

**Section 10B - Appointment and Authorisation  
(Environment Protection Act 2017)**

**Council Resolution**

**Appointment and Authorisation (Environment Protection Act 2017)**

In the exercise of the power conferred by s 242(2) of the Environment Protection Act 2017 and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, Horsham Rural City Council (**Council**) **RESOLVES THAT -**

1. The members of Council staff referred to in 1.1<sup>1</sup> be appointed and authorised as set out in the instrument.

1.1

- Fiona Gormann
- Jackson Hanlon
- Jason Brady
- Joel Hastings
- John Martin
- Kevin O'Brien
- Luke Mitton
- Mandi Stewart
- Rehan Majeed
- Robyn Evans
- Mazen Aldaghstani

2. The instrument comes into force immediately upon resolution of Council and signed by Council's Chief Executive Officer and will remain in force until Council determines to vary or revoke the instrument.

**Signed by the Chief Executive Officer of Council  
In the presence of:**

)

.....  
**Witness**

**Date:** .....

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<sup>1</sup> When a member of Council Staff departs the organisation their Appointment and Authorisation is automatically revoked.

***Section 18 Instrument of Sub-Delegation  
under the Environment Protection Act 2017***

**Horsham Rural City Council**

**Instrument of Sub-Delegation**

**to**

**Members of Council staff**

## Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, Horsham Rural City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;
2. record that references in the Schedule are as follows;

Abbreviation	Position
<b>Coord Com Saf (4)</b>	Co-ordinator Community Safety (4)
<b>Coord Envir Health</b>	Co-ordinator Environmental Health
<b>Coord PL Bldg</b>	Co-ordinator Statutory Planning & Building
<b>Coord Waste Sust</b>	Co-ordinator Waste Infrastructure
<b>Dir Com Plc</b>	Director Communities and Place
<b>Dir Infra</b>	Director Infrastructure
<b>EHO</b>	Environmental Health Officer
<b>Mgr Com Serv</b>	Manager Community Services & Safety
<b>Mgr Inv Attrct</b>	Manager Investment Attraction & Growth
<b>Mgr Ops</b>	Manager Operations

3. this Instrument of Sub-Delegation is authorised by a **resolution of Council** passed on **#date** pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
4. the delegation:
  - 4.1 comes into force immediately following this Council Resolution to this Instrument of Sub-Delegation and signed by the Chief Executive Officer of Council;
  - 4.2 remains in force until varied or revoked;
  - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
  - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
5. this Instrument of Sub-Delegation is subject to the following limitations:

- 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
  - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
  - 5.1.2 noise from the construction, demolition or removal of residential premises;
- 6. the delegate must not determine the issue, take the action or do the act or thing:
  - 6.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 6.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy
 adopted by Council;
  - 6.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
  - 6.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

**Signed by the Chief Executive Officer of Council**  
**In the presence of:** )

.....  
**Witness**

**Date:** .....

## SCHEDULE

<b>ENVIRONMENT PROTECTION ACT 2017</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 271	Power to issue improvement notice	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv , Mgr Inv Attrct, Coord PL Bldg, Coord Waste Sust, Mgr Engr	
s 272	Power to issue prohibition notice	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv , Mgr Inv Attrct, Mgr Engr	
s 279	Power to amend a notice	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv , Mgr Inv Attrct, Mgr Engr	
s 358	Functions of the Environment Protection Authority	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv , Mgr Inv Attrct, Coord Waste Sust, Mgr Engr	
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv, Mgr Inv Attrct, Dir Infra, Mgr Ops, Mgr Engr	
s 359(2)	Power to give advice to persons with duties or obligations	Coord Envir Health, Dir Com Plc, EHO, Mgr Com Serv , Mgr Inv Attrct, Dir Infra, Mgr Ops, Mgr Engr, Coord Com Saf (4)	

# SUNNYSIDE PARK - THE VILLAGE VIBE - COMMUNITY, PLAY & RELAX

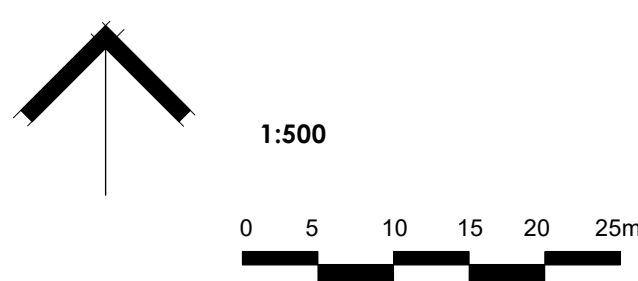
- 1 Playspace** - support active participation and involvement in the play space by including a diverse range of play opportunities suited to a range of ages and abilities with shade & seating.
- 2 Multi-use Courts** - extend existing court surface to support an additional tennis court plus multi-use line marking - included for basketball & netball. Include removable goals for netball & cantilever basketball goals. Opportunity for art interpretation of existing concrete pad & downball wall
- 3 Gathering Areas** - provision of a variety of gathering & viewing areas amongst a parkland setting. Include shade/ shelter. Relocate existing water storage tanks to south of cricket nets.
- 4 Clubrooms/ viewing area** - opportunity to develop a brief to liaise with Sunnyside Bowling Club to combine storage, change room, toilet, access and social provisions whilst creating a viewing platform with shade. Review entrance to carpark and clearly define private realm with dynamic signage solutions
- 5 Viewing & gathering** - provision of social gathering areas, sessional spaces, shade, seating and low growing plants - ensure any trees are a minimum ten metres from existing bowling greens
- 6 Sensory & Recreational Activities** - provision of social inclusive play activities that offer opportunities for multi-generational user groups - opportunity to develop specific equipment with engagement directly with local health services
- 7 Viewing & gathering** - Provision of gathering, interesting pavement selection and shade with green climbers. Include playful social elements such as table tennis tables, inground trampolines and stage. Ensure any trees are a minimum of 10 metres from existing bowling greens. Include picnic settings & BBQ's
- 8 Gathering / open lawn area** - provision of a shelter with BBQ facilities, gathering & shade trees in parkland open lawn setting.
- 9 Entrances** - can include a combination of interpretive signage, water refill station, seating, dog bags, soft landscaping and art elements of interpretive history
- 10 Sunnyside Oval** - continuing improvements to irrigation, turf, lighting and boundary treatment. Potential additional practice net
- 11 Hard stand area** - provision of a cafe/gelato food van standing pad with access from maintenance entrance
- 12 Nature Play** - create a meandering granitic gravel path with landforming (equal cut & fill) to enhance existing drainage line/ swale, work with WSUD principles, incorporate nature play elements to support self-directed play, with natural elements to support balance skills, vestibular and creative play. Incorporate a broad range of indigenous planting to support local biodiversity.
- 13 Gathering Area / Outdoor Learning Area** - provide connecting paths and compliment adjacent school use with a free-form outdoor learning area - include free form deck seat/ platforms, log blocks and log seats under the shade of the existing trees
- 14 Carpark** - opportunity to design carparking within the reserve. Ensure pedestrian access is provided



**LEGEND**

- BUILDING LAYOUT
- BOUNDARY FENCELINE
- EXISTING TREES TO BE RETAINED AND PROTECTED
- PROPOSED TREES
- PROPOSED GARDEN BEDS
- LAWN (IRRIGATED)
- ASPHALT SURFACE
- CONCRETE PAVING
- UNIT PAVING
- FEATURE PAVING
- COMPACTED GRANITIC SAND SURFACE
- SYNTHETIC GRASS CARPET (NON-IMPACT ATTENUATING)
- ACRYLIC SURFACE WITH LINEMARKING
- PLAYGROUND MULCH (IMPACT ATTENUATING TO AS 4422)
- WETPOUR SYNTHETIC SURFACE (IMPACT ATTENUATING TO AS4422)
- POROUS PAVING
- ROCK EDGING
- TIMBER LOG EDGING
- FEATURE TIMBER LOG
- VERTICAL LOG EDGING
- TIMBER DECKING
- TABLE TENNIS TABLE
- INGROUND TRAMPOLINE
- PERGOLA
- TIMBER DECKING
- TIMBER BALANCE, PLAY & HELPER
- INTERPRETIVE ART ELEMENTS
- INCLUSIVE WATER REFILL STATIONS
- DOG BAGS
- SHADE ELEMENTS
- ACCESSIBLE BBQ FACILITIES
- BICYCLE STORAGE FACILITIES
- LIGHTING

**HORSHAM  
PRIMARY  
SCHOOL  
(298 CAMPUS)**



Sunnyside Park - Landscape Concept Layout

## Sunnyside Park

Baillie Street HORSHAM 3400

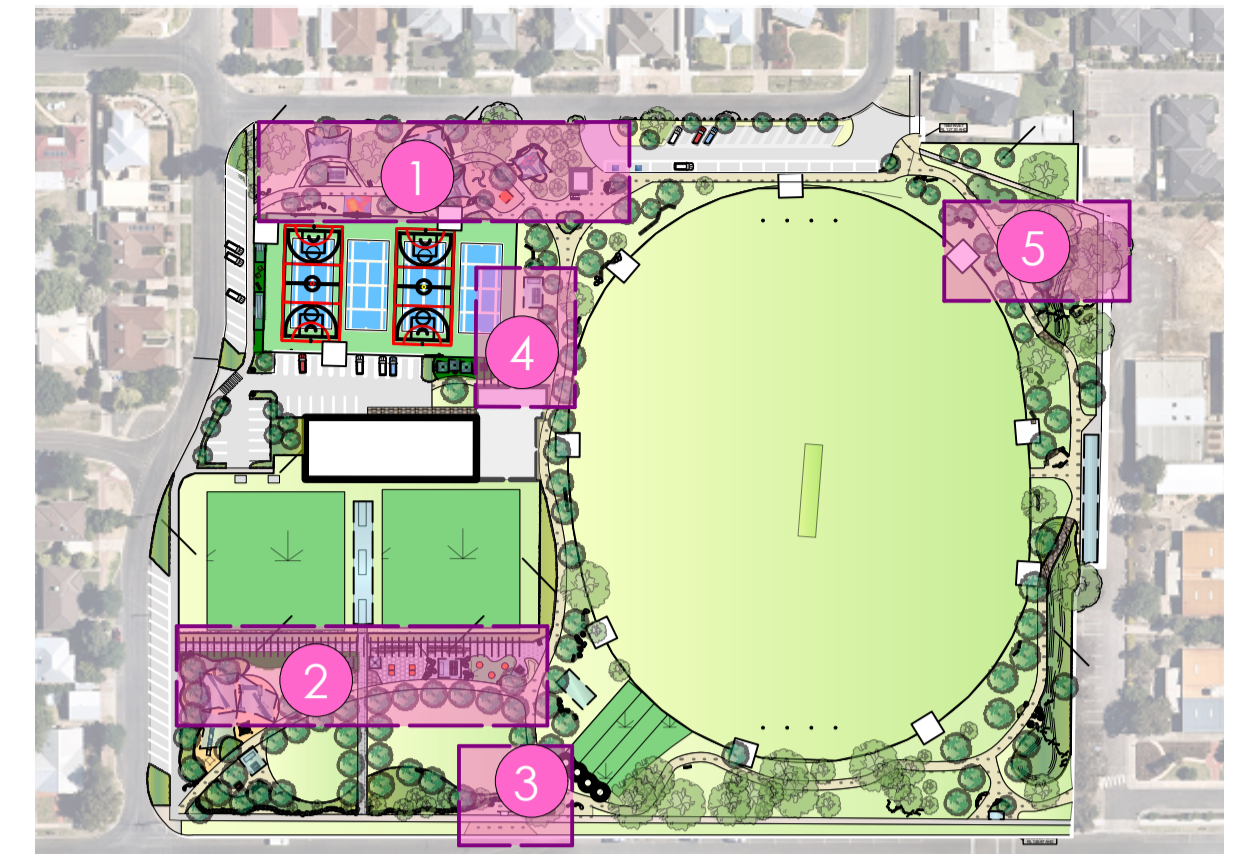
05.07.2022  
PN 207

PO Box 765 HORSHAM VIC 3402  
041 041 2440  
felicity@laimiga.com.au  
Note: This is a concept design drawing and not a working drawing. It is not to be used for construction purposes. Levels and dimensions are approximate only. This drawing remains the property of the Landscape Architect. COPYRIGHT LAIMIGA DESIGN STUDIO



SUNNYSIDE PARK - THE VILLAGE VIBE - COMMUNITY, PLAY & RELAX

SUNNYSIDE PARK CONTEXT



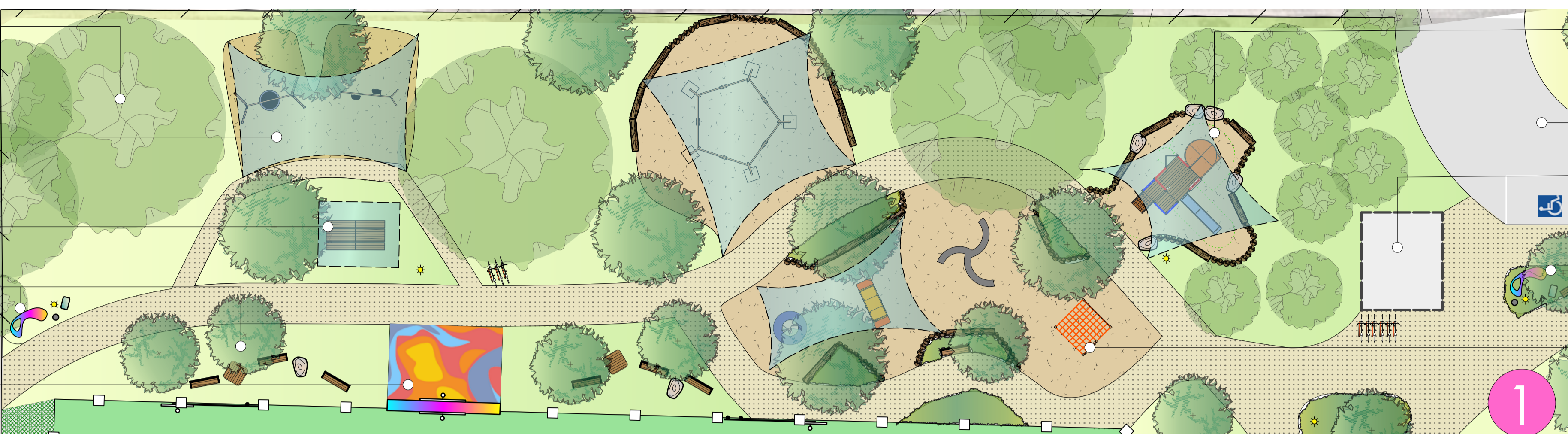
**Existing Trees** to be retained and protected

**Swings** located away from the main movement patterns - provide opportunities for universal access and multigenerational use - consider basket swing on senior frame, toddler seat or Joey seat, strap seat and a five way swing

**Shelter** structure located for viewing court sports and play area refuge

**Seating & entrance** provide a range of seating and gathering spaces throughout

**Ballcourt pad** & rebound wall painted with artistic interpretation - potential inclusion of heavy duty junior basketball net



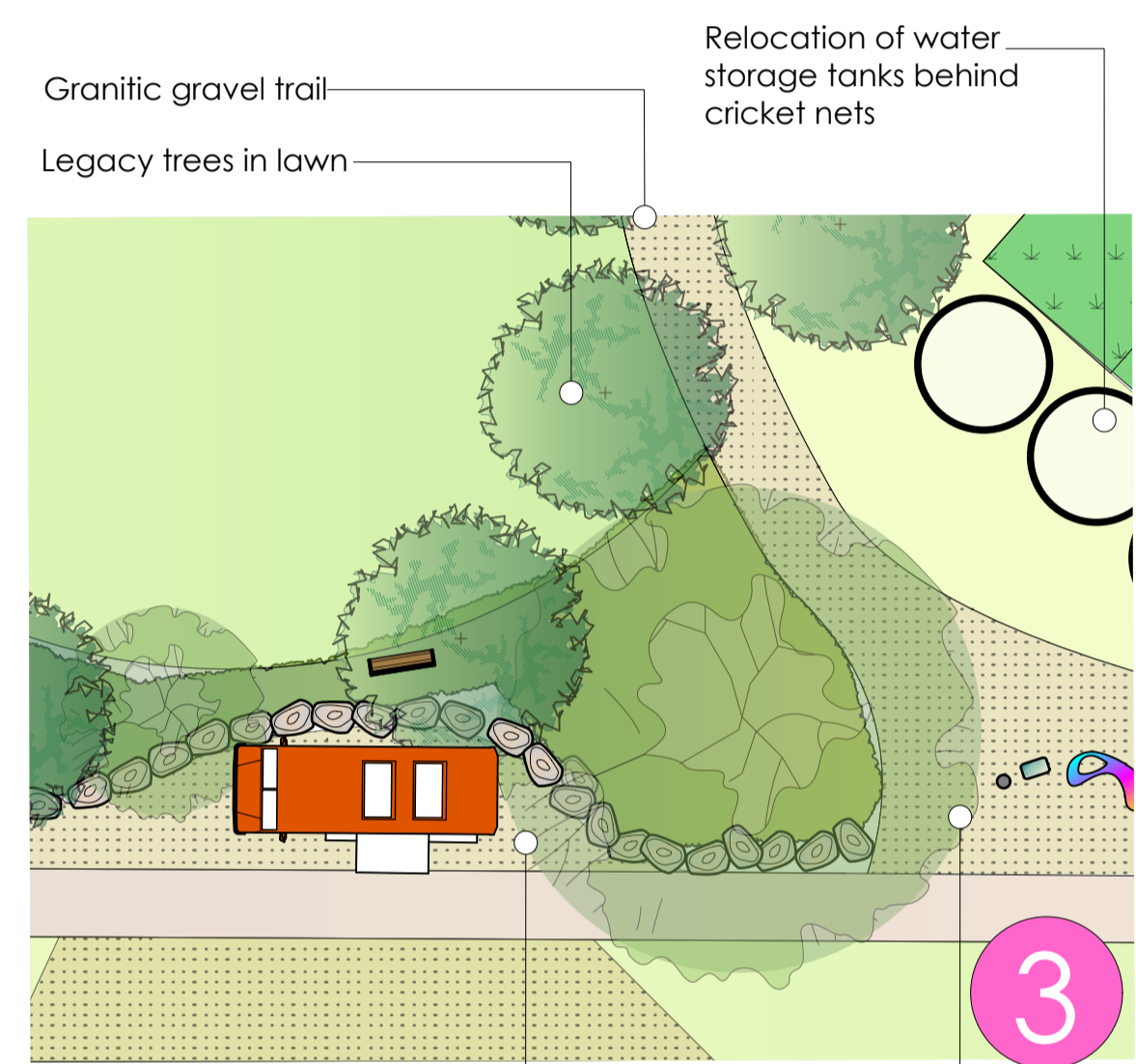
**Multi-unit** integrate slide and climb elements with activities at ground level to support social and physical play opportunities

