

MINUTES of the Council Meeting of the Horsham Rural City Council held in the Council Chambers and livestreamed at www.hrcc.vic.gov.au at 5.30 pm on 22 August 2022.

PRESENT

Cr Robyn Gulline (Mayor), Cr David Bowe, Cr Claudia Haenel, Cr Penny Flynn, Cr Les Power, Cr Ian Ross.

ALSO IN ATTENDANCE

Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Communities and Place; John Martin, Director Infrastructure; Fiona Kelly, Executive Assistant to the CEO and Councillors

Alex Darling (ABC Radio), Jessica Grimble (Weekly Advertiser), San Williams (Horsham Times), Tony Curran (Horsham Times), Jude Holt, Council Monitor; Carolyn Curran, Fletcher Mills, Ian Ward, Kath Dumesny, Cameron Gerlach.

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

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

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

3. OPENING AND WELCOME

Chairman, Cr Robyn Gulline formally welcomed those in attendance to the meeting. The Mayor advised that the meeting is being livestreamed and 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

Nil

5. LEAVE OF ABSENCE REQUESTS

Nil

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Council Meeting of the Horsham Rural City Council online and livestreamed at 5.33pm on 25 July 2022 be adopted.

Council Resolution

MOVED Cr Ian Ross, Seconded Cr David Bowe

That the minutes emanating from the Council Meeting of the Horsham Rural City Council online and livestreamed at 5.33pm on 25 July 2022 be adopted.

CARRIED

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.

Nil

8. PUBLIC QUESTION TIME**PUBLIC QUESTION FROM NEVILLE MCINTYRE OF MCKENZIE CREEK****Question 1**

Councillors are briefed on or are aware of what is coming up in the agenda. Ratepayers do not. Most ratepayers have either sporting or family commitments Thursday night and work on Friday. They only have the weekend to read and study the agenda therefore any questions arising out of the agenda would be handed in on the Monday. This has been a Council service available to the public for many years.

As most people are unable time wise to consider the agenda and ask a question by Friday 5.00 pm why is Council unable to continue to receive important community input on Monday?

Response from Sunil Bhalla, CEO

In accordance with Section 54.2.2 of Council's Governance Rules, public questions can be placed in the receptacle at the customer service counter prior to 5pm on the day of the Council meeting, or they can be lodged electronically prior to 5pm on the Friday prior to the day of the Council meeting. The only issue is that the questions lodged late on Monday may or may not be able to be answered at the meeting. But having said that, we will be undertaking another review of the Governance Rules soon and will include your suggestion as part of that process.

REPORTS FOR COUNCIL DECISION**9. OFFICERS REPORTS****9.1 NATURE PLAY PARK VARIATION**

Author's Name:	Dianna Blake	Director:	John Martin
Author's Title:	Coordinator Project Office	Directorate:	Infrastructure
Department:	Capital Projects & Engineering	File Number:	F04-A06

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 approve a variation to Contract 22/010 for the Design and Construction of the Horsham Nature and Water Play Park.

Summary

- Council awarded the above contract to AWS Services VIC Pty Ltd on 11 October 2021, for the contract sum of \$1,487,555 ex GST
- The report to Council recommending this contract be awarded noted that the overall project budget included \$410,000 estimated cost for the following items which were outside the contract:
 - \$250,000 additional play elements to be approved
 - \$100,000 covered shade
 - \$ 60,000 advanced trees for shade in the play area
- Final costings for these elements have been received from AWS Services totalling \$415,112
- This variation is containable within the overall budget of \$2,453,000.

Recommendation

That Council approve a variation to Contract 22/010 to include additional play elements, covered shade, and advanced trees for an amount of \$415,112.

Council Resolution**MOVED Cr Penny Flynn, Seconded Cr Les Power**

That Council approve a variation to Contract 22/010 to include additional play elements, covered shade, and advanced trees for an amount of \$415,112.

CARRIED

REPORT

Background

At the Council meeting on 11 October 2021, Council resolved to award the design and construction of the Horsham Nature and Water Play Park to AWS Services VIC Pty Ltd for \$1,487,555 ex GST. The proposal from AWS Services was based on a concept design prepared by Tract. Concept designs do not provide detailed levels of information suitable for construction.

Discussion

Following the tender process, Council officers and the majority funding body Sport & Recreation Victoria (SRV) determined that there was sufficient need and funding available to enhance the scope of the original design to include:

- customised play equipment – sculptural climbing, water and sand play structures following the riverfront theme
 - “the Yabby”
 - “the Catfish”
 - “the Turtle”
- an increase in fully accessible play equipment
 - wheelchair accessible spinner
 - nest swing
- additional elements
 - quad bay swing set
 - sound elements for play
 - increased seating
 - increased shade sails over the play areas
 - increased advanced tree plantings throughout the play areas



The original budget estimate for these additional items was \$410,000

- \$250,000 additional play elements to be approved
- \$100,000 covered shade
- \$ 60,000 advanced trees for shade in the play area

Initial discussions with SRV were based on covered shade for the carpark area, which the SRV representatives did not approve. However, they were comfortable increasing the play area's shade sail coverage.

AWS Services undertook detailed costings for this enhanced scope, resulting in this variation request for \$415,112.

Options to Consider

The work covered under this variation was considered in the original scope and budget, so it fully delivers on the original concept plan. The play park will not meet the community and funding body expectations if this variation is not approved.

Sustainability Implications

Extensive flood modelling of the riverfront has been conducted to ensure the built structures do not adversely impact the river flow or other properties. The Wimmera Catchment Management Authority has reviewed and approved this flood modelling.

Community Engagement

Community engagement for this project occurred over 18 months before the contract was awarded through surveys and drop-in sessions. A Community Reference Group was established to sculpt the concept plans for this area. This variation request is in line with and further develops the concept plans.

Innovation and Continuous Improvement

The design and construction of this Nature Play Park will implement Water Sensitive Urban Design principles. This land planning and engineering design approach integrates the urban water cycle, including stormwater, groundwater and wastewater management, and water supply, into urban design to minimise environmental degradation and improve aesthetic and recreational appeal.

Collaboration

These works form part of Stage 1 of the City to River project. The project is overseen by a Project Reference Group, which includes representatives from the Wimmera CMA, DELWP, Sport and Recreation Victoria, and Regional Development Victoria.

Sport & Recreation Victoria (SRV) is the major contributor to the funding for this project, providing \$2.103M of the total \$2.453M budget. Regional SRV representatives have approved these variations.

Financial Implications

The overall budget for the Horsham Nature Play Park is \$2.453 M. Provisions for individual components of these works are allocated within this budget based on cost estimates by an external quantity surveyor.

The project budget is as shown:

\$ 1,487,555	22/010 Design and Construct Nature Play Park (previously awarded)	
\$ 250,000	Additional play elements to be approved	}
\$ 100,000	Covered shade	} subjects of this variation request
\$ 60,000	Advanced trees for shade in the play area	}
\$ 248,000	Contingency and cost escalation allowance	
\$ 172,000	Consultants and project management	
<u>\$ 135,445</u>	Client costs and authority/headwork charges	
<u>\$ 2,453,000</u>		

The inclusion of the additional play elements, shade structure, and trees will not significantly add to the ongoing maintenance cost of this facility, as there are already a number of play elements, structures, and plants to be maintained.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

Council Plan 2021-2025

Theme 1 Community and Theme 2 Liveability

Risk Implications

Standard construction risks apply to this project; Council's Project Office will manage these during the construction process. Excluding these higher dollar value items from the original contract minimised the risk by ensuring Council did not accept the inclusion of these items until fully costed.

Conclusion

These key deliverables of additional accessible play equipment, custom-designed sculptural play structures, other shade sails, and further advanced tree plantings, when included in the construction of the Horsham Nature and Water Play Park, will complete the vision of the regional play space endorsed initially by Council in October 2021.



9.2 LANDFILL LEVY

Author's Name:	Rehan Majeed	Director:	John Martin
Author's Title:	Coordinator Waste Infrastructure	Directorate:	Infrastructure
Department:	Engineering & Capital Works	File Number:	F29/A13/000001

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

Appendices

Extract EPA Publication 332.8 July 2021 (**Appendix 9.2A**)

List of Earthmoving Contractors (**Appendix 9.2B**)

Purpose

To approve an increase in the charge for Clean Fill material received at Dooen Landfill and create a new waste stream to cover the operational need for cover material.

Summary

- As part of the waste management operations at Dooen Landfill, Council receives “clean fill”, or earthen material, suitable for the use of daily cover
- In its updated regulations, the Environmental Protection Agency (EPA) has changed the classification of fill material to “Industrial Material”. The change in classification of cover material was not identified in earlier budget preparation.
- The change in classification means that the clean fill material is subject to industrial levy rates \$224.5/tonne rather than the municipal levy \$46/tonne, which Council has previously been paying.
- A revision to the charge for this material is proposed to cover the actual costs of its disposal at the landfill to mitigate the costs to Council including:
 - a contribution to the landfill levy,
 - the cost of air space consumed, and
 - routine operational costs.
- For material that can be utilised as cover material, a new waste stream named *Capping Material* will be created with the charge of \$46 per tonne to ensure continued receipt of clean fill for cover material. This waste stream would be exempt from the EPA levy.

Recommendation

That Council:

1. Revise the charge for accepting clean fill at Dooen landfill to be that applied to the commercial/industrial waste, i.e. \$224.50 per tonne, and implement it in two stages.
2. Apply an interim gate fee of \$110.90 from 1 October 2022 as stage 1 of the new charge, with the full charge of \$224.50 to be effective from 1 January 2023.
3. Create a new waste stream named ***Capping Material*** with the charge of \$46 per tonne, being equivalent to the current gate fee.

Council Resolution

MOVED Cr Ian Ross, Seconded Cr David Bowe

That Council:

1. Revise the charge for accepting clean fill at Dooen landfill to be that applied to the commercial/industrial waste, i.e. \$224.50 per tonne, and implement it in two stages.
2. Apply an interim gate fee of \$110.90 from 1 October 2022 as stage 1 of the new charge, with the full charge of \$224.50 to be effective from 1 January 2023.
3. Create a new waste stream named ***Capping Material*** with the charge of \$46 per tonne, being equivalent to the current gate fee.

CARRIED

REPORT

Background

A change in EPA regulations requires that a landfill levy now applies to clean fill material deposited at Dooen Landfill. This had not been identified in earlier budget preparation.

It is proposed that the charge for this material being deposited at the landfill be increased to cover the costs of disposing of this material at the landfill, including the landfill levy, costs associated with the construction of the landfill cell (air space), and the general expenses required to operate, maintain and rehabilitate the site in the long term.

Discussion

In July 2021, EPA implemented its new legislation, *Environmental Protection Act Act 2017* along with new subordinate legislation. The revised regulations relating to the landfill levy, EPA publication 332.8 now requires that fill from external sources or generated outside of the premises is to be classified as Industrial Material. Therefore, the industrial levy rates apply.

Below is an extract of the relevant part of the updated EPA Regulation in this regard (copied at **Appendix 9.2A**).

4.3. Cover material sourced off-site

All cover material brought onto the permissioned premises (i.e. from external sources generated outside of the permissioned premises) is subject to levy. Where 'fill material' is used as cover the IND levy rate applies.

Where materials other than 'fill material' are used as cover, then the appropriate levy rate for that type of waste should apply. For example, if category C contaminated soil is used, then the category C priority waste levy rate is applicable.

In order for materials other than 'fill material' to be used as cover material, the permission holder must have obtained written approval from EPA.

This means that for all fill material accepted at the Dooen Landfill from external sources, Council will need to pay the landfill levy at the industrial rate to EPA. The industrial levy set by EPA Victoria for rural premises for the financial year 2022-23 is \$110.90.

