUNCILLOR MEDIA POLICY

Cr David Grimble left the meeting at 6.35pm.

| | | | |
|------------------------|---|---------------------|--------------------|
| Author's Name: | Susan Surridge | Director: | Graeme Harrison |
| Author's Title: | Co-ordinator Community Relations & Advocacy | Directorate: | Corporate Services |
| Department: | Governance & Information | File Number: | F14/A04/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Draft Councillor Media Policy (**Appendix “9.7A”**)

Purpose

To adopt the Councillor Media Policy.

Summary

- This policy is in addition to the responsibilities of Councillors under the Councillor Code of Conduct.
- The guiding principles outlined in the policy provide an effective framework that should govern all Councillor’s interactions with external media (including social media).
- The policy also details the consequences (under the *Local Government Act 1989*) of breaches of these principles.

Recommendation

That Council adopt the Councillor Media Policy (**Appendix “9.7A”**).

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That agenda item 9.7 Councillor Media Policy be deferred.

CARRIED

Cr David Grimble returned to the meeting at 6.36pm.

REPORT

Background

Council's Governance Team and Community Relations and Advocacy Team have undertaken a review of Council policy relating to internal and external communications. The aim of this review was to ensure that Horsham Rural City Council has a comprehensive suite of documents that guide the way Councillors and staff interact and communicate within Council and with the wider community.

As part of this review, Council sought to benchmark our communication documentation with other Councils to ensure best practice and current standards.

Council does not currently have a policy guiding Councillors on what comprises good governance concerning interactions with the media (including social media), relating to Council decisions and their role as Councillors.

Discussion

In 2019, Council adopted a Social Media Policy for Council staff. At that time, it was evident that a similar document was needed to provide Councillors with more guidance around media obligations.

This new Councillor Media Policy should be read in conjunction with Section 2.6 (Media Obligations) of the Councillor Code of Conduct. The purpose of this policy is to provide the Horsham Rural City Council and individual Councillors with guidance as to what comprises good governance concerning:

- All interactions with Media
- All interactions with Social Media.

This policy sets out Guidelines to assist Councillors to exercise respectful behaviours in relation to Council decisions, the different views of other Councillors and the work of Council staff.

The policy sets out Principles in the following key areas:

- *Local Government Act 1989* obligations
- Confidential information
- Respecting decisions and roles of Council
- Respecting other Councillors and Council Staff
- No surprises
- Leadership and Integrity
- Effective communication between community and Council
- Particular issues relating to social media
- Particular issues relating to general media
- Consequences of breach of Principles (sanctions and penalties under the *Local Government Act 1989*).

Financial Implications

Nil

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Councillor Code of Conduct

Consultation/Communication

The draft Councillor Media Policy has been developed by the Governance Team and the Community Relations Team, in consultation with the Executive Management Team. As this policy relates to Councillors only, there is no requirement for community engagement in accordance with the IAP2 Spectrum of Public Participation.

The draft was distributed to Councillors for feedback at the Councillor briefing held on 2 December 2019 and all feedback has been considered in its development.

Risk Implications

Reputational risk of failure to provide good governance principles in relation to Councillor interaction with the Media.

Environmental Implications

Not applicable

Human Rights Implications

It is not the intent of this policy to curtail any individual human right to Freedom of Expression, but to acknowledge that all human rights come with responsibilities and must be exercised in a way that respects the human rights of others (*Victorian Charter of Human Rights and Responsibilities Act 2006*) and that Councillors must comply with legal obligations in the *Local Government Act 1989* and the Councillor Code of Conduct.

Conclusion

This policy supports the Councillor Code of Conduct in conveying to Councillors the principles of good governance in relation to external interactions with media, specific guidance on appropriate behaviour and consequences of breaches of the Code of Conduct and *Local Government Act 1989*.

9.8 COMMUNITY GRANTS POLICY

| | | | |
|------------------------|---|---------------------|--------------------|
| Author's Name: | Susan Surridge | Director: | Graeme Harrison |
| Author's Title: | Co-ordinator Community Relations & Advocacy | Directorate: | Corporate Services |
| Department: | Governance & Information | File Number: | F20/A01/000012 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Community Grants Policy (tracked changes) (**Appendix “9.8A”**)

Community Development Grants Program Funding Guidelines 2020/21 (**Appendix “9.8B”**)

Community Development Grants Program Application Form 2020 (**Appendix “9.8C”**)

Purpose

To adopt the amended Community Grants Policy.

Summary

- A review of the Community Grants Policy and the Community Donations Policy is undertaken annually.
- Changes have been recommended to the Community Grants Policy to incorporate new plans and strategies in the assessment criteria, as well as other minor changes.
- There are no recommended changes to the Donations Policy.

Recommendation

That Council adopt the amended Community Grants Policy (**Appendix “9.8A”**).

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Council adopt the amended Community Grants Policy (**Appendix “9.8A”**).

CARRIED

REPORT

Background

In March 2014, Council adopted two new policies that established clear protocols for the allocation of Community Grants and Community Donations as part of the annual budget process. These policies are reviewed each year as part of the annual budget process.

The Community Grants Policy provides the framework for the delivery of Council's annual Community Development Grants Program. It outlines the funding priorities, eligibility, application process, assessment criteria and process, timelines and reporting.

Guidelines and an application form are also produced to assist community groups in completing an application. These have also been updated and amended to reflect the proposed policy changes and the 2020-21 Budget period (**Appendix "9.8B" and "9.8C"**).

Discussion

Minor changes have been made to the Community Grants Policy (**Appendix "9.8A"**). The changes are summarised as follows:

- Inclusion of two ineligible criteria to ensure the Policy matches the Guidelines of previous years
 - Projects that require ongoing funding from Council
 - Projects seeking funding for religious assets
- Inclusion of the new Youth Strategy, Community Inclusion Plan (draft) and Aged Friendly Communities Implementation Plan in Section 5.1 Funding Priorities
- Removal of specific reference to S86 Committees
- Request for a copy of any permits required for a particular project, to ensure that the project has all necessary planning approvals at application stage.

There are no changes recommended to the Community Donations Policy.

Financial Implications

There are no direct financial implications relating to the changes to the Community Grants Policy.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Community Grants Policy funding priorities align directly with the Council Plan and Health and Wellbeing Plan.

Consultation/Communication

The proposed changes to the Community Grants Policy and updated Guidelines and Application Form for 2020-21 were discussed with the Senior Leadership Team and at the Councillor Briefing on 2 December 2019.

Risk Implications

Not applicable

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

A review of the Community Grants Policy and the Community Donations Policy is undertaken annually. Changes have been recommended to the Community Grants Policy to incorporate new plans and strategies in the assessment criteria, as well as other minor changes. There are no recommended changes to the Community Donations Policy.

9.9 AUDIT AND RISK COMMITTEE MEETING – NOVEMBER 2019

| | | | |
|------------------------|--------------------------|---------------------|--------------------|
| Author's Name: | Diana McDonald | Director: | Graeme Harrison |
| Author's Title: | Co-ordinator Governance | Directorate: | Corporate Services |
| Department: | Governance & Information | File Number: | F18/A13/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Audit and Risk Committee Meeting Minutes – 21 November 2019 (**Appendix “9.9A”**)

Audit and Risk Committee Annual Report 2018/19 (**Appendix “9.9B”**)

Purpose

To receive and note the minutes of the Audit and Risk Committee meeting held on 21 November 2019 and to endorse the annual appointment of the Chair and the new independent member.

