

# AGENDA

ORDINARY MEETING OF THE  
**HORSHAM RURAL CITY COUNCIL**

on

**16 April 2018**

**5.30pm**

at

Civic Centre

HORSHAM

**COUNCILLORS are respectfully requested to attend the Ordinary Meeting of the Horsham Rural City Council to be held in the Municipal Chambers, Civic Centre, Horsham at 5.30pm on 16 April 2018.**

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A handwritten signature in black ink, appearing to be 'SUNIL BHALLA', written in a cursive style.

SUNIL BHALLA  
Chief Executive Officer

**1. READING OF PRAYER AND THE ACKNOWLEDGEMENT OF COUNTRY STATEMENT****2. WELCOME TO DISTINGUISHED GUESTS OR PERSONS IN THE PUBLIC GALLERY**

The public are advised that the Council meeting will be recorded to maintain an audio archive.

**3. APOLOGIES AND REQUEST FOR LEAVE OF ABSENCE****4. CONFIRMATION OF MINUTES AND SIGNING THEREOF**

MINUTES OF AN ORDINARY MEETING OF THE HORSHAM RURAL CITY COUNCIL HELD IN THE MUNICIPAL CHAMBERS, CIVIC CENTRE, HORSHAM AT 5.30PM ON 3 April 2018

**5. DISCLOSURE OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST**

A Councillor who has a conflict of interest and is attending the Council meeting must make a full disclosure of that interest.

(a) by either –

- (i) advising the Council at the meeting of the details required under paragraphs (b) and (c) immediately before the matter is considered at the meeting; or
- (ii) advising the Chief Executive Officer in writing of the details required under paragraphs (b) and (c) before the meeting; and

(b) classifying the type of interest that has given rise to the conflict as either –

- (i) a direct interest under 77B; or
- (ii) an indirect interest and specifying the particular kind of indirect interest under:

Section 78 – close association  
Section 78A – financial interest  
Section 78B – conflicting duties  
Section 78C – receipt of an applicable gift  
Section 78D – consequence of becoming an interested party  
Section 78E – impact on residential amenity; and

(c) describing the nature of the interest; and

- (d) if the Councillor advised the Chief Executive Officer of the details under paragraph (a)(ii), the Councillor must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

Members of Staff

Under Section 80C of the Local Government Act 1989, officers or people engaged under contract to the Council providing a report or advice to Council must disclose any conflicts of interests in the matter, including the type of interest.

**6. PUBLIC QUESTION TIME**

**7. OTHER BUSINESS**

**7.1 RESUMPTION OF DEBATE ON THE MOTIONS FROM PREVIOUS MEETING**

NIL

**7.2 RECEPTION AND READING OF PETITIONS, MEMORIALS, JOINT LETTERS AND DEPUTATIONS**

NIL

**7.3 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

NIL

**7.4 COUNCILLORS QUESTIONS WITH NOTICE**

NIL

**7.5 ORDERS OF THE DAY**

NIL

## **8. OTHER REPORTS**

### **8.1 ASSEMBLY OF COUNCILLORS – RECORD OF MEETINGS**

Council Briefing meeting held on Monday 9 April, 2018 at 5.00pm in the Reception Room.

Council Budget meeting held on Tuesday 10 April, 2018 at 5.00pm in the Reception Room.

Refer to **Appendix “8.1A”**.

#### **Recommendation**

That Council note the Assembly of Councillors’ – Record of Meetings.

### **8.2 SEALING OF DOCUMENTS**

NIL

### **8.3 INWARD CORRESPONDENCE**

NIL



#### **8.4 COUNCIL COMMITTEE MINUTES**

- 8.4.1 Western Highway Action Committee (WHAC) held on Friday 23 February, 2018 at 10am at the Pyrenees Shire Council Chambers, 5 Lawrence Street, Beaufort.**
- 8.4.2 Local Fire Prevention Committee held on Tuesday 6 March, 2018 at 10.30am in the Reception Room.**
- 8.4.3 RoadSafe Wimmera Inc held on Monday 9 April, 2018 at 7pm at the Kaniva Shire Hall, 15 Baker Street, Kaniva.**

Refer to **Appendix "8.4A"** for copy of minutes.

## 9. COUNCILLORS' REPORTS

## **10. OFFICERS REPORTS**

### **10.1 CHIEF EXECUTIVE**

No reports.

**SUNIL BHALLA**  
Chief Executive Officer

## **10.2 DIRECTOR OF CORPORATE SERVICES**

### **10.2.1 COMMUNITY GRANTS 2018/2019**

S Surridge

File Ref: F20/A01/000006

#### **Purpose**

To present for adoption Council's proposed Community Grants for 2018/19 which will be included in the forthcoming budget.

#### **Background**

Council have annually allocated funding to support community and sporting groups in its municipality as part of its budget process. These funds cover both recurrent donations for sporting groups, halls, kindergartens, groups and events as well as grants for specific projects.

Applications for the 2018/19 Community Grants Program were invited in February, with a closing date of 28 February 2018.

#### **Issues**

Following the closing date (28 February 2018), applications have been considered by an interdepartmental working group of Council officers, Council's Sport and Recreation Advisory Committee, Executive Management Group and at a Council Briefing meeting.

A final list of proposed Community Grants has been developed for the consideration and approval of Council. **Appendix "10.2A"**.

#### **Consultation/Communication**

In line with previous practice, upon adoption of the Community Grants for 2018/19, it is proposed that groups be advised as soon as practicable to assist them in preparing for the implementation of their projects and budgets for the 2018/19 financial year.

#### **Declarations of Interest**

At all levels of the assessment process, those on assessment panels and at briefings were requested to declare any conflict of interest and to not discuss or vote on any particular applications where there may be a real or perceived conflict of interest. **Appendix "10.2B"** provides the details of the Conflict of Interest declarations.

In relation to the final proposed Community Grants recipients the following Conflicts of Interest remain:

1. Cr Robinson – has a family member with an indirect interest in the Taylors Lake Hall Committee, and as such has an indirect interest by close association, refer Section 78 (2)(a) of the *Local Government Act 1989*.
2. Cr Radford – is a member of the organising committee for the Arapiles Cycling Event and as such has an indirect interest because of conflicting duties, refer Section 78B (1)(a) of the *Local Government Act 1989*.

### **Financial**

The proposed allocation of \$365,539 represents a 2% increase on the previous year's allocation. Provision for this allocation will be included in Council's Draft 2018/19 Budget.

### **Links To Council Plans, Strategies, Policies**

The Horsham Rural City Council Community Grants Program Guideline links to the key priorities of the Health and Well-being Plan.

### **Recommendation**

1. To allocate funding of \$365,539 in the 2018/19 Budget for approved community grants and donations and to advise all successful and unsuccessful grant applicants of the outcome of their submissions during April, 2018.
2. To approve the allocations to the various grant recipients as detailed in **Appendix "10.2A"** except for allocations to the Taylors Lake Hall and the Arapiles Cycling Event.
3. To approve the allocation to the Taylors Lake Hall.
4. To approve the allocation to the Arapiles Cycling Event.

## **10.2.2 AUDIT COMMITTEE MEETING UPDATE**

D McDonald

File Ref: F18/A13/000001

### **Purpose**

To report outcomes of the Audit Committee meeting of 22 March 2018.

### **Background**

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

A copy of the minutes from the recent meeting of 22 March 2018, is attached as **Appendix "10.2C"**.

Topics covered in the meeting were:

- Draft 2018/19 Budget
- Victorian Auditor-General's Office (VAGO) Performance Auditing – Security and Privacy of Surveillance Technologies in Public Places
- Municipal Association of Victoria (MAV) WorkCare Self Insurance Scheme update
- A report on the progress against audit actions from past audits
- Final Strategic Internal Audit Plan 2017/18 to 2018/19
- Management of the Internal Audit Actions
- Update on the Local Government Act review
- MAV CEO – Fraud attempts in Local Government sector
- Financial Report (December 2017)
- Policies reviewed and adopted (1 July 2017 – 31 December 2017)
- Loan Borrowing Policy
- Strategic Risk Register report
- Insurance update
- Waste/Recycling update
- CEO Appointment
- A range of compliance matters

#### **Links To Council Plans, Strategies, Policies**

Council Plan Goal 4 – Governance and Business Excellence

Four-year outcomes – 4.2 Manage risk to the organisation and 4.4 Achieve high standards of organisational performance.

**Provided for information of Council.**

**GRAEME HARRISON**  
Director Corporate Services

### **10.3 DIRECTOR OF PLANNING AND ECONOMIC**

#### **10.3.1 DEVELOPMENT PLAN – 256 OLD HAMILTON ROAD, HORSHAM**

A Murphy      File Ref: 99/01/08646A

#### **Purpose**

To seek Council approval for the Development Plan for 256 Old Hamilton Road, Haven.

#### **Background**

This is the second development plan that has been proposed for 256 Old Hamilton Road. The original was considered by Council 7 August 2017. The original approved development is attached as **Appendix “10.3A”** layout is provided below.

The new proposal is to create a lot of approximately 5500 square metres to the south of the existing dwelling, as shown in **Appendix “10.3B”**. At the time of the original development plan there had been no proposal to create any additional allotments. Prior to the consideration of the new proposal Council officers sought clarification from the applicant that there were no plans to create any additional lots.

#### **Issues**

The Horsham Planning Scheme contains several Schedules to the Development Plan Overlay including Schedule 1 – Low Density Residential Development Plan (DPO1). Clause 43.04 of the Horsham Planning Scheme states that the purpose of the Development Plan Overlay is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.
- To exempt an application from notice and review if it is generally in accordance with a development plan.

Clause 43.04-1 of the Horsham Planning Scheme states that a permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the responsible authority. This does not apply if a schedule to this overlay specifically states that a permit may be granted before a development plan has been prepared to the satisfaction of the responsible authority.

Under Clause 1.0 of DPO1 it states that a development plan is required to be submitted with any application to subdivide land into two or more lots. As the Schedule does not specifically state that a permit for subdivision of land into two or more lots may be granted before a development plan has been prepared, the responsible authority must first decide that the development plan has been prepared to its satisfaction. There is nothing in the Schedule that states that a Development Plan cannot be considered prior to the submission of an application.

A development plan has been received demonstrating how the subject site is to be divided so as to create lots for rural living. It is anticipated that the Development Plan will be similar or identical to any future application for subdivision.

The Development Plan Overlay Schedule 1 – Low Density Residential Development Plan requires that the plan must include the following:

The Development Plan will:

- Include a site analysis which illustrates the proposed subdivision and identifies areas within which it will be appropriate to construct a dwellings and outbuildings on each lot;
- The extent of constraint upon the location of buildings will depend upon environmental factors affecting the land;
- Identify any sites of conservation, heritage or archaeological significance and the means by which they will be managed;
- Provide appropriate arrangements for the provision and funding of necessary physical infrastructure including drainage works which may include the provision of wetland areas to filter storm water;
- Identify the staging and anticipated timing of development;
- Provide an overall scheme of landscaping and any necessary arrangements for the preservation or regeneration of existing vegetation;
- Provide suitable linkages between the site and road, public, bicycle and pedestrian transport facilities to urban areas;
- Provide a Soil and Water Report which demonstrates the capacity of the site to dispose of effluent if reticulated sewer is not available;
- Identify proposed water supplies, storages and systems required for firefighting purposes, and
- Incorporate any requirements of Wimmera Mallee Water in relation to the provision of dams.

The documents accompanying the Development plan addressed the requirements of the overlay. A copy of the response to the requirements of Clause 3.0 of Schedule 1 to the Development Plan Overlay is attached as **Appendix "10.3C"**.

It is considered that the proposed development plan adequately addresses the requirements of Clause 3.0 of Schedule 1 to the Development Plan Overlay.



The proposed development plan is for a two lot subdivision. The proposed lot sizes are 5500 square metres and 4.7 hectares. The size of these lots create the potential for further subdivision in the future.

### **Consultation**

An application under any provision of the Horsham Planning Scheme which is generally in accordance with an approved development plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

Previous development plans have been notified to adjoining owners at the request of Council. This application has not been for the following reasons:

- The location of the proposed lot is located within the parent parcel, therefore the only neighbour to the new lot will be the existing owner of the subject site. In this case it is a family member.
- The land is separated from properties on the western side of Old Hamilton Road by an approximately 60 metre wide road reserve. An area of approximately 30 metres of this road reserve is vegetated by remnant native vegetation.

### **Conclusion**

It is considered that the future Horsham South Structure Plan will address the inadequacies of the existing Development Plan Overlay Schedule 1 – Low Density Residential Development Plan as it will provide direction for the future subdivision in the Haven area.

It is considered on balance that the proposed development plan provides for consistency with previous approvals by Council for other development plans and therefore should be recommended for approval.

### **Links to Council Plan**

2.1 Sustaining the Economy – Cultivate Opportunities for the municipality to prosper and pursue possibilities for new development

### **Recommendation**

That Council approves the proposed Development Plan for 256 Old Hamilton Road, Haven, prepared by Ferguson Perry Surveying titled “Development Plan Version 1, 256 Old Hamilton Road, Parish of Bungalally, Crown Allotment 24Q (Part)”, with Surveyors reference H014617 dated 17/11/17.

**ANGELA MURPHY**  
Director Planning and Economic

#### **10.4 DIRECTOR OF COMMUNITY SERVICES**

No reports.

**KEVIN O'BRIEN**  
**Director Community Services**

## 10.5 DIRECTOR OF TECHNICAL SERVICES

### 10.5.1 EMERGENCY MANAGEMENT LEGISLATION AMENDMENT BILL 2018

Phil Kuhne, John Martin, Anne Donovan File Ref: F16/A01/00001

#### Purpose

To provide a report to Council on the Emergency Management Legislation Amendment Bill 2018 (the Bill), currently under consideration in the Victorian Parliament.

#### Background

This report was requested at the Council meeting of 3 April 2018, and draws extensively on a discussion paper on this subject presented to a Councillor briefing meeting on 12 March 2018, which had been prepared by Wimmera Emergency Management Coordinator Phil Kuhne.

The [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au) website lists the Bill as having passed the Legislative Assembly, and is currently in the Legislative Council. The Second Reading speech, by Special Minister of State, Gavin Jennings, provides a broad outline of the Government's intent with the new legislation, and is provided as **Appendix "10.5A"** to this report.