The charge for accepting what is now classed as clean fill at Dooen Landfill in Council's Budget 2022-23 is \$46.00. We are accepting approximately 4,200 tonnes per annum.

Should Council continue to receive this material under the category of clean fill, and use it as a daily cover, the total levy payment will be \$465,780 versus \$193,200 revenue. The shortfall, in this case, will be \$272,580.

It is proposed that the charges for clean fill disposal at the Dooen Landfill to \$224.50 per tonne, being the same as that for other waste classified as commercial/industrial, the total levy payment will be \$465,780 versus \$943,068 revenue. Generating enough income (\$477,288) to cover the holistic cost of airspace lost.

Council operation team will also investigate the practicality of creating a new waste stream named *Capping Material* with the charge of \$46 per tonne. *Capping Material* will be defined as uncontaminated material not containing particles over 50mm. The material received under this category will be exempted from EPA levy. Therefore, it must be recorded and stockpiled in a designated area for future use and communicated to the EPA.

Such an improvement will enhance, the separation of clean soil from construction debris, secure capping material, save landfill airspace, reduce the fee to the contractors, and cover the landfill levy.

Options to Consider

Option 1: Defer the new charge to 2023/24 to go through the normal budget consultation as per the financial section below, the estimated cost to Council for 2022/23 will be \$272,580.

Option 2: Stage the costs. Introduce \$110.90 for the first 3 months October 2022 to 31 December 2022. The \$110.90 is the cost that will cover the landfill levy but falls short on Council's requirement to implement the rehabilitation reserve. Then transition to the full proposed charge from 1 January 2023.

Option 3: Implement now, limiting the loss cost from first quarter 2022/23. This will roughly equate to \$68K lost revenue for 2022/23, but will ensure covering of the full costs to Council for the landfill operations from 2023/24 onwards.

Sustainability Implications

Appropriately pricing gate fees to cover operations, ensures the longevity and sustainability of the landfill for the Horsham region.

Council Operation team will also be investigating the practicality of creating a new waste stream named *Capping Material*. Such improvement will activate the landfill's progressive rehabilitation plan for the legacy/ closed cells and extend the life of the existing cell. Ultimately reducing the cost of constructing a new cell for the Council.

Community Engagement

The updated charges will need to be circulated to relevant earthwork/road construction contractors. A list of the main contractors is available from the weighbridge data system (see **Appendix 9.2B**). Discussions are yet to be held with customers and contractors.

Innovation and Continuous Improvement

Council Operation team will also be investigating the practicality of creating a new waste stream named *Capping Material* with the charge of \$46.00 per tonne, being equivalent to the industrial levy. Such improvement will enhance the separation of clean soil from construction debris, secure capping material, save landfill airspace, reduce the fee to the contractors, and cover the landfill levy.

Collaboration

Officers will maintain continued close collaboration and relationships with the EPA.

Financial Implications

The financial implication of suggested gate fees and charges have been illustrated in the table below.

Projected Revenue Vs Levy payment 2022-23							Implication
Gate Fee Applied	2022-23	M ³	tonne	Revenue	Levy	Net	
Option 1: Maintain Current Gate Fee	\$46.0	2,940	4,200	193,200	465,780	\$272,580	Shortfall
Option 2: Increased staged (1 st quarter no change, 3 months \$110.90 then go to \$224.50 1 January 2023)	\$110.90/ \$224.50					136,200	Shortfall 2022/23
Current Industrial/Commercial Gate Fee is now applied to Clean Fill	\$224.5	2,940	4,200	943,068	465,780	\$477,288	Income
New Gate Fee (<i>Capping Material</i>)	\$46.0	2,940	4,200	193,200	0	\$193,200	Income
Industrial Levy Payment 2022-23	\$110.9	2,940	4,200	\$465,780			

Legislation and Regulations

- *Environment Protection Act 2017*, EPA Victoria
- EPA Publication 332.8 July 2021

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 3 – Sustainability

Risk Implications

If the current gate fee is not changed, Council will have an annual budgetary loss of \$272,580 under the current EPA Levy structure.

Conclusion

The cost of clean fill accepted at the Doon Landfill should be raised to \$224.5 consistent with the Industrial/Commercial rates set in the budget document 2022-23 which will cover the cost of operational overheads, including landfill airspace and the landfill levy.

A staged implementation of \$110.90 initially will minimise Council's operational losses for the last quarter of 2022-23.

9.3 CONTRACT NUMBER: 22/015: REPLACEMENT OF PARKING METERS, SUPPLY AND INSTALLATION, HORSHAM CBD

Author's Name:	Michael McCarthy/Mandi Stewart	Director:	Kevin O'Brien
Author's Title:	Consultant/Manager Community Services and Safety	Directorate:	Communities and Place
Department:	Community Services & Safety	File Number:	22/015

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

Refer to the Tender Evaluation Report included in the confidential section of the agenda.

Purpose

To award Contract No. 22/015 for Replacement of Parking Meters, Supply and Installation, Horsham CBD.

Summary

Council advertised the tender for the supply, installation and operation of the pay-by-plate parking meters and associated works in March 2022. Six submissions were received in April 2022.

There was a thorough investigative assessment process including the interviewing of four of the tenderers, referee checking and follow up questions. It was found that there was a high-quality group of submissions with varying pricing across the scope of the tender. The Panel was keen to ensure that as all elements of the tender aligned with the project brief and all costs were considered.

It was unanimously agreed that Peritus Technology provided the most suitable and competitive tender.

Recommendation

That Council grant Contract 22/015: Replacement of parking meters, supply and installation, Horsham CBD tender to Peritus Technology, which includes a 5-year contract with Peritus Technology for background licences, enforcement technology, maintenance support and support for operation of a smart city system integrated with HRCC's corporate system, for the total amount of \$735,359 (GST exclusive) plus applicable CPI increases on annual fees.

Council Resolution

MOVED Cr Les Power, Seconded Cr David Bowe

That Council grant Contract 22/015: Replacement of parking meters, supply and installation, Horsham CBD tender to Peritus Technology, which includes a 5-year contract with Peritus Technology for background licences, enforcement technology, maintenance support and support for operation of a smart city system integrated with HRCC's corporate system, for the total amount of \$735,359 (GST exclusive) plus applicable CPI increases on annual fees.

CARRIED

REPORT**Background**

Horsham Rural City Council adopted its Parking Management Plan in 2021. That Plan recommended the replacement of the single bay coin operated parking meters with Pay by Plate technology. The existing machines were found to be out of service and unable to be maintained, breaking down and inefficient.

The identified benefits of Pay-by-Plate included:

- More efficient for enforcement and can target repeated offenders
- Spaces do not need to be marked and therefore reduces ongoing maintenance costs
- Less queries on infringements
- Unlimited layout of spaces
- Can be paperless - more environmentally friendly
- Can be used on- and off-street
- Discourages free parking period over multiple visits (e.g. drivers who keep moving their vehicles for free parking)
- Provides useful data on actual usage by drivers and helps identify churn and usage rates per parking zone
- Does not require drivers to return to car to place ticket on dashboard

A Project Group was established to determine the project and tender brief which included representatives of the People and Place and Infrastructure Directorates. An external project co-ordinator was engaged to help facilitate the tender process.

The final brief required

- the removal and disposal of existing meters and restoration of pavements
- the removal of existing signs and installation of new signs provided by Council (which reflected the parking restriction times specified in the adopted Parking Plan).
- supply and Installation of 60 new pay by plate parking meter kiosks and back-end software
- supply of a Phone App for payment
- supply of enforcement technology including Licence Plate Reading capability
- ongoing maintenance and support including the provision of software licences on an annual basis.

Tenderers were asked to provide itemised costings including separate costing for each of the payment options: tap and go only, tap and go and coins, tap and go, coins and insert card based on the advice from other Councils that had already installed this type of technology the card insert slots and coin receptors were the main contributors to maintenance costs. It is recommended that insert card functionality not be included because of the extra costs and potential for vandalism. One of the regional Councils that has recently installed pay by plate meters has since covered this function on the machines because of the high breakdown caused by people sticking items like ice cream sticks into them and rendering them non-functioning. It is also considered that people are much more familiar and comfortable with the tap and go functionality and use coins less since Covid. Coin operation is the only part of the machine with moving parts, this provides the biggest risk to additional maintenance costs. However due to the fact that a portion of the HRCC demographic still uses coins, the pay by coin option should be provided with the new meters.

There was an initial short-list of four tenderers who were interviewed. A set of standard questions were sent to these tenders before the interviews with each providing a presentation answering those questions.

A key component of the supply of the pay by plate machines was the ongoing maintenance of these machines. It was found that because of the type of technology there is very little in the way of moving parts and the preventative maintenance it was decided to investigate if this could be performed more cost effectively in house. The tenderers were therefore asked if they would support HRCC staff doing the preventative maintenance and if yes provided revised costing. This revised costing was used as part of the evaluation.

Discussion

The submissions and the follow-up interviews showed that there was a strong list of candidates that were able to provide the technology and service compliant with the tender specifications.

Issues that were considered included:

- ability to remove existing meters and restore the pavement to an appropriate standard
- functionality and user friendliness of the meters and supporting software
- ability to integrate with Council's corporate systems
- efficiency and accountability of the enforcement software
- pricing which includes removal of existing infrastructure to agreed standards, installation of new machines, ongoing costs such as maintenance and software licences.

All submitters demonstrated an ability to deliver all aspects of the tender. There were marked differences in the prices submitted for the removal of existing machines and in restoration of the pavements once these machines were removed. Tenderers provided examples of the works undertaken previously and details of their systems and procedures. Whilst there was some variation in the depth of information provided it was concluded that each of the shortlisted tenderers had undertaken similar works and were capable of doing the job. This aspect was confirmed by the working group representative from the Infrastructure Directorate.

The latest technology provides a touch screen which was considered advantageous and preferred because of its ease of use and its ability to provide extra information such as tourism advice and other messaging.

It is recommended that two machines on each side of the street on each block be installed. Given that the pay by plate technology does not require people to return to their car to place a ticket on the dashboard people will be able to walk to the closest machine and insert their car details into the meter kiosk on their way to their destination. Alternatively, the Phone App will become more useful as people will be able to log in at their car and pay by phone rather than go to any machine. Other Councils that have already installed pay by plate machines (such as Warrnambool and Ballarat) have found that the Phone App accounts for up to 65% of all transactions with coins being used for as little as 10% of transactions.

A strong marketing campaign using social media, signage on the meter kiosks and information leaflets left at shops and businesses will be implemented to ensure public awareness of the benefits of the Phone App. A major benefit is the opportunity for drivers to log on and off and therefore pay only for the length of time that they stay in the parking bay rather than paying for a fixed period but staying for a lesser amount of time. Peritus Technology will support the development of this material including videos showing how to operate meter kiosks and Phone App.

The machines proposed by Peritus Technology includes the Blinkay Chrono smart parking meter and Blinkay backend system. The meter features a 10-inch colour touch screen, 20W solar panel, 75AH x 12 W battery, stainless steel powder coated and anti-graffiti finish, secure and intelligent locking system for interchangeable stainless steel coin chests which can only be opened once returned to the office.

The enforcement technology includes Licence Plate Reader technology that will speed up the enforcement process and provides detailed information to confirm when/if payment was made, GPS location, time of reading, history of vehicle parking breaches and the ability to take photos. Therefore, providing detailed supporting information should there be any appeal.

Whilst the Blinkay machinery and software is relatively new to Australia there are 15,000 pay by plate machines installed world-wide (including Spain, Canada, South East Asia and Mexico) in different climates and circumstances

Sustainability Implications

Whilst there are no immediate implications regarding sustainability, it is noted that the recommended supplier has the capability of adding pollution sensors that could monitor the emission levels of cars and could double up as recharging stations for electronic vehicles.

