

# AGENDA

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

To be held on  
**16 December 2024**  
At 5.30pm

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



**COUNCILLORS are respectfully requested to attend the Council Meeting  
of the Horsham Rural City Council to be held on 16 December 2024  
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, Jaadwa, Jadawadjali, Wergaia and Jupagulk 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 Ian Ross 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 practicable.

**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 21 November 2024 and 25 November 2024 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**

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**CLOSE**


CRAIG NIEMANN  
Chief Executive Officer

## **REPORTS FOR COUNCIL DECISION**

### **9.1 COUNCIL MEETING DATES 2025**

<b>Author's Name:</b>	Jenna Wills	<b>Director:</b>	Kim Hargreaves
<b>Author's Title:</b>	Governance & Reporting Officer	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Community Relations	<b>File Number:</b>	F19/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**

#### **Council Meeting Dates 2025 (Appendix 9.1A)**

#### **Purpose**

To adopt Council meeting dates for Horsham Rural City Council meetings for the 2025 calendar year.

#### **Summary**

Setting the Council Meeting Timetable 12 months in advance helps facilitate good planning.

#### **Recommendation**

That Council:

1. Note that the Council meetings for 2025 for the Horsham Rural City Council will be held at 5.30pm at the Civic Centre Horsham, and livestreamed, on the following dates:
  - Tuesday, 28 January 2025 (Noting the Australia Day Public Holiday is on Monday 27 January 2025)
  - Monday, 24 February 2025
  - Monday, 24 March 2025
  - Monday, 28 April 2025
  - Monday, 26 May 2025
  - Monday, 23 June 2025
  - Monday, 28 July 2025
  - Monday, 25 August 2025
  - Monday, 22 September 2025
  - Monday, 27 October 2025
  - Monday, 24 November 2025
  - Thursday, 27 November 2025 (Statutory Meeting to elect the Mayor)
  - Monday, 15 December 2025 (Meeting held earlier due to Christmas)
2. Advertise the adopted 2025 Council meeting dates on the Horsham Rural City Council website and in the Public Notice pages in a local newspaper.

## **REPORT**

### **Background**

In accordance Council's Governance Rules - *Division 1 – Notices of Meetings and Delivery of Agendas*, Council is required to give public notice of its meeting dates as follows:

Rule 10: Council must from time to time fix the date, time and place of all Council meetings.

Rule 11: 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.

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

13.4.1. or 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

### **Discussion**

Each year Council establishes the Council meeting dates for the following calendar year, with most meeting dates scheduled to occur on the fourth Monday of each month. The exception to this is the January Meeting as the fourth Monday falls on the Australia Day Public Holiday so the January Council Meeting will be held on Tuesday, 28 January 2025. The Statutory Meeting for the election of the Mayor will be held on Thursday, 27 November 2025.

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

### **Options to Consider**

Council can opt to change the meeting dates proposed however there is a requirement under the Governance Rules that Council must provide reasonable notice of each Council meeting. This is often fixed by preparing a schedule of meetings annually 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.

### **Sustainability Implications**

Nil

### **Community Engagement**

The community will be informed of the Council meeting dates through the Council website and be published in the public notices.

### **Innovation and Continuous Improvement**

Not applicable

### **Collaboration**

Not applicable

**Financial Implications**

There are no additional financial consequences arising from the scheduling of meeting dates.

**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 well-functioning meeting procedures and meeting dates planned in advance to support good governance and good democratic processes.

**Conclusion**

Council meeting dates have been proposed for 2025 in accordance with the requirements of the *Local Government Act 2020* and the agreed processes included in Council's Governance Rules 2023.



## 9.2 COUNCILLOR REPRESENTATION ON EXTERNAL AND REGULATORY COMMITTEES

<b>Author's Name:</b>	Kim Hargreaves	<b>Director:</b>	Not applicable
<b>Author's Title:</b>	Director Corporate Services	<b>Directorate:</b>	Not applicable
<b>Department:</b>	Corporate Services	<b>File Number:</b>	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

Nil

### Purpose

To specifically nominate Councillor representatives to the remaining Committees following the recent resolution at the 25 November 2024 meeting.

### Summary

- The Municipal Association of Victoria (MAV) requires formal advice of the Councillors appointed following a resolution of Council.
- The remaining Committees requiring a Councillor representative are:
  - MAV Wimmera Southern Mallee Central Highlands Group
  - Rail Freight Alliance
  - Western Highway Action Committee
  - Wimmera Southern Mallee Transport Group
  - Aboriginal Community Roundtable

### Recommendation

That Council:

1. Nominate the Mayor as Council's representative for 2025 to the Municipal Association of Victoria with Cr Sluggett as substitute.
2. Receive and note Committee appointments for the following Committees:
  - MAV Wimmera Southern Mallee Central Highlands Group – the Mayor with Cr Sluggett as substitute
  - Rail Freight Alliance – Cr Klowss
  - Western Highway Action Committee – Cr Klowss
  - Wimmera Southern Mallee Transport Group – Cr Wilson
  - Aboriginal Community Roundtable – the Mayor

## REPORT

### Background

There are various Committees that require representation or involvement by Councillors. While some Committees require the Mayor to be the representative there are other Committee responsibilities that can be undertaken by other Councillors.

Some of these Committees require confirmation of representatives following a resolution of Council. In particular, formal notification of Councillors appointed to represent Horsham Rural City Council at the Municipal Association of Victoria (MAV) and Victorian Local Governance Association is required. The appointment for VLGA has been confirmed following a Council resolution at the 25 November 2024 Council Meeting.

### Discussion

For consideration by Councillors in this instance are representatives for the following committees:

- *Municipal Association of Victoria*
  - The MAV is a membership association and the legislated peak body for Victoria's 79 local Councils.
  - The MAV State Council is the governing body of the MAV and is made up of representatives of each member Council.
  - The MAV offer diverse business services to our council members including specialist policy and advocacy, governance and legislative advice, sector development, insurance and procurement services.
  - More information is available at <https://www.mav.asn.au/>

Council has proposed the appointment of the Mayor to the MAV with Cr Sluggett as substitute.

