

# AGENDA

## MEETING OF THE HORSHAM RURAL CITY COUNCIL

To be held on  
30 November 2020  
At 5.30pm

In the  
Council Chamber, Civic Centre  
18 Roberts Avenue, HORSHAM

DUE TO COVID-19 PUBLIC ATTENDANCE IS NOT PERMITTED

THE COUNCIL MEETING WILL BE ACCESSIBLE ONLINE TO THE PUBLIC AND WILL BE LIVE STREAMED ON THE  
HORSHAM RURAL CITY COUNCIL WEBSITE [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)



**Horsham Rural City**  
Council urban rural balance

**COUNCILLORS are respectfully requested to attend the Council Meeting  
of the Horsham Rural City Council to be held on 30 November 2020  
in the Council Chamber, Civic Centre, Horsham at 5.30pm**

The meeting will be closed to the public due to COVID-19 but will be broadcast live on the Council website at [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)

**Order of Business**

**PRESENT**

**ALSO IN ATTENDANCE**

**1. PRAYER**

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**

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**

Welcome to distinguished guests or persons in the public gallery. The public are advised that the Council meeting will be recorded to maintain an audio archive.

**4. APOLOGIES**

**5. LEAVE OF ABSENCE REQUESTS**

**6. CONFIRMATION OF MINUTES**

**Recommendation**

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 28 September 2020 and 19 November 2020 be adopted.

## 7. CONFLICTS OF INTEREST

### Declarations of Interest

A Councillor who has declared a conflict of interest, must leave the meeting and remain outside the room while the matter is being considered, or any vote is taken.

### Members of Staff

Under Section 130 of the *Local Government Act 2020*, officers or people engaged under contract to the Council providing a report or advice to Council must disclose any conflicts of interests in the matter, including the type of interest.

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**CLOSE**



SUNIL BHALLA  
Chief Executive Officer

## 9. OFFICERS REPORTS

### 9.1 PA2000103 - 52-56 ALEXANDER AVENUE, HORSHAM

<b>Author's Name:</b>	Joel Hastings	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Co-ordinator Statutory Planning and Building	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Communities and Place	<b>File Number:</b>	PA2000103

#### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

**Reason:** Nil

#### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

#### Appendix

Delegate Report (**Appendix "9.1A"**)

#### Purpose

To determine Planning Permit application PA2000103 for the Development of thirty-five (35) dwellings, 35 lot subdivision with common property, and removal of Section 173 Agreement.

#### Summary

The planning application proposes the development and subdivision of 35 Dwellings in the north of Horsham on currently undeveloped and vacant site. The proposed design is for one bedroom dwellings of single storey and modern design to respond to the need for housing supply and diversity in Horsham.

The application received a number of objections from residents in the neighbourhood raising concerns with traffic, neighbourhood character, housing type and bushfire risks which have been considered in the Planning officer's assessment (refer to **Appendix "9.1A"** Delegate Report).

The Horsham Planning Scheme provides strong support for Housing. The site is 1.9km from the Horsham CAD with connections and is in an established residential neighbourhood.

Whilst the medium density housing proposal is an unusual typology for Horsham it is generally consistent with the state requirements contained in Clause 55 for Two of More Dwelling on a Lot and achieves and is an acceptable outcome Horsham Planning Scheme

#### Recommendation

That Council, being the Responsible Authority under the Horsham Planning Scheme and the Planning and Environment Act 1987 and having considered the application, and referral responses, the objections and the relevant provisions of the Horsham Planning Scheme, **issue a Notice of Decision to Grant a Planning Permit for the Development of thirty-five (35) dwellings, 35 lot subdivision with common property, and removal of Section 173 Agreement on land known as 52-56 Alexander Avenue, Horsham (Lots 4, 5 and 6 on Plan of Subdivision 601513U)** subject to the conditions contained in the Delegate Report.

## REPORT

### Background

The subject site is located at 52-56 Alexander Avenue, Horsham and is more particularly described as Lots 4, 5 and 6 on Plan of Subdivision 601513U.

The land is approximately 4,616m<sup>2</sup> flat and contains an existing dwelling that will be removed for the proposal. The existing land is made up of three (3) titles.

The subject site is located within an existing residential precinct with the Horsham Cemetery Reserve abutting the site to the north. The land is approximately 1.9km north of the Horsham CAD.



The proposal is for the development of 35 Dwellings and subdivision and full description of the project is contained in the officers Delegate Report.

### Discussion

The subject land is located in the General Residential Zone where the purpose of the Zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering*
- *Good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

As outlined in the delegate report the proposal seeks to increase the residential density and diversity in Horsham and the site provides good access to services and transport and is consistent with the purpose of the General Residential Zone.

Although the proposal is not a typical example of residential development in the immediate vicinity, being somewhat of a departure from the character of the area, the development is well designed and satisfies the requirement of Clause 55 of the Horsham Planning Scheme.

### **Options to Consider**

Option 1 – Resolve to Issue a Notice of Decision to Grant a Planning Permit. (This option is recommended by officers as it is considered that the proposal is consistent with the relevant controls, objectives and policies of the planning scheme).

Option 2 – Refuse the application on the ground that it does not comply with the planning scheme provisions and will result in an unacceptable impact on the neighbourhood character and amenity. (Refusing the application may result in the applicant lodging an application for review of Council’s decision with VCAT.)

Option 3 - Defer a decision on the application (This option is not recommended by officers as it is considered that all required information is available to form a position on the application).

### **Sustainability Implications**

The proposal is consistent with sustainability principles of a compact urban centre and is designed to meet a six star building energy rating and electrical vehicle charging stations and will assist with regional sustainability goals.