Community Engagement

The replacement of exiting machines was flagged with the development of the Parking Plan which included extensive community engagement. As stated above, the introduction of new parking meters will be supported by an extensive marketing campaign. Press releases, Mayoral announcements on web sites and social media, information leaflets and the use of champions will be used to inform the community about the new technology and how to use it.

Innovation and Continuous Improvement

The technology being recommended is the latest technology in parking meters. Pay by Plate machines are the preferred technology in the most recent installations in rural Victoria including Ballarat, Bendigo and Warrnambool.

Collaboration

This report has been prepared with the collaboration of the internal project working group

Financial Implications

\$330,000 was allowed for in the 2021/22 budget for parking meter replacement. An additional \$210,000 has been allowed for in the 2022/23 budget. Total amount for Replacement of Parking Meters, supply and installation being \$540,000 being funded from the CBD Reserve. The tendered amount of Peritus for the meters is \$541,859.

Ongoing maintenance and support including the provision of software licences on an annual basis will be funded through the Operations Budget. The amount for the 5 year contract recommended to be awarded to Peritus Technology is \$193,500. There is an allowance in the operations budget for Parking Meter Maintenance and Software.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

Theme 4 Accessibility: Horsham Rural City Council will meet community needs through connected transport networks and the provision of accessible and welcoming places and spaces.

Risk Implications

The preferred supplier has extensive risk mitigation processes including traffic management when installing the new machines.

Conclusion

Peritus Technology has the capability, capacity and experience in delivering full parking control services. They are the major supplier to Melbourne City Council for delivery and management of parking control devices and associated backend services (smart meter management system and gateway services for credit card payment processing).

The introduction of the proposed pay by plate technology and associated services will improve efficiency, be accessible and easy to use for the public and present Horsham Rural City Council as a modern and progressive city.

9.4 HORSHAM CENTRAL ACTIVITY DISTRICT (CAD) REVITALISATION: STREETSCAPE PLAN

Author's Name:	Stephanie Harder	Director:	Kevin O'Brien
Author's Title:	Coordinator Strategic Planning & Heritage	Directorate:	Communities and Place
Department:	Investment, Attraction and Growth	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

Appendices

CAD Revitalisation: Draft Streetscape Plan (August 2022) (**Appendix 9.4A**)

Engagement Summary Report (July 2022) (**Appendix 9.4B**)

Purpose

To receive and note a summary of the community feedback and adopt the Horsham Central Activity District (CAD) Revitalisation: Streetscape Plan.

Summary

- The *Streetscape Plan* has been developed with three rounds of community consultation.
- The first stage of the project identified initial aspirations for the project, the second stage identified and recorded issues and opportunities in regards to the streetscape and public realm (through the *Urban Design Analysis*) and lastly the third stage proposed seven improvement strategies and 15 projects within the CAD for Council to take action on (through the draft *Streetscape Plan*), all of which the community has had the opportunity to comment on.
- The response has been mixed and a range of feedback has been received, some positive and some negative.
- The revised *Streetscape Plan* has taken on board the community feedback, where relevant, and made changes accordingly.

Recommendation

That Council:

1. Receive and note the community feedback received on the Draft Horsham Central Activity District (CAD) Revitalisation: Streetscape Plan as summarised in the Engagement Summary Report (**Appendix 9.4B**).
2. Adopt the Horsham Central Activity District (CAD) Revitalisation: Streetscape Plan (**Appendix 9.4A**).

Council Resolution**MOVED Cr Claudia Haenel, seconded Cr Ian Ross**

That this item be deferred.

LOST

Cr Penny Flynn called for a Division of CouncilFor the motion:

Cr Ian Ross

Cr Claudia Haenel

Against the motion:

Cr David Bowe

Cr Penny Flynn

Cr Les Power

Cr Robyn Gulline

Cr Ian Ross requested that the Council resolution be separated when voting.

Council Resolution**MOVED Cr David Bowe, Seconded Cr Les Power**

That Council:

1. Receive and note the community feedback received on the Draft Horsham Central Activity District (CAD) Revitalisation: Streetscape Plan as summarised in the Engagement Summary Report (**Appendix 9.4B**).
2. Adopt the Horsham Central Activity District (CAD) Revitalisation: Streetscape Plan (**Appendix 9.4A**).

CARRIED

CARRIED

Cr Claudia Haenel called for a Division of CouncilFor the motion:

Cr David Bowe

Cr Les Power

Cr Penny Flynn

Cr Robyn Gulline

Against the motion:

Cr Claudia Haenel

Cr Ian Ross

3. Undertake further consultation with the businesses in relation to crossings proposed in the streetscape plan which are additional to those approved by Council at its June 2022 meeting.
4. Note the concerns regarding potential disruption to businesses from the proposed works and undertake further engagement to minimise any impacts.

CARRIED

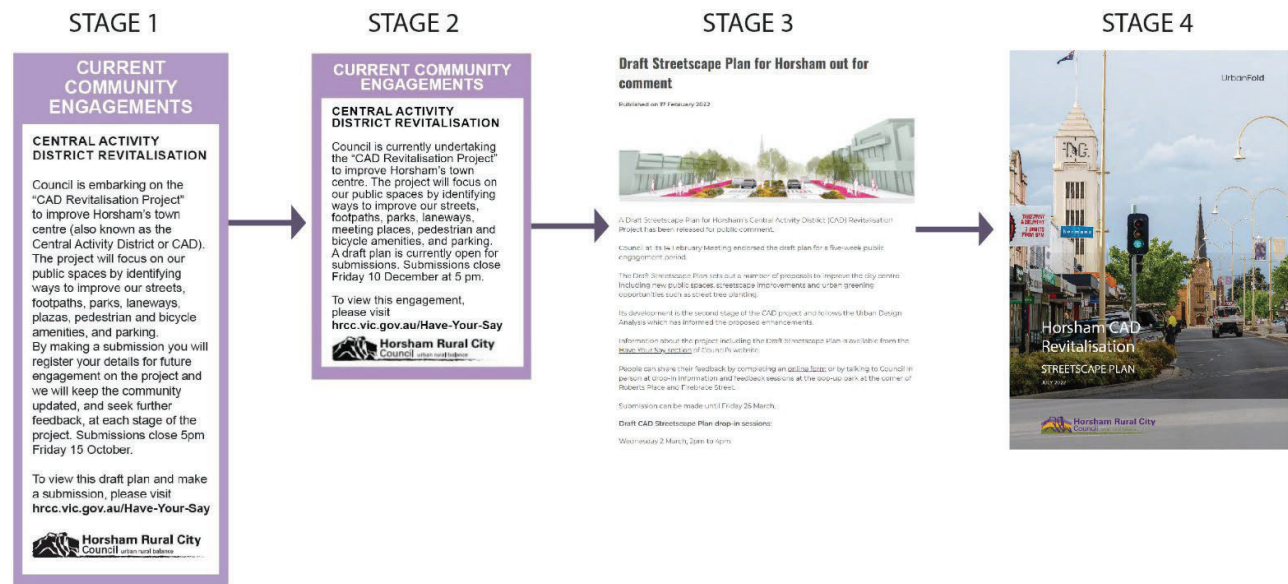
CARRIED

REPORT

Background

The CAD Revitalisation project (the Project) sits under the broader scope of the *City to River* project and furthermore based upon the CBD Revitalisation Strategy (2017) which provided recommendations for infrastructure and public realm upgrades within the CAD (or CBD).

The Project commenced in September 2021 and has progressed from early community consultation to inform the initial analysis (Stage 1) and the *Urban Design Analysis* (Stage 2) into the development of the *Draft Streetscape Plan* for community consultation (Stage 3) and lastly to a revised and final *Streetscape Plan* for adoption (Stage 4).



Discussion

The revised *Streetscape Plan* has been provided to Council based on the community feedback received and an officer review of both the exhibited plan and the feedback. The most obvious and contentious issue was the proposal to introduce parallel parking by modifying the existing angled parking arrangement on Firebrace Street.

Importantly, the reason why the option for parallel parking was proposed, along with other proposals for Firebrace Street, was to rethink the layout of our shopping strip and explore opportunities to enhance the capacity of the streetspace by enabling more outdoor dining, increasing the supply of footpath space for pedestrians (i.e. improve accessibility for vulnerable walkers including seniors, people with disabilities and mobility issues and children), and accommodating additional street tree planting (a key action in the adopted *Greening Greater Horsham Strategy*).

The overall resistance to change by some sections of the community could ultimately affect the broader community, both now and into the future. It is important when planning for the future of Horsham that the current younger generations are part of the discussion, as they will inherit the place that we create today and that a broader mix of the local demographic are heard to ensure diverse needs and aspirations of the community are met. Refer to the *Engagement Summary Report* (Appendix 9.4B) in regards to the feedback received.

Revisions to the Streetscape Plan

There are six key project revisions/additions to the *Streetscape Plan* March 2022 version:

1. The revised *Streetscape Plan* now places more emphasis on improvements to Urquhart Street, Darlot Street and O'Callaghans Parade at Improvement Strategy #2.
2. The proposed locations for a future town square have been reduced from five locations to three (1. corner of Roberts Avenue and Ward Street, 2. the newsagency site on Pynsent Street and 3. adjacent to the Town Hall)
3. Consultation with the Horsham Youth Council provided useful insights into how the younger generation use the Horsham CAD (town centre), including May Park. The inclusion of an additional project now explores the opportunity to facilitate youth oriented social infrastructure within the park, now Project 12.
4. Consultation with parents of young children identified the lack of interactive play spaces for younger community members within the town centre. These discussions also revealed the lack of provision of baby change facilities and parenting rooms within the CAD. The revised *Streetscape Plan* includes a new project focused on the creation of a Children's Park at the former Kindergarten site on Roberts Avenue, now Project 11.
5. The revised *Streetscape Plan* no longer proposes the removal of angle parking for a parallel parking arrangement on Firebrace Street and adopts Scenario A.
6. A list of further work in relation to the amending the Horsham Planning Scheme are identified to give further effect to the outcomes sought in the *Streetscape Plan*.
7. Lastly, the revised *Streetscape Plan* includes high-level costings and an implementation plan to ensure that future projects can be scoped, budgeted for and delivered. This will also place Council in a stronger and more strategic position in selecting projects to pitch for grant funding.

The Seven Strategies to improve the CAD

The following seven strategies are proposed as ways of improving the appearance, function and amenity for users of the Horsham town centre:

Improvement Strategy #1

Develop the off-street laneway network into a series of comfortable and interesting places that also provide a safe and convenient pedestrian network throughout the CAD.

Improvement Strategy #2

Identify improvements for priority streets across the CAD.

Improvement Strategy #3

Strengthen character and identity by promoting and restoring heritage features and telling the stories of the town and the area.

Improvement Strategy #4

Create more outdoor places for meeting, gathering and socialising in Horsham's Town Centre.

Improvement Strategy #5

Improve safety and both physical and visual connections between the Town Centre and broader Horsham.

Improvement Strategy #6

Improve the streetscapes of Horsham's Town Centre with new furnishings, paving and planting.

Improvement Strategy #7

Green the Town Centre and better utilise the streets and public spaces to create a cooler, more climate-ready urban environment.

FIGURE 1 EXERPT FROM CAD STREETScape PLAN (P. 10)

Fifteen Projects that Implement the Strategies

Sitting under the seven strategies are a series of implementable projects, subject to future funding:

Project #1

Create the 'Horsham Walk' from Horsham's existing laneway network.

Project #2

Improve Firebrace Street with more shade, more crossings and more public realm.

Project #3

Create more places for people on Wilson Street.

Project #4

Make O'Callaghans Parade an attractive and fitting arrival corridor into Horsham's Town Centre.