**Carparking** design consistent with Olga Avenue & off street drop off parallel parking

Universally designed unisex **toilet facilities** with baby change. Walls clad with artistic interpretation

**Entrance feature** - including artistic interpretative & direction art, water refill station, dog bags, shade tree, seat, bicycle storage etc

**Playspace** - unite existing single pieces into a universally accessible area with an additional climbing cube and rocker surrounded by future shade trees and balancing edges



Granitic gravel trail

Legacy trees in lawn

Relocation of water storage tanks behind cricket nets

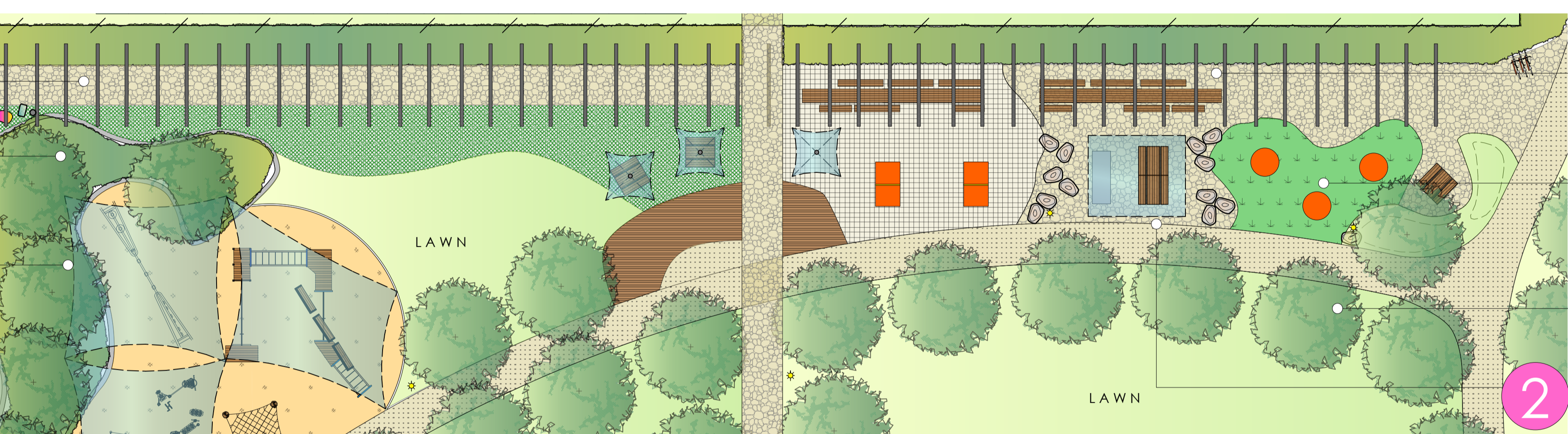
Opportunity for food/cafe van integrated with park and precinct access

Entrance elements of wayfinding signage, water refill, dog bags, etc

**Entrance** from Olga Avenue - feature pergola with vines over, seating shade, no trees within 10 metres of bowling green

**Olga Avenue garden bed** to meander with a 'seating edge' to create additional nooks for seating, shade trees and planting

**Multi-generational equipment** variety of static and dynamic equipment with a variety of opportunities for group fitness, physiotherapy programmable space, school active area and aged care mobility. Inclusion of shade overhead and seating opportunities

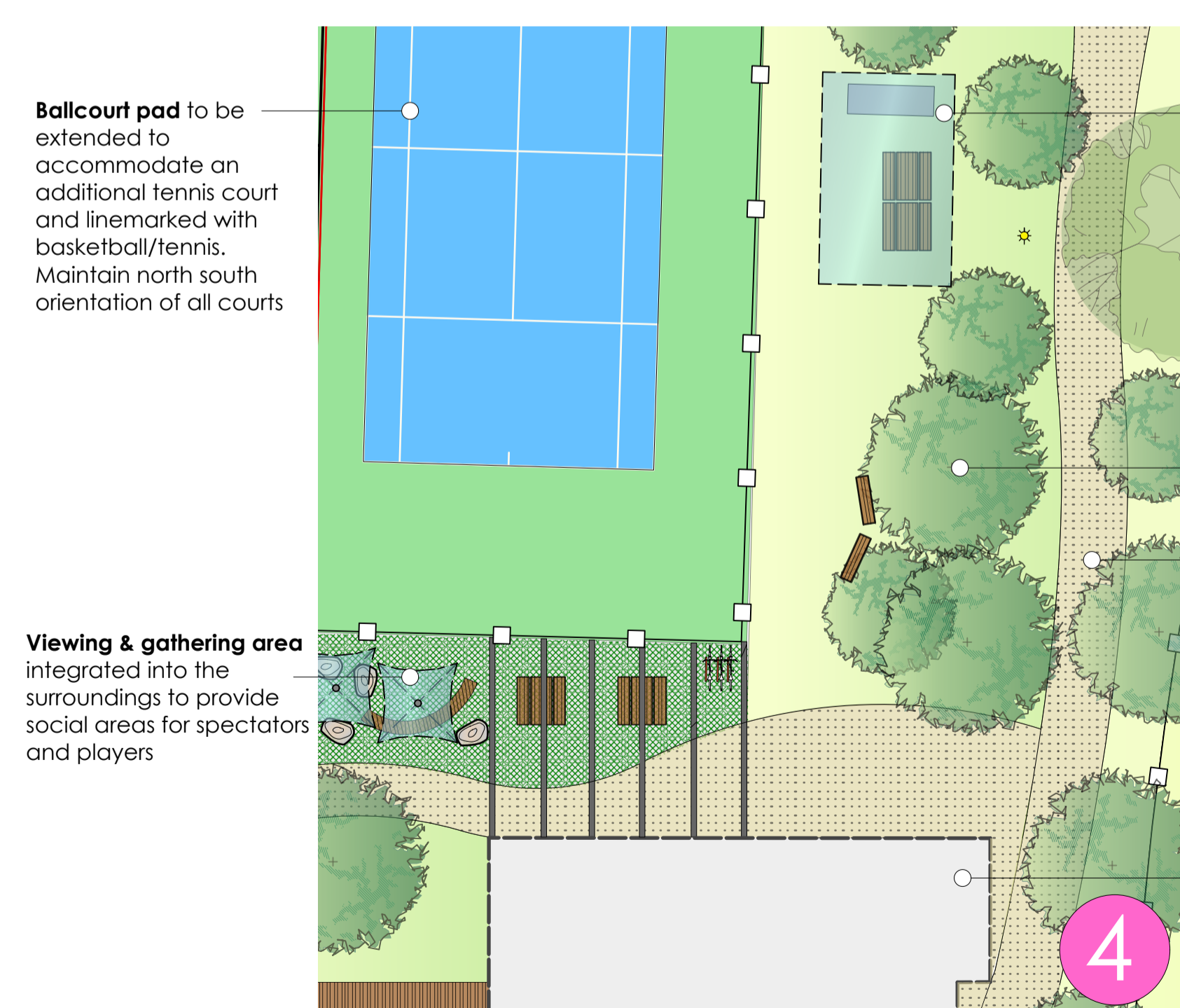


**Gathering area** with a variety of different opportunities under shade surrounded by low planting and vines overhead

**Playful elements** potential to include inground trampolines, table tennis, rock boulder seating and stage

**Lawn area** for kick-a-bout, play, picnics and shade trees for legacy planting

**Shelter & BBQ** with seating



**Ballcourt pad** to be extended to accommodate an additional tennis court and lined marked with basketball/tennis. Maintain north south orientation of all courts

**Viewing & gathering area** integrated into the surroundings to provide social areas for spectators and players

**Shelter BBQ** and picnic facilities with room for relocatable stand for viewing ball courts

**Legacy trees** continue to plant for future shade and biodiversity

**Shared pathway** compacted granitic gravel 2500mm wide pathway throughout the reserve for all user groups

**Building renovations** to consider shared facility opportunities with onsite sports. Consider decking to the north for transparent views through the site, integrated store, retaining of existing trees, viewing platform all sports



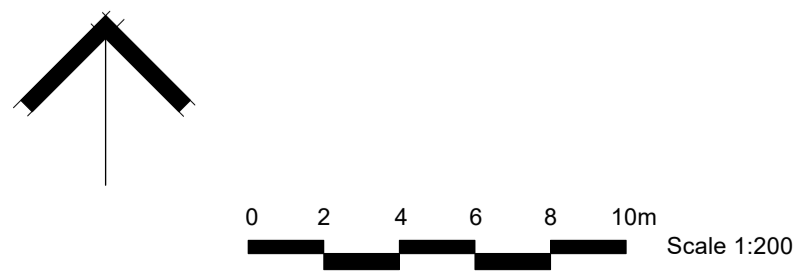
**Outdoor learning environment** to relate to Horsham PS (298 Campus) with a variety of gathering/ learning areas including log stumps, rock boulders and deck platforms

**Nature Play** encourage indigenous planting of swale/drainage line - equal cut and fill - incorporate logs & rock boulders for play, cubby and investigation

**Shared trail** granitic gravel 2500mm wide consistent width connection throughout the park

**LEGEND**

	BUILDING LAYOUT		FEATURE TIMBER LOG
	BOUNDARY FENCELINE		VERTICAL LOG EDGING
	EXISTING TREES TO BE RETAINED AND PROTECTED		TIMBER DECKING
	PROPOSED TREES		TABLE TENNIS TABLE
	PROPOSED GARDEN BEDS		INGROUND TRAMPOLINE
	LAWN (IRRIGATED)		PERGOLA
	ASPHALT SURFACE		TIMBER DECKING
	CONCRETE PAVING		TIMBER BALANCE PLAY & SHELTER
	UNIT PAVING		INTERPRETIVE ART ELEMENTS
	FEATURE PAVING		INCLUSIVE WATER REFILL STATIONS
	COMPACTED GRANITIC SAND SURFACE		DOG BAGS
	SYNTHETIC GRASS CARPET (NON-IMPACT ATTENUATING)		SHADE ELEMENTS
	ACRYLIC SURFACE WITH LINE MARKING		ACCESSIBLE BBQ FACILITIES
	PLAYGROUND MULCH (IMPACT ATTENUATING TO AS 4422)		BICYCLE STORAGE FACILITIES
	WETPOUR SYNTHETIC SURFACE (IMPACT ATTENUATING TO AS 4422)		LIGHTING
	POROUS PAVING		
	ROCK EDGING		
	TIMBER LOG EDGING		



Community Engagement Report

# SUNNYSIDE PARK CONCEPT PLAN

NOVEMBER 2022



PURPOSE OF ENGAGEMENT REPORT .....	3
BACKGROUND.....	3
PUBLIC PARTICIPATION GOAL.....	3
IAP2 LEVEL.....	3
OUR PROMISE .....	4
ESTABLISHMENT OF COMMUNITY REFERENCE GROUP .....	4
PROJECT TIMELINE .....	4
THE VISION.....	5
EXISTING CONDITION ANALYSIS, CONSTRAINTS AND OPPORTUNITIES .....	5
ENGAGEMENT TOOLS .....	5
WHAT FEEDBACK WAS RECEIVED? .....	5
GENERAL COMMENTS MADE BY RESPONDENTS.....	6
HOW WAS THE FEEDBACK EVALUATED? .....	6
HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN? .....	6
WHAT DESIGN ELEMENTS WERE MOST SUPPORTED? .....	6
WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN .....	6
WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED?.....	6
WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS? .....	7
WHAT IS THE ROLE OF THE CRG?.....	7

## PURPOSE OF ENGAGEMENT REPORT

This report summarises the engagement process undertaken and feedback received in the development of the draft concept plan for upgrades to Sunnyside Park.

### BACKGROUND

The Sunnyside Park project is the culmination of planning work that commenced in 2018 and was initiated by a committee of Council, the Sunnyside Park Committee of Management. The Sunnyside Park Advisory Committee, a committee of Council was also not able to finalise the project before the committee structure was changed.

A ten member Community Reference Group (CRG) was established in July 2021. The CRG and HRCC officers have worked together to develop the concept plan for Sunnyside Park.

The project is responding to a community need to provide freely accessible public areas where community members can gather. The plan also addresses safety concerns (lines of sight, location of the public toilet), provides a plan that responds to changing community expectations re: active recreation and organised sport and represents opportunities available in the provision of community assets and public-private partnerships.

### FOCUS AREA



The area is shown (left):

The park is bounded by Baillie St, Olga Ave and Charles/Cathcart Streets. Horsham Primary School is located on the eastern side of the oval.

The land is owned by Horsham Rural City Council (HRCC). The Sunnyside Bowling Club (parking, pavilion and four bowling greens) was originally land owned by HRCC.

### PUBLIC PARTICIPATION GOAL

The main outcomes of this community consultation are to:

- Obtain feedback on design elements within the landscape plan
- Obtain feedback regarding the draft plan to ensure the functional layout of the plan satisfies both a community vision for the Park and the needs of the local community.

### IAP2 LEVEL

Community – Consult

Community Reference Group – Involve

## OUR PROMISE

To the community - We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision.

To the CRG - We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

## ESTABLISHMENT OF COMMUNITY REFERENCE GROUP

A Community Reference Group (CRG) was formed in July 2021.

The CRG is comprised of the following members: Community representatives (4), and single representatives from:

- Horsham Primary School
- Homers Tennis
- Homers Cricket
- Kalkee Football and Netball Club
- Holy Trinity Lutheran College
- Horsham Sporting Club (Sunnyside Bowling Club) (Total of 10 members on the CRG)

Two HRCC officers from the Recreation and Open Space team attended CRG meetings.

The CRG met regularly from July 2021 until March 2022.

Meetings were held in person at the Sunnyside Bowling Club and as required via Zoom.

Meetings were generally of a 1.5 hour duration.

## PROJECT TIMELINE

July 2021	Project commenced with the formation of the CRG.
April – November 2021	Project planning with CRG (Includes stakeholder consultation undertaken by HRCC officers)
November 2021	CRG endorsement of draft concept plan
13 December 2021	Report to Council seeking approval to release the draft concept plan for community feedback
14 December 2021 to 11 March 2022	Community engagement
April – May 2022	Feedback grouped and themed
June 2022	Community feedback reviewed by CRG and amendments made
25 July 2022	Amended plan endorsed by CRG
12 September 2022	Amended plan presented to the community via HRCC webpage
November 2022	Plan presented to Council for adoption

## THE VISION

The CRG developed the following Vision:

*Our vision is that Sunnyside Park is the heart of our community; an open, restful space that is welcoming, easy to access and safe; a place to meet new people and build connections; a place that encourages and supports activity of different types and for different interests.*

## EXISTING CONDITION ANALYSIS, CONSTRAINTS AND OPPORTUNITIES

The CRG and HRCC officers undertook a detailed examination of existing site conditions, usage patterns, and opportunities. A gap and safety analysis was also completed (playground standard, location of the toilets, provision of community amenities, particularly infrastructure that supports community gathering opportunities. The concept plan for Sunnyside Park responds to the challenges and opportunities identified through the planning process.

## ENGAGEMENT TOOLS

A combination of static and interactive engagement tools were used.

Static: Weekly print media (local newspapers), HRCC webpage, HRCC e-newsletter, HRCC Facebook posts, HRCC Active e-newsletter, Core flute displayed at Horsham Primary School, Sunnyside tennis, Sunnyside Bowling Club.

Interactive: Attendance at Sunnyside tennis, at the Sunnyside Lutheran Retirement Village and at Sunnyside Bowling Club Board and general meetings of members.

Individual stakeholder meetings were held with:

- Wimmera Catchment Management Authority
- Department of Education and Training – Principal of Horsham Primary School and Principal of the Holy Trinity Lutheran College
- Sunnyside Lutheran Retirement Village
- Representatives from Kalkee Football and Netball Club
- Wimmera HealthCare Group
- Wimmera Whippets
- Wimmera Regional Sports Assembly
- Engineer - HRCC
- Strategic Planning Coordinator - HRCC
- Statutory Planning Coordinator - HRCC
- Parks and Gardens' (Acting) Coordinator - HRCC

## WHAT FEEDBACK WAS RECEIVED?

Sixty-seven (67) submissions were received.

## GENERAL COMMENTS MADE BY RESPONDENTS

Feedback (long-form comments) was transferred to a spreadsheet and was grouped according to themes that emerged in frequency (Example: shade, seating, play elements etc).

## HOW WAS THE FEEDBACK EVALUATED?

Feedback was considered against three forms of criteria, including the:

1. Vision developed by the CRG
2. Victorian Urban Design guidelines
3. Open Space Strategy (HRCC)

## HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN?

Feedback that was consistent with the evaluation criteria was included in the amended concept plan.

In many cases, feedback reinforced existing elements of the draft plan and was 'Noted' by the CRG or additional notes were added in the explanatory sections of the draft plan.

Following the evaluation process, the draft plan was amended, endorsed by the CRG and placed on the HRCC website for a four week period. A description of the feedback process and themes identified by the community was also placed on the HRCC website.

No additional feedback was received during the four week display.

## WHAT DESIGN ELEMENTS WERE MOST SUPPORTED?

The design element most preferred in survey responses was:

*Vibrant spaces that support activity for all ages and that are well used.*

## WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN

People confirmed the importance of:

- The importance of trees, shade and seating around the park
- Universal design – pathways that people of different ages and abilities can use
- Play equipment for people of different ages and abilities
- Provision of gathering areas for families and community groups
- Ensuring parking is considered.

## WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED?

- Additional parking for school drop off and pick up
- Designated school parking in Baillie St
- More clearly designated parking for bowling club members
- An additional BBQ located in the Baillie St park
- Provision of additional seating throughout the park

## WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS?

The engagement process for this stage of the project is complete.

When detailed construction drawings are developed they will be shared via the HRCC webpage.

## WHAT IS THE ROLE OF THE CRG?

The role of the CRG for this stage of the project will be completed when the concept plan has been presented to Council at a Council Briefing. Three members of the CRG will be invited to attend the Briefing.

The CRG has worked collaboratively throughout the project to understand site constraints, work within the defined scope of the project and identify landscape features that are consistent with a shared vision for improvements to the community.