The Bill primarily amends the Emergency Management Act 2013, although there are also changes to parts of some related legislation, including the Country Fire Authority Act.

A focus of the Bill is to provide for modified integrated emergency management arrangements for Victoria, particularly at the regional and municipal levels, and provides statutory support to the "All Communities – All Emergencies" approach to emergency management 'before, during and after' emergencies.

When enacted there will be a staged implementation expected to take 18 months to two years beginning at the State level followed by regional and the municipal levels.

Existing legislative arrangements, including the SES auditing of municipal emergency management plans, will continue to apply until the new legislation is in place. In Horsham's case, the MEM Plan was audited, successfully, in March 2017 and would not be due for a further audit until March 2020, by which time the new arrangements are anticipated to be in place.

The legislation will primarily change and provide guidance on emergency management planning and governance at each level with a focus on ensuring:

- Emergency management plans are aligned through the State, regional and municipal levels to ensure consistency.
- Emergency management plans address the key areas of mitigation, response and recovery.
- Emergency planning is collaborative and community focused

## **Issues**

The main issues for Councils and our communities are summarised in this section.

- ***Council Staff Emergency Management Roles***

The Municipal Emergency Resource Officer (MERO) position will cease to exist. Instead, there will be a position known as Municipal Emergency Management Officer (MEMO). The role of the new position will be:

- To be the main point of contact in Council for liaising with agencies in relation to emergency management activities in general,
- Coordinating emergency management activities internally within Council relating to mitigation, response and recovery.

The Municipal Recovery Manager (MRM) position will be recognised in legislation and will be required to be formally appointed by Council. This position currently exists, but the Bill proposes formalisation of the role, to include the following functions:

- Coordinating, in consultation with agencies, the resources of the municipal council and the community for the purposes of recovery,
- Liaising with any municipal emergency management officer appointed for the municipal district in relation to the use of the municipal council's resources for the purposes of recovery,
- Assisting any municipal emergency management officer appointed for the municipal district with planning and preparing for recovery.

It is not yet clear if formalisation of this role will add to the level of accountability attached to the role.

- ***Fire Management Planning Committees***

Councils currently are required to have a Municipal Fire Management Planning Committee. This committee's role (under the CFA Act) currently includes:

- Planning the burning or clearing of firebreaks,
- Advising the appropriate authorities as to the existence of and steps to be taken for the removal of fire hazards within the area.

- Advising the Council in the preparation of its municipal fire prevention plan.
- Recommending to the appropriate authorities any action which the committee deems necessary or expedient to be taken for reducing the risk of an outbreak of fire or for suppressing any fire which may occur within the area.
- Advising the fire prevention officer concerning the removal of fire hazards.

Under the Bill, this committee will cease to exist with its functions absorbed into the new Municipal Emergency Management Planning Committee (MEMPC) function, as described below.

Council also currently operates a Local Advisory Fire Prevention Committee (LAFPC), which is no longer a legislated committee. The two committees have provided an effective pathway for Group Officers (through the MFMPC) and Brigade Captains (through the LAFPC) to directly interact with Council on relevant matters.

Under the proposed new arrangements, the MEMPC may establish sub-committees. Hence it would be possible for these committees to be replicated, or the opportunity may exist for interaction with Council to be coordinated through the CFA's own committee structure with Brigades and Groups.

- ***Municipal Emergency Management Planning Committee (MEMPC)***

There is currently a requirement for an MEMPC in each municipal area. The Bill proposes some changes to the structure and function of the committee, in particular:

- The Bill specifies that the chair of the Committee will be the Council CEO or his delegate. Previously this has typically been a Councillor.
- The committee is required to have the following representatives:
  - Police
  - Department of Health and Human Services
  - Ambulance Victoria
  - Country Fire Authority
  - State Emergency Service
  - Red Cross
  - One or more community representatives. Currently there are no community representatives on the committee.
- The committee may also have other representatives of agencies with a role in emergency management or critical infrastructure.

The key obligation of the MEMPC is preparation of a Municipal Emergency Management Plan for its municipality. Previously, this has been a responsibility of Council – hence the new Bill requires a greater involvement from the key agencies listed above. This is described further in the next section.

- ***Municipal Emergency Management Plan (MEMPlan)***

The preparation of a MEMPlan will be a shared responsibility between agencies through the MEMPC, with Council having a lead role in facilitating a MEMPC in its work to develop the plan.

There is a slightly changed emphasis to the plans, being on 'Mitigation, Response and Recovery', with 'Mitigation' being a replacement for the previous 'Preparation' phase of emergency planning.

There is a strong emphasis on community engagement and community emergency management planning. The MEMPlan is also required to align to State and Regional Planning. The State and Regional plans will need to be in place first, for the local plan to be developed. In the interim existing Plans will still be valid. A challenge of this new requirement will be adequately resourcing the required level of engagement with the community.

The Bill proposes that the SES will no longer audit the MEMPlans, instead, each MEMPC will prepare and submit a 'Statement of Assurance' that the Plan complies with the Act and is aligned to Regional And State plans. The MEMPlan will be submitted to the Regional Emergency Management Planning Committee for endorsement rather than Council.

### **Discussion**

Changes in the new Bill which place a greater shared responsibility on emergency agencies in the preparation of MEMPlans are supported.

While there is a perceived loss of consultation through changes to the fire committee structure, the opportunity remains for a similar committee structure to exist, either through the MEMPC itself, or CFA's existing committee structure.

Implementation of the Bill will take some time after it is enacted, as a suite of Ministerial Guidelines will also need to be developed after enactment. Council officers, in particular Phil Kuhne, are likely to be participants in the process to develop these guidelines, thus providing a pathway for local concerns to be addressed during development of these guidelines.

### **Consultation/Communication**

The Bill proposes some new requirements for community engagement in emergency management planning. Consideration will be required on how the engagement achieved through existing fire committees will occur under these new arrangements.

## **Financial**

Horsham Rural City Council receives funding from the State Government to fund much of its emergency planning activities through the Wimmera Emergency Management Resource Sharing Partnership. This is pooled with the MERP funding received by our neighbouring Shires of Hindmarsh, West Wimmera and Yarriambiack under the Wimmera Emergency Management Resource Sharing Partnership. This Partnership provides an efficient means of emergency planning in our four-Council area.

This funding will expire at about the time the new Bill is likely to be enacted. Council should lobby for continuity in the Municipal Emergency Resourcing Program to ensure these new arrangements can be effectively implemented, in particular in relation to the additional community engagement and community emergency planning requirements.

Much of Council's response to emergency events is resourced by Council officers, who are taken off-line from their normal role to undertake emergency activities when events occur. This can lead to a significant disruption in the delivery of the regular Council programs, particularly in the initial period during and shortly after major events, until ongoing backfilling arrangements are able to be implemented. This is especially the case in the recovery area which can extend for prolonged periods after the initial event.

## **Links To Council Plans, Strategies, Policies**

The Council Plan states that Council has an ongoing commitment to:

*Provide municipal emergency management services in accordance with Council's Municipal Emergency Management Plan and Emergency Recovery Plan*

**Provided for information of Council.**

**JOHN MARTIN**  
**Director Technical Services**

**11. URGENT BUSINESS**



# APPENDICES

**COUNCIL BRIEFING HELD IN THE RECEPTION ROOM  
ON MONDAY 9 APRIL 2018 AT 5.00PM**

**Present:** Cr P Clarke, Mayor, Cr MA Radford, Cr J Koenig, Cr A Gulvin, Cr D Grimble, Cr L Power, Cr J Robinson; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Community Services; John Martin, Director Technical Services; Angela Murphy, Director Planning and Economic; Zac Gorman, Management Accountant (item 3 only); Adam Moar, Statutory Planner (item 4.1 only); Nick Carey, Senior Statutory Planner (item 4.2 only); Mandi Stewart, Human Services Manager (item 4.3 only); Susan Surridge, Grants Officer (item 4.4 only); Kerrie Bell, Information and Rating Services Manager (item 4.8 only)

**Apology:** Nil

**1. WELCOME AND INTRODUCTION**

Cr Clarke welcomed everyone.

**2. DISCLOSURE OF CONFLICT OF INTEREST SEC 79, LOCAL GOVERNMENT ACT, 1989  
(AS AMENDED)**

Nil.

**3. FINANCE AND PERFORMANCE COMMITTEE MEETING – 5.00pm**

Zac Gorman attended.

**3.1 Monthly Report**

Discussed.

**3.2 Town Hall Report**

Discussed.

**3.3 Creditor Payments**

Discussed.

**3.4 Other Business**

Nil.

**4. DISCUSSIONS – 5.30pm**

**4.1 256 Old Hamilton Road Development Plan**

Discussed.

**4.2 VCAT Compulsory Conference 'On the Run', 20 Dimboola Road**

Discussed.

**4.3 Movie and a Meal**

Discussed.

- 4.4 Community Grants and Donations**  
Discussed.
- 4.5 Hamilton Street Pedestrian Bridge**  
Discussed.
- 4.6 Quantong Speed Limits**  
Discussed.
- 4.7 MAV State Council Motions**  
Discussed.
- 4.8 Video and Audio of Council Meetings**  
Discussed.

Meeting adjourned for dinner 7.00pm

Meeting reconvened 7.30pm

**5. OVERVIEW OF VALUATION SHIFTS FOR 2018**

**In attendance:** Ben Sawyer, Valuer

Discussed.

**6. HORSHAM GOLF CLUB BRIEFING – STRATEGIC REVIEW**

**In attendance:** Mark Williams and Leo Delahunty

Discussed.

**7. CLOSE**

8.45pm

**ASSEMBLY OF COUNCILLORS REGISTER**

Horsham Rural City Council  
Council Budget Meeting  
Tuesday 10 April 2018 at 5.00pm  
Held in Council Reception room

**1. Present**

Mayor Cr P Clarke, Cr M Radford, Cr D Grimble, Cr L Power, Cr J Robinson, Cr A Gulvin; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Angela Murphy, Director Planning and Economic; Kevin O'Brien, Director Community Services; John Martin, Director Technical Services; Kerrie Bell, Information and Rating Services Manager; Heather Proctor, Finance Manager; Zac Gorman, Management Accountant

**2. Apology**

Cr J Koenig

**3. Disclosure of Conflict of Interest**

Nil

**4. 2018-19 Draft Budget**

Discussed

**5. 2018-19 Draft Rates Strategy**

Discussed

**6. 2018-22 Draft Council Plan**

Discussed

**7. Community Engagement Plan and Next Steps**

Discussed

Meeting closed at 7.15pm



# Western Highway Action Committee

## WESTERN HIGHWAY ACTION COMMITTEE (WHAC)

10.00AM Friday 23 February 2018

Pyrenees Shire Council Chambers, 5 Lawrence Street, Beaufort

### MINUTES

#### 1. Welcome & Open Meeting Chair, Cr Kevin Erwin

Present

Cr Kevin Erwin, Northern Grampians

Cr Michael O'Connor, Pyrenees

Cr Grant Tillett, Ballarat

Cr John Keogh, Moorabool

Cr Jo Armstrong, Ararat

Cr Shane Roberts, Yarriambiack

Douglas Gowans, Pyrenees

Charles Cornish, Melton

Tim Day, Ararat

Phil Jeffrey, Moorabool

John Martin, Horsham

Chris Adams, Northern Grampians

Shane Power, Hindmarsh

Peter Bate, Ballarat

Maree McNeilly, TFV

Sam Brown, VicRoads

#### 2. Apologies

Cr Richard Hicks, West Wimmera

Cr David Grimble, Horsham

Cr Michelle Mendes, Melton

Cr Rob Gersch, Hindmarsh

Angela Daraxoglou, TfV

Robyn Evans, West Wimmera

Ralph Kenyon, Wimmera Development Association

Mal Kersting, VicRoads

Nigel Powers, VicRoads Western Highway Project

Warren Groves, Northern Grampians

***Moved: Cr John Keogh, Seconded: Charles Cornish, that the apologies be accepted.***

***CARRIED***

#### 3. Minutes of Meeting held 15 December 2017

***Moved: Cr John Keogh, Seconded: Cr Grant Tillett, that the minutes from the previous meeting 15 December, were a true and accurate record of that meeting. CARRIED***

Address correspondence to: **WHAC** Secretariat, PO Box 511 Horsham VIC 3402

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#### **Western Highway Action Committee Members**

Melton City Moorabool Shire Ballarat City Pyrenees Shire Ararat Rural City Yarriambiack Shire  
Northern Grampians Shire Horsham Rural City Hindmarsh Shire West Wimmera Shire

## Western Highway Action Committee

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### 4. Business from Minutes

Nil

### 5. Correspondence Inward

Date	From	Subject
18 Dec	Ross Cowie	Response to letter of thanks
8 Jan	WMT Article	Western Highway Duplication Restarts
12 Jan	Department of Justice	Response to Red Light Camera in Beaufort
18 Jan	Minister Donnellan	Response to Western Highway Duplication letter
19 Jan	WMT Article	Emma Kealy – Roads need improvement
19 Jan	WMT Article	Western Highway Duplication to go ahead
31 Jan	Minister Wynne	Response to Western Highway duplication letter
6 Feb	State Govt media release	Next stage of Western Highway duplication to begin

### Outward

Date	To	Subject
15 Dec	Ross Cowie	Letter of thanks
20 Dec	Maree McNeilly	Regional Road Strategy Response
20 Dec	Minister Wynne and Donnellan	Western Highway Duplication

***Moved Cr Grant Tillett, Seconded: Cr Michael O'Connor, that we receive the correspondence, write a letter thanking the Ministers for proceeding with the duplication works, and asking them to make provision in the next budget for continued duplication works, with a similar letter to relevant opposition Members (David Hodgett). CARRIED***

### 6. Financial Statement (Attached)

Current balance - \$60,848.12

***Moved: John Martin, Seconded: Cr John Keogh, that the financial report be accepted. CARRIED***

### 7. Reports

- VicRoads – Sam Brown
  - Windermere intersection – 110 kph signs about to go in.