Project #5

Emphasise trees and bikes on Urquhart Street.

Project #6

Emphasise pedestrian safety on Darlot Street.

Project #7

Engage with property owners to undertake facade improvements to heritage buildings.

Project #8

Develop Advertising Signage Controls.

Project #9

Build a Town Square in Horsham's Town Centre.

Project #10

Build a pedestrian-friendly environment on Ward Street to support the Town Square and connectivity between Roberts Avenue and the Town Hall.

Project #11

Build a Children's Park in the Town Centre, on the site of the former Kindergarten.

Project #12

Reimagine May Park as a youth-oriented space.

Project #13

Create better, safer connections within the Town Centre and beyond.

Project #14

Create a streetscape design palette manual and begin to implement incrementally.

Project #15

Support the Greening Greater Horsham Strategy. Plant more trees!



FIGURE 2 EXCERPT FROM CAD STREETScape PLAN (P. 28 & 29)

Community Consultation and Feedback

The Horsham *CAD Revitalisation: Streetscape Plan* project has been undertaken in four stages, with three rounds of community consultation, leading to the current revised *Streetscape Plan* being presented to Council:

- Stage 1: Project inception / development of project aspirations (round one of consultation in October 2021)
- Stage 2: Urban Design Analysis (round two of consultation in November – December 2021)
- Stage 3: Draft Streetscape Plan (round three of consultation in February – March 2022)
- Stage 4: Revised Draft Streetscape Plan (current stage – Council adoption)

Consultation has been undertaken both in person and online. The community consultation throughout stages one to three has resulted in a mix of positive and negative community views in relation to the *Urban Design Analysis* and improvement strategies and some of the proposed projects put forward in the *Streetscape Plan*. The proposal with the most focus (and negative feedback) was the re-configuration of Firebrace Street with a significant proportion of the feedback being against the proposed change to parallel parking.

Firebrace Street and parallel parking dominated the feedback from the community and this is the reason why three options were put to the community. Subsequently Scenario A has been selected as the preferred option based on the community feedback. Also in response to community desire, bike lanes will not be located on Firebrace Street and will instead be located on the parallel streets of Urquhart Street and Darlot Street.

Scenario A



Scenario A Plan - A widened planted median in Firebrace Street

Scenario B



Scenario B Plan - A widened median and widened footpath along Firebrace Street

Scenario C



Scenario C Plan - A widened median and bike lane along Firebrace Street

FIGURE 3 PREVIOUSLY PROPOSED LAYOUT OPTIONS FOR FIREBRACE STREET (EXCERPTS FROM THE STREETScape PLAN MARCH 2022 VERSION, P. 22-25)

Other major areas of comment included the limited number of places for play and socialising for children and youth in the Town Centre. Two new projects have been proposed in response to community feedback. Project 11 will see the site of the former Kindergarten on Roberts Ave transformed into a safe and enclosed 'nature play' area for kids, with upgraded facilities including child change areas. Project 12 proposes upgrades to May Park to make it a safe and fun area for older kids and teens.



FIGURE 4 EXCERPT FROM REVISED STREETScape PLAN (P. 58-59)



FIGURE 5 EXCERPT FROM REVISED STREETScape PLAN (P. 60 + 61)

Overall, there was significant local support for:

- Increased parks, green space and canopy coverage
- The town square proposal
- Enhancing walkability within the town centre
- Pop-up parks and outdoor dining
- Activating laneways
- Providing cycling lanes
- Enhancement of heritage buildings

Options to Consider

Council is now presented with a revised version of the *Streetscape Plan*. It has taken into consideration the community feedback and removed the parallel parking option. The fifteen projects contained within the plan provide Council with a clear direction in which to focus on projects that will have a positive impact on the future amenity and function of the town centre and encourage visitors and attract new businesses to Horsham.

Sustainability Implications

The project aims to revitalise the CAD through a series of interventions, one of which is increasing tree canopy coverage through the re-configuration of some streets, increasing public and green spaces and the planting of (1000) trees across the CAD in order to increase canopy cover from 9.9% to 15% cover by 2031, in accordance with the adopted *Greening Greater Horsham Strategy*.

Many projects will also incorporate Water Sensitive Urban Design (WSUD) to ensure water conservation.

Community Engagement

Urban Design Analysis (2021)

The community has provided valuable feedback on the project through three stages of engagement, one that occurred in September 2021 and then further engagement in November 2021, which involved both online (via the Have Your Say web page) and in-person engagement involving Council officers and members of the consultant team (UrbanFold).

The on-street engagement was very useful and provided a range of feedback in addition to the online engagement which was also very informative, demonstrating that the community is well engaged and there are a range of views on how the Horsham town centre could be improved.

The range of views are summarised as follows:

- Some members of the community have a negative perception of the current town centre, whereas others like the current town centre with its landscaping
- Many streets are difficult to cross because they are either busy or there are other obstacles (not accessible for all users)
- There was generally strong support for increased greenery and tree planting (with reference to pop-up park on Roberts Ave.)
- The pop-up park in Roberts Ave. is very popular and well received by the community – many would like to see it made permanent
- Outdoor dining has become popular and necessary due to Covid-19 (accommodating increased dining areas is supported by some members of the community)
- Plenty of parking close to shops (convenient)

In terms of improving the town centre, the community provided the following feedback:

- Parking, lighting, greenery, shade and seating could all be improved
- More trees should be planted
- Improved public realm with better priority for walking and cycling
- Improved pedestrian crossings throughout the town centre
- Improved landscaping, noting that many people like the current landscaping
- Generally improve the appearance of the town centre
- Improve walkability within the town centre
- The provision of open space in a central area

- Activation of the laneways and more outdoor dining
- Opposition to parking meters (remove parking meters)
- Opposition to parallel parking, noting that some people commented on the over-supply of parking and want to see safety improved and the removal of angled parking was supported by some
- Footpaths and paving
- Improving pedestrian safety at a number of intersections

Streetscape Plan (2022)

The third round community engagement commenced from 21 February and conclude 25 April with input sought on the draft *Streetscape Plan*. As per mentioned above, there were concerns in regards to the limited number of places for play and socialising for children and youth in the Town Centre. As a result Projects 11 and 12 were developed.

We heard clearly the community desire to retain angled parking on Firebrace Street, and have proposed staged measures to improve safety and amenity whilst retaining the angled parking. Furthermore, bike lanes will not be located on Firebrace Street and will instead be located on the parallel streets of Urquhart Street and Darlot Street.

We also proposed measures to increase safety and amenity on other key streets across the CAD including O'Callaghans Parade, Darlot Street, Urquhart Street and Wilson Street. These measures included investigating how a cycle network can be safely accommodated in the CAD without causing further congestion down the main street, and planting more shade and canopy trees.

Wide support for laneway improvements and upgrades to heritage facades showed the pride Horsham residents had for their town, and their desire to see more programmed events, activities and amenities in their town.

Innovation and Continuous Improvement

The Draft Streetscape Plan proposes changes to the Horsham town centre (CAD) which are innovative and would improve the streetscape and public realm for current and future users, improving amenity and accessibility for all users. This project forms the first step in Council's efforts to continue to improve Horsham to make the town and municipality more attractive and liveable for the community and visitors.

Collaboration

During the development of the Draft Streetscape Plan, there has been collaboration with Regional Roads Victoria and the Department of Transport to ensure that the current funding opportunity and the design of upgraded roundabouts, integrates well with any other proposed streetscape changes, particularly along Firebrace Street.

Financial Implications

The delivery of projects within the Draft Streetscape Plan will rely on future planning and budget allocation, particularly larger projects such as the re-configuration of Firebrace Street. State government funding streams (such as the current Regional Roads Victoria funding for the upgrade of roundabouts) will continue to be important for the future improvement of Horsham.

The high level cost estimate breakdown as of July 2022 is:

1. Create the 'Horsham Walk' from Horsham's existing laneway network.	\$310,000
2. Improve Firebrace Street with more shade, more crossings and more public realm.	\$3,100,000
3. Create more places for people on Wilson Street.	\$66,000
4. Make O'Callaghans Parade an attractive and fitting arrival corridor into Horsham's Town Centre.	\$1,070,000
5. Emphasise trees and bikes on Urquhart Street.	\$590,000
6. Emphasise pedestrian safety on Darlot Street.	\$185,000
7. Engage with property owners to undertake facade improvements to heritage buildings.	\$30,000 annually in operating budget
8. Develop and implement Advertising Signage Controls:	\$20,000 to be allocated in planning budget
9. Build a Town Square in Horsham's Town Centre.	Further investigation needs to occur re site feasibility including costings: High level cost range: \$1 million – \$2 million
10. Build a pedestrian-friendly environment on Ward Street to support the Town Square and connectivity between Roberts Avenue and the Town Hall.	\$1,205,000
11. Build a Children's Park in the Town Centre, on the site of the former Kindergarten:	Schematic plans/designs to be completed to determine costings: High level cost range:\$500k - \$700k
12. Reimagine May Park as a youth-oriented space.	Schematic designs/plans to be developed to determine costings High level cost range: \$50k-100k.
13. Create better, safer connections within the Town Centre and beyond	Funded partially through Regional Roads Victoria, projects shortly to commence
14. Create a streetscape design palette manual and begin to implement incrementally.	Through annual asset renewal program when needed (no additional funding needed).
15. Support the Greening Greater Horsham Strategy.	Through annual renewal program when needed (no additional funding needed).. Noting new trees have been factored into individual projects.

The draft *Streetscape Plan* has identified projects to an estimated value of \$9,376,000. Noting that these are high level costings that will be further refined through the next stage of design development.

\$9.9 million has been allowed of in the Long Term Capital Works for CAD Revitalisation. It is proposed that Council will fund these works through a combination of external grants, a loan, the CBD reserve and general rates.

\$100,000 has been allocated in the 22-23 budget to advance schematic plans/designs for priority projects as identified in CAD Streetscape Plan so these are investment ready.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and PoliciesCouncil Plan 2020-25*Theme 2 Liveability**Strategies*

1. *A resilient, inclusive and socially connected community*
2. *A destination to live, work, explore and invest*
3. *A region with a defined identity*
4. *Diverse and connected open spaces*
5. *Quality opportunities and facilities that meet the health and wellbeing needs and interests of all ages, abilities and backgrounds*
 - *Create engaging spaces and places for social connection and wellbeing to build community resilience*
 - *Promote the municipality as a destination highlighting Horsham as a base in Western Victoria, halfway between Melbourne and Adelaide*

Horsham Urban Transport Plan 2019*Theme: Streets for People**1.6 Increase street activation*

- *1.6.1 Consider the trial installation of “parklets” as a quick win, to provide seating or outdoor dining areas by removing isolated on-street parking spaces (to be considered in the context of the City to River Project)*
- *1.6.3 Increase footpath widths to accommodate areas of landscaping, outdoor dining, sheltered seating areas and ad hoc events*

1.7 Roundabout safety

- *1.7.1 Work with Regional Roads Victoria to trial a consistent roundabout treatment in Horsham to reduce speeds and improve safety for pedestrians and cyclists including:*
 - *Enlarge vehicle mountable annulus and install mountable corner radii at the roundabouts located in the CAD to reduce vehicle speeds*
 - *Install set back pedestrian crossings on each arm of the roundabouts located in the CAD to prioritise pedestrians over vehicles*

1.8 Reduce vehicle speeds in the CAD and urban areas

- *1.8.1 Reduce the visual and actual width of streets by widening footpaths, installing medians, narrowing traffic lanes, widening bicycle lanes and street tree planting*

City to River Masterplan 2020*CAD Revitalisation**1: Implement the recommendations of the CAD Revitalisation Strategy*

- *This includes improving streetscapes, prioritising pedestrian/cycling transport and connectivity and better integrating the CAD and the riverfront precinct with clear visual connections and landscaping.*

2: Develop a series of meeting places in the CAD

- *Establish a series of meeting places in the CAD, which link with other CAD anchors including the Town Hall, May Park and the Riverfront.*

Horsham Economic Development Strategy 2017-21*Theme 3: A Vibrant Central Activity District*

- *Strategy 8: Continue to develop Horsham's Central Activities District (CAD) into a vibrant hub of retail, commercial, entertainment, hospitality, cultural and community activity.*

Risk Implications

There is some risk that community reaction could prevent some of the proposed changes occurring and that future users of the Horsham town centre are left with a legacy of inaction.

