
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 5.30pm on 25 March 2024.

PRESENT

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

ALSO IN ATTENDANCE

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

1. PRAYER

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

2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT

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

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

3. OPENING AND WELCOME

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

Chairman, Cr Robyn Gulline read the following statement:

My role as Mayor is to ensure the Council meeting is conducted in accordance with the Council's Governance Rules (sub rule 69.2). Members of the public do not have a right to address Council and may only do so with the consent of the Chair or by prior arrangement (sub rule 69.1). It is important for a successful Council meeting that the members of the gallery respect the setting and do not disrupt the meeting, particularly during the debate and discussion on Council items (sub rule 69.3). If required, as Chair, I may order the removal of any person (other than a Councillor) who disrupts the meeting or fails to comply with sub rule 69.2 (rule 70).

4. APOLOGIES**Council Resolution****MOVED Cr Penny Flynn, Seconded Cr David Bowe**

That the apology from Cr Bob Redden be approved.

CARRIED

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 held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 26 February 2024 be adopted.

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr Penny Flynn

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 26 February 2024 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 DEAN HURLSTON, PRESIDENT, COUNCIL WATCH INC

Question 1

What amount of waste enforcement costs in the current financial year 2023/24 has the Council included in its waste levies charged to residents? (if any)

Question 2

What amount of revenue has council included in the current financial year 2023/24 from waste enforcement actions?

Question 3

Has that revenue been offset in the waste levy OR applied to Councils General Revenue streams?

Response from Sunil Bhalla, CEO

The public question from Dean Hurlston will be taken on notice.

REPORTS FOR COUNCIL DECISION	5
9. OFFICERS REPORTS	5
9.1 AGE FRIENDLY PLAN 2024 - 2027	5
9.2 INSTRUMENT OF DELEGATION UPDATE	8
9.3 PA2200515 - LOT 1 1 WESTERN HIGHWAY, RIVERSIDE	12
REPORTS FOR INFORMATION	17
9.4 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT REPORT	17
9.5 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT	25
10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS	28
11. URGENT BUSINESS.....	31
12. PETITIONS AND JOINT LETTERS	32
13. PROCEDURAL BUSINESS.....	33
13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS.....	33
13.2 SEALING OF DOCUMENTS.....	33
13.3 INWARD CORRESPONDENCE	33
13.4 COUNCIL COMMITTEE MINUTES	33
14. NOTICE OF MOTION.....	34
15. CONFIDENTIAL MATTERS	
15.1. LEASE OF A PORTION OF KALKEE ROAD CHILDREN'S AND COMMUNITY HUB FOR LONG DAY CARE	
<i>Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(a) –Council business information</i>	
15.2 CEO EMPLOYMENT AND REMUNERATION COMMITTEE REPORT: MARCH 2024	
<i>Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(f) –Personal Information</i>	

CLOSE


SUNIL BHALLA
Chief Executive Officer

REPORTS FOR COUNCIL DECISION

9. OFFICERS REPORTS

9.1 AGE FRIENDLY PLAN 2024 - 2027

Author's Name:	Daniel Rees	Director:	Kim Hargreaves
Author's Title:	Community Inclusion Officer	Directorate:	Corporate Services
Department:	Governance and Information Management	File Number:	F07/A09/000002

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Age Friendly Plan 2024-2027 (**Appendix 9.1A**)

Purpose

To present the draft Age Friendly Plan 2024-2027 and make it available to community for comment.

Summary

A Draft Age Friendly Plan has been developed and is based on research and engagement with our community and Council staff. The Plan is a renewal of the Age Friendly Communities Implementation Plan adopted by Council in 2019.

Recommendation

That Council receive and note the draft Age Friendly Plan 2024-2027 and make it available to the public for a period of four weeks for comment.

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr David Bowe

That Council receive and note the draft Age Friendly Plan 2024-2027 and make it available to the public for a period of four weeks for comment.

CARRIED

REPORT

Background

Horsham Rural City has a total population of approximately 20,500 people with some 5,746 of these aged 60 or over, representing 28% of the overall population. The statistics indicate that we have an aging population.

This data indicates the importance of developing an age friendly community with resources and facilities that improve access and liveability for older people.