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## Western Highway Action Committee

- Media advising of reconstruction works in the Ballarat-Beaufort section, to be completed by the end of March.
- Buangor-Ararat – contract has been awarded. Initial site works to commence in March. Seeking to accelerate some elements over winter. Most of the pavement works will occur after the wetter months.
- Business Case for section 3 is with Government.
  - ***Moved Cr Grant Tillet, Seconded: Cr John Keogh that we advocate for these works to be brought forward and write letters to relevant Ministers, Shadows and local members, seeking Federal and State contributions for this. CARRIED***
- Hallett's Way – works scheduled to be completed by the end of the year, but are running ahead of this schedule.
- Horsham Bypass – working with DELWP on how the process will be conducted.
- Beaufort / Ararat Bypasses.
  - Beaufort is progressing through the EES. Community consultation in next few weeks.
  - Ararat. Consultation in mid-March. Confirming some route alignment options.
- Bridge strengthening. Pykes Ck is now underway. Contraflow works are in readiness. Lower water level is helping progress works under the bridge.
- Stawell to SA Border \$20 M package. Pavement works are ahead of schedule.
- Lots of maintenance work underway.
  - SSRIP project – Western Freeway – early earthworks are in place.
  - Wire rope installation underway, e.g. Melton – Bacchus Marsh area.
- Bacchus Marsh planning study underway. Gisborne Rd contract award is imminent.
- Traffic disruption communications plan. Have been working hard to get more air time relating to these disruptions, but not getting as much as had been hoped for. This also impacts on rail. Hence comprehensive communication plan needed for this.
- VicRoads has been asked to investigate improvements to the Woodmans Hill area.
- Discussion
  - Acknowledgement of the good work with repairs.
  - Around Trawalla, there is a long section that is likely to be the next to fail.
  - Can the extent of disruption be reduced for long weekends / Easter?
  - Timing of traffic light cycle in Beaufort needs to be reviewed for holiday periods.
  - Slurry seal near Bacchus Marsh has been well received.
  - What model of engagement is proposed for Ararat Bypass?

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## Western Highway Action Committee

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- Initially the landowners, face-to-face, then sessions in Ararat.
    - Council is seeking direct engagement from VicRoads on this. **Action: VicRoads**
  - Wire rope safety barriers, there is some community discussion about these:
    - The technical evidence strongly supports the benefit of wire rope barriers
    - Action – Sam to circulate the technical information regarding design of these.
    - An issue arose re fires – emergency services in some areas have been trained in releasing the tension in the wire rope.
    - Ongoing maintenance / repair of damaged sections will be required.
    - **Action: WHAC to write to TAC acknowledging the benefits of WRSB, and asking TAC to ensure that funding is available for maintenance.**
  - Need for higher level of service at rest stops during holiday
  - How is expenditure tracking against the \$100 M on the Bypass planning / works?
    - Has not yet been formally signed off
    - Seeking high-level summary information to understand how much will be available for planning, how much for pre-construction works, or implementation.
- **Members**
    - Melton** – Charles Cornish
      - Residential development works are impacting on Western Freeway. The Paynes Rd intersection now has some works – there will be disruption due to additional culverts being required.
      - Ballarat rail line duplication works and Toolern station construction will impact on the Freeway – delivery of materials.
    - Moorabool** – Cr John Keogh, Phil Jeffrey
      - Woodmans Hill planning discussions. Seeking further info from VicRoads.
        - Planning controls in place relate to older design standards, may need review.
        - Early stage of process.
      - Moorabool is pleased with progress on the Bacchus Marsh works.
      - Rehabilitation works at the Ballan end of Pykes Ck?
        - These works will still proceed shortly.
        - Truck rest stop at this end – VicRoads considering a stop on the eastern side of Pykes Ck.
      - Eastern Link Road project – Moorabool has not had much involvement in this.

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## Western Highway Action Committee

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- Seeking to tidy up the entrances to towns. VicRoads has a stack site at Gordon – can this be tidied?

### **Pyrenees** – Douglas Gowans

- Doug still following up to provide design details for VicRoads to replace a sign. Was previously agreed to by Ewen Nevett.
- Status of timing of bridge strengthening west of Beaufort?
  - Post Easter.
- Pleased with engagement process for Beaufort Bypass. Further sessions planned for next week.

### **Northern Grampians** – Chris Adams

- Seeking confirmation of alignment around Great Western
  - Has been through project review group in the last week. Some minor design tweaks within the planning corridor, and some refinement of intersections.
- Status of timeline for Planning Permit – due to be undertaken in April

### **Hindmarsh** – Shane Power

- Pedestrian crossing at Nhill – funding has been received, with thanks.

### **Ballarat** – Peter Bate

- Grateful for involvement in the Woodmans Hill investigation.
- Ballarat's Connect West road is nearing completion in the next few months. Will lead to more traffic at Miners Rest.

### **Yarriambiack** – Shane Roberts

- Nil

### **Ararat** – Tim Day / Jo Armstrong

- Pleased that construction of the next section is imminent
- Desirable to have information flow about the works schedule – Council can assist in broadcasting this information. Seeking further engagement from project team in this regard.
- Bypass – key issues are:
  - Consultation has occurred, but haven't seen any feedback on the outcomes of this, and
  - What implications have there been on the design?

### **Horsham** – John Martin

- Bypass
  - VicRoads is proposing an updated amendment, which will be referred to the Minister. It is understood the Minister will be appointing an Advisory Committee to report on the new amendment.

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## Western Highway Action Committee

- Maintenance works
  - A significant level of maintenance / rehabilitation activity is occurring on the Western Highway – this is appreciated.
  - The extra funding is welcome – this would be enhanced if there was a steady flow of funding over the years – this would enable regional businesses to respond to the extra activity without increasing tender prices for other works.
- Passenger Rail
  - Return of passenger rail to Hamilton and Horsham continues to be a priority. This complements Western Highway improvements.

***Moved: Cr Michael O'Connor, Seconded: Cr John Keog , that the reports be accepted. CARRIED.***

### 8. General Business

- **Western Highway Corridor Strategy – Draft Background Report – Maree McNeilly**

This will be used to inform preparation of the strategy. Maree is seeking feedback on the report.

Upgrades to the highway won't solve all the problems of the corridor.

Page 4 – some key questions – seeking feedback on – until the end of March. **Action – All Members**

Maree also acknowledged and appreciates the submissions on the Regional Roads Strategy.

Key issues from the report:

- Growth – Ballarat to Melbourne – highway will not be able to keep up with that, hence need for passenger rail / buses. Melton growth is staggering
- Growth in size of freight vehicles (and size of items being moved)
- Towns that are not bypassed – how do we cater to them / recognise the value of “place”? Should they be bypassed or not? It is not just about movement.

Discussion:

- How will the WHAC objectives become part of the strategy's objectives?
  - These will be used to inform the objectives of the strategy
- Need for amenity improvements to be a key objective of the strategy
  - How do we manage amenity with adjacent developments, so that developers don't create “tunnels”
  - Can we work as a group of Councils to get a consistent planning approach to this?
  - There is a PSP that guides requirements in the outer metropolitan section of the corridor.
  - VicRoads has a noise policy for developments – available on web

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## Western Highway Action Committee

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- Does the report consider electric vehicles?
- Need for mobile coverage to support autonomous vehicles.
- Melton – highway is a barrier – need connectivity across it
- Melton – needs duplicated, electrified rail service
- Interconnections of services needs to be planned

Discussion of schools document – circulated with the background report

- This document followed an engagement program conducted with Year 10 students at Mt Clear College in Ballarat. They produced their own strategic plan for the Western Highway and TfV considered it was worth sharing with WHAC.
- Maree is seeking feedback on that document as well

### Next Steps

- Councils to respond individually/
- Provide through WHAC, with WHAC to provide a report that identifies common themes, key points of relevance to WHAC..
- Stress – this is the background report – not the strategy – what is the data, or evidence or issues that should be considered in this, e.g. re population growth, or industrial development, or transport issues. Reference to growth strategy document – e.g. western edge of Melbourne.

### 9. Next Meetings

20 April 2018 – Stawell  
 15 June  
 17 August  
 26 October  
 14 December  
 Subject to confirmation

### 10. Close

Cr Kevin Erwin  
 Chair

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## HORSHAM RURAL CITY COUNCIL

# Local Advisory Fire Prevention Committee

Held on Tuesday, 6 March 2018 in the Reception Room, Civic Centre, Horsham,  
commenced at 10.30am

## MINUTES

### 1. Welcome

Martin Duke (chaired the meeting), Mark Francisco, Jason Pymmer, Robert Kelm, Luke Dumesny, Frank Barnes.

### 2. Apologies

Cr Les Power, Allister Brooksby, Greg Hobbs, Stuart Webb, Glenn Dixon, Ken Crosser, Dale Russell, Tony Brady

### 3. Confirmation of minutes of the Local Advisory Fire Prevention Committee Meeting held on 10 October 2017

Moved: Jason Pymmer, Seconded: Robert Kelm that the minutes were a true and correct record of that meeting.

### 4. Business Arising from Minutes

#### i. Time for light up of fires –

**For end of season** – CFA District Planning Committee recommends 12 noon EST (1 pm DST)

**Discussion** – Needs to be consistent across the four municipalities in the District.

If earlier rows of stubble may get away or smoulder.

Need 2 times 400 litre of water and 4 personnel.

**Recommendation:** Start to light-up time be 12 noon EST, 1 pm DST.

#### ii. Mockinya dam – investigations undertaken (vegetation and Cultural Heritage). John Martin has created an estimate of potential costs.

**Discussion** - This topic was discussed by the attendees of the meeting.

The costs seem exorbitant.

Jason knows that the local farmers are not keen due to liability issues to have their dams as the water points.

Consensus on a number of really large tanks would be appropriate compromise.

Michael related to a recent case where a steel 110,000 litre tank was only \$12,000.

**Action** – Unless a much higher priority is identified in the next 6 months, the Mockinya steel storage tanks, of at least 110,000 litre be the highest priority for the 2018 FARSS application for 2019-20 funding.

Jason will find more information on prospective tanks at the Field Days over the next few days.

Discussed how good the fire bombers have been with rapid roll out. Discussed the recent Ballarat trail of night fire bombing

#### iii. Fire Access Road Subsidy Scheme (FARSS) - 2017-18 granted and works are underway –

**Riverside water supply** -FP beside electrical terminal station to be installed shortly Tanks to be installed too shortly.

**Kanagulk Glenelg River crossing**

- Signage installed, and works almost complete

**Netherway Drive** - CHMP (Cultural Heritage Management Plan) underway. Lots of indigenous artefacts found.

**2016/17 Les Mutch Rd** – Glenelg River crossing. The final build-up of the upstream and downstream beaching has been held up as the Glenelg River has not dropped to necessary levels.

#### iv. **Taylor's Lake**

Agreed that Rod Delahunty's attendance at the MFMPC meetings has helped in the information flow. Concerns still on the clean up around the potential camp areas. Also need fire safety signs in the site.

### 5. **General Business**

**5.1 FARSS Bids for 2018-19** - closing 1 November. New applications lists –

Magees Rd, Dooen – upgrade Wimmera R crossing. Not seen as high a priority as above. It has a lot of Environmental and Cultural Heritage challenges.

**5.2 Robert Kelm** - School Road North (from Williams Road) to River. He had had some meetings on the topic at CFA District level.

**5.3 Robert Kelm** – GWMWater is starting consultation with Group Officers and Captains on the needs for bridges. Good to see.

**5.4 Robert Kelm** – raised a concern on potential Emergency Act changes that may diminish the role of Advisory and Fire Management Committees. Michael advised that the drafts indicated that each municipality will be able to rank its priority for such committees as subsets to the MEMPC. Example of inner city municipalities may not need bush fire advice. But rural municipalities will continue to have a focus on fires, as appropriate.

**5.5 Mark Francisco** – Reservoir Rd to Winfields Rd needs trees addressing.

This and other roads are seeing a lot of re-growth after the 2014 Northern Grampians Complex Fire. Plantation Road needs more attention.

**5.6 Robert Kelm** – Sallow wattle is becoming a problem in the bus areas.

**5.7 Frank Barnes** – raised concerns on the Wal Wal Road and near the Marma State forest, sections of creek reserves being a worry too.

**5.8 Mark Francisco** – Raised a concern from February 2018 when there was a power drop at the Brimpaen pump station. There was no water in the mains available, and no advice. He advised that the brigades and fire operational staff need to know of the vulnerable locations, and when things are not operable, just in case a fire needs to be addressed.

Also raised the concern of the grass around GWMWater plastic fittings, and how vulnerable this makes the pipelines during a fire.

**Next Meeting** - Local Fire Advisory Committee meeting – 10.30 am Tuesday 11 October in the Reception Room, Civic Centre, Horsham.

Martin Duke

**Municipal Fire Prevention Officer**

**Infrastructure Manager**

**RoadSafe Wimmera Inc.**  
(Reg No A0033850U    ABN 35 010 755 766)

**Minutes for Meeting 9<sup>th</sup>. April 2018 start time – 7.00 pm**  
**Venue: - Kaniva Shire Hall, 15 Baker Street, Kaniva**

**1. Present**

Nola Smith (Chair)	SES local representative
David Rule	Road Safety Officer
Noel Austin	Road Transport Representative, Kaniva
Charie Cockroft-Basham	Wimmera Police – Divisional Intelligence
Jean Wise	Councillor Yarriambiack Shire
Heath Martin	Horsham Highway Patrol
Richard Hicks	West Wimmera Shire Councillor
Martin Duke	Horsham Rural City Council

**Apologies**

Rhonda Armour	Driving Instructor – light
Alastair Griffiths	Hindmarsh Shire
Daniel Bell	Road Trauma Support Services
Wally Cox	Heavy Transport Representative.

Moved J. Wise, seconded M. Duke, that the apologies be received.

Carried

**2. Minutes of previous meeting Dec. 11<sup>th</sup>. 2017.**

Moved J. Wise, seconded M. Duke that previous minutes be accepted.

**3. Business Arising from minutes.**

- *2018-19 funding application submitted*

2018/19 application summary.

Pre Application from
Safer Motorcyclists intervention
Community Engagement
Fatigue Presentation
Motorised Mobility Devices
Safe Driver
Fit2Drive
Looking After Our Mates

If all of the above applications are successful, Roadsafe Wimmera would operate with a budget similar to 2017 – 18.