### **Community Engagement**

As required under the Planning and Environment Act 1987 notice of the application was given to adjoining owners/occupiers.

Six objections have been received. A consultation meeting was held on-site on Monday 9 November between the applicant and objectors.

### **Innovation and Continuous Improvement**

Not applicable

### **Collaboration**

The report has been prepared in collaboration by Council officers within the Planning Unit and has sought the advice of referral authorities including Infrastructure, CFA, GWMWater, etc.

### **Financial Implications**

The site is well serviced by infrastructure and no implications beyond maintenance and asset renewal has been identified.

### **Regional, State and National Plans and Policies**

The Delegate report provides assessment against relevant plans and policies.

### **Council Plans, Strategies and Policies**

Report aligns with 2019-2023 Council Plan - Goal 2 – Sustaining the Economy.



### **Risk Implications**

The decision may be overturned by appeal to Victorian Civil and Administrative Tribunal.

### **Conclusion**

Planning Permit application PA2000103 for the Development of thirty-five (35) dwellings, 35 lot subdivision with common property, and removal of Section 173 Agreement has been assessed against the relevant provisions of the Horsham Planning Scheme, Council is requested to make a decision on the application on the basis of Clause 65:

*Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:*

*The matters set out in section 60 of the Act.*

*The Municipal Planning Strategy and the Planning Policy Framework.*

*The purpose of the zone, overlay or other provision.*

*Any matter required to be considered in the zone, overlay or other provision.*

*The orderly planning of the area.*

*The effect on the amenity of the area.*

*The proximity of the land to any public land.*

*Factors likely to cause or contribute to land degradation, salinity or reduce water quality.*

*Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*

*The extent and character of native vegetation and the likelihood of its destruction.*

*Whether native vegetation is to be or can be protected, planted or allowed to regenerate.*

*The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*

*The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.*

## 9.2 INVESTMENT ATTRACTION AND GROWTH REPORT

<b>Author's Name:</b>	Fiona Gormann	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Manager Investment Attraction and Growth	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Communities and Place	<b>File Number:</b>	F15/A06/000001

### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

Reason: Nil

### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

Reason: Nil

### Appendix

Nil

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### Purpose

To receive and note the Investment Attraction and Growth Report for October 2020.

### Summary

The Investment Attraction and Growth Report provides a summary of economic development activities in the municipality during the reporting period.

### Recommendation

That Council receive and note the Investment Attraction and Growth Report for October 2020.

## REPORT

### Background

Council resolved in 2019 that a monthly Economic Development Report be tabled on the Ordinary Council Meeting agenda.

### Discussion

The work undertaken across Investment Attraction and Growth includes Business, Tourism and Visitor Services, Strategic Planning, Statutory Planning and Building Services.

Economic Development activities continue to be significantly influenced by the COVID-19 Pandemic and the State Government restrictions. The Business and Tourism Support team are currently delivering the Business and Community Support Package with a focus on the COVID-19 Business Support Grants and other grant opportunities made available by the Federal and State governments.

On 14 September 2020, the Victorian Government announced its Outdoor Eating and Entertainment Package that will provide \$87.5 million to local councils and businesses to make widespread outdoor dining safe and practical, as the community recovers from COVID-19. Horsham Rural City Council have been working with business owners to adapt and develop some outdoor dining and entertainment spaces for the city and outlying areas. Regional Councils receive \$500,000, as part of this initiative.

The impact on businesses since March 2020 has been significant and the importance of 'We are stronger together campaign' designed to encourage cooperation and kindness in our businesses and community, will further be supported through an upcoming 'Love your Community' campaign. The campaign celebrates the people of Horsham and small towns using photographic images, township banners and social media. The launch of this campaign will be at the end of November.

In addition to the aforementioned campaign the Business Support and Tourism Team have undertaken over 70 direct business visits, allocated over \$50,000 to enable modifications to hospitality business to enable trading to meet COVID-19 restrictions.

In October, Council appointed an Investment Attraction and Growth Manager. Since commencement the Manager has lead the delivery of the Business and Community Support Package and the Outdoor Eating and Entertainment program. These programs will delivery nearly \$1M worth of activities/programs designed to support local businesses and community, as they recover from the COVID-19 pandemic. Continued implementation of the City to River project with an Expression of Interest document being developed for a Café/Restaurant to be built on the riverfront. Relocation of the Visitor Services to the Horsham HUB (Horsham Town Hall) has occurred. The Manager is facilitating continual expansion of the three industrial estates developed by Council over the past decade.