- *MAV Wimmera Southern Mallee Central Highlands Group*
  - The MAV Wimmera Southern Mallee Central Highlands group plays an advocacy and lobbying role for its member Councils and is represented on the Municipal Association of Victoria Board.
  - It is one of 10 regional groupings across the state.
  - The Councils in this group are Ararat, Ballarat, Hepburn, Hindmarsh, Horsham, Moorabool, Northern Grampians, Pyrenees, West Wimmera, Yarriambiack.
  - More information on the MAV regional groupings is available at <https://www.mav.asn.au/who-we-are/governance>

Council has proposed the appointment of the Mayor to the MAV Wimmera Southern Mallee Central Highlands Group with Cr Sluggett as substitute.

- *Rail Freight Alliance*
  - The Rail Freight Alliance is made up of Victoria rural, regional and metropolitan local government Councils (Ararat Rural City, Buloke, City of Ballarat, City of Melbourne, City of Melton, East Gippsland, Gannawarra, Glenelg, Hindmarsh, Horsham Rural City, Latrobe City, Loddon, Maribyrnong City, Mildura Rural City, Mitchell, Moyne, Northern Grampians, Southern Grampians, Swan Rural City, Warrnambool City, West Wimmera, Wyndham City and Yarriambiack).

- The alliance represents the local government sector in Victoria and adjoining states in freight logistics interests connecting Victoria nationally and internationally.
- More information is available at <https://railfreightalliance.com/>

Council has proposed the appointment of Cr Klowss to the Rail Freight Alliance.

- *Western Highway Action Committee*

- The Committee aims to pursue upgrades to the Western highway to achieve improvements to safety, transport efficiency and amenity.
- Membership of the committee is the 10 local governments along the Western Highway corridor from Melton to the SA border (City of Melton, Moorabool, City of Ballarat, Pyrenees, Ararat Rural City, Northern Grampians, Horsham, Hindmarsh, Yarriambiack and West Wimmera).
- Representatives of the Department of Transport and Planning, and Major Road Projects Victoria also participate in the meetings.

Council has proposed the appointment of Cr Klowss to the Western Highway Action Committee.

- *Wimmera Southern Mallee Regional Transport Group*

- The purpose of the group is to collaborate and promote a regional transport position through the preparation and updating of Wimmera Southern Mallee Regional Transport Strategies.
- The group is the priority setting body for transport related issues in the Wimmera-Southern Mallee and makes recommendations for project funding to government.
- Member Councils are Buloke, Hindmarsh, Horsham, Northern Grampians, West Wimmera and Yarriambiack.

Council has proposed the appointment of Cr Wilson to the Wimmera Southern Mallee Regional Transport Group.

- *Aboriginal Community Roundtable*

- The Horsham Rural City Aboriginal Community Roundtable's purpose is to provide strategic advice and guidance on the development of policies, plans and projects that integrate reconciliation processes into Council business, services and programs.
- The Roundtable provides a platform for ongoing engagement between the Aboriginal and non-Aboriginal communities with Council across a broad range of issues relating to Reconciliation.
- Membership includes one Councillor, two Council officers, and six Aboriginal members (one representing Barengi Gadjin, two representing Goolum and three community members).

Council has proposed the appointment of the Mayor to the Aboriginal Community Roundtable.

### **Options to Consider**

Council can opt to change the nomination should they choose to however this report reflects the Councillor discussion of respective representation for the committees outlined in this report at a briefing on 2 December 2024.

### **Sustainability Implications**

Nil

**Community Engagement**

Council's involvement on these Committees is part of the overall process through which Council engages with some specific sectors of the community.

**Innovation and Continuous Improvement**

The involvement of Councillors on external committees provides opportunities to inform innovation and continuous improvement.

**Collaboration**

Collaboration with other Councils occurs by virtue of membership on these Committees. For example, the Wimmera Southern Mallee Development is a collaboration between five regional Councils - Hindmarsh Shire Council, Horsham Rural City Council, Northern Grampians Shire Council, West Wimmera Shire Council and Yarriambiack Shire Council.

**Financial Implications**

Provision for Councillor participation 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

**Risk Implications**

Several committees require formal notification of the Councillors appointed to represent Horsham Rural City Council following a resolution of Council. There is consequently a risk to Council associated with a failure to nominate councillor representation.

**Conclusion**

The 2025 Councillor appointments and nominations to certain Committees have been prepared for consideration and endorsement by Council. While the report to the November 2024 Council meeting prioritised those committees where there was an imminent meeting date to ensure Councillor representatives were available to attend these meetings, this report completes the process of identifying Councillor representatives for the remaining committees. Following endorsement, the respective Committees will be notified of their 2025 Councillor representatives.

### 9.3 COUNCIL RESOLUTIONS

<b>Author's Name:</b>	Fiona Kelly	<b>Director:</b>	Not applicable
<b>Author's Title:</b>	EA to Chief Executive Officer	<b>Directorate:</b>	Chief Executive Officer
<b>Department:</b>	Chief Executive Officer	<b>File Number:</b>	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 9.3A**)

Completed Council Resolutions Action List – November 2023 to November 2024 (**Appendix 9.3B**)

#### 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 9.3A**) and Completed Council Resolutions Action List (**Appendix 9.3B**) are formally presented to Council annually.

#### Recommendation

That Council:

1. Receive and note the Outstanding Council Resolutions Action attached as **Appendix 9.3A**.
2. Receive and note the Completed Council Resolutions Action List attached as **Appendix 9.3B**.

## 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 9.3A**) and Completed Council Resolutions Action Lists (**Appendix 9.3B**) 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.

## 9.4 QUARTERLY PERFORMANCE REPORT: JULY – SEPTEMBER 2024

<b>Author's Name:</b>	Sarah McIvor	<b>Director:</b>	Kim Hargreaves
<b>Author's Title:</b>	Coordinator Governance	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Community Relations	<b>File Number:</b>	F18/A10/000001

### 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

Quarterly Performance Report: July – September 2024 **(Appendix 9.4A)**

### Purpose

To present Council with the Quarterly Performance Report for Quarter 1: 1 July to 30 September 2024.