Options to consider if there is a funding shortfall include: -

- Looking to other funding groups,

- Utilising surplus funds
- Scaling back operations
- A mix of all of the above.

Looking forward: -

In the opinion of the RSO, Roadsafe Wimmera should continue to apply for standard programs including Driver Reviver, Motorised Mobility Devices, Fatigue and Look After Our Mates.

The group and our region would also benefit from concentrating future efforts on the following statement from the Community Road Safety Grants guidelines -

#### Local Road Safety Interventions

We recognise that our list of standard programs is not comprehensive. The Local Road Safety Intervention categories allow organisations to apply for a program that is not listed above and contributes to building a culture of safety amongst motorcyclists, pedestrians, drivers, passengers and cyclists. The five categories that can be applied for are:

- ∞ Safe Pedestrians Intervention
- ∞ Safe Cyclists Intervention
- ∞ Safe Drivers and Passengers Intervention
- ∞ Safe Motorcyclists Intervention
- ∞ Community Road Safety Intervention (an intervention with multiple user group foci).

Funding of up to \$10,000 is available to deliver a program per intervention category.

Applications are limited to one application per category.

Road

**Note:** – Recent years Roadsafe Wimmera minutes could provide a comprehensive list of traffic issues which have been of concern to the region in recent years which could prove helpful in future application processes. List to be compiled for next meeting.

- *New Look After Our Mates program delivered to Edenhope College – Edenhope March 23<sup>rd</sup>. 2018. Consideration be given to making LAOM presentation at a future meeting.*
- *Correspondence to sub-committee re the idea of facilitating a truck safety forum. Moved J. Wise, seconded R. Hicks that if the truck safety sub-committee re-convenes, correspondence seeking an accredited group to facilitate the event be pursued. Worksafe Victoria recommended by the committee. Carried*
- *New cheque signee Charie Cockroft-Basham in place. Thank you to Nola Smith and Rhonda Armour for completing the process.*
- *Letter re: MacPherson street traffic lights in Horsham drafted. Wimmera traffic unit currently considering content.*

*The committee viewed the draft letter. Minor adjustments suggested and accepted.  
Letter to be sent.*

Moved J. Wise, seconded, M. Duke that business arising from the minutes be accepted.

Carried

#### 4. Correspondence February 12<sup>th</sup>. 2018

##### *Inwards.*

Number	Date	To	Issue
1.	March '18	Di Nevett	2018 – 19 grant application advice
2.	March '18	Smarty Grants	Smarty Grants – 2018 – 19 application.
3.	March '18	Edenhope College	Look After Our Mates
4.	March '18	Natimuk CWA	Safe Drive presentation 17/04/2018

##### *Outwards*

Number	Date	To	Issue
1.	March '18	Sub-committee	Sample letter re Truck safety idea.
2.	March '18	Di Nevett	2018 – 19 grant application advice
3.	March '18	Smarty Grants	Smarty Grants – 2018 – 19 application.
4.	March '18	Edenhope College	Look After Our Mates
5.	March '18	Committee	Draft letter re traffic concerns around Horsham West Primary School
5.	March '18	Natimuk CWA	Safe Drive presentation 17/04/2018

David Rule

Complete as at 2.30 p.m. 9<sup>th</sup>. April 2018

Moved H. Martin, Seconded N. Austin, that correspondence be accepted. Carried

#### 5.

13<sup>th</sup>. February 2018 to 9<sup>th</sup>. April 2018

**For Approval**



**Balance****\$21,505.13**

21/03/2018	ACE Radio Broadcasters - Lifestyle magazine	91.66	201323
21/03/2018	Fairfax media - Road Rules	352.00	201324
21/03/2018	Telstra	48.99	201325
21/03/2018	Program delivery February 2018	2,833.00	201326
21/03/2018	Travel costs and recoups - Feb. 13. To Mar. 19-'18	50.00	201327
21/03/2018	Australia Post	127.00	201328
Total		3,502.65	

**Balance****\$18,002.48****For  
Ratification**

9/4/2018	Telstra	48.99	201329
9/4/2018	Program delivery March 2018	2,833.00	201330
9/4/2018	Travel costs - Mar. 19 to Apr. 9th. 2018	184.50	201331
Total		3,066.49	

**Balance****\$14,935.99**

- April BAS statement will recoup GST funds
- Roadsafe Wimmera will invoice Vic Roads for additional funding this month.

David Rule

Complete as at 2.30 p.m. 9<sup>th</sup> April 2018.

Moved, C. Cockroft-Basham, seconded R. Hicks, that accounts paid be ratified and accounts to be paid be passed for payment. Carried

**7 . RSO report for 13<sup>th</sup>. Novembers 2017.****Draft letter:** Re traffic conditions around Horsham West Primary School precinct.*Group discussion summary: -*

*The precinct is currently under review by Horsham Rural City council. The council is currently seeking a range of views on traffic management prior to working with VicRoads to draw up a workable plan. It would be interested in hearing from people who have a point of view. The*

meeting agreed that interested people would be best advised to put their points of view in writing to Horsham Rural City Council for consideration.

David Rule

Complete as at 2.30 p.m. 9<sup>th</sup> April 2018.

Moved, C. Cockroft-Basham, seconded R. Hicks, that RSO report for 9<sup>th</sup>. April 2018 be accepted.

Carried

## General Business

### **Nola Smith (Chair)**

### **SES local representative**

- *Expressed condolence to Martin Duke on his recent family bereavement.*
- *Noted recent fog event with drivers not using lights. Strategic advertisement to be place. Something which could be looked at in future applications.*
- *Thanked Richard Hicks for arranging venue and catering for the meeting.*

### **Noel Austin**

### **Road Transport Representative, Kaniva**

- *Commented that Railway crossing in Serviceton was causing local concern. West Wimmera shire aware of the issue.*
- *Commented on a cyclists using a road which features heavy truck use. General agreement that all road users should give careful consideration to road safety at all times.*
- *Commented that some work has been done on the western highway between Kaniva and the South Australian border. Widening of the centre strip west of the Kaniva overpass noted but concerned the exercise has reduced parking space for trucks which may have to stop suddenly.*

### **Jean Wise**

### **Councillor Yarriambiack Shire**

- *Noted rumble strips on Dimboola/Warracknabeal road. (Roadsafe Wimmera members Kathy Zerk was instrumental in bringing rumble strips to the notice of VicRoads around 2000.)*

### **Heath Martin**

### **Horsham Highway Patrol**

- *Wimmera police officers supporting the Fit2Drive program in Wimmera schools. RSO provided information on Fit2Drive to the committee and asked Heath to convey Roadsafe Wimmera's appreciation to police officers involved.*
- *Attended an accident involving an MMD today. Highlights the importance of all road users safely sharing the road.*

### **Richard Hicks**

### **West Wimmera Shire Councillor**

- *Reported that West Wimmera shire is endeavouring to develop strategies which alleviate the need for shire residents to travel to Horsham for as much administrivia as possible - including road user related matters.*
- *Met with the adviser to the Minister for Roads in Melbourne recently. Feels that making contact with influential authority figures is worthwhile.*

**Martin Duke****Horsham Rural City Council**

- *Attended a VicRoads meeting featuring leading figures recently. Pleased to report that the priorities of Towards Zero – Safer Roads; Safer Speeds; Safer Drivers; Safer Cars is being embraced by the organisation.*
- *Mentioned succession planning to look at how the current executive officer role could be filled in the future. Current Executive Officer fully supported the idea.*

**Member Contributions**

**Next meeting: - June 18<sup>th</sup>. 2018 – Horsham SES building.**

## COMMUNITY GRANTS AND DONATIONS 2018/2019

<b>SPORT AND RECREATION</b>		<b>DONATIONS</b>	<b>GRANTS</b>
AFL Wimmera Mallee	Training Equipment for Umpires		500
Horsham Croquet Club	Replace Kitchen cupboards		7,700
Horsham Football Netball Club	Replace all flooring		8,000
Horsham Lawn Tennis Club	Tilt Trailer for equipment transfer		1,600
Horsham Sharks Swimming Club	2 new shade structures		10,000
Kalimna Park Croquet club	Mouse proof storage cupboard		450
Laharum Sports Inc.	Commercial dishwasher		6,000
Natimuk Golf Club	Upgrade 5 tees with instant turf		2,000
Noradjuha Quantong Football Netball Club	Fridge for healthy food options		684
Parkrun	ParkRun program in Horsham		5,000
Taylors Lake Football Netball Club	Upgrade of switchboard		10,000
Annual Allocation to assist funding applications		20,000	
Sport & Recreation Advisory Committee Contingency		5,000	
Specific Donation - Horsham Basketball Stadium (Lease)		15,500	
<b>Community maintained Recreation Reserve maintenance allocation</b>			
Dock Lake		11,800	
Laharum		11,800	
Kalkee		5,900	
Pimpinio		5,900	
Quantong		11,800	
Riverside (Equestrian Outdoor Surface)		500	
Noradjuha		500	
Natimuk Showgrounds		5,900	
Toolondo		500	
Coughlin Park (HRCC allocation of outdoor staff resources)		11,800	
<b>TOTAL COMMUNITY GRANTS FOR SPORT AND RECREATION</b>		<b>106,900</b>	<b>51,934</b>
<b>HALLS INFRASTRUCTURE</b>			
CWA Hall Committee of Management	Defibrillator		1,400
Dooen Public Hall	Roof Insulation		4,744
Hamilton Lamb Hall	Paving of nature strip		4,000
Laharum Hall Committee	Lining of skillion roof		2,500
Taylors Lake Hall	Split system Air-conditioner		5,000
Insurance levy for Public Halls (Brimpaen, Dadswells Bridge, Dooen, Haven, Jung, Kanagulk, Laharum, Mitre Natimuk, Noradjuha, Riverside, Sailors Home Hall, Taylors Lake, Telangatuk Toolondo, Wonwondah, Clear Lake School, Hamilton Lamb Hall)		15,000	
<b>TOTAL COMMUNITY GRANTS FOR HALLS</b>		<b>15,000</b>	<b>17,644</b>

## COMMUNITY GRANTS AND DONATIONS 2018/2019

		DONATIONS	GRANTS
<b>KINDERGARTENS</b>			
Green Park Casuarina Kindergarten	Blinds for Acacia verandah area		3,875
Natimuk Road Kindergarten	Replacement of rubber soft fall		10,000
Maintenance Grants of \$830 for Council's 6 Kindergartens		4,980	
<b>TOTAL COMMUNITY GRANTS FOR KINDERGARTENS</b>		<b>4,980</b>	<b>13,875</b>
<b>GENERAL WELFARE AND COMMUNITY SERVICES</b>			
Christian Emergency Food Centre Inc	Food Hampers	2,230	
Horsham College Chaplaincy Committee		5,460	
Wimmera River Imp Committee		8,000	
Wimmera River Imp Committee-Police paddock		2,350	
Wimmera Toy Library	Replacement Toys	1,000	
Wimmera Toy Library	Storage Bays for new HUB		3,500
<b>TOTAL COMMUNITY GRANTS FOR WELFARE &amp; COMMUNITY SERVICES</b>		<b>19,040</b>	<b>3,500</b>
<b>ORGANISATIONS</b>			
3rd Horsham Brownie Guides	Repairs to Roof		1,548
Arapiles Community Theatre	Community workshops/exhibitions		1,000
Horsham 2nd Scouts	Security lighting		2,500
Horsham Historical Society	Binding of local newspapers		2,550
Horsham Urban Landcare Group	Support of Landcare events		2,000
North West Grampians Lions Branch	Christine Middleton performance		1,000
Oasis Wimmera	Support Activities - Jubilee Hall		3,000
U3A Horsham & District Inc.	Support of Tai Chi program		600
Wimmera Association for Genealogy	Annual support	310	
Wimmera Live Steam & Model Engineering Society	Safety improvements		5,000
Wimmera Filipino-Australian Club Inc	Bowling Tournament		1,000
Wimmera Mobility Group	Support Group excursion		600
Wimmera Pride Project	Support group program/activities		4,000
Horsham City Pipe Band	Support of Council events	1,670	
Horsham Rural City Brass Band	Support of Council events	1,670	
Natimuk Brass Band	Support of Council events	1,670	
Dadswells Bridge Hall - newsletter	Newsletter	250	
Natimuk & District Progress Association	Monthly newsletter	1,500	
North West Grampians Newsletter	Monthly newsletter	1,500	
Wonwondah North Hall - Newsletter	Newsletter	250	
Charitable Organisations - refund of rates (Red Cross, St Vincent de Paul, Salvation Army, Axis Worx, Jacobs Well)		10,400	
Federation University Horsham Campus - Nursing award		300	
Longerenong Citizenship Prize		300	
Horsham Secondary College Senior Achievement Award		200	
Horsham College - Alternate Pathways Achievement Award		200	
St Brigid's College Senior Achievement Award		200	
Holy Trinity Lutheran College Senior Achievement Award		200	
Rural Toilets general allocation		2,500	
General Contingency			17,000
<b>TOTAL COMMUNITY GRANTS TO ORGANISATIONS</b>		<b>23,120</b>	<b>41,798</b>

## COMMUNITY GRANTS AND DONATIONS 2018/2019

<b>EVENTS</b>		<b>DONATIONS</b>	<b>GRANTS</b>
Arapilies Cycling Event Committee	Re-useable signage for Event		450
Art Is Festival	Event support		6,800
Business Horsham	Community guest speaker		3,500
Horsham & District Orchid Society	Hire of college hall for event		840
Horsham Calisthenics College	Annual Calisthenics Competition		1,100
Horsham Christian Ministers Association	Carols by Candlelight	3,500	
Horsham Fishing Competition Inc.	Support of fishing competition		5,000
Horsham Flying Club	Equipment/Advert support 2 events		5,000
Horsham Mother's Day Classic	Support Mothers Day Classic event		1,000
Horsham Motorcycle Club	Ambulance for World Junior MX		6,000
Horsham Patchwork Quilters Inc.	Cover Town Hall Hire for exhibition		3,608
Kannamaroo Committee of Management	Friday/Saturday evenings		5,000
Natimuk Agricultural & Pastoral Society	Factory MC Freestyle performance		4,000
Natimuk Farmers Market Plus	Musician at Market (4 markets)		900
Operation 19:14 Action Team	Children's activities		3,630
Rotary Club of Horsham East	Support Wimmera Science & Engineering Challenge		7,820
Wimmera & Southern Mallee Careers Expo	Support of key note speaker		4,000
Wimmera Growers of Australian Plants Inc	12th FJC Rogers Seminar 3 days		3,400
Wimmera Rockers Danceworld	Support band hire		2,200
<b>TOAL COMMUNITY GRANTS FOR EVENTS</b>		<b>3,500</b>	<b>64,248</b>
<b>SUB - TOTALS</b>		<b>172,540</b>	<b>192,999</b>
<b>GRAND TOTALS COMMUNITY GRANTS AND DONATIONS 2018/2019</b>			<b>365,539</b>