Discussion

Council needs an Age Friendly Plan to ensure that we develop and deliver inclusive and accessible projects, services and facilities, and continue to develop an age friendly community.

Key opportunities to improve access and liveability for people as they age include:

- Celebrate older people as valuable members of the community
- Communicate and engage with older people in a way that works for them
- Accessibility of infrastructure, particularly paths, crossings, and buildings
- A diverse range of events and activities
- Employment and volunteering opportunities.

The draft Plan was developed following a process of community engagement that occurred between August and November 2023. The Older Persons Advisory Committee provided advice to staff around relevant engagement activities with these activities then conducted by Council staff.

Community engagement included an online survey, engagement at the Expo, workshops and focus groups and reached 197 people, including:

- 12 people across two meetings with the Older Persons Advisory Committee
- 10 staff at one staff workshop
- 113 people at workshops with Horsham U3A, Horsham Probus and Upper Class
- Individual feedback from 62 people either completing the survey online or at the Expo.

Note: Some people may have participated multiple times in the engagement.

The feedback received from the engagement activities identified a range of barriers that exist in our community. This led to discussion as to how HRCC can improve liveability for Seniors through projects, systems, and initiatives that we implement.

An action plan was then developed as a result of these discussions. The Plan is intended to identify priorities for older people living in our municipality. Progressing the implementation of the plan will lead to an increasingly age friendly community.

The Age Friendly Plan includes six themes:

1. Outdoor spaces and buildings
2. Transport
3. Housing
4. Respect and social inclusion
5. Civic participation
6. Communication and information.

Options to Consider

Council can decide not to release the report for comment however the plan was informed through consultation with the public and the Older Persons Advisory Committee, so feedback would be welcomed.

Sustainability Implications

Nil

Community Engagement

The development of the plan was informed by the community engagement activity outlined above and in the Draft Age Friendly Plan.

Innovation and Continuous Improvement

The World Health Organisation provides a checklist for age friendly cities. The previous Age Friendly Communities Implementation Plan was developed based on this checklist. The survey used to inform this plan was guided by some of the sections from the WHO checklist, in particular the sections that are relevant to local government. The plan represents innovation and continuous improvement in working towards developing an age friendly community.

Collaboration

The Older Persons Advisory Committee will play a key role prioritising and providing advice on the implementation of the plan.

Financial Implications

Some actions within the plan will require funding and staff resources to implement. The specifics are yet to be determined.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 1: Community: Enhance the inclusivity, accessibility and safety of our places and spaces.

Risk Implications

The Horsham Rural City Council Age Friendly Plan 2024-2027 demonstrates Council's commitment to building a community that improves the liveability and access for the Seniors in our community. It will reduce social and economic risks to the region as a result.

Conclusion

The Age Friendly Plan will ensure HRCC becomes an increasingly age-inclusive region, and will assist us to deliver projects, services and places that are inclusive of people as they age. This plan highlights the priorities that are particularly important to older people living in our community, and when implemented will support the continued development of an age friendly community.

9.2 INSTRUMENT OF DELEGATION UPDATE

Author's Name:	Andrea Coxon	Director:	Kim Hargreaves
Author's Title:	Governance Officer	Directorate:	Corporate Services
Department:	Governance	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

Appendix

S6 Instrument of Delegation to members of Council staff (**Appendix 9.2A**)

Purpose

To approve the updated Instrument of Delegation (S6 Instrument of Delegation) Council to other Members of Council staff (S6).

Summary

- Updates have been made only to the S6 Instrument of Delegation to members of Council staff (the Instrument) to reflect several legislative and organisational changes
- This update takes into account legislative changes which were assented to or made on or before 31 December 2023.
- This update reflects the realignment to position titles and role changes to Manager positions in the Infrastructure Directorate.

