

AGENDA

MEETING OF THE
HORSHAM RURAL CITY COUNCIL

To be held on
12 December 2022

At 5.30pm

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



Horsham Rural City
Council urban rural balance

COUNCILLORS are respectfully requested to attend the Council Meeting of the Horsham Rural City Council to be held on 12 December 2022 in the Council Chamber, Civic Centre, Horsham at 5.30pm

Order of Business

PRESENT

ALSO IN ATTENDANCE

1. PRAYER

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

2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT

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

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

3. OPENING AND WELCOME

Chairman, Cr Robyn Gulline formally welcomed those in attendance to the meeting. The Mayor advised that the meeting will be recorded to maintain a video archive, which will be available on the Horsham Rural City Council website as soon as possible.

4. APOLOGIES

5. LEAVE OF ABSENCE REQUESTS

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 28 November 2022 be adopted.

7. CONFLICTS OF INTEREST

Declarations of Interest

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

Members of Staff

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

8. PUBLIC QUESTION TIME

REPORTS FOR COUNCIL DECISION 6

9. OFFICERS REPORTS 6

9.1 COUNCILLOR REPRESENTATION ON EXTERNAL AND REGULATORY COMMITTEES6

9.2 HORSHAM RURAL CITY TALKS EXPO 2022 – ENGAGEMENT REVIEW AND FUTURE PLANS9

9.3 COUNCIL MEETING DATES 2023 13

9.4 PA2200390 - 99 WILSON STREET, 101 WILSON STREET AND 58 DARLOT STREET HORSHAM.....16

9.5 COUNCIL RESOLUTIONS 19

REPORTS FOR INFORMATION 21

9.6 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT REPORT.....21

9.7 ACTING CHIEF EXECUTIVE OFFICER’S OPERATIONAL REPORT 30

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS 33

11. URGENT BUSINESS 35

12. PETITIONS AND JOINT LETTERS..... 36

13. PROCEDURAL BUSINESS 37

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS.....37

13.2 SEALING OF DOCUMENTS..... 37

13.3 INWARD CORRESPONDENCE..... 37

13.4 COUNCIL COMMITTEE MINUTES 37

14. NOTICE OF MOTION 38

15. CONFIDENTIAL MATTERS 38

15.1 GOLF COURSE ROAD RECONSTRUCTION 38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(g) - Private Commercial Information

15.2 CONTRACT VP 327655 FOR THE SUPPLY OF MOBILE GARBAGE BINS 38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(g) - Private Commercial Information

15.3 DERRY PARADE ROAD ALIGNMENT 38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(a)&(c) -Council Business Information & Land Use Planning Information

15.4 CONFIDENTIAL COUNCIL RESOLUTIONS 38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(l) - Information that was confidential information for the purposes of section 77 of the Local Government Act 1989

15.5 CEO EMPLOYMENT AND REMUNERATION COMMITTEE REPORT: 23 NOVEMBER 2022 38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(f) - Personal Information

16. PROCEDURAL BUSINESS 38

16.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS.....38
Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(a) - Council Business Information

CLOSE



JOHN MARTIN

Acting Chief Executive Officer

REPORTS FOR COUNCIL DECISION

9. OFFICERS REPORTS

9.1 COUNCILLOR REPRESENTATION ON EXTERNAL AND REGULATORY COMMITTEES

Author's Name:	Kim Hargreaves	Director:	Kim Hargreaves
Author's Title:	Director Corporate Services	Directorate:	Corporate Services
Department:	Corporate Services	File Number:	F06/A12/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Summary of Committees and Councillor Representation (**Appendix 9.1A**)

Purpose

To nominate Councillor representatives to the Municipal Association of Victoria (MAV) and the Victorian Local Governance Association (VLGA) and other Committees requiring Councillor involvement.

Summary

- The Municipal Association of Victoria and the Victorian Local Governance Association require formal advice of the Councillors appointed following a resolution of Council.
- There are a number of external committees that require annual appointments to be made for representation by Mayor and Councillors.
- Council has one Regulatory Committee – the Audit and Risk Committee - that requires annual appointments to be made for representation by Mayor and one other Councillor.

Recommendation

That Council:

1. Nominate Mayor Gulline as Council's representative for 2023 to the Municipal Association of Victoria and Deputy Mayor Flynn as substitute representative.
2. Nominate Cr Ross as Council's representative for 2023 to the Victorian Local Governance Association with Cr Bowe as substitute.
3. Receive and note the Committee appointments as follows:
 - North-West Municipal Association – Mayor Gulline and Deputy Mayor Flynn as substitute
 - Audit and Risk Committee – Mayor Gulline and Cr Power with Deputy Mayor Flynn and Cr Ian Ross as first second substitute respectively
 - Rail Freight Alliance – Cr Redden with Cr Haenel as substitute
 - Western Highway Action Committee – Cr Haenel with Cr Redden as substitute
 - Wimmera Regional Library Corporation (until June 2023)– Cr Bowe
 - Wimmera Southern Mallee Transport Group – Deputy Mayor Flynn with Cr Ross as substitute
 - Wimmera Development Association – Mayor Gulline

REPORT

Background

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

The Municipal Association of Victoria and the Victorian Local Governance Association require formal advice of the Councillors appointed to represent Horsham Rural City Council following a resolution of Council. With the appointment of a Deputy Mayor in November 2022, the representation on some Committees will be determined by position as Mayor or Deputy Mayor.

Discussion

Following the review of committees with Council representation, Council has determined the following committees require Councillor representation.