The commitment of members of the CRG has been greatly appreciated and the model confirms the value of working closely with the community when undertaking complex community asset planning.

END

'A SAFE HAVEN FROM LIVES STORMS' - COMMUNITY, COMMERATE, CELEBRATE & PLAY

DESIGN INTENT

**Convenient and safe access**

Potential for improved connections to surrounding community - support pedestrian connections and define vehicle movements

**Enhancing the environment and natural beauty**

To incorporate principles of biodiversity to support a broad range of plants & habitat to encourage and value the indigenous birds, insects and local fauna

To reinforce the existing environment to support opportunities for the community to commemorate, celebrate and play

**Vibrant spaces that support activity for all ages and are well used**

Provide a base to support a variety of activities to encourage participation and engagement with the space - creating a destination for walkers/ bike riders, visitors, local community, etc

**Ensure safety, amenity and comfort for all ages**

Consideration of the principles of CPTED through the provision of open views for safety, seamless access throughout, opportunities to rest and recover and a clear delineation of the public and private realm

**Support a strong sense of place and local character**

Continue to support the complexity of art, culture and story telling in the park

Incorporate principles of sustainability through direct reference to the natural environment in the use of re-used and reclaimed materials

It is with respect that we understand that a detailed oral history exists for the stories and customs of the traditional owners of this area. Incorporate active engagement with representatives from the Barengi Gadjin Land Council to reflect the potential interpretation from the Wotjobaluk, Jaadwa, Jadawajali, Wergaia and Japagulk families.



- 1 **Carpark** - a minimum of 8 carparks including A minimum of one accessible carpark spaces. Resolve open drainage swale
- 2 **Focal entry area** - including feature paving, interpretative signage, artistic elements reflecting the history and natural environment of Haven & seating
- 3 **Nature Play Area** - support the existing natural character of the area through revegetation under the Grey Box trees with low growing indigenous tussocks, small shrubs and grow covers. Incorporate vertical and horizontal logs and rocks for balancing, stepping stones for playful games, seating nooks for gathering, lighting to be creative uplighting of the trees, water feature with hand operated water pump (connect to additional water storage tank), sandplay & shelters
- 4 **Shared trail & Mural on toilet facilities** - offset indigenous re-vegetation to ensure CPTED attributes are considered. Include low growing grassy woodland planting to ensure powerline restrictions are considered - include groupings of small shrub wattles less than 4m tall - ensure open views are retained into the site. Include occasional seating along the path at rest stops with shade and low rural style fencing
- 5 **Pedestrian circulation** - provide connection across service road to support bicycle riding & pedestrian access throughout the site. Consider traffic control measures on the service road with a raised pavement and zebra stripes to slow traffic down
- 6 Incorporate **natural play equipment** that supports social interaction and playfulness - include a 5 person swing, basket swing, see-saw, obstacle courses with balance below 600mm, cool irrigated grassed areas for picnics and gathering
- 7 **Gathering Area** - provide complimentary elements to support the existing shelter - include pergola, paved area, additional natural shade, seating, party table, lighting - festoon or uplights, areas of irrigated grass, BBQ/woodfired oven, drinking water, etc
- 8 **Pedestrian connection from gathering area to Haven Primary School** - inclusion of art, seat/balancing edges, indigenous planting, paving details and shade trees
- 9 **Celebrate** the existing **commemorative space** with feature paving, additional flag poles (to total 3 - for our 3 flags), seating, memorial planting, shade, lighting, art (sensitive & interactive interpretation of Private James Plozza & Haven Primary School letter - potential silhouettes to the setting sun in the west - facing the rising sun in the east), seasonal planting of poppies
- 10 **Visitor & Staff carparking** - parallel parking with granitic gravel access path - retain all existing trees and avoid entering the Tree Protection Zone. Carparking to support staff parking in shade and occasional visitor carparking and after hours caravan/carparking. Service Road to be one way in front of School and signposted
- 11 **Remnant Grey Box Woodland** to be retained and extended - support additional groundcover planting and planting to provide habitat connection and increased biodiversity.
- 12 **Flexible open space** with grassed areas, some areas irrigated, grass reinforced with inground compaction protection system, open plan to support market stall set up, walking trail around the perimeter to support walkability/ strollability/ bikability, incorporate indigenous shade trees as legacy planting for shade and habitat, potential gathering/ evening movies/ market space. Discourage as carparking space. Grade area to drain indigenous planted swale.
- 13 **Existing clubrooms** to be retained until future facilities are on site. Provide drainage works to ensure access to facilities. Removal of 'dense medium sized shrubs' and replace with indigenous vegetation of low growing shrubs/ tussocks/ groundcovers
- 14 **WSUD (Water Sensitive Urban Design) swale** - Indigenous planting of swale/ creek form with habitat elements designed to support drainage of the openspace area - include logs, timber bridge crossings and habitat planting. Support open views into the park with the use of low growing indigenous vegetation. Long term potential incorporation of Haven Inc office in future infrastructure development. Incorporate low key post & wire fencing in planting
- 15 **Stage/ Performance/ Sound shell** flexible use for community gathering
- 16 **Henty Hwy/ Service Road intersection** to be engineered to improve sightlines, safety and movements - future liaison with authorities required to ensure a safe system is created
- 17 **Maintenance/ Market entrance** low key access to open space
- 18 **Haven entrance** signage for Haven Recreation Reserve/ School/ Market - artistic interpretation - potential to be located outside of the clearzone

LEGEND

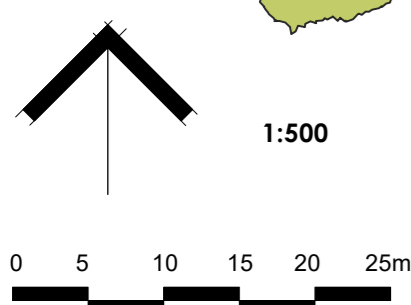
- BUILDING LAYOUT
- BOUNDARY FENCELINE
- EXISTING TREES TO BE RETAINED AND PROTECTED
- PROPOSED TREES
- PROPOSED IRRIGATED LEMON & LIME, MANDARIN & ORANGE
- PROPOSED GARDEN BEDS

- UN-IRRIGATED LAWN
- IRRIGATED LAWN
- ASPHALT SURFACE
- CONCRETE PAVING
- GRANITIC GRAVEL
- SAND
- FEATURE PAVING
- FEATURE ART ELEMENTS

- ROCK BOULDERS
- STEPPING STONES
- PEBBLE CREEK
- HORIZONTAL HARDWOOD LOGS
- VERTICAL HARDWOOD LOGS
- LIGHTING (UPLIGHTS)
- LIGHTING (FESTOON LIGHTING)

- TIMBER DECKING
- GRADED MOUND
- MANUAL HAND PUMP FOR WATER PLAY
- BENCH
- PICNIC SETTING
- SEAT WITH BACK AND ARM REST

- SHADE SHELTER
- BEACHED EDGE TO SAND PIT



Anzac Park - Concept Layout  
**Haven Common Precinct Plan**

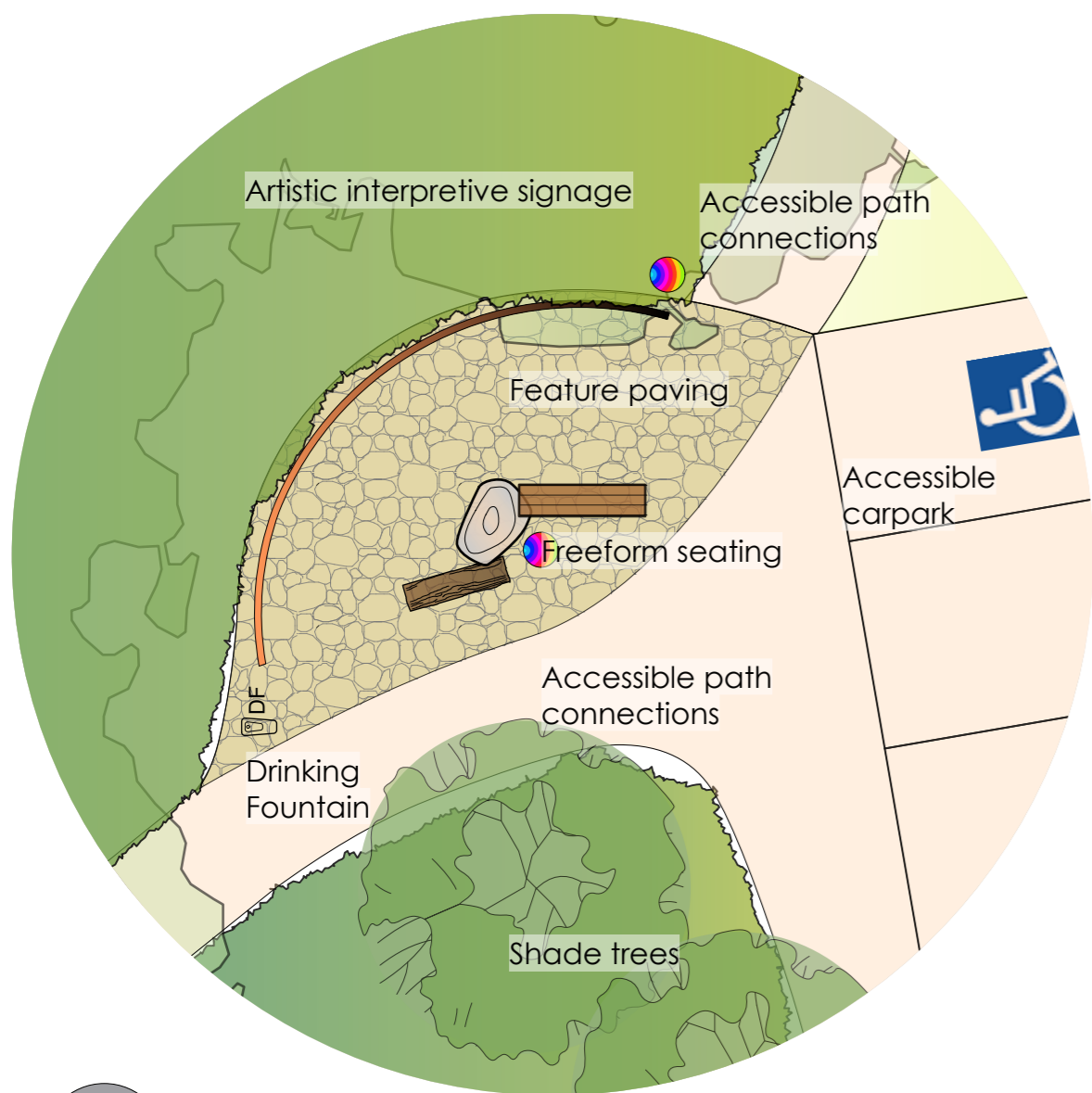
Henty Highway HAVEN 3401

27.06.22  
PN 176

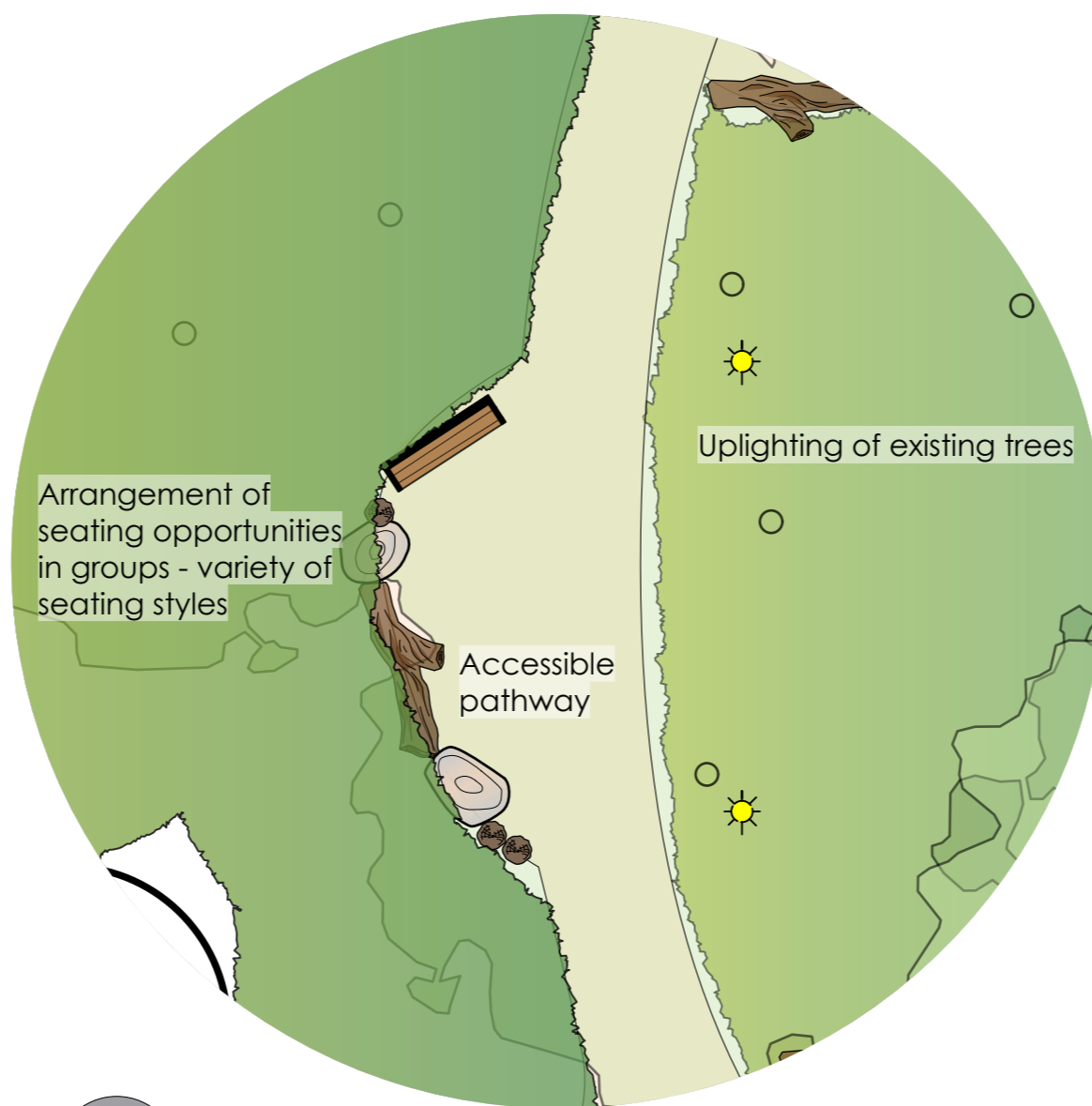
PO Box 765 HORSHAM VIC 3402  
041 041 2440  
felicity@laimiga.com.au  
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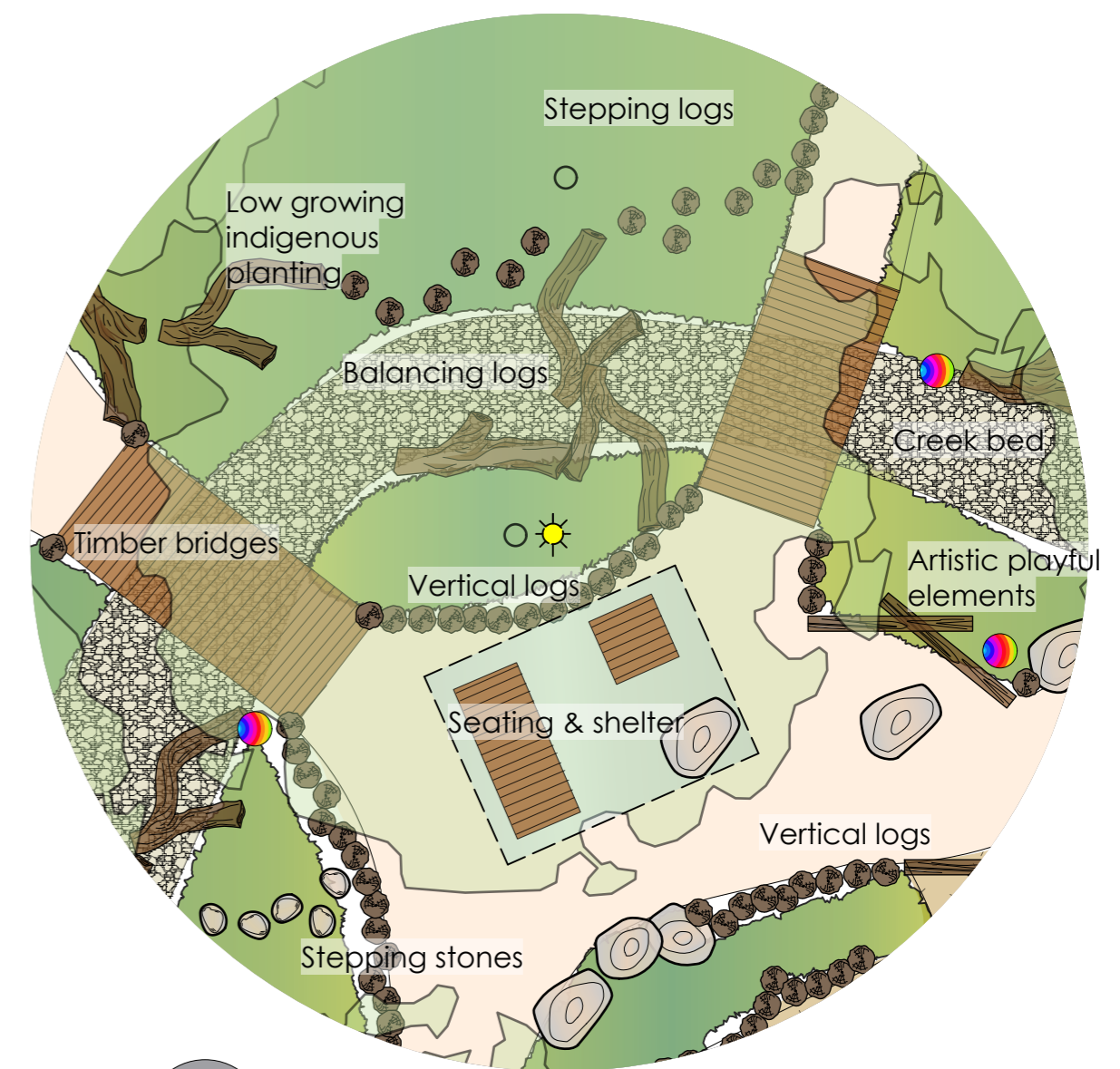
'A SAFE HAVEN FROM LIFES STORMS' - COMMUNITY, COMMERATE, CELEBRATE & PLAY