### Summary

- The Quarterly Performance Report is a key component of our commitment to continuous improvement, transparency and accountability back to Council and the community.
- This report marks a change in the way Council has previously completed its quarterly reporting and is part of Council's continuous improvement.
- The Quarterly Performance Report: July – September 2024 report contains:
  - Information relating to Council's integrated Strategic Planning and Reporting Framework
  - Progress updates against Council's new and continuing initiatives by Council Plan theme
  - Performance Indicators by service area
  - Financial Performance by Council Plan theme and
  - Reconciliation of financial performance

### Recommendation

That Council receive and note the Quarterly Performance Report for Quarter 1: 1 July to 30 September 2024. **(Appendix 9.4A)**

## REPORT

### Background

Council's operations are large and complex, with broad service delivery areas from road maintenance and construction, waste collection, parks, building and planning, to early years, visual and performing arts. This diversity in services creates challenges in many facets of Council's operations, which then create challenges in reporting on these to Council and the broader community.

The Quarterly Performance Report encapsulates a quarterly budget report, progress against the 2021-2025 Council Plan, the tracking of any major initiatives, and key data relating to the Local Government Performance Reporting Framework.

To further support our reporting, Council has a Financial and Performance Reporting Framework in place that provides guidance on reporting processes. It states the following:

*Councillors take ultimate responsibility for the performance of Council and are accountable to the ratepayers and community of the municipality. As Councillors are not involved in the day-to-day operations of the Council, they rely on policies, procedures and internal controls to provide assurance about the information reported to them and in turn reported to the community and other stakeholders.*

The provision of relevant information on a regular basis is an important part of that internal control process and is necessary for the various levels of Council to carry out their responsibilities and obligations to the community in the management of Council business.

Central to Council's Quarterly Reporting Framework, are the following objectives:

- Council is committed to providing accurate, correct and quality information to the community relating to its performance
- Council is committed to providing high quality relevant internal and external reporting, in a timely manner
- Council is committed to providing regular targeted reporting to Management, its Audit and Risk Committee, Councillors and the community
- Council is committed to sound governance through the alignment of performance reporting with its strategic direction; and
- Performance reporting is integral to better understanding of how Council is performing in its delivery of key strategies and operations from the Council Plan.

### Discussion

As part of the Council's ongoing improvement efforts, the quarterly report format has been updated. The intention is to provide greater clarity to Council and the community transparency in reporting on key plans, priorities, and initiatives delivered by the Council to the community.

As a result of this revision, the Quarterly Performance Report: July – September 2024 report contains:

- Information relating to Council's integrated Strategic Planning and Reporting Framework
- Progress updates against Council's new and continuing initiatives by Council Plan theme
- Performance Indicators by service area (which captures the Local Government Performance Reporting Framework data required for all Victorian councils)
- Financial Performance by Council Plan theme and



- Reconciliation of financial performance including:
  - comprehensive income statement,
  - balance sheet,
  - statement of capital works, and
  - statement of human resources

### **Options to Consider**

The Local Government Performance Reporting Framework is a mandatory system of performance reporting for all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector. The framework is made up of measures from a range of service areas, including roads, planning, animal management and waste and is complemented by a Governance and Management checklist.

The *Local Government Act 2020* (s97) also requires that the Chief Executive Officer ensures that a quarterly budget report is presented to the Council at a Council meeting which is open to the public. This quarterly budget report must include a comparison of the actual and budgeted results to date; and an explanation of any material variations; and any other matters prescribed by the regulations.

Council can opt not to receive and note the quarterly report but should note the legislative and other requirements requiring the report to be presented.

### **Sustainability Implications**

Not applicable other than any reporting included in the report on Council's environmental and sustainability goals.

### **Community Engagement**

The Quarterly Performance report is prepared through cross-departmental consultation within Council. Following executive management team's endorsement, it progresses to a Council Briefing before formal endorsement at a Council Meeting.

### **Innovation and Continuous Improvement**

Ongoing refinements are made to ensure the report provides clear and concise reporting on key strategic items.

### **Collaboration**

Not applicable

### **Financial Implications**

This report is prepared using existing staff resources.

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

Not applicable.

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

2021-2025 Council Plan – all aspects

**Risk Implications**

Provision of good quality, regular reporting of financial and non-financial information to the community mitigates against the risk of poor financial governance and possible financial mismanagement. The Municipal Association of Victoria's Good Governance Guide provides that *the Council is ultimately accountable for the financial management...it should not have a hands-on role... but it needs to ensure that it has sufficient information to be satisfied that finances are in order and that the budgetary and financial planning goals are being met.*

**Conclusion**

The Quarterly Performance Report provides a regular and succinct report for Council and the community to assess Council's performance against key measures. It also fulfils Council's legislative and other regulatory responsibilities.

## 9.5 MICROCHIPPING SERVICE PROPOSAL

<b>Author's Name:</b>	Julie Flint	<b>Director:</b>	Kevin OBrien
<b>Author's Title:</b>	Co-ordinator Community Safety	<b>Directorate:</b>	Communities & Place
<b>Department:</b>	Community Safety	<b>File Number:</b>	F25/A15/000001

### Officer Conflict of Interest

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

☐ Yes ☒ No

**Reason:** Nil

### Status

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

☐ Yes ☒ No

**Reason:** Nil

### Appendix

Nil

### Purpose

To seek approval for a microchipping service to be introduced as part of our pound release service to allow timely, safe, and affordable return of previously unidentified and unregistered animals to their owners or to rehoming organisations holding a Section 84Y agreement with Council.