Recommendation

In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Horsham Rural City Council (**Council**) **RESOLVES THAT** –

1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *S6 Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
2. The instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer.
3. On the coming into force of the instrument all previous delegations to members of Council staff (other than the S5 Instrument of Delegation, Council to the CEO) are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Council Resolution**MOVED Cr Ian Ross, Seconded Cr Penny Flynn**

In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Horsham Rural City Council (**Council**) **RESOLVES THAT –**

1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *S6 Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
2. The instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer.
3. On the coming into force of the instrument all previous delegations to members of Council staff (other than the S5 Instrument of Delegation, Council to the CEO) are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CARRIED

REPORT

Background

A Council is a statutory entity and as such it is only able to do those things which it is authorised by statute to do. The sources of Council authority can be summarised as:

- Power to do things which a “natural person” can do – in particular, the power to enter into contracts
- Powers conferred by provisions of Acts and regulations, such as the *Local Government Act 2020* and the *Planning and Environment Act 1987*
- Powers conferred by other forms of statutory instrument

The formal delegation of legislated powers, duties and functions via instruments of delegation, supported by consistent policies allow Council staff to perform day to day duties and make decisions that may otherwise need to be decided upon by Council. An instrument of delegation is a written document that specifies what powers and functions are delegations and to what positions within Council. Delegations empower employees with the authority to make binding decisions on behalf of Council.

Council last reviewed and adopted by resolution of Council:

- S5 Instrument of Delegation, Council to the CEO 27 March 2023. There are no legislative or organisational changes to this instrument of delegation; it therefore remains in force.
- S6 Instrument of Delegation to members of Council staff, including the CEO, 25 September 2023. There are minor legislative and organisational changes to this instrument of delegation as outlined below.

Discussion

This update amends the S6 Instrument of Delegation administered by Council, with the changes outlined below.

1. Legislative changes to the S6 Instrument of Delegation to members of Council staff (S6)

The following change has been made to the S6:

- 1.1. Sections 125(1) and 149B of the *Planning and Environment Act 1987* have been inserted (Appendix 9.2A – refer Page 115 & Page 116)

Note: As previously advised by Maddocks Lawyers it is recommended that the Chief Executive Officer (CEO) be named as a delegate in this instrument.

- 1.2. Regulation 15(3) of the *Residential Tenancies (Caravan Parks and Movable Dwelling Registration and Standards) Regulations 2020* has been inserted (Appendix 9.2A – refer Page 147)

Note: Provision assigned to Co-ordinator Environmental Health (Coord Envir Health) and Environmental Health Officer (EHO)

2. Operational changes affecting delegations to the S6 Instrument of Delegation to members of Council staff (S6)

Realignment of position titles/roles in the Infrastructure Directorate all delegations made to the previous positions of Manager Strategic Asset Management (Mgr Strat Asst Mgt), Manager Engineering (Mgr Engr) and Manager Operations (Mgr Ops) in the *Road Management Act 2004* and *Road Management (General) Regulations 2016* have been remade and in some instances reassigned to refer to the realigned roles and position titles - Manager Assets and Engineering (Mgr A&E), Manager Waste and Environment (Mgr W&E) and Manager Roads and Facilities (Mgr R&F).

All updates are shown in the Instrument (**Appendix 9.2A**) as 'track changes'. Once the Instrument has been approved, a 'clean' version will be signed by the CEO and published to Council's website in accordance with Council's obligations under the Act and the Public Transparency Policy.

Options to Consider

Council has the option to reject the recommendations and therefore resolve not to delegate the powers, duties and functions as recommended. It should be noted this would be contrary to the advice received from Maddocks and/or the officers recommendations.

By not adopting the *S6 Instrument of Delegation to members of Council staff* all decisions in relation to the provisions contained in the attached instrument will be required to be made by resolution of Council.

Sustainability Implications

Nil

Community Engagement

The attached delegations have been updated using the Maddocks Lawyers delegation service and in consultation with relevant Council Officers.

Innovation and Continuous Improvement

Council uses the subscribed service by Maddocks Lawyers as part of our commitment to continuous improvement as a cost effective and efficient means to ensure our delegations continue to align with legislative and other regulatory changes.

Collaboration

Maddocks Lawyers delegation service and consultation with the relevant internal departments to ensure that appropriate officers are appointed to exercise the powers granted.

Financial Implications

The financial impact of the review of delegations is limited to staff time, the cost of Maddocks Lawyers delegation service which includes access to all materials relating to delegations and authorisations and bi-annual updates and Council's subscription to the RelianSys Delegations+ system. These costs have been budgeted for within the 2023-24 budget. No additional resourcing is required to give effect to these functions.