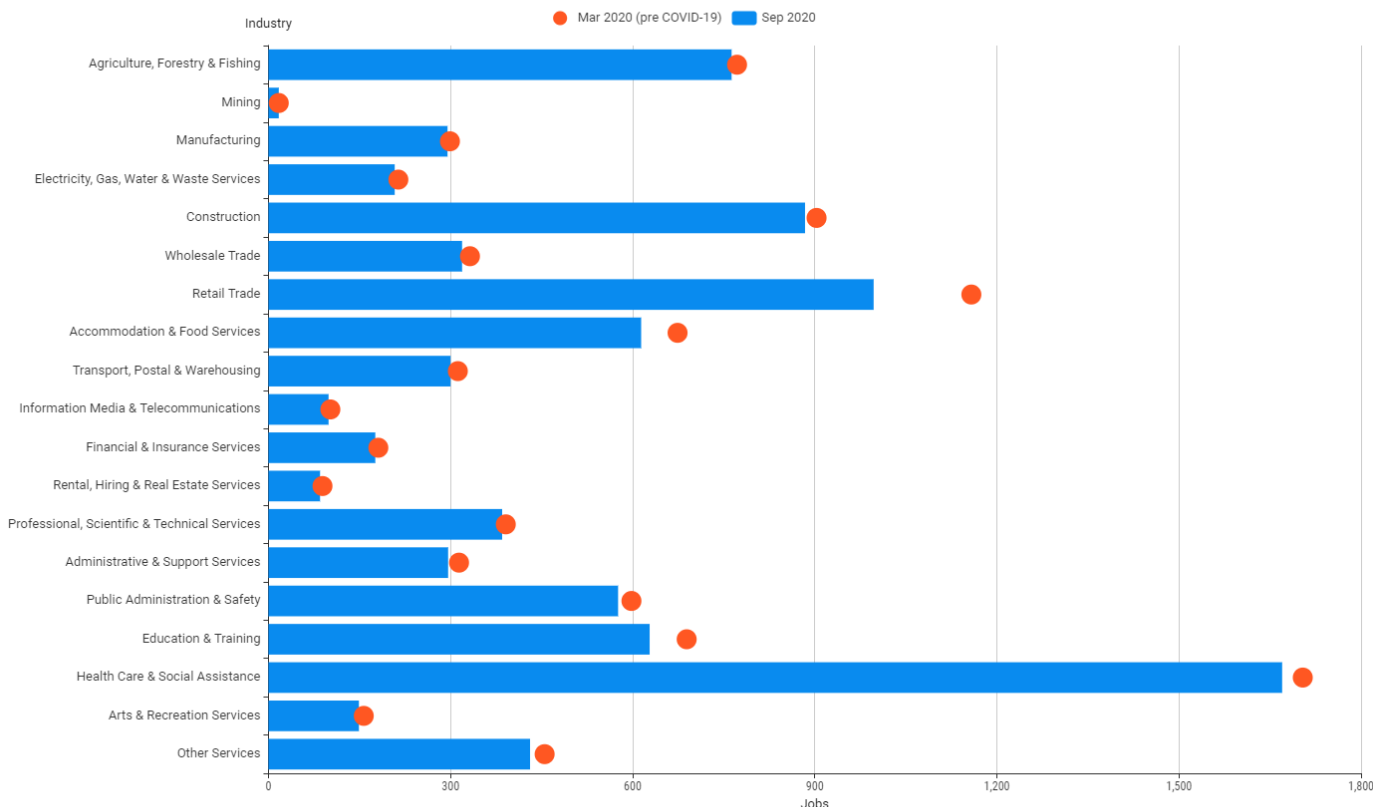
Activity across Statutory and Strategic Planning has continued to be strong and consultation for the Horsham South Structure Plan (Stage 1) has been completed successfully using online and digital communications. This will help inform a clear vision and further development of the structure plan as Stage 2 is developed.

### Economic Benchmarks and Data

In Horsham, prior to COVID-19 and the introduction of social lockdown measures to manage the pandemic, the total employment across all local industry sectors was estimated at 9,361. For September 2020, total employment is estimated at 8,892, a fall of five per cent.

**Horsham**

COVID-19 Impact on Employment



Industries: All Selected

**Statutory Planning and Building**

Planning and Building Permits have been strong and consistent with previous years. Council is currently considering a number of major projects including housing and serviced apartment investments which will require Council decision. Both services have adapted to online and remote delivery to ensure development and construction projects can continue to be delivered.



01 EAST VIEW  
NTS

**PA1900124 - Serviced Apartments**

New State Government legislation for pools to be registered by 1 November 2020 has resulted in 604 applications being received and processed by Council. Ten additional registrations have been received since the closing date. A mandatory inspection program has also been introduced and will be required by pool owner within one to three years of registration.

### Planning Applications Determined

	Number	Cost	YTD	YTD cost of development
October 2020	7	\$1,343,334	27	\$8,521,018
October 2019	12	\$733,680	45	\$6,454,757
<b>Change</b>	<b>-5</b>	<b>+\$609,654</b>	<b>-18</b>	<b>+\$2,066,261</b>

### Building Permits Issued

	Number (October 2020)	Total cost of development	YTD	YTD cost of development
Council	6	\$663,073	21	\$2,428,879
Private surveyors	36	\$6,210,524	99	\$21,388,021
<b>Total</b>	<b>42</b>	<b>\$6,873,597</b>	<b>120</b>	<b>\$23,816,900</b>

### Summary of Permits issued YTD

	No	Total Value	Commercial		Domestic	
			No	Value	No	Value
Council	21	\$2,428,879	3	\$310,000	18	\$2,118,879
Private Surveyor	99	\$21,388,021	18	\$5,557,756	81	\$15,830,265
<b>Total</b>	<b>120</b>	<b>\$23,816,900</b>	<b>21</b>	<b>\$5,867,756</b>	<b>99</b>	<b>\$17,949,144</b>

### Business Support

The Business Support Team will continue to focus on implementation of the support package for Business and Community through a combination of grants, marketing and training. The following initiatives have been prioritised.

### Business and Community COVID-19 Grants

Responses have continued to be strong towards the grants program with applications received across the Stronger Business and Recreation, Art and Events Recovery and Community streams. Businesses are looking at ways to operate online, introduce new equipment and to diversify to meet and to respond to the COVID challenges going forward. The applications are being assessed on a fortnightly basis. The Business Support Team are also working closely with applicants to ensure they meet the guidelines and to determine how Council can best support their business.

### Visiting Family and Friends Tourism Campaign

As restrictions ease both across Regional Victoria and now for Melbourne, the first reasons for travel will be to visit friends and family. In anticipation of this, and in partnership with Grampians Tourism a campaign has just rolled out to profile the individual regions and promote Cosmopolitan Horsham, Open Spaces of the Wimmera and the Art Silo Trail.