Summary

The main points of the meeting were:

- Introduction to new internal Auditors from RSD Audit
- Audit and Risk Committee Annual Report (2018/19)
- Self-Assessment of Performance against Audit and Risk Committee Charter Results
- Financials
- Internal Audit Actions Report
- Proposed new Quarterly Performance Report (Draft Template)
- Governance Checklist
- Audit and Risk Committee Charter – Annual Review
- Retiring Member Chair Geoff Price
- New Independent Member, Mr Mark Knights
- Membership Renewal following Mayoral Election Statutory Meeting
- Annual Election of the Chair

Recommendation

That Council:

1. Receive and note the minutes of the Audit and Risk Committee meeting held on 21 November 2019 (**Appendix “9.9A”**)
2. Approve the appointment of Richard Trigg as Chair for a one-year term
3. Approve the appointment of new independent member, Mark Knights, for a three-year term.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Josh Koenig

That Council:

1. Receive and note the minutes of the Audit and Risk Committee meeting held on 21 November 2019 (**Appendix “9.9A”**)
2. Approve the appointment of Richard Trigg as Chair for a one-year term
3. Approve the appointment of new independent member, Mark Knights, for a three-year term.

CARRIED

REPORT

Background

The Horsham Rural City Council Audit and Risk Committee is an advisory committee of Council. The committee's objective is to provide appropriate advice and recommendations to Council on matters as listed in its Charter, in order to facilitate decision making by Council in relation to the discharge of its accountability requirements.

Council's Audit and Risk Charter requires the committee to recommend to Council the annual appointment of the Chair and also the appointment of new independent member for an initial three-year term.

Discussion

Key topics covered in the Audit and Risk Committee meeting held on 21 November 2019 were:

- **Introduction to the new internal auditors from RSD Audit** – The new internal auditors, Kathie Teasdale and Nathan Barber from RSD were introduced – Kathie Teasdale discussed the key items internal auditors carry out with Councils. A three year strategic internal audit plan will be created looking at best practice and Council's risk assurance mapping which will examine each function and determine the audit plan.
- **Audit and Risk Committee Annual Report (2018/19)** – The committee's annual report covered a summary of work performed by the committee, and the overall conduct including four quarterly meetings held with 92% attendance rating by the independent members.

Also noted was the achievements of the Audit and Risk Committee for the 2018/19 period:

- New external auditors
- Change to the Charter, to incorporate the new name of the committee
- Five internal audits conducted
- Enhanced financial reporting
- New Governance department
- Introduction of CEO update
- New Independent Member
- Additional scrutiny to implement findings from audits
- Improved audit action reporting
- Additional, analysis and oversight to implement recommendations and findings from audits conducted by VAGO, IBAC and Victorian Ombudsman, even where Council was not directly involved.

Chair of the Audit and Risk Committee, Geoff Price presented the Audit & Risk Committee Annual Report at the Council Briefing on 9 December 2019.

- **Self-Assessment of Performance against Audit and Risk Committee Charter Results** – The Audit and Risk Committee undertook its seventh annual self-assessment of its performance against the Committee's existing charter, with a questionnaire relating to the 2018/19 financial year. This is the first year where an online survey has been introduced, therefore, eliminating unanswered questions, providing a better mechanism to summarise the data, and providing valuable information for the governance of the committee.
- **Financials** - The final VAGO Closing Report and final Management Letter were both tabled for year ending 30 June 2019.

- **Internal Audit Actions Report** – The quarterly report on the completion and/or number of outstanding audit actions was provided for the quarter. Fifteen items were completed for the quarter, 51 remain to be completed, and 23 are past the internally set due date. Noting that there are no high risk items overdue.
- **Proposed new Quarterly Performance Report (Draft Template)** – The draft template for the proposed Quarterly Performance Report was tabled. The committee discussed and provided feedback around the traffic light system used in the Council Plan section. This document will continue to be developed.
- **Governance Checklist** – The Governance Checklist which was developed following an internal audit conducted in February 2019, and initially tabled at the committee meeting of June 2019. The checklist consists of 148 actions and will ensure Council adheres to a high level of compliance, transparency and accountability. The summary charts were also shown providing a snapshot of the checklist, items completed, underway and not yet due.
- **Audit and Risk Committee Charter – Annual Review** – The Committee noted that the Charter requires no amendments at this stage, but following the implementation of the new Local Government Act there will be additional requirements to include.
- **Retiring Member Chair Geoff Price** – The Committee acknowledged the valued work of the retiring Chair and committee member Geoff Price. Geoff's guidance along with his leadership and important contributions over his seven and a half years have added many great benefits to the committee.
- **New Independent Member, Mr Mark Knights** – The recommendation for the appointment of Council's new external member of the Audit and Risk Committee is Mark Knights, Corporate Services Director at Wimmera Health Care Group.
- **Membership Renewal following Mayoral Election Statutory Meeting** – The Committee congratulated Cr Mark Radford on his recent re-election as Mayor of Horsham Rural City Council and welcomed him back to the committee.
- **Annual Election of the Chair** – The Audit and Risk Committee recommends to Council that Mr Richard Trigg be appointed as Chair of the Committee for a one-year term.

Financial Implications

Operations of Council's Audit and Risk Committee are covered within the 2019/20 operational budget allocation.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Four-Year Outcomes –

4.2 Manage risk to the organisation

4.4 Achieve high standards of organisational performance

Consultation/Communication

Council's Audit and Risk Committee comprises of Councillors and independent members. Consultation as and if required is undertaken with internal and external (VAGO) auditors.

Risk Implications

The Audit and Risk Committee is an important committee of Council required under the *Local Government Act 1989*. The committee has an important role in monitoring Council's financial governance and risks. To not have a properly functioning or constituted committee would be in breach of the requirements of the Act and could increase Council's potential for fraud and corruption to occur.

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The quarterly Audit and Risk Committee meeting has been effectively discharging its duties and responsibilities.

9.10 KNOW YOUR COUNCIL WEBSITE – 2018/19 DATA

| | | | |
|------------------------|-----------------------------|---------------------|--------------------|
| Author's Name: | Graeme Harrison | Director: | Graeme Harrison |
| Author's Title: | Director Corporate Services | Directorate: | Corporate Services |
| Department: | Corporate Services | File Number: | F19/A12/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Nil

Purpose

To receive and note the details surrounding the publication of the 2018/19 Local Government Performance Reporting Framework (LGPRF) indicators on the Local Government Know Your Council website www.knowyourcouncil.vic.gov.au

Summary

- The Local Government Know Your Council website is available for the public to compare Council's performance with similar Councils within their groupings.
- Horsham Rural City Council is part of the Regional Cities grouping.
- Four years of comparative data is now available to the public on the website.
- The website also includes valuable background information on all Councils, with links to key performance documents such as community satisfaction surveys and Council's annual report.

Recommendation

That Council receive and note that the Local Government Performance Reporting Data for 2018/19 is now available on the Local Government Know Your Council website.

Council Resolution

MOVED Cr John Robinson, Seconded Cr Alethea Gulvin

That Council receive and note that the Local Government Performance Reporting Data for 2018/19 is now available on the Local Government Know Your Council website.

CARRIED

REPORT**Background**

Reporting for the LGPRF began on 1 July 2015 and has been included as part of Council's Annual Reports for the last four years. The Know Your Council website was developed as part of the LGPRF to enable the publication of Council performance reporting data, and information to the public.

The Know Your Council website is designed to give an open and transparent view of 10 Council Services, Council's Financial Performance, Sustainable Capability, and a Governance and Management Checklist. The site also provides general background information on all Councils and links to other key documents such as the Community Satisfaction Survey and Council's Annual Report.