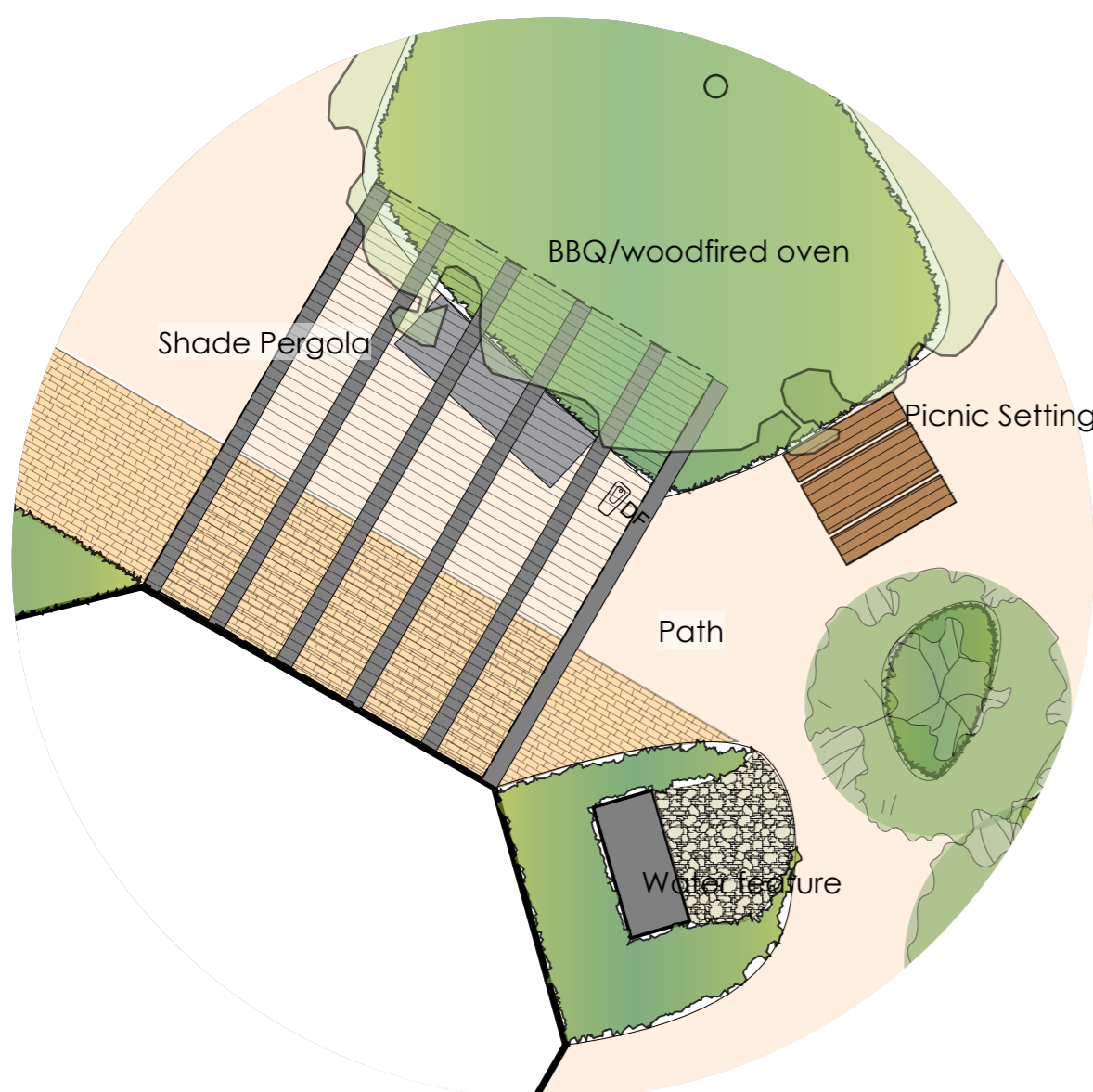
1 Feature Entrance



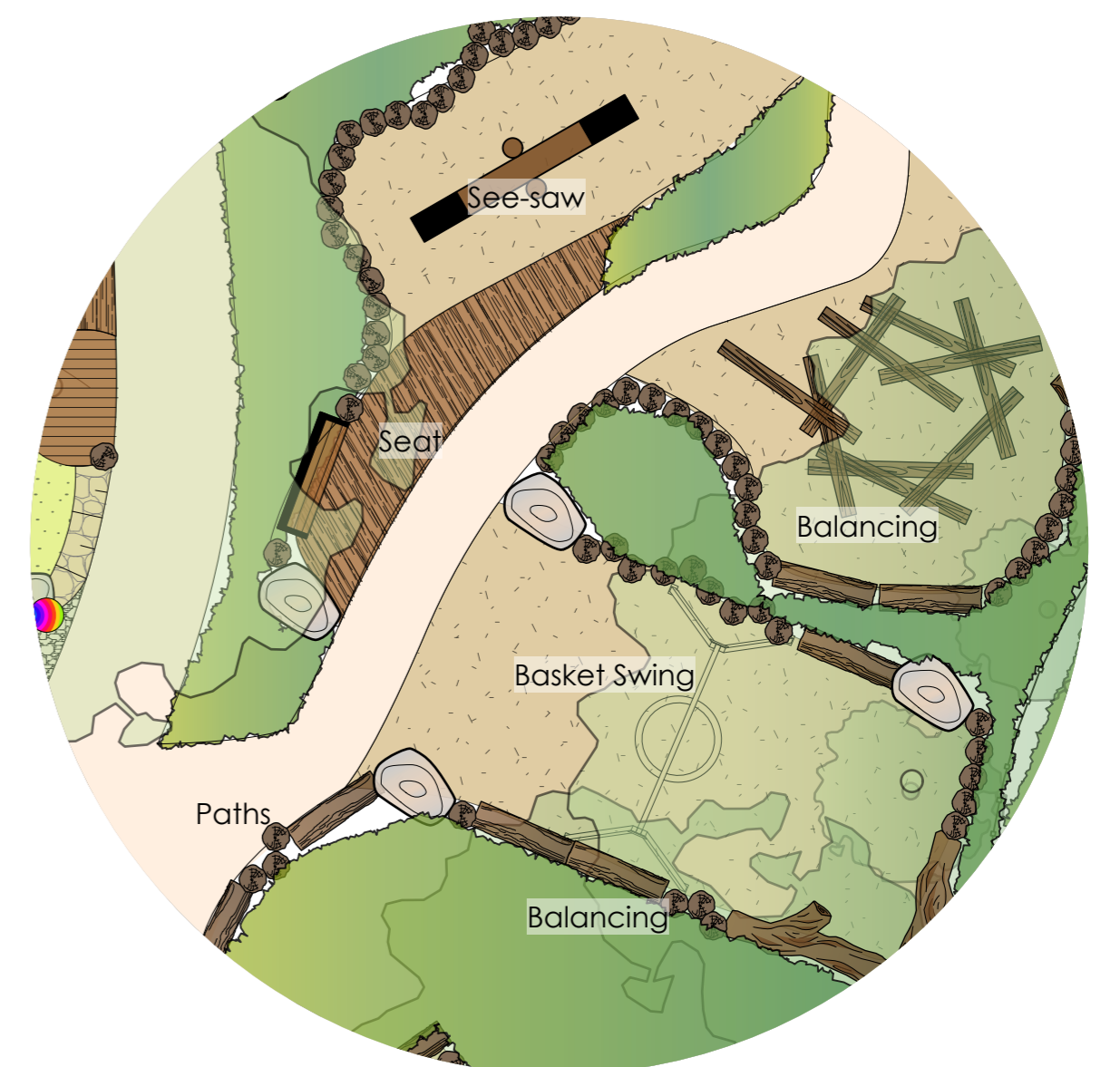
2 Typical seating area



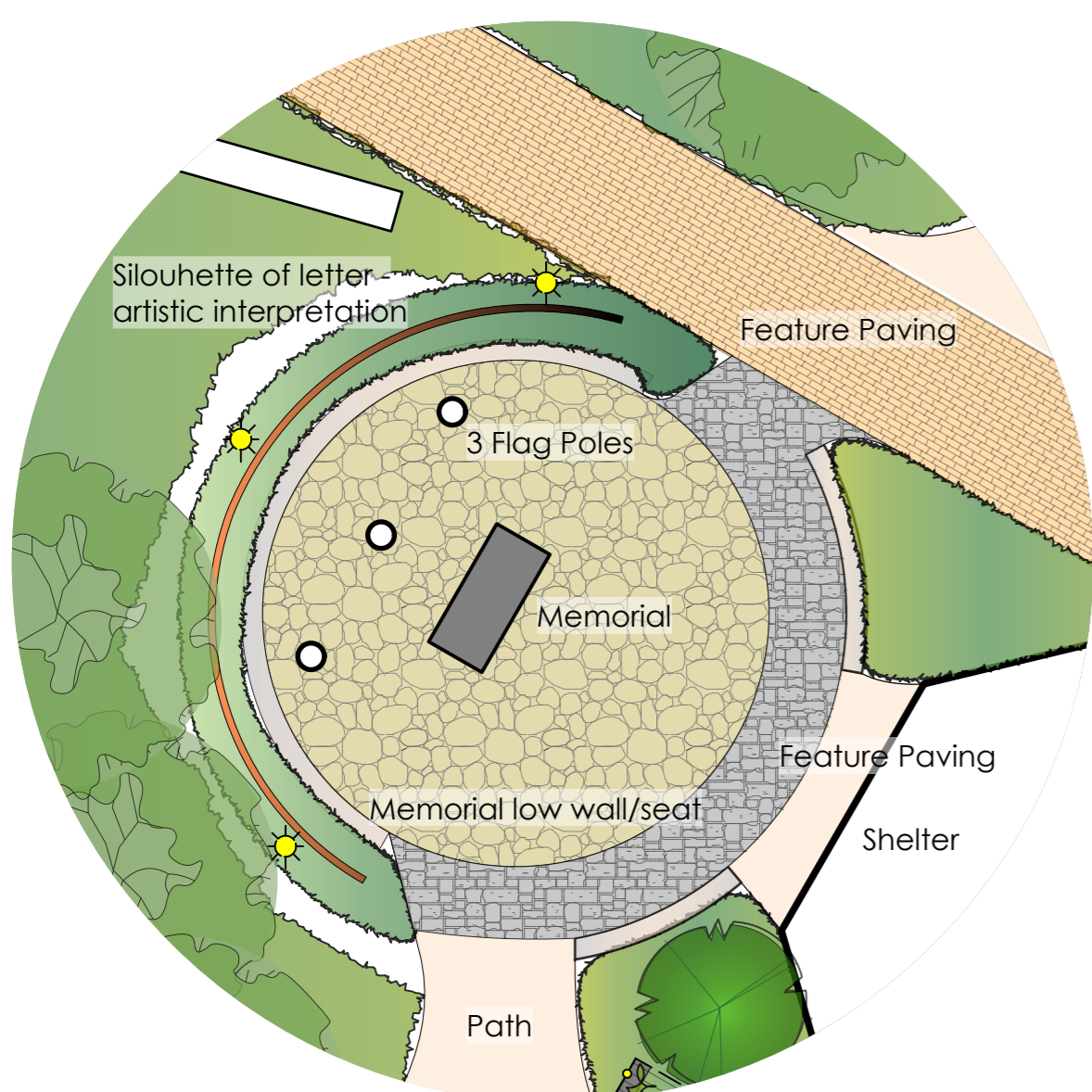
3 Nature Play



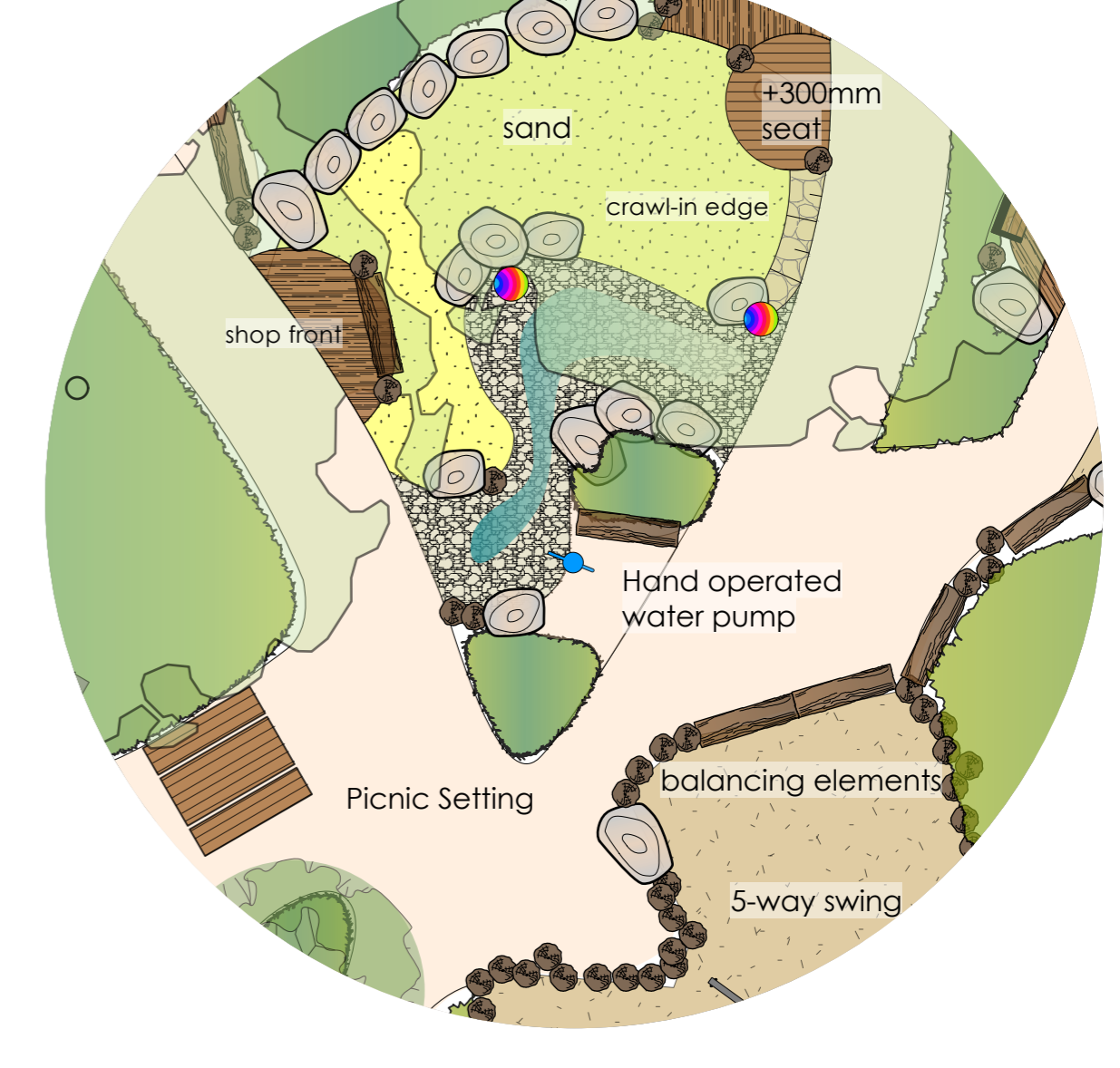
10 Gather & cook



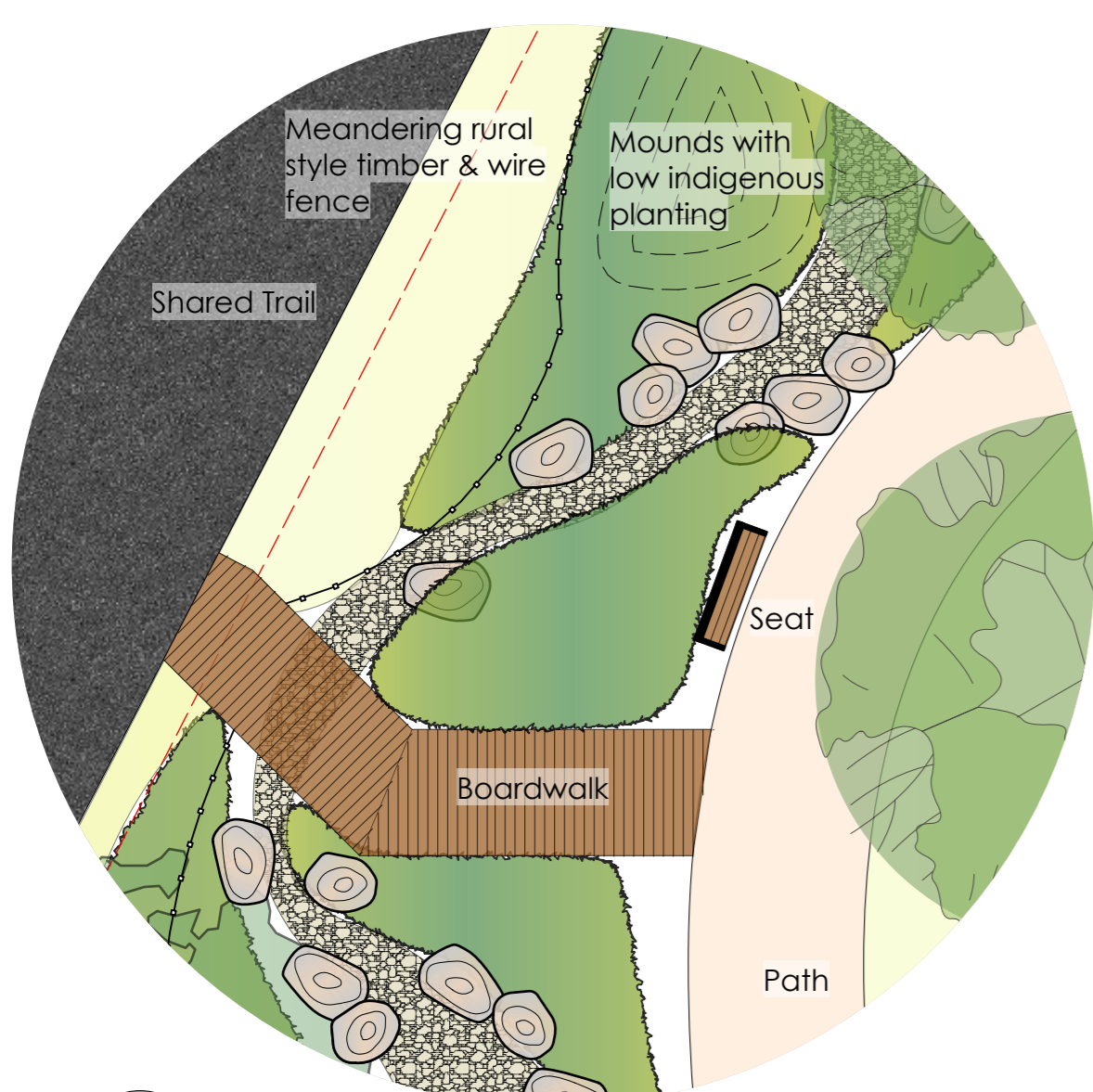
4 Nature Play



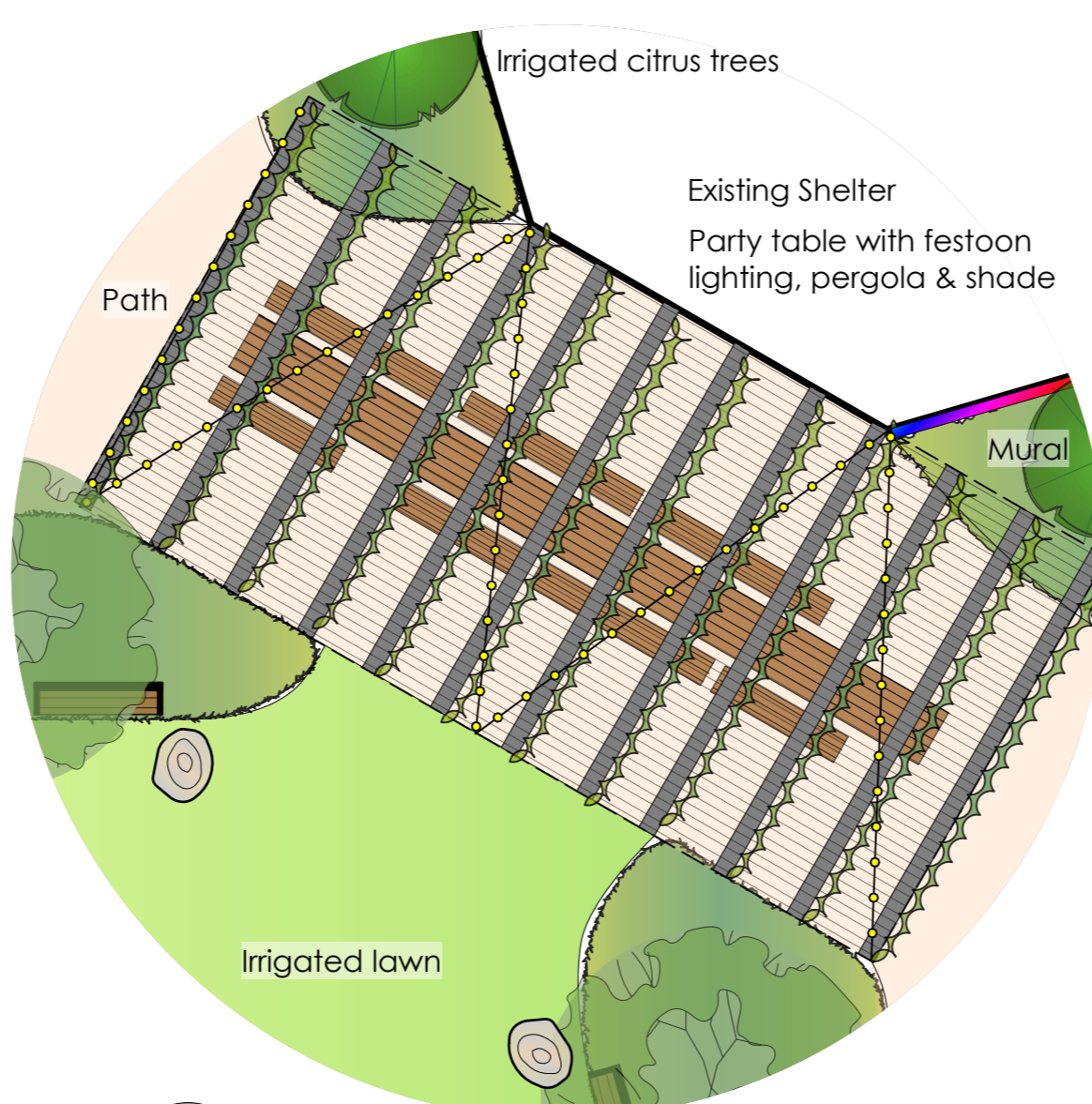
9 Anzac Memorial



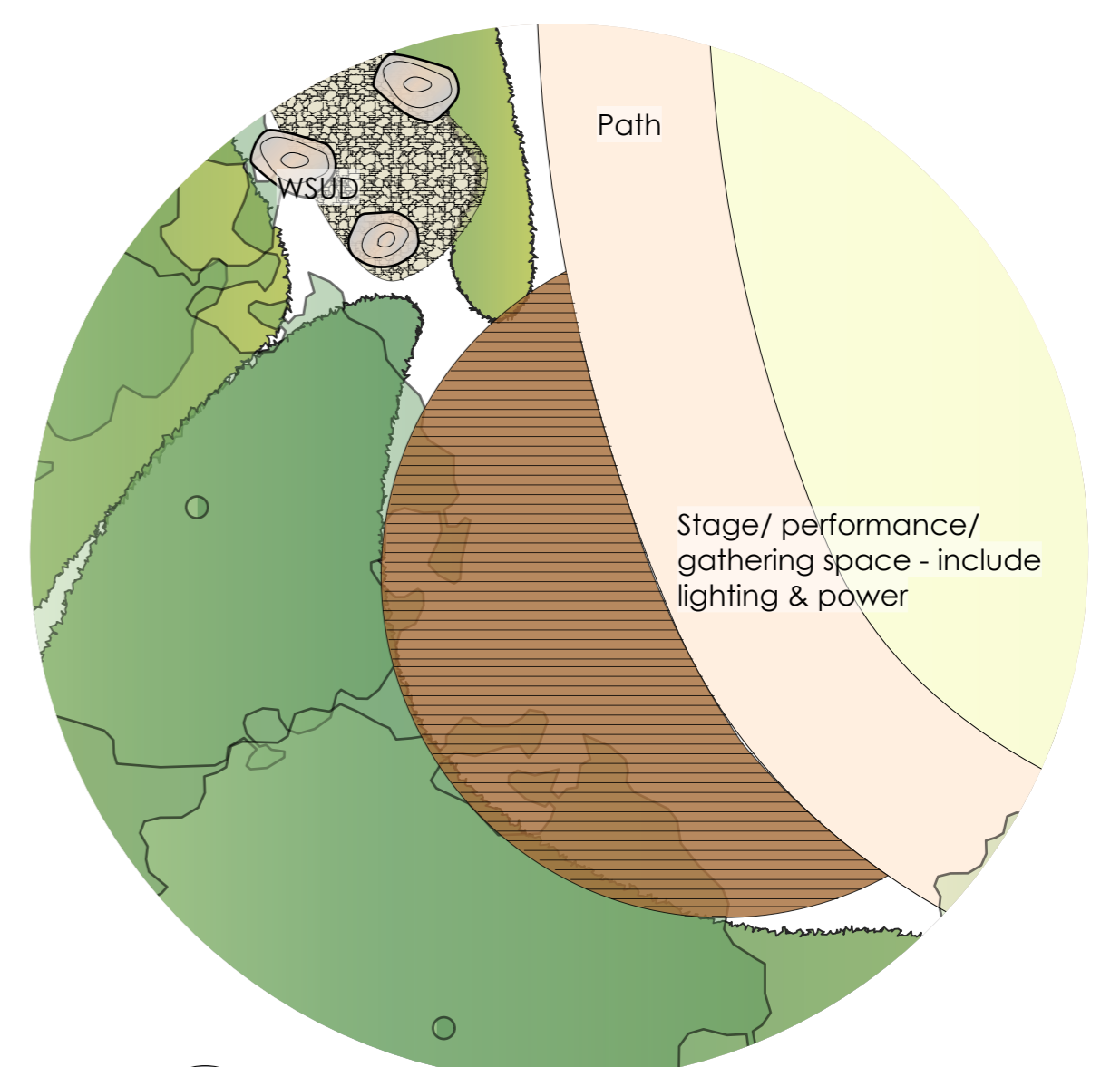
5 Nature Play



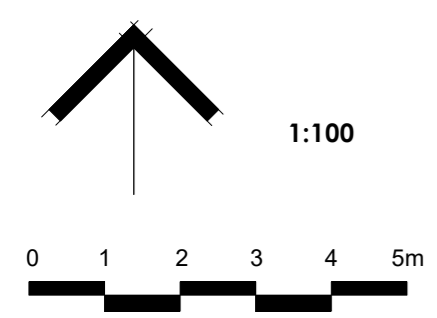
8 WSUD & Boardwalks



7 Gathering



6 Performance & Gather



Anzac Park - Concept Layout - Detail  
**Haven Common Precinct Plan**  
Henty Highway HAVEN 3401

27.06.22  
PN 176

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Community Engagement Report

# HAVEN – ANZAC PARK CONCEPT PLAN

NOVEMBER 2022

PURPOSE OF ENGAGEMENT REPORT .....	3
BACKGROUND.....	3
FOCUS AREA.....	3
PUBLIC PARTICIPATION GOAL.....	3
IAP2 LEVEL.....	3
OUR PROMISE .....	3
ESTABLISHMENT OF COMMUNITY REFERENCE GROUP .....	4
PROJECT TIMELINE .....	4
ENGAGEMENT TOOLS .....	4
WHAT FEEDBACK WAS RECEIVED? .....	5
GENERAL COMMENTS MADE BY RESPONDENTS.....	5
HOW WAS THE FEEDBACK EVALUATED? .....	5
HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN? .....	5
WHAT DESIGN ELEMENTS WERE MOST SUPPORTED? .....	5
WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN .....	5
WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED?.....	6
WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS? .....	6
The engagement process for this stage of the project is complete. ....	6
WHAT IS THE ROLE OF THE CRG?.....	6

## PURPOSE OF ENGAGEMENT REPORT

This report summarises the engagement process undertaken and feedback received in the development of the draft concept plan for upgrades to Haven – Anzac Park.

## BACKGROUND

The Haven Anzac Park project is the first stage of a more comprehensive development plan for the area. Other related projects include:

- Horsham South Structure Plan (in development) and the
- Wimmera Regional Multi-sport precinct feasibility study (in progress).

Initial development of a Haven ‘precinct’ plan was completed in August 2015 and was endorsed by Council 19 September 2016. A review of the precinct plan commenced in April 2021 but cannot proceed until the Wimmera Regional Multi-sport feasibility study has been completed.

## FOCUS AREA



The area is shown (left):

The area is bounded by the Henty Highway (west) and the access road to the hall, school and reserve.

The site is Crown land, with Horsham Rural City Council (HRCC) being the Committee of Management for the site.

The area is approximately 6400m<sup>2</sup> in size with a 400m+ perimeter.

## PUBLIC PARTICIPATION GOAL

The main outcomes of this community consultation are to:

- Obtain feedback on design elements within the landscape plan
- Obtain feedback regarding the draft plan to ensure the functional layout of the plan satisfies both a community vision for the Park and the needs of the local community.

## IAP2 LEVEL

Community – Consult

Community Reference Group – Involve

## OUR PROMISE

To the community - We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision.

To the CRG - We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

## ESTABLISHMENT OF COMMUNITY REFERENCE GROUP

A Community Reference Group (CRG) was formed in April 2021.

The CRG is comprised of the following members: Community representatives (4), and single representatives from: Haven campus, Horsham West Primary School, Horsham Dog Obedience Club, Haven Tennis Club and Haven Community Enterprise Inc. (8 members)

Two HRCC officers from the Recreation and Open Space team attended CRG meetings.

The CRG met regularly from April 2021 until March 2022.

Meetings were held in person at the Haven Hall, the Haven campus of Horsham West Primary School and as required, via Zoom. Meetings were generally of a 1.5 hour duration.

## PROJECT TIMELINE

15 April 2021	Project commenced with the formation of the CRG.
April – November 2021	Project planning with CRG (Includes stakeholder consultation undertaken by HRCC officers)
November 2021	CRG endorsement of draft concept plan
13 December 2021	Report to Council seeking approval to release the draft concept plan for community feedback
14 December 2021 to 11 March 2022	Community engagement
April – May 2022	Feedback grouped and themed
June 2022	Community feedback reviewed by CRG and amendments made
25 July 2022	Amended plan endorsed by CRG
12 September 2022	Amended plan presented to the community via HRCC webpage
November 2022	Plan presented to Council for adoption

## ENGAGEMENT TOOLS

A combination of static and interactive engagement tools were used.

Static: Weekly print media (local newspapers), HRCC webpage, HRCC e-newsletter, HRCC Facebook posts, HRCC Active e-newsletter, Core flute displayed at Haven campus of the Horsham West Primary School and at Haven hall.

Interactive: Attendance at Haven market, Haven tennis, and targeted stakeholder meetings.

Individual stakeholder meetings were held with:

- Wimmera Catchment Management Authority
- Department of Transport
- Representatives from Taylor's Lake Football and Netball Club
- Wimmera HealthCare Group
- Strategic Planning Coordinator - HRCC

- Statutory Planning Coordinator - HRCC
- Parks and Gardens' (Acting) Coordinator - HRCC

### WHAT FEEDBACK WAS RECEIVED?

Seventy-nine (79) submissions were received with an additional 20 submissions from Grade 5 students attending the Haven campus of Horsham West Primary School (Total of 99 responses).

### GENERAL COMMENTS MADE BY RESPONDENTS

Feedback (long-form comments) was transferred to a spreadsheet and was grouped according to themes that emerged in frequency (Example: shade, seating, play elements etc).

### HOW WAS THE FEEDBACK EVALUATED?

Feedback was considered against three forms of criteria, including the:

