

# AGENDA

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

To be held on  
**24 September 2018**  
At 5.30pm

In the  
**Council Chambers, Civic Centre**  
**18 Roberts Avenue, 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 24 September 2018.**

### **Order of Business**

**1. PRESENT**

**2. OPENING**

**3. PRAYER**

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

**4. ACKNOWLEDGEMENT OF COUNTRY STATEMENT**

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

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

**5. WELCOME**

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

**6. APOLOGIES**

**7. LEAVE OF ABSENCE REQUESTS**

**8. CONFIRMATION OF MINUTES**

### **Recommendation**

That the minutes emanating from the Ordinary Meeting of the Horsham Rural City Council held in the Municipal Chambers, Civic Centre, Horsham at 5.30pm on 16 July 2018 and 27 August 2018 be adopted.

## 9. CONFLICTS OF INTEREST

### 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.

**10. PUBLIC QUESTION TIME**



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CLOSE



SUNIL BHALLA

Chief Executive Officer

## 11. OFFICERS REPORTS

### 11.1 WIMMERA SPORTS STADIUM AND HABA LICENCE RENEWAL

**Author's Name:** John Martin                      **Director:** John Martin  
**Author's Title:** Director Infrastructure            **File No:** F20/A07/000002  
**Department:** Infrastructure

#### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):  Yes  No **Reason:** Nil

#### Appendix

Sports Stadium Alternative (**Appendix "11.1A"**)

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#### Purpose

- To provide an update on recent activities relating to the Wimmera Sports Stadium project.
- To recommend the next steps in relation to the Wimmera Sports Stadium project.

#### Summary

- An independent facilitator was engaged to advance discussions with the HABA regarding the Wimmera Sports Stadium proposal.
- An updated option was developed in conjunction with the Project Control Group (PCG) to accommodate some of the issues identified in previous communications with HABA, and to present to HABA as part of the facilitated discussion.
- The facilitator reported that the HABA executive were not prepared to discuss the concept further.
- The CEO's plan for development of an integrated CBD / river precinct vision provides the opportunity to review the plans for infrastructure in this precinct, including the Wimmera Sports Stadium.
- Further advancement of the Stadium proposal should be deferred until completion of the vision project and consideration of its outcomes.
- HABA has asked for a long-term lease renewal and peppercorn rental.
- The CEO has met with members of the HABA executive on two separate occasions in the last few weeks to discuss ongoing use of the current facility and the planning for the new stadium.

**Draft Recommendation**

That Council:

1. Note Option G for the Wimmera Sports Stadium development which was prepared to address HABA's concerns about the core proposal.
2. Await the outcomes of the CBD / River Precinct Vision Project to inform further planning for the Wimmera Sports Stadium.
3. Invite the Stadium Project Control Group to present to a Councillor briefing session.
4. Conduct a final meeting of the Project Control Group to present a status report to the Group on the project, based on this report.

## Report

### Background

Council's resolutions to date regarding the \$20 million Wimmera Sports Stadium have been as follows:

- 3 July 2017
  - That Council endorse the Project Control Group's recommendation for any new indoor sports stadium facility to be located in McBryde Street adjoining the existing basketball stadium.
  - That the Technical Services team engage with the community around closing McBryde Street for the development of a sports stadium.
- 4 December 2017
  1. Receive the Business Case and Concept Design Report for the Wimmera Sports Stadium.
  2. Make the Business Case and Concept Design Report available to the public.
  3. Invite representatives of the Project Control Group and Horsham Amateur Basketball Association to discuss their views on the report with Council.
  4. Further consider this matter no later than the first Council meeting in March 2018.

A further report was presented to the 5 March 2018 Council meeting, addressing many of these points, with the following conclusions:

*As indicated above, further planning is required on the areas indicated, in particular the position of HABA regarding the proposed stadium. Given this, it is not yet appropriate to make a recommendation to Council in relation to the Wimmera Sports Stadium.*

Council made no further resolutions on that report.

### Discussion

- **Wimmera Sports Stadium – Modified Option "G"**

During June 2018, Council engaged the services of an independent facilitator with the aim of having a neutral person conduct further negotiations with HABA.

To enable this negotiation to proceed, it was important that the Stadium proposal, as developed in late 2017, had been reviewed and updated to further take on the concerns raised by HABA. Despite the claims that Council staff were not listening to what the HABA executive were saying, three key areas of concern were recognised, relating to:

- Autonomy – regarding significant flexibility in access to courts
- Affordability
- Management model – HABA did not support a Council-managed, shared access facility.

A new option, informally labelled “Option G”, was developed, in consultation with the Project Control Group (PCG) for the project to further address these options.

A key feature of this new option was the retention of two courts within the existing stadium area, through removal or reduction of the seating area, to provide safe, compliant runoff areas. This revamped stadium area would then become available for basketball as a priority, except during major events of other sports.

The proposal also includes a set annual charge for court access, rather than an hourly rate.

**Appendix “11.1A”** provides a detailed description of Option G, as supported by the PCG.

- ***Facilitated Negotiation***

The Option G proposal set the foundation for further discussions with HABA.

An expert facilitator, Jen Lilburn, was engaged to conduct the negotiation. Part of the rationale for having an independent facilitator involved in this process was to pick up on any part of the message from HABA that Council officers may not have properly understood. A further reason for the engagement was so that an objective assessment could be provided about the relative positions of the parties relating to aspects of the Stadium proposals.

The independent facilitator was unsuccessful in advancing discussions with HABA, as they considered that the arrangements being offered, including the Option G proposal, did not address their issues. The facilitation process ended much sooner than anticipated – a facilitated joint meeting with HABA and Council representatives did not eventuate.

In summary, it is considered that the Lilburn report helps to demonstrate that Council has been attempting to advance an enhanced position for basketball, in an open and reasonable manner. However, HABA considers the options presented do not address their concerns, although HABA has provided no substantive information to support its position.

- **Next Steps**

The development of an integrated vision for the CBD / River precinct, as planned by the CEO, provides the opportunity for Council and the community to sharpen our focus on the appropriate directions for infrastructure development in this precinct. The scope for developing this vision recognises the existing stadium and the new stadium proposal as elements of this new vision.

It is proposed that the outcomes of this new vision will guide further planning on the Wimmera Sports Stadium, and that no new work or negotiations proceed until this vision is developed. This project is expected to be completed by March 2019.

The CEO has met with members of the HABA executive on two separate occasions in the last few weeks. The aim of these discussions has been to address HABA's concerns in relation to certainty over ongoing use of the current facility, and autonomy and affordability of use at any new stadium development. It is important that any further planning work for the stadium occurs in a positive and collaborative way to ensure long term success of basketball, and benefits to the broader community.

### **Financial Implications**

Not applicable.

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

Goal 1.2 of the Council Plan includes: 1.2 Develop a safe, active and healthy community, encouraging participation. It is proposed that we track progress on this by completion of a detailed feasibility study for a multipurpose/indoor sports and community facility by December 2017.

This Council Plan goal follows a recommendation to this effect from the 2013-18 Sport and Recreation Strategy.

### **Consultation/Communication**

Extensive community and stakeholder consultation has occurred during the project. This has previously been reported.

The CEO has also held a series of meetings with the HABA executive in recent weeks.

It is proposed that general publicity should occur, incorporating the following points:

- Council is deferring further planning on the Stadium pending the outcomes of the CBD / River Precinct Vision Project.
- The HABA licence will continue to be renewed until the future of the Wimmera Sports Stadium is resolved.
- Council is proposing to establish a Major Events Framework for the Basketball Stadium to bring it in line with our other sporting facilities and grounds.

- This is consistent with the Government approach to funding of facilities, which is only on the basis of multi-sport usage.

**Risk Implications**

Not applicable.

**Environmental Implications**

Not applicable.

**Human Rights Implications**

This report complies with the rights listed in the Victorian Charter of Human Rights and Responsibilities Act 2006. This includes the freedom of expression provisions of Section 15, summarised as:

*People are free to say what they think and want to say. They have the right to find, receive and share information and ideas. In general, this right might be limited to respect the rights and reputation of other people, or for the protection of public safety and order.*

**Conclusion**

No further material planning on the Sports Stadium is proposed at this stage.





- Linking highways to economic activities.
  - Preference for the use of existing road reserves for future development of the local and arterial roads.
2. Endorse the preparation of an integrated transport network plan for Horsham's urban areas.
  3. Note that a separate process will be undertaken to develop a transport network plan for the rural parts of the municipality.

## Report

### Background

The first stage of an Integrated Transport Strategy for Horsham was prepared in 2016, however it was not adopted by Council at that time. The following resolutions were made at the 19 September 2016 Council meeting of relevance to this current report:

- Commit to further consultation to determine what elements it may or may not progress to further planning.
- Acknowledge work of stage 2 and stage 3 needs to be completed to inform the final overlay strategy.

With Stage 2 relating to the Horsham urban area, and Stage 3 to the municipality's rural areas.

To progress these resolutions, the CEO engaged the consulting company Movement and Place to help identify the key transport objectives for Horsham. These strategic objectives would then be used to guide Council's transport planning of its own network, and its advocacy to VicRoads on road upgrades, including a truck route around Horsham.

The consultant met individually with Councillors and key stakeholders in early August 2018 to gain their views on the objectives. The key stakeholders included representatives from:

- Business Horsham
- The Victorian Farmers Federation
- Strategic Directions Group
- Some community representatives from the earlier Horsham Integrated Transport Strategy working group.

The output from these interviews was then collated by the consultant, and presented to a subsequent Councillor workshop to distil the key objectives.

### Discussion

The consultant's work has identified six objectives for Horsham's transport planning. These objectives, and some elements associated with these are:

- **A more active and vibrant CBD and river precinct**
  - Where people are encouraged to walk between shops
  - Places in the CBD that attract local, regional and visitor communities
- **Trucks removed from the CBD and river precinct**
  - Recognising that many truck movements service the CBD
  - Trucks out of the CBD, but not too far out.
- **More active transport**
  - Improved access for pedestrians and cycling across the town, including the CBD area, schools and civic/public spaces

- **More river crossings**
  - A road crossing to the west of Stawell Road
  - A pedestrian crossing to the east of Stawell Road
- **Linking highways to economic activities**
  - Better connections to Horsham's industrial estates, in Golf Course Rd and at WIFT
  - Improved traffic flow to these locations, i.e. upgrade intersections.
- **Preference for the use of existing road reserves for future development of the local and arterial roads**
  - Use existing road reserves, with any additional widening to develop new roads.

Subject to Council's endorsement of these objectives, it is proposed to commence a project to prepare a Horsham Integrated Urban Transport Network Plan that addresses these objectives and the related elements.

This plan will review the hierarchy of existing roads in the urban area, and identify the needs for new works to address the objectives. The plan will also assist in informing Council's advocacy to VicRoads about issues such as intersection upgrades and the truck route around Horsham.

In addition to this work, this Director has prepared a draft scope of work for development of a Rural Network Plan.

### **Financial Implications**

A consultancy for preparation of a Horsham Urban Transport Network Plan is likely to cost in the order of \$50,000 - \$80,000. This project is not specifically identified in the 2018-19 Council budget, but there are several budget items that could be used to at least part-fund this work, including a general provision for urban road design (\$20,000) and some unspent funds associated with investigations for the proposed Hamilton St Pedestrian Bridge (\$37,000), which is temporarily on hold.

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

The development of a Horsham Transport Network Plan is part of the implementation of the following priorities from the 2018-22 Council Plan.

#### *2.2.07 Horsham Integrated Transport Strategy completed, including:*

- *Stage 1 – Strategic road network, including regional highways, railway and Horsham Bypass*
- *Stage 2 – Horsham urban area*
- *Stage 3 – Rural areas of municipality*

#### *2.2.08 Develop a plan for a further vehicle bridge across the Wimmera River (including location) and determine the timing when this should be constructed.*

Several other priorities are also relevant, relating to health and wellbeing and economic development.

### **Consultation/Communication**

Councillors and some key stakeholders participated in the preparation of the transport objectives identified in this report.

An extensive consultation program will occur in preparation of the Transport Network Plan. This program will be based on Council's Community Engagement Procedure.

### **Risk Implications**

Risk 13 from Council's Risk Plan relates to the community's expectation for greater involvement in decision making. A sound consultation process will be required to manage this.

### **Environmental Implications**

The outcomes of a network plan will need to consider environmental impacts, e.g. where new works are proposed in environmentally sensitive areas.

### **Human Rights Implications**

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

### **Conclusion**

The identification of strategic transport objectives for Horsham will provide a strong foundation on which to develop an urban transport network plan.

### 11.3 VCAT REFERENCE NO. 2344/2017 - 20 DIMBOOLA ROAD AND 11 WAWUNNA ROAD, HORSHAM - NOTICE OF AMENDMENT OF APPLICATION

**Author's Name:** Nick Carey                      **Director:** Angela Murphy  
**Author's Title:** Co-ordinator Statutory Planning and Regulatory  
**Department:** Development Services      **File No:** 2016-042-1

#### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

#### Appendix

Notice of an Amendment of an Application PNPE9 Form A (**Appendix "11.3A"**)  
Applicant's Statement of Grounds (**Appendix "11.3B"**)  
Applicant's Statement of Changes (**Appendix "11.3C"**)  
Amended plans locality and site plans (**Appendix "11.3D"**)  
Amended plans - elevations (**Appendix "11.3E"**)

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#### Purpose

To seek Council's position in relation to various modifications as shown on amended plans for Planning Application 2016-42-1 circulated to all parties prior to the VCAT Hearing to be held on 15 October 2018.

#### Summary

- A planning permit application for the use and development of a service station including control building, fuel canopy, fuel infrastructure, drive thru facility, signage, car parking, landscaping and creation of an access to a Road Zone Category 1 was refused by Council on 20 September 2017.
- An application for a review of Council's decision was lodged with VCAT by the applicant.
- A Compulsory Conference was held on the 16 April 2018
- A Hearing is listed for the 15 and 16 October 2018

#### Recommendation

That Council, with respect to an application for review against Council's refusal to grant a planning permit, resolve to advise the Victorian Civil and Administrative Tribunal (VCAT) and other parties to the application that it has no objection to the substituting of the amended plans however is of the opinion that the refusal be upheld by VCAT for the reasons as detailed in its Refusal to Grant a Permit dated 20 September 2017.

## Report

### Background

A decision on the planning permit application was made by Council at its meeting held on 18 September 2017.

- At the Council meeting, Council resolved to refuse the granting of a permit for the use and development of a service station including control building, fuel canopy, fuel infrastructure, drive thru facility, signage, car parking, landscaping and creation of an access to a Road Zone Category 1.
- The development was refused on a number of grounds primarily relating to the effect on the adjacent residential zone, the adjoining motel and traffic effects on the local road.
- In response, the permit applicant lodged an 'application for review' with VCAT against Council's refusal to grant a planning permit.
- Upon receipt of the application for review, VCAT scheduled a hearing for the matter on 16 April 2018.
- At the request of the applicant the hearing date was vacated and a Compulsory Conference scheduled for the 16 April 2018.
- No agreement was reached at the Compulsory Conference and by Order of VCAT dated 16 April 2018 a Hearing is scheduled for the 15 and 16 October 2018.
- At the compulsory conference the applicant foreshadowed the substitution of amended plans. The Order of VCAT dated 16 April 2018 specified the manner in which compliance with VCAT Practice Note PNPE9 'Amendment of Plans and Applications' would be achieved. This required circulation of plans no later than 30 days prior to the Hearing.
- In accordance with VCAT procedures, Council is required to advise the Tribunal and other parties to the proceeding whether or not it accepts the modifications shown on the amended plans and whether it supports the proposal as a result of these changes.

### Discussion

The amended plans represent a significant improvement to the layout and functionality of the site. The amended plans propose the following changes -

- The control building is relocated to the west and reduced in size.
- The control building rear wall is relocated to the western boundary of the subject land
- The new external public seating area is moved towards the eastern (Wawunna Road) boundary of the subject land instead of internal seating within the control building.
- The fuel canopy is relocated away from the western boundary of the subject land to a more central position in the southern part of the subject land.

- Car parking previously proposed for the northern part of the subject land at Lot 1 TP 854325 being 11 Wawunna Road Horsham (**northern lot**) has been removed.
- Most of the northern lot is not proposed for development, save for landscaping.
- More extensive landscaped areas are provided in the northern lot, in the south-western corner, and at the southern and south-eastern interfaces between the subject land and adjoining roads.
- A “green wall” is provided to the southern wall of the control building.
- An electric car charging station is provided at the western boundary.
- Additional “neighbour courtesy” signage is provided to remind customers of the proximity of residential areas.
- The automatic car wash and its associated plant, and the vacuum cleaner station, are deleted.
- (12) Refuse is relocated to the north of the control building.
- The signage elements of the proposed development have been resolved in further detail.

The most significant change is the relocation of the control building from the eastern part of the site to the western boundary of the site. By doing so this creates a buffer to the adjoining motel to the west. It also allows the canopy and fuel bowsers to be located in a manner so as to enable better vehicular circulation on the site.

The removal of the northern lot at 11 Wawunna Road from the application eliminates vehicle parking on land abutting the Residential Zone thereby reducing the impact on residential land to the north.

In an attempt to further reduce any impact on the motel to the west it is proposed to construct a 4.2 metre high Colourbond® noise attenuating boundary fence along the western boundary between the control building and the street alignment of the neighbouring building. Although this may achieve a degree of noise reduction it will however be a visually dominant element.

The proposed changes go some way in addressing the concerns raised during the planning assessment process particularly in relation to the internal layout and functioning of the site. There still however remains the fundamental issue of the suitability of the land for use as a service station.

### **Financial Implications**

Staff time involved in the preparation of documentation and attendance at VCAT.  
Engagement of a consultant planner to act on behalf of Council.

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

Council Plan 2018-2022

*5.2 Plan for rural and urban land use to create a sustainable municipality for the future*

### **Consultation/Communication**

The planning permit application was notified to adjoining owners/occupiers and signs placed on the site in accordance with Sec 52 of the *Planning and Environment Act 1987*. Continuing engagement has been undertaken with the applicant and other parties to the Hearing.

### **Risk Implications**

That Council's decision is set aside by VCAT.

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The amended plans address some of the concerns however based on the reasons for refusal it is considered that it is the use of land that will generate the detrimental impacts which are the reasons for the decision to refuse to grant a permit. The substitution of amended plans improves the design and layout of the proposal however the responsible authority's position remains unchanged.



#### 11.4 DEVELOPMENT PLAN – PLOZZAS ROAD

**Author's Name:** Adam Moar                      **Director:** Angela Murphy  
**Author's Title:** Statutory Planner           **File No:** 99/01/14836A  
**Department:** Statutory Planning and Regulatory

#### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):  Yes  No   **Reason:** Nil

#### Appendix

Development Plan, Version 1, Surveyor reference: H002518 (**Appendix “11.4A”**)  
Land Capability Assessment Report for proposed 7 lot subdivision Plozzas Road Haven  
(**Appendix “11.4B”**)  
Location Plan (**Appendix “11.4C”**)

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#### Purpose

To seek Council's approval for the Development Plan for Lot 1 PS 641580, Plozzas Road, Haven.

#### Summary

- The Development Plan outlines a proposed seven lot subdivision.
- Gleeson Lane is to be extended.
- The seven lots will have an average size of approximately 4 hectares.
- The proposal is consistent with the provisions of the Rural Living Zone.

#### Recommendation

That Council approves the proposed Development Plan for Lot 1 PS 641580, Plozzas Road, Haven, prepared by Ferguson Perry Surveying titled “Development Plan Version 1, Parish of Bungalally, Crown Allotment 2B (Part)”, with Surveyors reference H002518 dated 20/03/18.

## Report

### **Background**

The proposal is to subdivide a 33 hectare lot into a maximum of 7 lots, consistent with the provisions of the Rural Living Zone in the Horsham Planning Scheme. With the removal of the road, the average lot size will be approximately 4 hectares, which is the minimum lot size in the zone.

The Development Plan provides the indicative road layout, in this case it will become the continuation of Gleeson Lane.

The lot layout has not specifically been provided, however for the purposes of the Development Plan, this is considered acceptable. The zone allows for the averaging of lot sizes providing the average is 4 hectares. Any application for a planning permit for subdivision will be required to be *generally in accordance with the approved development plan*. The more specific the development plan is, the less variation is able to be incorporated into the final design of the subdivision.

### **Discussion**

The Horsham Planning Scheme contains several Schedules to the Development Plan Overlay including Schedule 2 – Rural Living Development Plan (DPO2). Clause 43.04 of the Horsham Planning Scheme states that the purpose of the Development Plan Overlay is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- 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 a development plan has been prepared to the satisfaction of the responsible authority.

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.

Clause 1.0 of DPO2 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 2 – Rural Living 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 dwelling 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 GWM Water in relation to the provision of dams.

It is considered that the proposed development plan adequately addresses the requirements of Clause 3.0 of Schedule 2 to the Development Plan Overlay.

The proposed development plan is for a seven lot subdivision. The proposed lot sizes will average 4 hectares in accordance with the requirements of the zone. Once the seven lots are created, there will be no potential to further subdivide the land.

It is considered that the future Horsham South Structure Plan will address the inadequacies of the existing Development Plan Overlay Schedule 2 – Rural Living Residential Development Plan as it will provide direction for the future subdivision in the Haven area.

### **Financial Implications**

Nil

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

Council Plan 2018-2022

*5.2 Plan for rural and urban land use to create a sustainable municipality for the future*

## **Consultation/Communication**

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 Development plan was notified to adjoining property owners, with no comments being received.

## **Risk Implications**

Not applicable

## **Environmental Implications**

The land capability assessment attached to this report indicates that there is no issue with the future installations of onsite waste water treatment systems on to the land.

## **Human Rights Implications**

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

## **Conclusion**

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.

## 11.5 ANNUAL FINANCIAL ACCOUNTS 2017-18

**Author's Name:** Graeme Harrison                      **Director:** Graeme Harrison

**Author's Title:** Director Corporate Services   **File No:**

**Department:** Corporate Services

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No   **Reason:** Nil

### Appendix

Horsham Rural City Council Annual Accounts 2017-18 (**Appendix "11.5A"**)  
Annual Performance Statement (**Appendix "11.5B"**)

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### Purpose

To seek in principle approval to the final audited Financial and Performance Statements.

### Summary

- The Annual Financial accounts for 2017-18 are provided to council
- The Annual Performance Statement for 2017-18 is provided to council

### Recommendation

That Council:

1. Give in principle approval to the Financial and Performance Statements for 2017/18 and authorise their submission to the Victorian Auditor-General's office.
2. Authorise the Mayor Cr Pam Clarke and Cr David Grimble to certify the statements in their final form after any changes recommended or agreed to by the auditors have been made pursuant to section 131 of the Local Government Act (1989).

## **Report**

### **Background**

The annual financial statements for 2017/18 financial year were prepared and present to Council's external auditor, RSD Chartered Accountants prior to their visit during the week of 27 August 2018.

A final draft set of statements are attached as **Appendix "11.5B"**. The draft Financial Accounts and Performance Statement have been forwarded to the Victorian Auditor-General's Office for final review on 18 September 2018, and minor changes to notes and presentation of the accounts, may be required/requested.

It is recommended that Council give its approval in principle to the statements in accord with the Local Government Act (1989). The statements will form part of Council's annual report which is required to be forwarded to the Minister by 30 September 2018.

No changes other than those which might be recommended or agreed by the Victorian Auditor-General's Office are anticipated.

### **Discussion**

The internal audit committee has reviewed the draft statements, at its meeting on Thursday 13 September 2018 where Ms Kathie Teasdale, from RSD Chartered Accountants has discussed the statements and the outcomes from the audit.

The Audit Committee recommends that Council adopt, in principle the Financial and Performance Statements for 2017/18.

### **Financial Implications**

The cost of carrying out the audit is included in the 17/18 budget.

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

4.4 – Achieve high standards of organisational performance

### **Consultation/Communication**

The draft statements have been discussed with members of council's audit committee including, Ms Kathie Teasdale from RSD Chartered Accountants (Victorian Auditor-General's agent) at the Audit Committee meeting 13 September 2018.

### **Risk Implications**

Not applicable

**Environmental Implications**

Not applicable

**Human Rights Implications**

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

**Conclusion**

Financial Accounts and Performance Statement for 2017-18 have been completed in accordance with relevant legislation and with reference to relevant accounting standards and are now presented for inprinciple approval of Council.

## 11.6 MAV STATE COUNCIL MEETING MOTIONS

**Author's Name:** Susan Surridge                      **Director:** Graeme Harrison

**Author's Title:** Co-ordinator Community Relations and Advocacy

**File No:** F10/A01/000001

**Department:** Community Relations and Advocacy

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

### Appendix

MAV State Council Resolutions (**Appendix "11.6A"**)

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### Purpose

This report presents three motions that were submitted to the MAV State Council meeting scheduled for 19 October 2018. The motions were submitted on 14 September 2018.

### Summary

Council officers have prepared three motions to the MAV State Council for consideration:

1. Motion – Review of funding model for local government
2. Motion – Mode Shift Incentive Scheme
3. Motion – Fire Services Levy – renewal of infrastructure

### Recommendation

That Council note the 3 motions that have been submitted to the MAV State Council.



## **Report**

### **Background**

On 13 August, 2018, MAV invited member Councils to submit motions for consideration by State Council. It was noted that in May 2017 State Council resolved on a changed motion process that included detailing whether the subject matter of a motion is included in the MAV Strategic Work Plan. The intent of the changed process is to discourage the submission of motions that effectively duplicate items in the SWP or that have already been adopted at a previous meeting of State Council.

The MAV Rules require that motions be of state-wide significance to local government. Please also note that as decisions of State Council constitute policy directions of the MAV and remain active until the issue is resolved, motions should relate to either new, or variations to, existing policy directions.

### **Discussion**

Council officers have prepared three motions to the MAV State Council for consideration at the next meeting to be held on 19 October 2018.

#### **Motion – Review of funding model for local government**

This motion requests that MAV advocate to State and Federal Governments for a review of the funding model for local governments, as the burden on property rates as the main source of funding is unsustainable, particularly for rural Councils. For rural councils, property values in the farm sector are increasing at a higher rate than other sectors, pushing the cost burden for rate increases towards the farm sector.

#### **Motion – Mode Shift Incentive Scheme**

This motion requests that MAV advocate to State Government for the retention of the Mode Shift Incentive Scheme designed to support more freight on rail rather than road. The Incentive Scheme is due to expire on 30 June 2019 and has been crucial in allowing regional rail freight to compete with trucks in terms of cost-effective transportation to the Port of Melbourne.

#### **Motion – Fire Services Levy – renewal of infrastructure**

This motion requests that MAV advocate to State Government to change legislation to allow funds from the Fire Services Levy to be used for the maintenance and renewal of fire-fighting infrastructure across rural Victoria, including replacement of fireplugs, hydrants and tanks for rural water supply.

### **Financial Implications**

There are no direct financial implications of this Council Report.

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

#### Council Plan Guiding principles

- Monitor changes in Federal and State Government policies and their impact on the funding of Council service delivery
- Participate in appropriate peak state and regional level forums
- Work with our community, government and agencies to deliver quality outcomes

#### Advocacy priorities in the current Council Plan specifically include:

- Review of Council funding system by State and Federal Governments
- Actively pursue the retention and further development of rail freight services for the region and lobby for containerised transport subsidy

### **Consultation/Communication**

The Chief Executive Officer, Directors and Councillors have discussed the MAV Motions and reviewed them with reference to key advocacy priorities of Council.

### **Risk Implications**

Not applicable.

### **Environmental Implications**

Not applicable.

### **Human Rights Implications**

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

### **Conclusion**

This report details three motions that have been presented to MAV State Council for their 19 October 2018 meeting.

## 11.7 AUDIT COMMITTEE MINUTES

**Author's Name:** Diana McDonald

**Director:** Graeme Harrison

**Author's Title:** Risk & HR Co-ordinator

**File No:** F18/A13/000001

**Department:** Organisational Development

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

### Appendix

Audit Committee Meeting Minutes (**Appendix "11.7A"**)

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### Purpose

To report outcomes of the Audit Committee meeting of 13 September 2018.

### Summary

- Environmental Health – Food Act Compliance Internal Audit Final Report
- Internal Audit Actions Report
- Annual Financial Accounts & Draft Closing Report
- Draft Performance Statement

### Recommendation

That Council receive the Minutes of the Audit Committee from 13 September 2018.

## Report

### 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.

### Discussion

Key topics covered in the meeting were:

- **Environmental Health – Food Act Compliance Final Report** – An internal audit was conducted with the review identifying a range of controls that should be implemented to reduce the identified weaknesses and exposures. These included 3 high, 3 moderate and 4 low level issues to be addressed.
- **Internal Audit Actions Report** – The quarterly report on the completion and/or number of outstanding audit actions has shown a reduction in the number of actions completed for the quarter compared to the previous quarter. In total 7 actions were completed of which 3 were High Risk items.
- **Annual Financial Accounts & Draft Closing Report** – The external auditors from the Victorian Auditor General's Office (VAGO) have conducted their final audit of the financial reports for HRCC (the next year new external auditors will be appointed by VAGO). The financial Closing Report for the year ended 30 June 2018 was presented which provided a summary of the results of the audit and communication of the audit findings.
- **Draft Performance Statement** – Shows council's Sustainable Capacity Indicators, Service Performance Indicators and the Financial Performance Indicators as required by legislation. Both the Annual Financial Report and Performance Statement will be published in Council's Annual Report (2017/18).

There was also a range of other compliance matters discussed including updates on:

- the Protected Disclosures workshop,
- IBAC report on Corruption Risks – Victoria's Regulatory Authorities
- IBAC report on Corruption Risks – Employment & Recruitment
- Strategic Internal Audit Plan (2017/18 to 2018/19) inclusions/amendments,
- Strategic Risk Register report
- Insurance update
- Financial Report (June 2018)

### **Financial Implications**

Operations of Council's Audit Committee is covered within the 2018-19 operational budget allocation.

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

Council Plan Goal 4 – Governance and Business Excellence

Four-year outcomes:

- 4.2 Manage risk to the organisation
- 4.4 Achieve high standards of organisational performance

### **Consultation/Communication**

Council's Audit Committee is comprised of councillors and independent members. Consultation and communication is undertaken with Internal Auditors and external (VAGO) Auditors.

### **Risk Implications**

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

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

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

## 11.8 COUNCIL PLAN HALF YEARLY REPORT TO 30 JUNE 2018

**Author's Name:** Lindy Haigh

**Director:** Graeme Harrison

**Author's Title:** Organisational Performance Officer **File No:** F19/A11/000001

**Department:** Governance

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

### Appendix

Council Plan 6 month report (**Appendix "11.8A"**)

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### Purpose

To provide a report on how Council has progressed against the Council Plan, four-year priorities and strategic indicators over the period January 1 – June 30 2018.

### Summary

- Status of Four Year priorities
- Status of Strategic indicators

### Recommendation

That Council note the report for the six month period ending 30 June 2018 regarding the status of the Council Plan priorities and strategic indicators.

## Report

### Background

Although the 2018-2022 Council Plan was adopted on 25 June 2018 the results shown in this report pertain to the 2017-2021 Council Plan reviewed and adopted on 19 June 2017.

### Discussion

#### 1. Four-Year Priorities:

The 2017-2021 Council Plan lists 119 four-year priorities, of which a further five priorities have been completed since the last report. This brings the total to 11 priorities completed.

- Goal 1, 1.1.05 - Complete construction of the Kalkee Road Children's and Community Hub and commence operations
- Goal 1, 1.3.05 - Work with the Horsham Historical Society to plan for and scope a new Heritage Centre
- Goal 2, 2.1.03 – Develop an Economic Development Strategy
- Goal 3, 3.4.02 – Master plan preparation for the Livestock Exchange
- Goal 4, 4.4.07 – Renew HRCC external website

There are currently 47 priorities that are 50% or greater complete, 41 that have started but are under 50% complete and 20 with the status of not yet started.

#### 2. Strategic Indicators:

The Council Plan defines a number of strategic indicators for each goal. These are listed in the plan as items under the heading “We’ll track progress in terms of”. Some of these indicators provide a yearly measure of our performance whilst others align to the completion of specific tasks.

There are 19 indicators in total and the following table summarises our achievements by goal:

Strategic Indicator	Status	Comments
<b>Goal 1 – Community &amp; Cultural Development</b>		
100% completion of construction of the Kalkee Road Children's and Community Hub and commencement of operations by April 2018	Achieved	Construction completed. Operations commenced February 2018
Completion of a detailed feasibility study for a multipurpose/indoor sports and community facility by December 2017	Started 80%	Draft feasibility study has been completed
Work with the Horsham Historical Society to plan for and scope a new Heritage Centre by December 2017	Achieved	The Feasibility Study is now complete and awaiting endorsement of the Committee before presentation to

		Council. Consultant will present the document at a Council Briefing to be scheduled.
Securing funding for CBD Revitalisation Project Stage 1 - improved urban design by 31 December 2017	Started 20%	The Building Better Regions Fund application has been successful. Listed as a priority for the upcoming state election. Better Regions Fund Round 2 for \$1.685m grant.
Develop plans for a Town Square by 31 December 2017	Started 50%	Concept plans developed. Village Well consultation conducted in 2017. This led to the CBD Action Group, which has focussed on some other priorities initially.
<b>Goal 2 – Sustaining the Economy</b>		
Complete Stage 1 infrastructure development at the Wimmera Intermodal Freight Terminal Precinct by December 2018	Started 15%	Consultant’s reports for integrated water management and transport management plan complete for WIFT. Development plan in draft, finalising developer contribution levy.
Implement the outcomes from the Visitor Information Centre review by 30 June 19	Started 15%	Established working group to review needs of visitors, level of service, hours of operation and location.
<b>Goal 3 – Asset Management</b>		
Develop a consultative process for community input into road construction and maintenance priorities for input to the 2018-19 budget, by December 2017	Started 30%	Implemented in 2018-19 budget consultation process. Improved approach to community input to be developed latter part of 2018.
Finalise preparation of asset management plans for all main asset groups by June 2018	Started 30%	Buildings Asset Management Plans nearing completion.
Implement improved asset management and maintenance management systems by December 2017	Started 35%	Teething problems largely resolved. Automatic Merit - Reflect link being user tested Aug 2018.
Complete, or commit via contracts, 90% of infrastructure works (by value) within the planned financial year	Not Achieved	Finance Manager has calculated this at 88%.
<b>Goal 4 – Governance &amp; Business Excellence</b>		
Complete an engagement process by 30 Jun 18, with community, for the 2018/19 Council Plan and Budget cycle that is more deliberative and explains the “why” of council services	Started 50%	Service Overview document completed for internal use and for Councillors. A draft document has been created to explain the "why" of all of Council's services but as yet this has not been included on the website. The 2018-19 Budget and Council Plan engagement with the community has occurred but did not adequately cover off on a deliberative approach. The creation of a Governance Team and an Advocacy and Community Relations Team plus some additional resourcing, should see considerable improvements in this regard for 2019-20.



Maintain staff turnover rates at under 10%	Not achieved	Staff turnover figures for year end at 30 June 2018 were 11.70%.
Increase overall score in the Community Satisfaction Survey	Not achieved	The Overall Performance score decreased a further 6 points in 2017/18 from 60 to 54 reflecting a decrease of 9 points since the commencement of this Council term. A report has been provided to Council with some specific actions identified to help improve the score in future years. The score is now also below that of the Regional Centres on 58 and the State-wide average of 59
Implement a new HRCC External website	Achieved	New website has been launched and is now fully operational. There of course will be a process to ensure that there is continuous improvement of the content and functionality on an ongoing basis.
<b>Goal 5– Natural and Built Environments</b>		
Update and promote our Sustainability Strategy by June 2018	Not Started	
Install solar panels on at least two Council buildings by June 2018	Achieved	Solar panels have been installed on the Council Civic Centre building and the newly constructed Children’s Hub
90% of planning permits issued within the 60 day statutory period	Not achieved 87%	87% of planning permits were issued in 60 days for the 2017-2018 financial year (compared with regional cities 73% and rural councils 74%).
Complete at least one major strategic planning review prior to 30 Jun 18	Achieved	

A full and comprehensive report on all Council Plan 4 Year Priorities and Strategic Indicators is attached in Council Plan 6 month report **Appendix “11.8A”**.

**Financial Implications**

Not applicable

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

Council Plan

**Consultation/Communication**

Not applicable

### **Risk Implications**

The likelihood of Council achieving success in fulfilling its mission and vision is greatly enhanced by the utilization of effective planning. Ineffective planning is a significant risk to Council in terms of providing successful outcomes for the community.

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The half yearly report provides Council with the status and commentary on the priorities and strategic indicators within the 2017-2021 Council Plan along with those that have been achieved.