There is a section that provides a comprehensive guide to what Councils do and how they operate. It is a great source of general information for the public to better understand Councils generally.

Each Council within Victoria has been grouped according to standardised "Victorian Local Government Comparator Groups" (VLGCG) with Horsham Rural City Council being a part of the Regional Cities group. This group consists of:

| Regional City | Approx. Population |
|-----------------------|---------------------------|
| 1. Greater Geelong | 231,487 |
| 2. Greater Bendigo | 110,497 |
| 3. Ballarat | 104,344 |
| 4. Latrobe | 73,903 |
| 5. Greater Shepparton | 64,803 |
| 6. Mildura | 53,687 |
| 7. Wodonga | 39,439 |
| 8. Warrnambool | 33,795 |
| 9. Wangaratta | 27,410 |
| 10. Horsham | 19,886 |

The general public is able to compare any four Councils at a time but only against Councils within the same group. If Horsham is chosen, it can only be compared against three other Councils from the Regional Cities group. The public is unable to compare Horsham with Metropolitan, Interface, Large or Small Shires.

Discussion

For the most part, Horsham Rural City Council's services compare well with other Councils in the Regional Cities group, however, there are, of course, many variances. It is possible that many of the differences may simply be a factor of size and economies of scale, however, detailed analysis is required with other Councils to discuss specifics of their operations and to understand how and why performance may vary.

Financial Implications

There are no direct costs to Council from the Know Your Council website.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Horsham Rural City Council on an ongoing basis will:

Continue to improve performance reporting and regular management reporting across all areas of Council.

Consultation/Communication

The Know Your Council Website provides an excellent source of information to the public on various service performance indicators and financial indicators. The website enables users to compare Council's results against those of other councils.

Risk Implications

Not applicable

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

The community is encouraged to review the available data on the website.

9.11 PROPOSED PROPERTY SALE – 2 ELMES STREET, NATIMUK

| | | | |
|------------------------|----------------------------------|---------------------|--------------------|
| Author's Name: | Kerrie Bell | Director: | Graeme Harrison |
| Author's Title: | Manager Governance & Information | Directorate: | Corporate Services |
| Department: | Governance & Information | File Number: | 99/01/10307A |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Nil

Purpose

To seek Council endorsement to sell the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street.

Summary

- The said land has been identified as surplus to Council's requirements.
- Initial consultation has been undertaken with the community broadly through the Natimuk Progress Press and no objections were received to the proposal to sell this small parcel of land.
- Council's endorsement is now required to proceed with the sale of CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street.

Recommendation

That Council:

1. Give public notice of its intention to sell the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, and invite the community to make a submission under Section 223 of the *Local Government Act 1989*.
2. Write to property owners adjoining the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, to advise them of Council's proposal to sell this land and the opportunity to make submission.
3. Approve the sale, subject to any submissions received, of the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, by private treaty, to the adjoining registered freehold proprietor at a price not less than current market valuation.

Council Resolution**MOVED Cr David Grimble, Seconded Cr John Robinson**

That Council:

1. Give public notice of its intention to sell the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, and invite the community to make a submission under Section 223 of the *Local Government Act 1989*.
2. Write to property owners adjoining the land known as CA A2\PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, to advise them of Council's proposal to sell this land and the opportunity to make submission.

CARRIED

REPORT

Background

Anthony and Luisa Schellens, residents at 4 Elmes Street, Natimuk, have expressed interest in purchasing a small portion of the former Natimuk Tennis Courts land at 2 Elmes Street, Natimuk (Parcel A2\PP5578) as shown on the following plan:



In the recent review of Council owned land undertaken by the Executive Management Team, this land was identified as potentially surplus to requirements.

The land is currently being maintained by Council in terms of slashing and fire risk, but is otherwise not utilised.

Discussion

The land at 2 Elmes Street, Natimuk is in two titles, but the neighbours are only wishing to buy the smaller title as shown above.

The land is located in the Township Zone. Under the provisions of the zone and Horsham Planning Scheme it may be possible to subdivide the land, subject to an application. Any subdivision will need to provide services including power, water, sewer and road upgrades. It is also worth noting the land may be constrained by the extent of flooding identified in the recent Natimuk Flood Study and the area of Aboriginal Cultural Sensitivity which applies to the land.

The proposed purchaser has indicated that it is not their intention to subdivide the land.

Financial Implications

The sale price of the land is yet to be negotiated, but in accordance with Section 189 of the *Local Government Act 1989*, the price will not be less than the current market valuation.

The sale of this portion of land will reduce the size of the land that is remaining at 2 Elmes Street, Natimuk, and will, in turn, reduce slightly the costs to Council to maintain this land. In line with previous sales of this nature, any surplus funds resulting from the sale will be utilised within the Natimuk district. The means for doing that will be determined once the sale has been finalised.

The cost of the valuation is \$385 and solicitor's fees for contract of sale documentation is estimated to be \$1,500.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 3 – Asset Management

Goal 4 - Governance and Business Excellence

Consultation/Communication

As this land was previously a community site, an engagement plan was developed and implemented to obtain feedback from the Natimuk community on the proposed sale of CA A2. Two neighbours advised that they are happy with the sale and two community groups expressed interest in accessing the proceeds of the sale. There were no concerns raised about the proposed sale.

In accordance with Section 189 of the *Local Government Act 1989*, formal public notice of intention to sell the land would need to be given four weeks prior to selling. A person has the right to make a submission under section 223 on the proposed sale.

Neighbouring property owners would be individually advised of the intention to sell and their ability to make a submission.

Risk Implications

Known risks will be minimised with appropriate processes for any sale that is open and transparent, including engaging and informing the community.

Environmental Implications

The land is in the known flood zone for the Natimuk Creek, so any future use needs to be mindful and compliant with any related environmental requirements.

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

That Council resolves to sell the land known as CA A2/PP5578 Township of Natimuk Parish of Natimuk – 2 Elmes Street, to the adjoining registered freehold proprietor in accordance with the *Local Government Act 1989*.

9.12 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

| | | | |
|------------------------|-------------------------|---------------------|----------------|
| Author's Name: | Sunil Bhalla | Director: | Not applicable |
| Author's Title: | Chief Executive Officer | Directorate: | Not applicable |
| Department: | Chief Executive Office | File Number: | F06/A01/000001 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* –
Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance
with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Nil

Purpose

To receive and note the Chief Executive Officer's Operational Report for December 2019.

Summary

The Chief Executive Officer's Operational Report highlights issues and outcomes affecting the organisation's performance and matters which may not be subject of Council reports or briefings.

Recommendation

That Council receive and note the Chief Executive Officer's Operational Report for December 2019.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Council receive and note the Chief Executive Officer's Operational Report for December 2019.

CARRIED

REPORT

Background

At the 24 June 2019 Ordinary Meeting of Council, it was resolved that the Chief Executive Officer provide an operational report to Council.

Discussion

Key items of interest for the report period are summarised below.

A. Advocacy/Funding Announcements

Rural Councils Corporate Collaboration (RCCC) Meeting: The Chief Executive Officers of Hindmarsh, West Wimmera, Buloke, Yarriambiack, Loddon and Horsham met on Thursday 12 December 2019. The group has developed Terms of Reference for the program governance and is now in the process of engaging specialist advice to refine the business case.

River Lighting Project: Council has attracted \$173,000 in funding from the Victorian Government's Public Safety Infrastructure Fund. The money will go towards the installation of new LED overhead lights on walking and cycling tracks between Menadue Street and the Anzac Bridge. Council will contribute \$90,464 from its own budget and works will start early in 2020.