One of the biggest tourism assets in the Grampians region is ‘the people’ who live here. Almost 30 per cent of Council’s domestic visitors are in the region to spend time with family and friends they love. The campaign is profiling local ambassadors for our region. These ambassadors have been selected from Natimuk, Horsham and Wartook.

Special offer passports have been created and are being distributed across the Horsham municipality and across the greater Grampians region as a way to encourage greater discover and dispersal of our region.

### Horsham and Grampians Visitor Information Centre and Horsham Town Hall Integration

Visitor Services will be formally integrated with the Horsham Town Hall services once directional signage is in place, as well as long vehicle parking meets expectations. It is anticipated that the additional foot traffic through the relocation of the Visitor Services will also increase customers to the Horsham Regional Art Gallery and attendances at upcoming performances in the Town Hall. The Visitor Services being located in the central activity district will also profile Horsham’s great retail and hospitality offerings.

### Outdoor Dining Including fixed Infrastructure

Hospitality businesses are looking to expand and replace their existing outdoor furniture. A number of businesses are looking at fixed infrastructure for a longer-term activation of outdoor dining. This compliments Council’s desire to activate the CAD through innovative ways. Council will install a parklet, as depicted in the design below, in Roberts Street as a temporary activation to support visitors and residents. This activity will also seek community input towards future parklet and permanent furniture in the CAD.



**Direct business engagement**

	October	YTD
General business	8	144
New or expanding business	6	24
Event organisers	1	27
<b>Total</b>	<b>52</b>	<b>195</b>

**COVID-19 Business Contact YTD**

Specific industries	Number
Retail	144
Industry (building and construction and other industries)	52
Accommodation	67
Health Services	19
Beauty	19
Service Industry	65
Foods	33
Hospitality	56
Events - approximately	51
<b>Total</b>	<b>506</b>

Location	Number
Wartook Valley (including Mt Zero, Laharum, Wartook and Brimpaen)	23
Horsham	422
Natimuk	15
Dooen	2
Haven and Surrounds	9
Dadswells Bridge	16

**Note:** Businesses may have been contacted more than once to assist with changes in restrictions impacting on certain industries more than others.

**Business Development, Tourism and Events**

The increase in event activity with local markets coming on stream is reflective of the increase in the number of Intention to hold an Event form being completed.

The Grampians and Wimmera are well placed to take advantage of the return of visitors occurring across regional Victoria and there will be a strong campaign on Visiting Family and Friends (VFF) and focus on destination marketing which is currently being developed by Grampians Tourism. As the Visitor Services is reopened this visitation numbers will increase accordingly. This is also reflective of the continued increase in visitation to the [www.visithorsham.com.au](http://www.visithorsham.com.au) website as shown in the table below.

	October	YTD
Notice of intention to hold an event application	7	9
Visitor Information Centre visits	38	360
Visithorsham.com web visits	2,896	10,582

### Strategic Planning

Strategic Planning and Projects provides a long-term approach to manage the growth and development of the municipality and it has been essential to progress these projects via online, mail and remote working.

Horsham South Structure Plan	<ul style="list-style-type: none"> <li>A development scenario, used to realise the vision and strategic directions, was on community consultation via a webinar series, online feedback forms and direct landholder contact concluding in September.</li> <li>Finalising the development scenario with consultant and will commence Stage 2, preparation of the structure plan (Jan-Feb 2021).</li> </ul>
Horsham City Urban Renewal	<ul style="list-style-type: none"> <li>An application has been lodged with the Victorian Planning Authority's Streamlining for Growth funding program for LGAs. The program is to fund projects aimed towards unlocking urban growth and development.</li> <li>A successful application will provide future development of key urban renewal sites from Wilson Street to Firebrace Street, including the existing Council depot, as identified in the City to River project.</li> </ul>
Smart Planning	<ul style="list-style-type: none"> <li>As part of the State Government Smart Planning Reform, all councils across Victoria are currently translation their Local Planning Policy which provides a vision for the development and planning of the municipality.</li> </ul>

Floodplain Management Planning Scheme Amendment	<ul style="list-style-type: none"> <li>Leading towards an amendment to the Planning Scheme to introduce and update existing floodplain management controls. The amendment will seek to introduce Flood (FO) and Land Subject to Inundation (LSIO) overlays into the Planning Scheme based on five individual flood investigations prepared by Wimmera CMA.</li> <li>Consultant currently combining the GIS data and undertaking a clean-up task to ensure the data is formatted correctly for the Planning Scheme.</li> </ul>
Sustainable Subdivision Framework 18-month trial	<ul style="list-style-type: none"> <li>Taking part in an 18-month trial commencing October 2020 with approximately 30 other LGAs in using sustainability metrics, targets and objectives when assessing subdivision applications greater than three lots.</li> <li>The aim of the pilot is to collect LGA baseline evidence to measure business as usual versus an improved approach using the framework.</li> <li>Commenced internal briefings, modifying standard procedures and establishing an awareness raising plan for the local development industry to successfully roll out the trial.</li> </ul>



Places of Heritage Significance	<ul style="list-style-type: none"><li>• Undertaking a review of the 2014 Heritage Study to be implemented in the coming years through a planning scheme amendment.</li><li>• Horsham’s built heritage has become vulnerable in the face of change and inadequate planning controls and policies resulting in a substantial loss.</li><li>• Economic and social benefits arising from the protection and planning for local built heritage facilitate tourism opportunities (e.g. open house tours, heritage trails, ‘out of the archives’); contributes to the overall appeal for potential future residents (competitive advantage over competing regional centres in terms of brand, identity and cultural soul); attracts businesses through enhanced amenity and vibrant streetscapes; influence greater appreciation rates for both restored buildings and surrounding properties; enhances an area’s identity, distinctiveness, and character; and connects people to their community foresting ‘sense of place’.</li><li>• It is also a vital component to urban revitalisation efforts by provides aesthetic qualities and contributes to streetscape, inspiring architectural expression; and informs design and interpretation in public spaces.</li></ul>
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**Options to Consider**

Not applicable – no decision required

**Sustainability Implications**

Report provides overview development and business activity across the region with no direct sustainability implications.