1. Vision developed by the CRG
2. Victorian Urban Design guidelines
3. Open Space Strategy (HRCC)

### HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN?

Feedback that was consistent with the evaluation criteria was included in the amended concept plan.

In many cases, feedback reinforced existing elements of the draft plan and was 'Noted' by the CRG or additional notes were added in the explanatory sections of the draft plan.

Following the evaluation process, the draft plan was amended, endorsed by the CRG and placed on the HRCC website for a four week period. A description of the feedback process and themes identified by the community was also placed on the HRCC website.

No additional feedback was received during the four week display.

### WHAT DESIGN ELEMENTS WERE MOST SUPPORTED?

The design element most preferred in survey responses was:  
Vibrant spaces that support activity for all ages and are well used.

### WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN

People confirmed the importance of:

- Creating opportunities for social connection and family gatherings
- Trees, shade, tables and seating that encourage people to gather and linger longer in the area
- Nature-based play that is accessible to people of different ages and abilities
- Connected pathways that can be used by different people – for walking, running and movement throughout the park

- Public art being integrated throughout the area so the park is a welcoming entrance to Haven Reserve

#### WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED?

- Adjustment to the placement of sensory plants to improve access to people requiring mobility assistance
- Provision of additional seating throughout the park
- Increased integration of art work throughout the park

#### WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS?

The engagement process for this stage of the project is complete.

When detailed construction drawings are developed they will be shared via the HRCC webpage.

#### WHAT IS THE ROLE OF THE CRG?

The role of the CRG for this stage of the project will be completed when the concept plan has been presented to Council at a Council Briefing. Three members of the CRG will be invited to attend the Briefing.

The CRG has worked collaboratively throughout the project to understand site constraints, work within the defined scope of the project and identify landscape features that are consistent with a shared vision for improvements to the community.

The commitment of members of the CRG has been greatly appreciated and the model confirms the value of working closely with the community when undertaking complex community asset planning.

END

## Schedule 78: Green Lake (near Horsham)

### Waterway Manager: Horsham Rural City Council

#### 78.1 Interpretation

In this Schedule:

- a) 'Outlet structure' refers to the Grampians Wimmera Mallee Water owned lake outlet, which is a concrete and steel structure located at the northern tip of the Lake approximately 70 metres east of the main boat ramp.
- b) Distances are measured along the full water line from the outlet structure.
- c) 'Current water level' is the water level in the Lake as measured by Grampians Wimmera Mallee Water and published on the Storage Manager website.

#### 78.2. Access lanes for the purposes of Clause 5.

The following waters of Green Lake are access lanes:

- d) approximately 100 metres wide, situated along the north shore, commencing approximately 20 metres east of the outlet structure
- e) approximately 100 metres wide, situated along the northeast shore, commencing approximately 470 metres east of the outlet structure

#### 78.3. Five (5) knot speed restriction for the purposes of Clause 7.

The following waters of Green Lake are subject to a speed restriction of five (5) knots:

- a) the entire lake when the current water level is lower than 133.9 mAHD.

#### 78.4. Areas where vessels with engines are prohibited for the purposes of Clause 10.

The following waters of Green Lake are prohibited to vessels with engines used for propulsion:

- a) areas delineated in this Schedule as special purpose areas (other than 78.5 (b) slalom water-skiing).
- b) the entire lake when the current water level is lower than 133.7 mAHD.

#### 78.5. Exclusive use and special purpose areas for the purposes of Clause 13.

The following waters of Green Lake are special purpose areas for the exclusive use of:





- a) bathers and human powered craft only (stand-up paddle board, canoe, kayak) situated along the northeast shore, from approximately 160 metres east of the outlet structure to approximately 420 metres east of the outlet structure, and extending 150 metres offshore, each boundary being marked on the foreshore by signage and on the water by buoys.
- b) slalom water-skiing only - situated along the southeast shore commencing approximately 1450 metres west of the outlet structure to approximately 1700 metres west of the outlet structure and extending 200 metres offshore, each boundary being marked on the foreshore by signage and on the water by a buoy, are set aside for slalom water-skier racing when red flags are displayed on the buoys.
- c) sailing and manually operated vessels – situated along the south shore, including all waters south of the line of latitude bearing 36°47'50" (in line with Reynolds Road), each boundary being marked on the foreshore by signage and on the water by buoys.
- d) sailing and manually operated vessels – situated along the east shore, from approximately 620 metres east of the outlet structure to approximately 1800 metres east of the outlet structure and extending 100 metres offshore, each boundary being marked on the foreshore by signage and on the water by buoys.