**HRCC COMMUNITY GRANTS 2018/2019 – CONFLICT OF INTEREST DECLARATIONS****CONFLICT OF INTEREST DECLARATIONS FOR COMMUNITY GRANT PROJECT TEAM – 13/3/2018**

<b>Team Member</b>	<b>Conflict of Interest Declared</b>
Lauren Coman	NIL
Susan Surridge	Holy Trinity Lutheran College
Anne Donovan	NIL
Mandy Kirsopp	Dooen Hall, Horsham YMCA
Heather Proctor	NIL

**CONFLICT OF INTEREST DECLARATIONS FOR SPORT & RECREATION ADVISORY COMMITTEE – 15/3/2018**

<b>Team Member</b>	<b>Conflict of Interest Declared</b>
Michelle Anderson	No present
Susan Surridge	Holy Trinity Lutheran College
Bruce Petering	AFL Wimmera Mallee
Neil King	Not Present
Christopher Walter	Apology
David Berry	NIL
John Martin	Apology
Sue Exell	Apology
Genevieve Smith	NIL
Loxley Hoffman	NIL
Cr Mark Radford	NIL

**CONFLICT OF INTEREST DECLARATIONS FOR EXECUTIVE – 19/3/2018**

<b>Team Member</b>	<b>Conflict of Interest Declared</b>
Graeme Harrison	NIL
John Martin	NIL

**HRCC COMMUNITY GRANTS 2018/2019 – CONFLICT OF INTEREST DECLARATIONS**

Kerrie Bell	NIL
Angela Murphy	NIL
Kevin O'Brien	Horsham College

**CONFLICT OF INTEREST DECLARATIONS FOR BRIEFING MEETING OF COUNCIL – 9/4/2018**

<b>Team Member</b>	<b>Conflict of Interest Declared</b>
Mark Radford	Member of Arapiles Cycling Event Organising Committee Vectis Lutheran Church Arapiles Historical Society
David Grimble	NIL
Alethea Gulvin	Holy Trinity Lutheran College
Pam Clarke	Horsham East Rotary Club (on leave of absence)
Josh Koenig	Wimmera River Park Run (local group) Kannamaroo – Councillor representative
John Robinson	Taylor's Lake Hall – wife is Treasurer of Hall Committee
Les Power	YMCA Horsham District League Board Member
Graeme Harrison	NIL
John Martin	NIL
Kerrie Bell	NIL
Angela Murphy	NIL
Kevin O'Brien	Horsham College
Heather Proctor	NIL
Susan Surridge	Holy Trinity Lutheran College



**HRCC COMMUNITY GRANTS 2018/2019 – CONFLICT OF INTEREST DECLARATIONS**

Following finalisation of the 2017/2018 process the following Councillor Conflicts of Interest exist pertaining to the proposed grant recommendations:

1. Cr Robinson – has a family member with an indirect interest in the Taylors Lake Hall Committee, and as such has an indirect interest by close association, refer Section 78 (2)(a) of the *Local Government Act 1989*.
2. Cr Radford – is a member of the organising committee for the Arapiles Cycling Event and as such has an indirect interest because of conflicting duties, refer Section 78B (1)(a) of the *Local Government Act 1989*.



## **MINUTES OF AUDIT COMMITTEE MEETING**

**Thursday 22 March, 2018**

**Council Chambers, Horsham Rural City Council, 12.10pm**

File Ref: F18/A13/000001

### **1. PRESENT**

#### **Committee Members:**

Mr Geoff Price (Chair)  
Mr Roy Henwood  
Mr Vito Giudice  
Cr Pam Clarke

#### **Also in Attendance: (Exofficio)**

Ms Kerrie Bell, (Acting) Director Corporate Services  
Mrs Heather Proctor, Finance Manager  
Ms Diana McDonald, HR & Risk Co-ordinator  
Mr John Gavens, Crowe Horwath Internal Auditor (via Teleconference)

### **2. WELCOME**

### **3. APOLOGIES**

Cr David Grimble and Mr Graeme Harrison, (Acting) Chief Executive

### **4. CONFLICT OF INTEREST**

Nil

### **5. CONFIRMATION OF MINUTES – 30 November, 2017**

Moved Pam Clarke seconded Roy Henwood that the minutes of the meeting held on 30 November, 2017 be confirmed as an accurate record.

**CARRIED**

### **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

- 6.1 The Audit Committee Charter and Annual Plan 2017/18 were adopted by resolution of Council at its meeting of 18 December 2017.
- 6.2 Council also at the meeting of 18 December 2017 approved the appointment of the Independent Chair of the Committee Mr Geoff Price, for an additional one year term.
- 6.3 Council's new Chief Executive will not be issued with a Corporate Procurement Card.

**Reports noted for (Section 6)**

**7. CORRESPONDENCE**

N/A

**8. INTERNAL AUDIT REPORTS****8.1 Internal Audit Progress Report – Crowe Horwath**

The quarterly progress report submitted by Crowe Horwath was tabled, with John Gavens informing that all is on track, and that the Purchasing Card Audit has been completed. Noting also that he does have some concerns regarding the timeliness of some audit recommendations coming out of the Audits, particularly high risk matters.

Vito Giudice raised some concerns regarding IT Data Security and Council's preparedness for the new requirements around reporting data breaches.

ACTION: Council to complete an assessment against the elements of the new data breach reporting requirements, and report back to the Committee.

**Moved Pam Clark seconded Roy Henwood that the Committee receives the Internal Audit Progress Report, and requests an update from the ICT Co-ordinator regarding compliance with requirements of the new data breach reporting requirements.**

CARRIED

John also raised concerns about the new ATO reporting requirements that come into effect on 1 July 2018 if an organisation has more than 30 employees, and a requirement from the ATO that the data is appropriate and submitted on time.

ACTION: Report back to the next meeting regarding Council's Payroll system capacity to meet ATO new reporting requirements for One Touch Payroll compliance with 1 July 2018 timelines.

**Moved Roy Henwood seconded Vito Giudice that the Committee requests an update from Councils' Payroll Officer.**

CARRIED

**8.2 Strategic Internal Audit Plan 2017/18 to 2018/19**

The Strategic Internal Audit Plan (SIAP) was tabled, with Crowe Horwath basing it on the following:

- consideration of Council's strategic and operational risk registers and past internal activity
- direct discussions with key Council staff
- consideration of audit activity proposed by VAGO
- current issues noted by Crowe Horwath as items of risk prevalent in the local government sector, and
- consideration of the HRCC Council Plan 2018 – 2021 objectives.

The audit projects proposed for 2017/18 include Purchasing Card Review, Food Act Compliance and Follow up Review of previous Audits with high risk findings.

The Committee noted that the SIAP can be adjusted if required for the 2018/19 year, and discussed that Capital Works Management might be something to consider, and how appropriate are the controls being done.

ACTION: John Gavens and Diana McDonald to confirm previous Audits conducted, to ensure accuracy within the SIAP.

**Moved Pam Clarke seconded Vito Giudice that the Committee approves the Internal Audit Plan for 2017/18 to 2018/19.**

CARRIED

**8.3 Internal Audit Actions Report – Council**

Kerrie Bell provided an update on the Internal Audit actions, and reported that there were 19 actions that have been completed during the last quarter which was a significant improvement from the previous quarter, (where there was 9). There are now 79 actions overall that are outstanding, of these 58 are overdue, previous quarter there were 55 overdue.

John Gaven's raised particular concerns around the number of high level outstanding actions from the Depot Audit, which was conducted in June 2017.

ACTION: Committee have requested that Management consider aligning High Risk Audit Actions as KPI's against the responsible Officers performance plan, with a suggested 5 to 10% of their remuneration attached to the timely completion of them.

**Moved Pam Clarke seconded Vito Giudice that the Committee receives the above report and are provided with an update regarding the outcome of KPI alignment consideration.**

**CARRIED**

#### **8.4 Management of the Internal Audit Actions: How Council proposes to address the completion of the actions**

Noting that this item was also discussed in Sections (8.1) and (8.3)

*(Below is an excerpt from the Report on Audit Actions tabled in Section 8.3)*

Plans are underway to ensure that when the next Audit Report is finalised that the process will be implemented to invite the relevant manager to attend the Audit Committee meeting.

In terms of addressing the outstanding items we will:

- Continue to take a risk based approach and focus on the high risk items first.
- Reports are being tabled at the Executive Management Group in between Audit Committee meetings to ensure that Directors have these matters at the top of mind
- Diana McDonald will continue to play an active role in follow-up of actions by convening meetings of the relevant staff as required to keep the focus on delivery.
- A more detailed report will be provided at the Audit Committee meeting by the relevant manager with high risk items outstanding (as has occurred in the past)

**Moved Roy Henwood seconded Pam Clarke that the Committee receives the above report.**

**CARRIED**

### **9. SCHEDULED ITEMS**

#### **9.1 Compliance & Legislation**

##### **9.1.1 Update on Local Government Act Review**

- LGPro Submission
- MAV Submission

Kerrie Bell provided an update to the Committee on the "draft" review of the Local Government Act.

An overview of the proposed new approach:

- Principle-based legislative framework
- Orderly structure and presentation
- Overarching governance principles and supporting principles provide the foundation for the new approach
- New policies and other documents required to be adopted by Councils
- Ministerial guidelines will be relied on
- Substantive regulations will be required

Clause 52 of the draft document relates directly to Audit and Risk Committees, and this was handed out to the Committee.

**Moved Vito Giudice seconded Roy Henwood that the Committee receives the above report**

**CARRIED**

## 9.2 Reporting

### 9.2.1 Quarterly Financial Report – 31 December 2017

The quarterly financial report was tabled and the Committee noted that HRCC is in a good financial position.

The Committee complimented Heather and the Finance Department on the report, and noted that it was very clear, easy to read and provided concise information.

**Moved Roy Henwood seconded Pam Clarke that the Committee receives the above report**

**CARRIED**

## 9.3 Risk Management

### 9.3.1 MAV CEO – Fraud Attempts in Local Government Sector

The MAV has become aware of increased attempts at ‘social engineering’ frauds in the local government sector.

Vito suggested that IT should compile a Register of Incidents and what IT are doing to mitigate them, and then providing a high level governance report to Management.

**ACTION:** Follow up with ICT Co-ordinator regarding communication to staff regarding appropriate use of social media, and also IT’s scheduling around Patch Management.

**Report Noted.**

### 9.3.2 Risk Management Report

Meeting rescheduled to 26 March 2018, Agenda topics only.

### 9.3.3 Strategic Risk Register & Report by Risk Owner

Tabled for the information of the Committee. Noting that the four suggested strategic risks (from the meeting on 30 November 2017) will be discussed at the Risk Management Committee meeting on 26 March 2018 and the outcome will be reported back to the Committee.

### 9.3.4 Insurance Update

Diana provided a handout for the insurance report for the quarter (December 2017, January and February 2018). This new style report noted the number of incidents pertaining for the following categories (Footpath Trips & Falls, General Public Liability, Building and Motor Vehicle) for the current quarter, and then a comparison to the previous two quarters.

### 9.3.5 MAV WorkCare Self Insurance Scheme Update

The MAV WorkCare Scheme commenced on 1 November 2017, with HRCC currently working towards the requirements for the National Assessment Tool. This requires Council to review and updates OHS policies and procedures under the guidance of the MAV OHS team. With a timeline of two years to become fully compliant.

**Moved Pam Clarke seconded Roy Henwood that the Committee accepts the five Risk Management reports in Section (9.3)**

**CARRIED**

## 9.4 Governance

### 9.4.1 Policies reviewed and adopted (1 July - 31 Dec 2017)

This is a new section where Council will report to the Committee on various policies and procedures that have been adopted or reviewed for the quarter. This initial table documented included the previous six months policies.

**9.4.2 Loan Borrowing Policy**

Council has recently developed a Loan Borrowing Policy, which is based on sound, long-term financial management guidelines. Feedback from Vito's suggestions have been noted to consider in the next review of this policy.

**Moved Pam Clarke seconded Roy Henwood that the Committee accepts the two Governance reports in Section (9.4)**

**CARRIED**

**10. GENERAL BUSINESS****10.1 CEO Appointment**

The Mayor Pam Clarke informed the Committee that following appointment at the end of January 2018, Council's new CEO Sunil Bhalla will commence after Easter on Tuesday, 3 April 2018.

**10.2 Draft 2018/19 Budget**

Heather Proctor informed the Committee that HRCC didn't apply for a Rate Capping extension for 2018/19 and that the "draft" budget has been set at 2.25% rate increase.

**10.3 VAGO Performance Auditing – Security and Privacy of Surveillance Technologies in Public Places**

Horsham Rural City Council is one of five Victorian Council's selected for this Audit that is being conducted by VAGO. The primary focus is CCTV, but will also include drone usage.

**10.4 Waste/Recycling Update**

A Report to Council was recently provided with expectations that an increase of between \$30 - \$40 per service will be proposed for waste services, to cover the increased costs of waste and recycling.

**Moved Pam Clarke seconded Roy Henwood that the Committee accepts the four General Business reports in Section (10)**

**CARRIED**

**11. INTERNAL AUDITOR CONFIDENTIAL DISCUSSION****11.1 Meeting with Internal Auditors excluding Officers**

Nil

**12. NEXT MEETING**

The next meeting of the Audit Committee meeting will be Thursday 14 June 2018 at 12 noon, in the Council Chambers, Council Offices.