Regional, State and National Plans and Policies

Nil

Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 1: Community and Theme 5: Leadership

Delegations and Authorisations to Members of Council Staff Guidelines

- These guidelines were last updated and adopted by EMT 9 August 2022

Risk Implications

It is essential that the instruments of delegation remain contemporary to ensure members of staff are appropriately empowered to undertake their roles. Updates to the S6 Instrument ensures ongoing legislative compliance for Horsham Rural City Council.

Conclusion

Delegations facilitate the success of good governance for the community by empowering appropriate members of staff to make decisions on behalf of Council.

9.3 PA2200515 - LOT 1 1 WESTERN HIGHWAY, RIVERSIDE

Author's Name:	Joel Hastings	Director:	Kevin O'Brien
Author's Title:	Co-ordinator Statutory Planning and Building	Directorate:	Communities and Place
Department:	Communities and Place	File Number:	PA2200515

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Delegate Report (**Appendix 9.3A**)

Purpose

To determine Planning Permit Application PA2200515 for the Use and development of the land for a service station and to create access to a road in a Transport Zone 2.

Summary

The planning application proposes the use and development of the land for a service station and to create access to a road in a Transport Zone 2 and was received on 14 October 2022 and subsequently amended on 5 July 2023.

A full planning assessment against the Horsham Planning Scheme considering the relevant policy, objections, and views of the referral authorities in accordance with section 60 of the Planning and Environment Act 1987 has raised issues regarding traffic safety, highway development and orderly planning and has received a number of objections from neighboring residents and the Horsham community.

The service station will provide fuel, food, conveniences, truck parking and service the high volume of vehicles using the western highway. It is well located outside the urban area, allowing for the safe and efficient movement of traffic and meets the requirements of the Horsham Planning Scheme.

Recommendation

That Council having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to Grant a Permit under the provisions of the Horsham Planning Scheme in respect of the land known and described as **Lot 1 1 Western Highway, Riverside**, for the **use and development of the land for a service station and to create access to a road in a Transport Zone 2** in accordance with the endorsed plans and subject to the conditions outlined in the delegate report.

Council Resolution**MOVED Cr Claudia Haenel, Seconded Cr David Bowe**

That Council having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to refuse to Grant a Permit under the provisions of the Horsham Planning Scheme in respect of the land known and described as **Lot 1 1 Western Highway, Riverside**, for the **use and development of the land for a service station and to create access to a road in a Transport Zone 2** in accordance with the endorsed plans.

Council Resolution**MOVED Cr Penny Flynn, Seconded Cr _____**

That the motion be put to the vote.

The motion LAPSED for want of a seconder.

Council Resolution**MOVED Cr Claudia Haenel, Seconded Cr David Bowe**

That Council having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to **Refuse to Grant a Permit** under the provisions of the Horsham Planning Scheme in respect of the land known and described as **Lot 1 1 Western Highway, Riverside**, for the **use and development of the land for a service station and to create access to a road in a Transport Zone 2** in accordance with the endorsed plans.

MOTION LOST

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

Cr Claudia Haenel

Cr David Bowe

Against the Motion:

Cr Penny Flynn

Cr Les Power

Cr Ian Ross

Cr Robyn Gulline

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

That Council having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to Grant a Permit under the provisions of the Horsham Planning Scheme in respect of the land known and described as **Lot 1 1 Western Highway, Riverside**, for the **use and development of the land for a service station and to create access to a road in a Transport Zone 2** in accordance with the endorsed plans and subject to the conditions outlined in the delegate report.

CARRIED

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

Cr Robyn Gulline

Cr Penny Flynn

Cr Les Power

Cr Ian Ross

Against the Motion:

Cr Claudia Haenel

Cr David Bowe

REPORT

Background

The application seeks a planning permit for the use and development of the land for a service station, construction and display of business identification signage and to create access to a road in a Transport 2 Zone. The site is located at Lot 1, 1 Western Highway Riverside Vic 3400. The subject site has an area of approximately 40,520m² and is irregular in shape with a 200.83m frontage to the Western Highway which acts as a major transport route connecting Melbourne to Adelaide. There is no existing vehicular access to the Western Highway. The land is vacant and clear of vegetation with the exception of a tree located in the north of the property.