Council has discussed the appointment of the following Councillors to the following committees:

- Municipal Association of Victoria – Mayor Gulline and Deputy Mayor Flynn as substitute
- North-West Municipal Association – Mayor Gulline and Deputy Mayor Flynn as substitute
- Audit and Risk Committee – Mayor Gulline and Cr Power with Deputy Mayor Flynn and Cr Ian Ross as first second substitute respectively
- Rail Freight Alliance – Cr Redden with Cr Haenel as substitute
- Western Highway Action Committee – Cr Haenel with Cr Redden as substitute
- Wimmera Regional Library Corporation (until June 2023) – Cr Bowe
- Wimmera Southern Mallee Transport Group – Deputy Mayor Flynn with Cr Ross as substitute
- Wimmera Development Association – Mayor Gulline

Options to Consider

Nil

Sustainability Implications

Nil

Community Engagement

Council's involvement on community advisory committees is a part of the overall process through which Council engages with the community and some specific sectors of the community..

Innovation and Continuous Improvement

Not applicable

Collaboration

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

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

The Western Highway Action Committee is a collaboration of ten Councils from Melton to the South Australian border.

Financial Implications

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

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 – Leadership

Strategies 1-6

Risk Implications

Not applicable

Conclusion

The 2023 appointments of Councillors to a number of committees, together with nominations to the Municipal Association of Victoria and the Victorian Local Governance Association, are submitted to Council for endorsement.

9.2 HORSHAM RURAL CITY TALKS EXPO 2022 – ENGAGEMENT REVIEW AND FUTURE PLANS

Author's Name:	Susan Surrige	Director:	Kim Hargreaves
Author's Title:	Co-ordinator Community Relations and Advocacy	Directorate:	Corporate Services
Department:	Governance & Information	File Number:	F06/A23/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

EXPO Engagement Report 2022 (**Appendix 9.2A**)

Purpose

To receive an Engagement Report on the Horsham Rural City Talks Expo 2022 held on 1-3 September 2022 and to propose a similar Expo for 2023.



Summary

- Horsham Rural City Talks Expo 2022 was held on 1-3 September 2022 at Horsham Town Hall.
- The Engagement Report provides details of the engagement feedback, an overview of the effectiveness of the Expo, identification of improvement opportunities and a recommendation for another Expo in 2023.

Recommendation

That Council:

1. Receive and note the Horsham Rural City Talks Expo 2022 Community Engagement Report (**Appendix 9.2A**)
2. Approve scheduling of an Expo in the second half of 2023 and the allocation of a budget of \$13,000 in the 2023-24 year to fund the Expo.

REPORT

Background

Horsham Rural City Council recognises that effective community engagement is essential to achieving the best outcomes for projects and services that Council deliver.

The Horsham Rural City Council Talks Expo 2022 was Council's major community engagement relating to the annual review of the Council Plan (and integrated Health and Wellbeing Plan), Annual Action Plan and Budget. It provided a transparent mechanism for our community to receive information on current Council projects and priorities, with the feedback provided directly to Council as part of the planning cycle for 2023-24.

The Engagement Report (**Appendix 9.2A**) was provided to Councillors at a Councillor Planning Workshop on 30 September 2022 and highlighted "what the community have told us".

Discussion

The inaugural Horsham Rural City Talks 2022 Strategic Planning Expo was held at the Horsham Town Hall on 1 -3 September 2022. This was an opportunity to present current and future planned projects to the Community and receive feedback on what the Community sees as priorities for the municipality. There were 409 attendees at the Town Hall and 305 'visits' to the online Expo.

Key themes to emerge from the Expo

- The Town Hall venue worked well, providing a comfortable, spacious and accessible facility for all attendees.
- People mainly attended the Friday and Saturday sessions.
- The direct live radio broadcast had a good impact on attendances on the Friday.
- The mini 'online' version of the expo proved successful with participation numbers approximately 75% of the number that visited the Town Hall.
- The Expo provided an open engagement format for good conversations. Visitors to the Expo generally stayed for long visits, looked at most subject sites, and had good discussions with Council staff and Councillors.
- The Town Hall Expo was well supported by our older demographic with 73% of all attendees aged over 65 and almost 2 in 5 attendees aged over 75; providing Council clear feedback from this sector of our community on a range of current topics.
- There was very limited participation at the Town Hall by anyone under 35 (12%) indicating that the Expo did not engage this age group well.
- Considering the median age of the municipality's population is 41, the engagement feedback is not representative of the broader demographics of our community.
- The Engagement Report (**Appendix 9.2A**) details feedback under following topics:
 - Parenting space for the Central Activity District
 - Community Inclusion Plan
 - Horsham's Heritage
 - 10 year Capital Works pipeline
 - Central Activity District Streetscape Plan
 - Footpath, Roads and Bridges
 - Social infrastructure
 - Accessibility
 - New 4-Bin Waste Service (to be implemented from April 2023)

The future

A review of the effectiveness and value of the Expo was undertaken with Councillors and staff involved with the engagement. Total engagement numbers (in person and online) were 700+ and this is considered a good level of engagement.

The venue, timing and days of the Expo were suitable and fitted into the Council Plan framework and timelines. Thursday night was poorly attended and the Expo could therefore be reduced to just Friday and Saturday with little impact on participation.

The Expo was well-supported by Council staff across a range of service areas, with 20 staff directly involved at the Expo, and additional support from Town Hall staff who provided an excellent venue for the Expo.