**Community Engagement**

Report has been prepared in consultation with range of agencies and will be made publicly available to Business Horsham, WDA and on HRCC website.

**Innovation and Continuous Improvement**

Report provides overview of activity and assists with continuous improvement.

**Collaboration**

Report has been prepared in collaboration with Council officers across Planning, Building and Business and Tourism Support.

**Financial Implications**

The Business and Community Support package will deliver projects that make up Councils direct financial contribution of \$484,000.

Further projects will be developed to support businesses through the Local Council’s Outdoor Eating and Entertaining program for \$500,000. These funds need to be fully expended by 30 June 2021.

**Regional, State and National Plans and Policies**

Not applicable – no direct relationship or requirements

**Council Plans, Strategies and Policies**

Report aligns with 2019-2023 Council Plan - Goal 2 – Sustaining the Economy

**Risk Implications**

Not applicable – no decision required

## **Conclusion**

The current level of economic activity and support has begun to assist businesses and the community to respond to the challenges of COVID-19. Further the rollout of the business and community grants and other activities will ensure that Council in partnership with businesses and the community can rebuild and recover together over the next 12 months, as we transform to the new post COVID-19 normal.

### 9.3 REQUEST FOR INCLUSION ON COUNCIL'S STREET NAME LIST - HAYDEN

<b>Author's Name:</b>	Kylie Fischer	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Co-ordinator Rates and Valuations	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Finance	<b>File Number:</b>	F27/A15/000001

#### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

Reason: Nil

#### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

Reason: Nil

#### Appendix

Nil

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#### Purpose

To approve the inclusion of the name 'Hayden' for Council's Street Naming list.

#### Summary

- Kaye Jones has requested that the name Hayden be added to Council's Street Naming list to honour her Great Grand Aunt, the late Esther Hayden.
- Miss Hayden was the Matron of the Horsham Hospital for 27 years.

#### Recommendation

That Council endorse the inclusion of the name 'Hayden' to Council's Street Naming list.

## REPORT

### Background

Esther Hayden was born on 16 April 1865 to William and Louisa Hayden. She spent her childhood at Mount Greenock, Mia Mia and Lillicur before becoming a trained nurse at the Amherst Hospital. Miss Hayden remained single and made nursing her career, rising to become the Matron of the Horsham Hospital in April 1893 at the age of 28 where she remained for the next 27 years before resigning in 1920.

Well known for her dedicated and caring nature, Miss Hayden nursed her own father and brother-in-law in their last illnesses, and doted on her nieces and nephews. She also kept house for her brother, Rev. H A Hayden, at St John's Church of England Vicarage, Horsham during World War I.

Esther Hayden spent the last few years of her retirement in Maryborough, and passed away on 15 October 1946 at the age of 82.

### Discussion

Council has over 60 names on the street naming list, and it can be some time before a developer may choose to use a particular name from the list.

### Options to Consider

That Council either approve or deny the inclusion of the name Hayden to Council's Street Naming list.

### Sustainability Implications

Nil

### Community Engagement

Not applicable

### Innovation and Continuous Improvement

Not applicable

### Collaboration

Not applicable

### Financial Implications

Not applicable

### Regional, State and National Plans and Policies

Naming Rules for Places in Victoria – Statutory requirements for naming roads, features and localities 2016.

### Council Plans, Strategies and Policies

2020-2024 Council Plan

Goal 4 – Governance and Business Excellence

Horsham Rural City Council Street Naming Policy

### Risk Implications

Not applicable

**Conclusion**

The name Hayden conforms to the principles in the Naming rules for places in Victoria – Statutory requirements for roads, features and localities 2016, and therefore may be added to Council’s street name list.

## 9.4 2019-2020 HORSHAM RURAL CITY COUNCIL ANNUAL REPORT

<b>Author's Name:</b>	Sue Frankham	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Governance Officer	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Information	<b>File Number:</b>	F06/A09/000001

### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

**Reason:** Nil

### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

## Appendix

2019-2020 Horsham Rural City Council Annual Report (**Appendix "9.4A"**)

### Purpose

To receive and note the 2019-2020 Annual Report for Horsham Rural City Council.

### Summary

- The 2019-2020 Horsham Rural City Council Annual Report was provided to the Minister for Local Government on 2 November 2020.
- The 2019-2020 Annual Report has also been provided to Councillors.
- A public notice was placed in The Horsham Times newspaper on 13 and 20 November 2020 and The Weekly Advertiser newspaper on 18 and 25 November 2020.
- The 2019-2020 Annual Report is available at the Civic Centre in Horsham and on the Horsham Rural City Council website.

### Recommendation

That Council receive and note the 2019-2020 Annual Report for Horsham Rural City Council as submitted to the Minister for Local Government on 2 November 2020.

## REPORT

### Background

The 2019-2020 Annual Report for Horsham Rural City Council was prepared in accordance with the requirements of the *Local Government Act 1989* (the Act).