**13. IN CONFIDENCE**

Nil

**14. CLOSURE**

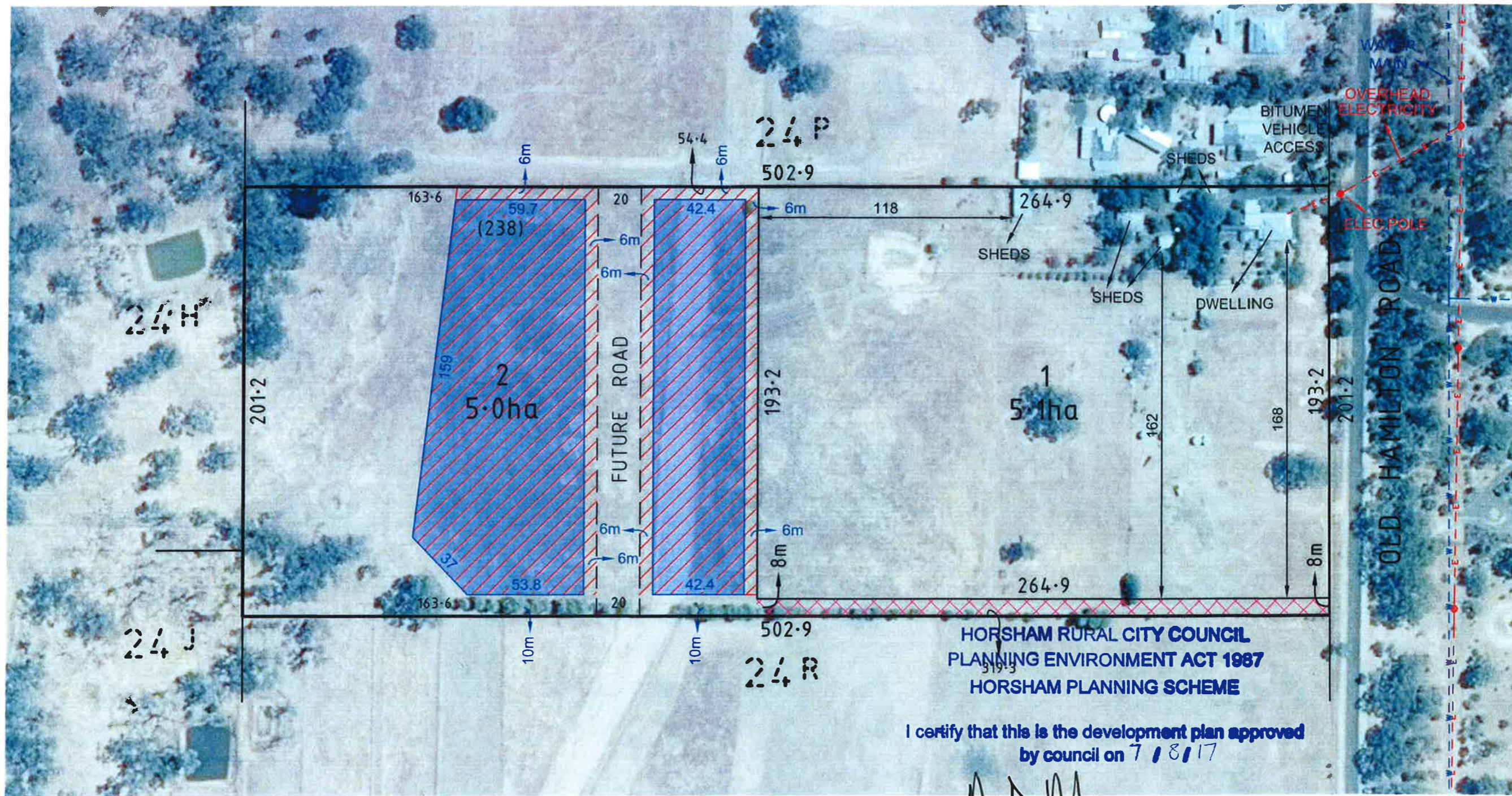
Meeting closed at 1.30pm

KERRIE BELL

**(Acting) Director Corporate Services**

Minutes signed as correct: (Chair) Mr Geoff Price .....

Date: .....



**HORSHAM RURAL CITY COUNCIL  
PLANNING ENVIRONMENT ACT 1987  
HORSHAM PLANNING SCHEME**

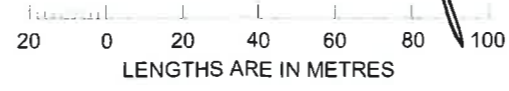
I certify that this is the development plan approved  
by council on 7/8/17

*A.D. Mear*

per  
**Director  
Planning and Economic**

Date 8/8/17

SCALE 1:2000

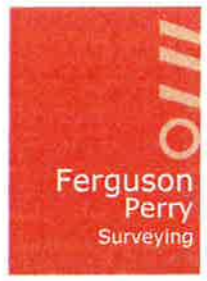


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SURVEYORS REF.

**H011916**

25-10-16  
DRAWN BY: C.B.

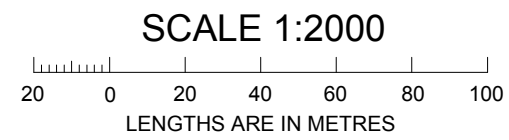
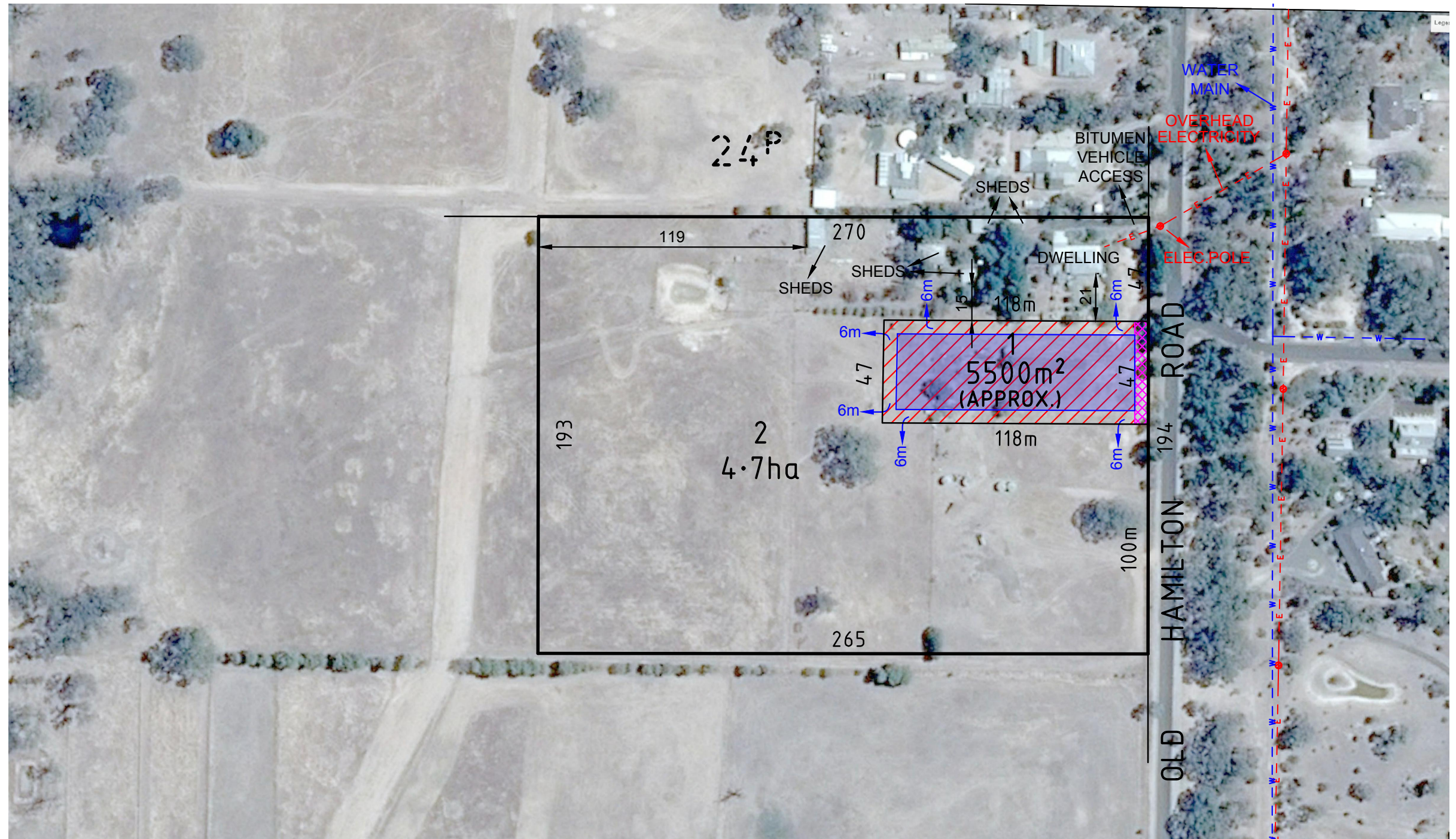
**NOTATIONS**

-  THE DIMENSIONS SHOWN HEREON ARE APPROXIMATE AND ARE SUBJECT TO SURVEY.
-  BUILDING ENVELOPE: ANY BUILDINGS OR CONSTRUCTION MUST RESPECT THE BOUNDARIES OF ANY NATIVE VEGETATION.
-  EFFLUENT ENVELOPE: SEPTIC TANK & EFFLUENT DISPERSAL AREAS TO COMPLY WITH RECOMMENDATIONS OF LAND CAPABILITY REPORT
-  POTENTIAL DRIVEWAY LOCATION

**DEVELOPMENT PLAN  
VERSION 2**

**256 OLD HAMILTON ROAD, HAVEN  
PARISH OF BUNGALALLY  
CROWN ALLOTMENT 24Q**





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SURVEYORS REF.  
**H014617**  
 17-11-17  
 DRAWN BY: T.H.

NOTATIONS

-  THE DIMENSIONS SHOWN HEREON ARE APPROXIMATE AND ARE SUBJECT TO SURVEY.
-  **BUILDING ENVELOPE:** ANY BUILDINGS OR CONSTRUCTION MUST RESPECT THE BOUNDARIES OF ANY NATIVE VEGETATION.
-  **EFFLUENT ENVELOPE:** SEPTIC TANK & EFFLUENT DISPERSAL AREAS TO COMPLY WITH RECOMMENDATIONS OF LAND CAPABILITY REPORT
-  **POTENTIAL DRIVEWAY LOCATION**

DEVELOPMENT PLAN  
 VERSION 1

256 OLD HAMILTON ROAD, HAVEN  
 PARISH OF BUNGALALLY  
 CROWN ALLOTMENT 24Q (PART)

Our Ref: H014617

Subdivision Report  
Proposed 2 Lot Subdivision  
256 Old Hamilton Road, Haven

## CONTENTS

1. Subject Site and Surrounding Locality
2. Planning Controls
3. Decision Guidelines
4. Conclusion

## SUPPORTING DOCUMENTS IN SPEAR

- Plan of Subdivision (PS817787A for Endorsement)
- Copy of Parent Title Search & PS802632Q (Copy of Unregistered Plan)
- Development Plan
- Horsham Rural City Council Checklist
- Land Capability Report



# **1. Subject Site and Surrounding Locality**

## **1.1 Subject Site**

This application seeks approval for the two lot subdivision of Lot 1 on PS802632Q (pending registration at Land Use Victoria), also known as 256 Old Hamilton Road, Haven. The purpose of the subdivision is to create two lots for residential purposes in accordance with the standards of the Low Density Residential Zone. Under this proposal, an existing dwelling and associated sheds will be contained within the proposed Lot 2, while Lot 1 will be of adequate size to accommodate future residential development.

The Development Plan attached in SPEAR shows the location of all buildings on site including their offsets to the proposed subdivision boundaries.

There are a number of mature trees located on the property, predominantly along the existing title boundaries and in close proximity to the dwelling on Lot 2. The subject land is accessible from Old Hamilton Road which is a sealed bitumen road. Services such as water supply, overhead electricity and telecommunications are present in Old Hamilton Road.

## **1.2 Surrounding Locality**

All adjoining parcels are located within the Low Density Residential Zone. The residential lots proposed by this application are consistent with the use of the surrounding land. The proposed development will have no detrimental effects on the adjoining properties, nor will it adversely impact on the character of the neighbourhood.

# **2. Planning Controls**

## **2.1 Zoning Controls**

The proposed subdivision is permissible within the Low Density Residential Zone as both lots meet the minimum area requirement of 0.4ha for lots where reticulated sewerage is not available. The proposed Lot 2 wholly contains an existing wastewater treatment system that services the dwelling. The Land Capability Report, attached in SPEAR, indicates that the proposed Lot 1 is capable of accommodating a wastewater treatment system, subject to the recommendations listed in the report. Therefore, it is considered that the proposed subdivision design meets the requirements of Clause 32.03-3 of the Horsham Planning Scheme.

The Development Plan attached in SPEAR illustrates the areas suitable for a building envelope, vehicle access and effluent disposal. The plan also shows the approximate location of utility services that are currently available to the property. Clause 32.03-6 of the Horsham Planning Scheme also specifies that in addition to Clause 65, Clauses 56.07-1 to 56.07-4 must be considered before deciding on an application. A response to each clause is provided below.

**56.07-1 Drinking water supply objectives**

An existing water main located in Old Hamilton Road is accessible to the proposed lots in the development.

**56.07-2 Reused and recycled water objective**

No recycled water systems are proposed for this development.

**56.07-3 Waste water management objective**

The Land Capability Report, attached in SPEAR, indicates that the lots are capable of accommodating wastewater treatment systems in accordance with the recommendations of the report.

**56.07-4 Urban run-off management objectives**

Urban storm water and drainage arrangements will be managed in accordance with the requirements and to the satisfaction of Horsham Rural City Council.

## 2.2 Overlay Controls

The Development Plan Overlay Schedule 1 (DPO1) is applicable to the subject land. Responses to the requirements of the Low Density Residential Development Plan are provided below.

*The Development Plan will:*

- *Include a site analysis which illustrates the proposed subdivision and identifies areas within which it will be appropriate to construct a dwellings and outbuildings on each lot. The extent of constraint upon the location of buildings will depend upon environmental factors affecting the land;*

Refer to Development Plan showing building envelope for Lot 1. The building envelope for this lot has been designed to position future dwellings clear of any areas affected by stormwater or drainage issues. As Lot 2 contains an existing dwelling, it is considered that a suitable area for buildings has been established.