### Summary

- Currently all unidentifiable cats and dogs impounded need to be implanted with a microchip at the local Veterinary Practitioners before release. An appointment needs to be scheduled by a Community Safety Officer and owner must be present. The Veterinary appointment may be scheduled for 2 to 7 days depending on the Veterinary Practitioners schedule.
- The cat or dog remains impounded in Councils holding facility for this period with a daily impound charge of \$33.00 per day being accrued by the owner.
- Community Safety Officers are required to transport the animal from the pound to the Veterinary practice for the implanting of the microchip and return the animal to the pound for registration and release.
- Horsham Rural City Council holds a source number, and this would be associated with all implanted microchip application forms, therefore not adding the cost to the animal owner of obtaining their own source number.
- The Community Safety Coordinator is an Authorised implanter as has obtained the required qualifications and certification under the *Domestic Animals Act 1994* to implant microchips in dogs and cats in Victoria. Therefore, qualified to perform this task.

### Recommendation

That Council approve a microchipping service at Horsham Rural City Council's Pound Facility and adopt the associated fee of \$45.00.

## REPORT

### Background

Under the *Domestic Animals Act 1994* all cats and dogs over the age of 3 months must be microchipped prior to registration with the local council in which they reside. Animals cannot be released from the Horsham Rural City Council's pound facility until they are registered with Council and therefore microchipped.

Currently all unidentifiable cats and dogs impounded need to be implanted with a microchip at the local Veterinary Practitioners before release. An appointment needs to be scheduled by a Community Safety Officer and owner must be present. The owner is also required to apply for a source number and take time to attend the scheduled appointment to pay and sign the microchip registration documentation.

The Veterinary appointment may be scheduled for 2 to 7 days depending on the Veterinary Practitioners schedule. The cat or dog remains impounded in Councils holding facility for this period with a daily impound charge of \$33.00 per day being accrued by the owner. This time adds to the stress of both the owner and animal as well as a financial burden to the owner. Along with taking up pound cages and costs associated with daily feeding and cleaning of the impounded animals by Community Safety Officers.

Community Safety Officers are required to transport the animal from the pound to the Veterinary practice for the implanting of the microchip and return the animal to the pound for registration and release. This is a cost in staffing time and involves extra risk with animal handling.

*Source Number:* A source number is required when implanting a microchip into a dog or cat born after 1 July 2020. A source number is valid for one year and can be renewed annually for as long as needed. An application fee of \$23.85 applies to the registration or renewal of a source number. The Pet Exchange Register is the Government body responsible for this and promotes responsible pet breeding and improves traceability of dogs and cats being sold in Victoria. Issued under Division 3 Part 5C of the *Domestic Animals Act 1994*.

### *Domestic Animals Act 1994*

**Authorised Implanter** means a person-

- (a) Who is qualified in accordance with Section 63T; and
- (b) Who is not a prohibited implanter

Section 10C Refusal of registration of dogs and cats unless permanently identified.

- (1) A Council must not register a dog or cat unless the dog or cat-
  - (a) Has been implanted with a prescribed permanent identification device.

Section 63F Offences relating to the implantation of permanent identification devices.

A person must not implant a permanent identification device in an animal of a prescribed class of animal unless-

- (a) The person is an authorised implanter; and
- (b) If the person is not a Veterinary Practitioner, the person is-
  - (i) Acting under supervision of a Veterinary Practitioner who employs that person and who is an authorised implanter; or
  - (ii) Acting under supervision of a Veterinary Practitioner who is an authorised implanter and who has agreed in writing to supervise this person.

Section 63T Qualifications for implanters

- (1) A person is qualified to implant permanent identification devices into an animal of a prescribed class of animal if-
- (c) The person has a qualification approved by the Secretary and has completed a course approved by the Secretary for persons who are not Veterinary Practitioners on the implantation of permanent identification devices into such animals.

**Discussion**

The introduction of a microchipping service at our pound facility will allow timely, safe, and affordable return of previously unidentified and unregistered animals to their owners.

While Council has the responsibility of administering the relevant legislation, it recognises the need to promote responsible pet ownership, provide supportive programs and meet the community expectations. The introduction of the service allows Council to provide high quality animal services with an understanding that pet ownership has a range of positive outcomes for the ongoing physical and mental health of community members.

Council holds a source number, and this would be associated with all implanted microchip application forms, therefore not adding the cost to the animal owner of obtaining their own source number.

The Community Safety Coordinator is an Authorised implanter as has obtained the required qualifications and certification under the *Domestic Animals Act 1994* to implant microchips in dogs and cats in Victoria. Therefore, qualified or delegated to perform this task.

*Competitive Neutrality*

Legal advice has been received regarding the possible implications from a Competitive Neutrality Policy perspective that Council needs to consider before introducing a microchipping service.

Summary of advice:

- Council must consider the application of Competitive Neutrality Policy to the proposed microchipping service before it is introduced.
- Council's microchipping service would be considered a 'business activity' for the purposes of Competitive Neutrality Policy, it is doubtful that it would be considered to be a 'significant' business activity. This is due to it's proposed small scale and impact on other veterinary clinics noting that it is only proposed to be provided as part of Council's pound release service.
- Council should document its assessment in case a future complaint under Competitive Neutrality Policy is made. That would then mean that Council has complied with Competitive Neutrality Policy.
- Should there be any changes to the scale or nature of the microchipping service in the future, Council should undertake a fresh assessment of the application of Competitive Neutrality Policy to it.

**Options to Consider**

Not applicable

**Sustainability Implications**

Nil

**Community Engagement**

Not applicable

**Innovation and Continuous Improvement**

Where applicable, Council endeavours to implement services which meet the needs of our community. The introduction of microchipping services at Horsham Rural City Council pound facility is an improvement to the service we currently provide and allows a one stop shop approach to be able to quickly reunite pets with their owners. Where unidentified animals can be microchipped, registered, and released the same day.

**Collaboration**

Not applicable

**Financial Implications**

Current microchipping costs to residents-

- Veterinary Clinic A: \$65.00 for the microchip implant plus a source number application fee \$23.85  
Total \$88.85.
- Veterinary Clinic B: \$75.00 for the microchip implant plus source number application fee \$23.85  
Total \$98.85
- The cost to Horsham Rural City Council is \$14.18 per microchip, with a proposed charge to the animal owner being \$45.00. The charge varies from \$45.00 to \$85.00 between Council's who provide the service.
- Most Councils also run microchipping events which increase animal registrations and therefore increases compliance and revenue.