It is recommended that Council approve an Expo for the second half of 2023 noting the following improvement opportunities for consideration:

- Enhancement of the online mini expo, including a question to capture demographics
- More activities to attract the younger demographics, including a specific Youth Council session on the Saturday morning
- Look at running workshops with a more rural focus
- Expand the number of workshops
- Invite all local media to a “pre-expo preview”.

The Expo will provide a major general engagement opportunity in the second half of 2023, which will complement the Wimmera Machinery Field Days in March 2023, providing Council’s two key broad community engagement opportunities for the year.

Options to Consider

- Approve a Horsham Rural City Talks 2023 Expo
- Consider other methods of community engagement for strategic planning

Sustainability Implications

Some themed displays at the Expo may involve sustainability projects i.e. 4-bin waste service at the 2022 Expo.

Community Engagement

The focus of the Expo was community engagement. The Engagement Report was presented to the Councillor group at the planning workshop on 30 September.

Innovation and Continuous Improvement

The inaugural Expo was an innovation and improvement in the overall engagement with community as part of Council’s annual planning cycle.

Collaboration

Not applicable

Financial Implications

The project cost \$11,643, with key expenditure on printing for displays, radio broadcast and digital engagement tools. In addition there was approximately 135 hours of staffing resources allocated to the pre-planning and evaluation of the Expo.

Allowing for a 5% CPI, a budget of \$13,000 will be required in 2023-24 to undertake the Expo.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Displays and Themes of the Expo purposely addressed all five Council Plan themes and in particular:

Theme 1 - Strategy 3 - A Community that is empowered in shaping the future of our region

Risk Implications

The effective delivery of community engagement should reduce the risk of poorly designed projects and lessen reputational risk.

Conclusion

The inaugural Horsham Rural City Talks 2022 Strategic Planning Expo was held at the Horsham Town Hall on 1 - 3 September 2022. This was an opportunity to present the current and future planned projects to the Community and to receive feedback on what the Community sees as our priorities for the municipality. Council appreciates the high-level of participation and valuable feedback provided by our Community.

9.3 COUNCIL MEETING DATES 2023

Author's Name:	Diana McDonald	Director:	Kim Hargreaves
Author's Title:	Co-ordinator Governance	Directorate:	Director Corporate Services
Department:	Governance and Information	File Number:	F019/A15/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Council Meeting Dates 2023 (Appendix 9.3A)

Purpose

To adopt Council meeting dates for Horsham Rural City Council meetings for the 2023 calendar year.

Summary

The setting of meeting dates in advance helps facilitate good planning and allows the community, councillors and officers to better plan for the year ahead.

Recommendation

That Council:

- Note that the Council meetings for 2023 for the Horsham Rural City Council will be held at 5.30pm at the Civic Centre Horsham and livestreamed, on the following dates:
 - Monday, 30 January 2023
 - Monday, 27 February 2023
 - Monday, 27 March 2023
 - Monday, 24 April 2023
 - Monday, 22 May 2023
 - Monday, 26 June 2023
 - Monday, 24 July 2023
 - Monday, 28 August 2023
 - Monday, 25 September 2023
 - Monday, 23 October 2023
 - Monday, 27 November 2023
 - Monday, 18 December 2023
- Note that the Council Meeting to elect the Mayor of the Horsham Rural City Council will be held on Thursday 16 November 2023 at 5.30pm at the Civic Centre, Horsham.
- Advertise the adopted 2023 Council meeting dates on the Horsham Rural City Council website and in the Public Notice pages in a local newspaper.

REPORT

Background

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

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

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

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

- 13.4.1. for meetings which it has fixed by preparing a schedule of meetings annually, twice yearly or from time to time, and arranging publication of such schedule in a newspaper generally circulating in the *municipal district* either at various times throughout the year, or prior to each such *Council meeting*; and
- 13.4.2. for any meeting by giving notice on its website and:
 - (a) in each of its Customer Service Centres; and/or
 - (b) in at least one newspaper generally circulating in the *municipal district*.

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

Discussion

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

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

Options to Consider

Nil

Sustainability Implications

Nil

Community Engagement

Not applicable

Innovation and Continuous Improvement

Not applicable

Collaboration

Not applicable

Financial Implications

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

Regional, State and National Plans and Policies

Local Government Act 2020

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 – Leadership

Risk Implications

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

Conclusion

As per the *Local Government Act 2020*, Council meeting dates have been proposed for 2023.

9.4 PA2200390 - 99 WILSON STREET, 101 WILSON STREET AND 58 DARLOT STREET HORSHAM

Author's Name:	Joel Hastings	Director:	Kevin O'Brien
Author's Title:	Coordinator Statutory Planning and Building	Directorate:	Communities and Place
Department:	Communities and Place	File Number:	PA2200390

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Delegate Report: Application Number: PA2200390 (**Appendix 9.4A**)

Purpose

To determine Planning Permit application PA2200390 for the Use and Development of 99-101 Wilson Street and 58 Darlot Street.

Summary

The planning application proposes the Use and Development of 99-101 Wilson Street and 58 Darlot Street being a six lot subdivision, shop and restricted retail premises, two dwellings, reduction in car parking requirements, business identification signage and creation of carriageway easement and was received on 2 May 2022.

A full planning assessment against the Horsham Planning Scheme considering the relevant policy, objections and views of the referral authorities has been undertaken highlighting the economic benefits, activity centres, infrastructure provision, reduction in car parking, access and the urban design of the precinct that will contribute to development of Horsham as regional city.

The assessment in accordance with section 60 of the Planning and Environment Act 1987 also considers a number of objections made to the proposal regarding parking and access and future development also finds that subject to conditions meets the requirements of the Horsham Planning Scheme.