Horsham Regional Livestock Exchange: Member for Mallee, Dr Anne Webster officially turned the first sod of the HRLE Roof Construction on Thursday 12 December 2019.

Victoria Grants Commission: Councillors and senior staff met with John Watson, Chair and Colin Morrison, Executive Officer and Julie Eisenbise, Member from the Victoria Grants Commission (VGC) on 13 December 2019. The VGC provided an overview of the Commission role and discussed general-purpose grants and local roads grants.

B. Community Engagement

Digital Engagement Platform: Council has recently implemented a digital engagement platform which is a suite of online tools to enhance Council's capacity to engage with the community via the internet. Access to the platform will ensure that a variety of online engagement tools are available to project staff that can be used to support our engagement with the community and other stakeholders. The tools include chat forums, survey tools, and map based comment tools.

Transforming Horsham Projects: Engagement works continue with Transforming Horsham projects, in particular work on the Horsham Urban Transport Plan, initial engagement work on the Rural Road Network Plan to seek local community representatives, and workshops for the Horsham South Structure Plan.

C. Projects and Events

Gallery Lane Light Box Project: The Town Hall and Art Gallery staff coordinated and launched the Gallery Lane Light Box project which is located along the Gallery Laneway and Ward Street.

Outdoor Pool Opens: The Aquatic Centre outdoor pool has undergone major upgrades including improved accessibility and ramp access, improved access to the water's edge, improved water reclamation, additional landscaping and shading. The pool opened to the public on Saturday 7 December 2019 and an official reopening and pool party will take place over the weekend of 14 and 15 December 2019.

Portrait Exhibition Opening: The Mayor officially opened the '10 out of 10' art exhibition at Redrock Books and Gallery on 4 December 2019. The exhibition was created to acknowledge and recognise people who add value to the community and who often go unnoticed.

Festoon Festival: The Festoon Festival – Under the Wimmera Sky was presented by the Horsham Town Hall on 6 December 2019 and transformed the eastern Town Hall carpark into a green oasis with food trucks, a canopy of festoon lighting and music by local talent. Approximately 200 people enjoyed the festivities.

D. Staff Matters

Gender Equity Training: Council provided gender equity training at the Kalkee Road Children's and Community Hub on 26 November 2019.

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Consultation/Communication

Not applicable

Risk Implications

Not applicable

Environmental Implications

Not applicable

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

That Council receive and note the Chief Executive Officer's Operational Report for December 2019.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Josh Koenig

- 25 November 2019 - Ordinary Council Meeting
- 26 November 2019 - Horsham Performing Arts Company
- 2 December 2019 - Council Briefing Meeting
- Congratulations to all of the local athletes that went to, and competed in the Tri-State Games in South Australia in November. A credit to the group and their friends, families and carer's that were also a part of it.
- Congratulations to both the Kanamaroo and the Carols by Candlelight organising groups for coming together and putting a great weekend of community events.
- Thanks to Mr Bhalla, our Mayor and others for allowing me to be flexible with time spent at Council, so I'm available to support my family after welcoming our newest arrival in November.

Cr Mark Radford, Mayor

- 22 November 2019 – White Ribbon March
- 22 November 2019 – Rotary Club “Myeloma” Meeting
- 23 November 2019 – Volleyball Horsham Annual Tournament
- 24 November 2019 – Wimmera Legacy Changeover Luncheon
- 25 November 2019 – Ordinary Council Meeting
- 26 November 2019 – ABC Radio Interview
- 26 November 2019 – Horsham Combined Probus Club
- 26 November 2019 – Gender Equity Training
- 27 November 2019 – Horsham Botanic Gardens visit
- 28 November 2019 – Funeral for Harold McCredon, Natimuk
- 29 November 2019 – Kannamaroo Festival
- 30 November 2019 – Motorcycle Toy Run (Roberts Avenue)
- 1 December 2019 – Great Wimmera River Duck Race
- 1 December 2019 – Carols by Candlelight
- 2 December 2019 – Council Briefing Meeting
- 3 December 2019 – Rural North West Municipal Association of Victoria Regional Meeting
- 4 December 2019 – Opening of the “10 out of 10” Exhibition, Horsham Regional Art Gallery
- 5 December 2019 – Two letters of congratulations to Toyworld Horsham owners
- 7. December 2019 – Memorial Service for Geoff Handbury AO, Hamilton
- 9 December 2019 – Meeting with Pastor Andrew Cartledge, Harvest Church
- 9 December 2019 – Presentation to and from Geoff Price, retiring Audit Committee Chair
- 9 December 2019 – Special Council Meeting and Briefing Meeting
- 10 December 2019 – Country Music Festival Meeting
- 10 December 2019 – Letter of congratulations to Geoff Coustley on his retirement
- 10 December 2019 – Tourism Advisory Committee Meeting
- 10 December 2019 – Letter of appreciation to Silvie Paladino (Carol Singer)
- 10 December 2019 – Business Horsham Meeting
- 11 December 2019 – Australia Day Awards Meeting
- 11 December 2019 – Noradjuha Hall Committee Annual General Meeting
- 12 December 2019 – Horsham Regional Livestock Exchange Roof Sod Turning Ceremony
- 12 December 2019 – Horsham Community and Police Consultative Committee
- 12 December 2019 – Meeting with Emma Kealy MP, Member for Lowan
- 13 December 2019 – Victorian Grants Commission visit

SUSPEND STANDING ORDERS

MOVED Cr Alethea Gulvin, Seconded Cr Les Power

That Standing Orders be suspended for Verbal Councillor Reports and Acknowledgements.

CARRIED

The time being 6.55pm, the Council meeting was suspended.

RESUME STANDING ORDERS

MOVED Cr Les Power, Seconded Cr Pam Clarke

That Standing Orders resume.

CARRIED

The time being 7.04pm, the Council meeting resumed.

Council Resolution

MOVED Cr Power, Seconded Cr Gulvin

That the Councillor Reports and Acknowledgements be received.

CARRIED

11. URGENT BUSINESS

Recommendation

That Councillors consider a petition submitted by the Horsham and Rural Ratepayers Associated titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council".

Council Motion

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Councillors consider a petition submitted by the Horsham and Rural Ratepayers Associated titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council".

*(Motion Retracted)

SUSPEND STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Standing Orders be suspended.

CARRIED

The meeting was suspended at 7.09pm.

RESUME STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Standing Orders resume.

CARRIED

The meeting resumed at 7.12pm.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Alethea Gulvin

That Cr Pam Clarke retract the following motion:

"That Councillors consider a petition submitted by the Horsham and Rural Ratepayers Associated titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council."

CARRIED

*Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

Cr Pam Clarke retracted the following motion:

"That Councillors consider a petition submitted by the Horsham and Rural Ratepayers Associated titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council."

CARRIED

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Councillors deal with the petition submitted by the Horsham and Rural Ratepayers Association titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council" as urgent business.

CARRIED

Cr David Grimble called for a division of Council

In favour of the motion:

Cr Les Power
Cr Pam Clarke
Cr Alethea Gulvin
Cr Josh Koenig
Cr Mark Radford

Against the motion:

Cr John Robinson
Cr David Grimble

SUSPEND STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Alethea Gulvin

That Standing Orders be suspended.

CARRIED

The meeting was suspended at 7.21pm.

RESUME STANDING ORDERS

MOVED Cr Les Power, Seconded Cr Pam Clarke

That Standing Orders resume.

CARRIED

The meeting resumed at 7.22pm.