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

Not applicable

**Council Plans, Strategies and Policies**

Horsham Rural City Council- Domestic Animal Management Plan 2022-2026

Issue 1: Responsible Pet Ownership

**Risk Implications**

A Horsham Rural City Council site hazard assessment has been conducted with the activity considered at minor risk level with effective control measures put in place to mitigate risks.

**Conclusion**

The introduction of a microchipping service at Council's pound facility will reduce animals being surrendered to Council and minimise animal euthanasia.

The introduction of the service also reduces the financial burden of the community/animal owner due to timely release and reduced microchip fee.

## 9.6 PA2400710 75-77 RIVER ROAD, HORSHAM – USE AND DEVELOPMENT OF A CHILDCARE CENTRE AND BUSINESS IDENTIFICATION SIGNAGE

<b>Author's Name:</b>	Joel Hastings	<b>Director:</b>	Kevin OBrien
<b>Author's Title:</b>	Coordinator Statutory Planning & Building	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Investment Attraction and Growth	<b>File Number:</b>	F24/A02/000001

### 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

Delegate Report (**Appendix 9.6A**)

### Purpose

To determine a planning permit application for the development and use of the land for a childcare centre and installation of business identification signage at 75-77 River Road, Horsham.

### Summary

The planning permit application proposes the Use and Development of the land for a Childcare Centre and installation of Business Identification Signage. The application was received by Council on 26 March 2024.

A full planning assessment against the Horsham Planning Scheme considering the relevant policy, objections and views of the referral authorities has been undertaken, indicating the net community benefit of the proposal.

The assessment is in accordance with Section 60 of the *Planning and Environment Act 1987* which specifies the matters which a responsible authority must consider in deciding an application.

### Recommendation

That Council, being the responsible authority under the Horsham Planning Scheme and the *Planning and Environment Act 1987* and having considered the application, 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 for a Childcare Centre and Business Identification Signage at 75-77 River Road, Horsham in accordance with the recommendation for approval contained in the delegate report (**Appendix 9.6A**).

## **REPORT**

### **Background**

The subject site is located at 75-77 River Road, Horsham, and is more particularly described as Lot 353 and Lot 354 on Plan of Subdivision 449841W. The land is approximately 1,960sqm flat vacant residential land made up of two (2) titles.

The subject site is located within an existing residential precinct know as Southbank and is approximately 2km from the commercial centre of Horsham. The site is also located near to an active Industrial and Commercial Precinct focused around Stawell and Plumpton Road.







The land is located in the General Residential 1 Zone and a Childcare Centre is subject to a planning permit application and must meet the full requirements of the Horsham Planning Scheme.

Refer to the delegate report (**Appendix 9.6A**) for a full description of the proposed Childcare Centre and assessment against the requirements of the Horsham Planning Scheme and the *Planning and Environment Act 1987*.

### Discussion

As outlined in the Delegate Report, the application must be assessed against the relevant objectives, strategies and decision guidelines of the Horsham Planning Scheme, including consideration of any objections received.

The proposal has been assessed against the relevant requirements of the planning scheme and the Use and Development of a Childcare Centre and a Business Identification sign meets the requirements and decision guidelines of Clause 32.08 (General Residential Zone); Clause 43.04 (Development Plan Overlay); Clause 52.05 (Signs); Clause 52.06 (Car Parking) and Clause 65.

The childcare centre supports the identified demands for Horsham's growth and is consistent with the purpose of the General Residential Zone:

*'To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.'*

The site is well located with access to River Road and will support a growing population in Horsham South of over 5000 people and a developing Commercial and Industrial precinct and should be approved subject to conditions including design, traffic, noise and hours of operation.

### 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 Horsham Planning Scheme. By issuing a Notice of Decision to Grant a Planning Permit it will provide objectors with the opportunity to seek a review of the decision at the Victorian Civil and Administrative Tribunal (VCAT).

#### *Option 2 – Refuse the application*

On the grounds that it does not comply with the Horsham Planning Scheme provisions and will result in an unacceptable impact on the adjoining land uses in the area.

This option is not recommended by officers; by refusing the application it will provide the applicant with the opportunity to seek a review of the decision at 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. Deferring a decision will allow the applicant to apply to VCAT under Section 79 of the *Planning and Environment Act 1987* for failure to determine an applicant within the prescribed timeframe.

### Sustainability Implications

The proposal is consistent with sustainability principles of walkability, neighbour precincts, landscaping and will be required to meet the relevant energy efficiency rating under the building regulations.

### Community Engagement

As a requirement under Section 52 of the *Planning and Environment Act 1987*, notice of the application was given to adjoining landowners and occupiers. Following the notification period, three (3) submissions were received objecting to the proposal.

A consultation meeting was held at the Council offices on Friday 21 June 2024 between Council, the applicant and objectors.

Following the consultation meeting, on 28 October 2024, the objectors were provided with an Acoustic report and Councils assessment of road and traffic volumes. In addition to this, all objectors were provided with the opportunity to withdraw their submissions on the basis that the additional information satisfied their concerns.

Council have received no further advice from objectors in response to their position.

### Innovation and Continuous Improvement

Not applicable

### Collaboration

This report has been prepared in collaboration with Council officers within the Statutory Planning department and has sought the advice of referral authorities including Infrastructure and GWM Water.

### Financial Implications

The decision on the application is unlikely to have any financial implications on Council beyond defending Council's decision should an application for review be lodged with VCAT.

### Regional, State and National Plans and Policies

The delegate report provides an assessment against the relevant plans and policies.

### Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 2 – Liveability - Theme 3 – Sustainability

### Risk Implications

There is strong demand for Childcare Facilities within the Horsham region and further delay, or refusal would hinder this essential service. Council may also have its decision overturned if an appeal is lodged with VCAT.