Recommendation

That Council, being the Responsible Authority under the Horsham Planning Scheme and the Planning and Environment Act 1987 and having considered the application, and referral responses, the objections and the relevant provisions of the Horsham Planning Scheme, decides to issue a **Notice of Decision to Grant a Planning Permit** for the **Use and Development being a six lot subdivision, shop and restricted retail premises, two dwellings, reduction in car parking requirements, business identification signage and creation of carriageway easement on land know as 99 Wilson Street Horsham, 101 Wilson Street Horsham and 58 Darlot Street Horsham** subject to the conditions contained in the Delegate Report.

REPORT

Background

Refer to Delegate Report (**Appendix 9.4A**) for assessment against the requirements of the Horsham Planning Scheme and Planning and Environment Act 1987.

Discussion

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

- The matters set out in section 60 of the Act.
- Any significant effects the environment, including the contamination of land, may have on the use or development.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health and amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.
- The impact the use or development will have on the current and future development and operation of the transport system.

Options to Consider

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

Option 2 – Refuse the application on the ground that it does not comply with the planning scheme provisions and will result in an unacceptable impact on the adjoining businesses and traffic movement in the precinct. (Refusing the application may result in the applicant lodging an application for review of Council's decision with VCAT).

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

Sustainability Implications

The proposal is consistent with sustainability principles of a compact urban centre and will be required to meet the relevant energy efficiency rating under the building code.

Community Engagement

As required under the Planning and Environment Act 1987 notice of the application was given to adjoining owners/occupiers. Four submissions have been received and the parties have had an opportunity to present to Council to discuss the proposal.

Innovation and Continuous Improvement

Not applicable

Collaboration

The report has been prepared in collaboration with Council officers within the Planning department and has sought the advice of referral authorities including Infrastructure, Regionals Roads, GWMWater and others.

Financial Implications

The decision on the application is unlikely to have any financial implications beyond potential infrastructure upgrades and assets around the site.

Regional, State and National Plans and Policies

The Delegate report provides assessment against relevant plans and policies.

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 2 – Liveability

Theme 3 - Sustainability

Risk Implications

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

Conclusion

Planning Permit application PA2200390 has been assessed against the relevant provisions of the Horsham Planning Scheme council and Council is requested to make a decision on the application.

9.5 COUNCIL RESOLUTIONS

Author's Name:	Fiona Kelly	Director:	Not applicable
Author's Title:	EA to CEO & Councillors	Directorate:	CEO
Department:	CEO	File Number:	F19/A11/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Outstanding Council Resolutions Action List (**Appendix 9.5A**)

Completed Council Resolutions Action List – November 2021 to November 2022 (**Appendix 9.5B**)

Purpose

To receive and note the Outstanding Council Resolutions Action List and the Completed Council Resolution Action List.

Summary

- Immediately following each Council meeting, all formal resolutions are placed on the Outstanding Council Resolutions Action List.
- The Council Report author is responsible for updating outstanding actions on the Outstanding Council Resolutions Action List in a timely manner.
- The Outstanding Council Resolutions Action List is reviewed by the Executive Management Team and provided to Councillors quarterly.
- The Outstanding Council Resolutions Action List (**Appendix 9.5A**) and Completed Council Resolutions Action List (**Appendix 9.5B**) are formally presented to Council annually.

Recommendation

That Council:

1. Receive and note the Outstanding Council Resolutions Action attached as **Appendix 9.5A**
2. Receive and note the Completed Council Resolutions Action List attached as **Appendix 9.5B**.

REPORT

Background

Horsham Rural City Council has a Council Resolutions procedure in place to ensure that all resolutions of Council are closely monitored and actioned within the required timeframe.

Discussion

Resolutions of Council are placed on an Outstanding Council Resolutions Action List and circulated to Directors and Responsible Officers immediately following each Council meeting. The author of the Council Report is responsible for ensuring that their actions are updated in a timely manner. The action list is reviewed quarterly by the Executive Management Team and circulated to Councillors. Completed actions are then transferred to the Completed Council Resolutions Action List.

The Outstanding Council Resolutions Action List (**Appendix 9.5A**) and Completed Council Resolutions Action Lists (**Appendix 9.5B**) are formally presented to Council annually.

Options to Consider

Not applicable

Sustainability Implications

Nil

Community Engagement

Not applicable

Innovation and Continuous Improvement

Not applicable

Collaboration

Not applicable

Financial Implications

Nil

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 Leadership

Procedure No P04/003 – Council Resolutions

Risk Implications

There may be significant risks to Council if formal Council resolutions are not monitored and actioned in a timely manner.

Conclusion

This report provides an update on outstanding and completed Council resolutions.

REPORTS FOR INFORMATION

9.6 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT REPORT

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

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Spendmapp Report October 2022 (**Appendix 9.6A**)

Purpose

To receive and note the Investment Attraction and Growth Department Report for October 2022.

Summary

The Investment Attraction and Growth Department Report provides the progress and outcomes achieved through the delivery of the investment attraction strategy and implementation plan during the reporting period.

Recommendation

That Council receive and note the Investment Attraction and Growth Department Report for October 2022.

REPORT

Background

An Investment Attraction and Growth Department Report is tabled monthly at the Council Meeting.

Discussion

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

The Investment Attraction Strategy and Implementation Plan progress and key achievements for the month of October are articulated in the information and tables, as follow.

Actions are measured by goals and set timelines. The timelines are indicated by years which relate to financial years, with year 1 being 2022-23.

The teams will focus on delivering actions with in the current financial year whilst carrying out the necessary planning to ensure targets are met in subsequent years.