11.1 RESPONSE TO PETITION: UNACCEPTABLE COMMUNITY ENGAGEMENT, INCLUSION AND TRANSPARENCY BY HORSHAM RURAL CITY COUNCIL

| | | | |
|------------------------|---------------------------------|---------------------|-------------------------------|
| Author's Name: | Justine Kingan | Director: | Angela Murphy |
| Author's Title: | Co-ordinator Strategic Planning | Directorate: | Director Development Services |
| Department: | Economic Development | File Number: | F15/067/000017 |

Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* – Section 80C:

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Petition: Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council
(Appendix "11.1A")

Purpose

To receive and consider the petition submitted by the Horsham and Rural Ratepayers Association.

Summary

- Council has received a petition signed by over 2,000 signatories.
- A number of specific issues raised in relation to the City to River Vision and Masterplan were considered by Council at its meeting on 25 November 2019.
- This report summarises the engagement process for each of the abovementioned projects and shows that all projects have been subject to thorough and extensive stakeholder and community engagement.
- Councillors have been briefed on the results of the engagement processes for all Transforming Horsham projects and have made, or are in the process of making decisions based on the information provided over many months.
- Extending earlier engagement activities is unlikely to serve any effective purpose. It would be costly, delay much needed strategic direction, risk capacity to attract external funding and ultimately delay the delivery of services and infrastructure to the community.

Recommendation

That Council:

1. Receive and note the petition titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council", as submitted by the Horsham and Rural Ratepayers Association.
2. Note that the community engagement process for the City to River Masterplan, Open Space Strategy and Horsham Urban Transport Plan were undertaken as per Council's Community Engagement Policy.
3. Note that the community engagement process for Horsham South Structure Plan is in the early stages and will be in accordance with Council's Community Engagement Policy.
4. Confirm its commitment to further engage all relevant stakeholders, including Business Horsham, individual businesses, sporting clubs, Horsham and Rural Ratepayers Association and broader community through reference groups as part of the concept and schematic design plans for each sub precinct in the City to River masterplan, and before the draft plans are considered by Council.
5. Note that the specific points raised in the petition i.e. changes to parking in the CBD, closure of McBryde Street, impact on Croquet/Lawn Tennis/Miniature Railway and others, and cost implications were considered by Council at its Ordinary Council meeting on 25 November, 2019.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Council:

1. Receive and note the petition titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council", as submitted by the Horsham and Rural Ratepayers Association.
2. Note that the community engagement process for the City to River Masterplan, Open Space Strategy and Horsham Urban Transport Plan were undertaken as per Council's Community Engagement Policy.
3. Note that the community engagement process for Horsham South Structure Plan is in the early stages and will be in accordance with Council's Community Engagement Policy.
4. Confirm its commitment to further engage all relevant stakeholders, including Business Horsham, individual businesses, sporting clubs, Horsham and Rural Ratepayers Association and broader community through reference groups as part of the concept and schematic design plans for each sub precinct in the City to River masterplan, and before the draft plans are considered by Council.
5. Note that the specific points raised in the petition i.e. changes to parking in the CBD, closure of McBryde Street, impact on Croquet/lawn Tennis/Miniature Railway and others, and cost implications were considered by Council at its Ordinary Council meeting on 25 November 2019.

CARRIED

SUSPEND STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Josh Koenig

That Standing Orders be suspended.

CARRIED

The meeting was suspended at 8.03pm.

RESUME STANDING ORDERS

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Standing Orders resume.

CARRIED

The meeting resumed at 8.04pm.

REPORT**Background**

On 12 December 2019, Council received a petition from the Horsham Ratepayers Association, titled "Unacceptable Community Engagement, Inclusion and Transparency by Horsham Rural City Council". The petition contained over 2,000 signatories.

Discussion***Nature of submission***

The petition submitted by the Horsham Ratepayers Association requests Council to suspend the following strategic projects:

- City to River Masterplan
- Open Space Strategy
- Horsham Urban Transport Plan
- Horsham South Structure Plan

The petition calls for an immediate suspension of Council's strategic projects and claims an unacceptable level of community engagement, inclusion and transparency of process. The petition states that "*Final drafts for all Transforming Horsham plans, must be provided to the community for further review and comment, prior to any consideration by Council.*"

Response to submission

This report summarises the engagement process for each of the abovementioned projects and shows that all projects have been subject to thorough and extensive stakeholder and community engagement. Councillors have been briefed on the results of the engagement processes for all Transforming Horsham projects and have made, or are in the process of making decisions based on the information provided over many months. Extending earlier engagement activities is unlikely to serve any effective purpose. It would be costly, delay much needed strategic direction, risk capacity to attract external funding and ultimately delay the delivery of services and infrastructure to the community.

Council acknowledges that the engagement process is unlikely to achieve results across all sections of the community being 100% satisfied. Council's projects and operations do have varying impacts on the community and different stakeholders will be affected in different ways. To account for these differences varying degrees of engagement will be appropriate depending on the circumstances.

Number of specific issues raised in relation to the City to River Vision and Masterplan were considered by Council at its meeting on 25 November 2019.

Transforming Horsham community and stakeholder engagement

All of the abovementioned projects have been through or are in the process of stakeholder and wider community engagement. When engaging the community in a decision-making process, Council have made a number of commitments, which are articulated in Council's Community Engagement Policy.

Horsham Rural City Council's commitment to engagement is about sharing information, listening and considering everyone's views, regardless of age, gender or whether they are a ratepayer or not. Inclusiveness and accessibility are among Council's principles of engagement. Council facilitate an engagement processes for a diverse range of perspectives to be heard. Council's Community engagement processes recognise that there are a number of groups within the community, who have particular requirements. To enable them to participate effectively in engagement processes Council seek to accommodate and include these groups. Regardless of how active submitters are within the public domain outside the engagement process, all submitters' views are treated equally.

Among Council's principles of engagement, are included:

- Providing a genuine opportunity for the community to have input and an influence on decisions that are the subject of the engagement
- Actively seeking out and encourage contributions from people who may be affected by or interested in a decision
- Effectively recording engagement plans, methodologies, community responses, outcomes and evaluations
- Transparency –communicating in an open and transparent way with the community to ensure meaningful input into Council's planning and prioritisation processes.

Council's principles of engagement are evident in the below projects through the methods, level of community engagement (number of response), evaluation methods, reporting of evaluation methods and engagement results and most importantly, in Council's response to feedback, which in all cases resulted in amendments to plans and strategies.

City to River Masterplan

Council made a strong commitment as part preparing the Draft City to River Masterplan to deliver a genuine and thorough engagement process. This included using the results of earlier engagement activities undertaken in the study area and incorporating ideas already identified by the community.

The engagement process was broken up into 2 phases.

Phase 1

In January 2019, Phase 1 of the engagement process was delivered, involving over 70 people and 164 engagements (refer Table 1). The process involved workshops, interviews and a survey.

| Number and activity type | Stakeholder | Attendees |
|---|---|------------------|
| 3 briefings | Council Briefings | 7 |
| 1 visioning workshop | Councillor Workshop | 5 |
| 3 visioning workshops | Community groups | 38 |
| 16 meetings | Sporting associations & Clubs | 16 |
| 1 survey (membership data, trends, facilities, demand and user needs) | Sporting associations & Clubs | 28 |
| 1 workshop | Council Officers | 11 |
| 1 workshop 4 meetings | State Government Agencies | 13 |
| 7 meetings | Business and Tourism reps. | 11 |
| 1 workshop/debrief | Horsham Multi-Use Indoor Sports Stadium | 13 |
| 8 meetings | Adjoining Wimmera River Landowners | 11 |
| 10 meetings | Key user groups | 11 |
| | Total | 164 |

Table 1: Phase 1 targeted engagement summary

Over 160 invitations were sent to sporting groups, special interest groups, agencies and community and business representatives for the three visioning workshops.