The Horsham town centre has enormous potential and the CAD Revitalisation Streetscape Plan would deliver some significant changes that can continue to be built upon as the town develops and attracts new businesses and residents.

Conclusion

The proposed *Streetscape Plan* presented for adoption is the culmination of work to date, including a comprehensive urban design analysis and several stages (including previous years) of community engagement that have informed the development of this strategic document.

Council officers present to Council a strategic document with seven urban improvement strategies and 15 projects for implementation that have been subject to comprehensive community consultation as well as an implementation plan for delivery.

9.5 CHILD SAFE STANDARDS

Author's Name:	Lindy Haigh/Tegan Rudolph	Director:	Graeme Harrison
Author's Title:	Governance Officer/Manager People & Performance	Directorate:	Corporate Services
Department:	People & Performance	File Number:	F14/A04/000001

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

Appendices

Updated Child Safety and Wellbeing Policy (**Appendix 9.5A**)

Updated Reporting a Child Safety Concern Procedure (**Appendix 9.5B**)

Purpose

To receive and note the changes to Victoria's Child Safe Standards, and adopt the updated Child Safety and Wellbeing Policy and Reporting a Child Safety Concern Procedure for adoption.

Summary

The Child Safe Standards (the Standards) commenced in Victoria in January 2016. The Standards have improved safety for children and young people since this time, and changes have now been made to make the Standards even stronger.

Recommendation

That Council adopt the updated Child Safety and Wellbeing Policy (**Appendix 9.5A**) and Reporting a Child Safety Concern Procedure (**Appendix 9.5B**).

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr Les Power

That Council adopt the updated Child Safety and Wellbeing Policy (**Appendix 9.5A**) and Reporting a Child Safety Concern Procedure (**Appendix 9.5B**).

CARRIED

REPORT

Background

Changes to the legislated Child Safe Standards have occurred and compliance by Council was required by 1 July 2022. The Commission for Children and Young People recognises that most organisations will need to make changes and some may not have fully completed implementation by 1 July 2022. The *Child Wellbeing and Safety (Child Safe Standards Compliance and Enforcement) Amendment Act 2021* is due to commence from 1 January 2023 and at this time the Commission will also expect organisations to have more comprehensively implemented the new Standards.

Council has a range of current policies, documents and practices that keep children and young people safe and these have been amended to meet the new Standards. Work will need to be ongoing to ensure Council becomes fully compliant, and remains compliant with the eleven new Standards.

Previously there were seven Child Safe Standards but this has increased to eleven. Although some of the new Standards are similar to the originals, there are significant new obligations attached to each standard as follows:

- Organisations will need to improve their current approach to creating a safe environment for Aboriginal children and young people and their families. Implementing this Standard will require ongoing effort, not just a once-off change.
- A greater emphasis on information sharing, record keeping and governance arrangements to create a child safe culture at all levels in an organisation. The management of risks to children is required to be embedded in organisational leadership, governance and culture.
- Obligations to empower children and young people and promote their participation remains but there are additional requirements about rights, encouraging support and connection, offering sexual abuse prevention programs where relevant and equipping staff and volunteers to identify the signs of harm to children.
- Obligations on organisations to involve families and communities in promoting child safety.
- Additional obligations for all children and young people around diversity including the need to understand diverse backgrounds, circumstances and needs, providing equal protection to all and considering the needs of those who are unable to live at home as well as lesbian, gay, bisexual, transgender and intersex children and young people.
- Organisations will have new obligations to inform staff and volunteers about record keeping processes in relation to child safety and wellbeing and information sharing and reporting.
- The importance of complaints processes being child focused and understood by children and young people and their families, in addition to staff and volunteers. It also makes explicit the obligations for organisations to take complaints seriously, and respond to them promptly and thoroughly, co-operate with law enforcement and meet reporting, privacy and employment law obligations.
- Obligations for organisations to train and support staff and volunteers, and provide ongoing education and training to implement the organisation's child safety and wellbeing policy, recognise indicators of harm and how to respond effectively to child safety issues and concerns and support colleagues who disclose harm.
- Specific obligations for organisations to consider online environments in addition to physical environments, identify and mitigate risks in these environments, promote child safety and wellbeing and have procurement policies that ensure the safety of children and young people if the organisation contracts facilities and services from third parties.

- New obligations for organisations to analyse complaints, concerns and safety incidents to identify causes and systemic failures to inform continuous improvement and report on the findings of relevant reviews of child safe practices to staff and volunteers, community and families and children and young people.
- New obligations for organisations to make policies and procedures easy to understand, use stakeholder consultation and best practice models to inform the development of policies and procedures and ensure organisational leaders champion and model compliance with policies and procedures.

These changes need to be incorporated into current practice, systems, policy and organisational culture.

Discussion

The organisation must now continue to work toward complying with the new Child Safe Standards. The Commission for Children and Young People has produced a guide for creating a Child Safe Organisation listing the new Standards including minimum requirements along with the actions and documents required in order for compliance. A copy of the guide can be found at <https://ccyp.vic.gov.au/assets/resources/New-CSS/A-guide-for-creating-a-Child-Safe-Organisation-190422.pdf>.

As part of the new minimum requirements, the organisation needed to review and update the current Policy and Procedure

The Policy (Appendix 9.5A) has been updated to reflect the new Standards along with providing information as to how each of the Policy Principles links to one or more of the Standards. The Procedure (Appendix 9.5B) update includes appendices around types and signs of abuse as well as signs that might indicate a child is being abused. The outdated *Code of Conduct Behaviour of Adults Towards Children* will be retired. Instead, clear behavioural expectations are embedded within the Procedure and will also form part of the updated Staff Code of Conduct to ensure compliance with the new Standards.

The revised Policy also discusses the inclusion of the Reportable Conduct Scheme.

Since 1 January 2019, all of Council has been encompassed by the scheme and any instances of child abuse are reportable to the Commission for Children and Young People as well as reported under Council's policy and procedure.

Options to Consider

The organisation is required to adopt an appropriate Policy and Procedure.

A child safe organisation has policies and procedures that promote the safety and wellbeing of children. Our Council is committed to creating and embedding a child safe culture into our organisation.

Sustainability Implications

Not applicable

Community Engagement

These documents are a legislative requirement. Council will update our website and ensure that the public are aware of our commitment to a child safe workplace and community.

Innovation and Continuous Improvement

The review of policies and procedures that not only conform to current legislation and standards, but embed these reforms into our organisational culture, leads to continuous improvement.

Collaboration

Not applicable

Financial Implications

Resourcing of compliance with the Child Safe Standards is the responsibility of the People & Performance Department.

Regional, State and National Plans and Policies

The Victorian Government announced that the new Standards will commence on 1 July 2022. In Victoria, the legislation that creates the Standards is the *Child Wellbeing and Safety Act 2005 (Vic)*. The *Child Wellbeing and Safety (Child Safe Standards Compliance and Enforcement) Amendment Act 2021* is due to commence from January 2023.

Council Plans, Strategies and Policies

Council Plan 2021 – 2025

Theme 1 Community

- 1.1 An inclusive, accessible, connected and safe community
- 1.2. A community that encourages and celebrates all cultures, heritage and diversity
- 1.4. A region that acknowledges and engages with First Nations people on place, connection and truth

Theme 5 Leadership

- 5.1. Good governance, through leadership and connection with community
- 5.3. High organisational standards focussing on continuous improvement
- 5.5. A safe, inclusive, and resilient culture that delivers for the community

Risk Implications

Non-compliance with the Standards is a breach of law and exposes a risk to the safety and wellbeing of children. Council will continue to work toward full compliance with the new Child Safe Standards.

Conclusion

The Child Safe Standards that commenced in Victoria in January 2016 have now been replaced. From 1 July 2022, the eleven new Child Safe Standards became legislation. The adoption by Council of a revised Child Safety and Wellbeing Policy and corresponding Reporting a Child Safety Concern Procedure are key measures in ensuring our organisation's compliance with the new standards.

9.6 ADOPTION OF GOVERNANCE RULES

Author's Name:	Diana McDonald	Director:	Graeme Harrison
Author's Title:	Co-ordinator Governance	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	F19/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

Appendices

Revised Governance Rules (**Appendix 9.6A**)

Current Governance Rules (Track Changes) (**Appendix 9.6B**)

Submissions Received (**Appendix 9.6C**)

Summary of Feedback Received (**Appendix 9.6D**)

Purpose

To adopt the amended Governance Rules.

Summary

- Amendments to the *Local Government Act 2020* concerning virtual meetings will take effect on 2 September 2022 and this means that Councils will be able to conduct virtual meetings in accordance with their relevant Governance Rules on a permanent basis.
- Council's Governance Rules now make provision for requesting and approving attendance at Council meetings by electronic means of communication.
- Council has undertaken community engagement in accordance with section 60(4) of the *Local Government Act 2020*, with one submission received.
- The Governance Rules have been reviewed in accordance with recommendations, guidelines and are based on a template provided by Maddocks legal firm.

Recommendation

That Council adopt the amended Governance Rules (**Appendix 9.6A**).

The meeting was adjourned at 6.36pm.

Cr Robyn Gulline, Graeme Harrison and Sunil Bhalla left the room.

The meeting reconvened at 6.38pm.

Cr Robyn Gulline, Graeme Harrison and Sunil Bhalla returned to the room.

Council Resolution

MOVED Cr Ian Ross, Seconded Cr Claudia Haenel

That Council:

1. Adopt the amended Governance Rules (**Appendix 9.6A**).
2. Commence a review of the Governance Rules within the next three months.

CARRIED

REPORT

Background

Reforms relating to virtual Council Meetings in the *Local Government Act 2020* require Council to develop and keep in force Governance Rules relating to:

- The conduct of Council (and Delegated Committee) meetings held by electronic means; and
- Requesting and approving attendance by electronic means.

The new provisions further provide that Councillors and members of Delegated Committees may attend and be present by electronic means of communication provided they comply with the Governance Rules.

Under section 66 of the *Local Government Act 2020* a Council or Delegated Committee must keep a meeting “open to the public” except in specified circumstances. New provisions insert a definition of “open to the public” to mean:

- Either, attendance in person by a member of the public, or a meeting that is broadcast live on the Council internet site; or
- A recorded meeting that is published on the Council website as soon as practicable after the meeting (in the case of a Delegated or Joint Delegated Committee only); or
- Any other prescribed means of meeting.

Attendance and Remote (Virtual) Meetings

The revised Governance Rules include detailed provisions including:

1. whether meetings are to be wholly attendance meetings, wholly virtual meetings or partially attendance and partially virtual meetings;
2. how, if a meeting is intended to a wholly attendance meeting, a Councillor can request that they attend by electronic means; and
3. a decision by Council as to whether it accedes to such a request.

Consequential provisions seek to other issues recently highlighted by Local Government Victoria in its Bulletin No. 32/2022.

Updated Provisions

A number of miscellaneous changes have been made, to:

- (a) provide for the acceptance of electronic petitions, joint letters and memorials;
- (b) reflect the repeal of certain provisions in the *Local Government Act 1989*;
- (c) adopt a more gender neutral language;
- (d) other minor administrative changes.