INVESTMENT ATTRACTION

Council Priorities	Action	Goal Measured by	Progress
(2 years)	Prepare and implement the recommendations from the Aerodrome Masterplan	Aerodrome Masterplan development	Infrastructure Fast Track Funding application was successful to complete a Regional City – Horsham Flight Hub Master Plan
3.2.2 (2 years)	Implement the infrastructure works required for the next stage of development at the WAL Hub and both Burnt Creek and Enterprise Industrial Estates to ensure sites are market ready	Next stage developed for each of the industrial areas and ready for sale	- RIF application unsuccessful to construct infrastructure for 6 lots at Burnt Creek Industrial Estate. - Enterprise Estate subdivision RfQ opened and will be determined in Nov 2022.
5+years	Investigate with stakeholders on the potential for Burnt Creek to become a green industrial area through vegetation offsets and carbon sequestration	Investigation outcomes reported to Council	A 10 year Offset Reserve Management Plan to be developed
5+years	Investigate opportunities for industries at the WAL Hub	One Industrial lot sold annually	Two lots sold and one under contract.

BUSINESS DEVELOPMENT & TOURISM

GRAMPIANS TOURISM – October News

Tourism Industry Forum

Grampians Tourism delivered its Industry Forum in Horsham in late October. This marked the official launch of the Grampians Investment Prospectus and importantly, provided an opportunity to learn more and network with our many government and industry partners. The region also represents an unparalleled opportunity for investors looking for an uncrowded market with built-in demand. The prospectus identifies 15 high priority investment opportunities that will fill much needed gaps across our region.

Business Events Workshop

Business Events Victoria in partnership with the Victorian State Government, and with the support of the Northern Grampians Shire Council, are pleased to deliver an **Introduction to Business Events** workshop in Halls Gap on 21 November 2022. Attracting business events workshop will provide an overview of the Business Events sector and cover topics including marketing to the sector, engaging the business event client, sales tips and techniques.

Agritourism Conference Ballarat

An inaugural National Agritourism Conference on 13 October 2022 was held in Ballarat by Australian Regional Tourism. However, due the flooding issues at the time representatives from our region were unable to attend. Nevertheless, the following was received from Australian Regional Tourism Ltd.

Following consultation with nearly 200 stakeholders nationally, Australia Regional Tourism's project steps out six strategic priorities that underpin growth to 2030:

Action Plan - Priorities

1. Support sustainable and Inclusive Farm Diversification:
Engaging new and varied farmers to diversify, making it easier to build sustainable, profitable businesses and increasing Indigenous engagement in the sector.
2. Support community capacity building with a focus on regional employment:
Supports skills and jobs development for farm families and the broader community. It acknowledges the increased resourcing required to diversify and the change of skills needed to expand from farming into consumer facing tourism.
3. Develop high quality, distinctly Australian agritourism experiences:
Beyond farmers diversifying into tourism, experience development and improvement is required to deliver to our vision of attracting higher yielding visitors to regional areas.
4. Promote the sector responsibly, with an alignment to food and drink:
Agritourism leans heavily into Australia's reputation for food and drink, both in agriculture and hospitality. Generating demand with a focus on quality not quantity, sharing the story of people, place craft and produce.
5. Encourage genuine collaboration and enduring partnerships:
Leverages the experiences of others to support broader thinking, knowledge sharing and strengthen the sector's timeliness to market.
6. Provide sector leadership to support inclusive growth:
Australian Regional Tourism will support leadership of the sector as it evolves and matures, bringing the stakeholders on the growth journey

Australian Regional Tourism next steps will take the Agritourism 2030 recommendations to the Federal Tourism and Agriculture ministers seeking support for a series of initiatives focused on making it easier for farmers to diversify into tourism.

Agritourism provides an opportunity for farms to be sustainable during marginal times, support communities and engage farmers of scale, artisan producers and First Nations Australians as they bring agriculture and tourism together.

The Live the Grampians Way

The October monthly report has shown the following outcomes:

Candidates contacted:

75 Australian based registrations contacted by either email or phone.

Employers contacted:

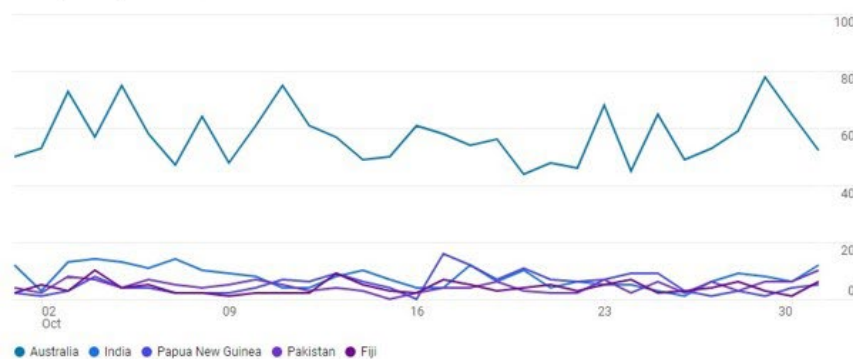
18 communications with Employers in October (ie telephone conversations / passing resumes on and emails)

Candidate’s job enquires for Horsham:

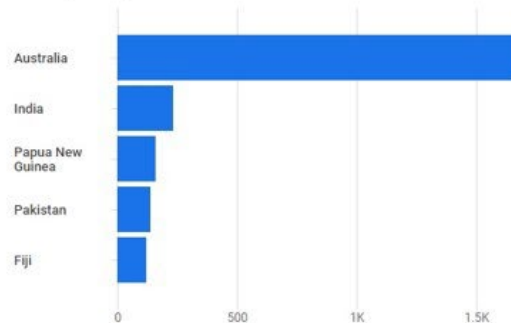
Medical receptionist	16 viewed site	3 clicked to apply
Life nurse specialist	5 viewed site	2 clicked to apply
Health Care Work	1 viewed site	1 clicked to apply
Project Engineer	2 viewed site	1 clicked to apply
Action Aid Officer	5 viewed site	0 clicked to apply

There have been 15 new residents to the Grampians since the initiation of the Grampians Life website.