## 11.9 LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK

**Author's Name:** Lindy Haigh **Director:** Graeme Harrison

**Author's Title:** Organisational Performance **File No:** F14/A09/000001

**Department:** Governance

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

### Appendix

LGPRF Report of Operations (**Appendix "11.9A"**)

Governance and Management Checklist (**Appendix "11.9B"**)

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### Purpose

To report on the 2017-2018 results for the Local Government Performance Reporting Framework (LGPRF).

### Summary

- Background development of the LGPRF
- The key drivers in establishing the LGPRF framework
- Summary of highlights for the 2017-2018 period

### Recommendation

That Council note the Report of Operations prior to the data being published on the Know Your Council website.

## **Report**

### **Background**

The LGPRF was developed in response to the Victorian Auditor-General's observations that performance reporting in local government had limited relevance to ratepayers because it lacked information about the quality of Council services, the outcomes being achieved and how these related to Council's strategic objectives.

The LGPRF provides a set of comparative performance measures, and requires Councils to report against these as part of the Annual Report and in doing so:

- I. Council will have Information to support strategic decision making and continuous improvement within Council.
- II. Communities will have information about Council performance and productivity.
- III. Regulators will have information to monitor compliance with relevant reporting requirements.
- IV. State and federal governments will be better informed to make decisions that ensure an effective, efficient and sustainable local government.

Essentially, it has been designed to increase transparency and accountability to the community and other levels of government on the spending of public money and delivery services and infrastructure to the community.

The key drivers in establishing the LGPRF framework are:

- Strengthen accountability - a consistent set of indicators have been introduced to enable benchmarking of Council performance.
- Transparency - the requirement for Councils to identify and report "key strategic activities" has been replaced by reporting achievement of "major initiatives".
- Improved resource planning - a consistent process will be introduced for future capital works planning.
- Streamlined financial reporting - Council is now required to prepare financial statements instead of standard statements.
- Better accessibility - Council is now required to publish key accountability documents on a website.

The LGPRF framework was developed over a number of years with the first year of reporting occurring in 2014-2015. All measures and related commentary are reported through the "Know Your Council" website.

For 2017-2018, the LGPRF contains 42 service performance indicators across nine broad service areas.

1. Aquatic Facilities
2. Animal Management
3. Food Safety
4. Governance

5. Libraries
6. Maternal and Child Health
7. Roads
8. Statutory Planning
9. Waste Collection

Council is required to produce a "Report of Operations" which is included in Council's Annual Report and contains all 42 service performance indicators. 10 of the performance indicators are required to be audited and included in the "Performance Statement" which is part of Council's financial reporting.

For 2017-2018 there are now four years of data available and explanations are provided where there are material variations between the four years (> 10%).

#### **LGPRF Report of Operations Appendix "11.9A".**

Another component of the Report of Operations is the Governance and Management Checklist, which seeks to define measures that identify whether Council has strong and appropriate governance and management frameworks in place for community engagement, planning, monitoring, reporting and decision making etc. **Governance and Management Checklist Appendix "11.9B".**

Council has completed the reporting requirements for the 2017-2018 financial year and the relevant documents have been lodged with Local Government Victoria (LGV) and the Auditors. Once they have been fully agreed by LGV they will be placed on the "Know Your Council" website.

#### **Discussion**

A summary of some of the highlights is as follows (the reference number provided is the line item on the LGPRF Report of Operations **Appendix "11.9A"**).

- Utilisation of aquatic facilities has increased in the past year by 28.41% due to promotion of swimming lessons, an extensive summer holidays program and focusing on aqua based classes. (REF AF6)
- The amount of animals reclaimed has decreased from 55.8% to 45.3%. Due to a change in data collection the data is potentially more accurate than in previous years. (REF AM2)
- In 2018 environmental health staff had greater capacity to ensure more assessment inspections were completed than in the previous year increasing the figures by 44.77%. (REF FS2)
- There was a minor increase in Council decisions made at meetings closed to the public with 80% of these related to contractual matters. (REF G1)
- Even though participation in the MCH service by Aboriginal children is a voluntary service, participation has increased significantly. An increase of 36% was seen in 2016-2017 and a further 15% in 2017-2018. (REF MC5)

- Sealed local road requests increased by 93.20% with an increase from 63 requests in 2016-2017 to 122 for 2017-2018. In 2018 Council significantly upgraded their website which included an online service request system for the community to lodge complaints. It is thought the ease of use via website and mobile devices has increased requests. (REF R1)
- The cost of recycling services have increased slightly by 18.79% due to China no longer accepting recycling from Victoria. (REF WC4)

### **Financial Implications**

Financial costs are limited to the time taken for staff to collect and collate the information which is done throughout the year.

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

Goal 4 – Governance and Business Excellence.

### **Consultation/Communication**

This data will be included in Council's Annual report and placed on the "Know Your Council" website where detailed comparisons can be made between our Council and other Councils across the state.

### **Risk Implications**

The reporting of these measures and the ability for the community and other tiers of government to make comparisons may result in some impacts to Council in terms of future funding which could be either negative or positive.

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The 2017-2018 yearly report provides Council with the results and any variance commentary for the Local Government Performance Reporting Framework.

## 11.10 COMMUNITY SPORT INFRASTRUCTURE GRANT PROGRAM

**Author's Name:** Susan Surridge

**Director:** Kevin O'Brien

**Author's Title:** Co-ordinator Community Relations and Advocacy **File No:**

**Department:** Governance and Information Management

### Officer Declaration of Interest

No officer involved in the preparation of this report has any conflicts of interest.

**Status:** Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c): Yes No **Reason:** Nil

### Appendix

Nil

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### Purpose

To inform Council on the funding applications submitted to the Federal Government's Community Sport Infrastructure Grant Program.

### Summary

This report identifies the following projects for application to the Community Sport Infrastructure Grant Program:

1. Aquatic Centre Stage 2 Accessibility project
2. Pimpinio Second Netball Court
3. Quantong Netball Facilities
4. Laharum Sporting Precinct Community Facility

The first three projects were considered application ready having been fully scoped for recent Victorian Sport and Recreation Funding programs. Project 4 – Laharum Sporting Precinct Community Facility was also considered project ready having been fully scoped for the 2017 Building Better Regions Fund program (unsuccessful application)

### Recommendation

That Council, note that by the closing date of 14 September 2018, following applications for funding were submitted to the Federal Government's Community Sport Infrastructure Grant Program:

1. Aquatic Centre Stage 2 Accessibility project
2. Pimpinio Second Netball Court
3. Quantong Netball Facilities
4. Laharum Sporting Precinct Community Facility

## Report

### **Background**

The Federal Government announced a new community sports infrastructure funding program in August 2018 to be delivered by the Australian Sports Commission. Key details are as follows:

- Closing date for applications – September 14, 2018
- Funding available in the following three streams:
  - Stream 1 – projects up to \$50,000
  - Stream 2 – projects \$50,001 - \$200,000
  - Stream 3 – projects \$200,001 - \$500,000
- Funding Announcements - From November 2018
- Expected completion date – 30 June 2019 (or as negotiated in funding agreement) – projects should be well planned and scoped
- Co-contributions are not essential – but will be scored more highly
- Council can make multiple applications
- Not-for-profit sporting clubs can make applications directly to the fund
- All necessary consultations, planning and approvals should be completed prior to the application process
- \$29.7million available for 2018/2019 program. The program will be undoubtedly over-subscribed with an estimated success rate of 10-20%.
- Program open to Not-for-profit sporting clubs and local government
- Two guiding themes – *Community Sporting Hubs and Inclusion*
  - Community Sporting Hub* - focus on upgrading facilities – creating new social spaces, change rooms and spectator spaces
  - Inclusion* – Upgrades that ensure all members of the community can participate i.e. lighting for safety, female change rooms and accessible infrastructure.

This funding program is the first federal program that specifically targets sporting infrastructure for many years

### Program Aims

- Support increased growth in sport and physical activity participation
- Encourage the development of multi-use, shared and co-located facilities
- Offer a range of flexible, community based, participation opportunities
- Prioritise opportunities for women, multi-cultural communities and people of all abilities
- Increase engagement and reach in local communities
- Promote community pride, connection and leadership



## Discussion

Following the release of the new funding guidelines, Officers have assessed any current projects that are application ready (given the short time frames) and suitable for the new funding program.

Council currently has six active sport and recreation projects that have been the subject of recent Sport & Recreation Victoria funding applications and the Federal Building Better Regions Fund. Council could apply for the same projects through the new Federal grant and increase the chance of success. All applications were fully scoped and ready for application, with minimal extra work required in terms of the grant application process.

The following projects were identified as the most suitable for application to the Federal Fund:

### **1. Aquatic Centre Stage 2 Accessibility project \$646,313**

*Grant request \$323,000, HRCC contribution \$323,313*

Strong application that fits the guidelines well in terms of inclusion and participation. (Application also currently being assessed under the Victorian Community Sports & Infrastructure Fund – Small Aquatics Program)

### **2. Pimpinio Second Netball Court \$228,160**

*Grant request \$125,000, HRCC contribution \$35,320, Club Cash \$45,000, Club in-kind \$22,840*

This project was unsuccessful in the last round of State Government Country Football Netball program, but is fully scoped and fits the Federal guidelines well – female participation

### **3. Quantong Netball Facilities \$248,000**

*Grant request \$165,000, HRCC \$83,000*

This project will replace the netball court surface which is in critical condition and provide a female umpires change room and other female friendly facilities at the QRR. (Application also currently being assessed under the Victorian Community Sports & Infrastructure Fund – Female Facilities Program). This project fits the Federal Guidelines well – female participation

### **4. Laharum Sporting Precinct Community Facility \$700,000**

*Grant request \$500,000, Laharum Sports Inc. \$200,000 (through provision of an interest free loan from Council)*

A project proposal to construct the community facility at the same time as the recently completed change rooms was unsuccessful in the 2017 Building Better Regions Funding Round. The club has worked with the officers to revise the initial scope and develop a new concept design for a 248m<sup>2</sup> building. A cost estimate was obtained by MKM Constructions (who recently completed the new change rooms at Laharum). Council's Projects Office has developed an achievable total budget of \$700,000 for the project. Laharum Sports Inc. has requested an interest free loan from Council to finance its contribution if the funding application is successful.

Note: regarding the two remaining application ready sporting infrastructure projects:

- The Sunnyside Bowling Club will be applying for their project to replace two synthetic greens and require no auspice from Council. The Bowling Club own the land and the assets.
- The Telangatuk and Sunnyside Tennis Court upgrade project currently being assessed under the Victorian Community Sports & Infrastructure Fund is not considered to fit the Federal Government guidelines as well the four projects recommended above.

In addition to the Council applications detailed above, Council has also received enquiries from the Haven Recreation Reserve, the Horsham Table Tennis Association and Horsham Lawn Tennis Club regarding possible projects. It is understood that the Horsham Table Tennis Association and Horsham Lawn Tennis Club may submit applications.

### **Financial Implications**

Each of the four projects nominated for application to the Community Sport Infrastructure Program will require a financial contribution from Council.

The \$35,320 contribution toward the Pimpinio Second Netball Court Project has already been allocated through the Community grants process in 2017 and 2018.

If the Aquatic Centre and/or Quantong Netball projects are successful under the State and/or Federal Funding programs, the amount of funding support required by Council will be a maximum of \$323,313 for the Aquatic Centre Project and \$83,000 for the Quantong Netball Facilities. Once the amount of required Council funding is determined through the outcome of the application processes, this amount will be sought through an allocation of the 2017/2018 cash surplus by Council and also drawing from the Major Capital Projects Reserve.

For the Laharum Community Facility project to proceed, Laharum Sports Inc. require the support of Council to fund a 5-10 year loan to be repaid by the club. The loan amount will be up to \$200,000 depending on the final tender process. This loan arrangement will be on the same basis as Council support of previous Sport and Recreation projects i.e. Quantong Community Centre and Kalkee Recreation Reserve.

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

The recommended projects are strongly linked to key Council plans and strategies as follows –

#### *Council Plan: (2017-2012)*

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

1.2 Develop a safe, active and healthy community, encouraging participation, In an on-going capacity: Support sporting and community organisations to develop and upgrade community sport

#### *Health and Wellbeing Plan (2017-2021)*

Action 3 - Support and promote active living programs and ensure diversity in offerings to cater for all needs and groups.

Action 11: Support initiatives aimed at increasing social connection opportunities for older adults

#### *Sport and Recreation Strategy 2013-2018*

Continue to upgrade facilities to ensure they are fit for purpose.

#### *Disability Access and Action Plan 2013-2016 (new plan to be developed)*

3.12 Work with other services, venue and retail managers to improve access to facilities based on universal design principles

### **Consultation/Communication**

Each of these projects have been fully developed through extensive consultation and engagement with the following key stakeholders:

- Football Netball Clubs – Pimpinio and Quantong
- YMCA
- Sport & Recreation Victoria
- Netball Victoria
- AFL Wimmera Mallee
- Horsham District Football Netball League
- Laharum Sports Inc.

### **Risk Implications**

The Quantong Netball Facility upgrade project include the resurfacing of the netball court which has failed. The condition of the court is at a critical stage and must be replaced for safety reasons as soon as possible.

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The following four projects were assessed as ready and most suitable for funding application to the Community Sport Infrastructure Grant Program:

1. Aquatic Centre Stage 2 Accessibility project
2. Pimpinio Second Netball Court
3. Quantong Netball Facilities
4. Laharum Sporting Precinct Community Facility.

## 12. COUNCILLORS' REPORTS

**13. URGENT BUSINESS**

NIL

**14. PETITIONS AND JOINT LETTERS**

NIL

## **15. PROCEDURAL BUSINESS**

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

Council briefing meetings held on Monday 3, 10 & 17 September 2018 at 5.00pm at the Horsham Rural City Council Reception Room.

Refer to **Appendix “15.1A”**.

### **15.2 SEALING OF DOCUMENTS**

Lease – 21 Lauries Drive, Dooen. Horsham Rural City Council to BP Australia

### **15.3 INWARD CORRESPONDENCE**

NIL

### **15.4 COUNCIL COMMITTEE MINUTES**

**15.4.1 Public Art Advisory Committee Meeting held on Thursday 16 August 2018 at 6.00pm in the Committee Room at the Horsham Rural City Council.**

**15.4.2 Horsham Community and Police Consultative Committee Meeting held on Thursday 23 August 2018 at 9am at the Uniting Wimmera Boardroom.**

**15.4.3 Wimmera Southern Mallee Regional Transport Group Meeting held on Friday 7 September 2018 at 12.30pm at the Horsham Rural City Council.**

Refer to **Appendix “15.4A”**.



**16. NOTICES OF MOTION**

**16.1 NOTICE OF MOTION NO. 167**

Given by Cr David Grimble

TAKE NOTICE that it is my intention to move the following motion at the Ordinary Meeting of the Horsham Rural City Council, to be held at the Civic Centre, Roberts Avenue, Horsham on Monday 24 September 2018.

“That the following motion passed by Council on Monday 27 August 2018 –

***That Council:***

- 1. Adopt the revised Local Law No 1 Governance – Meeting Procedure as outlined in Appendix “11.2B”.***
- 2. Publish a notice advising of the amendments to Local Law No 1 Governance – Meeting Procedure in the next Victorian Government Gazette in accordance with Section 112(2) of the Local Government Act 1989.***
- 3. Note that the revised Local Law No 1 Governance – Meeting Procedure will come into effect immediately following publication in the Victorian Government Gazette.***

***Moved Cr Radford, Seconded Cr Koenig that the recommendation be adopted.***

**CARRIED**

**Be and is hereby RESCINDED”**

---

**Cr David Grimble**

CIVIC CENTRE  
HORSHAM 3400  
27 August 2018



## Wimmera Sports Stadium Alternative Proposal - **DRAFT**

29 May 2018

### Overview

This alternative, Option G for the Wimmera Sports Stadium, is based on the current, May 2018, status of the Project.

While there is wide community support for the Stadium as presented, one key stakeholder, Horsham Amateur Basketball Association (HABA), has not endorsed it.

This alternative proposal is an attempt to build on the fundamentals that all parties agree on to find a workable solution around the unresolved points. It is presented to the PCG as a draft, in a form that may then be shared with HABA to assist further communications.

### Acknowledgements

The PCG acknowledges that,

- Since 1974, HABA and Council have worked together to establish, maintain and improve the current stadium.
- Over the years, HABA and its members have contributed significant funds and volunteer hours to the operations, maintenance and upgrade of the current stadium.
- The current stadium has served our community well, but now in 2018 we have an opportunity to update and improve the existing building and provide for the future of indoor sports, in the Wimmera, for the next 30-50 years.

### The Vision for the Wimmera Sports Stadium

Alternative	Existing Vision and Principles
<ul style="list-style-type: none"> <li>• Our community needs a new indoor Sports Stadium.</li> </ul>	<ul style="list-style-type: none"> <li>• The Wimmera Sports Stadium shall serve as a regional facility that will support and foster increased participation in sport and recreation, and community activities into the future</li> </ul>
<ul style="list-style-type: none"> <li>• It should be modern, safe and compliant</li> </ul>	<ul style="list-style-type: none"> <li>• Support increased participation in sport and recreation, physical activity and regional events</li> </ul>
<ul style="list-style-type: none"> <li>• It needs to cater for existing indoor sports with a goal of increasing participation</li> </ul>	<ul style="list-style-type: none"> <li>• Be inclusive and accessible</li> </ul>
<ul style="list-style-type: none"> <li>• Existing Sports to be catered for:               <ul style="list-style-type: none"> <li>• Badminton, Basketball, Volleyball, Squash and Netball</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Be sustainable</li> </ul>
<ul style="list-style-type: none"> <li>• It also needs to create opportunities for new and emerging sports</li> </ul>	<ul style="list-style-type: none"> <li>• Be compliant</li> </ul>
<ul style="list-style-type: none"> <li>• It also needs to provide exhibition/event space for the Showgrounds precinct</li> </ul>	<ul style="list-style-type: none"> <li>• Be modern and visually attractive</li> </ul>
<ul style="list-style-type: none"> <li>• The costs to use the facility need to be affordable and also attractive to new players</li> </ul>	<ul style="list-style-type: none"> <li>• Reflect the character of Horsham and region</li> </ul>
<ul style="list-style-type: none"> <li>• The management model needs to be fair to all users</li> </ul>	
<ul style="list-style-type: none"> <li>• The capital cost and on-going costs need to be affordable for the community</li> </ul>	

**The scope of the new Stadium includes:**

- A brand new building featuring contemporary design and universal access.
- 3 new indoor courts, room to expand in the future
- Including a show court for hosting major high-level games and events
- 5 new outdoor courts
- Modern toilets, change rooms and showers for males and females, players and officials.
- Meeting spaces, café/canteen, storage, spacious foyer with memorabilia displays
- Upgrades to the existing Stadium (?)
- Car parking
- A strong connection to the Showgrounds

**Our understanding of HABA's current concerns relates to three key areas:**

- HABA losing its autonomy of the current Basketball Stadium
- HABA's concerns about the proposed management model
- HABA's concerns about the costs to use the new facility

**The 10 Point (Alternative) Plan:**

1. The existing stadium and the new 3 court facility will be constructed largely as per the current Concept Design Report.
2. Council will own and manage the facility. Management of the stadium will be reviewed after 5 years to determine if a different model should be used.
3. A user-based Advisory Committee will advise Council on the arrangements under which hire of the stadium will be available, and advise on general maintenance priorities. The Advisory Committee will consist of all user groups/sports, community representatives and Council.
4. Council will develop and implement a Major Event Framework in consultation with the Advisory Committee for regional events and tournaments for all sports.
5. Courts will be available to be hired for major events, as prescribed in the Major Event Framework. Court 1, the show court, will be available for all sports to maximise its use.
6. Working with the HABA, there will be a review of the works required in the existing Stadium. (Courts 4a & 4b)
7. HABA will have autonomy over the programming/use of courts 4a & 4b, in effect as they do now, other than for major events as determined through the Major Event Framework, or otherwise by agreement.
8. Instead of hourly court fees, HABA will pay an agreed, fixed annual fee, for the use of courts 4a & 4b. Any increase in this fee will be capped at the lower of CPI or 3%. The initial level of fees for all sports will be set based on an assessment of affordability.
9. The draft Stadium schedule will be revised to include other sports, including indoor netball.
10. Further exploration of emerging sports and activities which include: futsal (indoor soccer), roller derby, indoor shooting and sports climbing. (the installation of a rock-climbing wall, archery??)

**The Details:**

## For construction:

- The on-site project capital cost will be capped at \$19.85 million. (Subject to construction starting prior to January 2020 – allow for escalation for a later start)
- The funding mix will include a \$250,000 community fundraising / donations target
- Council will borrow a maximum of \$4.0 million
- It is anticipated that up to \$16 million will be needed from Government grants, State and Federal

## And ongoing:

- User groups will have an opportunity to raise sponsorship dollars through signage throughout the Stadium, which will be regulated through the Advisory Committee.
- The café/canteen will also be an optional revenue stream for user groups.

**Next Steps:**

- Review and record the participation numbers for each sport.
- Seek endorsement and advice from local representatives of soccer, shooting, roller derby and rock climbing.
- Review the role and membership of the Project Control Group and seek endorsement from all users for a revised concept plan and business case.
- Work towards a unanimous, signed Memorandum Of Understanding to present to Council, seeking a Council Resolution to progress the project to the detail design and procurement stage, and to present the revised plan to State and Federal Government Ministers and Opposition spokespersons.
- Provide comment to Council on a review of the period of HABA's licence for the Stadium.
- Further Technical works to be done:
  - Traffic investigation
  - Geotechnical investigation

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## PLANNING AND ENVIRONMENT LIST

### NOTICE OF AN AMENDMENT OF AN APPLICATION – PNPE9 FORM A

<b>Subject Land</b>	20 Dimboola Road & 11 Wawunna Road, Horsham, 3400	<b>VCAT Ref:</b> 2344/2017
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<b>DATE BY WHICH A STATEMENT OF GROUNDS MUST BE LODGED WITH VCAT</b>	25 September 2018
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- A proceeding has been lodged with VCAT about this land and allocated the above VCAT reference number. Please quote this number when communicating with VCAT about this matter.
- The applicant has applied to amend its application, which is the subject of this proceeding, in the manner set out below.
- You may wish to respond to this application for amendment. If so, please read the important information accompanying this notice.
- If the proceeding is an application for review concerning a permit application, the permit application, the proposed amendment, relevant plans and supporting material can be inspected at the office of the responsible authority.
- If the proceeding is an application for review concerning a works approval or licence, the application for works approval or licence, the proposed amendment and supporting material can be inspected at the office of the EPA or other primary decision maker.
- If you have any queries about the amendment, you should contact the Applicant. The Tribunal cannot assist you with this information.
- The proposed dates for the hearing of the proceeding and any compulsory conference are set out below.

<b>NAME OF APPLICANT</b>	OTR 129 Pty Ltd & OTR 130 Pty Ltd
<b>CONTACT DETAILS FOR APPLICANT</b> Name of contact person and Telephone or mobile number	Andrew Caspar, Senior Town Planner, Peregrine Corporation (08) 8331 6856
<b>NAME OF RESPONSIBLE AUTHORITY OR PRIMARY DECISION-MAKER</b>	Horsham Rural City Council
<b>PERMIT APPLICATION NUMBER</b>	16-042
<b>BRIEF DESCRIPTION OF PROPOSAL WHICH IS THE SUBJECT OF THIS PROCEEDING</b>	Use and development of service station including control building, fuel canopy, fuel infrastructure, signage, car parking, landscaping and creation of an access to a Road Zone Category 1.

<b>TYPE OF PROCEEDING</b>	
<i>Place X in relevant box. Note that a permit application cannot be amended in a proceeding for review of conditions under section 80 Planning and Environment Act 1987 where a permit has been granted</i>	
X	<b>Review refusal to grant a permit under section 77 Planning and Environment Act 1987</b>
	<b>Review failure to grant a permit under section 79 Planning and Environment Act 1987</b>
	<b>Review notice of decision to grant permit under section 82 Planning and Environment Act 1987</b>
	<b>Amend permit under section 87A Planning and Environment Act 1987</b>
	<b>Review refusal to grant a works approval or licence under Environment Protection Act 1970</b>
	<b>Review failure to grant a works approval or licence under Environment Protection Act 1970</b>

<b>NATURE OF PROPOSED AMENDMENT TO THE APPLICATION</b> Full details of the proposed amendment are provided in the accompanying material <i>Place X in relevant box.</i>	
X	<b>Amendment to plans</b>
	<b>Amendment to the development proposal</b>
	<b>Amendment of the proposed use or other reason for which a permit is required</b>
	<b>Other –</b> <i>Please specify briefly</i>

<b>PROPOSED DATE/S OF HEARING &amp; COMPULSORY CONFERENCE</b> All hearings and compulsory conferences will be held at 55 King Street, Melbourne unless otherwise notified	
<b>Date/s of hearing</b>	15 and 16 October 2018
<b>Date of compulsory conference (where relevant)</b>	Not applicable
<b>Date of practice day hearing (where relevant)</b>	Not applicable

## PLANNING AND ENVIRONMENT LIST

### INFORMATION ABOUT NOTICE OF AN AMENDMENT OF AN APPLICATION

#### HOW TO RESPOND IF YOU ARE A PARTY TO THE PROCEEDING

If you are already a party to the proceeding, you may amend your statement of grounds at any time prior to the hearing or you may choose to continue to rely on the statement of grounds you have already lodged with VCAT and do nothing. If you have already paid a fee in respect of your statement of grounds, you do not need to pay a further fee.

If you wish to amend your statement of grounds, you must file a copy of your amended statement of grounds with VCAT and serve a copy on the applicant and the responsible authority or other primary decision-maker.

#### HOW TO RESPOND IF YOU ARE NOT A PARTY TO THE PROCEEDING

##### Person wishes to be heard and become party to proceeding

If you are not already a party to the proceeding and you wish to be heard in relation to this application, **by no later than the date specified in the notice** you must:

- Serve a copy of the **Statement of Grounds** on which you intend to rely on the person making this application (the Applicant).
- Serve a copy of the **Statement of Grounds** on the responsible authority or other primary decision-maker.
- Lodge a copy of the **Statement of Grounds** with VCAT, indicating that a copy was served on the applicant and the responsible authority or other primary decision-maker and the date(s) this was done.
- Pay the relevant fee.

If you comply with these requirements, you will become a party to the proceeding.

##### Person who does not wish to be heard

If you are not already a party to the proceeding and you wish to contest the proceeding but in your statement of grounds state that you do not intend to participate in the hearing of the proceeding, **by no later than the date specified in the notice** you must:

- Serve a copy of the **Statement of Grounds** on which you intend to rely on the person making this application (the Applicant).
- Serve a copy of the **Statement of Grounds** on the responsible authority or other primary decision-maker.
- Lodge a copy of the **Statement of Grounds** with VCAT, indicating that a copy was served on the applicant and the responsible authority or other primary decision-maker and the date(s) this was done.

If you comply with these requirements, the Tribunal will consider your statement of grounds at any contested hearing of the proceeding, but you will not be sent any further correspondence by the Tribunal. You will not be a party to the proceeding. This means that you cannot participate in any compulsory conference or be heard at the hearing unless the Tribunal gives you leave.

##### Failure to comply with requirements

If there is a fee payable and you do not pay the fee, or if you do not return a statement of grounds by the due date, even if you pay the relevant fee, the Tribunal may still consider your statement of grounds but you will not be a party to the proceeding. This means that you cannot participate in any compulsory conference or be heard at the hearing unless the Tribunal gives you leave. You will not be sent further correspondence by the Tribunal.

If you are not a party and you subsequently wish to be heard, you must file and serve a statement of grounds which states you intend to appear and present a submission at the hearing, and must pay the relevant fee not less than 48 hours before the hearing. You must attend the hearing and seek leave from the Tribunal to be heard. Generally, the Tribunal will consider the views of the applicant and the responsible authority or primary decision-maker before deciding whether to grant leave. However, this does not mean that you will necessarily become a party to the proceeding unless the Tribunal makes an order to join you as a party.

**STATEMENT OF GROUNDS:**

You should use the attached statement of grounds form. When completing the Statement, you should provide sufficient information so that the issues you intend to raise can be identified clearly. A statement of grounds form is available on the VCAT website.

**WITHDRAWING YOUR OBJECTION**

If you wish to withdraw your statement of grounds at any time, please inform VCAT, the Applicant and the Responsible Authority in writing. You will then be removed from VCAT's record and receive no further correspondence.

**COMMUNICATING WITH VCAT**

A person who communicates in writing with VCAT must serve a copy of that communication on all other parties at the same time and notify VCAT this has been done. The communication should state a copy was sent to the other parties and list the parties it was sent to. This applies to communications sent by letter, fax or email.

**INSPECTING VCAT'S FILE**

Any party to the proceeding may inspect a file without a fee; however, other persons must pay a fee. Charges are made for photocopying. To arrange an inspection time, complete the 'File and Document Access Request Form', on the website or by contacting VCAT.

**ENQUIRIES**

Should you have any further enquiries, please contact VCAT on the numbers below. Please quote VCAT's reference number. Guidelines and information on VCAT's procedures are on VCAT's website at [www.vcat.vic.gov.au](http://www.vcat.vic.gov.au) or available from VCAT on request



## STATEMENT OF GROUNDS

Use this form to set out your reasons for contesting a planning and environment case at VCAT. These written reasons are called your statement of grounds. If you need assistance with this form call 1300 018 228 or email us at [admin@vcat.vic.gov.au](mailto:admin@vcat.vic.gov.au).

### CASE DETAILS

<b>Date that statement of grounds must be received by VCAT</b> This is on the notice you received or the sign at the site.		25 September 2018
VCAT reference number	2344/2017	
Site address	20 Dimboola Road & 11 Wawunna Road, Horsham 3400	

### YOUR DETAILS

Name (objector, authority, company, other)	
Contact person if different to above	
Telephone/Mobile	

### Give us an email and another address for serving documents

We email copies of orders, including the final decision, if you are a party. We do not send a printed copy as well.

If you do not give us an email, printed orders may arrive after the decision is published and after other parties get it by email.

If you give us your email address, it will be available on VCAT's records. These may be inspected by other parties and media.

We do not accept any responsibility for emails not received due to changes in address, firewall or other security measures attached to your email account.

Email	
Other address (this must be in Victoria)	

### YOUR PARTICIPATION IN HEARINGS

- I intend to appear and present a submission at the hearing. **Fees apply.**
- I do not intend to participate in the hearing, but want VCAT to consider my statement of grounds. **No fee applies.**

If you do not intend to participate in the hearing, **you will not be a party** to the proceeding. VCAT considers your statement of grounds in any contested hearing but will not send you further correspondence.

### FEES

Fees apply if you intend to appear or present a submission at the hearing. If you do not pay the fee at the time of lodging this form, you will not be a party and will not be entitled to take part, even if you indicated that you wanted to participate. For information about fees and fee relief, visit [www.vcat.vic.gov.au/fees](http://www.vcat.vic.gov.au/fees).

You do not have to pay a fee if you are a permit applicant or holder, the determining or recommending referral authority, a person responding to an enforcement order application, or an applicant for a works authority or licence.

## PRESENTING AT THE HEARING

If you intend to present at the hearing, tell us:

Time required to present your complete case at the hearing (submissions plus witnesses)	
Number of expert witnesses I intend to call (if any)	
Witness area/s of expertise	

For information about witnesses and evidence, visit [vcat.vic.gov.au](http://vcat.vic.gov.au) and see Practice Note PNVCAT2 – Expert Evidence.

## WHO IS MAKING THIS STATEMENT?

This statement of grounds is lodged by or on behalf of:

### Objector/s

- A person who objected to the original application to the council
- A person who did not object to the original application to the council but now wants to object
- A person responding to an application to amend plans or make other changes to an existing application
- A person responding to a notice by a permit holder to amend a permit

### Permit applicant or permit holder

- A permit applicant responding to an objector's application for review
- A permit holder responding to a non-permit holder's application to amend or cancel a permit

### Referral authority

- Determining referral authority
- Recommending referral authority

### Enforcement orders

- A person responding to an application for an enforcement order

### Environment applications

- Objector/s to a works approval application made to the Environment Protection Authority
- A works approval applicant
- An objector to an application made for a licence to take or use water or for works under the Water Act 1989
- An applicant for a licence to take and use water
- An applicant for a works licence or licence for underground disposal using a bore

### Other

- Specify

## JOINT STATEMENT OF GROUNDS

Complete this section if you are a spokesperson for people lodging a joint statement of grounds.

- Attach a list of the names and addresses of all the people you represent, showing whether you have their individual consent.
- Be aware you may be asked to provide VCAT with a copy of their written consent.

I certify that I have consent to act as spokesperson for the attached list of people where this is a joint statement of grounds:

- Yes
- No

We will only communicate with the nominated representative for a joint statement of grounds.

## YOUR STATEMENT OF GROUNDS

A short summary of my reasons for contesting the VCAT application is:

- attached  
 in the following field

## SERVE A COPY

You must serve a copy of your statement of grounds on both the responsible or relevant authority and the applicant by the date that appears in the notice you received and on the sign at the site – the same date on the front of this form. If not, we may not be able to hear your views or consider your objections.

You must certify that you have done so and complete the acknowledgement on this form.

## CERTIFICATION

I certify that I have served a copy of this statement of grounds

- on (insert date dd/mm/yyyy)                      /                      /                      on the applicant  
\_\_\_\_\_
- on (insert date dd/mm/yyyy)                      /                      /                      on the respondents  
(responsible/relevant authority)  
\_\_\_\_\_

## ACKNOWLEDGEMENT

I understand and acknowledge that:

- to the best of my knowledge, all information provided in this form is true and correct
- it is an offence under section 136 of the *Victorian Civil and Administrative Tribunal Act 1998* to knowingly give false or misleading information to VCAT.

Full name of person completing  
this statement of grounds form:

\_\_\_\_\_

Date (dd/mm/yyyy):

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## HOW CAN YOU LODGE THIS APPLICATION?

You can lodge this application with VCAT by post or email.

### **By post**

Victorian Civil and Administrative Tribunal  
GPO Box 5408  
Melbourne VIC 3001

### **By email**

Email your application and supporting documents to [admin@vcat.vic.gov.au](mailto:admin@vcat.vic.gov.au).

### **In person**

Deliver your application and supporting documents in person to the VCAT Service Counter on:

55 King Street  
Melbourne VIC 3000

Our office hours are 8.30 am to 4:30 pm Monday to Friday.

## ABOUT VCAT FEES

VCAT fees are charged according to three levels:

- **corporate fees** for businesses and companies with a turnover of more than \$200,000 in the previous financial year, corporate entities and government agencies
- **standard fees** for individuals, not-for-profit organisations, and small businesses and companies with a turnover of less than \$200,000 in the previous financial year. Companies must provide a statutory declaration to support this claim
- **concession fees** for people who hold the Australian Government Health Care Card. You must provide a copy of your card with your application.

To find out if you need to pay an application fee and how much it costs, visit the fees page at [www.vcat.vic.gov.au/fees](http://www.vcat.vic.gov.au/fees).

## FEE RELIEF

We can reduce or not charge (waive) a VCAT fee in certain circumstances.

Some people are automatically entitled to a full fee waiver. You can also apply for fee relief if paying the fee would cause you financial hardship.

For more information about fee relief, go to [www.vcat.vic.gov.au/feerelief](http://www.vcat.vic.gov.au/feerelief).

Are you applying for fee relief?

- No – complete **Fee payment** section
- Yes – complete **Fee relief form** and attach it to this application form

## FEE PAYMENT

Complete this section unless you are applying for fee relief or no fee is payable.

Choose the fee level:

- Standard       Corporate       Concession

Fee amount charged:      \$ \_\_\_\_\_

### CARD DETAILS

Cards Accepted: \*       VISA       MasterCard

Cardholder Name: \*     

Card Number: \*     

Card Expiry (mm/yyyy): \*       /

Signed: \*      \_\_\_\_\_

Date (dd/mm/yyyy):      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

REMOVE THIS PAGE WHEN SENDING A COPY OF THIS APPLICATION TO OTHER PARTIES

**IN THE MATTER OF**  
**VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL PROCEEDING NO.**  
**P2344/2017**  
**OTR 129 PTY LTD & OTR 130 PTY LTD ('APPLICANT')**  
**HORSHAM RURAL CITY COUNCIL ('COUNCIL')**  
**TRANSPORT FOR VICTORIA**  
**JLF (AUST) PTY LTD, JULIAN & LISA FITZGERALD & OTHERS**  
**20 DIMBOOLA ROAD & 11 WAWUNNA ROAD HORSHAM VIC 3400 ('SUBJECT**  
**LAND')**

**AMENDED STATEMENT OF GROUNDS**

At the commencement of the hearing the Applicant will seek leave of the Tribunal to rely on the following amended grounds in substitution for the grounds filed and served with the application for review dated 13 October 2017:

- 1 The proposal has strategic support under the Horsham Rural Planning Scheme.
- 2 The proposal will not cause any unreasonable amenity impacts on the nearby residential zone, the adjacent motel or the adjacent residence.
- 3 The proposal will be an acceptable traffic and parking outcome.
- 4 The proposal is an acceptable use and development of land in the C2Z.