The Annual Report must be forwarded to the Minister for Local Government by 30 November 2020. The due date was extended by two months this year because of COVID-19. The 2019-2020 Annual Report was forwarded to the Hon Shaun Leane, MP, Minister for Local Government on 2 November 2020.

The Act requires Council to hold a meeting as soon as practicable after the Annual Report has been forwarded to the Minister for Local Government, and the meeting must be advertised at least 14 days prior in a Public Notice. Notice of the preparation of the Annual Report was published in Council's Public Notices page in The Horsham Times newspaper on 13 and 20 November 2020 and The Weekly Advertiser newspaper on 18 and 25 November 2020. The notice advised that the public is welcome to attend the Council meeting on 30 November 2020, and the 2019-2020 Annual Report (including the Auditor's Report and Performance Statement for the year ended 30 June 2020) is available for inspection at Council's Horsham office and on the Horsham Rural City Council website.

### Discussion

The 2019-2020 Annual Report for Horsham Rural City Council includes the Auditor's Report and Performance Statement for the year ended 30 June 2020. The report also provides a summary of achievements, highlights and challenges during 2019-2020, including Council's response to COVID-19.

### Options to Consider

Not applicable

### Sustainability Implications

A number of sustainability initiatives undertaken by Council have been reported in the 2019-2020 Annual Report in the Council Plan section, Goal 5 – Natural and Built Environments.

### Community Engagement

The 2019-2020 Annual Report was published on Council's Public Notices page in The Horsham Times newspaper on 13 and 20 November 2020 and The Weekly Advertiser newspaper on 18 and 25 November 2020. The document has also been made available for public inspection at the Civic Centre in Horsham and on the Horsham Rural City Council website.

### Innovation and Continuous Improvement

Not applicable

### Collaboration

Not applicable

### Financial Implications

Costs associated with production of the 2019-2020 Annual Report are included in the 2020-2021 Council Budget.

### Regional, State and National Plans and Policies

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

Goal 4 – governance and Business Excellence

Four-Year Outcome 4.4 – Achieve high standards of organisational performance

**Risk Implications**

There would be significant risks for Horsham Rural City Council if the 2019-2020 Annual Report was not prepared in accordance with requirements of the Act and other relevant legislation.

**Conclusion**

The 2019-2020 Annual Report for Horsham Rural City Council has been completed and submitted to the Minister for Local Government in accordance with relevant legislation by the due date of 30 November 2020.



## 9.5 COUNCILLOR REPRESENTATION ON COMMITTEES

<b>Author's Name:</b>	Diana McDonald	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Governance Co-ordinator	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Information	<b>File Number:</b>	F019/A15/000001

### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

**Reason:** Nil

### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

## Appendix

Summary of Committees and their purpose (**Appendix "9.5A"**)

### Purpose

To receive and note appointments to some Committees with Councillor involvement and to specifically nominate representatives to the Municipal Association of Victoria (MAV) and the Victorian Local Governance Association (VLGA).

### Summary

- Council has a range of committees with Councillor representation which will be fully reviewed early in 2021
- There are 10 committees that involve Mayor and/or Councillor representation that require appointments to be made now rather than early 2021.
- The Municipal Association of Victoria and the Victorian Local Governance Association require formal advice of the Councillors appointed following a resolution of Council.

### Recommendation

That Council:

1. Receive and note the Committee appointments as follows:
  - North West Municipal Association - Cr Robyn Gulline (Mayor) and substitute Cr Penny Flynn
  - Wimmera Development Association – Cr Di Bell
  - Audit & Risk Committee – Cr Robyn Gulline (Mayor) and Cr Ian Ross
  - Grampians Central West Local Government Forum – Cr Claudia Haenel
  - Rail Freight Alliance – Cr Ian Ross
  - Western Highway Action Committee– Cr Les Power
  - Wimmera Regional Library Corporation – Cr David Bowe
  - Wimmera Southern Mallee Transport Group – Cr Claudia Haenel
2. Nominate Cr Robyn Gulline as Council's representative for 2021 to the Municipal Association of Victoria and Cr Di Bell as substitute representative.
3. Nominate Cr Penny Flynn as Council's representative for 2020 to the Victorian Local Governance Association.

## REPORT

### Background

There are various Committees that involve Mayor and/or Councillor representation. The Committees with Councillor involvement have traditionally been reviewed annually by the Mayor, Councillors and Chief Executive Officer, following the Statutory Meeting each year.

The Municipal Association of Victoria and the Victorian Local Governance Association require formal advice of the Councillors appointed to represent Horsham Rural City Council following a resolution of Council.

### Discussion

Following the re-election of one sitting councillor and the election of six new councillors, it is proposed that the full list of committees and council representation will be reviewed early in 2021 to determine Councillor involvement in all committees.

However, in the short term there are a number of committees that require a councillor representative to be nominated for the business of those committees to continue.

As a result Council has discussed the appointment of the following Councillors to the following committees:

- Municipal Association of Victoria – Cr Robyn Gulline (Mayor) and substitute Cr Di Bell
- North West Municipal Association - Cr Robyn Gulline (Mayor) and substitute Cr Penny Flynn
- Wimmera Development Association – Cr Di Bell
- Victorian Local Government Association – Cr Penny Flynn
- Audit & Risk Committee – Cr Robyn Gulline (Mayor) and Cr Ian Ross
- Grampians Central West Local Government Forum – Cr Claudia Haenel
- Rail Freight Alliance – Cr Ian Ross
- Western Highway Action Committee– Cr Les Power
- Wimmera Regional Library Corporation – Cr David Bowe
- Wimmera Southern Mallee Transport Group – Cr Claudia Haenel

**Appendix “9.5A”** provides a summary of the purpose for each of these committees.

### Options to Consider

Nil

### Sustainability Implications

Nil

### Community Engagement

Council’s involvement on community advisory committees is a part of the overall process through which Council engages with the community and some specific sectors of the community. How Council does this in to the future will be the subject of further discussions with Council following consideration and review.