Users by Country over time



Users by Country



3,559 users visited the Campaign website in October.

47% (1,684) were from Australia (remainder overseas). 83% (1,400) of the Australian based users were from Melbourne.

14,000 people have visited the site since the 2 July 2022 launch.

Spendmapp

Monthly Spending Summary – October 2022 attached as **Appendix 9.6A**.

Business Visitations for the Month of October 2022

Month Visitation	Retail Services	Hospitality & Accommodation	Event interaction contacts	Event Notifications	Overall contacts for the month
January	4	3	10	5	22
February	4	6	19	10	39
March	5	41	11	4	61
April	12	8	8	6	34
May	19	4	9	11	43
June	3	25	4	3	35
July	9	30	2	2	43
August	4	3	10	8	25
September	26	2	14	12	54
October	60	30	12	14	116
Total	146	152	99	75	472

Occupied Businesses:

Street and Number of Businesses	September FY 22-23 Businesses Occupied	October FY 22-23 Businesses Occupied	October FY 22-23 Businesses Vacant	October FY 22-23 Percentage Businesses Occupied
Darlot St – 43 car wash and businesses operating from a house included	42	40	3	93%
Firebrace St - 99	91	92	7	93%
Hamilton St - 17	16	17	0	100%
Wilson St – 34	29	28	6	82%
Pynsent St – 28 Cinema included	26	27	1	96%
Roberts Ave – 27 Coles included	26	26	1	96%
McLachlan St – 24 CFA & GWM included	22	21	3	87%
Total 272 Post February 2022 there were 262 shops identified in the study area	252/272	251/272	21	92%

(Businesses are determined by whether they are 1. A premises, 2. Have customers 3. Exchange money; i.e Centre Link and the Cinema are included, and the Public Library is excluded). There are four known shops that are not suitable for occupancy as they require major renovations or are being used as a secondary business not requiring a retail front. These shops are reflected in the vacant shop numbers and unfortunately reduce the percentage of occupied businesses.

Council Priorities	Action	Goal Measured By	Progress
2.1.2 (ongoing)	Design, promote, participate and support municipal activities and events as scheduled including NAIDOC, Volunteers, International Women's Day & Seniors Week	Events reported on in the Investment Attraction and Growth monthly Council Report	Planning underway for Christmas Extravaganza. Activities will include tree lighting ceremony, market stalls, food trucks, face painting, scavenger hunt, wood turners, hot choc bar, roaming advent calendar, window display comp and more. Advertising to commence mid November. Two events will be held on 2 and 16 December.
Council Priorities	Action	Goal Measured By	Progress
3.1.3 (2 years)	Develop and implement the Natimuk Social and Economic Plan	Plan Developed & Progress report to Council	Council is working with the community to form a group to lead the implementation of the plan. Currently working on the terms of reference for the implementation group which will be elected in the new year.
3.2.1 (ongoing)	Work with local business leaders throughout the municipality to develop business confidence and growth	2 business forums held annually	Business forum focussing on activities within the CAD was held in October.
(ongoing)	Encourage homebased and start-up businesses to expand through the Wimmera Business Centre	Having two start-up businesses per year gain support through the WBC.	WDA vacated the business centre in October. Creating space for additional start-up businesses at the Wimmera Business Centre. The Capital Catering have commenced leasing one of the garages. A new woodworking business is about to commence tenancy in one of the garages. A medical business will occupy an office in the main building when renovations are complete.

STATUTORY PLANNING AND STRATEGIC PLANNING

Statutory Planning

Planning Applications Determined

Below are the number of Planning Permits issued for the month of October 2022 and a comparison with the same period last year.

Type	OCTOBER 2022		OCTOBER 2021	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	7	3,070,464	4	650,000
Industrial/Commercial	5	288,000	-	-
Subdivisions	9 (41 lots)	2,000	3 (6 lots)	150,000
Other	-	-	1	60,000
Total	21	3,360,464	8	860,000

(*Please note: Not all applications have a \$ figure)

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2022 to 31 October 2022 is 58 compared to 43 in the same period in 2021-22.

Planning permits issued for subdivision have permitted 123 new lots from 1 July 2022 to 31 October 2022 compared to 30 in the same period in 2021-22.

The Statutory Planning team has recently completed the Better Planning Approval Project with the support of DELWP which has been aimed reducing processing timeframes, improving user experience and creating greater capacity within the planning team.

Through a number of workshops we have been focused on better submission and internal referrals as the most time consuming and complex parts of the process.

SUPPORTING EACH APPLICANT GROUP

DELIVERING TO MEET THE NEEDS OF THREE CUSTOMER PROFILES

The project team recognise different customer groups with varied skills and needs when navigating the planning approval process. Developing the website and Greenlight as a platform of support has been critical to increase the level of self-service and quality of information shared in the pre-application process. It also serves as a guide and filter to higher quality applications. For all applicant profiles, this will improve efficiency and quality of submissions.