Discussion

The proposal involves:

- A site layout which includes an entry/exit driveways from/to the Western Highway. The northern crossover is entry only while the southern crossover is exit only.
- Two bowser canopies with a total of fourteen fuel bowsers.
 - Bowser canopy A will be used by cars and has eight (8) fuel bowsers. It comprises an area of 610m² and a height of 6.2m.
 - Bowser Canopy B will be used by trucks and has six (6) fuel bowsers. It comprises an area of 184m² and a height of 6.5m.
- Construction of a single storey convenience building comprising a floor area of 509m² to be used as a convenience store along with a lounge, toilets, kitchens and seating area. The design of the building includes flat roofing with a building height of 4.55m.
- Alongside the building is a proposed 3m wide drive thru that wraps around the western/southern side of the building along with a 29m² order canopy and two waiting bays.
- Provision of seventy-six car parking spaces, incorporating two spaces for disabled persons and two waiting bays for the drive thru. Fourteen spaces, including disabled spaces, are provided alongside the frontage of the convenience building. Other spaces have been located in a dedicated parking area on the western side of the site.
- Ten truck parking spaces have been provided along the eastern side of the site.

In addition to the service station, a wastewater treatment area is proposed in the northern part of the property. Two effluent treatment mounds (10.2m wide x 61m long) will be provided and an infill dam and channel. The effluent treatment will have 10m setbacks from boundaries.

The proposed Service Station will provide essential services for the travellers and the local community using the Western Highway and allow for the safe and efficient operation of the transport system. The location outside the urban area of Horsham will avoid the amenity impacts associated with servicing large volumes of light and heavy vehicles in the city.

The proposal is consistent with policies of the Horsham Planning Scheme and a permit should be issued subject to conditions regarding road safety, lighting, wastewater management and landscaping to ensure any amenity or environmental impacts can be managed.

Refer to the Delegate Report (**Appendix 9.3A**) for assessment against the requirements of the Horsham Planning Scheme and Planning and Environment Act 1987.

Options to Consider

Option 1 – Approve the application on the grounds that it complies with the planning scheme provisions and will result in an acceptable planning. (This option is recommended by officers as it is considered that the proposal is consistent with the relevant controls, objectives, and policies of the planning scheme).

Option 2 – Resolve to Issue a Notice of Decision to Refuse a Planning Permit. (Refusing the application may result in the applicant lodging an application for review of Council’s decision with VCAT).

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

Sustainability Implications

The proposal is consistent with requirements for sustainability in the Horsham Planning Scheme and will support the safe and efficient operation of the transport system.

Community Engagement

As required under the Planning and Environment Act 1987 notice of the application was given to adjoining owners/occupiers. 15 submissions have been received and the parties have had an opportunity to discuss their concerns with Council.

Innovation and Continuous Improvement

Not applicable

Collaboration

The report has been prepared in collaboration by council officers within the Planning Department and has sought the advice of referral authorities including Infrastructure, EPA and DTP.

Financial Implications

The decision on the application is unlikely to have any direct financial implications for council.

Regional, State and National Plans and Policies

The Delegate report provides assessment against relevant plans and policies.

Council Plans, Strategies and Policies

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

Risk Implications

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

Conclusion

Planning Permit application PA2200515 has been assessed against the relevant provisions of the Horsham Planning Scheme and Council is requested to make a decision on the application on the basis of Clause 65:

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

- *The matters set out in section 60 of the Act.*

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

REPORTS FOR INFORMATION**9.4 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT REPORT**

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

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Spendmapp Report January 2024 (data is from bank card transactions and may not capture all Ag Industry)
(Appendix 9.4A)

Purpose

To present the Investment Attraction and Growth Department Report for January 2024.

Summary

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

Recommendation

That Council receive and note the Investment Attraction and Growth Department Report for January 2024.

Council Resolution**MOVED Cr Claudia Haenel, Seconded Cr Les Power**

That Council receive and note agenda item:

9.4 Investment Attraction and Growth Department Report for January 2024.

9.5 Chief Executive Officer's Operational Report for March 2024.

CARRIED

REPORT**Background**

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

Discussion

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

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

Actions are measured by goals and set timelines. The timelines are indicated by years which relate to financial years.