The objectives of Phase 1 were to:

- Test ideas gathered through earlier Council projects on the CAD and Riverfront
- Identify new ideas
- Understand future development plans or opportunities and current constraints to growth or development
- Sport survey membership data, trends, facilities, demand and user needs

Table 1 provides a summary of Phase 1 engagement.

The first phase involved discussions with a range of groups including:

- sporting and leisure associations
- community groups
- sporting clubs
- government agencies statutory authorities

Phase 2

The Draft City to River Masterplan was developed following phase 1 of the engagement process, and considered the results of previous engagement activity with the community, existing Council plans and strategies, new research, analysis and site visits.

Following the eight-week public engagement process on the Draft City to River Masterplan, commencing on 4 July and closing on 30 August 2019, Council received 740 written submissions. Council used a range of tools and methods during the second phase of the engagement process to elicit as much feedback as possible, resulting in an unprecedented level of engagement activity and total number of response.

Engagement activities included:

- Invitation to make a written submission, in the form of a letter, email or via the project feedback form
- Council's 'Have your Say' website
- The feedback form was made available electronically and could be received by text, online or by hard copy
- Static displays in: Council Reception Room (staffed), Kalkee Road Children's Hub, Town Hall, Library, Aquatic Centre and 43 Firebrace Street
- Pop-up displays and listening posts: Plaza (two sessions), Riverfront (Park Run), Natimuk Post Office and Haven market
- Direct email-outs to key stakeholders involved in phase 1
- Digital and Print Media
- Community Information Sessions
- Invitation to attend group or association meetings (to answer questions)
- Invitation to all schools in the municipality to see a presentation of the plan.

Between 30 August and 4 October 2019, Council Officers read and summarised every single submission, recording all of the themes, issues and concerns raised in the submission. On 23 October 2019, the engagement report was made available to the public via Council's website and office (Draft City to River Masterplan: Engagement Report, What We Heard (October 2019)). Council responded to the feedback by recommending a number of amendments to the Masterplan. These amendments and actions directly respond to the specific points identified in the petition as discussed in this report.

Open Space Strategy

The Project Control Group was made up of relevant Council Officers who were engaged throughout the duration of the development of the HRCC Open Space Strategy.

Most recently, a public comment period was held from 25 June to 30 August 2019 to provide comment of the Draft Horsham Rural City Council Open Space Strategy. Council received the following:

- Eight community individual responses, five group responses, and one workshop response, totalling 304 public comments across the whole document
- Council Officer review.

The recent consultation undertaken to inform the development of the HRCC Open Space Strategy included:

- 22 in-depth interviews with key stakeholders
- An online survey which generated over 250 responses
- Significant community feedback via an interactive mapping tool
- Two community forums held on 19 and 20 March 2019.

Horsham Urban Transport Plan

The draft Horsham Urban Transport was placed on exhibition following Council resolution for ten weeks, closing on 9 December 2019. This followed extensive promotion of the project beginning at the Wimmera Field Days in March that year.

Engagement for the project included an on-line and paper-based survey plus two workshops which attracted a broad range of community interests. The workshops were promoted heavily through Facebook, newspaper ads and press releases, and via directly contacting people who had completed surveys and left their names and contact details. Each workshop was held both during the day and in the evening to maximise the opportunity for people to attend.

The first workshop was held to identify the issues and opportunities. Twenty-nine people attended. The second was to discuss the findings from the engagement undertaken and to present some ideas for consideration. Twenty four people attended. Both were attended by a broad cross section of the community including people working in freight, the aged, cyclists and retailers. Their contribution is outlined in the Engagement Outcomes Report that has been endorsed by Council.

More than 200 direct contributions were received from the public during the development of the draft plan.

A Project Control Group was appointed to support Council in guiding the project and considering the issues during the development of the Plan. This non-decision-making group comprised representatives from each of the agriculture and freight sectors, Business Horsham (x2) and the broader community. The two key State Government departments (DoT and Regional Roads Vic) each had a representative and there were two HRCC staff plus the project manager.

The exhibition of the draft plan was promoted repeatedly through Facebook posts, press releases, advertisements in local newspapers and on the radio through interviews.

Ten written submissions and 74 survey responses were received. These submissions were varied in detail and issues raised. The survey questions were designed to assist the public respond to the specifics within the Plan and included open ended questions that enabled the public to express their views. The survey also provided the opportunity for statistical data to be collected and therefore analysed. The extended consultation period provided for written submissions gave the public the opportunity to respond more generally and comment as they saw fit.

Horsham South Structure Plan

The first phase of wider community engagement for the Horsham South Structure Plan ran from 11 November to 13 December 2019.

A cross section of landholders across Horsham South were invited to participate in one on one meetings to identify future land use and development aspirations. In total 23 interviews were conducted. An open invitation was advertised via the local print media, HRCC social media, and direct email-out to participate in one of two (day or evening) Community information sessions/workshops, in addition to making a written submission or submitting out an online and paper feedback form - asking key questions to formulate a vision and strategic directions.

This initial phase of engagement invited the community and other stakeholder for their involvement in setting the vision and key strategic directions for Horsham South. The 1st phase of community engagement will assist Council in working with the community to ensure concerns and aspirations are reflected in the key strategic directions to the greatest extent possible.

The goal of seeking feedback from the community as part of Phase 2 is to work with the public to make sure that concerns and aspirations are considered and understood.

Following the update of the key strategic directions, the next stage will be to begin the preparation of a series of development scenarios for precincts within the study area. The development scenario will be drafted based on the vision and strategic directions developed during the first phase of engagement and will be tested with the community for feedback. The feedback will be considered in the final phase of the project, which is the preparation of the Structure Plan. The Structure Plan will among other things, define in more detail land use, road network, statutory implementation (e.g. zoning and overlay changes) and address the issues of a river crossing and an alternative truck route.

Another round of engagement with the community will occur when the draft Structure Plan is approved by Council and will be finalised post feedback.

Specific points raised in the submission

The petition states that:

“We have serious concerns about the possible impact of the “Transforming Horsham “ potential projects on our city, inducing, but not limited to...”

The following response is made to the specific points raised in the submission:

- **Introducing parallel parking in the CBD and reducing parking in the CBD and river precinct.**

On 25 November 2019, Council resolved to

“note that there are no plans to change the existing angle parking arrangements in the CAD and any reconfiguration will be subject to further consultation with business and other stakeholders as part of the schematic and detailed design stage.” (Resolution number 9.13)

On 4 December 2019, HRCC CEO wrote to all CBD businesses reaffirming the above.