**IN THE MATTER OF**  
**VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL PROCEEDING NO.**  
**P2344/2017**  
**OTR 129 PTY LTD & OTR 130 PTY LTD ('APPLICANT')**  
**HORSHAM RURAL CITY COUNCIL ('COUNCIL')**  
**TRANSPORT FOR VICTORIA**  
**JLF (AUST) PTY LTD, JULIAN & LISA FITZGERALD & OTHERS**  
**20 DIMBOOLA ROAD & 11 WAWUNNA ROAD HORSHAM VIC 3400 ('SUBJECT**  
**LAND')**

**APPLICANTS' STATEMENT PURSUANT TO CLAUSE 12(a)(ii) of PNPE9**

The plans substituted by the permit applicants have been changed from the application for permit made before Council in the following respects:

- (1) The control building is relocated to the west and reduced in size.
- (2) The control building rear wall is relocated to the western boundary of the subject land
- (3) The new external public seating area is moved towards the eastern (Wawunna Road) boundary of the subject land instead of internal seating within the control building.
- (4) The fuel canopy is relocated away from the western boundary of the subject land to a more central position in the southern part of the subject land.
- (5) Car parking previously proposed for the northern part of the subject land at Lot 1 TP 854325 being 11 Wawunna Road Horsham (**northern lot**) has been removed.
- (6) Most of the northern lot is not proposed for development, save for landscaping.
- (7) More extensive landscaped areas are provided in the northern lot, in the south-western corner, and at the southern and south-eastern interfaces between the subject land and adjoining roads.
- (8) A "green wall" is provided to the southern wall of the control building.
- (9) An electric car charging station is provided at the western boundary.
- (10) Additional "neighbour courtesy" signage is provided to remind customers of the proximity of residential areas.
- (11) The automatic car wash and its associated plant, and the vacuum cleaner station, are deleted.
- (12) Refuse is relocated to the north of the control building.

(13) The signage elements of the proposed development have been resolved in further detail.

The changes are made because they address and respond to issues that have been raised by Council and objectors:

- The changes further reduce the potential for any unreasonable amenity impacts on the nearby residential zone to the north and the adjacent motel to the west.
- The changes provide an acceptable traffic and parking outcome.
- The changes represent an acceptable use and development of land both in the Commercial 2 Zone and in the particular circumstances of the site.

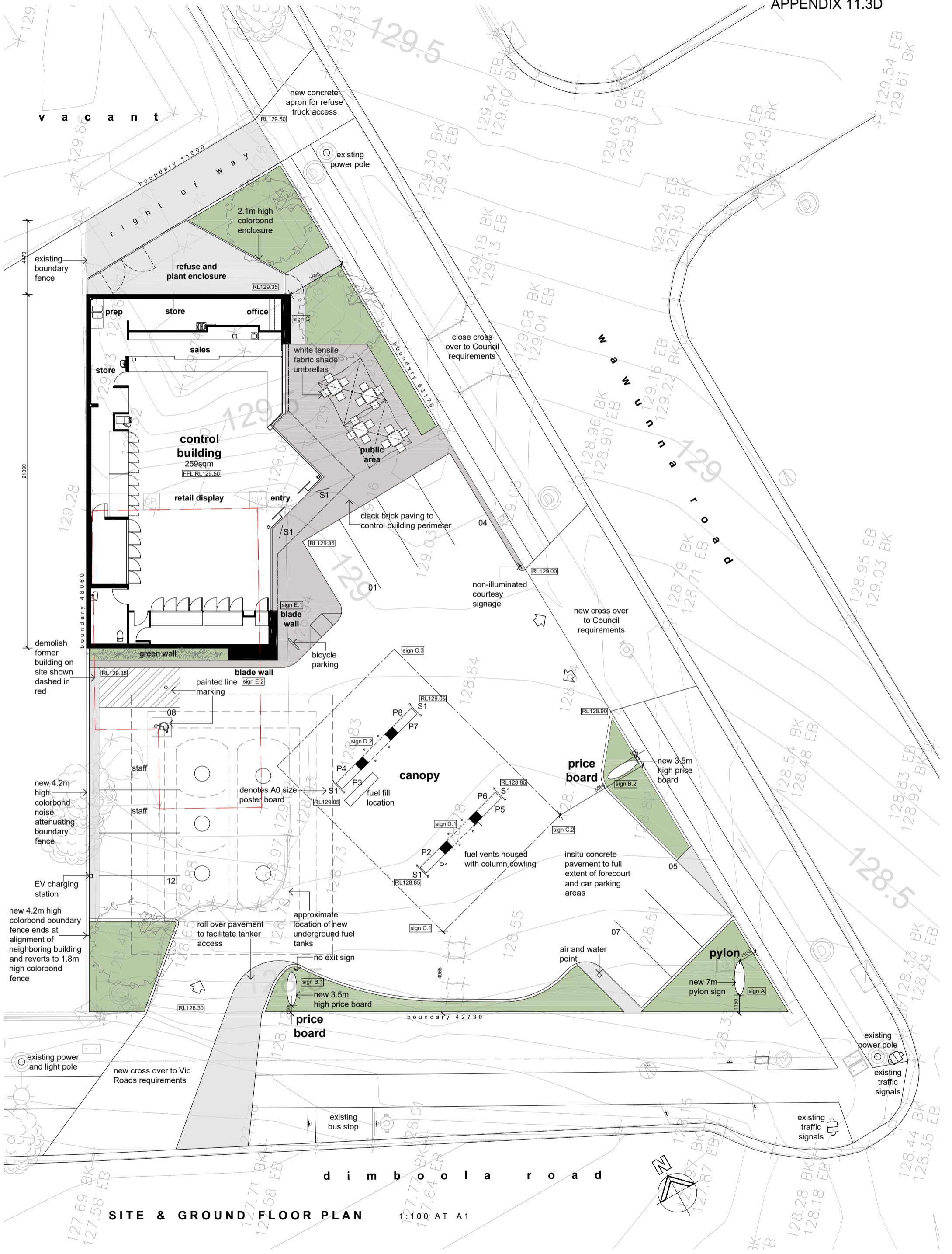




LOCALITY PLAN 1:200 AT A1

**OTR HORSHAM**  
Cnr Dimboola Road and Wawunna Road, Horsham, Vic



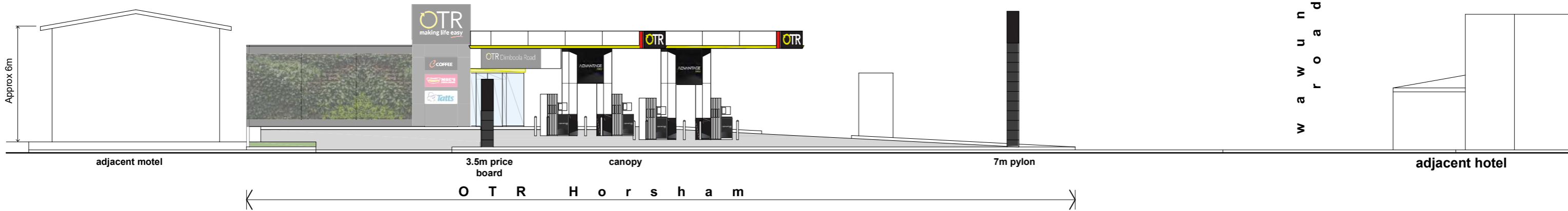


SITE & GROUND FLOOR PLAN

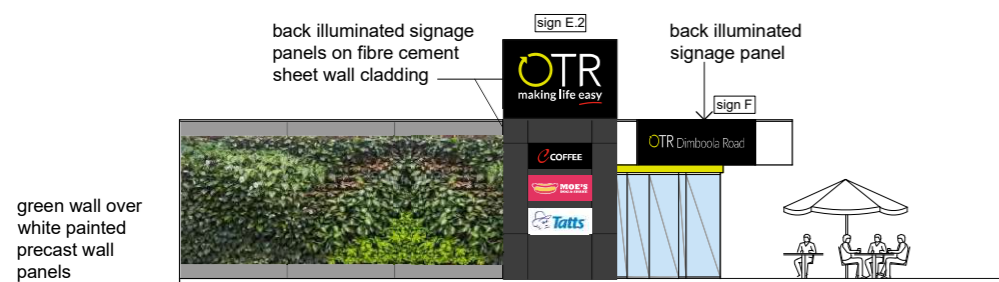
1:100 AT A1

**OTR HORSHAM**  
 Cnr Dimboola Road and Wawunna Road, Horsham, Vic

w a w u n n a



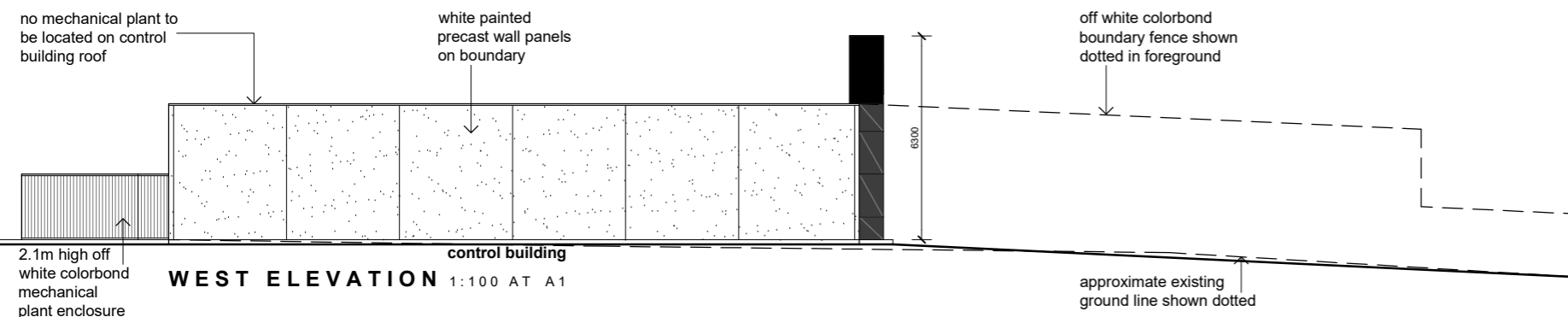
**DIMBOOLA ROAD STREETSCAPE** 1:100 AT A1



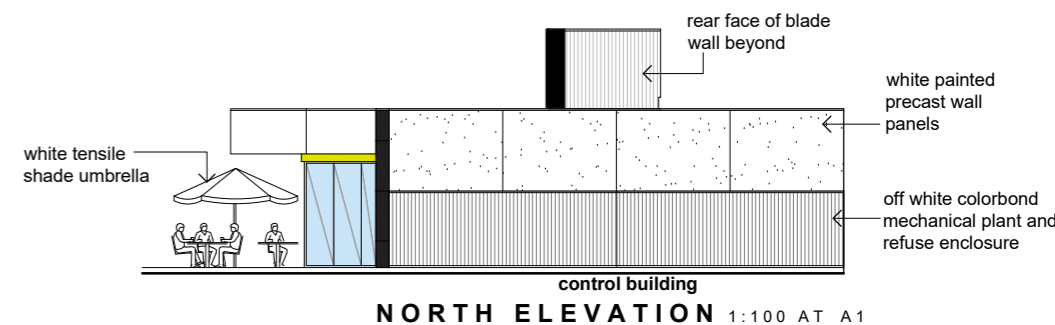
**SOUTH ELEVATION** 1:100 AT A1



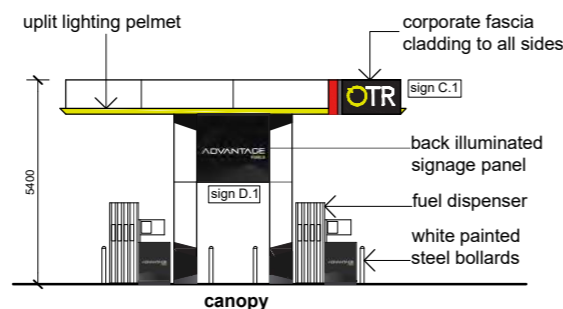
**EAST ELEVATION** 1:100 AT A1



**WEST ELEVATION** 1:100 AT A1

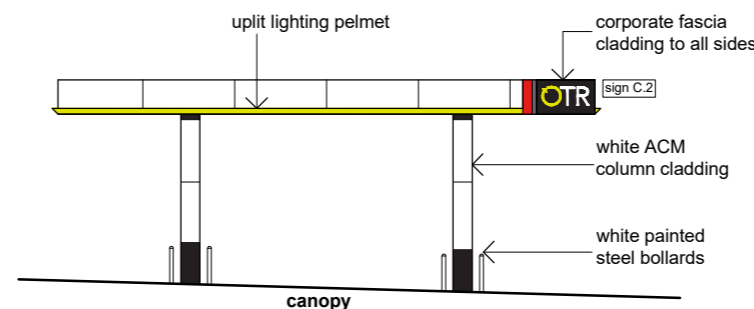


**NORTH ELEVATION** 1:100 AT A1



**CANOPY SOUTH ELEVATION**  
1:100 AT A1

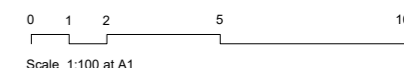
mirror reverse on opposite side

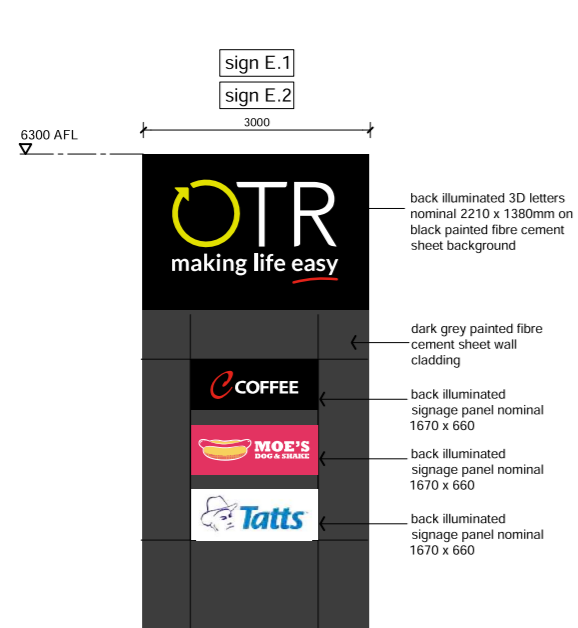


**CANOPY WEST ELEVATION**  
1:100 AT A1

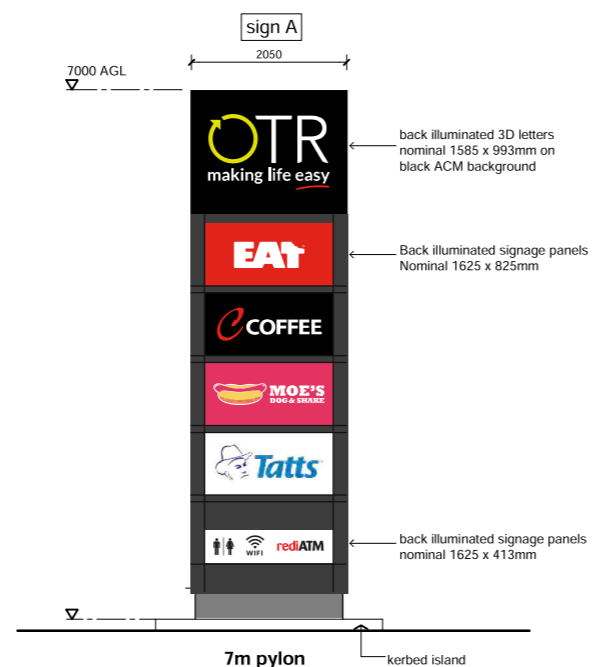
mirror reverse on opposite side

**OTR HORSHAM**  
Cnr Dimboola Road and Wawunna Road, Horsham, Vic

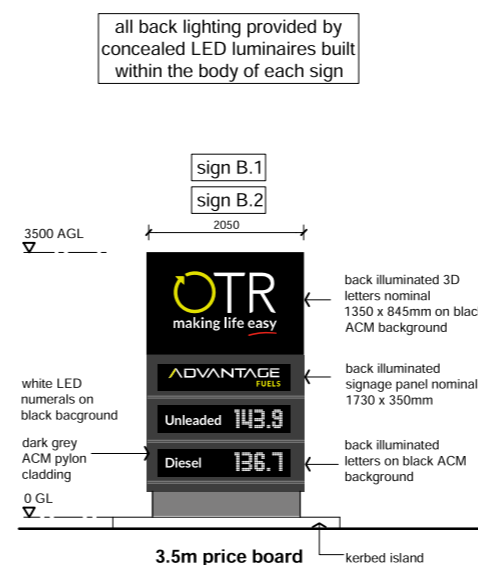




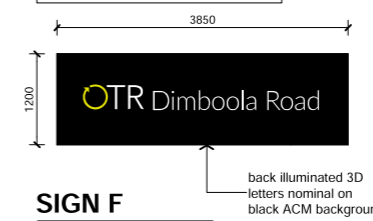
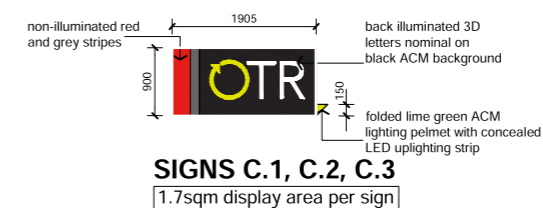
**BLADE WALL ELEVATION**  
1:50 AT A1  
6.35sqm display area



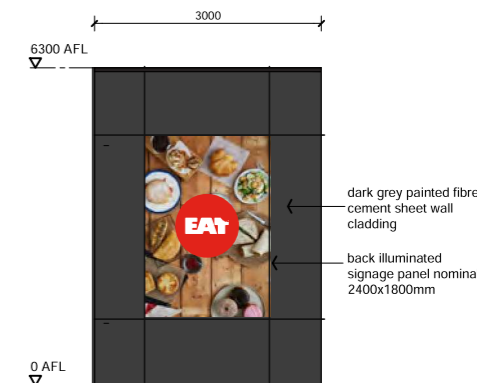
**PYLON ELEVATION**  
1:50 AT A1  
mirror reverse on opposite side  
7.6sqm display area per side



**PRICE BOARD ELEVATION**  
1:50 AT A1  
mirror reverse on opposite side  
2.34sqm display area per side excluding fuel pricing



**SIGNAGE ELEMENTS**  
1:50 AT A1

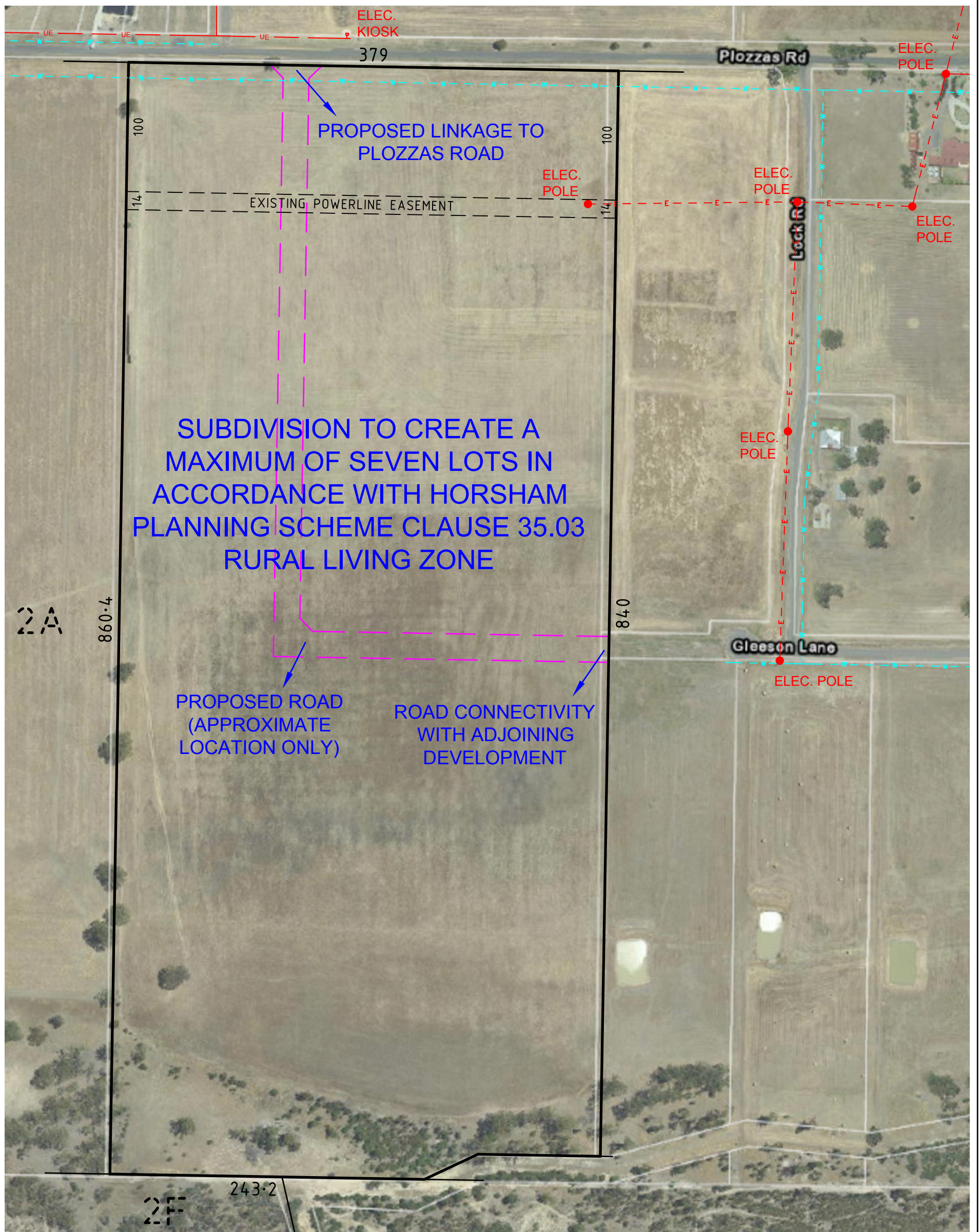


**SIGN G**  
4.3sqm display area

**signage display areas**

sign A	15.2sqm
signs B.1 and B.2	9.36sqm
signs C.1, C.2 and C.3	5.14sqm
signs D.1 and D.2	14sqm
sign E.1 and E.2	12.7sqm
sign F	1.1sqm
sign G	4.3sqm
<b>total</b>	<b>61.8sqm</b>





NOTATIONS

THE DIMENSIONS SHOWN HEREON ARE APPROXIMATE AND ARE SUBJECT TO SURVEY.  
 BUILDING ENVELOPES CONSIST OF ALL OF THE LAND IN THIS PLAN SUBJECT TO APPROVAL OF THE RESPONSIBLE AUTHORITY.  
 ANY BUILDINGS OR CONSTRUCTION MUST RESPECT THE BOUNDARIES OF ANY NATIVE VEGETATION.

Ferguson Perry Surveying Pty Ltd  
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 ABN 76126 194 483

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A member of Alexander Symonds Group

+ Property + Land Development +  
 + Construction + Mining +  
 + Spatial Information Management +



- UE — UNDERGROUND ELECTRICITY
- - E - - OVERHEAD ELECTRICITY
- - W - - WATER MAIN

SURVEYORS REF.  
**H002518**  
 20/03/18  
 DRAWN BY: C.B.

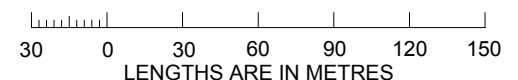
OFFICE USE ONLY

ORIGINAL SHEET SIZE **A3**

DEVELOPMENT PLAN  
 VERSION 1

COUNTY OF BORUNG  
 PARISH OF BUNGALALLY  
 CROWN ALLOTMENT 2B (PART)

SCALE 1:3000





# WARTOOK WOODS ENVIRONMENTAL HEALTH

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Garry Newman

21/04/2018

## LAND CAPABILITY REPORT



**Proposed Shannon subdivision view south from Plozzas Road**

[Land Capability Assessment Report for proposed 7 lot subdivision Plozzas Road Haven.]



## WARTOOK WOODS ENVIRONMENTAL HEALTH

ABN: 71 589 614 270

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WARTOOK. 3401

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

*\*Red ink denotes critical design item*

<b>OUR REFERENCE</b>	ms - prh
<b>CLIENT</b>	Mr Michael Shannon
<b>SITE LOCATION</b>	CA 2B (part) Plozzas Road Haven
<b>TEST/SITE EVALUATION</b>	Carried out by Garry Newman Wastewater Assessor CET Acc. Dip. RSH Assoc. EHA
<b>DATE ASSESSED</b>	20 <sup>th</sup> April 2018
<b>SITE ASSESSMENT FACTORS</b>	See Site and Soil Evaluation Report EPA matrix and Site and Soil Assessment Report (attached to this document)
<b>SITE SUITABILITY</b>	The sites are suitable for a wastewater treatment system, although there are constraints with the wastewater installation on these sites. These include perched water table, planar flat land and clay sub soils. (see EPA Matrix attached & Pages 7, 8 & 9) . These conditions will allow <b>only secondary wastewater systems or trench systems with modified design</b> for disposal of household for wastewater Lots 1, 2, 3 & 7. (See note in Soil Classification & Soil Tests differ at Lots 4, 5, & 6 allowing conventional trench systems.)
<b>SITE AREA</b>	Seven residential allotments proposal with Lots 1- 3 divided into <b>52,000m<sup>2</sup> / 5.2Ha</b> except Lots 4-7 proposed to be <b>40,000m<sup>2</sup> 4.0Ha</b> & <b>38,000m<sup>2</sup> 3.8Ha</b> set in a Rural Residential Zone.
<b>SITE REPORT</b>	Land is has some remnant of tree vegetation, and crop stubble are the predominant surface cover.  Land Surface shape is Linear Planar – not a good water shedding site, being a flat planar configuration. The site drains to southern end of allotments. <b>During periods of persistent wet weather all Lots can become Water logged with a perched water table which is a constraint that requires special design for conventional ETA trench systems. Secondary treatment systems are a suitable option however.</b>

**SOIL CLASSIFICATION****SOIL LAYER/HORIZON B CATEGORY 5**

**STRONGLY STRUCTURED SILTY LOAM**, soils are primarily consistent throughout the site, except for Lots 4, 5 & 6 testing showing a sandy loam of 150mm at Horizon A of at the south eastern end of the test area.

**PERMABILITY RATE  
DESIGN LOADING RATE**

Test 1 Lot 1      **HORIZON A 0-150mm**  
**Silty clay**  
**HORIZON B 150-400mm**  
**Stongly structured orange clay**  
**HORIZON C 400mm-800**  
**Clay & solid limestone dispersed thru clay**  
**poorly drained clays DLR 5mm/day DIR 3mm/day**

Test 2 Lot 7      **HORIZON A 0-75mm**  
**Silty clay loam**  
**HORIZON B 75-800mm**  
**Stongly structured orange clay**  
**HORIZON C na**  
**poorly drained clays DLR 5mm/day DIR 4mm/day**

Test 3 Lot 4      **HORIZON A 0-150mm**  
**Silty loam**  
**HORIZON B 150-350mm**  
**Silty clay loam**  
**HORIZON C**  
**Stongly structured orange clay**  
**poorly drained clays DLR 8mm/day DIR 4mm/day**

**SOIL TESTS**

Soil tests were conducted using a back hoe bucket to locate the least impermeable soil layer which is the soil horizon that affects effluent absorption.

The tests indicated strongly structured dispersive subsoils were characteristic throughout the land area, except at Lots 4, 5 & 6. The position of these test sites are marked on the Site Plan attached to this report.

Soil samples were removed and tested using the textural test to indicate the characteristics of the soils. See Soil Profile Information Data Sheet, Pages 7, 8, & 9.

**WATER SUPPLY**

Reticulated non potable water supply available or roof water.

**RESERVE EFFLUENT AREA**

Available if required pumped to effluent reserve (see site plan)

**WASTE FIXTURES**

Information unavailable



<b>MAX DAILY FLOW RATE</b>	Based on 4 Bedroom home (4+ 1) 5 x 150L/person/day = 5 x 150 = <b>750L/DAY TOTAL MAX FLOW RATE</b> This is a typical design statement for a standard 4 bedroom dwelling.
<b>SEPTIC TANK</b>	A 3200L minimum size tank is required for these sites.
<b>EFFLUENT DISPOSAL &amp; TREATMENT</b>	<p>The preferred systems for wastewater treatment is:-</p> <p>Provision should be made for secondary systems for the clay soils:-</p> <p><b>Reed Bed System or Aerated Wastewater Treatment Systems (AWTS)</b> <b>Any installed system must be an EPA approved secondary treatment system.</b></p> <p>The allotments demonstrate areas of clay dominant sub soils that will require secondary treatment systems as per above description. A specially modified designed large trench system could be acceptable. <b>Lots 4, 5 &amp; 6 soil testing demonstrated a silty loam layer to and would support conventional ETA trench systems.</b></p> <p>An effluent 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 irrigation dispersal area can 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, where surface <b>clay soils</b> are evident in any development envelope. Under lawn drip irrigation as per ANZS 1547 is also suitable for effluent dispersal, if designed to avoid saturation during wet seasons by using another irrigation area.</p>
<b>INSTALLATION CONDITIONS</b>	<p><b>TO COUNCIL REQUIREMENTS including:-</b></p> <ol style="list-style-type: none"> <li>1. Septic tank and effluent dispersal areas to be protected from vehicular traffic and separated from other development on the allotment.</li> <li>2. A development site plan should be submitted to council for planning, building and wastewater approvals.</li> <li>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.</li> </ol>

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 21/04/2018**

## Site &amp; Soil Assessment

Ref no ms:prh

## Poorly Drained Soils Category 5

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

\*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.

## Code of Practice Onsite Wastewater Management

Table 5: Setback distances for primary and secondary treatment plants and effluent disposal/irrigation areas <sup>1, 2, 6, 10, 12</sup>

Landscape feature or structure	Setback distances (m)		
	Primary treated effluent	Secondary sewage and greywater effluent	Advanced secondary greywater effluent <sup>3</sup>
Wastewater field up-slope of building <sup>1</sup>	6	3	3
Wastewater field down-slope of building	3	1.5	1.5
Wastewater up-slope of cutting/escarpment <sup>1</sup>	15	15	15
Wastewater field up-slope of adjacent lot	6	3	1
Wastewater field down-slope of adjacent lot	3	1.5	0.5
Water supply pipe	3	1.5	1.5
Wastewater up-slope of potable supply channel	300	150	150
Wastewater field down-slope of potable supply channel	20	10	10
Gas supply pipe	3	1.5	1.5
In-ground water tank <sup>13</sup>	15	4	3
Stormwater drain	6	3	2
Children's grassed playground <sup>14</sup>	6	3 <sup>15</sup>	2 <sup>16</sup>
In-ground swimming pool	6	3 <sup>15</sup>	2 <sup>16</sup>
Dam, lake or reservoir (potable water supply) <sup>8, 13</sup>	300	150 <sup>4</sup>	150
Waterways (potable water supply) <sup>8, 13</sup>	100	100 <sup>4, 17</sup>	50
Waterways, wetlands (continuous or ephemeral, non-potable); estuaries, ocean beach at high-tide mark; dams, lakes or reservoirs (stock and domestic, non-potable) <sup>8, 17</sup>	60	30	30
Category 1 and 2a soils	NA <sup>1</sup>	50 <sup>8</sup>	20
Category 2b to 6 soils	20	20	20
Vertical depth from base of trench to the highest seasonal water table <sup>10</sup>	1.5	1.5	1.5
Vertical depth from irrigation pipes to the highest seasonal water table <sup>12</sup>	NA	1.5	1.5

- Distances must be measured horizontally from the external wall of the treatment system and the boundary of the disposal/irrigation area, except for the 'Water table' category which is measured vertically through the soil profile. For surface waters, the measuring point shall be from the 'bank full level'.
- Primary water-based sewerage systems must only be installed in unsewered areas; secondary sewerage systems must only be installed and managed in seweried areas by Water Corporations; secondary greywater systems can be installed in seweried and unsewered areas (see [Section 3.12.3](#)).
- Advanced secondary treated greywater of 10/10/10 standard.
- The setback distances are conditional on the following requirements (otherwise the setback distances for primary effluent apply):
  - effluent is secondary treated to 20/30 standard as a minimum
  - effluent is applied to land via pressure-compensating sub-surface irrigation installed along the contour and
  - a maintenance and service contract, with a service technician accredited by the manufacturer, is in place to ensure the system is regularly serviced in accordance with the relevant CA and Council Septic Tank Permit conditions.

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

Client name **MR MICHAEL SHANNON**      Project name: **7 LOT S/DIVISION**      Excavation no: **1**      Logged by: **G.D. NEWMAN**

Suburb: **HAVEN**      Lot numbers: **CA 2 (PART)**      Map sheet refer:      Grid reference: **S<sup>0</sup>; E<sup>0</sup>**

Street address: **CA 2B (PART) PLOZZAS ROAD**      Pit borehole no: **LOT 1**      Surface level: **SLOPES NORTH – SOUTH nominal**

Date of inspection: **20.04.2018**      Slope: **- 2% (at effluent envelope)**      Form Element **PLANAR**      Ground cover **GRASSES**

Surface condition **MOIST**      Indicative drainage: **POORLY DRAINED SUB SOIL**      Surface stones **NO**

Vegetation **GRASSES/eucalypts**      Water table depth: **NA**      Land surface notes:      Parent material:

LAYER	LOWER DEPTH MM	HORIZON	MOISTURE CONDITION (MOIST)	COLOR	FIELD TEXTURE	COARSE FRAGMENTS % VOL	STRUCTURE	MODIFIED EMERSON	SOIL CATEGORY	SAMPLE TAKEN (Y/N)	CONSISTENCY	PERMEABILITY DLR	OTHER ASSESSMENT DIR
1	150	A	moist	GREY	EVEN	- 2%	WEAK	NA	2	YES	EVEN		
2	400	B	moist	ORAN	EVEN	- 2%	STRONG	SL/DIS'V	5	YES	EVEN	5mm/day	4mm/day
3	800	C			EVEN	- 2%	STRONG	SL/DIS'V	5	YES	EVEN		
4													
5													

Use another form if > 5 layers or major horizons.