### Conclusion

Planning Permit PA2400710 has been assessed against the relevant provisions of the Horsham Planning Scheme and Council acting as the responsible authority is requesting to decide on the application in accordance with the recommendation for approval contained in the delegate report.

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.*

## **REPORTS FOR INFORMATION**

### **9.7 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT REPORT**

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

#### **Officer Conflict of Interest**

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

☐ Yes ☒ No

**Reason:** Nil

#### **Status**

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

☐ Yes ☒ No

**Reason:** Nil

#### **Appendix**

Spendmapp Report October 2024 (data is from bank card transactions and may not capture all Ag Industry) **Appendix 9.7A**

#### **Purpose**

To receive and note the Investment Attraction and Growth Department Report for October 2024.

#### **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 2024.

## **REPORT**

### **Background**

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

### **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.

Year 1 - 2022-2023  
Year 2 - 2023-2024  
Year 3 - 2024-2025  
Year 4 - 2024-2025  
Year 5+ 2025+  
Ongoing – life of plan

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

## **INVESTMENT ATTRACTION**

<b>Council Priorities</b>	<b>Action</b>	<b>Goal Measured by</b>	<b>Progress</b>
2.10 (Ongoing)	Undertake regular meetings between Wimmera Southern Mallee Development and Investment Attraction Department to inform and discuss economic development opportunities	10 forums held per year	Meetings held on a regular basis. Outcomes relate to business development opportunities that benefit the region overall. 9/10 meetings held to date in 2024.
(1-2 years)	Council support and advocate for renewable energy projects of all scales	Begin discussions with smaller townships for community scale solar	The Investment Attraction Team attended a GNET meeting in October which included a presentation about Talking Renewables to the Regions by a member of Re-Alliance.

## STRATEGIC PLANNING

Council Priorities	Action	Goal Measured By	Progress
1.3.4	Develop an open space contribution rate(s) and a new local Public Open Space Contribution Policy.	Policy adopted by Council and Horsham Planning Scheme amended.	A draft Council Policy has been prepared and is being internally reviewed.
2.10.2 (2 to 3 years)	Develop and implement a Housing Affordability and Diversity Strategy and complete an amendment to the planning scheme	Strategy developed and implemented through a planning scheme amendment	Further work to determine development capacity continues in order to prepare an updated Background Report and Draft strategy. Council officers and GWMWater representatives had a workshop to ensure serviceability (water and wastewater) was appropriately considered.
2.10.3 (2 years)	Prepare and implement the Horsham South Structure Plan (Stage 2)	Plan adopted by Council	Community engagement for the Draft Horsham South Structure Plan commenced with a broad range of community engagement activities planned, as well as targeted responses to previous submitters and key interested parties.

### Community consultation commences on the Draft Horsham South Structure Plan



Community consultation for the Draft Horsham South Structure Plan commenced on Monday 28 October, marking the next phase of the project and an important opportunity for interested community members to have their say on a long-term plan for how the area will develop.

All residents of the Horsham South study area were sent a postcard with information about how to find out more information and the consultation activities planned for the consultation period.

Also, anyone that made a submission during the last round of community engagement received a personalised response to the issues that they raised

so that they could understand how their feedback was considered.

A community webinar was undertaken on Thursday 31 October, which, along with all of the key information is available from the [Horsham South Structure Plan webpage](#)



**BUSINESS DEVELOPMENT AND TOURISM**

<b>Council Priorities</b>	<b>Action</b>	<b>Goal Measured By</b>	<b>Progress</b>
2.8.1 (ongoing)	Support the delivery of tourism opportunities on the Wimmera River, Mt Arapiles and lakes in our region	Tourism opportunities reported on in the Investment Attraction and Growth monthly Council Report	Planning is underway for our pop up Summer Series on the riverfront which will include 8 events including the family friendly Christmas event in which the Giant Christmas Tree lighting will be part of.
3.1.3 (2 years)	Develop and implement the Natimuk Social and Economic Plan and Dadswell's Bridge Community Action Plan	Plan Developed & Progress report to Council	Planning underway for an Australia Day event in Natimuk
3.2.1 (ongoing)	Work with local business leaders throughout the municipality to develop business confidence and growth	Two business forums held annually	The Business Team attended the Rural Financial Counselling Service quarterly forum in October and heard from guest speaker Simone Dalton about drought resilience.
(ongoing)	Host seasonal workshop sessions with Grampians Tourism and Wimmera Mallee Tourism to organise and update our businesses and tourism operators about relevant information for the region	Four industry workshops have been hosted	Grampians Wimmera Mallee Tourism held their first Industry Forum in Dimboola during October since the additional Shires have joined the Visitor Economy Partnership.
(ongoing)	Ensure constant communication through e-mails and business newsletters with tourism operators and local businesses regarding what is happening in the region	A minimum of 10 business newsletters distributed annually 4 business forums are held annually	There was no newsletter sent in October due to Caretaker Period.
(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.	A new tenant entered one of the WBC garage offices in October offering disability services.
(ongoing)	Advocate for value-add opportunities with existing and future farmers through innovative practices such as smart farming practices, planting native perennial vegetation and implementing renewable energy sources on farms	Attend the Horsham Field Days to host conversations with farmers.	The Business Team attended a Grampians Produce Workshop in October to discuss "Food and the Future for Grampians Produce Group". Catering was supplied by Kat Clarke who utilises all local produce in her food.

## Tourism and Business Development



Grampians Wimmera Mallee Tourism (GWMT) held first industry forum in the Wimmera Mallee region at Dimboola. Presenter and social media professional, Rob Embury, taught attendees about content creation. Local business “As Time Goes By” located in Dimboola starting up a river cruise business, the only one in the region. Ms Ward said the business was currently going through rebranding with a new name, Dimboola River Cruises.



GWMT and Business Development Team attended a GWMT Sustainable and Regenerative workshop on Wednesday 28 October. Presenter Nic Cooper founder of Wild Adventures Melbourne (WAM) addressed tourism business operators on smart ideas and processes in ecotourism. The concept of the workshop focused on helping tourism businesses on their journey to become more sustainable. Further addressing the issue that visitors are increasingly expecting businesses to be more sustainable and local communities expect businesses to protect the environment and to work collaboratively.