Discussion

Amendments to the *Local Government Act 2020* concerning virtual meetings will take effect on 2 September 2022 and this means that Councils will be able to conduct virtual meetings in accordance with their relevant Governance Rules on a permanent basis.

Options to Consider

Option 1.

That Council adopts the amended Governance rules. (Recommended)

Option 2.

That Council does not adopt the amended Governance Rules. (Not Recommended)

Sustainability Implications

Not applicable

Community Engagement

In developing and amending its Governance Rules, Council ensured that a process of community engagement is followed in accordance with section 60(4) of the *Local Government Act 2020*. The Governance Rules have been reviewed in accordance with recommendations, guidelines and are based on a template provided by Maddocks legal firm. The draft Governance Rules were circulated to the Executive Management Team and tabled at meeting held on 26 July 2022, and Council Briefings on 1 August 2022 and 16 August 2022.

The Governance Rules have been placed on Council's website and community feedback sought over a 14-day period from 1 August to 15 August 2022. This was promoted through Council's website, social media and Public Notices pages in the Horsham Times on 5 August 2022 and The Weekly Advertiser 10 August 2022. The community was invited to comment by 15 August 2022, there was one submission received and a summary of this feedback is provided in **Appendix 9.6D**.

Following consideration of the submission received, the subsequent change was made:

Division 9**Petitions and Joint Letters**

s.55.8 To include the address of person/s signing an electronic petition.

Innovation and Continuous Improvement

Not applicable

Collaboration

Not applicable

Financial Implications

The cost of the Maddocks Governance Template was \$990.00 (inclusive of GST)

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 - Leadership

Risk Implications

The revised Governance Rules are required to be adopted on or before 2 September 2022 to ensure Council is able to conduct virtual meetings.

Conclusion

The Governance Rules satisfying section 60(1) of the *Local Government Act 2020*, primarily relating to the conduct of meetings and related procedures are presented to Council for endorsement.

REPORTS FOR INFORMATION**9.7 QUARTERLY COMMUNITY ENGAGEMENT UPDATE – APRIL TO JUNE 2022**

Author's Name:	Martin Bride	Director:	Kerrie Bell (Acting)
Author's Title:	Community Facilitator	Directorate:	Corporate Services
Department:	Community Relations and Advocacy Team	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

Appendices

Nil

Purpose

To receive and note an update on the Community Engagement activities for the quarter to June 2022.

Summary

- Council had 10 community engagements partially or completely undertaken during the quarter
- 5 Projects involving engagement are still ongoing as at the end of this quarter
- 11 Additional engagements are currently planned to take place in the coming 9 month period

Recommendation

That Council receive and note the Community Engagement report which includes a summary of activities in the 3 months from April 2022 to June 2022 and the proposed activities for the following 9 months.

That Council receive and note the Community Engagement report which includes a summary of activities in the 3 months from April 2022 to June 2022 and the proposed activities for the following 9 months.

Council Resolution

MOVED Cr David Bowe, Seconded Cr Ian Ross

That items 9.7 to 9.11 be moved as a block.

CARRIED

REPORT**Background**

This report is an opportunity to highlight to Council and the Community the many and varied ways that Community engagement is undertaken.

There are some engagements that are not included in this report, these are smaller operational engagements usually at the inform level. This includes the ordinary notification processes involved in works such as footpath repairs, and road repairs and upgrades.

The level of engagement will impact on the exact type of activities that will occur and the particular response from Council. This is guided by the IAP2's Public Participation Spectrum and this is what will be used for determining the required response.

Discussion**A. Highlight for the Quarter – Western Victorian Careers Expo**

The Western Victorian Careers Expo was held at Wimmera Machinery Field Days, Longerenong on the 21st June. More than 25 schools were registered to attend the event, with around 1700 students attending. The Careers Expo is organised by a committee of local organisations including the Wimmera and Southern Mallee Careers Association, Federation University, Skillinvest and Wimmera Development Association.

Louise Barnett, Council's Youth Officer, attended and displayed videos and other materials about employment opportunities at Council. She also encouraged young people to complete a survey to provide feedback on our youth strategy which is being reviewed. This was also an opportunity for her to make herself known to young people who may not have ever attended a youth event or program before. More than 70 surveys were completed by attendees, demonstrating the importance of engaging with the community in various locations, using a variety of engagement methods.

B. Key Engagements Snapshot**Three Key Engagements This Quarter**

Bike and walking paths- The Recreation and Open Space Team have been working with the Community Reference Group (CRG) and the consultants. A draft plan will be prepared soon for CRG to review and Council will be briefed prior to public feedback in September.

Green Lake Waterways Rule Review- Identified stakeholders (such as the yacht club) were engaged and a public information session held. Draft rules will be reviewed by Maritime Safety Victoria and then put out for community comment.

Natimuk Economic and Social Plan - The Investment & Business Development Team worked with the CRG to develop an Issues and Opportunities Paper which became a key input into the community workshop. A draft plan is now being prepared and further engagement with the broader community will occur.

Three Key Upcoming Engagements

4 Bins Project - Though this engagement is at the IAP2 level Inform this is a complex project directly impacting a large proportion of the community. An education and information program is being prepared and will be ongoing for an extended period of time.

Dudley Cornell Park- It is an identified priority to do precinct planning at Dudley Cornell and this will begin when the Wimmera Regional multi-sport precinct feasibility study is completed.

Flood Planning Scheme Changes - This involves amendments of the planning scheme to implement the recommendations of flood studies completed some time ago. The amendment is currently subject to review by the Department of Environment, Land, Water and Planning who will authorise the amendment for exhibition. Authorisation is imminent but this will impact on the exact timing of this engagement.

C. Approximate Timelines for Engagement Activities underway or planned:

The following GANTT Chart summarises all of the planned engagement activities for the previous quarter and the next nine months (April 2022 – March 2023). All attempts are made to spread these activities out across the year and to avoid important times of the year such as Christmas holiday periods and any specific activities that may impact on a particular sector who are key stakeholders in the engagement e.g. harvest and sowing period for the farm sector.

Horsham Rural City Council

Council Meeting

Activity	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Weeks ----->	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Horsham South Structure Plan														
Haven Precinct Planning														
Skate Park Precinct Planning														
Sunnyside Park Precinct Planning														
Creative Horsham Plan														
Bike and Walking Paths														
Waste- Four Bins														
Natimuk Economic and Social Plan														
Horsham CAD Revitalisation Project														
Implementation of Parking Management Plan														
Aquatic Centre Accessible Changing Rooms														
Governance Rules Review														
Horsham North Local Area Plan														
Wimmera Regional multi-sport precinct feasibility														
Alternative Truck Route														
Domestic Animal Management Plan/DAMP														
Annual Action Plan 22-23														
Budget 2022-23														
Dudley Cornell Park														
Wimmera River Design Guidelines														
Green Lake Waterway Rules Review														
Flood Planning Scheme Channels														
Investment Attraction Strategy														
Dadswells Bridge Community Planning														
Strategic Planning including Council Plan														
The following projects are coming up in the next nine months and engagement dates have not yet been scheduled														
City Entrance Signage														
Moonscape Play Upgrade (Weir Park play equip)														
Public Place Recycling														

Options to Consider

Not applicable

Sustainability Implications

Nil

Community Engagement

This report is summarising Council’s Community Engagement activities which are guided by Council’s Community Engagement Policy.

Innovation and Continuous Improvement

This report is being provided as an innovative means to report back to Council and the community on all past and future community engagements.

Collaboration

Not applicable

Financial Implications

All engagement activities involve costs, many projects work within the resources already within departmental budgets. When planning large projects or projects with widespread impacts individual projects should have within their budget an appropriate allowance for engagement.

Regional, State and National Plans and Policies

LGA 2020 Part 3 Division 1 S.55 and 56

Council Plans, Strategies and Policies

The Council Plan 2021-2025 includes the following priorities: Communicate and engage effectively with our community to understand their needs and advocate on their behalf (Theme One Community); Build trust through meaningful community engagement and transparent decision making (Theme Five Leadership); and Engage with community early on in projects and throughout to promote efficiencies and awareness of external funding opportunities (Theme Five Leadership).

Risk Implications

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

Conclusion

This quarterly community engagement report has been developed to help inform Council and the Community of the past and future engagements that Council has and is conducting. It will evolve to meet the needs of Council and the community as required.

9.8 QUARTERLY PERFORMANCE REPORT – APRIL TO JUNE 2022

Author's Name:	Faith Hardman	Director:	Graeme Harrison
Author's Title:	Corporate Planner	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	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 – April to June 2022 (**Appendix 9.8A**)

Purpose

To receive and note the Quarterly Performance Report for the three months to 30 June 2022.

Summary

- This is a newly developed Quarterly Performance Report template and is part of the continual improvement process of reporting back to Council and the community.
- The Quarterly Performance Report brings together into a single, easy to read document, a range of reports including:
 - Quarterly Budget Report
 - Service Performance Indicators
 - The tracking of any major initiatives
 - Community Project Reports
 - Community Engagement
 - Major Projects and Capital Works
 - Councillor Expenses
- It reports all items over a consistent quarterly reporting timeline.

Recommendation

That Council receive and note the Quarterly Performance Report for the three months to 30 June 2022(**Appendix 9.8A**).

REPORT

Background

Council's operations are large and complex, with over 80 different 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 *Local Government Act 2020*, section 97, requires that as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public. The Quarterly Performance Report encapsulates a quarterly budget report, Council Plan Goals and Actions, the tracking of any major initiatives, Council Expenses and Audit and Risk Committee minutes for the relevant quarter.

Council has in place a Financial and Performance Reporting Framework that provides some guidance on Council's reporting processes. These guidelines state 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 Financial and Performance Reporting Framework, are the following objectives:

- Council is committed to providing accurate, correct and quality information to the Community around 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, Council and the Community
- Council is committed to sound governance through the alignment of performance reporting with its strategic direction
- Performance reporting is not just a compliance exercise but is integral to better understanding of how Council is performing in its delivery of key strategies and operations from the Council Plan.

Discussion

As a part of the continual improvement process, this report reports back to Council and the community on key strategic items, in a clear and concise manner that is readable and informative.

The report contains the following sections:

1. CEO Overview
2. Council Plan Updates and Local Government Performance Reporting Framework (LGPRF)
3. Customer Service Updates
4. Community Projects
5. Capital Works Projects
6. Councillor Expenses
7. Quarterly budget report

The format for this has evolved significantly from the previous year and includes additional sections on community projects and current community engagement. This report provides Local Government Performance Reporting data titled as “Service Performance Indicators” which will evolve to include some further customised indicators of council performance.

Options to Consider

Not applicable

Sustainability Implications

Not applicable save and except included reporting on council’s environmental and sustainability goals.

Community Engagement

The Quarterly Performance Report has been developed by the Corporate Planner, in consultation with the Executive Management Team and Departmental Managers. It has been reviewed at a Council Briefing Meeting.

Innovation and Continuous Improvement

The Quarterly Performance Report’s intention is to continuously improve communication and engagement with the community through effective and succinct reporting on key strategic items, in a clear and concise manner that is readable and informative.

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

Theme 5 - Leadership

Good governance, through leadership and connection with the community.

Build Trust through meaningful community engagement and transparent decision making.

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 states “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 will provide a regular and succinct quarterly report for Council and the community to assess how Council is performing financially and against its key objectives.

9.9 COMPLIANCE POLICY

Author's Name:	Diana McDonald	Director:	Graeme Harrison
Author's Title:	Co-ordinator Governance	Directorate:	Director Corporate Services
Department:	Governance and Information	File Number:	F18/A13/000001

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

Appendices

Compliance Policy (**Appendix 9.9A**)

Compliance Policy (With Tracked Changes) (**Appendix 9.9B**)

Purpose

To receive and note the revised Compliance Policy.