- **Closure of McBryde Street – and selection of this site for the proposed Sports Stadium**

On 25 November 2019, Council resolved to

“... revoke McBryde Street as its preferred location and conduct a feasibility study independently which considers Crown Land showgrounds site and the Horsham West option (Jenkinson Avenue site) noting that the study will:

- *Determine the economic and social impacts of the proposed regional outdoor multi-purpose sports facility*

- *Be informed by the technical feasibility (including traffic, geology and flooding), operational model and costs*
- *Involve stakeholder engagement including with the Showgrounds Committee and Greyhound Racing Victoria in determining cost associated with relocation". (Resolution number 11)*

"...revoke McBryde Street as its preferred location and conduct a feasibility study independently which considers Crown Land showgrounds site and the Horsham West option (Jenkinson Avenue site) noting that the study will:

- *Determine the economic and social impacts of the proposed regional indoor multi-purpose sports facility*
- *Be informed by the technical feasibility (including traffic, geology and flooding), operational model and costs." (Resolution number 11)*

- **Planned removal of Lawn Tennis, Croquet Club, Miniature Railway and others**

On 25 November 2019, Council also resolved to:

"Amend the Draft Masterplan to show the Horsham Croquet Club in the Botanic Gardens with enhanced integration and connectivity (including removal of permanent fencing), as a regional facility, noting that a number of the lawn tennis courts are used to support regional tournaments." (Resolution number 9.1)

"Amend the Draft Masterplan to show lawn tennis courts with enhanced integration and connectivity (including removal of permanent fencing), and work with the Lawn Tennis Club, Tennis Victoria and Sport and Recreation Victoria (SRV) to review future needs and demand for lawn tennis in the broader context of other tennis facilities and proposed regional tennis facility in Horsham, noting that the current footprint is to remain pending the aforementioned review." (Resolution number 9.2)

"Amend the Draft Masterplan to acknowledge the role of miniature railway in activation of the riverfront sub-precinct and work with the Wimmera Live Steam and Model Engineering Society to explore design options and a viable operating model as part of the design process". (Resolution number 9.2)

- **NO estimate costings prior to Community feedback**

On 25 November 2019, Council resolved to:

"Amend the Draft City to River Masterplan to show that individual projects on the Masterplan are subject to Council endorsement and may change based on detailed concept and schematic design and stakeholder and wider community engagement." (Resolution number 7)

"Amend the Draft City to River Masterplan to show that individual projects in the Masterplan are subject to prioritisation and funding as part of Council budget planning process and availability of funds from other sources, be it government or private." (Resolution number 8)

Financial Implications

All Transforming Horsham projects will be subject to prioritisation and consideration by Council as part of its annual and long-term capital works planning and budget allocation.

Links to Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 1 – Community and Cultural Development: Develop Horsham and the municipality as a diverse, inclusive and vibrant community

Four-Year Outcomes:

- 1.1 Contribute to building a vibrant, diverse and resilient community
- 1.2 Develop a safe, active and healthy community, encouraging participation
- 1.3 Contribute to cultural activities that enhance our community
- 1.4 Develop the municipality as a desirable place to live, work and enjoy for people of all ages and abilities

We'll track progress in terms of:

- Securing funding for CBD Revitalisation Project Stage 1 - improved urban design
- Develop plans for a Town Square by December 2018

Four-Year Priorities:

- 1.2.09 Activate the Wimmera River Precinct for the community and visitors (including lights and greater presentation)
- 1.2.10 Plan and progressively construct shared cycling and walking track paths along the Wimmera River – from Riverside Bridge to Horsham Weir – both sides, including improvements to lighting and other facilities
- 1.2.12 Encourage the development of a riverside café
- 1.2.13 Support planning for review of use of the Riverside Recreation Hub precinct as part of the Wimmera River strategy

Goal 2 – Sustaining the Economy: Lead in sustainable growth and economic development

Four-Year Outcomes:

- 2.2 Cultivate opportunities for the municipality to prosper and pursue possibilities for new development
- 2.3 Support initiatives for improved transport services in and around the municipality
- 2.4 Increase visitors to the municipality
- 2.5 Promote Horsham as a regional city

Horsham Rural City Council on an ongoing basis will:

- Encourage linkages with local business and tourism associations to assist growth and prosperity of the retail, commercial and tourism sectors
- Facilitate the attraction of major sporting events
- Promote and encourage safe bicycle use as a sustainable alternate mode of transport, including provision of bicycle parking facilities

Goal 3 – Asset Management: Meet community and service needs through provision and maintenance of infrastructure

Four-Year Priorities:

- 3.1.09 Identify and develop new off street parking areas on CBD fringe
- 3.1.10 Develop a master plan of streetscape themes and service levels for existing streets and new developments
- 3.2.02 Confirm and undertake design and planning for the relocation of the municipal depot including potential co-location of Tech Services planning and delivery staff
- 3.4.05 Develop improved entrances to all towns (street signage and landscapes)

Horsham Rural City Council on an ongoing basis will:

- Continue the Horsham central business district upgrade of streetscaping

Goal 4 – Governance and Business Excellence: Excel in communication, consultation, governance, leadership and responsible use of resources

Four-Year Outcomes:

4.1 Continuously improve communication and engagement with the community through effective consultation

The City to River Project links to the following Council Plans and Strategies:

- Health and Wellbeing Plan 2017–2021
- Horsham Municipal Strategic Statement
- Sport and Recreation Strategy 2013–2018
- Horsham CAD Revitalisation Strategy 2017
- Horsham CAD Strategy 2013
- Imagine Horsham, Community and Stakeholder Engagement – Key Findings Summary 2016
- Tourism Master Plan 2016 – 2020, 2018 review
- Horsham Economic Development Strategy 2017–2021
- Horsham Municipal Bicycle and Shared Path Plan 2012–2016
- Horsham Municipal Parking Strategy 2017
- Horsham CBD Urban Design Framework
- Wimmera Sports Stadium Business Case and Concept Design 2017
- Horsham Growth Management Framework 2012

Consultation/Communication

Refer to the body of the report.

Risk Implications

Risks associated with the implementation of the Transforming Horsham Projects will be considered at an individual project level.

Environmental Implications

Environmental implications associated with the implementation of the Transforming Horsham Projects will be considered at an individual project level.

Human Rights Implications

This report complies with the rights listed in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Conclusion

In clarifying and further highlighting the engagement processes undertaken and in particular the decisions made by Council on the 25 November 2019, we consider that the petition signatories will be satisfied that the specific considerations and issues raised in the submission have addressed.

This report summarises the engagement process for each of the abovementioned projects and shows that all projects have been subject to thorough and extensive stakeholder and community engagement. Councillors have been briefed on the results of the engagement processes for all Transforming Horsham Projects and have made, or are in the process of making decisions based on the information provided over many months. Extending earlier engagement activities is unlikely to serve any effective purpose. It would be costly, delay much needed strategic direction, risk capacity to attract external funding and ultimately delay the delivery of services and infrastructure to the community.

12. PETITIONS AND JOINT LETTERS

Nil

13. PROCEDURAL BUSINESS

13.1 ASSEMBLY OF COUNCILLORS – RECORD OF MEETINGS

Council Briefing held on Monday 2 December 2019 at 5.00pm in the Reception Room, Civic Centre, Horsham

Council Briefing held on Monday 9 December 2019 at 5.00pm in the Council Chamber, Civic Centre, Horsham

Refer to **Appendix “13.1A”**

13.2 SEALING OF DOCUMENTS

Section 181 Application and Section 173 Agreement for Plan of Subdivision No 834182Q, property CA 57 Parish of Laharum, 1004 Northern Grampians Road, Laharum

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

Municipal Emergency Management Planning Committee meeting held on Wednesday 13 November 2019

Horsham Tidy Towns Committee meeting held on Tuesday 19 November 2019

Wimmera Southern Mallee Regional Transport Group meeting held on Friday 29 November 2019

Refer to **Appendix “13.4A”**

Recommendation

That Council receive and note agenda items:

- 13.1 Assembly of Councillors – Record of Meetings
- 13.2 Sealing of Documents
- 13.3 Inward Correspondence
- 13.4 Council Committee Minutes.