78.6. Direction of travel for the purposes of Clause 14.


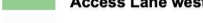
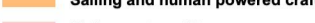
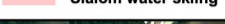
All vessels with an engine used for propulsion must proceed in a clockwise direction in relation to the approximate centre of the waterway around the waters of Green Lake.

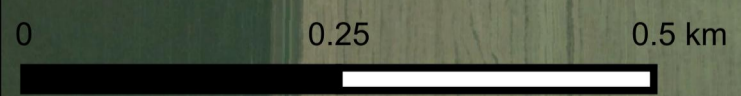
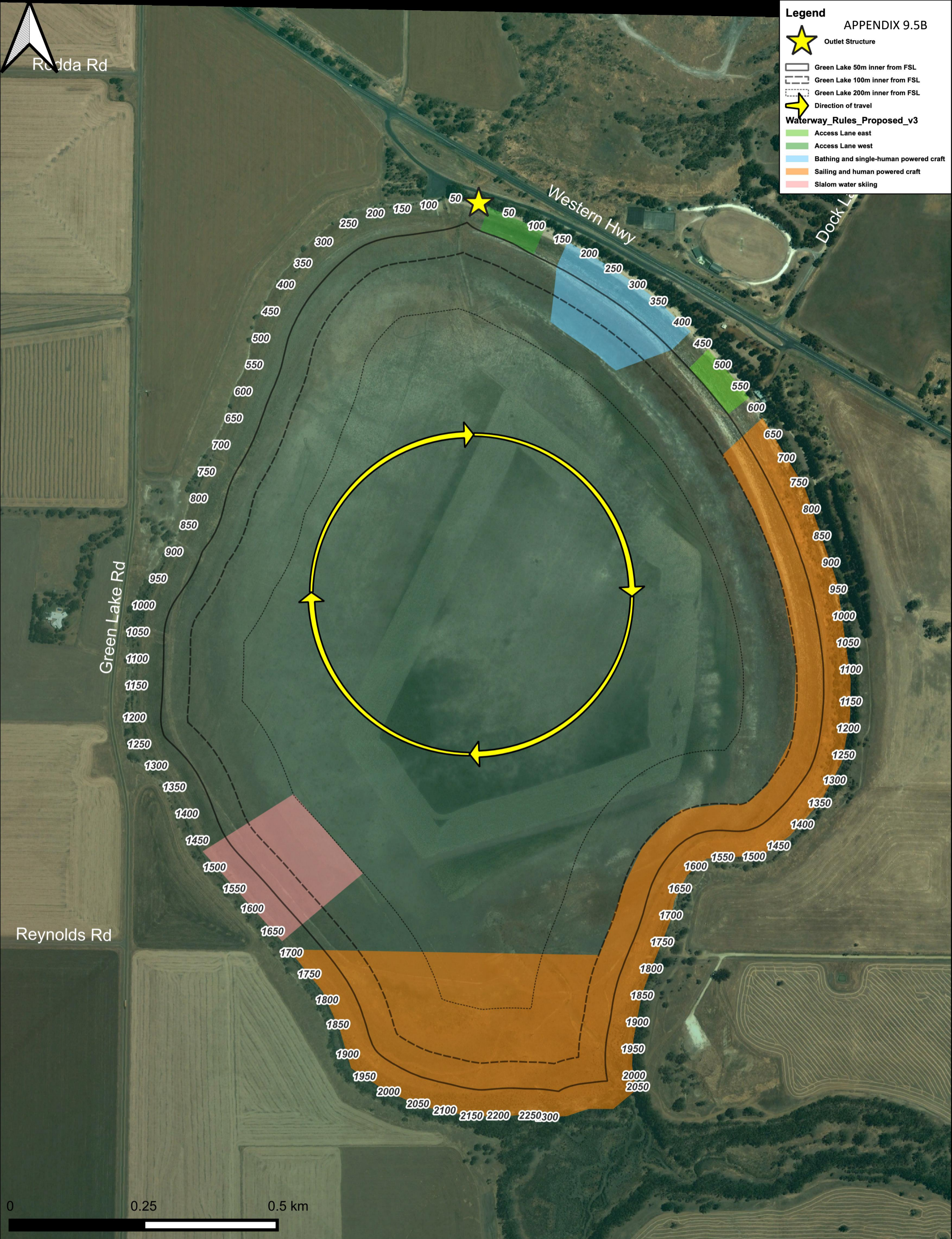


**Legend** APPENDIX 9.5B

-  Outlet Structure
-  Green Lake 50m inner from FSL
-  Green Lake 100m inner from FSL
-  Green Lake 200m inner from FSL
-  Direction of travel

**Waterway\_Rules\_Proposed\_v3**

-  Access Lane east
-  Access Lane west
-  Bathing and single-human powered craft
-  Sailing and human powered craft
-  Slalom water skiing



Prepared by: D Wallis  
 Checked by: E Davies  
 Wednesday 10/08/2022, 12:31pm  
 Job number: 1573

# Green Lake Waterway Rules



Projection: MGA94 Zone 54  
 © Imagery remains property of: Data Vic

Disclaimer: This map has been prepared in accordance with the scope of services described in the contract or agreement between RMCG and the Client. Any findings only apply to the aforementioned circumstances and no greater reliance should be assumed or drawn by the Client. Furthermore, the report has been prepared solely for use by the Client and RMCG accepts no responsibility for its use by other parties.

# Green Lake waterway rules review

Engagement Report October  
2022

## 1 Introduction

### OVERVIEW

RMCG has been engaged by Horsham Rural City Council (HRCC) to undertake a review of the waterway rules at Green Lake, Horsham. The aim of this review was to address safety concerns that Maritime Safety Victoria had recorded at prior visits to the lake (2013, 2016); and to consult the user groups of the lake and broader community so that the rules reflect the modern-day use of the lake.

This summary of feedback report identifies all stakeholders of Green Lake that were targeted for engagement and captures any feedback that was received throughout this process.

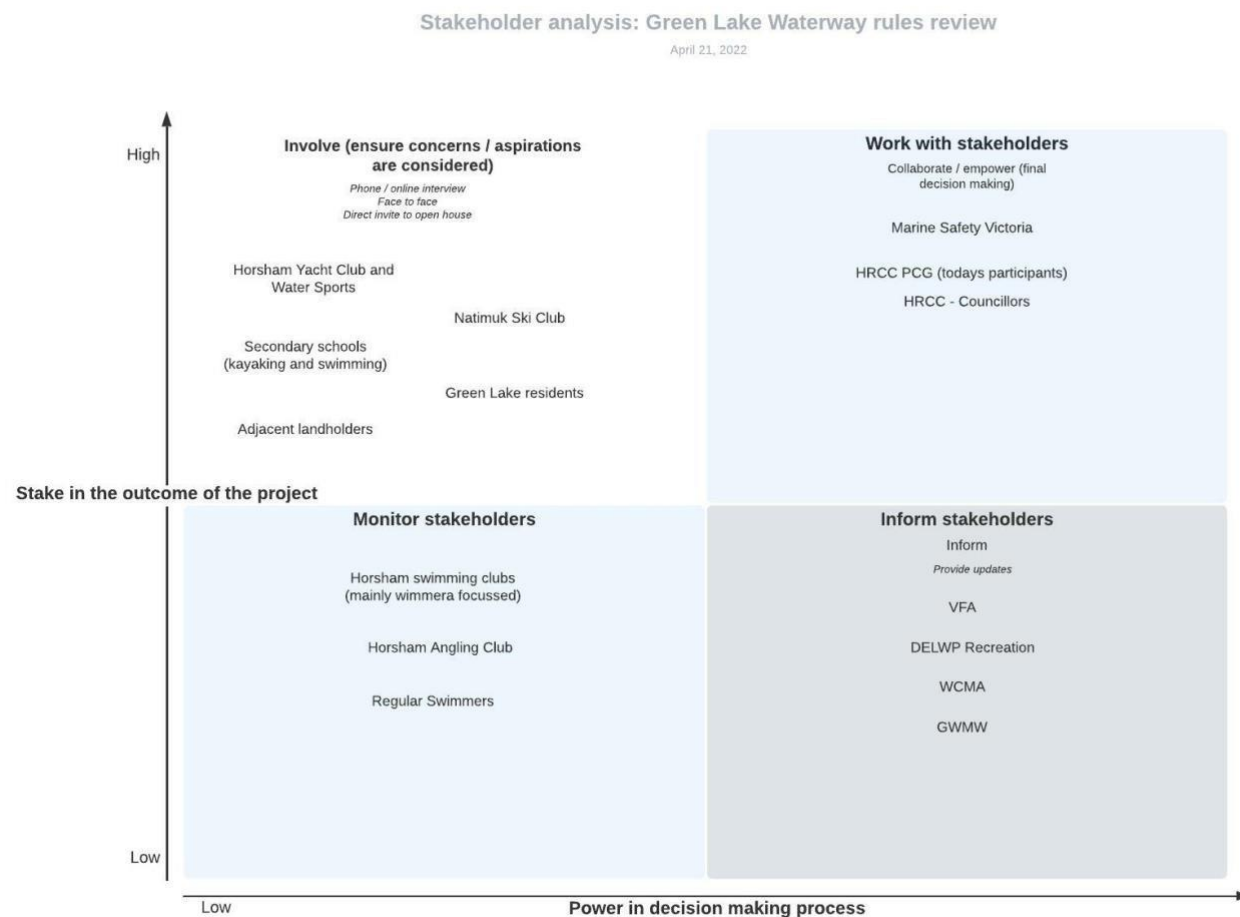
### ACKNOWLEDGMENT OF COUNTRY

We acknowledge the Wotjobaluk, Wergaia (Were-guy-ya), Jupagalk, Jaadwa and Jadawadjali people as the Traditional Owners of the Country on which this project was conducted. We recognise their continuing connection to land, waters and culture and pay our respects to their Elders past, present and emerging.

Moreover, we express gratitude for the knowledge and insight that Traditional Owners and other Aboriginal and Torres Strait Islander people contribute to our shared work

## 2 Consultation

A stakeholder analysis for engagement of the waterway rules review was undertaken in consultation with HRCC staff and is displayed below.



**Figure 2-1: Project stakeholder analysis**

### 3 Direct consultation

The Green Lake user groups and waterway stakeholders that were identified in the stakeholder analysis (above) were directly contacted for feedback. They were asked a series of questions based on their interest in the lake, what they value about the lake and what changes to the rules they would and would not want to see. Table 3-1 below outlines a summary of feedback received.

**Table 3-1. Summary of feedback**

STAKEHOLDER	PURPOSE / LEVEL OF ENGAGEMENT	ENGAGEMENT UNDERTAKEN
Marine Safety Victoria	<p><b>Empower</b></p> <ul style="list-style-type: none"> <li>▪ Provide advice on regulation changes.</li> </ul> <p>Approve final regulations.</p>	<p>Three online meetings have been held to consult MSV on the review.</p> <p>Meeting 1: Discussed the safety concerns, MSV provided two maps for the project; existing uses and proposed changes.</p> <p>Meeting 2: tested proposed changes</p> <ul style="list-style-type: none"> <li>▪ New slalom course on southwest corner of lake</li> <li>▪ New ski access lane next to yacht club</li> <li>▪ Direction of travel to remain</li> <li>▪ Decrease in width of swimming zone but increase in depth (compromise).</li> </ul> <p>Feedback:</p> <ul style="list-style-type: none"> <li>▪ Overall, no concerns</li> <li>▪ Must be a 50m buffer zone between swimming and ski access lane.</li> </ul> <p>Meeting 3: Clarified buffer zone and discussed safe depth levels for motorised vessels.</p>
HRCC Councillors	<p><b>Collaborate</b></p> <ul style="list-style-type: none"> <li>▪ Provide input (views, concerns, advice) on the potential regulation changes.</li> </ul>	<p>Draft rules presented to EMT (6 September) and Council via a Council Briefing (12 September) and Council Meeting (24 September)</p>

STAKEHOLDER	PURPOSE / LEVEL OF ENGAGEMENT	ENGAGEMENT UNDERTAKEN
<b>Key Green Lake user groups</b>		
Horsham Yacht Club and Water Sports (HYCaWS)	<p><b>Involve</b></p> <ul style="list-style-type: none"> <li>▪ Identify concerns and needs, ensuring they are well understood early in the project.</li> </ul> <p>Provide feedback on potential regulation changes.</p>	<p>Justin Brilliant, Ian Ruwoldt and Daryl Scollary attended an online meeting. We discussed safety concerns and proposed changes.</p> <p>(Did not note number of members, will need to follow up)</p> <p>The HYCaWS would like to see:</p> <ul style="list-style-type: none"> <li>▪ The introduction of a ski access lane near the yacht club so boats can park and launch near the yacht club (to use the facilities)</li> <li>▪ A slalom course on the south-west corner of the lake</li> <li>▪ No change in direction (clockwise to remain) ▪</li> </ul> <p>Replace poles with buoys.</p> <p>Very enthusiastic about the process. Would like to see the lake socially rejuvenated to accommodate more people to use the yacht club (when there is water in the lake).</p> <p>On using the lake and club:</p> <p><i>'Over time there has been a decrease in numbers as a result of a changing social demographic. We would like to future proof the Lake. Green Lake is a premium recreational lake for skiing, boating, yachting. Billboard for Horsham tourism. The yacht club has a fantastic building of which we all hope to utilise more.'</i></p> <p>On the need for a ski access lane near the yacht club: <i>'We don't have far northwards before the swimming area starts. If we have 6-10 catamarans and the ski boats want to cook lunch, there's (currently) not enough room. It's a great space to facilitate recreation. There are also depth issues, shallower near the yacht club than the boat ramp.'</i></p>

<p>Natimuk Ski Club</p>	<p><b>Involve</b></p> <ul style="list-style-type: none"> <li>Identify concerns and needs, ensuring they are well understood early in the project.</li> </ul> <p>Provide feedback on potential regulation changes.</p>	<p>Mary and Peter Smith attended an online meeting.</p> <p>Natimuk Ski Club represents 30 members.</p> <p>They were happy overall with the use of the lake and felt there was a general level of understanding and respect between all users.</p> <p>Would like to see a formalised slalom course on the lake.</p>
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STAKEHOLDER	PURPOSE / LEVEL OF ENGAGEMENT	ENGAGEMENT UNDERTAKEN
<p>Green Lake Residents (adjacent landholders)</p>	<p><b>Involve</b></p> <ul style="list-style-type: none"> <li>Identify concerns and needs, ensuring they are well understood early in the project.</li> </ul> <p>Provide feedback on potential regulation changes.</p>	<p>Spoke to Russel directly and Russell and Libby attended the open house (30/06).</p> <p>Very supportive of the process.</p> <p>Spoke to Glenn Mibus over the phone (01/07) and have provided two emails; one with the slide pack of all posters displayed at the open house and the amended map based on the proposed rules (12/07). Glenn thought the ski access lane should be southeast of the yacht club, but I explained that it is not as suitable for boats there than the proposed area.</p>
<p>Secondary Schools (kayaking and swimming)</p>	<p><b>Involve</b></p> <ul style="list-style-type: none"> <li>Identify concerns and needs, ensuring they are well understood early in the project.</li> </ul> <p>Provide feedback on potential regulation changes.</p>	<p>Email sent to all schools on contact list provided by HRCC.</p> <p>Email outlined in Appendix 1. All responses outlined below ( Table 3-2).</p>

Horsham Swimming Club: Peter Walsgott	Peter Walsgott	Initial email to invite for discussion and response provided context of lake. <i>Reply to initial email: 'To the best of my knowledge the swim club has not swum in the lake for many years. Could you provide me with the current and new rules so as we can make an informed decision'.</i> Second email sent to invite to open house. No response.
Horsham Angling Club: Bruce Thomson	Bruce Thomson	No response - two emails sent. Phoned and left voicemail.
STAKEHOLDER	PURPOSE / LEVEL OF ENGAGEMENT	ENGAGEMENT UNDERTAKEN
<p>Key stakeholders:</p> <ul style="list-style-type: none"> <li>▪ Victorian Fisheries Authority (VFA)</li> <li>▪ DELWP (Regional)</li> <li>▪ Wimmera Catchment Management Authority</li> <li>▪ GWM Water</li> <li>▪ DELWP (Water policy – recreation)</li> </ul>	<p><b>Inform</b></p> <ul style="list-style-type: none"> <li>▪ Provide project updates</li> <li>▪ Identify issues and opportunities relating to the regulation changes.</li> </ul>	<p><b>GMW Water.</b> Bernie Dunn. Co-ordinator Water Resources and Recreation Strategy.</p> <p>Spoke to via phone. Supportive of process and has no concerns with proposed changes. Provided the project with:</p> <ul style="list-style-type: none"> <li>▪ Storage management rules</li> <li>▪ Socio-economic value of water in the Wimmera region.</li> </ul> <p><b>Fisheries Victoria:</b> spoke to Murray Burns, Regional Manager. No concerns with rule changes but thought it would be more practical to have direction of travel consistent with the rest of the state.</p> <p><b>Wimmera CMA:</b> email sent to David Brennan and Tony Baker on 27/06 to explain project and invite to open house.</p>

**Table 3-2. Schools that were engaged and feedback received.**

NAME	EMAIL	CONTACT	POSITION TITLE	RESPONSES TO DATE
Horsham Primary School - 298 Campus	<a href="mailto:Walter.christopher.l@edumail.vic.gov.au">Walter.christopher.l@edumail.vic.gov.au</a>	Mr Chris Walter	Principal	Nil
Horsham Primary School - 298 Campus	<a href="mailto:horsham.ps@edumail.vic.gov.au">horsham.ps@edumail.vic.gov.au</a>		Administration	Nil
Holy Trinity Lutheran School	<a href="mailto:htls.hsm@bigpond.com">htls.hsm@bigpond.com</a>	Mr Daniel Weller	Principal	Nil
Horsham Primary School - Rasmussen Road Campus	<a href="mailto:horsham.north.ps@edumail.vic.gov.au">horsham.north.ps@edumail.vic.gov.au</a>		Campus Manager	Nil
Horsham West Primary School	<a href="mailto:horsham.west.ps@edumail.vic.gov.au">horsham.west.ps@edumail.vic.gov.au</a>	Mr Andrew Parry	Principal	Nil
Haven Campus - Horsham West Primary School	<a href="mailto:amos.craig.e@edumail.vic.gov.au">amos.craig.e@edumail.vic.gov.au</a>	Mr Craig Amos	Campus Manager	Nil
Laharum Primary School	<a href="mailto:laharum.ps@edumail.vic.gov.au">laharum.ps@edumail.vic.gov.au</a>			Nil
Natimuk Primary School	<a href="mailto:natimuk.ps@edumail.vic.gov.au">natimuk.ps@edumail.vic.gov.au</a>	Ms Ingrid Clarkson	Principal	Nil
St Michael's & St John's Primary School	<a href="mailto:principal@smjhorsham.catholic.edu.au">principal@smjhorsham.catholic.edu.au</a>			Nil



Horsham Secondary College	<a href="mailto:horsham.co@edumail.vic.gov.au">horsham.co@edumail.vic.gov.au</a>	Mr Rob Pyers	Principal	Nil
St Brigid's Secondary College	<a href="mailto:principal@stbc.vic.edu.au">principal@stbc.vic.edu.au</a>	<del>Mr Peter Gutteridge</del>	Principal	St Brigids college: (24/06) Hello Emily and thank you for your email. St Brigid's College are supportive of the proposed changes, and we would like that noted. Please also note that Peter Gutteridge is no longer the principal of the College and is no longer employed at St Brigid's. I am the new Principal at St B's and I look forward to continuing the relationship with you. Kind regards, Gerard. <a href="mailto:principal@stbc.vic.edu.au">principal@stbc.vic.edu.au</a>
Horsham Special School	<a href="mailto:horsham.ss@edumail.vic.gov.au">horsham.ss@edumail.vic.gov.au</a>		Principal	Nil
Longerenong College	<a href="mailto:info@longy.com.au">info@longy.com.au</a>	Mr John Goldsmith	General Manager	Nil
Federation University Campus	<a href="mailto:head.westerncampus@federation.edu.au">head.westerncampus@federation.edu.au</a>			(27/06/22) I just wanted to advise you that <b>we do not hold any recreational activities at Green Lake</b> however I will be happy to pass this information on the Federation University Teaching & Administration teams if you feel it's appropriate for public feedback. Let me know and I'll pass on your email/information if necessary.  Kind regards, Christine Brown. Director, Wimmera Campus. Federation TAFE

## 4 Open House drop-in session

**Green Lake waterway rules review Open House  
Horsham Council Civic Centre Reception Room 30  
June 2022.**

To seek community feedback on the Green Lake water way rules review, an Open House 'Drop-in session' was held at the Horsham Council Civic Centre Reception Room. The aim of the open house was to provide the opportunity for the broader community to attend and provide feedback on the waterway rules review at Green Lake. Two sessions were held 12.30pm-2pm and 4.00pm-6.30pm.