- *Identify any sites of conservation, heritage or archaeological significance and the means by which they will be managed;*

The subject land does not contain areas of cultural heritage sensitivity. The enclosed Cultural Heritage Management Plan Process List indicates that a CHMP is not required for this development.



- *Provide appropriate arrangements for the provision and funding of necessary physical infrastructure including drainage works which may include the provision of wetland areas to filter storm water;*

The developer is currently in discussion with Council's Technical Services Department regarding the provision of the necessary physical infrastructure.

- *Identify the staging and anticipated timing of development;*

A staged subdivision is not anticipated for this development.

- *Provide an overall scheme of landscaping and any necessary arrangements for the preservation or regeneration of existing vegetation;*

The removal of native vegetation is not proposed by this development.

- *Provide suitable linkages between the site and road, public, bicycle and pedestrian transport facilities to urban areas, if appropriate;*

All proposed lots in the development will have frontages to Old Hamilton Road. Vehicle crossings will be upgraded or constructed where appropriate to provide access to each lot.

- *Provide a Soil and Water Report which demonstrates the capacity of the site to dispose of effluent if reticulated sewer is not available;*

Refer to Land Capability Report prepared by Wartook Woods Environmental Health for details.

- *Identify proposed water supplies, storages and systems required for fire fighting purposes, and*

The subject land has access to an existing water main located in Old Hamilton Road. The main has a number of fire plugs adjacent to site that will service the proposed lots in this development.

- *Incorporate any requirements of Wimmera Mallee Water in relation to the provision of dams.*

This development does not propose any changes to the existing dams located on the subject land.



### **3. Decision Guidelines**

#### ***Approval of an application to subdivide land***

*Before deciding on an application to subdivide land, the responsible authority must also consider, as appropriate:*

#### ***The suitability of the land for subdivision.***

The subdivision will create lots of a size and area consistent with a number of parcels in the vicinity of the subject land, thus making it entirely suitable for subdivision.

#### ***The existing use and possible future development of the land and nearby land.***

There are no changes proposed to the use of the property for residential purposes. The dimensions of the proposed lots lend themselves to the prospect of future development in Old Hamilton Road or in association with the adjoining properties.

#### ***The availability of subdivided land in the locality, and the need for the creation of further lots.***

The proposed subdivision creates lot sizes that comply with the zoning and are consistent with existing lots in the area.

#### ***The effect of development on the use or development of other land which has a common means of drainage.***

This application does not address any future construction on the proposed lots. Urban storm water and drainage arrangements will be managed in accordance with the requirements and to the satisfaction of Horsham Rural City Council.

#### ***The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.***

The proposed subdivision will have no impact on the existing vegetation.

#### ***The density of the proposed development.***

The subdivision design is at a density commensurate with the standards of the Low Density Residential Zone.



***The area and dimensions of each lot in the subdivision.***

The dimensions of each proposed lot are shown on the Plan of Proposed Subdivision attached in SPEAR.

***The layout of roads having regard to their function and relationship to existing roads.***

Lot 2 is accessible from Old Hamilton Road via an existing vehicle crossover that will not alter under this proposal. A vehicle access point from Old Hamilton Road to Lot 1 will be constructed to the satisfaction of Horsham Rural City Council.

***The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.***

It is considered that the proposed subdivision will make no change to pedestrian and vehicle access with the exception of the aforementioned vehicle access to Lot 1 via Old Hamilton Road.

***The provision and location of reserves for public open space and other community facilities.***

No public open space will be created by this subdivision.

***The staging of the subdivision.***

This is not a staged subdivision.

***The design and siting of buildings having regard to safety and the risk of spread of fire.***

This application does not address any future construction on the proposed Lot 1. Any implications relating to the risk of spread of fire will need to be addressed by a separate building permit application.

***The provision of off-street parking.***

The proposed lots are capable of accommodating additional off-street parking as required.

***The provision and location of common property.***

No common property is to be created by this proposal.

***The functions of any body corporate.***

No body corporate is to be created by this proposal.



***The availability and provision of utility services, including water, sewerage, drainage, electricity and gas.***

Utility services are accessible to the subject land as shown on the Development Plan attached in SPEAR.

***If the land is not sewered and no provision has been made for the land to be sewered, the capacity of the land to treat and retain all sewage and sullage within the boundaries of each lot.***

Lot 2 contains an existing wastewater treatment system, while the land designated for effluent disposal on Lot 1 is shown on the Development Plan attached in SPEAR.

***Whether, in relation to subdivision plans, native vegetation can be protected through Subdivision and siting of open space areas.***

There is no vegetation removal proposed by this subdivision, nor will it have any impact on native vegetation in the surrounding area.

#### **4. Conclusion**

It is considered that the proposed subdivision is suitable for the area and is of a design consistent with the surrounding urban environment. The proposed residential lots to be created by this application are in keeping with the character and purpose of the adjoining properties. Utility services such as electricity and potable water are accessible to the proposed lots in the subdivision. The lot designs proposed by this application also lend themselves to the prospect of future subdivision and development should the opportunity arise.



# WARTOOK WOODS ENVIRONMENTAL HEALTH

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Mr Steve Mackley 256 Old Hamilton Road Haven

Garry Newman

10/10/2016

## LAND CAPABILITY REPORT



**Proposed subdivision view west from 256 Old Hamilton Road**

[Land Capability Assessment Report for proposed 2 lot subdivision facing Old Hamilton Road Haven.]



## WARTOOK WOODS ENVIRONMENTAL HEALTH

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**LAND CAPABILITY REPORT  
SITE AND SOIL EVALUATION/TREATMENT DESIGN  
ANZS 1547-2000/VIC EPA COP ONSITE WASTEWATER MANAGEMENT**

<b>OUR REFERENCE</b>	<b>sm - ohrh</b>
<b>CLIENT</b>	<b>Mr Steve Mackley</b>
<b>SITE LOCATION</b>	<b>LOTS 1, 2 at 256 Old Hamilton Road Haven</b>
<b>TEST/SITE EVALUATION</b>	<b>Carried out by Garry Newman Wastewater Assessor CET Acc. Dip. RSH Assoc. EHA</b>
<b>DATE ASSESSED</b>	<b>6<sup>th</sup> October 2016</b>
<b>SITE ASSESSMENT FACTORS</b>	<b>See Site and Soil Evaluation Report EPA matrix and Site and Soil Assessment Report (attached to this document)</b>
<b>SITE SUITABILITY</b>	<b>The sites are suitable for a wastewater treatment system, although there are constraints with the wastewater installation on these sites (see EPA Matrix attached) . The soil types will allow <b>only secondary wastewater systems</b> for disposal of household wastewater. See note re shed facility below.</b>
<b>SITE AREA</b>	<b>Three residential allotments and proposal is to divide the area into approx. into <b>5000m<sup>2</sup>/0.5Ha</b> set in a Residential Zone</b>
<b>SITE REPORT</b>	<b>Land is devoid of tree vegetation, except for some planted eucalyptus trees and grasses are the surface cover.</b>  <b>Land Surface shape is Linear Planar – not a good water shedding site flat planar. The site drains to northern end of allotments.</b>
<b>SOIL CLASSIFICATION</b>	<b>CATEGORY 5 STRONGLY STRUCTURED SILTY CLAY soils are primarily consistent throughout the site.</b>
<b>PERMABILITY RATE</b>	<b>Test 1 Lot 2      HORIZON A 00-50mm Silty clay loam</b>
<b>DESIGN LOADING RATE</b>	<b>HORIZON B 50-600mm poorly drained clays DLR 5 mm/day DIR 3.5mm/day</b>

<b>SOIL TESTS</b>	<p>Soil tests were conducted using a 100mm hand auger to locate the least impermeable soil layer which is the soil horizon used for effluent absorption. The position of the site is marked on the site plan attached to this report.</p> <p>A soil sample was removed and tested using the textural test to indicate the characteristics of the soils. See Soil Profile Information Data Sheet, below.</p>
<b>WATER SUPPLY</b>	Reticulated supply available
<b>RESERVE EFFLUENT AREA</b>	Available if required pumped to effluent reserve (see site plan)
<b>WASTE FIXTURES</b>	Information unavailable
<b>MAX DAILY FLOW RATE</b>	<p>Based on 4 Bedroom home (4+ 1) 5 x 150L/person/day  = 5 x 150 = <b>750L/DAY TOTAL MAX FLOW RATE</b></p> <p>This is a typical design statement for a standard 4 bedroom dwelling.</p>
<b>SEPTIC TANK</b>	A 3200L minimum size tank is required for these sites.
<b>EFFLUENT DISPOSAL &amp; TREATMENT</b>	<p>The preferred system for wastewater treatment is:-</p> <p>A secondary treatment system for clay soils:-</p> <p><b>Reed Bed System or Aerated Wastewater Treatment Systems (AWTS) must be EPA approved secondary treatment system.</b></p> <p><b>NOTE:- A shed toilet/shower/basin facility will be suited for an ETA conventional trench system.</b></p> <p>The allotments demonstrate areas of clay dominant soils that will require secondary treatment systems and shallow subsurface irrigation as per EPA Code of Practice 2013 &amp; ANZS 1547.</p> <p>An effluent irrigation envelope area of 500m<sup>2</sup> with mandatory setback distances will be required for each allotment. This allows for a reserve effluent area.</p> <p>The effluent dispersal area may need to be on a raised landscaped bed at 300mm above the height of ground level, using clay loam soil with battered slope to original ground level, when seasonal wet seasons cause water logging &amp; where <b>clay soils</b> are evident in the development envelope. Under lawn drip irrigation as per ANZS 1547 is also suitable for effluent dispersal.</p>

**INSTALLATION  
CONDITIONS**

**TO COUNCIL REQUIREMENTS including**

- 1. Septic tank and effluent dispersal areas to be protected from vehicular traffic and separated from other development on the allotment.**
- 2. A development site plan should be submitted to council for planning, building and wastewater approvals.**
- 3. Effluent envelopes should be sited at position on the site to improve effluent dispersion near to the building envelope, designed for, best practice treatment. This area should be a dedicated and permanently constructed envelope for effluent treatment.**

**This is to certify the site and soil assessment and design of this effluent system has been completed in accordance with the recommendation contained in the ANZS 1547-2012 and Victorian EPA COP Onsite Wastewater Management 891.3 2013.**




**GARRY D NEWMAN  
WASTEWATER ASSESSOR  
Dip RSH Assoc EHA CET Accred.  
Wartook Woods Environmental Health P L**

**Date 10/10/2016**

## Site &amp; Soil Assessment

sm:ohrh

## Poorly Drained Soils Category 5

LAND FEATURES	LAND CAPABILITY CLASS RATING					COMMENTS
	1	2	3	4	5	Site Value
<b>GENERAL CHARACTERISTICS</b>						
Site Drainage/ run-off	Very slow Remains wet many weeks	Slow Remains wet more than week	Moderate Remains wet less than week	Rapid Drains in less than a day	Very rapid Drains in Several hours	2
Flooding* (% AEP)	Never		<1 in 100	<1 in 30	<1 in 20	1
*Grade % Fall Slope (°)	0-2 < 1 in 50 < 1°	2 – 8 < 1 in 12.5 < 5°	8 – 12 < 1 in 8 < 7.5°	12 – 20 1 in 5 < 11°	< 20 < 1 in 5 < 11°	1
Land slip	Exempt Not present	MO Low	M1	M2	H Present	1
Rainfall (mm/yr)	< 450	450 – 650	650 – 750	750 – 1000	> 1000	2
Pan Evap (mm/yr)	> 1500	1250 – 1500	1000 1250	< 1000	-	2
Seasonal Water table	> 5 m	5 – 2.5 m	2.5 – 1.5 m	1.5 – 1 m	< 1 m	1
<b>SOIL PROFILE CHARACTERISTICS</b>						
Soil structure*	High	Moderate	Weak	Massive	Single grain	2
Profile depth	> 2m	1.5 – 2 m		1.0 – 1.5 m	< 1 m	2
Modified* Emerson* test	1 4, 6, 8	2 5 7		3 2, 3	4 1	2
Stoniness* (%)	< 10 			10 – 20	 >20	1
Salinity* (dS/m)	< 0.3	0.3-0.8	0.8-2.0	2.0-4.0	>4	1
Percolati on* (mm/hr)	50-75	20-50 75-150	15-20 150-300	- 300-500	< 15 >500	2

\*relevant to soil layer(s) associated with trench location

site rating

5

**RATING 5**

The site has been identified to have a very poor capability and there is a severe risk. The site is **not generally** considered suitable for disposal of septic tank effluent by conventional trench systems. There will be a need for very high levels of engineering input and management at all stages of wastewater system installation.