**Innovation and Continuous Improvement**

Not applicable

**Collaboration**

The Wimmera Development Association is a collaboration between five regional Councils being, Hindmarsh Shire Council, Horsham Rural City Council, Northern Grampians Shire Council, West Wimmera Shire Council and Yarriambiack Shire Council.

The Wimmera Regional Library Corporation is a collaboration between Horsham Rural City Council and West Wimmera Shire Council.

**Financial Implications**

Provision for involvement of the Mayor and Councillors on committees has been made within the existing Council budget.

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-24 Council Plan

Goal 4 – Governance and Business Excellence

**Risk Implications**

Not applicable

**Conclusion**

The 2020-21 appointments to a number of committees, together with nominations to the Municipal Association of Victoria and the Victorian Local Governance Association are submitted to Council for endorsement.

## 9.6 COUNCIL MEETING DATES - 2021

<b>Author's Name:</b>	Diana McDonald	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Governance Co-ordinator	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Information	<b>File Number:</b>	F019/A15/000001

### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

**Reason:** Nil

### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

## Appendix

### Council Meeting Dates – 2021 (Appendix “9.6A”)

### Purpose

To adopt Council meeting dates for Horsham Rural City Council Fixed meetings for the calendar year of 2021.

### Summary

The setting of meeting dates in advance helps facilitate good planning.

### Recommendation

1. That the Council meetings for 2021 for the Horsham Rural City Council be held at 5.30pm at the Civic Centre Horsham, or livestreamed, on the following dates:
  - Wednesday, 27 January 2021
  - Monday, 22 February 2021
  - Monday, 22 March 2021
  - Monday, 26 April 2021
  - Monday, 24 May 2021
  - Monday, 28 June 2021
  - Monday, 26 July 2021
  - Monday, 23 August 2021
  - Monday, 27 September 2021
  - Monday, 25 October 2021
  - Monday, 22 November 2021
  - Monday, 13 December 2021
2. That the Statutory Meeting to elect the Mayor of the Horsham Rural City Council be held on Thursday 18 November 2021 at 5.30pm at the Civic Centre, Horsham.
3. That the adopted 2021 Council meeting dates be advertised on the Horsham Rural City Council website and in the Public Notice pages in the local newspapers.

## REPORT

### Background

In accordance with the *Local Government Act 2020* and Council's Governance Rules (Division 1, s10 to 13) Council is required to give public notice of its meeting dates as follows:

Subject to Rule 12, Council must from time to time fix the date, time and place of all Council meetings. Reasonable notice of each Council meeting must be provided to the public.

Council may change the date, time and place of any Council meeting which has been fixed by it and must provide reasonable notice of the change to the public.

13.4 Reasonable notice of each Council meeting must be provided to the public. Council may do this:

13.4.1. for meetings which it has fixed by preparing a schedule of meetings annually, twice yearly or from time to time, and arranging publication of such schedule in a newspaper generally circulating in the *municipal district* either at various times throughout the year, or prior to each such *Council meeting*; and

13.4.2. for any meeting by giving notice on its website and:

(a) in each of its Customer Service Centres; and/or

(b) in at least one newspaper generally circulating in the municipal district.

In accordance with the *Local Government Act 2020, Section 25 and 26*, the Mayor is to be elected no later than one month after the date of a general election. If the Mayor is elected for a 1 year term, the next election of the Mayor must be held on a day to be determined by Council that is as close to the end of the 1 year term as is reasonably practicable.

### Discussion

Each year Council establishes the Council meeting dates for the following calendar year, with meeting dates generally scheduled on the fourth Monday of the month, except for the month of December, which is scheduled earlier.

By setting these meeting dates in advance it allows the community, councillors and officers to better plan for the year ahead. This report sets out the Council meeting dates, including the annual statutory meeting.

### Options to Consider

Nil

### Sustainability Implications

Nil

### Community Engagement

Not applicable

**Innovation and Continuous Improvement**

Not applicable

**Collaboration**

Not applicable

**Financial Implications**

There are no financial consequences or impacts from this meeting dates update.

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

Goal 4 – Governance and Business Excellence

**Risk Implications**

It is necessary to have a well-functioning meeting procedures and meeting dates planned in advance to support good governance and good democratic processes.

**Conclusion**

As per the *Local Government Act 2020*, Council meeting dates have been proposed for 2021.

## 9.7 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

<b>Author's Name:</b>	Sunil Bhalla	<b>Director:</b>	Not applicable
<b>Author's Title:</b>	Chief Executive Officer	<b>Directorate:</b>	Not applicable
<b>Department:</b>	Chief Executive Officer	<b>File Number:</b>	F06/A01/000001

### Officer Conflict of Interest

Officer disclosure in accordance with *Local Government Act 2020* – Section 130:

Yes  No

**Reason:** Nil

### Status

Defined as confidential information in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

### Appendix

Nil

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### Purpose

To receive and note the Chief Executive Officer's Operational Report for October and November 2020.

### 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 October and November 2020.

## 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**

**Hon Jaala Pulford, MP, Minister for Employment; Minister for Innovation, Medical Research and Digital Economy; and Minister for Small Business:** The Mayor and the Chief Executive Officer met with Minister Pulford on 25 September and provided a detailed briefing on the City to River Vision and Masterplan, and the recently endorsed concept design for Wimmera River Activation and Water Play area.