The project has achieved a number of immediate improvements including an upgrade of the website to provide relevant information to applicants, a streamlined lodgement process and clear guidelines for internal referrals from Recreation, Infrastructure and Environmental Health.

The outcomes will be implemented over next 6-12 months and will provide a more professional and responsive planning system for Horsham.

Building Services

Below are the number of building permits issued for the month of **October 2022** and a comparison with the same period last year.

Permits issued by Horsham Rural City Council for this Municipality

Type	OCTOBER 2022		OCTOBER 2021	
	No.	Value \$	No.	Value \$
Dwellings	1	723,000	-	-
Alterations to Dwellings	-	-	1	146,680
Dwelling resittings	-	-	-	-
Misc Domestic (Carports, Garages etc)	3	153,099	9	162,997
Removal/Demolish	1	64,680	2	150,780
Industrial/Commercial	-	-	1	415,240
Signs	-	-	-	-
Total	5	940,779	13	875,697

Permits issued by other Private Building Surveyors for this Municipality or by Government Departments:

Type	OCTOBER 2022		OCTOBER 2021	
	No.	Value \$	No.	Value \$
Dwellings	6	2,962,360	6	2,789,486
Alterations to Dwellings	3	207,184	3	84,788
Dwelling resittings	-	-	-	-
Misc Domestic (Carports, Garages etc)	5	166,479	11	361,190
Removal/Demolish	4	79,810	-	-
Industrial/Commercial	1	750,000	7	3,315,625
Signs	-	-	-	-
_Sub Total	19	4,165,833	27	6,551,089

A total of **14** Building Permits have been issued by the Horsham Rural City Council at a total value of **\$1,802,447** from **1 July 2022 to 31 October 2022** compared to **35** Building Permits at a total value of **\$2,227,648** for the same period in 2021-22.

Private Building Surveyors have issued **80** Building Permits at a total value of **\$23,154,432** from **1 July 2022 to 31 October 2022** compared to **101** at a total value of **\$24,948,715** for the same period in 2021-22.

Strategic Planning

Flood Amendment

On 14 October 2022 the Department of Environment, Land, Water and Planning (DELWP) authorised Council's flood amendment. Council will be required to commence the exhibition of the amendment within 40 days from DELWP's authorisation.

DELWP Regional Planners Forum

On 13 October Council's virtually attended DELWP's Regional Planners Forum. DELWP provided an updated on the Regional Growth Plans being subject to a review and refresh. This was a very topical subject amongst the regional and rural Council planners as the Growth Plans are embedded in each planning scheme and provide broad directions for land use and development across regional Victoria. They also provide more detailed planning frameworks for key regional centres. Horsham sits within the Wimmera Southern Mallee Growth Plan region and is identified as the key regional centre for the region. The broad feedback to DELWP during the forum was that Councils wish to be activity engaged in the review and refresh of the Regional Growth Plans as there were considered to be shortfalls and omissions in the current plans and more emerging issues and trends need to be accurately captured such as housing, renewables, agriculture and the environment.

Council Priorities	Action	Goal Measured By	Progress
1.3.5 & 1.3.6 (1 year)	Develop and implement the Horsham North Local Area Plan	<ul style="list-style-type: none"> Horsham North Local Area Plan adopted by Council Progress report on implementation plan 	The draft Horsham North Local Area Plan is currently open for public feedback.
2.10.3 (2 years)	Prepare and implement the Horsham South Structure Plan (Stage 2)	Plan adopted by Council	Technical background reports underway.

Options to Consider

Not applicable – no decision required

Sustainability Implications

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

Community Engagement

Report has been prepared in consultation with range of agencies and will be made publicly available to Wimmera Development Association, West Vic Business, and Grampians Tourism and on Council's website.

Innovation and Continuous Improvement

Report provides overview of activity and assists with continuous improvement.

Collaboration

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

Financial Implications

Nil

Regional, State and National Plans and Policies

Not applicable – no direct relationship or requirements

Council Plans, Strategies and Policies

Theme Three - Sustainability - Horsham Rural City Council will actively lead in sustainable growth and development of the community and the economy.

Strategy 2: A sustainable economy where local business, agriculture, tourism and other diverse industries thrive.

Risk Implications

Not applicable – no decision required

Conclusion

The monthly Investment Attraction and Growth Department report provides the opportunity to give Council and the community an insight into the projects being undertaken to grow our municipality and Horsham as a regional city.

9.7 ACTING CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

Author's Name:	Fiona Kelly	Director:	Not applicable
Author's Title:	EA to CEO and Councillors	Directorate:	Not applicable
Department:	Chief Executive Office	File Number:	F06/A01/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To receive and note the Acting Chief Executive Officer's Operational Report for December 2022.

Summary

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

Recommendation

That Council receive and note the Acting Chief Executive Officer's Operational Report for December 2022.

REPORT

Background

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

Discussion

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

A. Advocacy/Funding Announcements

Wimmera Regional CEO Meeting: The CEOs from Yarriambiack, Hindmarsh, Buloke, Northern Grampians and West Wimmera Shire Council's met on Thursday 8 December 2022. CEO's received an update from Wimmera Development Association Chris Sounness on the WDA Strategic Plan, tourism in the region, Wimmera Housing Innovation and Renewable Energy Investment.

Department of Transport Meeting: Liaison Meeting with Council on Friday 2 December 2022.

Funding Opportunities:

Not applicable

B. Community Engagement

Flood Amendment: Flood Amendment C81 Community Consultation was held at Council on Thursday 1 December, Dadswells Bridge on Tuesday 6 December and Natimuk on Wednesday 7 December.