**A certain design has been set out in the LCA Design Report attached, recommending secondary treatment**

**WARTOOK WOODS ENVIRONMENTAL HEALTH**  
**SOIL PROFILE INFORMATION AND DATA SHEET**

Client name **MR STEVE MACKLEY**      Project name: **2 LOT SUBDIVISION**      Excavation no: **1**      Logged by: **G.D. NEWMAN**

Suburb: **HAVEN**      Lot numbers: **24Q**      Map sheet refer:      Grid reference: **S 0.° E 0.°**

Street address **256 OLD HAMILTON ROAD**      Pit borehole no: **1**      Surface level: **SLOPES SOUTH – NORTH**      Date of inspection: **6.09.2016**

Slope: **- 2% (at effluent envelope)**      Form Element **PLANAR**      Ground cover **GRASSES**

Surface condition **WET**      Indicative drainage: **POORLY DRAINED**      Surface stones **NONE**

Vegetation **GRASSES & SOME REMNANT EUCALYPTS**      Water table depth: **N A**      Land surface notes:      Parent material:

HO R	LOWER DEPTH MM	HORIZN	MOISTUR CONDIT'N (MOIST)	COLOR	FIELD TEXTURE	COARSE FRAGM'TS % VOL	STRUCTURE	MODIFIED EMERSON	SOIL CATEGORY	SAMPLE TAKEN (Y/N)	CONSISTENCY	PERM'BILITY DLR	OTHER ASSESMET DIR	
<b>1</b>	<b>TEST 1</b>													
<b>2</b>	<b>50</b>	<b>A</b>	<b>DRY</b>	<b>GREY</b>	<b>EVEN</b>	<b>- 2%</b>	<b>WEAK</b>	<b>NA</b>	<b>2</b>	<b>YES</b>	<b>EVEN</b>			
<b>3</b>	<b>600</b>	<b>B</b>	<b>DRY</b>	<b>BRN</b>	<b>EVEN</b>	<b>- 2%</b>	<b>STRONG</b>	<b>SL/DIS'V</b>	<b>5</b>	<b>YES</b>	<b>EVEN</b>	<b>5mm/day</b>	<b>3.5mm/day</b>	
<b>4</b>														
<b>5</b>														

Use another form if > 5 layers or major horizons.      "Describe moisture condition as: dry, moist, very moist, saturated      Notes/conunents/observations:

Overall Soil Category assigned: **HORIZON B CAT 5 STRONGLY STRUCTURED CLAY SOIL 70mm RIBBON FORMED 70% CLAY CONTENT**      Checked by: **GDN**

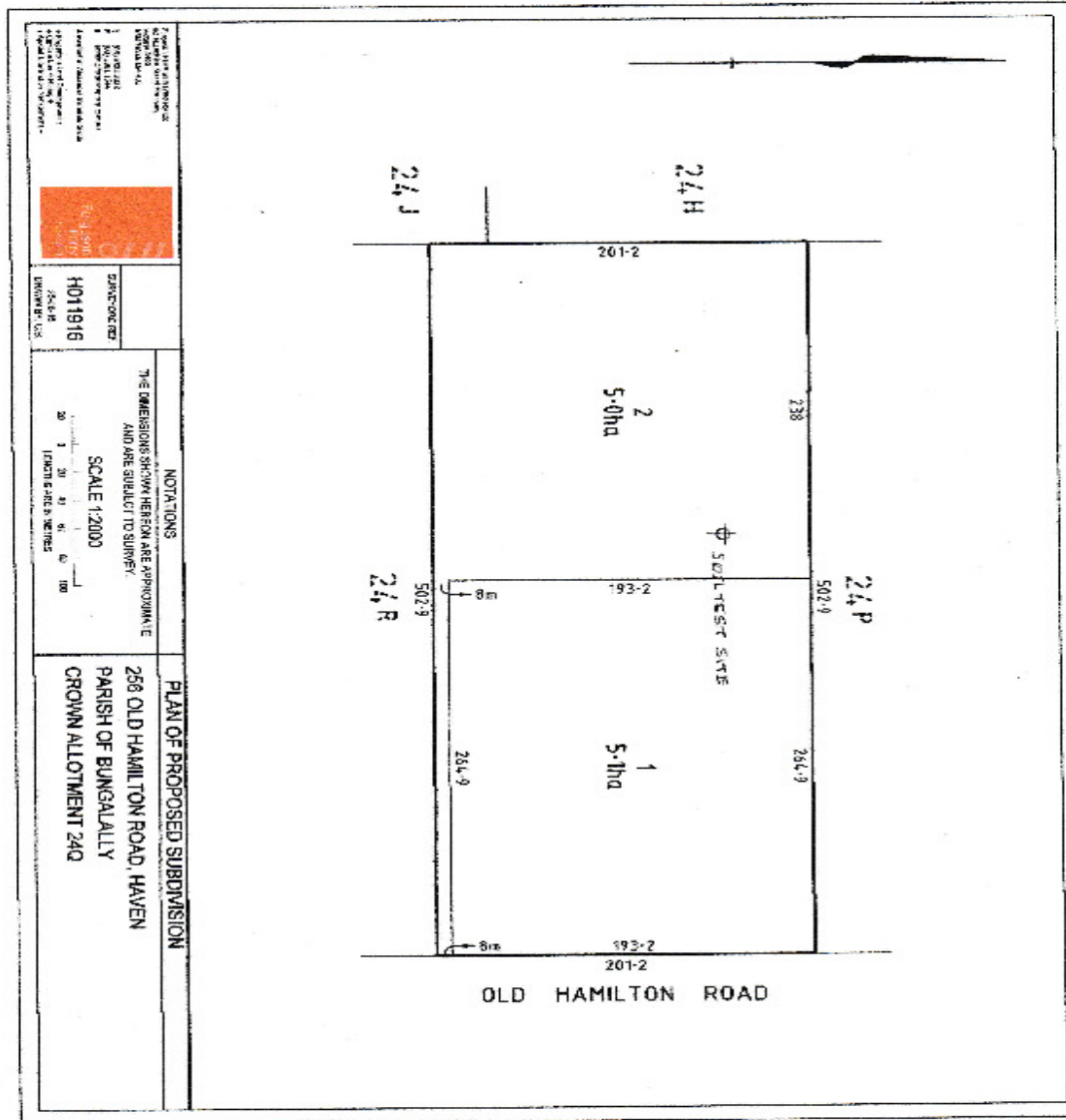
Soil appears favourable for: **SECONDARY TREATMENT SYSTEM ONLY**

(List system types) **REED BED SYSTEM / AWTS**

Maximum depth of system: **SUB SURFACE 100MM BELOW G/L**



**The above views show the soil indicating the typical strong clay based Category 5 soils throughout the allotments**



Site Plan showing soil test site  
 LOT 2



**Emergency Legislation Amendment Bill 2018**  
**Second Reading – Victorian Legislative Council, 8 March 2018**

**Mr JENNINGS (Special Minister of State):**

This bill has at its centrepiece a new framework for emergency management planning in Victoria. This reform is coupled with a range of changes to other elements of our emergency service arrangements to meet operational needs and address a number of other issues.

**Emergency management planning reforms**

Strong and effective planning is the foundation of a successful response to, and recovery from, an emergency. Currently, there are both operational and legislative measures to support the planning process, with the legislative measures spread across an array of different pieces of legislation: the Emergency Management Act 1986, the Emergency Management Act 2013 (EM act), the Country Fire Authority Act 1958, as well as a range of legislation in specific portfolios and industry sectors. Victoria's current arrangements for emergency management planning do not provide a comprehensive or holistic approach to planning. There is also a lack of clear, consistent and transparent governance mechanisms to underpin emergency management planning. The roles and responsibilities of agencies are unclear, outdated and fragmented in key respects, and there is no consistent obligation for agencies to discharge their roles under the current plans.

As a result of events such as the Black Saturday bushfires, the floods in 2010–11 and the Hazelwood mine fire, significant reforms have already been made to emergency management arrangements in Victoria. Underpinning these reforms is a joint understanding that governments and agencies must work together to facilitate flexible and networked preparations for responding to, and recovering from, emergencies.

The reforms have recognised that individuals, communities, emergency services organisations, businesses and industry have shared responsibilities for emergency management. However, more specific reforms are required to better integrate emergency management planning and implement a planning framework that is collaborative, flexible and based on shared responsibility.

In 2014, the Victorian emergency management reform white paper advocated a planning approach for all agencies and all emergencies built on networked arrangements, greater interoperability and a stronger emphasis on risk mitigation. The white paper identified that Victoria's existing emergency management planning arrangements do not provide a comprehensive approach to emergency management planning. The white paper highlighted that improving planning processes is critical in minimising the likelihood and consequences of disasters and emergencies on the community.

A number of public inquiries have also been critical of Victoria's emergency management planning arrangements and recommended significant improvements. Most recently, recommendation 3 of the inquiry into the Hazelwood mine fire highlighted a specific need to introduce more integrated fire management planning.

There is little doubt that scrutinising the events of the past has highlighted the need for reform of the current arrangements. The government is proud to deliver a new legislative framework that

provides the necessary underpinning to best prepare for an emergency and to best protect our communities.

Importantly, this bill provides for a new objective in the EM act 2013 to clarify that the new planning arrangements and the act provide for an 'all communities-all emergencies' approach to emergency management. This objective reinforces that communities are at the centre of decision-making in all of our arrangements for managing emergencies.

The bill addresses the need for reform of the existing planning arrangements in the Emergency Management Act 1986 and the EM act 2013 by replacing them with a new, integrated and coordinated framework for emergency management planning. The key features of the new framework include:

- integrated planning for activities that occur before, during and after an emergency;
- arrangements that provide for all likely emergencies;
- a new governance structure for emergency management planning;
- common principles to guide and drive the planning process;
- plans that provide for the roles and responsibilities of all relevant agencies;
- clear and transparent quality assurance and accountability mechanisms.

The bill establishes a clear and transparent governance structure that facilitates and supports planning arrangements at the state, regional and local levels.

Under the new governance arrangements, the emergency management commissioner (EMC) will be responsible for state-level planning and new regional and municipal emergency management planning committees will be established to plan at the regional and municipal levels, respectively. These new committees will promote shared responsibility for planning, by requiring relevant agencies to participate in the planning process. The new municipal level arrangements will also apply in a similar way to Victoria's alpine resorts, to ensure that the arrangements are comprehensive.

The regional and municipal emergency management planning committees will be comprised of representatives of specified agencies, including state government departments, local government and other agencies and stakeholders. Additional agencies and stakeholders will be invited to supplement the core membership. This will provide clarity regarding the core membership, as well as flexibility to include additional representatives tailored to the risks and needs of each region and municipal district.

The bill requires each emergency management plan at the state, regional and municipal levels to provide for an integrated, coordinated, and comprehensive approach to emergency management. Each plan will provide for arrangements that span all relevant emergencies. The plans must specify agencies' roles and responsibilities, and address all stages of emergency management, being mitigation, response, and recovery. This promotes a consistent approach to preparing emergency management plans across all three planning levels. While the bill provides for these core elements of an emergency management plan, it also facilitates a flexible approach to planning. Each plan, especially at the regional and municipal levels, will be tailored to the specific risks, communities, and geographical footprint to which it applies.

The bill provides for a combination of measures for oversight and assurance, including an approval mechanism for each emergency management plan, a statement of assurance process, and system-level assurance by the inspector-general for emergency management.

The new governance arrangements require the new state-level plan to be approved by the State Crisis and Resilience Council, the new regional plans to be approved by the EMC, and the new municipal plans to be approved by the relevant regional emergency management planning committee. These mechanisms provide oversight of the plans and facilitate operational integration between the different planning levels.

A statement of assurance will be prepared by the EMC or the regional or municipal emergency management planning committee, as the case may be, to confirm that its emergency management plan satisfies the new statutory requirements. For example, this would include requirements for the core contents of each plan, and for consultation on the plans. This statement of assurance serves as a key tool for the 'approver' of each plan to determine that the plan complies with the new requirements.

These approval mechanisms will be further complemented by an independent assurance role for the inspector-general for emergency management. This will provide assurance of the quality of both the new planning process and the plans prepared under it.

The new planning framework in the bill will be implemented in stages to ensure a smooth transition to the new arrangements. The state-level arrangements will commence first. A new state emergency management plan will be developed to set the direction for Victoria's emergency management arrangements. Following the state-level arrangements, the new regional emergency management planning committees will be established to develop regional emergency management plans. The new municipal emergency management planning committees will then be established to prepare municipal emergency management plans. It is expected that the new framework will be fully operational by the end of 2020.

The bill does not provide detailed guidance on the planning process. Rather, the bill establishes an overarching framework to underpin emergency management planning. The framework includes general principles to guide the planning process, and key statutory obligations regarding the preparation of emergency management plans and their contents. To supplement these overarching arrangements, ministerial guidelines will be developed to provide for the more detailed, practical guidance on the planning process. These guidelines can be refined or altered over time to meet new or changing operational requirements, risks or issues. They can also be tailored to the needs of each planning level within the new framework. As such, the guidelines will provide a flexible and practical mechanism to implement the new planning framework on the ground.

An exposure draft of the Emergency Management Legislation Amendment (Planning) Bill (exposure draft) was released for public consultation in May 2016 to seek stakeholders' views on the reforms. Feedback was received from a wide range of stakeholders, including local government, emergency management agencies and industry. The proposed new arrangements received broad support. A range of different views on the detail of the planning bill were put forward, which were extremely valuable in informing the further development of the new framework. The reforms strike a balance between these different views to deliver a new framework that best meets the needs of the sector as a whole.

Some key changes were made to the new emergency management planning framework in response to stakeholders' feedback on the exposure draft. These include refinements to the municipal and regional emergency management planning committees to strengthen the representation of emergency recovery agencies, and changes to the regional emergency management planning committees to give councils a stronger voice on those committees. The framework now includes a power to issue guidelines in relation to dispute resolution, and a principle was added to expressly require emergency management plans to promote community resilience to emergencies. The existing role of the municipal recovery manager within municipal councils was added to the framework to give this critical role a clear statutory underpinning. A number of other technical refinements were made to ensure that the new arrangements apply effectively in practice.

Collectively, these new arrangements will support a stronger, more efficient and integrated approach to planning for emergencies for all Victorian communities.

### **Other changes**

The planning bill has been incorporated into this bill, which also incorporates a number of other changes to improve emergency management arrangements.

The inspector-general for emergency management (IGEM) performs a critical role in providing assurance of Victoria's emergency management arrangements. The IGEM is currently a public servant appointed by the Secretary to the Department of Justice and Regulation. The bill instead provides for the IGEM to be appointed by the Governor in Council. This will increase the independence of the IGEM, giving further confidence to the community in the IGEM's important assurance functions.

The bill clarifies the interaction between the no-fault statutory compensation scheme in the Victoria State Emergency Service Act 2005 (VICSES act) and common-law damages claims. VICSES volunteers who are injured or suffer property damages in performing their emergency service roles can currently obtain compensation under the VICSES act. The changes in the bill overcome an existing limitation in that act that precludes those volunteers from accessing common-law damages. VICSES volunteers will be able to access both types of benefits, whichever is greater. This promotes fairness for Victoria's VICSES volunteers, by placing them on a similar footing to claimants under other no-fault compensation schemes.

The bill also includes amendments to facilitate the relocation of the VICSES Broadmeadows unit to an unused part of the Fawkner Memorial Park. The bill does this by providing for the revocation of the site's permanent reservation as a cemetery. This will pave the way for the VICSES Broadmeadows unit to relocate to this site, if and when associated arrangements for VICSES to secure the site are finalised.

These additional changes in the bill ensure that we continue to support the invaluable work performed by Victoria's emergency service volunteers.

I commend the bill to the house.