"Describe moisture condition as: dry, moist, very moist, saturated

Notes/conditions/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 OR MODIFIED LARGE TRENCH SYSTEM**

(List system types) **REED BED SYSTEM / AWTS / MODIFIED ETA TRENCH**

Maximum depth of system : **SUB SURFACE IRRIGATION 150MM BELOW G/ LEVEL  
ETA TRENCH 300MM BELOW G/ LEVEL**

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

Client name **MR MICHAEL SHANNON**                      Project name: **7 LOT S/DIVISION**                      Excavation no: **2**                      Logged by: **G.D. NEWMAN**

Suburb: **HAVEN**                      Lot numbers: **LOT 7**                      Map sheet refer:                      Grid reference: **S 0.° E 0.°**

Street address **CA 2B (PART) PLOZZAS ROAD**                      Pit borehole no: **2**                      Surface level: **SLOPES NORTH – SOUTH nominal**

Date of inspection: **20.04.2018**                      Slope: **- 2% (at effluent envelope)**                      Form Element **PLANAR**                      Ground cover **GRASSES**

Surface condition **MOIST**                      Indicative drainage: **POORLY DRAINED SUBSOIL**                      Surface stones **NO**

Vegetation **GRASSES/eucalypts**                      Water table depth: **NA**                      Land surface notes:                      Parent material:

LAYER	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 ASSESMENT DIR
1	75	A	moist	GREY	EVEN	- 2%	WEAK	NA	2	YES	EVEN		
2	800	B	moist	ORNG	EVEN	- 2%	STRONG	SL/DIS'V	5	YES	EVEN	8mm/day	4mm/day
3													
4													
5													

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: **ETA TRENCH SYSTEM MODIFIED DESIGN/SECONDARY TREATMENT SYSTEM**

(List system types) **REED BED SYSTEM / AWTS / MODIFIED ETA TRENCH**

Maximum depth of system : **SUB SURFACE IRRIGATION 150MM BELOW G/ LEVEL  
ETA TRENCH 300MM BELOW G/ LEVEL**

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

Client name **MR MICHAEL SHANNON** Project name: **7 LOT S/DIVISION** Excavation no: **3** Logged by: **G.D. NEWMAN**  
 Suburb: **HAVEN** Lot numbers: **LOT 4** Map sheet refer: Grid reference: **S 0.° E 0.°**  
 Street address **CA 2B (PART) PLOZZAS ROAD** Pit borehole no: **3** Surface level: **SLOPES NORTH – SOUTH nominal**  
 Date of inspection: **20.04.2018** Slope: **- 2% (at effluent envelope)** Form Element **PLANAR** Ground cover **GRASSES**  
 Surface condition **MOIST** Indicative drainage: **POORLY DRAINED SUBSOIL** Surface stones **NO**  
 Vegetation **GRASSES** Water table depth: **NA** Land surface notes: Parent material:

LAYER	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 ASSESMENT DIR
1	150	A	moist	GREY	EVEN	- 2%	WEAK	NA	2	YES	EVEN		
2	350	B	moist	GREY	EVEN	- 2%	MODER	SL/DIS'V	4	YES	EVEN	8mm/day	4mm/day
3	800	C	DRY	ORAG	EVEN	- 2%	STRONG	SL/DIS'V	5	YES	EVEN		
4													
5													

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 50mm RIBBON FORMED 70% CLAY CONTENT**

Checked by: **GDN**

Soil appears favourable for: **CONVENTIONAL ETA TRENCH OR SECONDARY TREATMENT SYSTEM**

(List system types) **MODIFIED ETA TRENCH / REED BED SYSTEM / AWTS**

Maximum depth of system : **SUB SURFACE IRRIGATION 150MM BELOW G/ LEVEL  
ETA TRENCH 300MM BELOW G/ LEVEL**





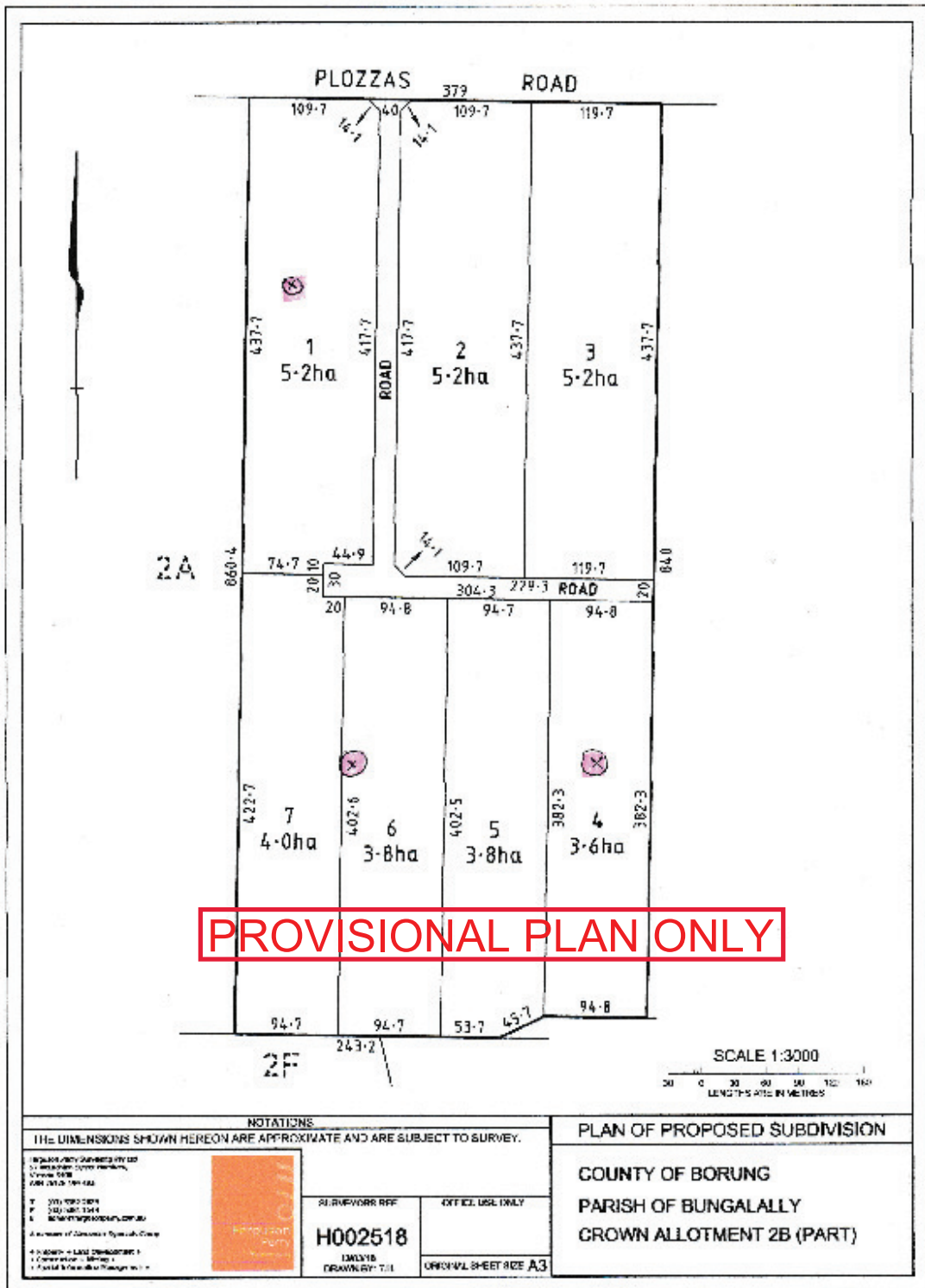
Lot 1 Soil Test Category 5 Clay soil at 150mm



Lot 7 Soil Test Category 5 Clay Soil at 75mm

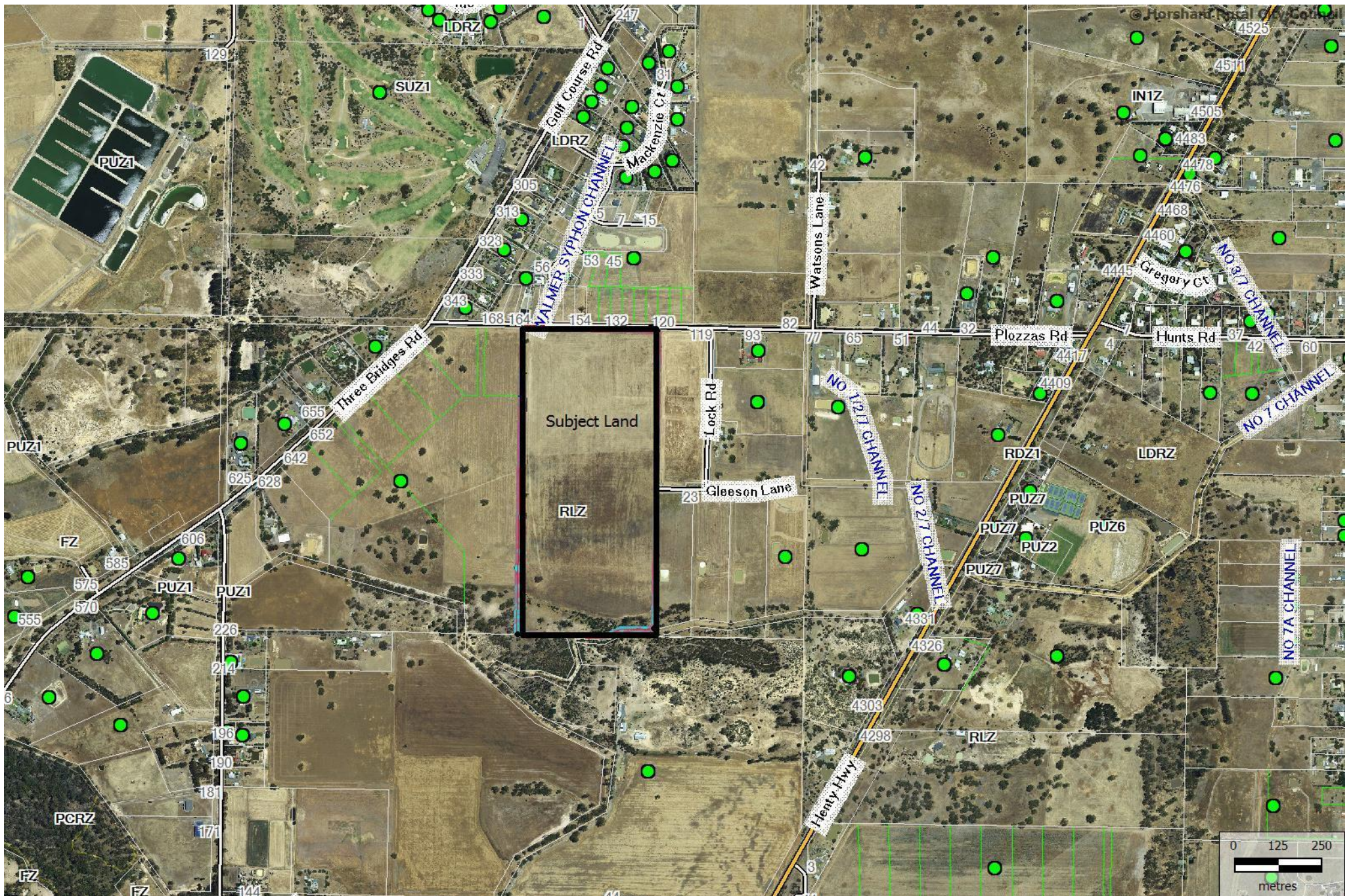


Lot 4 Soil Test Category 5 Clay at 350mm



Site Plan showing soil test sites







**HORSHAM RURAL CITY COUNCIL  
ANNUAL FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

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**CERTIFICATION OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30th JUNE, 2018**

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards* and other mandatory professional reporting requirements.

.....  
Mr G.A. Harrison, B Econ, CPA, GAICD  
Principal Accounting Officer  
24th September 2018

Horsham

In our opinion, the accompanying financial statements present fairly the financial transactions of the Horsham Rural City Council for the year ended 30th June 2018, and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

.....  
Cr P.N. Clarke

24th September 2018

Horsham

.....  
Cr A.D. Grimble

24th September 2018

Horsham

.....  
Mr. S. Bhalla, B Eng(Civil), M Tech (Const), MBA, GAICD  
Chief Executive Officer

24th September 2018

Horsham

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**COMPREHENSIVE INCOME STATEMENT  
FOR THE YEAR ENDED 30th JUNE, 2018**

	Note	2018 \$'000	2017 \$'000
<b>INCOME</b>			
Rates and charges	2.1	25,695	24,913
Statutory fees and fines	2.2	447	474
User fees	2.3	6,887	6,151
Grants - operating	2.4	10,566	13,987
Grants - capital	2.4	7,102	6,042
Contributions - monetary	2.5 (a)	1,117	832
Contributions - non-monetary assets	2.5 (b)	1,715	1,032
Other income	2.7	2,586	2,025
Share of net profits of associates	5.3	160	91
		-----	-----
Total Income		56,275	55,547
		=====	=====
<b>EXPENSES</b>			
Employee costs	3.1	(17,598)	(17,020)
Materials and services	3.2	(19,584)	(17,232)
Depreciation and amortisation	3.3	(11,105)	(10,809)
Bad and doubtful debts	3.4	(77)	(107)
Borrowing costs	3.5	(291)	(321)
Other expenses	3.6	(261)	(268)
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	2.6	74	(110)
Written down value of assets disposed	2.6	(1,142)	(1,388)
		-----	-----
Total Expenses		(49,984)	(47,255)
		=====	=====
		-----	-----
<b>Surplus for the year</b>		6,291	8,292
		=====	=====
<b>OTHER COMPREHENSIVE INCOME</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods</b>			
Net asset revaluation increment	5.2	2,681	5,571
(Impairment)/reversal of revalued assets	5.2	1,422	(2,634)
		-----	-----
<b>Total comprehensive result</b>		10,394	11,229
		=====	=====

The above comprehensive income statement should be read in conjunction with the accompanying notes

**BALANCE SHEET  
AS AT 30th JUNE, 2018**

	Notes	2018 \$'000	2017 \$'000
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4.1	7,614	13,013
Trade and other receivables	4.1	1,557	2,700
Other financial assets	4.1	22,500	16,000
Inventories	4.2	362	346
Non current assets classified as held for sale	5.1	-	165
Other assets	4.2	2,093	1,971
<b>Total current assets</b>		<b>34,126</b>	<b>34,195</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	4.1	106	265
Investments in associates	5.3	1,440	1,280
Property, infrastructure, plant & equipment	5.2	459,630	451,057
Investment property	5.4	2,400	2,400
Intangibles	4.2	811	-
<b>Total non-current assets</b>		<b>464,387</b>	<b>455,002</b>
<b>Total Assets</b>		<b>498,513</b>	<b>489,197</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	4.3	3,275	5,532
Trust funds and deposits	4.3	563	528
Provisions	4.5	5,791	4,948
Interest-bearing liabilities	4.4	481	451
<b>Total current liabilities</b>		<b>10,110</b>	<b>11,459</b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	4.5	3,780	3,028
Interest-bearing liabilities	4.4	5,391	5,872
<b>Total non-current liabilities</b>		<b>9,171</b>	<b>8,900</b>
<b>Total Liabilities</b>		<b>19,281</b>	<b>20,359</b>
<b>NET ASSETS</b>		<b>479,232</b>	<b>468,838</b>
<b>EQUITY</b>			
Accumulated surplus		235,295	231,843
Reserves - asset replacement	8.1	21,278	18,439
Reserves - asset revaluation	8.1	222,659	218,556
<b>TOTAL EQUITY</b>		<b>479,232</b>	<b>468,838</b>

The above balance sheet should be read in conjunction with the accompanying notes

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30th JUNE, 2018**

2018	Notes	TOTAL \$'000	Accumulated Surplus \$'000	Asset Replacement Reserve \$'000	Asset Revaluation Reserve \$'000
Balance at the beginning of the financial year		468,838	231,843	18,439	218,556
Surplus for the year		6,291	6,291	-	-
Net asset revaluation increment		4,103	-	-	4,103
Transfers to other reserves	8.1	-	(6,447)	6,447	-
Transfers from other reserves	8.1	-	3,608	(3,608)	-
Balance at the end of the financial year		<u>479,232</u>	<u>235,295</u>	<u>21,278</u>	<u>222,659</u>

2017	Notes	TOTAL \$'000	Accumulated Surplus \$'000	Asset Replacement Reserve \$'000	Asset Revaluation Reserve \$'000
Balance at the beginning of the financial year		457,609	227,033	14,957	215,619
Surplus for the year		8,292	8,292	-	-
Net asset revaluation increment		2,937	-	-	2,937
Transfers to other reserves	8.1	-	(5,476)	5,476	-
Transfers from other reserves	8.1	-	1,994	(1,994)	-
Balance at the end of the financial year		<u>468,838</u>	<u>231,843</u>	<u>18,439</u>	<u>218,556</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30th JUNE, 2018**

	Notes	2018 Inflows (Outflows) \$'000	2017 Inflows (Outflows) \$'000
<b>Cash flows from operating activities</b>			
Rates and charges		25,828	24,878
Statutory fees and fines		459	484
User fees		8,032	4,416
Grants - operating		10,566	14,260
Grants - capital		5,917	5,735
Contributions - monetary		1,117	832
Interest received		644	419
Rent		278	274
Other receipts		2,757	575
Net GST refund		1,855	1,705
Employees costs		(17,382)	(16,864)
Material and services		(21,628)	(15,606)
Other payments		(1,836)	(1,632)
		<hr/>	<hr/>
Net cash provided by operating activities	8.2	16,607	19,476
		<hr/>	<hr/>
<b>Cash flows from investing activities</b>			
Payments for investments		(6,500)	(7,400)
Payments for property, infrastructure, plant and equipment		(15,314)	(12,799)
Proceeds from sale of property, infrastructure, plant and equipment		550	157
		<hr/>	<hr/>
Net cash used in investing activities		(21,264)	(20,042)
		<hr/>	<hr/>
<b>Cash flows from financing activities</b>			
Finance costs		(291)	(321)
Repayment of borrowings		(451)	(437)
		<hr/>	<hr/>
Net cash used in financing activities		(742)	(758)
		<hr/>	<hr/>
<b>Net decrease in cash and cash equivalents</b>		<b>(5,399)</b>	<b>(1,324)</b>
<b>Cash and cash equivalents at the beginning of the financial year</b>		<b>13,013</b>	<b>14,337</b>
		<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the financial year</b>	4.1	<b>7,614</b>	<b>13,013</b>
		<hr/>	<hr/>
Financing Arrangements	4.6		
Restrictions on cash assets	4.1		

The above statement of cashflows should be read with the accompanying notes



STATEMENT OF CAPITAL WORKS  
FOR THE YEAR ENDED 30th JUNE, 2018

	2018 \$'000	2017 \$'000
<b>Property</b>		
Works in progress	63	22
<b>Total land</b>	63	22
Buildings	3,524	1,227
Works in progress	604	1,961
<b>Total buildings</b>	4,128	3,188
<b>Total property</b>	4,191	3,210
<b>Plant and equipment</b>		
Plant, machinery and equipment	1,555	812
Office furniture and equipment	261	127
Art purchases	40	29
Works in progress	26	-
<b>Total plant and equipment</b>	1,882	968
<b>Infrastructure</b>		
Roads	4,573	4,774
Bridges	544	245
Footpaths and cycleways	290	535
Drainage	77	11
Recreation, leisure and community facilities	44	188
Waste management	1,853	472
Parks, open space and streetscapes	103	144
Other infrastructure	102	183
Works in progress	1,655	2,069
<b>Total Infrastructure</b>	9,241	8,621
<b>Total capital works expenditure</b>	15,314	12,799
<b>Represented by:</b>		
Asset renewal expenditure	9,194	8,398
Asset upgrade expenditure	2,254	930
New asset expenditure	3,866	3,471
<b>Total capital works expenditure</b>	15,314	12,799

The above statement of capital works should be read in conjunction with the accompanying notes

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****OVERVIEW****Introduction**

The Horsham Rural City Council was established by an Order of the Governor in Council on 20th January 1995 and is a body corporate.

The Council's main office is located at 18 Roberts Avenue Horsham.

**Statement of compliance**

These financial statements are a general purpose financial report that consists of a Comprehensive Income, Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital, Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

**SIGNIFICANT ACCOUNTING POLICIES****(a) Basis of accounting**

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to note 5.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 5.2)
- the determination of employee provisions (refer to note 4.5)
- the determination of landfill provisions (refer to note 4.5)
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 1 PERFORMANCE AGAINST BUDGET**

The performance against budget comparison notes compare Council's financial plan, expressed through its actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$400,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 20th June 2017. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

**1.1 INCOME AND EXPENDITURE**

	Ref	Budget 2018 \$'000	Actual 2018 \$'000	Variance	
				2018 \$'000	2018 %
<b>INCOME</b>					
Rates and charges		25,610	25,695	85	0.3
Statutory fees and fines		482	447	(35)	(7.3)
User fees	1	5,182	6,887	1,705	32.9
Grants - operating	2	12,394	10,566	(1,828)	(14.7)
Grants - capital		6,720	7,102	382	5.7
Contributions - monetary	3	542	1,117	575	106.1
Contributions - non-monetary	4	800	1,715	915	114.4
Fair value adjustments for investment property		24	-	(24)	(100.0)
Other income	5	1,385	2,586	1,201	86.7
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		149	74	(76)	(50.7)
Share of net profits of associates		30	160	130	433.3
<b>Total Income</b>		<b>53,318</b>	<b>56,349</b>	<b>3,031</b>	<b>5.7</b>
<b>EXPENSES</b>					
Employee costs	6	(17,191)	(17,598)	(407)	2.4
Materials and services	7	(18,496)	(19,584)	(1,088)	5.9
Depreciation and amortisation	8	(11,675)	(11,105)	570	(4.9)
Bad and doubtful debts		(68)	(77)	(9)	13.2
Borrowing costs		(299)	(291)	8	(2.7)
Other expenses		(326)	(261)	65	(19.9)
Written down value of assets disposed		(900)	(1,142)	(242)	26.9
<b>Total Expenses</b>		<b>(48,955)</b>	<b>(50,058)</b>	<b>(1,103)</b>	<b>2.3</b>
<b>Surplus for the year</b>		<b>4,363</b>	<b>6,291</b>	<b>1,928</b>	<b>44.2</b>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****1.1 INCOME AND EXPENDITURE (Cont.)****(i) Explanation of material variations****1. User fees**

High levels of patronage of the new Town Hall Performing Arts Centre saw increased revenue of \$390k. High usage of Transfer Station saw increase in user fees of \$550k. Other user income areas had higher income including reimbursements from another council \$60k, sport facilities user charges \$70k, and freight hub \$70k. Many other user fees charges generated increases between \$20k - \$30k.

**2. Grants - operating**

The budget included grant payments for 2 stages of the Grampians Peak Trail project, due to delays in meeting project timelines only one funding payment was received resulting in a short fall in this project of \$1.8m.

**3. Contributions - monetary assets**

One large development contribution towards the WIFT Industrial Estate of \$300k was received during the year.

**4. Contributions - non-monetary assets**

Increased urban development saw road and land infrastructure assets valued at \$1.7m provided to Council, exceeding the \$800,000 budget.

**5. Other income**

Council completed more provisional works for Vicroads gaining an additional \$530k income. The budget for other income classification also should have also reflected \$509k for Vicroads contract works. Additional \$60k earned from interest on investments and \$100k from other councils to continue the GIS shared support services project.

**6. Employee costs**

Workcover costs increased by \$100k, 4 additional staff were funded from grants gained and employees completed less capital works by \$258k but more maintenance works which impacts on the operational employee costs.

**7. Materials and services**

The renewing of Council's flood damaged assets contributed an additional \$1.422m to the materials budget.

**8. Depreciation**

The full capital works program was not completed during 17/18 which resulted in less depreciation being charged on completed projects.

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

1.2 CAPITAL WORKS	Ref	Budget 2018 \$'000	Actual 2018 \$'000	Variance 2018 \$'000	2018 %
<b>Property</b>					
Works in Progress		-	63	63	100.0
<b>Total land</b>		-	63	63	100.0
<b>Buildings</b>					
Works in Progress		-	604	604	100.0
<b>Total buildings</b>		3,734	4,128	394	10.6
<b>Total property</b>		3,734	4,191	457	110.6
<b>Plant and equipment</b>					
Plant, machinery and equipment		1,634	1,555	(79)	(4.8)
Office furniture and equipment		240	261	21	8.8
Art purchases		25	40	15	60.0
Public art purchases		25	-	(25)	(100.0)
Works in Progress		-	26	26	100.0
<b>Total plant and equipment</b>		1,924	1,882	(42)	(2.2)
<b>Infrastructure</b>					
Roads	1	7,174	4,573	(2,601)	(36.3)
Bridges	2	226	544	318	140.7
Footpaths and cycleways	3	842	290	(552)	(65.6)
Drainage		25	77	52	208.0
Recreation, leisure and community facilities	4	362	44	(318)	(87.8)
Waste Management		1,815	1,853	38	2.1
Parks, open space and streetscapes		132	103	(29)	(22.0)
Off street car parks		235	-	(235)	(100.0)
Other infrastructure	5	1,811	102	(1,709)	(94.4)
Works in Progress		-	1,655	1,655	100.0
<b>Total Infrastructure</b>		12,622	9,241	(3,381)	(26.8)
<b>Total capital works expenditure</b>		18,280	15,314	(2,966)	(16.2)
<b>Represented by:</b>					
Asset renewal expenditure		8,493	9,194	701	8.3
Asset upgrade expenditure		2,534	2,254	(280)	(11.0)
New asset expenditure		7,253	3,866	(3,387)	(46.7)
<b>Total capital works expenditure</b>		18,280	15,314	(2,966)	(16.2)

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****1.2 CAPITAL WORKS (cont.)****(i) Explanation of material variations****1. Roads**

The budget included \$1.6m of expenditure for roads associated with a new industrial estate. The project was in the planning phase at 30th June 2018. Also \$680k of urban road reconstruction, \$308k rural road reconstruction and \$383k of R2R roadworks were not expended by end of year.

**2. Bridges**

Additional unbudgetted expenditure of \$257k was incurred to complete the Anzac pedestrian footbridge during the first quarter of 2017/18 financial year.

**3. Footpaths and cycleways**

The footpath budget included works in the CBD of \$500k, as the matching grant was not received the project was withdrawn from Council's program of works.

**4. Recreation, leisure and community facilities**

The budget included \$300k for stage 1 of the outdoor pool refurbishment, the project was not complete at 30th June, which is reflected in the reduction of expenditure in this area.

**5. Other infrastructure**

The budget included \$530k of expenditure for other infrastructure associated with a new industrial estate. The project was in the planning phase at 30th June 2018. Also budgeted was \$1.28m for livestock infrastructure projects which did not proceed as grant funding opportunities to assist funding the projects did not occur.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 2 FUNDING FOR THE DELIVERY OF OUR SERVICES**

**2.1 RATES AND CHARGES**

	2018	2017
	\$'000	\$'000

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The Capital Improved Value of a property is its total market value including all improvements. It includes the site value, which is the value of the land without improvements.

The valuation base used to calculate general, cultural and farm rates for 2017/18 was \$4,088,497,000 (2016/17 \$ 4,035,657,100).

The 2017/18 General rate in the CIV dollar was .5146 cents. (2016/17 .5044 cents).

Residential	11,775	11,376
Commercial	1,533	1,479
Industrial	834	792
Farm/rural	5,506	5,380
Cultural	16	16
Municipal charge	3,117	3,037
Garbage charges	2,914	2,833
<b>Total rates and charges</b>	<b>25,695</b>	<b>24,913</b>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2016 and the valuation first applied in the rating year commencing 1 July 2016.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

**2.2 STATUTORY FEES AND FINES**

Infringements and costs	59	128
Perin court recoveries	22	21
Issue of certificates	20	15
Local laws - permits & licences	29	79
Town planning	210	135
Health registrations	107	96
<b>Total statutory fees and fines</b>	<b>447</b>	<b>474</b>

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**2.3 USER FEES**

	2018 \$'000	2017 \$'000
Administration charges	181	126
Animal control	383	383
Building fees & other charges	148	173
Fees - parking meters	405	411
Immunisations	10	4
Home based welfare services	811	867
Lord Mayors Camp	9	12
Other swimming income	1	1
Performance ticket sales	1,268	1,094
Sporting and recreation facilities	133	83
Sports marketing	3	-
Freight Hub user charge	151	86
Supervision of private subdivisions	6	28
Plan checking fees	1	16
Aerodrome	37	38
Saleyards	479	436
Wimmera business centre income	167	160
Rural revegetation scheme	2	8
Garbage charges	11	9
Garbage disposal	770	772
Transfer station	314	300
Waste management fees	1,580	1,144
Other user fees	17	-
Total user fees	<u>6,887</u>	<u>6,151</u>

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.



NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

2.4 FUNDING FROM OTHER LEVELS OF GOVERNMENT	2018 \$'000	2017 \$'000
Grants were received in respect of the following:		
<b>Summary of grants</b>		
Commonwealth funded grants	12,635	14,751
State funded grants	5,033	5,278
<b>Total grants received</b>	<b>17,668</b>	<b>20,029</b>
<b>(a) Operating Grants</b>		
<b>Recurrent - Commonwealth Government</b>		
Commonwealth Government family and children	37	38
Victorian Grants Commission - general purpose	4,063	5,697
Victorian Grants Commission - local roads	2,160	3,112
General Home Care	785	777
<b>Recurrent State Government</b>		
School crossing supervisors	38	25
Community services	240	240
Maternal and child health	454	384
Senior citizens centres	16	15
Food services	64	48
Home and community care	216	213
Disability services	143	137
Youth services	17	-
Library	171	170
Arts and art gallery	203	230
Environmental and landcare grants	113	68
<b>Total recurrent operating grants</b>	<b>8,720</b>	<b>11,154</b>
<b>Non-recurrent - Commonwealth Government</b>		
Outdoor recreation	1,243	1,688
<b>Non-recurrent - State Government</b>		
Corporate services	7	75
Regulatory services	150	-
Community services	199	352
Public and community health	5	73
Disability services	60	-
Outdoor recreation	22	509
Arts and art gallery	50	35
Halls, historic buildings & monuments	8	-
Economic development	-	20
Environmental and landcare grants	71	59
Recycling and waste grants	31	-
Flood recovery grants	-	22
<b>Total non-recurrent operating grants</b>	<b>1,846</b>	<b>2,833</b>
<b>Total operating grants</b>	<b>10,566</b>	<b>13,987</b>

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

## 2.4 FUNDING FROM OTHER LEVELS OF GOVERNMENT (Cont.)

	2018 \$'000	2017 \$'000
<b>(b) Capital Grants</b>		
<b>Recurrent - Commonwealth Government</b>		
Roads to recovery funding	1,991	2,298
<b>Total recurrent capital grants</b>	<u>1,991</u>	<u>2,298</u>
<b>Capital non-recurrent</b>		
Non-recurrent - Commonwealth Government		
Buildings	1,850	-
Local roads and bridges	506	1,141
Non-Recurrent State Government		
Family and children	-	1,650
Home and community care	-	15
Community facilities	143	110
Outdoor recreation	759	327
Halls, historic buildings & monuments	27	20
Local roads & ancillary assets	373	221
Livestock exchange	31	-
Flood recovery grants	1,422	260
<b>Total non-recurrent capital grants</b>	<u>5,111</u>	<u>3,744</u>
<b>Total capital grants</b>	<u>7,102</u>	<u>6,042</u>
<b>Total grants</b>	<u>17,668</u>	<u>20,029</u>
<b>Conditions on grants</b>		
Grants recognised as revenue during the year that were obtained on the condition that they be expended in a specified manner that had not occurred at balance date were:		
Grants commission	3,149	3,004
Corporate services	7	75
Town planning studies	42	-
Community services	90	278
Kindergarten specific grants	-	95
Disability grants	134	137
Outdoor recreation	536	181
Halls, historic buildings & monuments	45	13
Arts and arts gallery	73	59
Environmental	35	13
Road & streets infrastructure	85	310
Roads to recovery	244	529
	<u>4,440</u>	<u>4,694</u>

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

2.4 FUNDING FROM OTHER LEVELS OF GOVERNMENT (Cont.)

	2018 \$'000	2017 \$'000
	-----	-----
<b>Conditions on grants</b>		
Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
Grants commission	(3,004)	-
Corporate services	(75)	-
Community services	(209)	(152)
Kindergarten specific grants	(95)	(23)
Home and community care	-	(33)
Rural disability access grant	(137)	(122)
Outdoor recreation	(181)	(219)
Halls, historic buildings & monuments	(13)	(3)
Arts and arts gallery	(59)	(54)
Economic growth	-	(46)
Environmental	(13)	(21)
Road & streets infrastructure	(310)	(59)
Roads to recovery	(529)	(274)
	-----	-----
	(4,625)	(1,006)
	=====	=====
<b>Summary:</b>		
Unspent grants received on condition that they be spent in a specific manner		
Balance at start of year	4,918	1,230
Received during the financial year and remained unspent at balance date	4,440	4,694
Received in prior years and spent during the financial year	(4,625)	(1,006)
	-----	-----
Balance at year end	4,733	4,918
	=====	=====

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**2.5 CONTRIBUTIONS**

**(a) Monetary**

	2018 \$'000	2017 \$'000
Development contributions - cash	300	-
Road assets	392	371
Recreational, leisure and community facilities	326	443
Recreational, leisure and community services	99	18
	1,117	832
	1,117	832

**(b) Non-Monetary**

**Contributions of non-monetary assets were received in relation to the following asset classes**

Assets contributed by developers

Land public open space	-	18
Land under roads	39	100
Road and bridge assets	1,676	914
	1,715	1,032
	1,715	1,032

Total contributions

2,832	1,864
-------	-------

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>2.6 NET GAIN/(LOSS) ON DISPOSAL OF PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT</b>	2018 \$'000	2017 \$'000
Sale of developed land		
Proceeds from sales of developed land	215	-
Less: Cost of developed land sold	(165)	-
	-----	-----
Profit on sale of developed land	50	-
	=====	=====
Plant and Equipment		
Proceeds from sale of assets	294	157
Written down value of assets sold	(295)	(212)
	-----	-----
(Loss) on sale of plant and equipment	(1)	(55)
	-----	-----
Furniture and Equipment		
Proceeds from sale of assets	1	-
	-----	-----
Profit on sale of furniture and equipment	1	-
	=====	=====
Sale of land and buildings		
Proceeds from sale of assets	40	-
Written down value of assets sold	(16)	(55)
	-----	-----
Profit/(loss) on sale of land and buildings	24	(55)
	=====	=====
Summary		
Total proceeds from sale of assets	550	157
Written down value of assets sold	(476)	(267)
	-----	-----
Total net (loss) on disposal of property, plant and equipment	74	(110)
	=====	=====
Disposal of council buildings		
Written down value of assets written off	-	(247)
Disposal of road infrastructure assets		
Written down value of assets written off	(1,141)	(1,141)
Disposal of other structures		
Written down value of assets disposed	(1)	-
	-----	-----
Total written down value of assets disposed	(1,142)	(1,388)
	=====	=====

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**2.7 OTHER INCOME**

	2018 \$'000	2017 \$'000
Interest	555	466
Interest on rates	39	37
External works	374	353
Road maintenance/works	4	4
Main roads maintenance Vicroads	928	307
Pre-school income	18	9
Other health receipts	1	2
Other welfare receipts	10	24
Youth resource centre income	-	60
Community workshop income	3	3
Art gallery	67	53
Information office	41	38
Quarry restoration Income	18	37
Theatre rent	7	6
Mibus centre rent	10	10
Industrial estate rent	44	49
Commercial properties rent	192	184
Caravan park rent	61	60
Contract retentions forfeited	-	106
Other	214	217
<b>Total other income</b>	<b>2,586</b>	<b>2,025</b>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the rights to receive the income.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 3 THE COST OF DELIVERING SERVICES**

**3.1 EMPLOYEE COSTS**

	2018 \$'000	2017 \$'000
Wages and salaries	16,525	15,980
Workcover	316	222
Superannuation	1,476	1,445
Less: Amounts capitalised in non-current assets constructed by the Council	(719)	(627)
<b>Total employee costs</b>	<b>17,598</b>	<b>17,020</b>

**(b) Superannuation**

Council made contributions to the following funds

**Defined benefit fund**

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	134	160
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**Accumulation funds**

Employer contributions to Local Authorities Superannuation Fund (Vision Super) and other funds	1,341	1,285
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	1,475	1,445
Employer contributions payable to reporting date	124	131

Refer to note 8.3 for further information relating to Council's superannuation obligations.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**3.2 MATERIALS & SERVICES**

	2018 \$'000	2017 \$'000
Contract payments		
Valuation services	50	49
Provision of meals for meals on wheels	152	167
Management youth centre	142	134
Management aquatic centre	101	102
Waste management contracts	562	677
Contract cleaning	287	318
Building service contractors	294	299
Strategies	103	286
Council election contract	134	128
Sporting group projects	77	36
Community facilities projects	1,322	1,688
Contracts less than \$100,000	498	641
Materials and services		
Sporting group projects	66	-
Library	492	477
Road maintenance contracts	555	374
Performing events expenses	914	748
General materials	650	487
Road maintenance materials	1,147	392
Waste management expenses	1,919	2,076
Other materials & services less than \$100,000	3,143	3,299
Other		
Insurances	448	431
Plant operating costs	1,084	1,017
Computer expenditure	610	450
Power, light & heating	694	661
Advertising	257	218
Telephone	151	153
External salaries	537	488
External plant hire	69	68
Fringe benefit tax	131	148
Legal costs	53	54
Printing and stationery	95	115
Donations	392	366
Wimmera Development Association membership	200	197
Water rates	245	232
Community engagement projects	117	103
Sustainability projects	61	113
Flood and fire emergency response works and projects	1,422	40
CCTV safety project	277	-
Emergency Management	133	-
Total materials and services	19,584	17,232



**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**3.3 DEPRECIATION AND AMORTISATION**

	2018 \$'000	2017 \$'000
Furniture and fittings	120	102
Plant and equipment	1,010	885
Roads	5,255	5,642
Kerb and channel	479	475
Footpaths and cycleways	547	532
Bridges	217	201
Drainage	450	32
Other land improvements	42	42
Buildings	1,560	1,460
Other structures	1,425	1,438
<b>Total depreciation and amortisation</b>	<b>11,105</b>	<b>10,809</b>

Refer to note 4.2 (c) and 5.2 for a more detailed breakdown of depreciation and amortisation charges

**3.4 BAD AND DOUBTFUL DEBTS**

Other debtors	8	20
Parking fine debtors	25	41
Animal fine debtors	44	46
<b>Total bad and doubtful debts</b>	<b>77</b>	<b>107</b>
<b>Movement in provision for doubtful debts</b>		
Balance at the beginning of the year	73	64
New provisions recognised during the year	29	30
Amounts already provided for and written off as uncollectable	(3)	(14)
Amounts provided for but recovered during the year	(2)	(7)
<b>Balance at end of year</b>	<b>97</b>	<b>73</b>

Provision for doubtful debt is recognised when there is objective evidence that an impairment loss has occurred. Bad debts are written off when identified.