The open house presented information in a poster format (see Appendix 2). The proposed rule changes presented for feedback were:

- ✦ a small reduction of the width of the swimming zone to provide a new space (access lane) for ski boats to park near the yacht club house and to take-off from the beach
- ✦ an extension of the swimming zone (further into the water) and the inclusion of 'human powered' vessels in the same zone i.e., stand-up paddle boards, canoes
- ✦ a 50m buffer zone between the swimming and ski access lane for safety purposes ✦ a recognised ski slalom course at the south-east corner of the lake.

A total of seven participants attended the open house events. The general feedback was in support of the rule changes and of providing the opportunity to attend the open house. The following comments were received:

### 4.1.1 DIRECTION OF TRAVEL

***Do you think this needs to be changed or should it stay the same?***

- Summer sun sets in the west, so anti clockwise look into the sun
- Direction of travel is fine, no issue, keep clockwise, ensure there is clear signage ✦ Lots of poles (bouys)
- Not really an issue for sailing craft.
- Beach area (of the swimming zone) could be reduced as most
- Swimming area could be reduced as it not as popular now.

### 4.1.2 CHANGES IN THE SWIMMING ZONE

***Comments on new proposed changes***

- Ensure swimming area is clearly marked: is
- Make the zone a uniform shape i.e. semi-circle or rectangle.
- swimmers are boaters as well

#### 4.1.3 CHANGES TO THE YACHTING AREA PROPOSED

##### *What do you value about the yachting area?*

- Good access to clubhouse/storage area, well situated to wind position.

##### *How do you use this area?*

- Launch retrieval of yachts. Sometimes we have staging of weekly competitions.
- If the yacht club have a function, we might have yachts and kayaks.

#### 4.1.4 SLALOM COURSE

✦ Known as the 'Matushka' end of the lake ✦  
It's a good location because it is well-sheltered here.

#### 4.1.5 WATER-SKI BOAT ACCESS LANE PROPOSED

##### *What do you value about the lake for ski and boating?*

- Skiing – well protected from wind, not choppy
- Close to Horsham

##### *How do you use the current boating access lanes (east of the boat ramp)?*

- Ski departure and arrival
- Family picnics on the beach
- In mornings, lake is often used to teach children how to ski.

#### 4.1.6 ANY ADDITIONAL COMMENTS?

- ✦ For MSV: Do water sports club need a permit for one-off events? (Competitions etc.) i.e. Large ski boat display
- ✦ For HRCC: Access improved at rubbish tip road
- ✦ Diggers Creek and Mibus Creek need a walking track
- ✦ Boat ramp needs rebuilding
- ✦ For HRCC: New ski zone, might require more parking near club

# Public Engagement

A 4 week public engagement period was held. One submission was received. Details below:

Submission	Summary of feedback	Review	Outcome
1.	<p>Email received highlighting safety concerns regarding the access lanes, requesting consideration for 'in' and 'out' zones within the access lanes.</p> <p>Consideration needs to be given to clear and appropriate signage on and around the Lake to ensure understanding of and compliance with the updated rules.</p>	<p>A further meeting was held with the member of the public to better understand the feedback being provided and ensure appropriate considerations were given in relation to the waterway rules</p>	<p>Duncan (RMCG) explained that section 6 of the State Waterway Rules provide detail regarding Use of Access Lanes:</p> <p>must ensure that the vessel is operated in a manner so as to keep:</p> <p>(i) as far to the right as practicable when entering or leaving the access lane; or</p> <p>(ii) as far to the left as possible when entering or leaving the access lane where a Schedule prescribes that vessels must be operated in a clockwise direction in relation to the approximate centre of the waterway;</p> <p>The signage on and around Green Lake, once the rules are gazetted by MSV, will clearly define the different zones.</p>

# Appendix 1: Email to stakeholders

**Email sent 24/06 to schools, Longernong College and Federation University, Angling club, swimming club**

To whom it may concern,

I am writing to notify your (school/university/club) that there is a review underway for the waterway rules of Green Lake, Horsham. Consulting firm RMCG has been engaged by Horsham Rural City Council to undertake this review. You have been identified as a representative for the (school/university/club) and I understand your (school/university/club) may use the lake on occasions for recreational purposes. \*\*If you could please forward this on to your relevant teachers it would be much appreciated.

The aim of Green Lake waterway rule review is to address on-water safety concerns and issues that Maritime Safety Victoria have in regard to the lake, and to ensure the rules reflect the modern-day use and values of the lake. We would be interested in hearing from your (school/University/club) about how the students use the lake, issues or tensions you may have with the current rules and any opportunities you may see for the rule review (i.e. the types of changes you may like to see made to the existing rules to better support how your school uses the lake).

This **Thursday 30 June**, we are holding a drop-in session where you are invited to come along at any time between **12.30pm-2pm** and **4.00pm-6.30pm** at the Reception Room at The Civic Centre, 18 Roberts Avenue Horsham.

In addition, based on some of the user groups that we have spoken to (to date), we are seeking feedback on the following proposed changes:

- A small reduction of the width of the swimming zone to provide a new space (access lane) for ski boats to park near the yacht club house and to take-off from the beach
- An extension of the swimming zone (deeper into the water) and the inclusion of 'human powered' vessels in the same zone i.e., stand-up paddle boards, canoes
- A 50m buffer zone between the swimming and ski access lane for safety purposes
- A recognised ski slalom course at the south-east corner of the lake.

If you are unable to attend Thursdays open house and would like to provide feedback, please respond to this email and I will follow up with you.

Kind regards and thank you,

## Appendix 2: Public Engagement Website



Home (<https://www.hrcc.vic.gov.au/Home>) / Have Your Say  
 (<https://www.hrcc.vic.gov.au/Have-Your-Say>) / Green Lake Water Way  
 Rules Review



### Green Lake Water Way Rules Review

Green Lake is highly valued by a range of recreational users for sailing, swimming, rowing, waterskiing, jet skiing, canoeing, shing and (seasonal) duck hunting. The lake hosts the Horsham Yacht Club and Water

Sports and the Natimuk Water

Ski Club. It is also important for its cultural heritage and environmental values.

To improve safety outcomes of on-water activities at Green Lake we have reviewed and are updating the Waterway Rules. Key user groups of Green Lake as well as the broader public have been engaged to inform the draft updated Waterway Rules. We are now inviting the public to review the draft updated Waterway Rules for Green Lake prior to a final submission to Maritime Safety Victoria for endorsement.

The draft updated Waterway Rules reflect current use of the lake and are based on contemporary expectations regarding safety outcomes for onwater activities. Key changes to the rules include:



- An Access Lane introduced near the Horsham Yacht Club to improve
  - access and activation of this area and facility
  - A deepened non-powered vessel zone (bathing) to enhance swimming and active recreation opportunities
- Clearer terminology and geographical references
- Provision for slalom skiing in the Southeast area of the lake

The direction of travel on the lake is remaining the same (clockwise) Please download the draft rules: [Green Lake Waterway Rules](#) <sup>(PDF, 40KB)</sup> ([// les/assets/public/document-resources/our-council/have-yoursay/rosp/proposed-green-lake-waterway-rules\\_september-2022.pdf](#)) and the [Green Lake Waterway Rules Map](#) <sup>(PDF, 2MB)</sup> ([// les/assets/public/document-resources/our-council/have-yoursay/rosp/map-of-updated-green-lake-proposed-new-rules.pdf](#)) (or view the map online [Green Lake Map](#) <sup>(JPEG, 2MB)</sup> ([// les/assets/public/imageresources/our-council/have-your-say/open-space/map-of-updated-greenlake-proposed-new-rules.jpeg](#)))

Submissions close 26 October at 5pm.

Feedback can be provided directly to Dale Schmid via [Council@hrcc.vic.gov.au](mailto:Council@hrcc.vic.gov.au) or 0428 407 184.



## 1. PURPOSE

This policy has been developed to provide a framework for consideration of applications for permits under Council's Community Local Law 2021 to operate mobile food and beverage trading vehicles (MFBTVs), and for the management of MFBTVs in the municipality.

## 2. INTRODUCTION

Council's primary support is for traders in retail premises. As a consequence, MFBTVs are broadly only seen as appropriate where normal retail facilities are either not in close proximity or at a time when other food and beverage premises are closed.

## 3. SCOPE

This policy applies to the operation of MFBTVs on roads under Council control and land managed by Council, including public open space areas. It does not apply to MFBTVs associated with an event.

## 4. PRINCIPLES

### 4.1 Trading Activities

#### ***Community Local Laws Part 3 - 2021***

Clause 48 of Council's Community Local Law Part 3 states:

#### ***Council Controlled or Managed Places***

48. Without an approval or other authority under an Act or permit a person must not on a road, road related area or Council land—

f. sell or offer for sale or hire any goods or services carried about or placed on the person or any other moveable thing;

### 4.2 Council Standards

#### 4.2.1 Safety and Accessibility

The safety of all members of the community including pedestrians, motorists, cyclists and other footpath or road users must be protected at all times on or nearby the MFBTV site.

#### 4.2.2 Community Amenity

To ensure the amenity of the area surrounding a MFBTV site is protected and enhanced, the standards outlined in the Mobile Food and Beverage Trading Procedure document must be met.

Compliance with Environment Protection Authority requirements, particularly with respect to noise must also be met.

#### 4.2.3 Hygiene and Cleanliness

The hygiene and cleanliness of a MFBTV site must be maintained and the standards outlined in the Mobile Food and Beverage Trading Procedure document must be met.



The preparation, handling and serving of food and drinks to patrons must be conducted in accordance with the requirements of the *Food Act 1984* and Council's Environmental Health Officer.

- Without limiting the requirements of the *Food Act 1984*, the following standards must be met:
  - (i) The MFBTV must be registered with the local Council where the primary place of storage of the vehicle is located. A copy of a current Food Act Registration Certificate from the relevant Council must be submitted with each application for a permit.
  - (ii) The MFBTV must comply with the National Food Safety Standards, including Standard 3.2.2 Food Safety Practices and Standard 3.2.3 Food Premises & Equipment.

#### 4.2.4 Trader Restrictions

Council's priority is to support food and beverage traders currently operating or wishing to operate from commercial premises within the municipality. To ensure a MFBTV does not compromise the operation of existing or future food and beverage businesses within commercial premises in the area:

- The operational hours of a MFBTV may be limited to those outside existing business hours for surrounding food and beverage premises.
- The location of a MFBTV may be restricted so as to not impact on existing food and beverage premises.

MFBTV trading permits will be reviewed annually with no guarantees that a permit will be granted for the following year. Renewal of a permit will be based on matters such as cleanliness, conduct, past performance and customer service.

#### 4.2.5 Appropriate Locations

In considering the options available for potential MFBTV sites, it is important to acknowledge that **any commercial use of public space is a privilege, not a right.**

The location of a MFBTV must always comply with Council standards in relation to safety and accessibility, community amenity and hygiene and cleanliness.

To ensure appropriate locations are determined, the criteria outlined in the Mobile Food and Beverage Trading Procedure document should be met.

### 4.3 Operator's Responsibilities

#### 4.3.1 Daily Management

To ensure appropriate management, permit holders are required to:

- Operate in accordance with the permit, endorsed plans and the standards and objectives as outlined within these guidelines
- Monitor the surrounding area i.e. observe patrons at all times to promote orderly patron behaviour.
- Uphold the cleanliness of the area surrounding the MFBTV
- Maintain access for all users in and around the footpath at all times
- Provide rubbish bins for patron use
- Remove all rubbish from site once trading has ceased

- Recycle waste material removed from the site.

### 4.3.2 Insurance Requirements

The permit holder **must** ensure they are adequately covered by public liability insurance. To meet Council requirements, the policy must note the Council's interest and be for the amount not less than \$20,000,000 in respect of any single occurrence.

### 4.3.3 Indemnity Requirements

The permit holder **must** complete a "Form of Indemnity" to indemnify the Council against all claims of any kind arising from any negligent act either by the permit holder or the permit holder's agents and users.

### 4.3.4 Display of Permit Registration

Permit holders must display a current permit registration clearly and legibly on the MFBTV. Failing to display the current permit registration is a breach of the permit conditions.

## 4.4 Council Responsibilities

### 4.4.1 Trading on Public Space

The Council will continue to manage the use of all public land at all times and reserves the right to reclaim access to and remove all MFBTV trading at any time for any purposes deemed suitable by the Council.

### 4.4.2 Compensation and Loss of Trade

Where service authorities and others are required to carry out works within the road reserve which require removal and/or alteration to the MFBTV trading arrangements, **no compensation** is payable for any loss of trade experienced due to these works.

Any inconvenience or loss of trade, which may result from activities or works, carried out by the Council or its contractors, at or adjacent to a permit holder's MFBTV trading area will not be considered for payment of compensation.

### 4.4.3 Monitor Compliance with Approved Permit

The Council's officers will monitor the operation of MFBTV trading permits and ensure and these Guidelines are consistently being met.

## 5. COMMUNICATION

This policy will be promoted on the Horsham Rural City Council website and intranet.

## 6. RESPONSIBILITY

**Policy Owner:** Coordinator Investment and Business Development



## 7. DEFINITIONS

Term	Meaning
<b>Mobile Food and Beverage Trading Vehicle (MFBTV)</b>	Any vehicle, caravan, trailer or any other method of transport from which food and/or beverages are sold.
<b>Sell</b>	Offer or attempt to sell; or receive for sale; or display for sale; or have in possession for sale.

## 8. SUPPORTING DOCUMENTS

Document	Location
Community Local Law Part 3 – 2021, Clause 48	HRCC website/Intranet
Mobile Food and Beverage Trading Procedure	Intranet

## 9. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
01	19 August 2013	Council via Planning Committee	New policy	
02	30 October 2017		Reviewed – no changes required	30 October 2021
03	22 November 2021	Council	Reviewed and amended	30 June 2022
04	TBD	Council	Reviewed and amended	28 November 2025

## 1. PURPOSE

This policy applies to requests made by applicants (landowners or their representatives) for Council to initiate Planning Scheme Amendments which do not form part of or are designed to implement:

- Council's strategic planning program (detailed in the *Council Plan* and *Annual Action Plan*);
- Council's planning scheme review program; or
- A Council-adopted major strategic land use and development project.

For the purposes of this policy, these types of Planning Scheme Amendments are referred to as 'privately initiated amendment requests'.

The purpose of this policy is:

- To ensure a transparent and consistent approach to the consideration and management of privately initiated amendment requests.
- To ensure that applicants of privately initiated amendment requests are clear about expectations regarding process and costs.
- To ensure that Council maintains the ability to commit its strategic planning resources to those Planning Scheme Amendments that respond to identified community priorities and deliver the widest community benefits.
- To ensure that privately initiated amendment requests:
  - Are properly considered and prepared;
  - Demonstrate genuine strategic merit;
  - Demonstrate the delivery of genuine net community benefit; and
  - Are fully applicant funded (statutory fees in accordance with the current Schedule of the *Planning and Environment (Fees) Regulations 2016* and reimbursement of costs incurred by Council).

## 2. INTRODUCTION

The *Planning & Environment Act 1987 (the Act)* establishes the Planning Scheme Amendment process that guides and controls land use and development.

A Planning Scheme Amendment is the process by which the laws pertaining to and regulating land use and development (that is, the Horsham Planning Scheme) is changed.

Council maintains a *Council Plan* that details Council's strategies, initiatives and priorities over a four year period. The *Council Annual Action Plan* sets out the key activities and projects that will implement the initiatives and priorities outlined in the *Council Plan*. For Council's Strategic Planning Team, the *Annual Action Plan* includes a pool of projects relating to policy development, strategic initiatives, Planning Scheme Amendments, structure plans and land use strategies.

Following the Annual Budget Cycle, Council develops a *Strategic Planning Work Program* that draws priority projects from the *Annual Action Plan* and commits funding for the coming financial year. Priority is given to strategic projects with the widest community benefit. This process establishes the activities, projects and initiatives that Council will pursue in the coming year.

Privately initiated amendment requests typically sit outside of Council's *Strategic Planning Work Program* and responding to them creates an ad hoc and unplanned load on Council's resources. Privately initiated amendment requests often provide benefit to only a small proportion of the community because they do not form part of (and must be considered and assessed outside of) a Council-adopted major strategic project. Of course, some privately initiated amendment requests compliment and can be captured in projects already on Council's *Strategic Planning Work Program*.