Summary

Council operates within a complex regulatory framework. Ensuring that the organisation maintains ongoing compliance with the many applicable requirements imposed upon it is a critical obligation, so that community and government expectations are satisfactorily addressed.

The revision of Council's Compliance Policy included the following changes:

- Inclusion of the Principles of Australian Standard AS19600:2015 (Compliance Management Systems Guidelines)
- Including information about Council's new RelianSys Software system
- Reference to *Local Government Act 2020* (not 1989 Act)
- Updates to reflect current practice around legal and industrial relations advisors
- Amendments and wording to reflect current processes

Recommendation

That Council receive and note the revised Compliance Policy (**Appendix 9.9A**).

REPORT**Background**

Council's Compliance Policy was first developed in April 2017, and several amendments have been included in the most recent review.

Discussion

Council operates within a complex regulatory framework. Ensuring that the organisation maintains ongoing compliance with the many applicable requirements imposed upon it is a critical obligation, so that community and government expectations are satisfactorily addressed.

Compliance with legislation, regulations, industry codes, Council policy, agreements and other organisational requirements, and Council values identified in the Council Plan requires significant organisational resourcing and commitment. This policy articulates the principles by which Horsham Rural City Council (HRCC) will seek to ensure such compliance for the avoidance of any unnecessary penalties, costs, fines, adverse findings or risks against Council.

The revision of Council's Compliance Policy included the following changes:

- Inclusion of the Principles of Australian Standard AS19600:2015 (Compliance Management Systems Guidelines)
- Including information about Council's new RelianSys Software system
- Reference to *Local Government Act 2020* (not 1989 Act)
- Updates to reflect current practice around legal and industrial relations advisors
- Amendments and wording to reflect current processes

Options to Consider

Council to note revised Compliance Policy

Sustainability Implications

Not applicable

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

Good management for financial sustainability

High organisational standards focussing on continuous improvement

Risk Implications

Considerable risk for Council if legislative obligations are not satisfactorily addressed.

Conclusion

Council to note revised Compliance Policy.

9.10 INVESTMENT ATTRACTION AND GROWTH 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

Nil

Purpose

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

Summary

The Investment Attraction and Growth Report provides a summary of investment attraction and growth activities in the municipality during the reporting period.

Recommendation

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

REPORT

Background

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

Discussion

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

STRATEGIC PLANNING

Horsham South Structure Plan Technical Consultants

Planning consultant, Mesh, has now engaged technical consultants for a drainage strategy, bushfire risk assessment, biodiversity assessment, potentially contaminated land investigation and a land use and economic analysis. Inception meetings have already taken place for three of the studies. The drainage strategy and bushfire risk assessment inception meetings / site inspections are scheduled for late August.

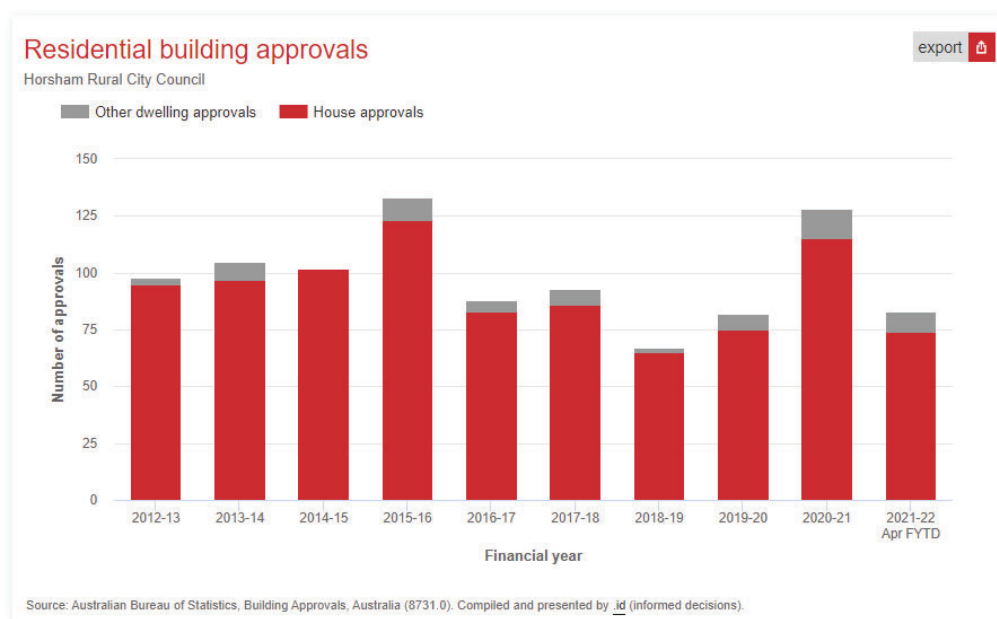
The availability of consultants has been very difficult and has caused some delay in the project timeline. Mesh is still procuring a consultant for the servicing assessment.

The Strategic Planning Unit is currently scoping the work for an arborist to undertake a scattered tree assessment and is initiating discussions with BGLC in undertaking a cultural heritage investigation.

Consultants will attend a briefing in October to give Council an update on the finding of the technical reports and implications for the structure plan.

STATUTORY PLANNING AND BUILDING

There continues to be strong activity in the planning and building sector with a 50 per cent increase in planning permit over the past two years. Horsham has also seen steady construction of new dwellings as outlined in the community id profile on the website <https://profile.id.com.au/horsham>



Planning Applications Determined

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

Type	JUNE 2022		JUNE 2021	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	1	510,000	5	2,599,800
Industrial/Commercial	4	264,237	9	6,993,028
Subdivisions	1 (4 lots)	0	1(2)	0
Other	1	2,300	2	9,500,000
Total	7	776,537	17	19,032,828

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

Financial Year Comparison

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2021 to 30 June 2022 is 134 compared to 144 in the same period in 2020/21.

Planning permits issued for subdivision have permitted 146 new lots from 1 July 2021 to 30 June 2022 compared to 53 in the same period in 2020/21.

BUILDING SERVICES

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

Permits issued by Horsham Rural City Council for this Municipality

Type	JUNE 2022		JUNE 2021	
	No.	Value \$	No.	Value \$
Dwellings	1	1,213,882	-	-
Alterations to Dwellings	-	-	-	-
Dwelling re-sitings	-	-	-	-
Misc. Domestic (Carports, Garages etc.)	3	110,980	4	73,571
Removal/Demolish	2	13,400	1	41,965
Industrial/Commercial	-	-	2	350,937
Signs			-	
Total	6	1,338,262	7	466,473

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

Type	JUNE 2022		JUNE 2021	
	No.	Value \$	No.	Value \$
Dwellings	6	2,428,449	8	3,581,516
Alterations to Dwellings	3	92,674	2	140,608
Dwelling re-sittings	-	-	-	-
Misc. Domestic (Carports, Garages etc.)	10	390,382	11	308,834
Removal/Demolish	-	-	1	8,000
Industrial/Commercial	2	211,488	8	5,371,288
Signs				
Total	21	3,122,993	30	9,410,246

Financial Year Comparison

A total of **83** Building Permits have been issued by the Horsham Rural City Council at a total value of **\$8,615,628** from **1 July 2021 to 30 June 2022** compared to **65** Building Permits at a total value of **\$5,364,140** in 2020/21.

Private Building Surveyors have issued 299 Building Permits at a total value of **\$78,856,429** from **1 July 2021 to 30 June 2022** compared to **295** at a total value of **\$70,847,458** in 2020/2021.

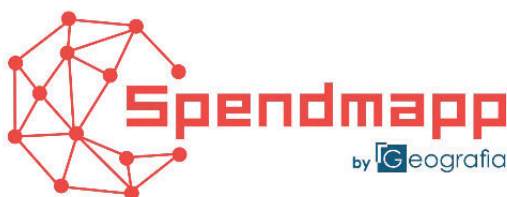
BUSINESS DEVELOPMENT, TOURISM AND EVENTS



Annie Mintern and Gloria McRae from Council's Business Team attended the Thrive 2022 Conference, held in Wangaratta Victoria on 16th June. The event brought people from across Victoria and interstate, and consisted of community builders and local council members to hear practical advice on fostering innovation in regional communities. This event was a unique networking opportunity to meet and talk with other local government and regional development leaders.

A series of talks and presentations throughout the day, from local and international experts on topics such as growing a start-up's in regional Victoria, creating a culture of innovation and supporting regional ecosystems to succeed. Ecosystem is formed by people in their various stages and various types of organisations to interact and to create new companies.

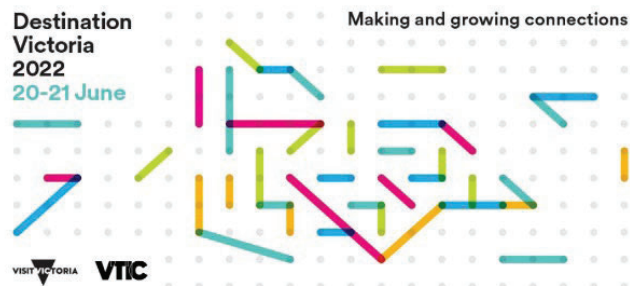
Spendmapp



For the third month in a row, Total Local Spend is holding steady, which is a welcome relief after two years of ups and downs. Online travel spending is still strong with long-awaited business and family bookings.

Monthly Spending Summary - Horsham Rural City Council**Peak Spending Day:** Friday May 06 2022**Total Local Spend:** \$1.31M**Expenditure by Type**

Expenditure Type	Total Local Spend	Resident Local Spend	Visitor Local Spend	Resident Escape Spend	Resident Online Spend
May '22 Spending	\$33.5M	\$22.8M	\$10.8M	\$8.82M	\$12M
Change from Apr '22	3.8% decrease	2.6% increase	14.9% decrease	3.4% decrease	11% increase

Destination Victoria 2022

Presented by Visit Victoria in partnership with VTIC, the annual Destination Victoria 2022 conference brought together Victoria's tourism, events and hospitality industries. Council's Business Team Annie Mintern and Gloria McRae attended the conference in June held at Centrepiece at Melbourne Park.

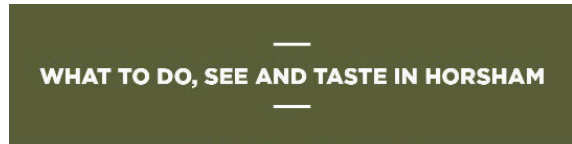
Over two days, delegates gained insightful information and practical tools from industry leaders, aimed at ensuring strong, sustainable growth for the Victorian visitor economy. The visit Vic campaign Stay Close Go Further was designed to rebuild Victoria's visitor economy by promoting visitation within the state.

View below link to the Grampians Stay Close Go Further campaign segment:

<https://www.youtube.com/watch?v=VZt1UMXZEys>

Grampians Tourism News

Social Media Posts– promoting experiences on offer this winter the Grampians Way!



From challenging and yet breathtaking hikes to cascading waterfalls, there are various experiences on offer in the Grampians.

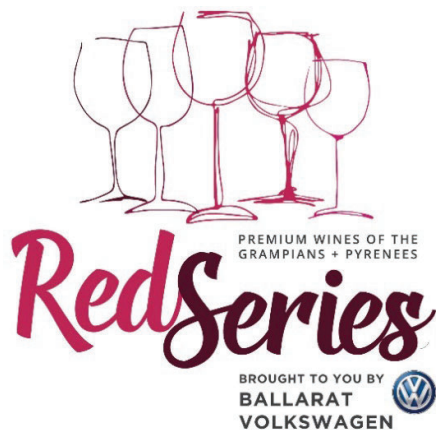
Horsham is one of Victoria’s best kept secrets, a lively city with excellent opportunities for shopping, dining, wining, entertainment, art and accommodation. It is the largest township in the grain growing sector and now the gateway to epic Silo Art Trail. The newest of the Silo Art is located in Horsham titled “The Yangga Dyata” which means Walking on Country.