C. Projects and Events

Quantong Oval Resurfacing Works: Works to re-shape and re-surface Quantong Oval are underway, with the project including improved drainage and irrigation. This work is funded by the Victorian Government's *Country Football and Netball Program*.

Hamilton Street Pedestrian Bridge: Construction for the Hamilton Street Pedestrian Bridge has started onsite, with the foundation piles being driven into place this week. This has required the river level through Horsham to be dropped. The contractor will work closely with the Project Manager and Depot crew to ensure that the river can be raised again as soon as possible. This project is funded by the *Local Roads and Community Infrastructure* program from the Federal Government, and the Victorian Governments *Regional Development Fund*.

Nature and Water Play Park: Chainsaw artist Brett Davies (*Art of Igmus*) has installed two kookaburras on a large tree stump in the park. The tree has been dead for quite some time, but the stump could not be removed due to the root extent. Unfortunately the stump itself is too degraded to be carved, but it makes a wonderful stand for two chainsaw-carved kookaburras, each about 500 mm tall. The Nature and Water Play Park is funded by the Victorian Government's *Community Sports Infrastructure Stimulus Program* and the *Local Roads and Community Infrastructure* program from the Federal Government.

D. Staff Matters

Mandatory Sexual Harassment Training: Staff have been attending sexual harassment training. One of the key objectives of the Gender Equality Action Plan surrounds Workplace Sexual Harassment and the introduction of mandatory face to face training.

Staff training has addressed a range of issues including active bystander tips and techniques to challenge sexual harassment and gender-based violence.

Statewide Recognition: Three Council staff have been recognised at the 25th Victorian Drama League (VDL) Awards announced on Sunday 4 December 2022. The VDL supports and recognises excellence and achievements in community theatre in Victoria. Horsham is blessed to have a number of community theatre companies currently operating. Congratulations and a special 'shout out' to the following staff:

- Shane Podolski (HTH) who won best Lighting Design for the Laramie Project (Smart Artz Theatre). Nominated without his knowledge, Shane received the gold trophy from a competitive field of 27 entrants Victoria wide
- Amy Anselmi (HTH Casual), won Best Director of a Drama Production and,
- Smart Artz (noting members Amy Anselmi and Luke Mitton) won a Silver award for best Sound Design.

Congratulations to all, it's great to see our region punching above its' weight in the community theatre space. They continue to provide excellent opportunities for residents to participate in both technical and performance craft to a high standard. Local and visiting audiences always appreciate the effort, energy and skills provided by these companies and the individuals who present these quality shows.

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2021-2025 Council Plan
Theme 5 - Leadership

Consultation/Communication

Not applicable

Risk Implications

Not applicable

Environmental Implications

Not applicable

Human Rights Implications

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

Conclusion

The report provides an update on a range of activities of the Acting Chief Executive Officer during December 2022.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Robyn Gulline

Committee Representation	
Date	Description
29/11/22	Wimmera Development Association Board meeting and AGM
Other Council Activities	
Date	Description
30/11/22	Met with Owen Hughan re basketball
2/12/22	Triple H radio interview with Di Trotter
2/12/22	Met with Department of Transport with acting Regional Director (virtual)
2/12/22	Christmas in the Carpark
2/12/22	Horsham Christmas Extravaganza
3/12/22	Brimpaen Hall 100 year celebrations
5/12/22	International Volunteer Day morning tea
5/12/22	Aboriginal Roundtable
6/12/22	Discussed Council priorities with Emma Kealy and Anne Webster

Cr David Bowe

Other Council Activities	
Date	Description
1/12/22	Rural and Coastal Shires: Victorian Local Governance Association (VLGA) & Local Government Information Unit (LGIU) Australia Global Live Panel Forum
2/12/22	Christmas Extravaganza – Roberts Place Horsham
5/12/22	HRCC Volunteer Recognition Morning Tea - Horsham Town Hall
5/12/22	Council Briefing Meeting – Council Chambers
8/12/22	A-Z Planning Training – Statutory and Strategic planning processes and responsibility training for Councillors – Council Reception
12/12/22	Councillor Workshop with Leading Teams – Wimmera Business Centre

Cr Penny Flynn

Other Council Activities	
Date	Description
30/11/22	Nelly Thomas has a keen interest in the promotion of Gender equity in children, promoting gender equity and preventing violence against women and children. Her presentation promoting gender equity with Children was held at the Horsham Town Hall being part of 16 Days of Activism.
8/12/22	Statutory and Strategic Planning Training Session – Matthew Gilbertson Glossop Town Planning – Council Chamber

Cr Claudia Haenel

Other Council Activities	
Date	Description
30/11/22	Coffee with Cr. Claudia
4/12/22	Christmas Tree 2022 - Green Lake Yacht Club & Water Sports
5/12/22	Volunteer Recognition Morning Tea – Horsham Town Hall
5/12/22	Council Briefing Meeting - Council Chambers
7/12/22	Coffee with Cr. Claudia
8/12/22	A-Z Planning Training - Council Chambers
12/12/22	Leading Teams Training - WBC
12/12/22	Council Meeting - Council Chambers
13/12/22	HRCC Christmas Party - Coughlin Park

11. URGENT BUSINESS

12. PETITIONS AND JOINT LETTERS

13. PROCEDURAL BUSINESS

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS

- Council Briefing Meeting held on Monday 5 December 2022

Refer to **Appendix 13.1A**

13.2 SEALING OF DOCUMENTS

Nil

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

Nil

Recommendation

That Council receive and note agenda items:

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

14. NOTICE OF MOTION