## SPENDMAPP



Further detailed analysis included in **Appendix 9.7A**.



**Monthly Tourism and Business Visitations for 2024**

Month Visitation	Retail Services	Hospitality / Accommodation & General Tourism visits	Event contacts	Over all contacts for the month
January	8	6	20	34
February	20	13	18	51
March	23	16	7	46
April	10	14	4	28
May	30	10	20	60
June	20	15	10	45
July	15	30	5	50
August	12	8	4	24
September	20	15	6	41
October	30	10	8	48
<b>Total</b>	<b>188</b>	<b>137</b>	<b>102</b>	<b>427</b>

**Occupied Businesses:**

Street and Number of Businesses	September 2024 Businesses Occupied	October 2024 Businesses Occupied	October 2024 Businesses Vacant	October 2024 Percentage Businesses Occupied
<b>Darlot St – 43</b> car wash and businesses operating from a house included	43	43	0	100%
<b>Firebrace St - 99</b>	91	91	8	91%
<b>Hamilton St - 17</b>	17	17	0	100%
<b>Wilson St – 34</b>	29	29	5	85%
<b>Pynsent St – 28</b> Cinema included	27	27	1	96%
<b>Roberts Ave – 27</b> Coles included	24	24	3	92%
<b>McLachlan St – 24</b> CFA & GWM included	24	24	0	100%
<b>Total 272</b> Post February 2022 there were 262 shops identified in the study area	<b>255/272</b>	<b>255/272</b>	<b>17</b>	<b>93%</b>

(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.

## STATUTORY PLANNING

### Planning Applications Determined

Below are the number of Planning Permits issued for the month of **October 2024** and a comparison with the same period last year.

Type	OCTOBER 2024		OCTOBER 2023	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	3	389,000	6	1,976,790
Industrial/Commercial	6	612,202	2	30,000
Subdivisions	4 (8 lots)		4 (8 lots)	
Other				
Total	13	1,001,202	12	2,006,790

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

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2024 to 31 October 2024 is 29 compared to 25 in the same period in 2023-2024.

Planning permits issued for subdivision have permitted 22 new lots from 1 July 2024 to 31 October 2024 compared to 46 in the same period in 2023-2024.

### Building Services

Below are the number of building permits issued for the month of **October 2024** and a comparison with the same period last year.

#### Permits issued by Horsham Rural City Council for this Municipality

Type	2024		2023	
	No.	Value \$	No.	Value \$
Dwellings			1	47,696
Alterations to Dwellings			-	-
Dwelling resitings			-	-
Misc Domestic (Carports, Garages etc)	1	15,439	2	36,179
Removal/Demolish			1	9,680
Industrial/Commercial	1	34,000	-	-
Signs			-	-
Total	2	49,439	4	93,555

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

Type	2024		2023	
	No.	Value \$	No.	Value \$
Dwellings	3	1,168,943	3	1,613,627
Alterations to Dwellings	1	46,530	6	596,508
Dwelling resittings			-	-
Misc Domestic (Carports, Garages etc)	9	331,833	6	609,177
Removal/Demolish			-	-
Industrial/Commercial	8	3,736,084	3	3,408,565
Signs			-	-
<b>Sub Total</b>	<b>21</b>	<b>5,283,390</b>	<b>18</b>	<b>6,227,877</b>

(\*)

A total of **13** Building Permits have been issued by the Horsham Rural City Council at a total value of **\$350,230** from **1 July 2024 to 31 October 2024** compared to **15** Building Permits at a total value of **\$2,948,653** for the same period in 2023-2024.

Private Building Surveyors have issued 78 Building Permits at a total value of **\$18,466,478** from **1 July 2024 to 31 October 2024** compared to 71 at a total value of **\$28,977,435** for the same period in 2023-2024.

**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 Southern Mallee Development (WSM), West Vic Business, and Grampians Wimmera Mallee 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**

2021-2025 Council Plan - Theme 3 - 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.

Destination Horsham Investment Attraction Strategy and Implementation Plan 2022 onwards

**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.

## 10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

### Cr Ian Ross (Mayor)

Committee Representation	
Date	Description
5.12.24	Attended the Audit and Risk Committee Meeting
Other Council Activities	
December	Attended Briefing meetings and various training sessions.
5.12.24	Meeting with SEC regarding newly announced Renewable Energy Park
6.12.24	Attended The Opening of 'The Station'
6.12.24	Meeting with Dr Anne Webster
8.12.24	Attended Horsham Carols by Candlelight
12.12.24	MAV Mayoral Training Program Day 1
12.12.24	Attended the RCV Election and General Meeting
13.12.24	MAV Mayoral Training Program Day 2

### Cr Dean O'Loughlin

Committee Representation	
Date	Description
28/11/24	Victorian Local Governance Association (VLGA) Annual General Meeting
Other Council Activities	
6/12/24	The Station Opening Celebration
10/12/24	16 Days of Activism Event
14/12/24	Summer Series Christmas Extravaganza

**Cr Todd Wilson**

Committee Representation	
Date	Description
	Nil
Other Council Activities	
6/12/24	'The Station' Opening
6/12/24	'Four Exhibitions' Opening
8/12/24	Carols by Candlelight

**Cr Bec Sluggett**

Committee Representation	
Date	Description
	Nil
Other Council Activities	
December	Multiple briefings and training sessions.
6/12/24	Meeting with Dr Anne Webster – Councillors had the opportunity to discuss issues affecting our community. Discussion included Arapiles/Dyrruite, regional health, mental health, mineral sand mining, the 3G shut off and funding priorities.
8/12/24	Horsham Carols by Candlelight – fantastic to see so many people and families enjoying the event. Congratulations and thank you to the amazing volunteer committee that go to so much effort to organise the event.