**3.5 BORROWING COSTS**

Interest - borrowings	291	321
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Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

**3.6 OTHER EXPENSES**

Auditors' remuneration - VAGO audit of financial statements, performance statement and grant acquittals	50	49
Fees for other services provided by other auditors	16	19
Councillor & mayoral allowances	195	188
Operating lease rentals	-	12
<b>Total other expenses</b>	<b>261</b>	<b>268</b>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 4 OUR FINANCIAL POSITION**

<b>4.1 FINANCIAL ASSETS</b>	2018	2017
	\$'000	\$'000
<b>(a) CASH AND CASH EQUIVALENTS</b>		
Cash on hand	5	5
Cash at bank	150	76
Overnight cash at 11am call	3,368	1,736
Short term deposits	4,091	11,196
	-----	-----
Total cash and cash equivalents	7,614	13,013
	=====	=====
 <b>(b) OTHER FINANCIAL ASSETS</b>		
Term deposits - Current	22,500	16,000
	=====	=====
 Council's cash and cash equivalents are subject to a number of external restrictions that limit amounts available for discretionary or future use. These include:		
- Trust funds and deposits (Note 4.3b)	563	528
- Unexpended grants (Note 2.4)	1,291	1,690
- Reserve funds allocated to specific future purposes	300	297
	-----	-----
Restricted funds	2,154	2,515
	-----	-----
Total unrestricted cash and cash equivalents	5,460	10,498
	=====	=====
<b>Intended allocations</b>		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council		
- Cash held to fund carried forward capital works	1,194	3,468
- Cash from grants commission held to fund 17/18 programs	-	3,004
- Cash from grants commission held to fund 18/19 programs	3,149	-
	-----	-----
Total funds subject to intended allocations	4,343	6,472
	=====	=====

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less.

Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**4.1 FINANCIAL ASSETS (Cont.)**

<b>(c) TRADE AND OTHER RECEIVABLES</b>	2018 \$'000	2017 \$'000
<b>Current</b>		
Statutory receivables		
Rates debtors	192	325
Sundry debtors	917	1,888
Less doubtful debt provision - Sundry debtors	(9)	(3)
Parking infringement debtors	103	100
Other infringement debtors	164	161
Less doubtful debt provision - All infringements	(88)	(70)
Non statutory receivables		
Loans & advances to community organisations	27	60
Net GST receivable	251	239
<b>Total current trade &amp; other receivables</b>	<u>1,557</u>	<u>2,700</u>
<b>Non-current</b>		
Statutory		
Sundry debtors	-	116
Non statutory		
Loans & advances to community organisations	57	99
Deferred property debts receivable	49	50
<b>Total non current trade &amp; other receivables</b>	<u>106</u>	<u>265</u>
<b>Total trade &amp; other receivables</b>	<u>1,663</u>	<u>2,965</u>

Short term receivables are carried at invoice amount when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

**(a) Ageing of receivables**

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

	2018 \$'000	2017 \$'000
Current (not yet overdue)	582	1,674
Past due by up to 30 days	216	124
Past due between 31 and 180 days	26	108
Past due between 181 and 365 days	120	42
<b>Total trade and other receivables</b>	<u>944</u>	<u>1,948</u>
<b>Non Current (not yet overdue)</b>	<u>57</u>	<u>215</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**4.1 TRADE AND OTHER RECEIVABLES (Cont.)**

**b) Ageing of individually impaired trade and other receivables**

At balance date, other debtors representing financial assets with a nominal value of \$97k, (2016 \$73k) were impaired. The amount of the provision raised against these debtors was \$97k, (2016 \$73k). They individually have been impaired as a result of their doubtful collection. The individually impaired debtors relate to general and sundry debtors, parking and animal infringement debtors and have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors, or are on payment arrangements.

The ageing of receivables that have been individually determined as impaired at reporting date was:

	2018 \$'000	2017 \$'000
Past due between 31 and 180 days	1	-
Past due between 181 and 365 days	4	-
Past due by more than 1 year	92	73
Total trade and other receivables	97	73

**4.2 NON FINANCIAL ASSETS**

**(a) INVENTORIES**

Inventories held for distribution	342	326
Inventories held for sale	20	20
Total inventories	362	346

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

**(b) OTHER ASSETS**

Prepayments	222	501
Accrued income	1,871	1,470
Total other assets	2,093	1,971

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>(c) INTANGIBLE ASSETS</b>	2018 \$'000	2017 \$'000
Landfill air space	811	-
Total intangible assets	811	-
	Landfill \$'000	
<b>Gross carrying amount</b>		
Balance at 1 July 2017	-	-
Additions from internal developments	811	-
Balance at 1 July 2018	811	-
Net book value at 30 June 2017	-	-
Net book value at 30 June 2018	811	-

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

#### **4.3 PAYABLES**

##### **(a) TRADE AND OTHER PAYABLES**

Trade payables	3,254	5,525
Fire services levy	15	-
Accrued expenditure	6	7
Total trade and other payables	3,275	5,532

Fire Services Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**(b) TRUST FUNDS AND DEPOSITS**

	2018 \$'000	2017 \$'000
Refundable building deposits	59	54
Refundable contract deposits	73	74
Refundable security deposits	293	210
Refundable retention amounts	4	70
Other refundable deposits	134	120
<b>Total trust funds and deposits</b>	<b>563</b>	<b>528</b>

Amounts received as tender deposits and retention amounts controlled by Council are recognised as Trust funds until they are returned, transferred in accordance with the purpose of the receipt or forfeited Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

**Purpose and Nature of Items**

Refundable Deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of the civic facilities.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of the time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Horsham Rural City Council has received monies as agent for the following: Art Gallery Trust Fund, Mack Jost Trust Fund, Con Kroker Trust Fund, Wimmera Regional Library Corporation, Wimmera Development Association, Horsham Cemetery Trust. As Horsham Rural City Council performs only a custodial role in respect of these monies, and the monies cannot be used for council purposes, they are not brought to account in the financial statements.

**4.4 INTEREST BEARING LOANS AND BORROWINGS**

Current		
Borrowings - secured	481	451
	481	451
Non-current		
Borrowings - secured	5,391	5,872
	5,391	5,872
<b>Total</b>	<b>5,872</b>	<b>6,323</b>

Borrowings are secured by way of mortgage over the general rates of Council.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>4.4 INTEREST BEARING LOANS AND BORROWINGS (Cont.)</b>	2018 \$'000	2017 \$'000
The maturity profile for Council's borrowings is:		
Not later than one year	481	451
Later than one year and not later than five years	1,086	1,567
Later than five years	4,305	4,305
	<u>5,872</u>	<u>6,323</u>

Borrowings are initially measured at fair value being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

<b>4.5 PROVISIONS</b>	Employee \$'000	Quarry Restoration \$'000	Landfill Restoration \$'000	Total \$'000
<b>2018</b>				
Balance at the beginning of the financial year	5,397	166	2,413	7,976
Additional provisions	2,076	7	1,342	3,425
Amounts used	(1,823)	-	-	(1,823)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(1)	-	(6)	(7)
Balance at the end of the financial year	<u>5,649</u>	<u>173</u>	<u>3,749</u>	<u>9,571</u>
<b>2017</b>				
Balance at the beginning of the financial year	5,219	191	1,765	7,175
Additional provisions	1,978	20	757	2,755
Amounts used	(1,703)	(45)	(112)	(1,860)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(97)	-	3	(94)
Balance at the end of the financial year	<u>5,397</u>	<u>166</u>	<u>2,413</u>	<u>7,976</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>4.5 PROVISIONS (cont.)</b>	2018 \$'000	2017 \$'000
<b>(a) Employee provisions</b>		
Current provisions expected to be settled wholly within 12 months		
Annual leave	1,377	1,295
Long service leave	283	218
Sick leave gratuity	21	42
	-----	-----
	1,681	1,555
	=====	=====
Current provisions expected to be wholly settled after 12 months		
Annual leave	239	214
Long service leave	2,682	2,565
Sick leave gratuity	285	238
	-----	-----
	3,206	3,017
	=====	=====
Total current employee provisions	-----	-----
	4,887	4,572
	=====	=====
Non-current		
Long service leave	570	636
Sick leave gratuity	192	189
	-----	-----
Total Non Current Employee Provisions	762	825
	=====	=====
<b>Aggregate carrying amount of employee provisions</b>		
Current	4,887	4,572
Non-current	762	825
	-----	-----
Total aggregate carrying amount of employee provisions	5,649	5,397
	=====	=====

The calculation of employee benefits includes all relevant on-costs and are calculated as follows at reporting date.

**Wages and salaries, and annual leave**

Liabilities for wages and salaries, including non-monetary benefits, annual leave and sick leave gratuities expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of the employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

The current provision expected to be settled wholly within 12 months is calculated on the following basis:

Annual leave and sick leave gratuity: based on the trend of actually usage in preceding 12 months.  
Long service leave: based on useage average over the last 5 years.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for the employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.



**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**4.5 PROVISIONS (cont.)**

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Current Liability - unconditional LSL representing 7 years is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at:

- present value - component that is not expected to be wholly settled within 12 months.
- nominal value - component that is expected to be wholly settled within 12 months.

Classification of employee costs

Non-current liability - conditional LSL representing less than 7 years that has been accrued, where an employee is yet to reach a qualifying term of employment is disclosed as a non-current liability.

This non-current LSL liability is measured at present value.

Key Assumptions	2018	2017
- inflation rate	3.875%	3.813%

Discount rates depend on years of service and are based on the rates released by the Department of Treasury and Finance. Probabilities of staff meeting their entitlement periods are based on history over the last four years.

**(b) Restoration Provisions**

	2018 \$'000	2017 \$'000
<b>Quarry restoration provision</b>		
Current	34	-
Non-current	139	166
	173	166

Key Assumptions		
- discount rate	2.647%	2.612%
- inflation rate	3.520%	3.520%

Discount rates are based on the rates released by the Department of Treasury and Finance.

The provision for quarry restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the sites to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

4.5 PROVISIONS (cont.)	2018 \$'000	2017 \$'000
<b>(c) Landfill restoration provision</b>		
Current	870	376
Non-current	2,879	2,037
	3,749	2,413
	3,749	2,413

**Landfill rehabilitation provision**

Council is obligated to restore the Dooen site to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Key Assumptions	2018	2017
- discount rate	2.647%	2.612%
- inflation rate	3.520%	3.520%
- estimated cost to rehabilitate	1,930	1,923

**4.6 FINANCING ARRANGEMENTS**

The Council has the following funding arrangements in place.

	2018 \$'000	2017 \$'000
Bank overdraft	1,000	1,000
Credit card facilities	350	249
Total facilities	1,350	1,249
	1,350	1,249
Used facilities	45	-
Unused facilities	1,305	1,249

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**4.7 COMMITMENTS**

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2018	Not Later Than 1 Year \$'000	Later Than 1 Year and Not Later Than 2 years \$'000	Later Than 2 Years and Not Later Than 5 years \$'000	TOTAL \$'000
Operating				
Building Surveyor Services	89	-	-	89
Strategic Planning Services	87	-	-	87
Waste management services	95	-	-	95
Flood recovery asset renewal	526	-	-	526
Capital				
Roadworks	632	-	-	632
Bridge works	94	-	-	94
Electronic ID system	39	-	-	39
Recreation facility renewal	245	-	-	245
Building projects	1	-	-	1
Plant	183	-	-	183
<b>Total</b>	<b>1,991</b>	<b>-</b>	<b>-</b>	<b>1,991</b>

2017	Not Later Than 1 Year \$'000	Later Than 1 Year and Not Later Than 2 years \$'000	Later Than 2 Years and Not Later Than 5 years \$'000	TOTAL \$'000
Operating				
Various Studies	82	-	-	82
Building Surveyor Services	357	-	-	357
Strategic Planning Services	80	-	-	80
Community facilities	68	-	-	68
Capital				
Roadworks	430	-	-	430
Horsham North Childrens Hub	2,512	-	-	2,512
CCTV Cameras	361	-	-	361
Bridge works	41	-	-	41
Landfill Construction	1,149	-	-	1,149
Other Buildings Refurbishment	295	-	-	295
Plant	517	-	-	517
<b>Total</b>	<b>5,892</b>	<b>-</b>	<b>-</b>	<b>5,892</b>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 5 ASSETS WE MANAGE**

<b>5.1 NON CURRENT ASSETS CLASSIFIED AS HELD FOR SALE</b>	2018 \$'000	2017 \$'000
Industrial land held for sale - at fair value	-	165
	=====	=====

A non-current asset classified as held for sale (including disposal groups), is measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT

Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2017	Additions	Contributions	Revaluations	Transfers	Impairment Reversal	Depreciation	Disposal	At Fair Value 30 June 2018
Land	37,158	-	39	1,959	-	-	(42)	(16)	39,098
Buildings	57,487	3,524	-	722	2,083	-	(1,560)	-	62,256
Plant and Equipment	12,833	1,856	-	-	-	-	(1,130)	(295)	13,264
Infrastructure	338,601	7,586	1,676	-	2,836	1,422	(8,373)	(1,143)	342,605
Work in progress	4,978	2,348	-	-	(4,919)	-	-	-	2,407
	451,057	15,314	1,715	2,681	-	1,422	(11,105)	(1,454)	459,630

Summary of Works in Progress

	Opening WIP	Additions	Transfers	Closing WIP
Land and Buildings	2,132	667	(2,083)	716
Plant and Equipment	-	26	-	26
Infrastructure	2,846	1,655	(2,836)	1,665
	4,978	2,348	(4,919)	2,407

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)**

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

	Depreciation Period	Threshold Limit \$'000
Property		
Land		1,000
Land improvements	10 - 100 years	5,000
Buildings	15 - 100 years	5,000
Plant, machinery and equipment		
Plant, machinery and equipment	1 - 30 years	5,000
Office furniture and equipment	3 - 20 years	1,000
Art purchases		50
Infrastructure		
Road pavements and seals	13 - 60 years	5,000
Road formation and earthworks	100 years	5,000
Road kerb, channel and minor culverts	50 - 55 years	5,000
Bridges substructure	110 years	5,000
Footpaths and cycleways	40 - 50 years	5,000
Drainage	100 years	5,000
Recreation, leisure and community facilities	10 -100 years	5,000
Waste management	3 - 50 years	5,000
Parks, open space and streetscapes	10 - 75 years	5,000
Aerodromes	10 -100 years	5,000
Off street car parks	45 - 90 years	5,000
Intangible assets		
Landfill air space	4 years	5,000

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)**

2018 Property	Land - specialised \$'000	Land - non specialised \$'000	Land improvements \$'000	Total Land \$'000	Buildings -non specialised \$'000	Total Buildings \$'000	Works in Progress \$'000	Total Property \$'000
At fair value 1 July 2017	667	35,900	992	37,559	85,983	89,248	2,132	128,939
Accumulated depreciation at 1 July 2017	-	-	(401)	(401)	(28,496)	(31,761)	-	(32,162)
	667	35,900	591	37,158	57,487	57,487	2,132	96,777
<b>Movements in fair value</b>								
Acquisition	-	-	-	-	3,524	3,524	667	4,191
Contributions by developers and others	39	-	-	39	-	-	-	39
Revaluation increments/decrements	-	1,959	-	1,959	1,650	1,650	-	3,609
Fair value of assets disposed	-	(16)	-	(16)	-	-	-	(16)
Transfers	-	-	-	-	2,083	2,083	(2,083)	-
	39	1,943	-	1,982	7,257	7,257	(1,416)	7,823
<b>Movements in accumulated depreciation</b>								
Depreciation and amortisation	-	-	(42)	(42)	(1,560)	(1,560)	-	(1,602)
Revaluation increments/decrements	-	-	-	-	(928)	(928)	-	(928)
	-	-	(42)	(42)	(2,488)	(2,488)	-	(2,530)
At fair value 30 June 2018	706	37,843	992	39,541	93,240	96,505	716	136,762
Accumulated depreciation at 30 June 2018	-	-	(443)	(443)	(30,984)	(34,249)	-	(34,692)
	706	37,843	549	39,098	62,256	62,256	716	102,070

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)**

2018 Plant and equipment	Plant machinery & Equipment \$'000	Office furniture & Equipment \$'000	Art Collection \$'000	Public Art \$'000	Total Plant & Equipment \$'000	Works in Progress \$'000	Total Plant & Equipment \$'000
At fair value 1 July 2017	14,332	1,760	3,669	233	19,994	-	19,994
Accumulated depreciation at 1 July 2017	(5,856)	(1,305)	-	-	(7,161)	-	(7,161)
	8,476	455	3,669	233	12,833	-	12,833
Movements in fair value							
Acquisition of assets at fair value	1,555	261	40	-	1,856	26	1,882
Fair value of assets disposed	(878)	(10)	-	-	(888)	-	(888)
	677	251	40	-	968	26	994
Movements in accumulated depreciation							
Depreciation and amortisation	(1,010)	(120)	-	-	(1,130)	-	(1,130)
Accumulated depreciation of disposals	583	10	-	-	593	-	593
	(427)	(110)	-	-	(537)	-	(537)
At fair value 30 June 2018	15,009	2,011	3,709	233	20,962	26	20,988
Accumulated depreciation at 30 June 2018	(6,283)	(1,415)	-	-	(7,698)	-	(7,698)
	8,726	596	3,709	233	13,264	26	13,290



NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

## 5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)

2018 Infrastructure	Roads	Bridges	Footpaths & cycleways	Drainage	Recreational, leisure and community	Waste management	Parks open spaces and streetscapes	Aerodromes	Off street car parks	Other Infrastructure	Works in Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2017	415,634	19,318	24,775	1,990	10,742	5,449	3,525	3,289	4,134	24,399	2,846	516,101
Accumulated depreciation at 1 July 2017	(136,777)	(8,221)	(12,321)	(495)	(3,454)	(2,428)	(1,538)	(1,268)	(2,045)	(6,107)	-	(174,654)
	278,857	11,097	12,454	1,495	7,288	3,021	1,987	2,021	2,089	18,292	2,846	341,447
Movements in fair value												
Acquisition	4,573	544	290	77	44	1,853	103	-	-	102	1,655	9,241
Contributions by developers and others	855	279	172	370	-	-	-	-	-	-	-	1,676
Fair value of assets disposed	(2,876)	-	(11)	-	-	-	(10)	-	-	-	-	(2,897)
Transfers	733	1,934	-	11	4	154	-	-	-	-	(2,836)	-
Transfers to/from other asset classes	(41,541)	-	-	41,541	-	-	-	-	-	-	-	-
	(38,256)	2,757	451	41,999	48	2,007	93	-	-	102	(1,181)	8,020
Movements in accumulated depreciation												
Depreciation and amortisation	(5,734)	(217)	(547)	(450)	(268)	(365)	(150)	(99)	(61)	(482)	-	(8,373)
Accumulated depreciation of disposals	1,735	-	10	-	-	-	9	-	-	-	-	1,754
Reversal of impairment losses	1,422	-	-	-	-	-	-	-	-	-	-	1,422
Transfers to/from other asset classes	8,640	-	-	(8,640)	-	-	-	-	-	-	-	-
	6,063	(217)	(537)	(9,090)	(268)	(365)	(141)	(99)	(61)	(482)	-	(5,197)
At fair value 30 June 2018	377,378	22,075	25,226	43,989	10,790	7,456	3,618	3,289	4,134	24,501	1,665	524,121
Accumulated depreciation at 30 June 2018	(130,714)	(8,438)	(12,858)	(9,585)	(3,722)	(2,793)	(1,679)	(1,367)	(2,106)	(6,589)	-	(179,851)
	246,664	13,637	12,368	34,404	7,068	4,663	1,939	1,922	2,028	17,912	1,665	344,270

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)****Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of the assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have been applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

**Land under roads**

Land under roads acquired after 30 June 2008 is brought to account using the fair value basis. Council does not recognise land under roads that it controlled prior to that period in its financial report.

**Depreciation of property, infrastructure, plant and equipment**

Buildings, land improvements, infrastructure, plant and equipment and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where infrastructure assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life. Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

**Repairs and maintenance**

Routine maintenance, repair costs and minor renewal costs are expensed as incurred. When the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

**Valuation of land and buildings**

Valuation of land and buildings were undertaken by a qualified independent valuer, Ben Sawyer, Certified Practising Valuer of Preston Rowe Paterson Reg No. 63163. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. This adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)**

The date of the current valuation is detailed in the following table.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2018 are as follows:

	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	DOV Mth Yr
Non specialised land	-	37,843	-	June 2018
Specialised land	-	-	706	n/a
Land improvements	-	-	549	June 2014
Non specialised buildings	-	-	62,256	June 2018
<b>Total</b>	<b>-</b>	<b>37,843</b>	<b>63,511</b>	

**Valuation of infrastructure**

Valuation of infrastructure assets has been determined in accordance with an independent valuation undertaken by Mr Peter Moloney, Dip CE. CE. EWS. MIEAust, Moloney Asset Management Services.

The date of the current valuation is detailed in the following table.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2018 are as follows:

	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	DOV Mth Yr
Roads	-	-	246,664	July 2014
Bridges	-	-	13,637	June 2013
Footpaths and cycleways	-	-	12,368	July 2014
Drainage	-	-	34,404	June 2017
Recreation & leisure facilities	-	-	7,068	June 2013
Waste management	-	-	4,663	June 2013
Parks, open space/streetscapes	-	-	1,939	June 2013
Aerodromes	-	-	1,922	June 2013
Off street car parks	-	-	2,028	June 2013
Other infrastructure	-	-	17,912	June 2013
<b>Total</b>	<b>-</b>	<b>-</b>	<b>342,605</b>	

NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

5.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Cont.)

Description of significant unobservable inputs into level 3 valuations

**Specialised land and land under roads** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1 and \$815 per square metre.

**Specialised buildings** are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$200 to \$300 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 15 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure are determined on the basis of the current condition of the asset and vary from 3 years to 110 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2018 \$'000	2017 \$'000
Reconciliation of specialised land		
Land under roads	706	667
Total specialised land	706	667

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.3 INVESTMENTS IN ASSOCIATES**

	2018 \$'000	2017 \$'000
Council's investment in the Wimmera Regional Library Corporation is based on the equity method of accounting.		
Council's interest in equity	33.67%	33.55%
<b>Equity in Wimmera Regional Library Corporation - at valuation</b>	<b>967</b>	<b>984</b>
	967	984
<b>Council's share of accumulated surplus</b>		
Council's share of accumulated surplus at start of year	407	437
Change in equity share apportionment	1	37
Reported surplus/(loss) for year	22	(65)
Transfers to/(from) reserves	(13)	(2)
Council's share of accumulated surplus at end of year	417	407
<b>Council's share of reserves</b>		
Council's share of reserves at start of year	577	531
Change in equity share apportionment	(40)	44
Transfers to/(from) reserves	13	2
Council's share of reserves at end of year	550	577
<b>Movement in carrying value of specific investment</b>		
Carrying value of investment at start of year	984	968
Change in equity share apportionment	(39)	81
Share of surplus/(loss) for year	22	(65)
Carrying value of investment at end of year	967	984
Council's share of expenditure commitments	Nil	Nil
Council's share of contingent liabilities and contingent assets	Nil	Nil

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>5.3 INVESTMENTS IN ASSOCIATES (cont.)</b>	2018 \$'000	2017 \$'000
Council's investment in the Wimmera Development Association is based on the equity method of accounting.		
Council's interest in equity	48.14%	48.14%
<b>Equity in Wimmera Development Association - at valuation</b>	473	296
	473	296
<b>Council's share of accumulated surplus</b>		
Council's share of accumulated surplus at start of year	191	150
Reported surplus for year	177	76
Transfers to/(from) reserves	(35)	(35)
Council's share of accumulated surplus at end of year	333	191
<b>Council's share of reserves</b>		
Council's share of reserves at start of year	105	70
Transfers to/(from) reserves	35	35
Council's share of reserves at end of year	140	105
<b>Movement in carrying value of specific investment</b>		
Carrying value of investment at start of year	296	220
Share of surplus for year	177	76
Carrying value of investment at end of year	473	296
Council's share of expenditure commitments	Nil	
Council's share of contingent liabilities and contingent assets	Nil	

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

**Principles of consolidation**

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2018, and their income and expenses for that part of the reporting period in which control existed, if material.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**5.3 INVESTMENTS IN ASSOCIATES (cont.)**

The entity that is controlled by Council and could be consolidated into Council financial statements is Horsham Performing Arts. This company is a cultural charitable organisation set up for the promotion of the performing arts and for other cultural purposes of the benefit of the community.

Horsham Performing Arts Company is controlled by 6 directors, of which 3 are Horsham Rural City Councillors and one officer, therefore Council has control of this entity, however due to the small turnover value, the Horsham Performing Arts accounts have not been consolidated, but are included below for information.

**Summarised financial information  
Summarised statement of comprehensive income**

	2018 \$'000	2017 \$'000
Total income	8	21
Total expenses	(4)	(3)
Surplus for year	4	18
<b>Total comprehensive result</b>	4	18

**Summarised balance sheet**

Total Current Assets	42	38
<b>Total assets</b>	42	38

**Summarised statement of cash flows**

Net cash provided by operating activities	13	22
<b>Net increase/decrease in cash and cash equivalents</b>	13	22

**Committees of Management**

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

<b>5.4 INVESTMENT PROPERTY</b>	2018 \$'000	2017 \$'000
Balance at end of financial year	2,400	2,400
	=====	=====

Investment property, comprising freehold rental properties, is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefits in excess of originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise. Rental income from the leasing of investment properties is recognised in the comprehensive income statement on a straight line basis over the lease term.

**Valuation of investment property**

Valuation of investment property has been determined in accordance with an independent valuation by Ben Sawyer, Certified Practising Valuer of Preston Rowe Paterson who has recent experience in the location and category of property being valued. The valuation is at fair value, based on the current market value for the property.

**NOTE 6 PEOPLE AND RELATIONSHIPS**

**6.1 COUNCIL AND KEY MANAGEMENT REMUNERATION**

**(a) Related parties**

Parent Entity  
Horsham Rural City Council is the parent entity.

Subsidiaries and associates

Interests in subsidiaries and associates are detailed in note 5.3.

**(b) Key management personnel**

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Cr P.N. Clarke	Returned to office on 1/11/12.
Cr A.D. Grimble	Returned to office on 1/11/12.
Cr M.A. Radford	Returned to office on 1/11/12.
Cr J.T. Koenig	Duly elected to office 10/11/16.
Cr L.V. Power	Duly elected to office 10/11/16.
Cr J.T. Robinson	Duly elected to office 10/11/16.
Cr A.N. Gulvin	Duly elected to office 10/11/16.

	2018 No.	2017 No.
Total number of councillors	7	11
Chief executive officer and other key management personnel	7	5
<b>Total key management personnel</b>	=====	=====
	14	16
	=====	=====



NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018

6.1 COUNCIL AND KEY MANAGEMENT REMUNERATION (Cont.)

<b>(c) Remuneration of key management personnel</b>	2018 \$'000	2017 \$'000
Total remuneration of key management personnel was as follows:		
Short-term benefits	1,239	1,129
Long-term benefits	36	46
Post-employment benefits	83	106
	-----	-----
Total	1,358	1,281
	=====	=====

The number of key management personnel, whose total remuneration from council and any related entities, falls within the following bands:

	No.	No.
\$ 1,000 - \$ 9,999	-	3
\$ 10,000 - \$ 19,999	-	4
\$ 20,000 - \$ 29,999	6	3
\$ 40,000 - \$ 49,999	1	1
\$ 50,000 - \$ 59,999	1	-
\$ 60,000 - \$ 69,999	1	-
\$170,000 - \$179,999	2	-
\$180,000 - \$189,999	-	2
\$190,000 - \$199,999	2	1
\$209,000 - \$219,999	1	1
\$260,000 - \$269,999	-	1
	-----	-----
	14	16
	=====	=====

**(d) Senior officer remuneration**

A senior officer is an officer of Council, other than key management personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive Officer; or
- b) whose total annual remuneration exceeds \$145,000.

Based on the above criteria, there are no other senior officers whose remuneration is required to be disclosed. (2016/17 nil).

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****6.2 RELATED PARTY DISCLOSURES****(a) Transactions with related parties**

During the period Council entered the following transactions with responsible persons or related parties of responsible persons'.

Fees and charges charged to associates is nil, (2016/17 nil).

Fees and charges charged to entities controlled by key management personnel is nil. (2016/17 nil).

Infrastructure contributions from entities controlled by key management personnel is nil. (2016/17 nil).

Employee expenses for close family members of key management personnel includes a close family member. The staff member was paid in accordance with the Award for the job they perform. The council employs 280 staff of which only 1 is a close family member of key management personnel.

Purchase of materials and services from entities controlled by key management personnel is nil. In 2016/17, the council purchased the meals on wheels from an entity that was controlled by a member of the key management personnel. The purchase was at arm's length and was in the normal course of council operations.

**(b) Outstanding balances with related parties**

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties is nil (2016/17 nil).

**(c) Loans to/from related parties**

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party is nil, (2016/17 nil).

**(d) Commitments to/from related parties**

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party is nil, (2016/17 nil).

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**NOTE 7 MANAGING UNCERTAINTIES**

**7.1 CONTINGENT ASSETS AND LIABILITIES**

**(a) CONTINGENT ASSETS**

**Operating lease receivables**

At the reporting date, Horsham Rural City Council had entered into commercial property leases on its investment property, consisting of surplus freehold shop complexes. These properties held under operating leases have remaining cancellable lease terms of between 1 and 5 years. All leases include a CPI based revision of the rental charge annually.

Council has also entered into a long term lease of the Horsham Caravan Park. The 21 year lease includes an annual CPI increase on the rental charge.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

	2018 \$'000	2017 \$'000
Not later than one year	212	256
Later than one year and not later than 5 years	449	760
Later than 5 years	1,169	1,268
	1,830	2,284
	1,830	2,284

**(b) CONTINGENT LIABILITIES**

**Superannuation**

Defined benefit superannuation scheme obligations

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme. As a result of the volatility in financial markets the likelihood of making such contributions in the future period exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

**Future superannuation contributions**

In addition to the disclosed contributions, Horsham Rural City Council has not paid any unfunded liability payments to Vision Super during 17/18 or 16/17. There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2018. The expected contributions paid to the Defined Benefit category of Vision Super for the year ending 30 June 2019 will be approx. \$156k.

**Landfills**

Finance Assurance for Dooen Landfill

Council has a responsibility under the *Environment and Protection Act 1970*, for remedial action and site aftercare at the Dooen Landfill. Council progressively rehabilitates the John's site each year.

**Bank Guarantees**

At balance date, the Council's exposure as a result of bank guarantees is:

	\$'000
Department of Natural Resources - Arnotts Quarry	32
Minister for Agriculture and Resources	12
Minister for Energy and Resources	5
Environment Protection Authority	625

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****7.2 CHANGE IN ACCOUNTING STANDARDS**

The following new AAS'S have been issued that are not mandatory for the 30 June 2018 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

*Financial Instruments - Disclosure (AASB 7) (Applies 2018/19)*

The standard requires entities to provide disclosures in their financial statement that enable users to evaluate: (a) the significance of financial instruments for the entity's financial position and performance; and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed.

*Financial Instruments - Disclosure (AASB 9) (Applies 2018/19)*

The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.

*Revenue from contracts with customers (AASB15) (applies 2019/20)*

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of the standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential on impact on the recognition of certain grant income.

*Amendments to Australian Accounting Standards - Deferral of AASB 15 for Not-For-Profit Entities (AASB 2016-7) (applies 2019/20)*

This standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

*Leases (AASB 16) (applies 2019/20)*

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset while future lease payment will be recognised as a financial liability. The nature of the expense recognised in the profit and loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

*Income of Not-For-Profit Entities (AASB 1058) (applies 2019/20)*

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable a not-for-profit entity to further its objectives.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****7.3 FINANCIAL INSTRUMENTS****(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables, (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement of the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

**(b) Market risk**

Market risk is the risk that the fair value or future cash flows of Council's financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk are primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

**Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. Council manage interest rate risk by ensuring:

- conformity with State and Federal regulations and standards,
- appropriate liquidity,
- diversification of financial institution and investment product,
- monitoring of return on investment,
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

**(c) Credit risk**

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. To help manage this risk:

- Council only invest surplus funds with financial institutions that conform with State and Federal regulations and standards.

Receivables consist of a large number of customers, spread across the ratepayer, consumer, business and government sectors. Credit risk associated with the Council's financial assets is minimal, because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 7.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****7.3 FINANCIAL INSTRUMENTS (cont.)****(d) Liquidity risk**

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell financial assets at below value or may be unable to settle or recover a financial assets.

To help reduce these risks Council:

- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's maximum exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, to its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade.

Details of the maturity profile for borrowings are disclosed at note 4.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

**(e) Sensitivity disclosure analysis**

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements in ass

- A parallel shift of +1% and -1% in market interest rates (AUD) from year end rates of 1.67%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

**7.4 FAIR VALUE MEASUREMENT**

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****7.4 FAIR VALUE MEASUREMENT (Cont.)**

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 - Quoted (unadjusted) market prices in active markets for identical assets and liabilities.

Level 2 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

**Revaluation**

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, and furniture and fittings, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 5.2, Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

**Impairment of assets**

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**7.5 EVENTS OCCURRING AFTER BALANCE DATE**

No matters have occurred after balance date that require disclosure in the financial report.

**NOTE 8 OTHER MATTERS**

**8.1 RESERVES**

**(A) ASSET REPLACEMENT RESERVES**

2018	Balance at beginning of reporting period \$'000	Transfer to accumulated surplus \$'000	Transfer from accumulated surplus \$'000	Balance at end of reporting period \$'000
Car park development	2,127	343	14	2,456
Office equipment replacement	476	359	285	550
Plant replacement	4,290	1,660	1,172	4,778
Recreation contribution	297	38	-	335
Waste management replacement	2,421	1,606	1,543	2,484
Contingency & redundancy	69	124	-	193
Firebrace St properties	620	54	80	594
Major capital projects	50	593	169	474
Aquatic centre replacement	767	111	20	858
Aerodrome reseal	313	59	-	372
Industrial estate	3,559	537	150	3,946
Library asset replacement	48	8	6	50
Livestock exchange	218	62	38	242
Loan funds	746	439	-	1,185
Quarry & road rehabilitation	99	9	-	108
Road construction	32	-	-	32
Headworks drainage	445	93	-	538
Unfunded superannuation	500	100	-	600
Wimmera Business Centre	160	8	25	143
Wimmera Freight Terminal	335	151	-	486
Infrastructure gap	812	-	53	759
Sustainability projects	55	93	53	95
	18,439	6,447	3,608	21,278



**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**8.1 RESERVES (Cont.)**

**(A) ASSET REPLACEMENT RESERVES**

2017	Balance at beginning of reporting period \$'000	Transfer to accumulated surplus \$'000	Transfer from accumulated surplus \$'000	Balance at end of reporting period \$'000
Car park development	1,767	421	61	2,127
Office equipment replacement	363	301	188	476
Plant replacement	3,296	1,674	680	4,290
Recreation contribution	262	41	6	297
Waste management replacement	1,602	1,283	464	2,421
Contingency & redundancy	143	54	128	69
Firebrace St properties	526	103	9	620
Major capital projects	117	-	67	50
Aquatic centre replacement	562	285	80	767
Aerodrome reseal	172	141	-	313
Industrial estate	3,601	32	74	3,559
Library asset replacement	51	8	11	48
Livestock exchange	282	-	64	218
Loan funds	342	439	35	746
Quarry & road rehabilitation	80	19	-	99
Road construction	32	-	-	32
Town Hall redevelopment	14	-	14	0
Headworks drainage	408	124	87	445
Unfunded superannuation	400	100	-	500
Wimmera Business Centre	139	21	-	160
Wimmera Freight Terminal	259	82	6	335
Infrastructure gap	539	293	20	812
Sustainability projects	-	55	-	55
	<u>14,957</u>	<u>5,476</u>	<u>1,994</u>	<u>18,439</u>

The above transfers represent an appropriation of funds for the future replacement and expansion of assets.