In recognition of the administrative and financial burden that privately initiated amendment requests can place on Council's resources, this policy has been developed and adopted to better manage the private Planning Scheme Amendment process to ensure the most efficient and effective use of Council's resources in the interests of the municipal community as a whole.

Planning Scheme Amendment requests can be divided into two categories:

1. Council initiated - either a municipal-wide, place-based (e.g. neighbourhood scale or precinct wide) or topic-based (e.g. flood and heritage controls) Planning Scheme review process. This ensures the allocation of the resources required to process Planning Scheme Amendments and that Planning Scheme Amendments address priority needs and deliver the widest community benefit possible.
2. Privately requested – these can be ad-hoc in the context of Council's *Strategic Planning Work Program* and have the potential to divert Council's already limited resources from the priorities outlined in the *Council Plan* or *Annual Action Plan*. They will often benefit only a small proportion of the community.

Council has the discretion to seek Authorisation from the Minister for Planning to prepare and exhibit a Planning Scheme Amendment, or to decline a Planning Scheme Amendment request. There is nothing which imposes an obligation on Council to progress privately initiated amendment requests.

It is noted that, in addition to the standard Planning Scheme Amendment process, Section 96 of the Act allows a proposed Planning Scheme Amendment to be combined with a proposed planning permit.

### 3. SCOPE

This policy applies to requests made by applicants (i.e., landowners or their representatives) of Council to initiate a Planning Scheme Amendment, including combined Planning Scheme Amendment and planning permit applications.

### 4. PRINCIPLES

The following criteria underpin how privately initiated amendment requests will be considered by Council:

#### Criteria 1: Standard of information

Applicants are expected to prepare and provide all documentation in relation to a private planning scheme amendment request to the standard required by Council and the Minister for Planning, including by providing all supporting information.

It is expected that applicants or their representatives will engage professional town planning consultants (and associated technical specialists as required) to prepare and manage their privately initiated amendment requests and will provide sufficiently detailed information to Council at each relevant stage of the process. This will enable proper consideration and assessment of a proposal, in particular against the Strategic

Assessment Guidelines for preparing and evaluating Planning Scheme Amendments as detailed in Planning Practice Note 46.

Applicants should understand that Council may, at any stage in the Planning Scheme Amendment process, require an applicant to provide further information to Council, and that assessment of a privately initiated amendment requests may not be progressed pending provision of that further information, to Council's satisfaction.

### Criteria 2: Strategic merit

Privately initiated amendment requests will only be accepted for assessment by Council if, on an initial desktop evaluation, they demonstrate genuine strategic merit. Privately initiated amendment requests which may be worthy of consideration by Council include (but are not limited to):

1. Amendments which will, if progressed, substantially aid in the implementation of the applicable directions of the Horsham Planning Scheme or the applicable directions of an adopted strategic study, plan or policy which is of significance and priority for the municipal community.
2. Amendments which will, if progressed, deliver a genuine net community benefit.

### Criteria 3: Full cost recovery

Statutory fees for the Planning Scheme Amendment process are prescribed under the *Planning and Environment (Fees) Regulations 2016*.

Council will usually require the costs associated with receiving, considering and formally assessing a privately initiated amendment request which are not otherwise covered by the *Planning and Environment (Fees) Regulations 2016* to be paid by the applicant.

Depending upon the nature and complexity of a privately initiated amendment request, external costs may include costs associated with:

1. Peer and legal review of application documents and submissions.
2. Engaging additional planning resources (e.g., consultant or temporary planner) to assist with negotiation, investigation, document preparation, assessment.
3. Public exhibition costs including advertising.
4. Planning Panel fees.
5. Post-approval implementation costs.

Requests that meet the above-mentioned criteria will be included in Council's *Action Plan* and will be considered annually for actioning alongside all other Council initiated projects and private requests.

The terms and conditions of such arrangements, including funding, will be set out in a *Memorandum of Understanding (MOU)* between Council and the applicant. Planning resources will be recruited, appointed and managed by Council, entirely at Councils discretion. The MOU will be in a form determined by Council from time to time.

### Criteria 4: Effect of MOU

Nothing in this Policy or in a MOU entered into under this Policy affects Council's specific legislative obligations and responsibilities in acting as a Responsible Authority or a Planning Authority or as a Collecting

## Council Policy: Privately Initiated Planning Scheme Amendment Requests

Agency or Development Agency under legislation including the Act and the *Subdivision Act 1988* and as a municipal council under the *Local Government Act 2020*.

Nothing in this Policy or in a MOU entered into under this Policy in any way fetters any of Council's statutory powers, functions, duties and discretions to make decisions or impose requirements or conditions, including in connection with the assessment and determination of privately initiated amendment requests, the grant of planning permits, the certification of plans of subdivision and the use and development of any land.

### 5. COMMUNICATION

This Policy will become available on Council's Strategic Planning webpage as well as being provided to developers and land owners upon any initial discussions and enquiries concerning rezoning requests. The Strategic Planning Team will also find opportunities to brief staff internally to ensure the Policy is understood and acted upon.

### 6. RESPONSIBILITY

Who	Responsibilities
Councillors	<ul style="list-style-type: none"> <li>Be aware of this policy and refer parties seeking a Planning Scheme Amendments to Council's Strategic Planning Team.</li> <li>Assess privately initiated amendment requests and endorse Strategic Planning Work Program (Action Plan) when asked to do so by Council's Strategic Planning Team.</li> </ul>
Proponent / Applicant	<ul style="list-style-type: none"> <li>Complete key tasks detailed in Part 4 of this policy and otherwise as required by Council from time to time.</li> </ul>
Strategic Planning Officers	<ul style="list-style-type: none"> <li>Assessment of privately initiated amendment requests submitted by proponents.</li> <li>Advice to proponents / applicants.</li> <li>Regular review of this policy (policy owner).</li> </ul>

### 7. ATTACHMENTS

Nil

### 8. DEFINITIONS

Not applicable

### 9. SUPPORTING DOCUMENTS

Document	Location
Privately Initiated Planning Scheme Amendment Requests Attachments 1-3	Strategic Planning Webpage
Planning and Environment Act 1987	<a href="https://www.legislation.vic.gov.au/">https://www.legislation.vic.gov.au/</a>
Planning and Environment (Fees) Regulations 2016 (as amended)	<a href="https://www.legislation.vic.gov.au/">https://www.legislation.vic.gov.au/</a>
Ministerial Direction No.11: Strategic Assessment of Amendments	<a href="https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister">https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister</a>
Ministerial Direction No.15: The Planning Scheme Amendment Process	<a href="https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister">https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister</a>
Ministerial Direction on the Form and Content of Planning Schemes	<a href="https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister">https://www.planning.vic.gov.au/guide-home/the-role-of-the-minister</a>

## Council Policy: Privately Initiated Planning Scheme Amendment Requests



Planning Practice Note 46: Strategic Assessment Guidelines	<a href="https://www.planning.vic.gov.au/resource-library/planning-practice-notes">https://www.planning.vic.gov.au/resource-library/planning-practice-notes</a>
Planning Practice Note 29: Ministerial Powers of Intervention in Planning and Heritage Matters	<a href="https://www.planning.vic.gov.au/resource-library/planning-practice-notes">https://www.planning.vic.gov.au/resource-library/planning-practice-notes</a>

### 10. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
01	TBD	Council	New policy	November 2023



**PRIVATE PLANNING SCHEME AMENDMENT REQUEST:  
INDICATIVE FEE SCHEDULE 2022-2023**

STAGE	FEE	TIME OF PAYMENT
<b>STAGE 1 - INITIAL CONSULTATION TO UNDERSTAND THE PROPOSAL</b>		
No fee required		
<b>STAGE 2 - PRELIMINARY DISCUSSIONS ON THE PROPOSAL</b>		
Fee for Council to consider request (including peer review)	At cost	The time at which a proposal is submitted
<b>STAGE 3 - SUBMIT A FORMAL AMENDMENT REQUEST DOCUMENTATION</b>		
Fee for Council to review documentation (including peer review) and submit for Council resolution	At cost	The time at which the amendment is requested
<b>STAGE 4 - AUTHORISATION AND EXHIBITION OF AMENDMENT</b>		
<b>AUTHORISATION</b>		
Fee for Council to prepare amendment for authorisation	At cost	The time at which the amendment is requested for authorisation
Fee for DELWP to review documentation	\$3,149.70*	
<b>PUBLIC EXHIBITION</b>		
Public notice letters		Following public exhibition
Public notice in local papers	At cost	
Public notice in Government Gazette		
Consultation material		
<b>CONSIDERATION OF SUBMISSIONS AND SUBMITTER RESOLUTION</b>		
Fee for Council to review and respond to submissions including meeting with submitters	At cost	Prior to scheduling the Council report seeking a resolution to refer the amendment to a Panel
<b>STAGE 5 - PANEL HEARING</b>		
<b>REFERRAL TO PLANNING PANELS VICTORIA</b>		
Up to 10 submission (Panels)	\$15,611.10*	Prior to scheduling the Council report seeking a resolution to refer the amendment to a Panel
11 - 20 submissions (Panels)	\$31,191.60*	
More than 20 submissions (Panels)	\$41,695.80*	
<b>PANEL (IF REQUIRED)</b>		
Preparation of documentation for Panel Hearing		Following Panel Hearing
Expert evidence	At cost	
Council representation at Panel Hearing		Prior to scheduling the Council report seeking a resolution to adopt the amendment
Planning Panels fee	At cost (approx \$5,000 per day of hearing – subject to change on application-by-application basis)*	
Venue hire (if required)	At cost	
<b>APPROVAL OF AMENDMENT</b>		
Fee to undertake subsequent changes to amendment if required.	At cost	Following submitting amendment
Adopting the amendment, submitting it for approval and giving notice of approval	\$496.60 if the Minister is not the planning authority or nil fee if the Minister is the Planning Authority*	At time of submitting the amendment for approval to the Minister for Planning
Statutory fee to submit the amendment to the Minister for Planning for approval	\$496.90 if the Minister is not the planning authority or nil fee if the Minister is the Planning Authority*	

Note 1: The payment of fees does not guarantee Council support for the amendment  
Note 2 Council will invoice proponents for the above fees at each stage of the process

\* Fees in accordance with Planning & Environment (Fees) Regulations 2016

## PRIVATE PLANNING SCHEME AMENDMENT REQUEST: STRATEGIC MERIT ASSESSMENT TOOL



Note: The Strategic Merit Assessment Tool is to be completed by the Planning Scheme Amendment proponent prior to lodgement with Council. Once strategic merit is assessed and demonstrated to the satisfaction of Council Staff, the tool must form part of the lodged Planning Scheme Amendment documents.

### PROJECT DESCRIPTION

Property Address:

Owner:

Proponent:

### ASSESSMENT CRITERIA / FACTORS TO CONSIDER

STRATEGIC MERIT ASSESSMENT CRITERIA	ASSESSMENT Y/N	COMMENTS
1. Aids the implementation of an adopted State, regional or Horsham strategic study, plan of policy/strategy of significance and priority.		
2. Provides net community benefit in terms of environmental, social and economic factors.		
3. Is professionally supported with sufficient information provided to enable strategic justification to be assessed including but not limited to a comprehensive Planning Report, supporting documentation such as technical reports, concept land use plans, draft Explanatory Report and any new or replacement Clauses or Schedules (if applicable).		
4. Has been the subject to recent pre-lodgement discussions with Council officers.		
5. Is not a piecemeal removal or adjustment to provisions that form part of larger projects or apply to precincts or would involve a whole plan needing to be reviewed.		
6. Is not a single lot or small precincts that primarily benefit a limited number of proponents but directly adversely impacts a larger catchment where a broader review is required.		
7. Does not involve matters that are premature or would conflict with current or planned strategic projects or studies being carried out by the Council.		
8. Is not a matter that has recently undergone an assessment or formal planning process and where the proponent is requesting a similar proposal or review.		
9. Is not a minor correction that does not qualify as <i>prescribed amendment</i> under the Act as these will be combined into an omnibus amendment by Council from time to time.		

**Note:** Council staff are to complete the recommendation as a result of Stage 2 with the proponent or when a Planning Scheme Amendment is lodged with Council.

#### Recommendation:

The request is / is not recommended for inclusion on Council's Strategic Planning Work Program for the following reasons:

1.

Name (Council Officer):

Date:

**Note:** The Strategic Planning Work Program does not commit Council to actioning a project.

**John Martin**

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**Subject:** Petition to gravel Robins Road, Wail

**From:** Russell Barber <[REDACTED]>  
**Sent:** Wednesday, 21 September 2022 12:05 PM  
**To:** Council Support <[REDACTED]>  
**Cc:** [REDACTED]  
**Subject:** FW: etition to gravel Robins Road, Wail

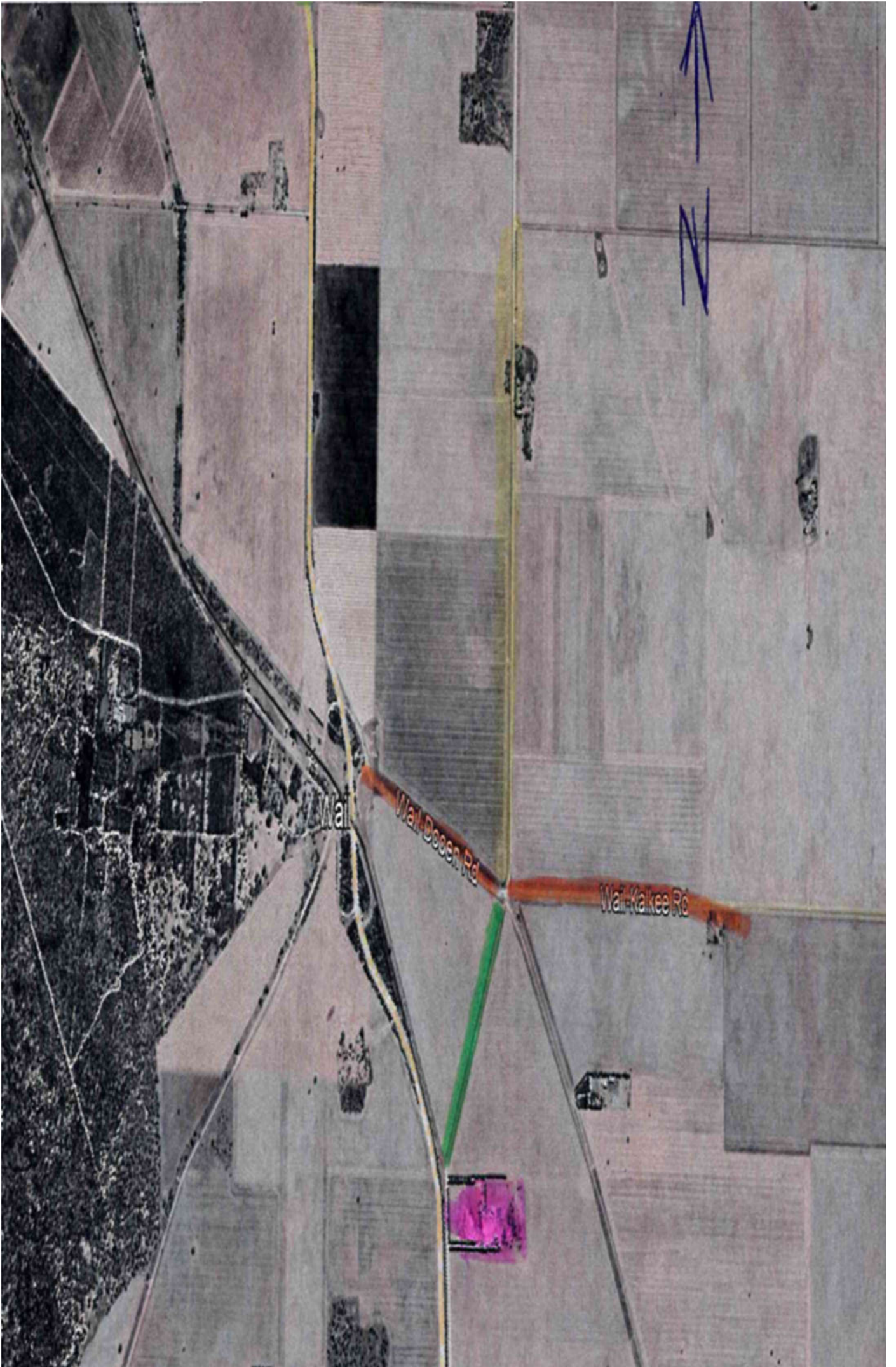
**EXTERNAL EMAIL:** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

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Attn Horsham Rural City Councilors,

Please find attached a signed petition respectfully requesting Horsham Rural City Council extend the gravel to complete Robins Road, Wail to the intersection of the Wail-Kalkee Road, Wail-Dooen Road and the Wail- Katyil Road enabling all whether vehicle use.

Below is a map of the area, with key section proposed for gravelling highlighted in green:



Currently this section of road is dirt, whilst other sections of the road are graveled. Over recent years there has been a significant increase in the volume of heavy vehicle traffic using the section of road as a result of the large grain storage business operating on Robins road (highlighted pink on the map) necessitating it's gravelling. Additionally, the road is a critical route for oversize agricultural machinery moving north and south due to restrictions across the Wimmera River.

The current volume of traffic entering the storage site from the north is resulting in significant deterioration of the dirt road surface including potholes and poses a potential safety issue. When wet, any grain freight and oversize agricultural machinery heading north has to go around to the Wail Overpass on the highway and then turn right at the bottom of the overpass and head up the Wail-Dooen Road. Indeed, even the local council garbage truck has been bogged on this section of the road when collecting bins at the intersection. To increase safety for heavy vehicles and agricultural machinery, it is critical this section of the road is graveled.

In addition, gravelling the road would allow safer access to the Western Highway. Currently, when the road is wet, it is forcing traffic to turn right and go down to the Wail Overpass and merge on to the highway which is extremely dangerous in an area with such poor visibility.

As the over 100 signatures demonstrate, this is a critical issue for the farmers and heavy vehicle operators who require heavy vehicle and agricultural machinery access to the road, and I thank you for taking the time to consider the petition. Please contact me on [REDACTED] should you have any questions.

Yours sincerely,

Russell Barber

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<https://www.mailguard.com.au/mg>



Virus-free. [www.avq.com](http://www.avq.com)