Council Resolution

MOVED Cr Josh Koenig, Seconded Cr Pam Clarke

That Council receive and note agenda items:

- 13.1 Assembly of Councillors – Record of Meetings
- 13.2 Sealing of Documents
- 13.3 Inward Correspondence
- 13.4 Council Committee Minutes

CARRIED

14. NOTICE OF MOTION

14.1 NOTICE OF MOTION NO 177

Given by Cr Pam Clarke

TAKE NOTICE that it is my intention to move the following motion at the Ordinary Meeting of the Horsham Rural City Council, to be held at the Civic Centre, Roberts Avenue, Horsham on Monday 16 December 2019.

“That the Notice of Motion given by Cr David Grimble on 6 December 2019, to rescind resolution of Item No. 9.1 (Resolutions 1 to 10), City to River Draft Masterplan from 25 November 2019 Council Meeting (Notice of Motion No 176 from Cr Grimble is attached as **Appendix “14.1A”**) be considered by Council at its Ordinary Meeting on Monday 16 December 2019.”

RATIONALE:

My motion to consider the rescission motion sooner is based on the fact that Council business should not be held up for such a long period of time and it also puts in jeopardy the \$500,000 State funding opportunity if we delay consideration of this rescission motion.

Cr Pam Clarke

CIVIC CENTRE
HORSHAM 3400
11 December 2019

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

“That the Notice of Motion given by Cr David Grimble on 6 December 2019, to rescind resolution of Item No. 9.1 (Resolutions 1 to 10), City to River Draft Masterplan from 25 November 2019 Council Meeting (Notice of Motion No 176 from Cr Grimble is attached as **Appendix “14.1A”**) be considered by Council at its Ordinary Meeting on Monday 16 December 2019.”

CARRIED

Council Motion**MOVED Cr David Grimble, Seconded Cr John Robinson**

That the following resolution of the Horsham Rural City Council Ordinary Meeting held on 25 November 2019 at 5.30pm in the Council Chamber, 18 Roberts Avenue, Agenda item 9 – Officers Reports, 9.1 City to River Draft Masterplan be rescinded.”

Council Resolution**MOVED Cr Pam Clarke, Seconded Cr Les Power**

That Council:

1. *Acknowledge and thank all groups and individuals who made a formal submission to the Draft City to River Masterplan and supporting documents.*
2. *Note key concerns and support highlighted through the Draft City to River Masterplan public engagement process (**Appendix “9.1A”**).*
3. *Amend the Draft City to River Masterplan to divide into sub-precincts to facilitate implementation through targeted community and stakeholder engagement.*
4. *Note that a large proportion of the feedback is relevant to the detailed concept and design stage and will be considered as part of the engagement for each project at a sub-precinct level.*
5. *Endorse the Horsham Sporting Facilities Demand Assessment (May 2019) subject to the following amendment:*
 - *Recognition of Horsham Croquet as a Regional Facility and Lawn Tennis as a local facility in the Botanic Gardens sub-precinct.*
6. *Endorse the Wimmera River Precinct and Central Activity District Background Report, May 2019 (**Appendix “9.1B”**) subject to the following amendment:*
 - *Recognition of the regional role of Horsham Greyhound Racing Club.*
7. *Amend the Draft City to River Masterplan to show that individual projects on the Masterplan are subject to Council endorsement and may change based on detailed concept and schematic design and stakeholder and wider community engagement.*
8. *Amend the Draft City to River Masterplan to show that individual projects in the Masterplan are subject to prioritisation and funding as part of Council budget planning process and availability of funds from other sources, be it government or private.*
9. *Endorse the following amendments and actions to the Draft City to River Masterplan:*
 - 9.1 **Botanic Gardens Sub-Precinct** – *Amend the Draft Masterplan to show the Horsham Croquet Club in the Botanic Gardens with enhanced integration and connectivity (including removal of permanent fencing), as a regional facility, noting that a number of the lawn tennis courts are used to support regional tournaments.*
 - 9.2 **Botanic Gardens Sub-Precinct** – *Amend the Draft Masterplan to show lawn tennis courts with enhanced integration and connectivity (including removal of permanent fencing), and work with the Lawn Tennis Club, Tennis Victoria and Sport and Recreation Victoria (SRV) to review future needs and demand for lawn tennis in the broader context of other tennis facilities and proposed regional tennis facility in Horsham, noting that the current footprint is to remain pending the aforementioned review.*
 - 9.3 **Botanic Gardens Sub-Precinct** – *Amend the Draft Masterplan to remove the proposed lake.*

- 9.4 Riverfront Sub-Precinct** – Amend the Draft Masterplan to acknowledge the role of miniature railway in activation of the riverfront sub-precinct and work with the Wimmera Live Steam and Model Engineering Society to explore design options and a viable operating model as part of the design process.
- 9.5 Riverfront Sub-Precinct** – Commence implementation of concept and schematic design for the riverfront improvements, including the splash park and site selection for the café/restaurant.
- 9.6 Riverfront Sub-Precinct** – Undertake a market sounding and expression of interest process for the development/operation of the café/restaurant.
- 9.7 City Oval and Sawyer Park Sub-Precinct** – Commence concept and schematic design process for City Oval and Sawyer Park area which considers options for the configuration of City Oval and Sawyer Park layout.
- 9.8 Showgrounds Freehold Sub-Precinct** – Work with the Horsham Agricultural Society to advance the precinct planning and assist in the development of the site, which aligns with their operating model.
- 9.9 Key Connection Sub-Precinct** – Commence schematic designs for the key connection along Firebrace Street.
- 9.10 CAD Renewal Sub-Precinct** – Encourage and support the private sector in urban renewal including preparation of a development plan for the concrete batching plant site.
- 9.11 CAD Revitalisation Sub-Precinct** – Commence schematic and detailed designs.
- 9.12 CAD Revitalisation Sub-Precinct** – Note that the planning for the GovHub will be subject to further engagement with State Government Agencies.
- 9.13 CAD Revitalisation Sub-Precinct** – Note that there are no plans to change the existing angle parking arrangements in the CAD and any reconfiguration will be subject to further consultation with business and other stakeholders as part of the schematic and detailed design stage.
- 9.14 CAD Revitalisation Sub-Precinct** – Amend the Draft City to River Masterplan to show a series of meeting places in the CAD.
10. Seek grant funding for projects in the Draft City to River Masterplan as the funding opportunities arise.

LOST

Cr David Grimble called for a Division of Council**For the motion:**

Cr David Grimble
Cr John Robinson

Against the motion:

Cr Les Power
Cr Pam Clarke
Cr Alethea Gulvin
Cr Josh Koenig
Cr Mark Radford

15. CONFIDENTIAL MATTERS**Council Resolution****MOVED Cr Les Power, Seconded Cr Pam Clarke**

That the meeting close to the public to consider Confidential Matters.

CARRIED

The time being 8.40pm, the Council meeting closed to the public.

The time being 8.51pm, the Council meeting opened to the public.

15.1 LIBRARY SERVICES**Council Resolution****MOVED Cr Pam Clarke, Seconded Cr Josh Koenig**

That Council:

1. Receive and note the assessment of the finance and service implications for Horsham Rural City Council carried out by the Wimmera Regional Library Corporation Chief Executive Officer as a result of withdrawal by the three Councils.
2. Continue its membership of the Wimmera Regional Library Corporation.

CARRIED

Council Resolution**MOVED Cr David Grimble, Seconded Cr Pam Clarke**

That Council:

4. Formally write to Northern Grampians, Yarriambiack and Hindmarsh Shire Councils expressing Horsham Rural City Council's disappointment of the significant withdrawal of support for the Wimmera Regional Library Corporation and that this letter be circulated to West Wimmera Shire Council and the Wimmera Regional Library Corporation Chief Executive Officer and Board.

CARRIED

The meeting closed at 8.51pm.



The Mayor, Cr Mark Radford
Chairperson