The Mayor and Chief Executive Officer also provided a similar briefing on 8 October to Mr Shannon Farley, Senior Advisor to Hon Ros Spence, MP, Minister for Community Sport.

**Rural Council's Corporate Collaboration (RCCC) Board Meetings:** The RCCC Board which includes the Chief Executive Officers of Hindmarsh, West Wimmera, Buloke, Yarriambiack, Loddon and Horsham had a meeting on 8 October 2020 and discussed the ICT Roadmap, Terms of Reference, QA Advisory role, Transformation Management Office report and procurement.

The Chief Executive Officer attended a RCCC Board meeting on 12 November 2020 at which the Board endorsed a shortlist of vendors to be invited to submit tenders for a technology and software solution for six Councils.

**Regional Cities Victoria:** The Chief Executive Officer attended Regional Cities Victoria meetings on 15 October 2020 via zoom. Beth Jones, Deputy Secretary, Rural & Regional Victoria provided an update on Government's Covid 19 response and the rollout of outdoor dining infrastructure to assist the recovery of hospitality sector.

**Wimmera Regional CEO Meeting:** The Chief Executive Officer met via zoom with the Chief Executive Officers of Buloke, West Wimmera, Hindmarsh, Yarriambiack and Northern Grampians on 8 October 2020. The group discussed the arrangements for upcoming Council elections.

The Chief Executive Officer attended a Wimmera Regional CEO meeting on 12 November 2020. The group discussed the induction programs for new Councillors.

#### **B. Community Engagement**

**City Oval/Sawyer Park Community Reference Group:** The City Oval/Sawyer Park Community Reference Group held its first meeting on 12 October 2020. The first phase of the project is to ensure the group works cohesively as a team and be clear about the Terms of Reference.

**Dr Anne Webster:** The Chief Executive Officer met with Dr Anne Webster, Member for Mallee and Australian Pulse Protein on Friday 23 October 2020 and discussed food manufacturing opportunities in the Wimmera.



**Federation University:** The Chief Executive Officer met with Vice Chancellor Prof Duncan Bentley and Geoff Lord, Head of Campus, Wimmera; Andy Smith, Deputy Vice Chancellor (Academic) and Liam Sloan, Pro Vice Chancellor, VET via MS Teams on Friday 20 November 2020. The main topic of discussion was the recently signed Memorandum of Understanding and the partnership on key projects of interest to Council and the University.

### ***C. Projects and Events***

**Oath and Affirmation:** The Chief Executive Officer conducted the Oath and Affirmation for Councillors elect on Monday 9 November 2020. The Councillors also signed a declaration that they had read and would abide by the Councillor Code of Conduct.

**National NAIDOC Week:** National NAIDOC week was held during the week of 9 November. The Wimmera has a proud and long-standing Aboriginal community and were honoured during NAIDOC week. Council has jointly facilitated an exhibition at the former Telstra building in Firebrace Street and also erected NAIDOC banners in the city and supported the publishing of a poster in the Weekly Advertiser.

**Langlands Anabranch:** Following the recent unofficial opening of the walking track through the Langlands and Southbank areas, the operation of the final stage of this project commenced on Monday 26 October 2020, with the opening of water regulators to fill the anabranch of the Wimmera River in the Langlands property. Speaking at the launch, James Langlands praised all involved in the project, and the close collaboration between Council, the Wimmera CMA and the Wimmera River Improvement Committee for helping to make this part of the Wimmera River frontage more attractive for the community and enhancing the natural environment.

**Lighting Upgrade:** The Roberts Avenue carpark lighting was recently upgraded. This is a highly trafficked area through the day and night due to the V-Line bus stop being incorporated in this area. Concerns were raised from awaiting passengers that the area at night is very poorly lit, especially if they are waiting along for a bus at night or the early morning hours.

### ***D. Staff Matters***

**Visitor Services:** A new era of visitor servicing is underway as Horsham Town Hall becomes the new home for tourist information and regional promotion and will initially operate Monday to Friday from 10am to 4pm.

#### **Options to Consider**

Not applicable

#### **Sustainability Implications**

Not applicable

#### **Community Engagement**

Not applicable

#### **Innovation and Continuous Improvement**

Not applicable

#### **Collaboration**

Not applicable

**Financial Implications**

Not applicable

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

Goal 4 – Governance and Business Excellence

**Risk Implications**

Not applicable

**Conclusion**

That Council receive and note the Chief Executive Officer's Operational Report for October and November 2020.

## 10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

**11. URGENT BUSINESS**

## 12. PETITIONS AND JOINT LETTERS

## **13. PROCEDURAL BUSINESS**

### **13.1 INFORMAL MEETINGS OF COUNCILLORS**

- Oath & Affirmation held on 9 November 2020 at 12pm
- Council Induction Workshop held on 16 November 2020 at 10am
- Council Induction Workshop held on 18 November 2020 at 12pm
- Council Induction Workshop held on 23 & 24 November 2020 at Country Plaza Halls Gap
- Council Briefing held at Country Plaza, Halls Gap on Tuesday 24 November 2020 at 12.40pm

Refer to **Appendix “13.1A”**

### **13.2 SEALING OF DOCUMENTS**

Nil

### **13.3 INWARD CORRESPONDENCE**

Nil

### **13.4 COUNCIL COMMITTEE MINUTES**

- Wimmera River Improvement Committee meeting held on 7 & 28 October 2020
- Wimmera River Improvement Committee annual meeting held on 28 October 2020

Refer to **Appendix “13.4A”**

#### **Recommendation**

That Council receive and note agenda items:

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

**14. NOTICE OF MOTION**