Embrace the freedom to explore this winter and start planning your next getaway to the region with a little help from a local. Greg from Grampians Olive Co.

Grampians Olive Co has just finished harvest, so they recommend dropping by to take home freshly pressed, Australian made and owned, certified, organic, extra virgin olive oil – grown, pressed, and bottled on our olive grove that boasts an impressive 28,000 olive trees.



The Red Series



In partnership with Grampians Tourism, Grampians Wines will host Western Victoria’s top winemakers and their best wines at The Red Series in Ballarat on Saturday 30th July 2022.

Laharum winery Mt Stapylton Wines will be showcasing their award winning wines and promoting our region during this event.

WIMMERA DEVELOPMENT ASSOCIATION

The Wimmera Development Association (WDA) have a number of key projects that they are delivering in partnership with Council.

WDA reports that have been recently completed are listed below. These reports will be uploaded to the WDA website once they have been presented to the board of directors.

- Understanding Digital disadvantage in the WSM
- Ground truthing job and population growth in the WSM
- WSM Census Presentation
- Wimmera Broadacre Farming - Ag Net Zero

WDA's key projects are

- WDA Transformation
- Housing Project
- Wimmera Business Awards
- Wimmera Mallee Tourism
- Job Advocate
- Leadership Wimmera

Business Development Team – Business Visitations for the period January to June 2022

Month Visitation	Retail Services	Hospitality & Accommodation	Event interaction contacts	Event Notifications	Over all 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
Total	47	87	61	39	234

2022 Visitations to the www.visithorsham.com.au website

Visithorsham website continues steady visitational hits per month, view below chart January to June 2022 period.

Website Visitation Statistics					
January	February	March	April	May	June
4,531 Overall users resulting in 13.8% returning visitors and 4,397 new visitors to the site relates to 86.2%	3,582 Overall users resulting in 12% returning visitors and 3,478 new visitors to the site relates to 88%	5,085 Overall users resulting in 12.1% returning visitors and 4,952 new visitors to the site relates to 87.9%	5,306 Overall users resulting in 14.1% returning visitors and 5,153 new visitors to the site relates to 85.9%	4,399 Overall users resulting in 14.4 % returning visitors and 4,176 new visitors to the site relates to 85.6 %	4,521 Overall users resulting in 17.2% returning visitors and 4,128 new visitors to the site relates to 82.8%

Wimmera Business Centre**Occupied Businesses**

(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).

Street and Number of Businesses	MAY FY 21/22 Businesses Occupied	JUNE FY 21/22 Businesses Occupied	JUNE FY 21/22 Businesses Vacant	JUNE FY 21/22 Percentage Businesses Occupied
Darlot St – 43 car wash and businesses operating from a house included	40	40	3	93%
Firebrace St - 99	91	91	8	92%
Hamilton St - 17	16	16	1	94%
Wilson St – 34	28	28	6	82%
Pynsent St – 28 Cinema included	24	24	4	86%
Roberts Ave – 27 Coles included	24	24	3	88%
McLachlan St – 24 CFA & GMW included	24	23	1	96%
Total 272 Post February 2022 there were 262 shops identified in the study area	247/272	246/272	26	90%

Options to Consider

Not applicable – no decision required

Sustainability Implications

Report provides overview 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 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 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 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

This month the Investment Attraction and Growth report has introduced an overview of the projects the Wimmera Development Association are delivering. This will be a regular feature of the report going forward.

9.11 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

Author's Name:	Sunil Bhalla	Director:	Not applicable
Author's Title:	Chief Executive Officer	Directorate:	Not applicable
Department:	Chief Executive Officer	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 Chief Executive Officer's Operational Report for August 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 Chief Executive Officer's Operational Report for August 2022.

REPORT

Background

At the 24 June 2019 Council meeting, 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

Port of Melbourne Tour: The CEO attended a tour of the Port of Melbourne on 28 July 2022. The tour was hosted by SCT, operator of the Wimmera Intermodal Freight Terminal (WIFT) and provided an opportunity to get a firsthand look at extensive port infrastructure, including the planned works for the port rail shuttle which would enhance the efficiency of the export containers dispatched from the WIFT.

Biosecurity Briefing: The CEO attended a biosecurity briefing by DJPR on 29 July to provide an update on the recent detections of foot-and-mouth disease (FMD) and Lumpy Skin Disease (LSD) in Indonesia, and the varroa outbreak in NSW which highlight the significant risks posed to Australia and our agriculture sector by the spread of exotic diseases. A significant amount of work is underway at the State and Federal level focused on preparedness and prevention for FMD and LSD and the current varroa response.

DJPR, CEO and MAV Forum: The CEO attended a joint State Local Government CEO meeting on Wednesday 3 August 2022 to discuss strategic matters around the Yoorook Justice Commission Interim Report, Integrity in Local Government – update by the Victorian Ombudsman, Living Local Regional Grants Program and the LGV update.

Regional Cities Victoria (RCV) Networking Function and Annual Forum: The Mayor and CEO attended the networking function at the Parliament House on 4 August 2022 to launch RCV's priorities for the upcoming state election. A number of Ministers, MPs and senior state bureaucrats attended the function. On the following day, the Mayor and CEO attended RCV's annual forum which included a number of guest speakers - Hon Harriet Shing, the new Minister for Regional Development talked about the state government's approach to regional growth, Hon Matthew Guy discussed his party's policies on development of regional Victoria, presentation by City of Gold Coast on the legacy and learnings of the 2018 Commonwealth Games and a discussion of Victoria's Infrastructure Strategy by Dr Jonathon Spear, CEO of Infrastructure Victoria.

Funding Opportunities - Grant application submitted:

Regional Infrastructure Fund – Burnt Creek Estate Infrastructure Development (\$1.785 million)

Infrastructure FastTrack Fund - Horsham Aerodrome Master Plan (\$300k)

Living Local Regional Grant – The Station redevelopment Stage 2 (\$260k)

B. Community Engagement

Horsham Skate Park Consultation: Council officers were busy at Haven market on Saturday 6th August speaking with people re: the draft concept plan. Almost 300 survey responses have been received and our community is excited that people of different ages, abilities and interests will be able to and welcomed at the Urban Park. Thank you to everyone working behind the scenes to support this project.

Strategic Planning Expo – at the Horsham Town Hall September 1, 2 and 3rd: Council is planning its first ever Strategic Planning Expo to provide an opportunity for our community to have input into a broad range of strategic planning activities and Council Projects. The idea for this Expo evolved from the Jubilee Hall Expo and the review of Council Committee Structure in 2021. Many Council staff and teams are involved with this expo, an exciting new community engagement opportunity.

C. Projects and Events

2022 Rural Revegetation Program: Council’s Annual Rural Revegetation Program was delivered earlier this month. This program sources quality indigenous species of plants for property owners to plant on their property. Planting indigenous species improves habitat for native wildlife and birds as well as being better adapted to our local conditions to ensure an increased plant survival rate. Customers were able to pick up their plants on Friday 12 and Saturday 13 August 2022. Council received a total of 157 orders and provided 21,000 trees to the public for a nominal cost. **Staff Matters**

Gender Equality: The Gender Equality Act requires organisations within the Victorian public sector, including local councils, to demonstrate positive progress towards achieving gender equality in the workplace and in the community. In order to demonstrate progress, a Gender Equality Action Plan was created which has recently been approved by the Commission for Gender Equality in the Public Sector. The plan can be found on Council’s website <https://www.hrcc.vic.gov.au/Our-Council/Governance-and-Transparency/Gender-Equality>.

HRCC’s organisational vision for gender equality is “to create a safe, equal and fair workplace where all people, regardless of gender and diversity of background, can access and enjoy the same rewards, resources and opportunities.”

Emerging Leaders Program: Congratulations to Carlo Boddi on completing the Emerging Leaders Program! Carlo has been employed as a mechanic in the Council workshop since 2019. We look forward to seeing Carlo apply his new leadership skills at Council.

Options to Consider

Not applicable

Sustainability Implications

Not applicable

Community Engagement

Not applicable

Innovation and Continuous Improvement

Not applicable

Collaboration

Not applicable

Financial Implications

Not applicable

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 5 - Leadership

Risk Implications

Not applicable

Conclusion

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

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Robyn Gulline (Mayor)

- The new Local Government Minister, Melissa Horne chaired the 3rd Local Government Mayoral Advisory Panel meeting on July 27. The Minister was most interested in the diverse challenges faced by local government. Topics discussed included transforming early education and work of the Gender Equality Advisory Committee.
- I had the pleasure of joining members of the Tidy Towns committee at the 2022 Australian Sustainable Communities Tidy Towns Awards ceremony in Hastings on July 30. Congratulations to all category winners and in particular, Bart Turgoose for his National Young Legend Award.
- Congratulations to the Wimmera Kart Racing Club for the new track improvements, made possible by a state government grant and support from local businesses. I had the honour of cutting the ribbon to officially open the new works on July 31.
- The Annual Regional Cities Victoria forum on August 4 -5 in Melbourne was a great opportunity to speak with MPs from all sides of parliament. Deputy Premier Jacinta Allen and Nationals Leader Peter Walsh spoke at the networking function while Minister for Regional Victoria Harriet Shing and Opposition Leader Matthew Guy addressed the forum.

Cr David Bowe

- 2 August 2022- announcement of newly appointed Western Region Division 4 - Aboriginal Community Liaison Officer – Horsham Police Station
- 5 August 2022 - 'Better Disagreements - Better Teams' – Victorian Local Governance Association Councillor Professional Development Workshop (via zoom online)

SUSPEND STANDING ORDERS

MOVED Cr Penny Flynn, Seconded Cr Claudia Haenel

That Standing Orders be suspended for Verbal Councillor Reports and Acknowledgements.

CARRIED

The time being 6.52pm, the Council meeting was suspended.

RESUME STANDING ORDERS

MOVED Cr David Bowe, Seconded Cr Ian Ross

That Standing Orders resume.

CARRIED

The time being 6.57pm, the Council meeting resumed.

MOVED Cr Penny Flynn, Seconded Cr Ian Ross

That the Councillor Reports and Acknowledgements be received.

CARRIED

11. URGENT BUSINESS

Nil

12. PETITIONS AND JOINT LETTERS

Nil

13. PROCEDURAL BUSINESS

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS

- Council Briefing Meeting held at 5.15pm on Monday 1 August 2022
- Council Briefing Meeting held at 5.00pm on Tuesday 16 August 2022

Refer to **Appendix “13.1A”**

13.2 SEALING OF DOCUMENTS

Nil

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

- Older Persons Advisory Committee meeting held on Thursday 23 June 2022
- Older Persons Advisory Committee meeting held on Wednesday 3 August 2022

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.

Council Resolution

MOVED Cr Penny Flynn, Seconded Cr David Bowe

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.

CARRIED

14. NOTICE OF MOTION

Nil

15. CONFIDENTIAL MATTERS

Council Resolution

MOVED Cr Les Power, Seconded Cr Claudia Haenel

That the meeting close to the public to consider Confidential Matters.

CARRIED

The time being 7.00pm, the meeting closed to the public.

Council Resolution

MOVED Cr Les Power, Seconded Cr Penny Flynn

That the meeting move into open Council.

CARRIED

The time being 7.08pm, the meeting opened to the public.

CLOSE

After dealing with Confidential Matters, the meeting closed at 7.09pm.

DocuSigned by:

Robyn Gulline

5FE6C19B2E524E5...

The Mayor, Cr Robyn Gulline

Chairperson