**11. URGENT BUSINESS**

## 12. PETITIONS AND JOINT LETTERS

### 12.1 PETITION FOR A KINDERGARTEN AT HAVEN

<b>Author's Name:</b>	Kevin O'Brien	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Director Communities & Place	<b>Directorate:</b>	Communities & Place
<b>Department:</b>	Youth & Early Years	<b>File Number:</b>	F08/A12/000002

#### 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

Petition as received (**Appendix 12.1A**)

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#### Purpose

To present a petition received from Haven Community Enterprise Inc. requesting that Early Years infrastructure be provided at Haven to create a Sports, Community and Education Hub for the growing community.

#### Summary

- An online petition has been received from Haven Community Enterprise Inc. requesting that Early Years infrastructure be provided at Haven.
- 150 residents have signed the petition as included in **Appendix 12.1A**.
- Community feedback on the draft Horsham South Structure Plan concluded Friday 13 December.
- As the Horsham South Structure Plan is nearing finalisation, it is deemed appropriate that the petition is considered as an item of *Urgent Business* and included as part of community feedback received on the draft plan.

#### Recommendation

That Council:

1. Consider the Petition for a Kindergarten at Haven as an item of *Urgent Business*.
2. Receive and note the Petition for a Kindergarten at Haven from Haven Community Enterprise Inc.
3. Refer the Petition to be included as part of community feedback recently undertaken on the draft Horsham South Structure Plan.



## REPORT

### Background

At a 2023 meeting between Council staff and Haven Community Enterprise Inc., a proposed Kindergarten for Haven was discussed, and it was recommended by council staff that Haven Community Enterprise Inc. source the numbers of children who would use a kindergarten at Haven. Accordingly, an online petition was circulated, to which 150 signatures have been received - the majority of those who signed have young children that would use these facilities if constructed.

### Discussion

Haven Community Enterprise Inc. has been advocating for Early years Infrastructure in Haven for several years. With the Horsham South Structure Plan due to be presented to Council for adoption, Haven Community Enterprise Inc. is of the view that Early Years infrastructure should be provided at Haven to create a Sports, Community & Education Hub for this growing community and should be included as part of the plan. Their argument is with the planned zoning changes of smaller block sizes surrounding the Haven Recreation Reserve and Haven Primary School, that there are developers waiting to subdivide their properties, which will allow for more young families to make their homes at Haven. There has been no allowance made for an Early Years Facility in Haven in the current draft Horsham South Structure Plan.

Kindergartens are critically important social infrastructure, and Council has prepared the Horsham Municipal Early Years Plan 2024-28 to provide direction for early years programs and activities and is aware that many families would like to see kindergarten services established in Haven.

Council does not operate kindergartens; we provide advice and collaborate with the Department of Education. Historically, Council have provided buildings, but not necessarily going forward. In the current environment kindergartens are being provided by the Department of Education (pre-prep program) or through long daycare providers.

Council's Governance Rules state the following regarding petitions:

#### **57. Petitions and Joint Letters**

- 57.1 Unless *Council* determines to consider it as an item of urgent business, no motion (other than a motion to receive the same) may be made on any petition, joint letter, memorial or other like application until the next fixed *Council meeting* after that at which it has been presented.

Given the timing of receiving the petition and recent community feedback of the draft Horsham South Structure Plan closing on Friday 13 December. It is recommended that the petition is treated as an item of *Urgent Business* so that the Petition can be included as part of community feedback on the draft Horsham South Structure Plan.

### Options to Consider

1. Receive the Petition and include as part of community feedback on the draft Horsham South Structure Plan.
2. Note the Petition and provide a report at the next council meeting.

It is appropriate that the Petition request is considered as part of the development of the Horsham South Structure Plan. Therefore, it should be considered as an item of *Urgent Business* and referred immediately for consideration as part of community feedback received on the draft Horsham South Structure Plan.

**Sustainability Implications**

Nil

**Community Engagement**

There have been ongoing discussions with Haven Community Enterprise Inc. and other community members in relation to the Early years Infrastructure at Haven.

Council is working with the State Government to consider options in Horsham South. Any Early Years facility would only be funded if there was demonstrated demand to support the investment.

**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 1: Community
- Theme 2: Liveability
- Theme 4: Accessibility

2024 -2028 Early Years Plan

- Theme 1: Building blocks for lifelong learning

**Risk Implications**

Nil

**Conclusion**

A petition has been received from Haven Community Enterprise Inc. requesting that Early Years infrastructure be provided at Haven to create a Sports, Community & Education Hub for the growing community. It is recommended that Council:

1. Consider the Petition for a Kindergarten at Haven as an item of *Urgent Business*.
2. Receive and note the Petition for a Kindergarten at Haven from Haven Community Enterprise Inc.
3. Refer the Petition to be included as part of community feedback recently undertaken on the draft Horsham South Structure Plan.

## **13. PROCEDURAL BUSINESS**

### **13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS**

- Council Briefing Meeting held on Monday 2 December 2024 at 5.30pm
- Finance Induction held on Monday 3 December 2024 at 5.30pm
- Council Briefing Meeting held on Monday 9 December 2024 at 5.25pm
- Finance Induction held on Monday 10 December 2024 at 5.40pm

Refer to **Appendix 13.1A**

### **13.2 SEALING OF DOCUMENTS**

Nil

### **13.3 INWARD CORRESPONDENCE**

Nil

### **13.4 COUNCIL COMMITTEE MINUTES**

- Disability Advisory Committee meeting held on 31 October 2024

Refer to **Appendix 13.4A**

#### **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

### 14.1 NOTICE OF MOTION NO 201

Given by Cr Cam McDonald

TAKE NOTICE that it is my intention to move the following motion at the Council meeting of the Horsham Rural City Council to be held at the Civic Centre, 18 Roberts Avenue, Horsham on Monday 16 December 2024.

“That Council suspend parking meter operations from 17 December 2024 until 30 June 2025 to allow for free parking during the festive season and to allow time to undertake a review of parking meter operations within the CBD.”

Refer to **Appendix 14.1A** for copy of Notice of Motion.

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Cr Cam McDonald

CIVIC CENTRE  
HORSHAM 3400  
10 December 2024