The loan fund reserve is held to meet the future increased loan repayments required for planned capital renewal and expansion projects.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**8.1 ASSET REVALUATION RESERVES**

<b>2018</b>	Balance at beginning of reporting period \$'000	Impairments and reversals \$'000	Revaluation increment \$'000	Balance at end of reporting period \$'000
Property				
Land	22,960	-	1,959	24,919
Other land improvements	2,975	-	-	2,975
Buildings	19,703	-	722	20,425
<b>Total property</b>	<b>45,638</b>	<b>-</b>	<b>2,681</b>	<b>48,319</b>
Plant and equipment				
Works of art	1,330	-	-	1,330
<b>Total plant and equipment</b>	<b>1,330</b>	<b>-</b>	<b>-</b>	<b>1,330</b>
Infrastructure				
Roads	126,498	1,422	-	127,920
Kerb and channel	9,383	-	-	9,383
Drainage	15,884	-	-	15,884
Footpaths and cycleways	8,330	-	-	8,330
Bridges	2,823	-	-	2,823
Other infrastructures	7,595	-	-	7,595
<b>Total Infrastructure</b>	<b>170,513</b>	<b>1,422</b>	<b>-</b>	<b>171,935</b>
Other				
Land held for sale	1,075	-	-	1,075
	<b>218,556</b>	<b>1,422</b>	<b>2,681</b>	<b>222,659</b>
<b>2017</b>				
Property				
Land	22,960	-	-	22,960
Other land improvements	2,975	-	-	2,975
Buildings	19,703	-	-	19,703
<b>Total property</b>	<b>45,638</b>	<b>-</b>	<b>-</b>	<b>45,638</b>
Plant and equipment				
Works of art	1,330	-	-	1,330
<b>Total plant and equipment</b>	<b>1,330</b>	<b>-</b>	<b>-</b>	<b>1,330</b>
Infrastructure				
Roads	123,561	(2,634)	5,571	126,498
Kerb and channel	9,383	-	-	9,383
Drainage	15,884	-	-	15,884
Footpaths and cycleways	8,330	-	-	8,330
Bridges	2,823	-	-	2,823
Other infrastructures	7,595	-	-	7,595
<b>Total Infrastructure</b>	<b>167,576</b>	<b>(2,634)</b>	<b>5,571</b>	<b>170,513</b>
Other				
Land held for sale	1,075	-	-	1,075
	<b>215,619</b>	<b>(2,634)</b>	<b>5,571</b>	<b>218,556</b>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018**

**8.2 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO SURPLUS/(DEFICIT)**

	2018 \$'000	2017 \$'000
	-----	-----
Surplus for the year	6,291	8,292
Depreciation and amortisation	11,105	10,809
Loss on disposal of property, infrastructure, plant and equipment	1,069	1,498
Contributions - Non-monetary assets	(1,715)	(1,032)
Share of profits of associates	(160)	(91)
Financing Costs	291	321
Change in assets and liabilities:		
Increase in provisions	1,595	801
Increase in intangible assets	(810)	-
(Increase) in prepayments	279	(125)
Increase/(Decrease) in trade and other payables and other liabilities	(2,222)	1,153
(Increase)/Decrease in inventories	(16)	185
(Increase)/Decrease in trade and other receivable	1,302	(993)
(Increase)/Decrease in accrued income	(401)	(1,342)
	-----	-----
Net cash provided by operating activities	16,607	19,476
	=====	=====

**8.3 SUPERANNUATION**

Horsham Rural City Council makes all of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

**Accumulation**

The Fund's accumulation category, Vision My Super/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings, for the year ended 30 June 2018, this was 9.5% required under Superannuation Guarantee Legislation.

**Defined Benefit**

Horsham Rural City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result the level of participation of the Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****8.3 SUPERANNUATION (Cont.)****Funding Arrangements**

Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's actuary.

As at 30 June 2017, a full triennial actuarial investigation was completed. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 103.1%.

To determine the VBI, the fund Actuary used the following long-term assumptions:

Net Investment Return	6.50% p.a.
Salary Inflation	3.50% p.a.
Price Inflation (BPI)	2.50% p.a.

Vision Super has advised that the estimated VBI at quarter ended 30 June 2018 was 106%. The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2017 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

**Employer contributions  
Regular contributions**

On the basis of the results of the 2017 triennial actuarial investigation conducted by the Fund's actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2018, this rate was 9.5% of members' salaries (9.5% in 2016/2017). This rate will increase in line with any increase to the contribution rate.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

**Funding Calls**

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Horsham Rural City Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and at the date of the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30th JUNE, 2018****8.3 SUPERANNUATION (Cont.)****2017 Triennial actuarial investigation surplus amounts**

The Fund's triennial actuarial investigation as at 30 June 2017 identified the following in the defined benefit category of which Council is a contributing employer:

- A VBI surplus of \$69.8 million; and
- A total service liability surplus of \$193.5 million.
- A discounted accrued benefits surplus of \$228.8 million

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits.

**2018 Interim actuarial investigation**

An interim actuarial investigation will be conducted for the Fund's position as at 30 June 2018. It is anticipated that this actuarial investigation will be completed in December 2018.



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HORSHAM RURAL CITY COUNCIL  
**PERFORMANCE STATEMENT &  
ANNUAL FINANCIAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2018

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# PERFORMANCE STATEMENT

## FOR THE YEAR ENDED 30 JUNE 2018

### DESCRIPTION OF MUNICIPALITY

Horsham Rural City Council is a vibrant, diverse community situated approximately 300 kilometres north-west of Melbourne and north of the Grampians National Park, in the heart of the Wimmera region of Victoria. Horsham Rural City Council has a population of 19,833 and covers an area of 4,267 square kilometres. Almost three quarters of residents live in the urban area of Horsham.

Horsham is the major provider of retail, community and government services in the Wimmera, with dryland and broadacre agriculture being our major industry. The Grains Innovation Park, a nationally acclaimed agricultural research centre, is based in Horsham. There are a range of quality educational and health care facilities including secondary colleges, a university and an agricultural college. We also have a diverse array of natural assets including recreational lakes, wetlands, the Wimmera River, Mount Arapiles, the Wartook Valley, and the Grampians National Park is nearby.

Horsham Rural City Council includes the major centres of Horsham and Natimuk, and the localities of: Arapiles, Blackheath, Brimpaen, Bungalally, Clear Lake, Dadswells Bridge, Dooen, Douglas, Drung, Duchembegarra, Grass Flat, Green Lake, Greenland Dam, Haven, Jilpanger, Jung, Kalkee, Kanagulk, Kewell, Laharum, Longerenong, Lower Norton, McKenzie Creek, Mitre, Mockinya, Mount Talbot, Murra Warra, Noradjuha, Nurrabel, Pimpinio, Quantong, Riverside, St Helen's Plains, Telangatuk East, Tooan, Toolondo, Vectis, Wail, Wartook and Wonwondah.

# SUSTAINABLE CAPACITY INDICATORS

APPENDIX 11.5B

FOR THE YEAR ENDED 30 JUNE 2018

<i>Indicator/measure</i>	RESULTS				COMMENTS
	2015	2016	2017	2018	
<b>Population</b>					
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,094	\$2,338	\$2,311	\$2,524	No Material Variations.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$20,614	\$20,496	\$20,903	\$21,267	No Material Variations.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	6.62	6.64	6.65	6.66	No Material Variations.
<b>Own-source revenue</b>					
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,551	\$1,614	\$1,624	\$1,808	Increased income from waste, performing arts and reimbursement works has seen above average income earned in 2017-2018.
<b>Recurrent grants</b>					
<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$599	\$407	\$679	\$540	The timing of the grants commission payment saw a decrease of \$2.6m as well as a \$307,000 reduction in R2R in 2017-2018 actuals.
<b>Disadvantage</b>					
<i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	5	5	5	4	The SEIFA figure in the 2011 Census was five but this was amended in the 2016 Census to four.

## DEFINITIONS

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.



# SERVICE PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2018

Service/indicator/measure	RESULTS				COMMENTS
	2015	2016	2017	2018	
<b>Governance</b> <b>Satisfaction</b> <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	58	60	58	49	With a significant decrease in satisfaction with Council decisions, Council has implemented an action plan to address possible causes.
<b>Statutory Planning</b> <b>Decision making</b> <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	100%	100%	0%	0%	Council had one VCAT decision in relation to a planning application. Council officers assessed the application and considered refusal was appropriate however VCAT thought the application was worthy of approval.
<b>Roads</b> <b>Satisfaction</b> <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]	48	45	44	44	Satisfaction with sealed roads remained consistent with the 2017 figure. We believe that a contributing factor to this low score is a lack of understanding of which roads are Council roads and which are controlled by VicRoads.
<b>Libraries</b> <b>Participation</b> <i>Active library members</i> [Number of active library members / Municipal population] x100	16%	12.85%	12.38%	11.83%	Active library users remained fairly consistent.
<b>Waste Collection</b> <b>Waste diversion</b> <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	20.66%	24.32%	24.16%	22.75%	Waste diverted from landfill was marginally less than in 2017. Council is still well down on State averages and is currently implementing a new Waste Management Strategy which should see improvement in these numbers.
<b>Aquatic facilities</b> <b>Utilisation</b> <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	9.17	6.7	6.39	8.20	Utilisation of aquatic facilities has increased due to promotion of swimming lessons, an extensive summer holidays program and focusing on aqua based classes.
<b>Animal management</b> <b>Health and safety</b> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	0	2	1	0	Council had no animal prosecutions for the period.

Service/indicator/measure	RESULTS				COMMENTS
	2015	2016	2017	2018	
<b>Food safety</b>					There were no major non-compliance notifications in 2017-2018.
<b>Health and safety</b>					
<i>Critical and major non-compliance notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100	100%	100%	0%	0%	
<b>Home and community care</b>					HACC measures were removed from 1 July 2016.
<b>Participation</b>					
<i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100	27.72%	25.74%	-	-	
<b>Participation</b>					HACC measures were removed from 1 July 2016.
<i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	9.09%	7.39%	-	-	
<b>Maternal and child health</b>					Even though this is a voluntary service, participation continues to increase. An increase of 15 percent was seen in 2016-2017 with a further 7 percent in 2017-2018.
<b>Participation</b>					
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	81.43%	72.82%	83.67%	89.63%	
<b>Participation</b>					Even though this is a voluntary service, participation has increased significantly. An increase of 36 percent was seen in 2016-2017 and a further 15 percent in 2017-2018.
<i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	79.46%	55.17%	75.00%	86.54%	

## DEFINITIONS

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the *Aboriginal Heritage Act 2006*

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985* of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until schoolage

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

# FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2018

Dimension/indicator/ measure	RESULTS		FORECASTS				MATERIAL VARIATIONS
	2017	2018	2019	2020	2021	2022	
<b>Operating position</b> <b>Adjusted underlying result</b> Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	6%	-3%	-4%	-3%	-6%	-3%	Reduced income from non-recurrent operating grants and slightly higher operating expenditure in 2018 saw a major change in this ratio. In future years, the adjusted deficit will remain between -3 percent to -6 percent reflecting the variances in non-recurrent operating grants and minimal increases in operating expenditure.
<b>Liquidity</b> <b>Working capital</b> Current assets compared to current liabilities [Current assets / Current liabilities] x100	298%	338%	270%	257%	255%	250%	Large cash and accrued income balances were held at 30 June due to grants recognised and works not completed during the year.
<b>Unrestricted cash</b> Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	36%	11%	49%	41%	35%	37%	Taking advantage of longer term deposits directly affects unrestricted cash held. This is reflected in the year-end figures where high levels of long term deposits are held. Forecast figures are based on less long term deposits and a return to a more consistent unrestricted cash balance.
<b>Obligations</b> <b>Loans and borrowings</b> Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	25%	23%	24%	36%	50%	54%	No Material Variations.
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	3.0%	2.9%	3.1%	2.9%	4.1%	4.5%	No Material Variations.
<b>Indebtedness</b> Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	28%	26%	23%	32%	44%	44%	No Material Variations.

Dimension/indicator/ measure	RESULTS		FORECASTS				MATERIAL VARIATIONS
	2017	2018	2019	2020	2021	2022	
<b>Asset renewal</b>							
<i>Asset renewal compared to depreciation</i> [Asset renewal expenses / Asset depreciation] x100	78%	83%	76%	109%	115%	91%	No Material Variations.
<b>Stability</b>							
<b>Rates concentration</b>							
<i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	51%	53%	55%	55%	60%	59%	No Material Variations.
<b>Rates effort</b>							
<i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.6%	0.6%	0.6%	0.7%	0.7%	0.7%	No Material Variations.
<b>Efficiency</b>							
<b>Expenditure level</b>							
<i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$3,813	\$4,177	\$4,254	\$4,267	\$3,859	\$3,878	No Material Variations.
<b>Revenue level</b>							
<i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,787	\$1,845	\$2,967	\$3,049	\$2,820	\$2,899	No Material Variations.
<b>Workforce turnover</b>							
<i>Resignations and terminations compared to average staff</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	10.76%	11.53%	9.04%	8.99%	8.99%	8.99%	No Material Variations.

## DEFINITIONS

"adjusted underlying revenue" means total income other than—

(a) non-recurrent grants used to fund capital expenditure; and  
(b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"population" means the resident population estimated by council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and

includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

# OTHER INFORMATION

## FOR THE YEAR ENDED 30 JUNE 2018

### 1. BASIS OF PREPARATION

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations where applicable. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and *Local Government (Planning and Reporting) Regulations 2014*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the Council's Strategic Resource Plan. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variations in the results contained in the performance statement. Comments have been made against the Sustainable Capacity Indicators and

Service Performance Indicators measures along with Material Variation explanations for the Financial Performance Indicators.

The forecast figures included in the performance statement are those adopted by Council in its Strategic Resource Plan on 25 June 2018 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting Council or via Council's website [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au) incorporated within the Council Plan.

# CERTIFICATION OF THE PERFORMANCE STATEMENT

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

**Graeme Harrison B. Econ, CPA, GAICD**

Principal Accounting Officer

**Dated:** 24 September 2018

In our opinion, the accompanying performance statement of the Horsham Rural City Council for the year ended 30 June 2018 presents fairly the results of Council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

**Pam Clarke**

Councillor

**Dated:** 24 September 2018

**David Grimble**

Councillor

**Dated:** 24 September 2018

**Sunil Bhalla B Eng (Civil), MTech (Const), MBA, GAICD**

Chief Executive Officer

**Dated:** 24 September 2018

**MAV State Council Meeting – 19 October 2018**

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September**. Please note, motions received by **13 September** (early motions) will be distributed to all MAV representatives on **14 September**. Submitters may amend their own motions up to 5pm on **28 September**.

**Motion**  
**Fire Services Levy –**  
**renewal of Infrastructure**

*Submitted by: Horsham Rural City Council*

**MOTION:**  
**That MAV**

Lobby the State Government to change the relevant legislation so that funds from the Fire Services Levy are used for the maintenance and renewal of fire-fighting infrastructure across rural Victoria, including replacement of fireplugs, hydrants and tanks on rural water supply systems.

**MAV Strategic Work Plan (SWP):**  
**Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.**

Is the subject matter of this motion included in the SWP?	No
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If yes, identify the following:	
---------------------------------	--

Objective No.	
---------------	--

Priority No.	
--------------	--

Item No.	
----------	--

**RATIONALE:**

Construction of the Wimmera Mallee Pipeline in north-west Victoria has changed the water supply landscape in this region. It has also led to significant new costs for maintenance and renewal of infrastructure used for fire-fighting in the region.

Previously a network of dams provided water for fires, but now hydrants and tanks are the source of fire-fighting water. These assets will need gradual replacement over time – representing an increased burden on local government, according to the responsibilities identified in the Water Act (s165).

Farmers pay the Fire Services Levy, yet also provide a significant level of the volunteer resources that actually fight fires. There appears to be a limited return of the Levy funds to rural areas.

The provision and maintenance of fireplugs, hydrants and tanks in rural areas should be funded through the Fire Services Levy.

A group of Councils in north-west Victoria unsuccessfully lobbied relevant Ministers in 2015. A statewide approach to this lobbying is considered important to achieve a positive outcome.

Changes may be required to the Water Act and CFA Act to facilitate this change.

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***

**MAV State Council Meeting – 19 October 2018**

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September**. Please note, motions received by **13 September** (early motions) will be distributed to all MAV representatives on **14 September**. Submitters may amend their own motions up to 5pm on **28 September**.

**Motion:**

**Submitted by:** *Horsham Rural City Council*

**MOTION:**

THAT THE MAV ADVOCATE TO THE STATE AND FEDERAL GOVERNMENT FOR A REVIEW OF THE FUNDING MODEL FOR LOCAL GOVERNMENT AS THE BURDEN ON PROPERTY RATES AS THE MAIN SOURCE OF REVENUE IS UNSUSTAINABLE, PARTICULARLY FOR RURAL COUNCILS.

**MAV Strategic Work Plan (SWP):**

**Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.**

Is the subject matter of this motion included in the SWP?	Yes
If yes, identify the following:	
Objective No.	<b>1</b>
Priority No.	<b>3</b>
Item No.	<b>1</b>

**RATIONALE:**

The reliance on revenue from rates as the principal source of income for most councils is becoming problematic as property values increase differently across the sectors and particularly for rural councils where farm values are increasing significantly higher than other sectors.

The State and Federal Governments need to take a more strategic approach when looking at how Local Government is funded. Increasing costs for local government to deliver the expanded number of services and meet the increasing regulatory & compliance environments has seen an increasing burden on property rates.

On top of this the tax burden has been shifting, as the Federal Financial Assistance Grants have reduced in real terms. When introduced in the 1970's they provided approximately 40% of the assessed needs for council and now due to the erosion in their value they are only meeting 16% of the assessed need. This has created a giant taxation shift across the decades, moving the tax burden from Federal Taxation Revenues to property based rates.

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***



**MAV State Council Meeting – 19 October 2018**

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September**. Please note, motions received by **13 September** (early motions) will be distributed to all MAV representatives on **14 September**. Submitters may amend their own motions up to 5pm on **28 September**.

**Motion  
 Mode Shift Incentive  
 Scheme**

*Submitted by: Horsham Rural City Council*

**MOTION:**

That the MAV make representations to the State Government seeking support for the retention of the Mode Shift Incentive Scheme (MSIS) designed to help keep more freight on rail.

**MAV Strategic Work Plan (SWP):**

**Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.**

Is the subject matter of this motion included in the SWP?

No

If yes, identify the following:

Objective No.

Priority No.

Item No.

**RATIONALE:**

Wimmera Container Line, a recipient of the MSIS, operates from the Wimmera Intermodal Freight Terminal (WIFT) at Dooen near Horsham. The MSIS has been a critical factor in helping the WIFT develop freight supply chain solutions since its establishment at Dooen in 2012.

Since the commencement of operation, throughput at the WIFT, expressed as numbers of twenty-foot equivalent container units (TEU, where a 40-foot long container counts as 2 TEU), has been as follows:

- 2012-13 8,916 TEU
- 2013-14 11,724 TEU
- 2014-15 13,706 TEU
- 2015-16 11,670 TEU
- 2016-17 23,567 TEU

This activity is especially pleasing as the recent level of use exceeds that projected in the 2006 Business Case for the WIFT, which was 22,900 TEU by the year 2020-21. Importantly, Wimmera Container Line has developed a customer base which is less vulnerable to variability in seasonal conditions. Still, despite this high level of activity, there are commercial barriers to rail freight. The charges for rail are higher than for road. As the fuel tax excise does not cover the cost of road freight transport, in effect a subsidy is being provided to road transport.

Rail track access charges are based on weight of the train and wagons for the round trip. This access fee equates to between \$80 and \$100 per 20 foot container. In contrast the road access fees for road transport equate to approximately \$20 per 20 foot container. This cost differential places rail at a significant commercial disadvantage.

The Rail Futures Institute, in its 2016 Paper "Getting Freight Back on Track in Victoria" highlighted that: *The MSIS (due to expire on 30 June 2019) enables regional container trains to compete with trucks by offsetting the relatively high truck pickup and delivery costs of short haul rail. MSIS benefits include improved competitiveness of rail freight, retention of freight terminal jobs in regional areas and fewer trucks*

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***

*on highways and at the Port of Melbourne. The MSIS should be retained post mid-2019 to ensure the retention of regional Victorian container trains and the economic, social and environmental benefits they provide.*

Horsham Rural City Council together with the Wimmera Southern Mallee Regional Transport Group urges the State Government to establish a policy position that commits to the retention, and potentially the expansion of the Mode Shift Incentive Scheme.

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***



## **MINUTES OF AUDIT COMMITTEE MEETING**

**Thursday 13 September, 2018**

**Council Chambers, Horsham Rural City Council, 12.05pm**

File Ref: F18/A13/000001

### **1. PRESENT**

#### **Committee Members:**

Mr Geoff Price (Chair)  
Mr Vito Giudice  
Cr Pam Clarke  
Cr David Grimble

#### **Also in Attendance:**

##### **(Exofficio)**

Mr Sunil Bhalla, Chief Executive Officer  
Mr Graeme Harrison, Director Corporate Services  
Mrs Heather Proctor, Manager Finance  
Ms Diana McDonald, Co-ordinator Risk & HR  
Ms Kathie Teasdale, Richmond Sinnott & Delahunty Auditor  
Mr John Gavens, Crowe Horwath Internal Auditor (Teleconference)

#### **Additional Council**

##### **Officer Attendees:**

Ms Lauren Coman, Manager Regulatory Services (For Item 8.3 only)  
Mr Luke Mitton, Co-ordinator Environmental Health (For Item 8.3 only)  
Mr John Martin, Director Infrastructure Services (For Item 11.1 only)

### **2. WELCOME**

### **3. APOLOGIES**

Gabrielle Castree, Nathan Barber

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

Nil

### **5. CONFIRMATION OF MINUTES – 14 June, 2018**

**Moved Pam Clarke seconded David Grimble that the minutes of the meeting held on 14 June, 2018 be confirmed as an accurate record.**

**CARRIED**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES****6.1 Thank you to retiring Committee Member Roy Henwood**

Roy Henwood is presently away on leave, a small gesture of our appreciation will be provided to him upon his return.

**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 all internal audits for the 1 July 2017 to 30 June 2018 financial year have all been completed.

**Moved David Grimble seconded Vito Giudice that the Committee receives the Internal Audit Progress Report.**

**CARRIED**

**8.2 Strategic Internal Audit Plan (SIAP) 2017/18**

The Strategic Internal Audit Plan (2017-2018 to 2018-2019) was tabled with suggested amendments put forward by management in order to provide the greatest benefit to Council in this current climate.

**Current 2017/18 Internal Audit Program**

1. Purchasing Card Review - COMPLETED
2. Food Act Compliance – COMPLETED
3. Follow up Review (2018) – COMPLETED

**Proposed 2018/19/20 (Amended) Internal Audit Program**

1. Corporate Governance – September/October 2018
2. Human Resources Management– October/November 2018
3. Procurement Processes– 2018/2019
4. Maternal & Child Health Immunisation – 2019/2020
5. Road Management Plan – 2019/2020
6. Rates Management – 2019/2020
7. Data Analytics – 2020/2021
8. CCTV – 2020/2021

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

**CARRIED**

**8.3 Environmental Health – Food Act Compliance – Final Report**

An internal audit was conducted with the review identifying a range of controls that are to be implemented to reduce the identified weaknesses and exposures. These include 3 high, 3 moderate and 4 low level issues to be addressed.

The recommendations have been provided to strengthen the controls and processes in this area. Overall the Auditors found that the current controls in place over the Food Act maintained by Council need to be strengthened. The Manager Regulatory Services, Lauren Coman and Co-ordinator Environmental Health, Luke Mitton who have the responsibility for the implementation of the recommendations attended to speak about the findings and their commitment to complete the actions within the nominated timeframes.

**Moved Pam Clarke seconded Vito Giudice that the Committee receives the Environmental Health – Food Act Compliance final report**

**CARRIED**

#### **8.4 Follow Up Review (2018) – Final Report**

This review is a follow up of selected higher risk matters raised in prior internal audits and the report was tabled for the information of the Committee, noting that there is still two outstanding high-risk recommendations to be implemented.

**Moved David Grimble seconded Vito Giudice that the Committee receives the Follow Up Review 2018 final report.**

**CARRIED**

#### **8.5 Internal Audit Actions Report – Council**

The quarterly report on the completion and/or number of outstanding audit actions has shown a reduction in the number of actions completed for the quarter compared to the previous quarter. In total 7 actions were completed of which 3 were High Risk items.

There are now 42 actions overall that are outstanding, of these 37 are overdue, previous quarter there were 38 overdue.

**Moved Pam Clarke seconded David Grimble that the Committee receives the above Internal Audit Actions report**

**CARRIED**

### **9. SCHEDULED ITEMS**

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

##### **9.1.1 IBAC report - Corruption Risks - Victoria's Regulatory Authorities**

Key corruption risks associated with public regulatory authorities in Victoria are:

- mismanagement of actual, potential and perceived conflicts of interest
- inappropriate accessing and use of sensitive information
- bribery with high levels of discretion and autonomy by officers conducting inspections
- fraudulently reporting on performance

##### **9.1.2 IBAC Report Corruption Risks – Employment & Recruitment**

Key findings are recruitment is vulnerable to compromise by nepotism, favouritism and conflicts of interest, inadequate pre-employment screening of people, not completing licence or referee checks, improving our processes. Council needs to ensure that these are incorporated and addressed into our current recruitment practices.

##### **9.1.3 VAGO – Local Government Insurance Risks**

The YouTube provided by VAGO summarised the findings of the recent audit into seven local governments and information relating to their insurance programs.

**9.1.4 Protected Disclosures Community of Practice Workshop**

Graeme informed the Committee about his attendance at this workshop and that to date Council hasn't had a protected disclosure items. A protected disclosure is "disclosure of improper conduct or detrimental action", and provides protection for whistleblowers or others who may suffer detrimental action/reprisal.

**Moved Vito Giudice seconded Pam Clarke that the Committee receives the above Compliance and Legislation reports**

**CARRIED**

**9.2 Reporting****9.2.1 Draft Annual Financial Accounts**

The draft Annual Financial Accounts shows council's Sustainable Capacity Indicators, Service Performance Indicators and the Financial Performance Indicators as required by legislation. Both the Annual Financial Report and Performance Statement will be published in Council's Annual Report (2017/18).

**9.2.2 Draft Closing Report**

The draft closing report was tabled and indicates no major issues with Council's annual financial report.

**ACTION:** Nominate the Mayor Cr Pam Clarke and Councillor Cr David Grimble to sign the financial statements.

**9.2.3 Draft Performance Statement**

Provided for the information of the Committee.

**Moved Pam Clarke seconded David Grimble that the Audit Committee recommend to adopt in principle the Annual Financial Accounts and Performance Statements for the year ended 30 June 2018**

**CARRIED**

**9.2.4 Meeting with External Auditors Excluding Officers**

Nil Requirement

**9.2.5 Quarterly Financial Report – 30 June 2018**

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

**Report noted****9.3 Risk Management****9.3.1 Risk Management Report**

Key points from Risk Management Committee Meeting held on 28 August 2018, with the theme for this meeting Cyber Security:

- Cyber Security
- HRCC Cyber Security Insurance Coverage (including Commercial Crime Insurance)
- LMI (Liability Mutual Insurance) Risk Services Program – Compliance Review Validation Visit

- Risk Management Committee – Meeting Themes
- Business Continuity Plan (BCP) Annual Review
- IBAC– Corruption and Misconduct Risks Associated with Employment Practices in the Victorian Public Sector
- Strategic Risk Workshop
- Risk Management Strategy & Definition of Risk Appetite

### **9.3.2 Strategic Risk Register (SRR) Report by Risk Owner**

Tabled for the information of the Committee, noting that all Strategic Risk Owners should update their relevant Strategic Risks prior to the Strategic Risk Workshop later in the year.

### **9.3.3 Insurance Update**

The confidential insurance report was tabled for June, July and August 2018. Noting that there has been a slight decrease in under excess public liability claims.

**Moved David Grimble seconded Vito Giudice that the Committee receives the above risk management reports**

**CARRIED**

## **9.4 Governance**

### **9.4.1 Policies reviewed and adopted (1 June – 31 August 2018)**

There were 11 policies reviewed and/or updated for this quarter.

**Moved David Grimble seconded Vito Giudice that the Committee notes the above policies**

**CARRIED**

## **10. GENERAL BUSINESS**

### **10.1 Auditing of Agricultural Chemical use by Local Governments**

A summary report of the audit findings by Agriculture Victoria was tabled for the information of the Committee.

### **10.2 Audit Committee Membership – New Independent Member Advertising**

A member vacancy will be advertised this quarter to fill a recent term expiry by retiring member Roy Henwood.

**ACTION:** Diana to send out table with Independent Members Terms with these Minutes

### **10.3 CEO Update**

The organisational structure is coming together, currently working on organisational Culture, Vision and Mission statements.

### **10.4 VAGO LGPRF – Draft Audit Plan**

Schedule to table in February 2019.

## **Reports noted for Section 10**

## **11. CONFIDENTIAL REPORT**

### **11.1 VAGO CCTV Audit**

A VAGO Audit was recently conducted on Security and privacy of surveillance technologies in public places, with Council's responses to recommendations tabled. Noting that Council welcomes the audit to assist in keeping pace with public expectations of accountability and privacy

protection in this area.

**12. INTERNAL AUDITOR CONFIDENTIAL DISCUSSION**

**12.1 Meeting with Internal Auditors excluding Officers**

Nil

**13. NEXT MEETING**

The next meeting of the Audit Committee meeting will be Thursday 22 November 2018 at 12 noon, in the Council Chambers, Council Offices.

**14. IN CONFIDENCE**

Nil

**15. CLOSURE**

Meeting closed at 2.10pm

GRAEME HARRISON  
**Director Corporate Services**

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

Date: .....



Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments	
<b>1 - Community and Cultural Development</b>							
<b>0.1 Goal 1 - Strategic Indicators</b>							
	0.1.01	100% completion of construction of the Kalkee Road Children's and Community Hub and commencement of operations by April 2018	Kevin O'Brien	Completed	100%	KOB April 2018. Construction completed.	KOB Feb 2018: 95% of construction completed as at 31 December 2017. Council Services to move in Tuesday 13 February subject to issuing Certificate of Occupancy
	0.1.02	Completion of a detailed feasibility study for a multipurpose/indoor sports and community facility by December 2017	John Martin	Started	80%	JM - Jun 18. Draft feasibility study has been completed	JM - Aug17. Preferred site identified, concept plans developed.
	0.1.03	Work with the Horsham Historical Society to plan for and scope a new Heritage Centre by December 2017	Graeme Harrison	Completed	100%	SS Aug 18. Feasibility study has been completed and the Consultant will present this to a Councillor Briefing in November/December.	SS Apr 18. The Feasibility Study is now complete and awaiting endorsement of the Committee before presentation to Council. Consultant will present the document at a Council Briefing to be scheduled.
	0.1.04	Securing funding for CBD Revitalisation Project Stage 1 - improved urban design by 31 December 2017.	Sunil Bhalla	Started	20%	SB Aug 18 - The Building Better Regions Fund application has been unsuccessful. Listed as a priority for the upcoming state election. Better Regions Fund Round 2 for \$1.685m grant.	GH Feb 18. Application lodged with the Dept of Infrastructure 15/12/17 for the Building Better Regions Fund Round 2 for \$1.685m grant.
	0.1.05	Develop plans for a Town Square by 31 December 2017.	John Martin	Started	50%	JM Aug 18. Concept plans developed. Village Well consultation conducted in 2017. This led to the CBD Action Group, which has focussed on some other priorities initially.	
<b>1.1 Contribute to building a vibrant, diverse and resilient community</b>							
	1.1.01	Pursue ongoing funding for a neighbourhood renewal program in Horsham North	Anne Donovan	Started	80%	AD Aug 18. Horsham North Project reframed as Strategic Planning project to better place Council to address and resolve outstanding planning and land use issues.	
	1.1.02	Pursue funding for implementation of the Horsham North Urban Design Framework and Railway Corridor Master Plan	Anne Donovan	Started	50%	AD Aug 18. Significant projects have been undertaken in Horsham North, such as Childrens Hub, Dudley Cornell, street planning etc. Project has been refocused to address land use issues so it can progress to next stages.	
	1.1.03	Facilitate ongoing development of community facilities at Cameron Oval, Laharum	Sue Newall	Completed	100%		MM Dec 16 - The Laharum and Haven Precinct plans have been finalised Council has submitted an application to RDV for works at the Laharum Hall but this was unsuccessful. Council is working with the Laharum Sports Inc regarding funding for Stage 1 works at the Cameron Oval. (Note listed as 95% complete in previous CP) now complete.
	1.1.04	Facilitate ongoing development of community facilities at Haven Recreational Reserve	Sue Newall	Not Started	0%		MB Aug 17 Plan developed not supported by whole of community, project in hiatus. MB Jan 17 Haven Precinct Plan adopted by Council 19 September 2016.
	1.1.05	Complete construction of the Kalkee Road Children's and Community Hub and commence operations	Kevin O'Brien	Completed	100%	KOB April 18. Construction completed.	

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	1.1.06 Implement Volunteer Management Framework	Tony Schneider	Started	60%	LH Aug 18. Strengthening Volunteerism Project Officer was appointed and commenced in June 2018. Work has commenced on reviewing the suite of policies and procedures.	TSc Feb 18. Following delays the position of Strengthening Volunteerism Project Officer was advertised in November 2017. After second-round interviews in early January 2018 the candidate of interest withdrew from the process. We next researched prospective internal interest in the position but it was decided that the position should be externally re-advertised. Applications closed on 2 April and it is anticipated that the position will be filled by the end of April 2018 and implementation of the framework will then commence.
	1.1.07 Develop and implement an Indigenous Reconciliation Action Plan	Kevin O'Brien	Started	45%	KOB Aug 18. Waiting for draft version of Innovate Plan to be endorsed by Reconciliation Australia.	KOB April 18: Plan to be redeveloped into the Innovate plan template, Reconciliation Australia to complete this task and send final plan back to Council.
	1.1.08 Review future use of all kindergartens and Maternal & Child Health, post the Horsham North Children's Hub	Mandi Stewart	Not Started	0%		MS August 17. Maternal and Child Health and kindergarten review to commence post the move to the Hub once the opportunities and constraints of the new venue are understood.
	1.1.09 Develop a master plan for Dudley Cornell Reserve following the construction of the Children's Hub	Sue Newall	Started	95%		RMcN Aug 17. Will start in late 2017 with the establishment of the Advisory committee.
	1.1.10 Support our local communities in developing community plans and strategies	Anne Donovan	Started	50%	AD Aug 18. Community Plans being implemented.	AD Feb 18. Mitre Community Plan launch Nov. Actions being implemented with community.
	<b>1.2 Develop a safe, active and healthy community, encouraging participation</b>					
	1.2.01 Develop and progressively implement a plan for the redevelopment of the Horsham City Oval precinct	Anne Donovan	Started	15%	SB Aug 18 On hold until after the River Strategy is complete.	RMcN Aug 17. Advisory Committee has been established and all previous masterplan actions have been reviewed. Meetings scheduled for 17/18 year will focus on masterplan development.
	1.2.02 Encourage redevelopment of community facilities at the Horsham Showgrounds	Sue Newall	Started	50%		RM Dec 16. As per John's comment below. JM Aug 16. Dependent on outcome of Indoor Sports Stadium study - consultant appointed Aug 2016.
	1.2.03 Complete a detailed feasibility study for a multipurpose/indoor sports and community facility	Sue Newall	started	80%	JM - Jun 18. Draft feasibility study has been completed	JM Aug 17. Preferred site identified, concept plans developed. RMc Dec 16. Phase one completed, Phase two to be completed early 2017.
	1.2.04 Implement outcomes from the multipurpose/indoor sports and community facility feasibility study	Sue Newall	Not Started	0%		JM Feb 18. Will be subject to Council decision and funding.
	1.2.05 Development of the Health and Wellbeing Plan 2017	Anne Donovan	Started	80%	AD Aug 18. Annual Review of Plan due October. Implementation continues to roll out and be monitored.	AD Feb 18. Plan adopted by Council. Implementation underway.
	1.2.06 Support family violence prevention programs & initiatives	Anne Donovan	Started	60%	AD Aug 18. Act at Work implementation continuing.	AD Feb 18. Act at Work implementation continuing.
	1.2.07 Development of Positive Ageing initiatives	Mandi Stewart	Started	30%		KOB Feb 18. Age Friendly Communities project has commenced with action plan completed.
	1.2.08 Review of Youth services in consultation with other agencies and develop a strategy	Anne Donovan	Started	80%	AD Aug 18. Draft Youth Strategy developed. To be presented to Council for endorsement and approval 27 Aug.	AD Feb 18. Project re scoped and brief updated. Project to commence March.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	1.2.09 Activate the Wimmera River Precinct for the community and visitors (including lights and greater presentation)	Anne Donovan	Started	60%	AD Aug 18. EOI for Cafe being reviewed.	AD Feb 18. Align with River Corridor Plan then prepare EOI for Café.
	1.2.10 Plan and progressively construct shared cycling and walking track paths along the Wimmera River — from Riverside Bridge to Horsham Weir - both sides, including improvements to lighting and other facilities	Sue Newall	Started	10%		MB Aug 17. Wimmera River Corridor Master Plan being developed.
	1.2.11 Improve presentation, lighting and walking track condition around the racecourse	John Martin	Started	30%	JM Aug 18. Lighting project tenders about to be awarded. Works aiming to be completed by Nov 18.	
	1.2.12 Encourage the development of a riverside café	Anne Donovan	Started	60%	AD Aug 18. as per 1.2.09	AD Feb 18. As per 1.2.09
	1.2.13 Support planning for review of use of the Riverside Recreation Hub precinct as part of the Wimmera River strategy	Sue Newall	Not Started	0%		AD Feb 18. No action.
	1.2.14 Determine Councils future role in Aged Care as a consequence of Commonwealth Government Aged Care reforms currently being undertaken	Kevin O'Brien	Started	30%	KOB Aug 18: MAV has conducted a regional workshop to assist Councils in decision making. MAV have requested the Commonwealth notify Councils of timeframes and procurement model by December 2018	KOB April 18. Referred to Local Government shared services project discussions. KOB Feb 18. Regional Home Support project complete, discussions continuing with LGAs and Health Services
	1.2.15 Support behaviours that reinforce respect and equality for women and address rising levels of family violence	Kevin O'Brien	Started	85%	KOB Aug 18. Act@Work Program 85% complete.	KOB April 18. Act@Work Program 75% complete, revised leadership statement completed.
	1.2.16 Support behaviours that reinforce respect and equality for all members of the community and address rising levels of violence generally	Kevin O'Brien	Started	65%	KOB Aug 18. Communities of Respect and Equality Membership, Community of Practice.	KOB April 18. Communities of Respect and Equality Membership. KOB Feb18. Communities of Respect and Equality Membership, Community of Practice (Leading Change Breakfast).
<b>1.3 Contribute to cultural activities that enhance our community</b>						
	1.3.01 Complete Business Plan to determine the viability and funding options for an artist in residence facility on the Wimmera River.	Anne Donovan	Started	50%	AD Aug 18. Awaiting information from Developer. Subdivision of land approved.	AD Feb 18. Meet with Dev Nov 17 and awaiting their revised project.
	1.3.02 Work with the Wesley Committee of Management to review arrangements associated with the Wesley PAC	Anne Donovan	Started	70%	AD Aug 18. Consultant engaged to undertake strategic needs assessment with Wesley Committee key stakeholder in this work.	AD Feb 18. Working with Wesley Committee to identify ESS works required to venue. Venue was closed at request of Committee to address safety issues identified.
	1.3.03 Develop a public art action plan	Anne Donovan	Started	70%	AD Aug 18. New Committee in place. New orgs structure provides an opportunity to review the delivery of public art and polices and procedures will be reviewed in accordance with this.	AD Feb 18. Public art plan adopted 2017 and is being implemented with Public Art Committee.
	1.3.04 Continue to develop the Horsham Cinema in the main cinema with improved seating, screen and sound in conjunction with the cinema operator	Kevin O'Brien	Started	40%	KOB Aug 18. Future development considerations still being developed, solar proposal to go ahead.	KOB Apr 18. Future development considerations still being developed.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	1.3.05 Work with the Horsham Historical Society to plan for and scope a new Heritage Centre.	Susan Surridge	Completed	100%	SS August 2018. Feasibility Study complete - with recommendation for a Regional Discovery Centre and Business Case. Feasibility Study to be presented to Council Briefing Session in November 2018.	SS March 18. The Feasibility Study is progressing well and the Consultant expects to deliver a draft report to the Committee by the end of March 2018. Once the Committee have endorsed the Final Report, the Committee and the consultant would like to present this to Council. The proposal at this draft stage is recommending a Regional Museum/Discovery Centre.
	1.3.06 Support the Arapiles Historical Society with the Natimuk Museum development	Anne Donovan	Started	60%	AD Aug 18. Assisting the AHS to develop administrative documents and procedures to support the opening of a museum.	AD Feb 18 Assisting the AHS to develop administrative documents and procedures to support the opening of a museum.
	1.3.07 Form a stronger relation with Wimmera Machinery Field Days committee and their major and significant event in the municipality.	Stephen Pykett	Not Started	0%		AD Feb 18. Corporate leading this.
<b>1.4 Develop the municipality as a desirable place to live, work and enjoy for people of all ages and abilities</b>						
	1.4.01 Work with other Councils and relevant agencies to prepare rollout of the National Disability Insurance Scheme	Kevin O'Brien	Started	75%	KO'B Aug 18. Transition commenced in October 2017. Eglise HACC clients being supported to transition.	KO'B Apr 18. Transition commenced in October 2017. Eglise HACC clients being supported to transition.
	1.4.02 CBD Revitalisation Project – 2016-2025 Stage 1 - improved urban design	John Martin	Started	5%	JM Aug 18. Funding bid unsuccessful. Next steps to be reviewed.	JM Feb 18. Funding proposal prepared for BBRF grant
	1.4.03 CBD Revitalisation Project – 2016-2025 Stage 2 - Town Square	John Martin	Started	50%	JM Aug 18. See item 0.1.05 Town Square	JM Aug 17. Preliminary engagement process undertaken.
	1.4.04 Work with Victrack to improve underpasses between Horsham North and wider Horsham	John Martin	Started	80%		JM Dec 16. Works on initial project largely complete. Further scoping required for future works.
	1.4.05 Review the Domestic Animal Management Plan	Lauren Coman	Started	40%	LC Aug 18. DAMAG and Council continue to work on the draft of DAMP. Draft delayed due to workload and lack of quorum at DAMAG. Estimated draft will be presented for review to DAMAG at September 2018 meeting.	LC Feb 18. DAMP review has commenced. Domestic Management Advisory Group is working on draft of DAMP. Draft due for completion April.
<b>2 - Sustaining the Economy</b>						
<b>0.2 Goal 2 - Strategic Indicators</b>						
	0.2.01 Complete Stage 1 infrastructure development at the Wimmera Intermodal Freight Terminal Precinct by December 2018	Angela Murphy	Started	15%	AM August 18. Consultants reports for integrated water management and transport management plan complete for WIFT. Development plan in draft, finalising developer contribution levy.	AM Feb 18. Engaged consultants to prepare development plan for infrastructure, integrated water management and roads, following gazettal of the Planning Scheme Amendment. Still negotiating with owner on S173 agreement.
	0.2.02 Implement the outcomes from the Visitor Information Centre review by 30 June 19	Angela Murphy	Started	15%	AM August 18. Detailed analysis of locations to be undertaken. together with capital and operational costs.	AM Feb 18. Established working group to review need of visitors, level of service, hours of operation and location.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments	
	<b>2.1 Cultivate opportunities for the municipality to prosper and pursue possibilities for new development</b>						
	2.1.01	Progress implementation of the Wimmera Intermodal Freight Terminal Precinct Plan and encourage opportunities for the establishment of associated industries including the mining sector	Stephen Pykett	Started	10%	SP Aug 18. Technical Services are undertaking an assessment of the WIFT future infrastructure requirements. This will guide the sale of land and placement of roads and drainage to ensure future growth potential is not impacted. Ongoing discussions with businesses investigating locating to the WIFT precinct including Mineral Sands, and 3 Ag related operations. Information updates have been provided to Real Estates on request as they have other potential investors looking for suitable locations.	AM Feb 18. Planning scheme amendment for the Precinct gazetted in December 2017. Johnson Asahi, export Hay Processor has been granted building approval for Stage 1 and storage shed are partially completed and in operation. Working with 3 other businesses interested in locating to the Precinct.
	2.1.02	Work with the economic and community sectors to maximise opportunities arising from the national broadband rollout, including training and awareness of on-line retail business opportunities	Stephen Pykett	Started	70%	SP Aug 18. Ongoing liaison with NBN and Telstra . Planned Coworking, digital forum for early Sept 18 in association with FedUni and WDA. Investigating possible locations for a coworking hub as part of the Wimmera Business Centre review. Ongoing networking and awareness raising taking place.	SP Jul 18. Provided information to the Australian Government Regional Telecommunications Review highlighting the need for equitable access to regional and rural areas, case study of Clear Lake provided.
	2.1.03	Develop an Economic Development strategy	Stephen Pykett	Completed	100%	SP Aug 18. Economic Development Strategy (EDS) adopted by Council 19 Feb 2018	AM Feb 18. Draft Economic Development Strategy has been out for consultation. 10 submissions were received, and have now been reviewed by Council.
	2.1.04	Support development opportunities facilitated by the Wartook Valley strategy	Stephen Pykett	Started	20%		AM Feb 18. Council endorsed Wartook Valley Strategy in September 2017. Now required to prepare formal Planning Scheme Amendment.
	2.1.05	Facilitate further development of the Aerodrome Industrial Estate	John Martin	Not Started	0%	JM Aug 18. Org restructure will lead to stronger focus on business development at Aerodrome.	MG August 17. Transfer to John Martin.
	2.1.06	Develop partnerships with industry groups and government	Stephen Pykett	Started	50%	SP Aug 18. Ongoing - Working with RDV, DELWP, Parks Victoria, Grampians Tourism, Visit Victoria, Victorian Tourism Industry Council, Business Horsham, WDA, DEDJTR.	AM Feb 18. Ongoing part of the role - Working with RDV, DELWP, Parks Victoria, and met with Ausindustry this week whose focus is export and innovation.
	<b>2.2 Support initiatives for improved transport services in and around the municipality</b>						
	2.2.01	Work with the business sector to maximise opportunities of the proposed Horsham bypass and work with the community to minimise social and environmental impacts including the Aerodrome and other community assets	Stephen Pykett	Started	15%		AM Feb 18. On hold.
	2.2.02	Support a Western Highway by-pass of Horsham	John Martin	Not Started	0%	JM Aug 18. With VicRoads. CEO undertaking separate review of Council's transport priorities.	JM Aug 17. Subject to Planning Minister decision.
	2.2.03	Explore, with reference to current planning activities being undertaken, opportunities for improved timetabling and passenger rail and bus services to Horsham from outside and within the region (including Horsham to Halls Gap, Melbourne and Adelaide)	Sunil Bhalla	Started	80%	SB Aug 18 - Mayor and CEO recently met with the Minister for Transport. State Government has requested support from the Federal Government to undertake a business case. Feedback from the Federal Member for Mallee is that Federal Government will not fund the business case as public transport is state government responsibility.	GH Feb 2018. Western Rail Advocacy Project Control Group and Steering Group has been formed and is meeting regularly.



Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	2.2.04 Investigate the impacts of the relocation of the rail line out of the town area	John Martin	Not Started	0%		
	2.2.05 Review Municipal Parking strategy	Angela Murphy	Completed	100%	AM Feb 18. Municipal Parking Strategy endorsed by Council in December 2017.	
	2.2.06 Detailed review of the roads service (2016-2017), to encompass levels of service, construction and maintenance methods (including cost efficiency)	John Martin	Started	1%	JM Aug 18. Rural roads network plan brief being developed.	JM Feb 18. To start 2018.
	2.2.07 Horsham Integrated Transport Strategy completed, including: <ul style="list-style-type: none"> <li>• Stage 1 – Strategic road network, including regional highways, railway and Horsham Bypass</li> <li>• Stage 2 – Horsham urban area</li> <li>• Stage 3 – Rural areas of municipality</li> </ul>	John Martin	Started	33%	JM Aug 18. CEO Peer Review to help defined renewed objectives.	JM Aug 17. Further work deferred pending decision on bypass alignment.
	2.2.08 Develop a plan for a further vehicle bridge across the Wimmera River and determine the timing when this should be constructed.	John Martin	Started	5%		JM Feb 2018. Seeking meeting with BGLC to discuss.
	2.2.09 Support the development of the Grampians Way (ring road) - 'Stage 1 Mt Zero Access Road, Stage 2 Establish Picnic sites/viewing areas and signage, Stage 3 Seal remaining North West alignment (Winfield Rd north of Plantation Rd)	Angela Murphy	Started	60%	AM August 18. 2.4kms of Winfields road to Pohlner's Road sealed.	AM Feb 18. Need to reengage with neighbouring Councils to activate this action, part of our response to draft Roads Strategy.
<b>2.3 Increase visitors to the municipality</b>						
	2.3.01 Investigate opportunities for the development of the Green Lake/Dock Lake recreational precinct	Stephen Pykett	Started	50%		AM Feb 18. WDA completed the Socio Economic Impacts of recreational water report, and now working on Stage 2.
	2.3.02 Pursue opportunities for improvements at the Police Paddock Reserve/Horsham North including walking and bike tracks in the vicinity	Sue Newall	Not Started	0%		RMcN Aug 17. Not yet started linked with Bike Advisory Committee which has recently been re established.
	2.3.03 Support the development of the Grampians Peak Trail	Stephen Pykett	Started	60%		AM Feb 18. CEO met with Funding Partner in Canberra in December to review project timelines, given delays with approvals.
	2.3.04 Explore opportunities from the 2017-18 Australian and International Motor Cross Events	Christopher McClure	Started	50%	CM August 2018. Planning for the World Junior Motocross are nearing completion. 24 international teams will be in Horsham for the event. Around 2,000 visitors are expected to attend the event over the weekend. Business engagement has been untaken. This event is a significant profile event for Horsham.	CM Jan 2018. The national Junior MX was held in Horsham in 2017 and was an outstanding success. Planning is well underway for the World Junior MX to be held in Horsham in August 2018.
	2.3.05 Investigate marketing and funding through the RMIT for the Zero to Nhill Trail	Christopher McClure	Not Started	0%	CM August 2018. Nothing further.	CM Jan 2018. This project has not proceeded and recommend removal from the Action List.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	2.3.06 Investigate opportunities and plan for possible bike trails, Green Lake to Horsham, Horsham to Natimuk, Wartook to Zumsteins	Stephen Pykett	Started	50%	SP Aug 18. WDA received additional State funding to deliver elements of the Grampians Cycling and Trails Master Plan. Priority projects being established.	AM Feb 18. Grampians Cycling and Trails Master Plan still underway.
	<b>2.4 Promote Horsham as a regional city</b>					
	2.4.01 Support the WDA initiative to promote a Grains Centre of Excellence	Stephen Pykett	Started	30%		AM Feb 18. Feasibility and Business case underway.
	<b>3 - Asset Management</b>					
	<b>0.3 Goal 3 - Strategic Indicators</b>					
	0.3.01 Develop a consultative process for community input into road construction and maintenance priorities for input to the 2018-19 budget, by December 2017	John Martin	Started	30%	JM Aug 18. Implemented in 2018-19 budget consultation process. Improved approach to community input to be developed latter part of 2018.	
	0.3.02 Finalise preparation of asset management plans for all main asset groups by June 2018	John Martin	Started	30%	JM Aug 18. Buildings AMP nearing completion.	JM Feb 18. Buildings assets current main focus.
	0.3.03 Implement improved asset management and maintenance management systems by December 2017	John Martin	Started	35%	JM Aug 18. Teething problems largely resolved. Automatic Merit - Reflect link being user tested Aug 2018.	
	0.3.04 Complete, or commit via contracts, 90% of infrastructure works (by value) within the planned financial year	John Martin	Started	98%	HP Aug 18 - Finance Manager has calculated this at 88%.	JM Feb 18. Works underway for year.
	<b>3.1 Determine infrastructure needs and expectations through consultation with developers and the community</b>					
	3.1.01 Develop improved pedestrian access (bridges) across the Wimmera River in Horsham, in partnership with land developers	John Martin	Completed	100%	JM Feb 18. Bridge 1 complete. Planning now underway for Bridge 2.	
	3.1.02 Undertake a review of Council infrastructure asset holdings to ensure they meet future community needs and longer term implications of ownership	John Martin	Not Started	0%		JM Feb 18. On EMG strategy discussion list.
	3.1.03 Purchase additional land for hangar space at Aerodrome including access-way development	John Martin	Not Started	0%		JM Aug 17. Deferred.
	3.1.04 Development of an Aerodrome Master Plan and implementation of planning overlays to protect the future development space of the Aerodrome	John Martin	Started	25%		JM Aug 17. Draft master plan completed, but not endorsed.
	3.1.05 Develop a prioritised plan for upgrade of community recreation facilities	Sue Newall	Not Started	0%		
	3.1.06 Implement a cyclic renewal program for all public convenience facilities in the Horsham central business district and across the municipality	John Martin	Started	10%		JM Jan 17. Budget provides for new toilet in Hamilton St.
	3.1.07 Undertake master planning and major refurbishment of the Aquatic Centre	Kevin O'Brien	Started	40%	KOB Aug 18. Filtration works being undertaken, secured funding for Wet Deck and associated works, project expected to commence in March 2019, funding submission for stage 2 works.	KOB Apr 18. Master Plan completed, secured funding for Wet Deck and associated works, project expected to commence in July 2018.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments	
	3.1.08	Develop improved park and street tree policy as an 'urban forest plan'	Rob Moir	Started	30%		JM Feb 18. Funding in 2018-19 to undertake engagement process.
	3.1.09	Identify and develop new off street parking areas on CBD fringe	John Martin	Started	10%		JM Feb 18. Conflicts with outcomes of parking strategy - works not proposed to proceed.
	3.1.10	Develop a master plan of streetscape themes and service levels for existing streets and new developments	Rob Moir	Started	5%		JM Feb 18. To be incorporated into CBD action group and revitalisation plans.
<b>3.2 Ensure projected financial and physical programs that reflect infrastructure needs</b>							
	3.2.01	Implementation of the Civic Centre Redevelopment Plan	John Martin	Started	7%	JM Aug 18. Works budgetted for 2018-19. Detailed design commenced.	PB Jan 17 The Civic Centre Development plan has been listed in Councils 10 year capital budget.Plans have been developed for redevelopment of the Council Chamber. tenders will be called in February 2017.
	3.2.02	Confirm and undertake design and planning for the relocation of the municipal depot including potential co-location of Tech Services planning and delivery staff	John Martin	Started	60%	JM Aug 18. Environmental assessment (soils) conducted, awaiting results. Now linked to CBD / River precinct vision project.	JM Feb 18. Awaiting final valuation and contamination reports. Engagement with service clubs also required.
	3.2.03	Review and update Road Management plan	Ram Upadhyaya	Completed	100%	JM Aug 17. Completed June 2017.	
<b>3.3 Maintain asset management systems that will assist planning asset maintenance and capital renewal</b>							
	3.3.01	Develop a maintenance and replacement schedule for all groups of assets managed by Council, including heritage listed buildings	John Martin	Started	60%		JM Feb 18. Roads completed, buildings current focus.
	3.3.02	Develop and implement asset management plans for all nominated asset groups to assist with long term financial and asset management planning and legislative requirements - involve the community in the process	Ram Upadhyaya	Started	75%		RU Jan 2018. Consultant currently developing Buildings asset management plan.
	3.3.03	Develop and implement a fair and transparent pricing policy for all of Council's community facilities	John Martin	Started	25%		JM Aug 17. Initial calculator developed, and in use
<b>3.4 Deliver works to develop and maintain Council's physical assets for long term sustainability, amenity and safety</b>							
	3.4.01	Develop infrastructure that encourages greater participation and use of alternate transport options to the city (eg, walking, cycling and public transport)	John Martin	Started	20%		MD Feb 18. Annual program prioritised though Bicycle advisory group. Limited funding.
	3.4.02	Master plan preparation for the Livestock Exchange including potential items such as: roofing to cover yards, electronic ramps to replace manual ramps, compost turner and Radio Frequency Identification (RFID), solar panels and water capture.	John Martin	Started	100%	JM Aug 18. Plan adopted. Now implementing actions - Roofing #1 priority.	JM Feb 18 . To be presented to Council late Feb.
	3.4.03	Develop and review the Sports and Recreation Strategy	Sue Newall	Not Started	0%		JM Feb 18. In 2018-19 Budget proposals.



Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	3.4.04 Develop additional off leash areas for dogs	Sue Newall	Started	50%		AM Aug 17. Langlands Park off leash dog area has been developed. To be transferred to Rhonda thanks.
	3.4.05 Develop improved entrances to all towns (street signage and landscapes)	John Martin	Started	25%		JM Feb 18. Funding proposal in CBD grant application.
	3.4.06 Investigate and plan Wesley PAC refurbishment and Jubilee Hall upgrade	John Martin	Started	35%	KOB Aug 18. Funding application successful to improve access, toilets and kitchen facilities at Jubilee Hall. Fire safety assessment of Wesley occurred in February. Service Demand study has commenced.	KOB Apr 18. Funding application successful to improve access, toilets and kitchen facilities at Jubilee Hall. Fire safety assessment of Wesley occurred in February. Report expected in April. Condition report and business plan for future use being worked on.
<b>4 - Governance and Business Excellence</b>						
<b>0.4 Goal 4 - Strategic Indicators</b>						
	0.4.01 Complete an engagement process by 30 Jun 18, with community, for the 2018/19 Council Plan and Budget cycle that is more deliberative and explains the "why" of council services	Graeme Harrison	Started	50%	GH Aug 18. Service Overview document has been completed for internal use and for councillors. A draft document has been created to explain the "why" of all of council's services but as yet this has not been included on the website. The 2018-19 Budget and Council Plan engagement with the community has occurred but did not adequately cover off on a deliberative approach. With the creation of a Governance Team and a Advocacy and Community Relations Team plus some additional resourcing, should see considerable improvements in this regard for 2019-20.	
	0.4.02 Maintain staff turnover rates at under 10%	Graeme Harrison	Started	50%	GH Aug 18. Staff Turnover figures for the 12 months to 30 June 2018 were 11.70%.	GH Feb 18. Staff turnover figures for 6 months to 31 Dec 2017 were 7.47%.
	0.4.03 Increase overall score in the Community Satisfaction Survey	Graeme Harrison	Started	50%	GH Aug 18. The Overall Performance score decreased a further 6 point in 2017/18 from 60 to 54 reflecting a decrease of 9 points since the commencement of this council term. A report has been provided to council with some specific actions identified to help improve the score in future years. The score is now also below that of the Regional Centres on 58 and the Statewide average of 59.	
	0.4.04 Implement a new HRCC External website	Graeme Harrison	Completed	100%	GH Aug 18. New website has been launched and is now fully operational. There of course will be a process to ensure that there is continuous improvement of the content and functionality on an ongoing basis.	
<b>4.1 Continuously improve communication and engagement with the community through effective consultation</b>						
	4.1.01 Review the rates strategy and implement	Graeme Harrison	Started	50%	GH Aug 18. Council resolved to undertake a detailed review of the rates strategy following the adoption of the 2018-19 Budget. This work is scheduled to be undertaken prior to the end of January 2019 and will inform the Council budget for 2019-20.	GH Feb 18. Council undertook a minor review of the Strategy at the budget and planning meeting in December 2017. Policy positions will be revisited on discussing the final draft budget prior to distributing for community comments and engagement.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
4.1.02	Feedback to Community on engagement clearly explaining "why" Council delivers the services that it does	Graeme Harrison	Started	20%	GH Aug 18. A draft document has been created to explain the "why" of all of council's services but as yet this has not been included on the website. There should be considerable improvements in this regard for 2019-20, with the creation of a Governance Team and a Advocacy and Community Relations Team plus some additional resourcing.	GH Feb 18. Service overview document has been completed for internal use. A template has been developed for a service description document that utilises data from the Service Overview and this will be placed on the external website and used in community engagement during the 2018-19 Budget engagement process.
4.1.03	Prepare for a more deliberative approach to community engagement following the adoption of the major revisions to the Local Government Act including seeking community ideas for prosperity.	Anne Donovan	Started	5%	GH Aug 18. Still unclear if the new Local Government Act will come in to being this year or not, but there should be considerable improvements in this regard for 2019-20, with the creation of a Governance Team and a Advocacy and Community Relations Team plus some additional resourcing.	GH Feb 18. The Bill for the new Local Government Act is out for community comment and submissions. Officers will investigate this further once exact details are known of the impacts on community engagement process and whether a deliberative approach is required.
4.1.04	Review our communications methods with a view to increasing electronic engagement with our customers and the community	Cameron Gerlach	Started	70%	GH Aug 18. New Communications supervisor and restructure will help lend a critical mass of support to this approach. The commencement of a project to write an IT Strategy/Digital Strategy is expected late 2018 and should look at this question as a key component of that strategy. Aside from that the new Communications & Media Officer has taken a significant step forward in some more novel engagements with the community through video presentations and Facebook question and answer sessions around the budget. The new website has also enabled council to establish a number of new forms for electronic interactions with Council. The use of Merit for the recording and management of customer requests has been growing exponentially.	GH Feb 18. Some initial discussions have occurred. This issue is at the top of mind for customer service team. More methods of electronic payment have been added to councils service provision, Merit service request system has been upgraded to provide additional information and better access for customers. The website upgrade will also improve electronic engagement. Broader discussion of our overall communications methods will be explore with the new CEO & Media and Communications Officer in approximately March 2018.
<b>4.2 Manage risk to the organisation</b>						
4.2.01	Review programs for savings/cancellation of services	Graeme Harrison	Started	20%	GH Aug 18. The formal process for service reviews has not progressed much in recent times, however there is still a more informal process for all staff to look for efficiencies across the organisation. The 2018-19 Budget saw spending contained in the service delivery area whilst still maintaining service levels. More work is still required. The new CEO has identified a proposed new position to be recruited in to the future for Business Efficiency initiatives. This position will take the lead on the formal service review processes plus actively lead efficiency improvements across all of council's services. The expectation is that this role will commence later in 2018-19 financial year.	GH Feb 18. There is a service review process that is underway through EMG. A number of services have already been reviewed and a number are underway. A more structured approach to service reviews has not yet been developed but is the subject of consideration with the development of Asset Management Plans which are taking a service delivery approach. Still a significant amount of work to be undertaken.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	4.2.02 Implement a robust financial and performance management system	Heather Proctor	Started	80%	GH Aug 18. No further work has been undertaken since last reported in Feb 18, although the financial reporting side of things is robust and operating well. There is currently a VAGO audit underway with council looking at the effectiveness of the Local Government Performance Reporting Framework (LGPRF) and this may provide some input and direction as to how the ongoing monitoring and reporting of non-financial indicators could be improved. It is also planned to undertake a review of the information needs of the Council and the current level of information provided.	GH Feb 18. Work still not complete re KPI's and gaps in reporting. Time constraints also limit the opportunity to consider data more fully at regular meetings.
<b>4.3 Be an employer of choice</b>						
	4.3.01 Investigate opportunities for participating in employee exchange programs	Tony Schneider	Started	50%		TSc Feb 18. Further progress on this ongoing objective has essentially been limited to internal opportunities, of which there is a number of examples. A prospective internal sharing of resources to support the Strengthening Volunteerism Project is currently being investigated. The appointment of two casual administrative staff on a permanent part-time basis involves sharing and exchange between departments and different operations, with these staff working in a range of areas so that the organisation's obligations to them in terms of ordinary hours can be met. An existing temporary member of staff has gained additional temporary work in a separate Group, making a further contribution to cross-organisation sharing and relationships. A member of the Horsham Town Hall staff has been seconded to work within the CEO's Office. Opportunities to exchange with external organisations is limited but we have been increasingly active in taking advantage of internal openings when they arise, and so staff and the organisation are still gaining benefits (learning, knowledge, satisfaction, etc) from moving into different work environments .
	4.3.02 Pursue implementation of Council's Workforce Strategy and identify opportunities for indigenous/migrant employment	Tony Schneider	Started	90%		TSc Feb 18. The current budget for targeted Indigenous positions is accounted for but the forthcoming end of one of the Indigenous placements may provide an opportunity to seek a new appointment, possibly within a different field or part of the organisation. Originally a position at the Town Hall/Art Gallery was considered but the filling of other positions first meant that this was not affordable, so revisiting this opportunity is likely. EWorks Employment Solutions presented details of employment funding opportunities to the Organisational Development Manager on 5 February 2018 and the extent of funding available could mean that the engagement of an additional trainee, over-and-above the current program funded by Council, may be possible. Progress on this objective is continuing as opportunities present.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
	<b>4.4 Achieve high standards of organisational performance</b>					
	4.4.01 Widen the implementation of the Merit Customer Service request tracking system across the organisation	Graeme Harrison	Started	90%	GH Aug 18. The Merit system is now being widely utilised across all of council and usage has increased from around 200 requests a month to 500+ with 750 requests recorded in May 2018. Requests are now being actively followed up and the feedback loop has been closed to ensure that people lodging requests are informed when things have been completed. The Merit system is about 90% complete in its integration with the Reflect Asset maintenance system which will further enhance its functionality and use by the outdoor works crews. It is intended that the overall effectiveness of the system will be reviewed in detail prior to 30 June 2019.	GH Feb 18. Merit upgrade has occurred and there has been more reporting on service requests and complaints. This information has yet to be summarised for inclusion in the Finance & Performance Monthly report. Problems still persist re systems and processes being in place to close the loop with the original customer. Increasing our reporting will help to identify problem areas and seek to make improvements in process and culture.
	4.4.02 Develop an ICT Strategy for Council including GIS capabilities	Kerrie Bell	Started	25%	GH Aug 18. Gathering of base information was completed in 2016 but will now need to be undertaken again following the passing of time and staff departures. A consultant has been engaged in Aug 2018 to assist with the development of the IT Strategy/Plan.	KB Feb 18. Depleted staff resources have meant no progress. Discussions underway to appt a consultant. VL Aug 16. Completed user needs data collection.
	4.4.03 Develop a Management Strategy for Council's record and data management systems	Kerrie Bell	Started	20%	GH Aug 18. No further work has been undertaken to progress an overall strategy. A working group has been established to determine an appropriate structure and approach to the storing of information on the local network drives. The capacity to undertake further work in this regard will be discussed when planning staff workloads during 2018-19> Any system changes arising from this task will need funding in 2019-20.	KB Feb 18. Greater analysis is required to cover broader principles of Information Management.
	4.4.04 Embrace new technology in order to achieve greater efficiencies and outcomes across the organisation	Cameron Gerlach	Started	50%	GH Aug 18. A range of IT Projects are currently underway across the organisation and are being implemented through the assistance of the IT Business Analyst. From the July 2018 Organisational Restructure it was identified that a Business Efficiency position would be established to review/analyse councils processes with the view to making efficiencies. many of these outcomes will possibly require the deployment of new technologies and software systems.	KB Feb 18. The recent appointment of a Business & IT Analyst will result in the development of an IT Committee to guide, inform and review the procurement of IT. TOR being developed.
	4.4.05 Maintain sister city relationships as a means of facilitating business, educational and cultural networks and exchanges	Sunil Bhalla	Started	60%	GH Aug 18. No further update at this point in time.	GH Feb 18. No action to date. Visit from China scheduled for Feb 18 was cancelled. We really need to review the effectiveness of this program and whether the regional relationships as they are currently, are appropriate.
	4.4.06 Review the Name and Address Register (NAR) database to create single name and address database	Kerrie Bell	Started	10%	GH Aug 18. Work is expected to be undertaken to identify problem issues within the NAR prior to the upgrading of the Civica database in late 2018.	KB Feb 18. Two quotes incl project scopes have been obtained and are being reviewed.

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
4.4.07	Renew HRCC external website	Graeme Harrison	Completed	100%	RS May 18. Website launched 16 April. Public feedback system currently running. Steering group meeting monthly.	GH Feb 18. Website project has been delayed through departure of Media & Comm's person who was leading the project. Project is back on track with an enthusiastic project team. Content and images are being finalised and testing of web page functionality is in the final stages. Aiming for a "go-live" date of March 2018.
4.4.08	Manage the implementation of the major revision to the Local Government Act	Graeme Harrison	Started	20%	GH Aug 18. Council officers have been actively engaged in the new Bill development process. It is unknown when the new Act will come in to being but Council is endeavouring to prepare for its implementation and to be aware of the implications during this transitional period. When the Act comes in to power Council, through its new Governance Team will be well placed to ensure that the organisation transitions effectively to the new statutory environment and that all obligations are met.	GH Feb 18. Bill for new Local Government Act is out for community submissions until 16 March 18. State Government hope to get before parliament in July 2018. Implementation will be staged and will involve some significant changes for the governance of council. Changes will need to be closely managed by the Corporate Services team.
4.4.09	Review need for more HR resources	Sunil Bhalla	Completed	100%	GH Feb 18. A staff member has now been appointed to this roll and systems and processes are now being reviewed.	
4.4.10	Work with surrounding Shires to identify opportunities for shared services	Sunil Bhalla	Started	75%	GH Aug 18. A shared services project was completed 30 June 2018 which involved the engagement of a consultant to provide a report on shared services opportunities. This was undertaken with the surrounding Council group of West Wimmera, Hindmarsh, Yariambiack Buloke and Northern Grampians. The report has identified items worthy of further exploration.	GH Feb 18. A number of sharing arrangements are already in place with respect to library services, HR Services, Environmental Health Officer backup and relief, GIS/ Community Map development and collaborative bituminous contract. Work is also underway to look at a collaborative approach to our Building Regulatory services. A grant has been received and a consultant appointed to look at shared services across the 5 regional councils. This program will hopefully identify a number of further opportunities and some appropriate systems and processes that can be put in place to help facilitate further co-operation of this kind.
4.4.11	Support training and programs relating to family violence and gender equality	Kevin O'Brien	Started	85%	KOB Aug 18. Act@Work Program completed with action plan being implemented. New staff being provided training opportunities through Women's Health Grampians and also information provided through induction.	
4.4.12	Support cultural awareness training and programs	Kevin O'Brien	Started	90%	KOB Aug 18. Majority of staff have completed cultural awareness training with a further training session in August for new staff.	
<b>5 - Natural and Built Environments</b>						
<b>0.5 Goal 5 - Strategic Indicators</b>						
0.5.01	Update and promote our Sustainability Strategy by June 2018	John Martin	Not Started	0%	JM Aug 18. To commence after waste strategy, later in calendar 2018.	
0.5.02	Install solar panels on at least two Council buildings by June 2018	John Martin	Completed	100%	JM Aug 18. 5 buildings being investigated, with potential for grant to maximise value of Council contribution. Report due September 18, budget available for these works.	



Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
0.5.03	90% of planning permits issued within the 60 day statutory period	Angela Murphy	Started	80%	AM Aug 18. Achieved 87% of planning permits were issued in 60 days for 17/18 financial year (compared with regional cities 73% and rural council 74%).	AM Feb 18. Achieved 81% for first 6 months of 2017/18 year (compared with regional cities 69% and rural councils 71%).
0.5.04	Complete at least one major strategic planning review prior to 30 Jun 18	Angela Murphy	Completed	100%	AM Feb 18. WIFT Planning Scheme Amendment gazetted in December 2017 AM Aug 17. Wimmera Intermodal Freight Terminal C64 Planning Scheme Amendment underway with Panel Hearing on 11 August 2017.	
<b>5.1 Promote sustainability by encouraging sound environmental practice</b>						
5.1.01	Investigate opportunities for the use of Renewable energy for Council facilities including implementing a Biomass Boiler system at the Aquatic Centre and Solar Panels where feasible on Council buildings and facilities	John Martin	Started	30%	JM Aug 18. As per 0.5.02	JM Feb 18. Further solar panels to be implemented second half of financial year.
5.1.02	Review Council's Environment Sustainability Strategy and lead the community in environmentally sustainable practices to improve management of our natural environment	Sue Newall	Started	70%		RMc Feb 18. Preparation work done through LG energy saver program.
5.1.03	Develop a Climate Change Response Strategy for Council operations	Sue Newall	Not Started	0%		
5.1.04	Support the Natimuk Community Energy Project	Sue Newall	Started	10%		RMc Aug 17. We have regular meeting with the Natimuk Co-ordinator.
5.1.05	Establish a sustainability reserve for the ongoing funding of sustainability related projects.	Sue Newall	Started	5%		RMc Aug 17. This has been started with lighting projects at Basketball stadium, civic centre and aquatic centre. Also funding used to provide solar at Kalkee Road children's Hub.
5.1.06	Develop a Waste Management Strategy	John Martin	Started	75%	JM Aug 18. Consultation package to present to Council Sep 18.	
5.1.07	Explore GWM recycled water use within the community	John Martin	Not Started	0%		JM Aug 16. Not started.
5.1.08	Optimise use of water basins - capturing storm water	John Martin	Not Started	0%		
5.1.09	Investigate and support renewable energy opportunities throughout the municipalities	John Martin	Started	15%		JM Feb 18. Several projects supported through planning processes, solar and wind farms.
5.1.10	Investigate options for shade at sporting facilities, recreational facilities and public spaces across the municipality.	Sue Newall	Started	10%		RMc Aug 17. A number of grants have been submitted and some have been granted. Improved shade by a number of clubs at Dudley Cornell, City oval and Sunnyside. Key areas develop project plans are Skatepark, Fitness Track and Aquatic centre.
<b>5.2 Plan for rural and urban land use to create a sustainable municipality for the future</b>						
5.2.01	Complete the Horsham South Structure Plan	John Martin	Not Started	0%		
5.2.02	Complete the Rural Land Use Strategy	Lauren Coman	Not Started	0%	LC Aug 18 - Not yet scoped. Requires resources to scope Strategic Plan. Other Land Use Strategies have taken priority.	
5.2.03	Complete the Public Open Space Strategy	John Martin	Not Started	0%		

Goal & Outcomes	4 Year Priority - Description	Employee	Status	% Comp	Current Comments	Previous Comments
5.2.04	Complete the Wimmera River Corridor Strategy	John Martin	Started	50%		JM Feb 18. Plan near ready for consultation.
5.2.05	Review and further develop planning controls for heritage items through the completion of heritage studies	Angela Murphy	Started	66%	AM Aug 18. No further update.	RN Aug 16. The State Government cancelled the funding program for Heritage, so there was insufficient funding for this project. It does not appear this funding has been provided in the 16/17 FY. The budget lists it as "Referred".
5.2.06	Encourage the upgrade of heritage facades on shop fronts along key retail strips and investigate possible contributions from Councils commercial property reserve	John Martin	Started	10%		JM Feb 18. Framework developed, near ready for implementation.
5.2.07	Amend the Planning Scheme to implement the recommendations from flood investigations	Angela Murphy	Started	10%	AM Aug 18. No further update.	AM Feb 18. Working on tendering project.

**Horsham Rural City Council - LGPRF 2017-2018 - Report of Operations**  
**(Highlighted items are also legislated to be included in the Performance Statement)**

REPORT OF OPERATIONS					
Service Performance Indicators Service/indicator/measure	Results 2015	Results 2016	Results 2017	Results 2018	Material Variations and Comments
<b>Aquatic Facilities</b>					
<b>Satisfaction</b>					
AF1 <i>User satisfaction with aquatic facilities (optional)</i> [User satisfaction with how council has performed on provision of aquatic facilities]	0.00	0.00	0.00	0.00	
<b>Service standard</b>					
AF2 <i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	^0^	0.00	0.00	0.00	No health inspections were conducted as they are not required by the Health Act 2008.
<b>Health and Safety</b>					
AF3 <i>Reportable safety incidents at aquatic facilities</i> [Number of WorkSafe reportable aquatic facility safety incidents]	1.00	0.00	1.00	0.00	There were no reportable Worksafe incidents for 2018.
<b>Service cost</b>					
AF4 <i>Cost of indoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	\$2.88	\$3.71	\$3.92	\$3.10	The aquatic centre had 37,000 more visits than the previous year therefore this is reflected in a decrease in costs for the facility.
<b>Service Cost</b>					
AF5 <i>Cost of outdoor aquatic facilities</i> [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities]	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Utilisation</b>					
AF6 <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	9.17	6.70	6.39	8.20	Utilisation of aquatic facilities has increased due to promotion of swimming lessons, an extensive summer holidays program and focusing on aqua based classes.
<b>Animal Management</b>					
<b>Timeliness</b>					
AM1 <i>Time taken to action animal management requests</i> [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	0.00	1.00	1.00	1.01	
<b>Service standard</b>					
AM2 <i>Animals reclaimed</i>	39.00%	38.00%	55.81%	45.31%	The number of animals reclaimed is down 18.82 percent due to a change in data collection. This change means data is potentially more accurate than in previous years.



**Horsham Rural City Council - LGPRF 2017-2018 - Report of Operations**  
**(Highlighted items are also legislated to be included in the Performance Statement)**

[Number of animals reclaimed / Number of animals collected] x100					
<b>Service cost</b>					
AM3 <i>Cost of animal management service</i>	\$53.19	\$68.07	\$66.70	\$72.43	
[Direct cost of the animal management service / Number of registered animals]					
<b>Health and safety</b>					
AM4 <i>Animal management prosecutions</i>	0.00	2.00	1.00	0.00	Council had no animal prosecutions for the period.
[Number of successful animal management prosecutions]					
<b>Food Safety</b>					
<b>Timeliness</b>					
FS1 <i>Time taken to action food complaints</i>	0.00	5.00	3.00	4.67	This year there were more food complaints along with an increase in food safety assessments completed therefore the time frame to action food complaints was higher.
[Number of days between receipt and first response action for all food complaints / Number of food complaints]					
<b>Service standard</b>					
FS2 <i>Food safety assessments</i>	80.00%	93.33%	77.71%	112.50%	In 2018 environmental health staff had greater capacity to ensure more assessment inspections were completed than in the previous year.
[Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100					
<b>Service cost</b>					
FS3 <i>Cost of food safety service</i>	\$631.18	\$621.23	\$573.99	\$666.84	This year saw an increase in staffing and food testing costs.
[Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]					
<b>Health and safety</b>					
FS4 <i>Critical and major non-compliance outcome notifications</i>	100.00%	100.00%	0.00%	0.00%	There were no major non-compliance notifications in this period.
[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100					
<b>Governance</b>					
<b>Transparency</b>					
G1 <i>Council decisions made at meetings closed to the public</i>	16.00%	13.91%	8.21%	10.95%	There was a minor increase in decisions made at meetings closed to the public with 80% of these related to contractual matters.

**Horsham Rural City Council - LGPRF 2017-2018 - Report of Operations**  
**(Highlighted items are also legislated to be included in the Performance Statement)**

<p>[Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors ] x100</p>					
<p><b>Consultation and engagement</b></p>					
<p>G2 <i>Satisfaction with community consultation and engagement</i></p> <p>Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement</p>	61.00	61.00	57.00	53.00	
<p><b>Attendance</b></p> <p>G3 <i>Councillor attendance at council meetings</i></p>	96.00%	95.05%	89.44%	87.58%	
<p>[The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100</p>					
<p><b>Service cost</b></p> <p>G4 <i>Cost of governance</i></p> <p>[Direct cost of the governance service / Number of Councillors elected at the last Council general election]</p>	\$38,775.43	\$39,421.08	\$37,546.00	\$36,317.94	
<p><b>Satisfaction</b></p>					
<p>G5 <i>Satisfaction with council decisions</i></p> <p>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</p>	58.00	60.00	58.00	49.00	With a significant decrease in satisfaction with Council decisions, Council has implemented an action plan to address possible causes.
<p><b>Home and Community Care (HACC)</b></p> <p><b>Timeliness</b></p>					
<p>HC1 <i>Time taken to commence the HACC service</i></p> <p>[Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have received a HACC service]</p>	0.00	16.81	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<p><b>Service standard</b></p> <p>HC2 <i>Compliance with Community Care Common Standards</i></p> <p>[Number of Community Care Common Standards expected outcomes met / Number of expected outcomes under the Community Care Common Standards] x100</p>	56.00%	55.56%	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<p><b>Service cost</b></p> <p>HC3 <i>Cost of domestic care service</i></p> <p>[Cost of the domestic care service / Hours of domestic care service provided]</p>	\$0.00	\$59.08	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<p><b>Service cost</b></p>					

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**(Highlighted items are also legislated to be included in the Performance Statement)**

HC4 <i>Cost of personal care service</i>  [Cost of the personal care service / Hours of personal care service provided] <b>Service cost</b>	\$0.00	\$65.92	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
HC5 <i>Cost of respite care service</i>  [Cost of the respite care service / Hours of respite care service provided] <b>Participation</b>	0.00	69.83	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
HC6 <i>Participation in HACC service</i>  [Number of people that received a HACC service / Municipal target population for HACC services] x100 <b>Participation</b>	28.00%	25.75%	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
HC7 <i>Participation in HACC service by CALD people</i>  [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	9.00%	7.73%	Reporting Ceased 1 July 2016	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<b>Libraries</b>					
<b>Utilisation</b>					
LB1 <i>Library collection usage</i>  [Number of library collection item loans / Number of library collection items] <b>Resource standard</b>	2.57	2.88	2.60	2.40	
LB2 <i>Standard of library collection</i>  [Number of library collection items purchased in the last 5 years / Number of library collection items] x100 <b>Service cost</b>	51.00%	54.66%	48.70%	46.14%	
LB3 <i>Cost of library service</i>  [Direct cost of the library service / Number of visits] <b>Participation</b>	\$5.23	\$4.91	\$5.11	\$5.75	Slight increase in cost is the result of a small drop in the number of visits to the library.
LB4 <i>Active library members</i>  [Number of active library members / Municipal population] x100	16.00%	12.85%	12.38%	11.83%	
<b>Maternal and Child Health (MCH)</b>					
<b>Satisfaction</b>					
MC1 <i>Participation in first MCH home visit</i>  [Number of first MCH home visits / Number of birth notifications received] x100 <b>Service standard</b>	98.00%	93.88%	91.74%	100.00%	
MC2 <i>Infant enrolments in the MCH service</i>  [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100 <b>Service cost</b>	98.00%	100.72%	100.43%	101.25%	

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**(Highlighted items are also legislated to be included in the Performance Statement)**

MC3 <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurses] <b>Participation</b>	\$0.00	\$64.03	\$63.95	\$70.48	This variance is due to a decrease in the hours worked by MCH nurses compared to previous years.
MC4 <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 <b>Participation</b>	81.00%	72.82%	83.67%	89.63%	
MC5 <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	79.00%	55.17%	75.00%	86.54%	Even though this is a voluntary service, participation has increased significantly. An increase of 36 percent was seen in 2016-2017 and a further 15 percent in 2017-2018.
<b>Roads</b> <b>Satisfaction of use</b>					
R1 <i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads ] x100 <b>Condition</b>	3.22	4.22	6.33	12.22	In 2018 Council significantly upgraded their website which included an online service request system for the community to lodge complaints. The ease of use via website and mobile devices has increased requests.
R2 <i>Sealed local roads maintained to condition standards</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 <b>Service cost</b>	99.00%	99.22%	99.29%	99.30%	
R3 <i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] <b>Service Cost</b>	\$46.67	\$53.23	\$52.67	\$50.11	
R4 <i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] <b>Satisfaction</b>	\$4.92	\$5.12	\$4.66	\$4.67	
R5 <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	48.00	45.00	44.00	44.00	Satisfaction with sealed roads remained consistent with the 2017 figure. We believe that a contributing factor to this low score is a lack of understanding of which roads are Council roads and which are controlled by VicRoads.
<b>Statutory Planning</b> <b>Timeliness</b>					
SP1 <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application] <b>Service standard</b>	47.00	51.00	50.00	39.00	In 2018 Council received 52 less planning permits than the previous year therefore permits were processed within a shorter time frame.
SP2 <i>Planning applications decided within required time frames</i>	80.00%	69.06%	65.76%	86.96%	With Council receiving less planning permits than the previous year more permits were able to be processed within a 60 day period.

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**(Highlighted items are also legislated to be included in the Performance Statement)**

<p>[(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100</p> <p><b>Service cost</b></p> <p>SP3 <i>Cost of statutory planning service</i></p> <p>[Direct cost of the statutory planning service / Number of planning applications received]</p> <p><b>Decision making</b></p>	\$1,459.27	\$2,194.58	\$2,456.04	\$3,221.30	Whilst costs have remained static number of planning permits lodged has decreased by 26 percent.
<p>SP4 <i>Council planning decisions upheld at VCAT</i></p> <p>[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</p>	100.00%	100.00%	0.00%	0.00%	Council had one VCAT decision in relation to a planning application. Council officers assessed the application and considered refusal was appropriate however VCAT thought the application was worthy of approval.
<p><b>Waste Collection</b></p> <p><b>Satisfaction</b></p> <p>WC1 <i>Kerbside bin collection requests</i></p> <p>[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000</p> <p><b>Service standard</b></p> <p>WC2 <i>Kerbside collection bins missed</i></p> <p>[Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000</p> <p><b>Service cost</b></p> <p>WC3 <i>Cost of kerbside garbage bin collection service</i></p> <p>[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]</p> <p><b>Service cost</b></p> <p>WC4 <i>Cost of kerbside recyclables collection service</i></p> <p>[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]</p> <p><b>Waste diversion</b></p> <p>WC5 <i>Kerbside collection waste diverted from landfill</i></p> <p>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</p>	78.74	34.15	36.51	29.13	Council received 63 fewer requests for new services as opposed to the 2017 period.
	^0^	0.95	0.60	0.10	Council's missed bin figures have always been low and this figure reflects only six bins were missed during 2018.
	\$111.19	\$109.44	\$115.94	\$117.81	
	\$57.73	\$50.86	\$36.71	\$43.61	Increased costs incurred due to China no longer accepting Victoria's recycling.
	21.00%	24.32%	24.16%	22.75%	

**Horsham Rural City Council**  
**Governance and Management Checklist 2017-2018**

GOVERNANCE AND MANAGEMENT CHECKLIST		Input Area				
Governance and Management Item		Required	YES NO	Date if YES (single item/date)	Dates if YES (multiple items/dates)	Reason(s) if answer is NO Commentary or link to doc if answer is YES
GC1	<b>Community engagement policy</b> (policy outlining Council's commitment to engaging with the community on matters of public interest)	Current policy in operation	YES	15/06/2015		
GC2	<b>Community engagement guidelines</b> (guidelines to assist staff to determine when and how to engage with the community)	Current guidelines in operation	YES	15/02/2016		
GC3	<b>Strategic Resource Plan</b> (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years)	Plan adopted in accordance with section 126 of the Act	YES	25/06/2018		
GC4	<b>Annual budget</b> (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Budget adopted in accordance with section 130 of the Act	YES	25/06/2018		
GC5	<b>Asset management plans</b> (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Current plans in operation	YES		Asset Management Plan - General 21/12/2015, Asset Management Plan - Roads 21/12/2015	
GC6	<b>Rating strategy</b> (strategy setting out the rating structure of Council to levy rates and charges)	Current strategy in operation	YES	25/06/2018		
GC7	<b>Risk policy</b> ( policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Current policy in operation	YES	14/03/2017		
GC8	<b>Fraud policy</b> (policy outlining Council's commitment and approach to minimising the risk of fraud)	Current policy in operation	YES	9/12/2013		
GC9	<b>Municipal emergency management plan</b> (plan under section 20 of the Emergency Management Act 1986 for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986	YES	16/12/2017		
GC10	<b>Procurement policy</b> (policy under section 186A of the Local Government Act 1989 outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the Local Government Act	YES	12/06/2018		
GC11	<b>Business continuity plan</b> (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	Current plan in operation	YES	26/03/2018		
GC12	<b>Disaster recovery plan</b> (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Current plan in operation	YES	29/06/2015		
GC13	<b>Risk management framework</b> (framework outlining Council's approach to managing risks to the Council's operations)	Current framework in operation	YES	14/08/2017		
GC14	<b>Audit Committee</b> (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Committee established in accordance with section 139 of the Act	YES	1/03/2004		



GC15	<b>Internal audit</b> (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Internal auditor engaged	YES	21/07/2014		
GC16	<b>Performance reporting framework</b> (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Current framework in operation	YES	13/06/2018		
GC17	<b>Council Plan reporting</b> (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Current report	YES		21/08/2017, 19/02/2018	
GC18	<b>Financial reporting</b> (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Quarterly statements presented to Council in accordance with section 138(1) of the Act	YES		04/12/2017, 19/02/2018, 07/05/2018	
GC19	<b>Risk reporting</b> (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports prepared and presented	YES		13/12/2017, 22/05/2018	
GC20	<b>Performance reporting</b> (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports prepared and presented	YES		2/10/2017, 05/03/2018	
GC21	<b>Annual report</b> (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements)	Annual report considered at a meeting of Council in accordance with section 134 of the Act	YES	16/10/2017		
GC22	<b>Councillor Code of Conduct</b> (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Code of conduct reviewed in accordance with section 76C of the Act	YES	6/02/2017		
GC23	<b>Delegations</b> (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act	YES	19/03/2018		
GC24	<b>Meeting procedures</b> (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act	YES	6/11/2017		

Enter single item date as: [dd/mm/yyyy] e.g. 21/07/2011	Enter multiple items/dates as: [name of item][dd/mm/yyyy] e.g. Road Management Plan 24/07/2013 e.g. Quarterly Statement No.1 23/07/2014
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**ASSEMBLY OF COUNCILLORS REGISTER****COUNCIL BRIEFING HELD IN THE RECEPTION ROOM  
ON MONDAY 3 SEPTEMBER 2018 AT 5.00PM**

**Present:** Cr P Clarke, Mayor, Cr MA Radford, Cr A Gulvin, Cr D Grimble, Cr L Power; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Community Wellbeing (from 5.45pm); John Martin, Director Infrastructure; Angela Murphy, Director Development Services

**Apology:** Cr J Koenig, Cr J Robinson

**1. WELCOME AND INTRODUCTION**

Cr Clarke welcomed everyone.

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

Nil.

**3. STAVELY GROUND RELEASE INITIATIVE**

**In attendance:** Annie Farrow, Manager Stakeholder and Community Engagement, Minerals Development Victoria

Ms Farrow provided a presentation on Minerals Exploration in Western Victoria (Stavely ground release and community engagement sessions undertaken).

**4. DISCUSSIONS****4.1 Good Governance Guide Presentation**

Graeme Harrison provided a presentation on Good Governance – Decision Making based on information from the VLGA Good Governance Guide. Several aspects of the presentation were discussed.

**4.2 Wimmera Southern Mallee Destination Management Plan**

Discussed the plan. Some points were raised about where priorities have come from.

**5. GENERAL DISCUSSION****5.1 MAV State Council Items for Resolution**

Discussed.

**6. CLOSE**

7.15pm (dinner followed)



**ASSEMBLY OF COUNCILLORS REGISTER****COUNCIL BRIEFING HELD IN THE RECEPTION ROOM  
ON MONDAY 10 SEPTEMBER 2018 AT 5.00PM**

**Present:** Cr P Clarke, Mayor, Cr MA Radford, Cr D Grimble, Cr L Power, Cr A Gulvin (from 5.57pm), Cr J Koenig; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; John Martin, Director Infrastructure; Angela Murphy, Director Development Services; Kevin O'Brien, Director Community Wellbeing, Zac Gorman & Heather Proctor (item 3 only), Susan Surridge (item 4.4 only)

**Apologies:** Cr J Robinson

**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 & PERFORMANCE MEETING**

Heather Proctor and Zac Gorman attended and discussed the quarterly financial report.

**4. COUNCIL MEETING REPORTS FOR DISCUSSION****4.1 MAV State Council Meeting Motions (Appendix A)**

Discussed

**4.2 Horsham Transport Network Objectives (Appendix B)**

Discussed

**4.3 Waste Strategy Consultation Presentation**

John Martin provided a presentation on current engagement and issues around the Waste Strategy.

**4.4 Community Sport Infrastructure Grant Program (Appendix C)**

Susan Surridge attended.

Discussed

**5. GENERAL DISCUSSION (Sunil Bhalla)**

Meeting adjourned for dinner 6.22pm.

Meeting reconvened 6.50pm for travel to Telangatuk.

**COMMUNITY CONSULTATION MEETING AT TELANGATUK EAST HALL AT 7.30PM**

**Present:** Cr P Clarke, Mayor, Cr MA Radford, Cr D Grimble, Cr L Power; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; John Martin, Director Infrastructure; Angela Murphy, Director Development Services; Kevin O'Brien, Director Community Wellbeing; Kathy Ross, Ian Ross, Luke Rees, Tom Dunstan, Tom Dunstan Jnr, Martin Hetherington, John Silcock, Ian Dyer, Michael Dyer, Andrew Hallett, Rosalea Hallett, Barry Blake, Robyn Blake, Peter Rogers, Warren Blake, Gil Rees

**Apologies:** Cr J Robinson, Cr A Gulvin, Cr J Koenig

**1. WELCOME AND INTRODUCTION**

Cr Clarke welcomed everyone.

**2. DISCUSSIONS WITH TELANGATUK COMMUNITY**

- Rates
- Roads, road edges deteriorated
- Blocked culverts
- Rabbit pests
- Grading roads
- Water over roads
- Rural areas being neglected
- Roadside rubbish removal
- Speeding
- Road permits for shifting of rainwater tanks
- Map for wide vehicle access
- Roadside tree removal
- Tennis club works
- Valuation of urban properties
- Flood on Broad Lakes Road
- Mobile phone coverage

**3. CLOSE**

Meeting closed at 8.45pm

**ASSEMBLY OF COUNCILLORS REGISTER****COUNCIL BRIEFING HELD IN THE RECEPTION ROOM AT THE  
HORSHAM RURAL CITY COUNCIL ON MONDAY 17 SEPTEMBER 2018 AT 5.00PM**

**Present:** Cr M Radford (Chair), Cr J Koenig, Cr A Gulvin (arrived 5.02pm), Cr J Robinson; Sunil Bhalla, Chief Executive Officer; Angela Murphy, Director Development Services; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Community Wellbeing; John Martin, Director Infrastructure

**Apologies:** Cr P Clarke, Mayor, Cr D Grimble, Cr L Power

**1. WELCOME AND INTRODUCTION**

Cr Radford welcomed everyone.

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

Cr Gulvin relating to item 3.5 Development Plan – Plozza Road.

**3. COUNCIL MEETING REPORTS FOR DISCUSSION****3.1 Local Government Performance Reporting Framework**

Discussed.

**3.2 Council Plan – Six Monthly Report**

Discussed.

**3.3 Wimmera Sports Stadium and HABA Licence Renewal**

Discussed.

**3.4 On the Run Petrol Station**

Discussed.

**3.5 Development Plan – Plozza Road (Cr Gulvin left the room at 6.03pm and returned 6.10pm)**

Discussed.

**3.6 Portsea Camp**

Discussed.

**3.7 Natimuk Fuel Station**

Discussed.

**3.8 Appointment of Independent Chair for Rates Review Advisory Committee**

Discussed.

**4. GENERAL DISCUSSION**

**4.1 VicRoads Intersection at McPherson Street / O'Callaghan's Parade**

**4.2 Future Presentation with Horsham Strategic Directions Group**

**4.3 Visit to Wind Farm**

**4.4 Dudley Cornell master planning work**

**6. CLOSE**

6.50pm (dinner followed)

## Minutes

**Public Art Advisory Committee Meeting**  
**Thursday 16 August 2018 at 6-7pm**  
**Committee Room, HRCC**

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**Attendees:** Brian Basham, Elizabeth Dahlenburg, Annie Ferguson, John Martin, Kevin O'Brien, Anne Donovan, Jillian Pearce

### Agenda Items:

1. **Welcome**
2. **Apologies:** Cr Pam Clarke, Casandra Velinos
3. **Minutes of the previous meeting**  
 Passed with amendment noted – Jillian Pearce as present on the minutes 14 June 2018.
4. **Disclosure of Conflict of Interest – Nil**
5. **Business Arising:** Jillian Pearce presented the draft Public Art flow chart of engagement and decision making update. Jillian Presented Public Art Project Breakdown  
**ACTION:** Jillian to provide information on commissioned artist demographics and project descriptions for next meeting
6. **HRCC Organisational Update:** General Information and discussion around the strategic organisational restructure and opportunities for the role of Public Art in Place-making within some Council Strategies that may be coming up. For Example: the River Corridor, Rail Corridor, Central Business District.
7. **Current conversations and Role of PAAC**
  - **Fish Trap Sculpture update and completion:** Nature of commission and delivery of project discussed. Further information needed on the cultural significance of the sculpture at a location nearby.
  - **Entrance Sculpture:** Maintenance and Relocation options presented
    - 1) Dimboola Road
    - 2) East Roundabout at Wimmera River Bridge
    - 3) West central median Strip of West End of Wimmera River Bridge
 Committee discussed the first preference option being Dimboola Road Entrance Site.  
**ACTION:**
    - 1) John to confirm status of site management and permission with VicTrack.
    - 2) Jillian to proceed with internal process of relocation including a Project Reference Group to develop a relocation plan for Concentric.
  - **Projection Project:** Looked at various sites. Need to develop a business plan around the project exploring viability of Projection project as permanent in CBD (post office, Firebrace Street or Roberts Avenue) or a silo.

- **LiL 4:** Cas: focus for art making could be: a local indigenous women's art group, such as the Women's Art Group at Brambuk to support the local indigenous story be represented for public accessibility and education.”

**ACTION:** Jillian to explore with the HRAG Education Officer the co delivery of this project.

## 8. **Public Art Implementation Plan – Opportunities: Discussion**

### **Brian:**

- Installations around the area honouring the contribution of the Horsham/Wimmera Pioneers. Not so much about individuals but rather industries/businesses that started the development of the area.
- Integrative public art. The idea is that municipal objects like manholes, lights on the side of buildings etc are integrated into a mural to reduce their 'ugliness'. Some examples – lights on the wall of a building being incorporated into a mural as eyes of a creature. This turned a boring wall into a work of art.

**Cas** (emailed in comments prior to meeting, not present at meeting):

- Supports the idea of installations honouring pioneering businesses/industries, and would like to see this further explored to include local indigenous community.
- Support Integrative public art direction and propose a policy be developed to create and support and ongoing relationship with the public. This could look like designated platforms, or a streamlined approval process, or assessing "hot spots" and advertising them to the public to receive their submissions.

### **Annie:**

- Integrate Public Art around public Assets ie: Trompe L'oeil style: Also be a method for gaining insight into the meaning of our public art.

### **Liz:**

- Empty Shops activation using art. Street artists could be commissioned to paint boards in windows. Light In Laneway Photographic exhibition by youth could also work for the windows.

9. **Meetings as 1.5 hours in future:** Passed unanimously.

10. **Next meeting:** 6-7.30 pm, 18 October and 13 December 2018

11. **Meeting Close 7.25 pm.**



## Horsham Community & Police Consultative Committee (HCPCC)



Chairman:

David Eltringham

P.O. Box 1012  
Horsham 3402

0418 147 482

[djelt@bigpond.com](mailto:djelt@bigpond.com)

Secretariat:

Horsham Rural City Council

Cr. Mark Radford

[mark.radford@hrcc.vic.gov.au](mailto:mark.radford@hrcc.vic.gov.au)



Horsham Community & Police Network

### MINUTES

Thursday, 23 August 2018

Uniting Wimmera Boardroom

**Meeting commenced:** 9.00am

#### Welcome:

Chairman welcomed all to the meeting with special welcome to Acting Sgt Malpas, VicPol, and CFA Operations Manager, Craig Brittain, both of whom are new to the Committee. Chairman also extended best wishes to David Parker, VicRoads, who has been unwell. It was noted that Cr. Radford had to leave the meeting at 10.00am.

#### Present:

<b>Chairman:</b>	David Eltringham	DJE
<b>Victoria Police:</b>	Act. Sen. Sgt. Eddie Malpas	EM
<b>Ambulance Victoria</b>	Paul Burton	PB
<b>Country Fire Authority</b>	OM Craig Brittain	CB
<b>Horsham Sports &amp; Community Club</b>	Glenn Carroll	GC
<b>Wimmera Mobility Group</b>	Geoff Baker	GB
<b>State Emergency Service</b>	Nola Brown	NB
<b>LLE Network</b>	Tim Shaw	TS
<b>Business Horsham</b>	Andrea Cross	AC
<b>Horsham Rural City Council</b>	Keith Emmerson	KE
	Cr. Mark Radford	MR

#### Apologies:

Sen. Sgt. Dave Ellis, Dave Parker, Geoff Lord, Matt Perry, Carly Werner (WMTimes)

**Minutes of the Previous Meeting:** 28 June 2018 were circulated, received and updated.

Moved GC  
Seconded GB

#### Business Arising from the Minutes:

\* **AED Update.** PB Reported:

- 5 out of 6 have been installed.
- 33 are now 'Registered' (at the start of the campaign there were 15).
- One has been vandalized in Roberts Ave. Repaired under Warranty. (5 Year Warranty)  
HRCC working with AV.
- Culprit caught thanks to good CCTV evidence. (*Resolved that HCPCC not take any further action or comment*).
- New funding arrangements could support an AED for Natimuk.
- AED Training was attended by one community person. Thanks to those who organized the Training.

\* **Arapiles Rescue update.** CB Reported:

- For major rescues, VicPol is the 'Lead Agency'
- CFA are working to 'upskill' volunteers with "High Angle" and "Steep Angle" Rescue Training.
- "Bottom up" rescue is a separate issue at this stage.

- A qualified Trainer/Instructor from SA has recommended a new "Risk Assessment Plan" be prepared. New equipment and accommodation for SES/CFA equipment is being considered for Natimuk.

\* **Horsham Neighborhood Watch update.** DJE & AC to invite a representative to attend.

\* **Event Notification process discussion.** CB was concerned that Emergency Management Plans were not being prepared for some larger events. The CFA can assist with EM Plan preparations. The HRCC has a template for EM Plans. MR offered to circulate a sample EM Plan and provide a LINK to the Council Website Event Notification page. MR also to ask about the EM Plan for the up-coming Motocross Event in Horsham.

#### **Reports:**

##### \* **VicPol**

- EM reported that generally, crime numbers are down. Slight increase in **Non** Family Violence. Deception Offences are up.  
 - Staffing numbers have increased with new recruits. Due to increased resources there has been an increase in Family Violence Reports. Community Policing - a couple of assaults occurred at a B&S Ball. A new BMW Police Car now at Horsham Police Station.

##### \* **CFA**

- CB reported a 'zero tolerance' approach to illegal fires being lit during the Fire Season. Some short-staffing challenges at present. There is a Concept Plan for a new CFA District 17 HQ.

##### \* **SES**

- NS reported they are still recruiting for new members. Nola is the Chair of Roadsafte Wimmera. Ken Smith has taken over Kendra's role while she is on Maternity Leave.

##### \* **Wimmera Mobility Group**

- GB thanked HRCC, via Keith, for recent footpath improvements. Two new Members since last meeting.  
 - Successful in obtaining a QuickWin Grant from Rural Access for \$2475

##### \* **LLENetwork**

- TS reported that the LLEN are looking for more mentors as a part of a crime diversion project.  
 - The Wimmera Drug Action Task Force has received funding from the Australian Drug Foundation to educate parents in relation to drug and alcohol harms. (particularly supply of alcohol to minors)

##### \* **HSCClub**

- GC reported about new Legislation in relation to the alcohol serving responsibilities of parents in and licensed premises staff.

##### \* **Business Horsham**

- AC reported the HCPCC Facebook site has 306 'followers' now. (*well done Andrea*)  
 - Café Jas is maintaining the Laneway Blackboard

##### \* **HRC Council**

- MR reported on the up-coming World Motocross Junior Championships.  
 - Raised the issue of the 60KMH speed limit outside the Kalkee Road Children's Hub. The group resolved to write to VicRoads about this.

#### **Terms of Reference**

Chairman requested that the signed copy of Terms of Reference to be tabled when available.

##### \* **Community**

- DJE reflected on the passing of Bill McGrath - a wonderful advocate for this community.  
 - Mentioned that currently there is no HRCC Parking Officer, (*staff are covering the position*).  
 - O'Callaghan Parade/McPherson Street roundabout plans have been finalized.

- *Thanks to Tim for assisting with the Minutes in Mark's absence (from 9.45am)*

#### **NEXT MEETING:**

9.00am, Thursday 25 October 2018.

#### **NOTE:**

##### **RELOCATION OF MEETING VENUE:**

Uniting Wimmera GROUND FLOOR LARGE Meeting Room

**Meeting Closed:** 10.30am



**Wimmera Southern Mallee Regional Transport Group (WSM RTG)****MINUTES****FRIDAY 7 SEPTEMBER 2018****Reception Room, Municipal Offices, Horsham****(Light lunch will be served at 12.00pm – Meeting start 12:30)****1. Welcome**

Cr Gersch was nominated to chair the meeting in the absence of Cr Kevin Erwin.

**Present**

Cr Rob Gersch - Hindmarsh  
 Cr David Grimble - Horsham  
 Cr Corrine Heintze - Yarriambiack  
 Cr Daryl Warren - Buloke  
 Linda Oman – VicRoads  
 Chris Adams – Northern Grampians  
 John Martin – Horsham  
 James Magee - Yarriambiack  
 Shane Power - Hindmarsh

**2. Apologies**

Cr Kevin Erwin  
 Angela Daraxoglou  
 Nigel Powers  
 Naga Sundararajah  
 Anthony Judd  
 David Hill  
 Tim Guidera  
 Ralph Kenyon  
 Mal Kersting  
 Trenton Fithall  
 Rob Armstrong  
 Chris Dunlop  
 Peter Johnstone

**Moved: Cr Daryl Warren, Seconded: Cr David Grimble, that the apologies be accepted. CARRIED**

**3. Minutes of Meeting held 27 July 2018 - Attached**

**Moved: Cr Corrine Heintze, Seconded: Chris Adams, that the minutes from the previous meeting 27 July, were a true and accurate record of that meeting. CARRIED**

**4. Business Arising from Minutes**

Review of project scoring for strategy - Directors

**5. Financial Statement – Distributed with meeting papers**

Balance \$50,091.60

**Moved: Cr Daryl Warren, Seconded: Cr Corrine Heintze, that the financial report be accepted. CARRIED**

**6. Correspondence**

- Out:
  - Susan Phillips – Application for Protection of Trees – Djab Wurrung
- In:
  - Susan Phillips – Acknowledgement of submission

**Moved: Cr David Grimble, Seconded: Cr Corrine Heintze, that the correspondence be received. CARRIED**

## **7. Reports**

### **7.1. VicRoads and Transport for Victoria – Linda Oman (VicRoads)**

- Western Highway Corridor Strategy – consultancy due to be awarded in a week or so. Consultation with stakeholders such as WSM RTG will occur.
- A proposal has been put up by VicRoads to address narrow sealed roads. Status not yet known.
- Heavy Vehicle Safety and Productivity – Stage 6 announcements.
  - Widening of 17 km of shoulder on Henty Highway near Lascelles, and 2 km full width rehabilitation.
- Regional Roads Victoria (RRV) commences on 10 September. Will be an advocate for regional roads needs. Paul Northey as head.
  - Question – what is the status of the \$100 M roads program?
    - Methodology has been determined.
    - Understood to be announced on commencement of RRV.
- Review of bus services.
- VicRoads is looking at ways of recovering costs from developments, e.g. quarries that involve heavy haulage (contact Adrian Borg, or via Linda Oman for details).
  - There have been legal challenges to some Council application of such levies.
- Murra Warra Wind Farm, will in part use the Nhill-Harrow Rd for haulage. This road has a 3.2 m seal, and the vehicles have a 4.5 m base.

### **7.2. Wimmera Development Association (WDA)**

Apology

### **7.3. Victorian Farmers Federation (VFF)**

Apology

### **7.4. Graincorp**

Apology

### **7.5. Gary Driscoll**

Apology

### **7.6. Council Representative Reports**

*Yarriambiack*

- HVSPF funding for Henty Highway and Minyip-Dimboola Road.
- Hopetoun Aerodrome – sealing – funded under remote aerodromes
- Some concern about the Henty Highway south of Beulah, but VicRoads is intending to work on that.

*Hindmarsh*

- Nhill Aerodrome Master Plan – about to go to public consultation
- \$2.1 M contract for flood recovery awarded
- Contracts high, or not timely. Aiming to expand internal capacity.
  - Discussion about the need to look at regional resource sharing to provide better capacity to deliver program, also alternative contracting strategies
  - Can we use the regional resource sharing fund to facilitate planning in this regard? Is there an opportunity to work in with VicRoads in this regard?
  - There is a community expectation that work will proceed in a timely manner.
- Increased VicRoads program in the municipality, which is appreciated

*Northern Grampians*

- HVSPF – Some funds for the Bulgana road works.
- Regional bus services – will be engagement in Stawell about services, including to Halls Gap

- Stawell Gold Mines – will be starting operations again in the new year. Also, gold finds with Navarre Minerals in some areas.

#### *Horsham*

- Acknowledged the work at Henty Highway, Curtis Rd intersection realignment part funded through VicRoads.
- Had a presentation from Lachlan McDonald from TfV at Western Rail
- Review of transport objectives for Horsham – establishing the foundations on which to develop a network plan.
- HVSPP funding – Wonwondah Dadswells Bridge project – announced on web but no letter yet.

#### *Buloke*

- Flood recovery continuing
- Lake Tyrrell development. Ongoing discussions for access to the Lake for tourists.
- Some positive anticipation about upcoming VicRoads works.
- Quite some nervousness about the outlook for the current season. Potential for some grain crops to become hay due to poor season, while hay prices remain strong.

**Moved: Cr Daryl Warren, Seconded: Cr Corrine Heintze that the reports be accepted. CARRIED**

### **8. General Business**

- Priorities for Strategy Review
  - To be reviewed by Directors in the next week and used to write advocacy letters to polities.
- The Overland Train Service
  - Advice that the service may cease
  - The Victorian Government has extended the contract until March 2019, SA Government is not yet committed.
  - Discussed at Hindmarsh at a recent meeting.
  - **Moved: Chris Adams, Seconded: Cr David Grimble, that we write to the Vic and SA Govts for continuation of the service. CARRIED**
  - Include commentary that a rail service is provided in some form.
- Chief Regional Roads Officer
  - **Moved: Cr Rob Gersch, Seconded: Shane Power, that we invite Paul Northey to attend a meeting of our group and present to us on his role. CARRIED**
  - **Moved: Cr David Grimble, Seconded: Cr Daryl Warren that we also invite Andrew Broad to this meeting. CARRIED**

### **9. Next meeting**

2 November 2018

### **10. Close**

Cr Rob Gersch

**Acting Chairman**

**Wimmera Southern Mallee Regional Transport Group**

September 2018