Year 1 - 2022-2023

Year 2 - 2023-2024

Year 3 - 2024-2025

Year 4 - 2024-2025

Year 5+ 2025+

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

INVESTMENT ATTRACTION

Council Priorities	Action	Goal Measured by	Progress
2.10 (ongoing)	Undertake regular meetings between Wimmera Southern Mallee Development and Investment Attraction Department to inform and discuss economic development opportunities	10 forums held per year	Meetings held on a regular basis each month. Outcomes relate to business development opportunities that benefits the region overall. 1 meeting held in 2024.
(2 years)	Prepare and implement the recommendations from the Aerodrome Masterplan	Aerodrome Masterplan development	The draft Master Plan was presented to the Horsham Flight Hub Project Control Group at the end of January. Feedback from the PCG will be collected in March prior to Final Draft Plan being presented to Council.
3.6 (ongoing)	Widely promote the advantages of establishing solar and wind farms in the Horsham region	Website updated and investment prospectus developed	The Business Team met with OX2 Australia in January to discuss the progress of the Horsham Solar Farm. Construction scheduled to commence in August 2024.
(1-2 years)	Council support and advocate for renewable energy projects of all scales	Begin discussions with smaller townships for community scale solar	The Business Team attended a GNET briefing to discuss the 100 Neighbourhood Battery program, which is available for small community projects.

BUSINESS DEVELOPMENT AND TOURISM

Grampians Tourism News

Industry Forum

The next Grampians Tourism Industry Forum will be held on Thursday 14 March. Grampians Tourism invites interested operators and partners to register for our upcoming Industry Forum from 2:30 pm at Maydale Reserve in Horsham. Our guest speakers will include Ryan Smith (The Access Agency), Fiona Sweetman, (Victoria Tourism Industry Council), Andrea Cross, (Maydale Reserve) and Sunil Bhalla (HRCC).

Spendmapp

Please see below summary of spending for the month of January.

M = Million	January 2024	December 2023	% Change Previous Month	% Change Previous Year
Total Local Spend	\$35.00 M	\$44.66 M	21.6% decrease	0.8% decrease
Resident Local Spend	\$22.10 M	\$29.30 M	24.6% decrease	0.5% decrease
Visitor Local Spend	\$12.90 M	\$15.36 M	16.0% decrease	1.5% decrease
Resident Escape Spend	\$12.40 M	\$11.05 M	12.2% increase	6.0% increase
Resident Online Spend	\$12.30 M	\$12.32 M	0.1% decrease	5.1% increase

For the month of January, the 5.35 % increase in Resident Escape Spend which means local goods and service providers are losing market share to non-local businesses. (See appendix for detailed information).

The biggest spending night of the month of January was Friday 19th with Total Local Spend of \$0.2M. This was made up of \$0.1M in Dining and Entertainment spending and \$0.1M spending in all other categories. (See appendix for detailed information).

Visit Victoria Launches New Global Tourism Campaign



The campaign was launched on the 14th of January it aims to increase visitation and expenditure in Victoria. **Every bit different** brings Victoria – Melbourne and the regions – together under a single unifying brand. It is the first time in a decade that Visit Victoria will promote regional Victoria in interstate markets.

Up and Coming Major Events

Tennis Victoria Pat Cash Cup - February 2024

Horsham will host Tennis Victoria's Pat Cash Cup this February with the State's young tennis stars ready to hit the grass courts at the Horsham Lawn Tennis Club. The event has a large drawcard of around 200 plus players, all competing in a round robin tournament.

March Long Weekend Events

Horsham will be buzzing with the delivery of major events over the March Long Weekend.

- Horsham Fishing Competition
- Motocross MX Amateurs
- Horsham Car and Bike Show
- Riverfront Pop Up Summer Series
- Natimuk Farmers Market
- Horsham Harness Pacing Cup
- Horsham Greyhound Cup
- Women's Outdoor Wellness Project (Natimuk)

Motorcycling Australia – Pro MX National 7 April

On the first weekend in April 2024, Horsham will host Round 2 of the 2024 Australian Motocross Championship Series (Pro MX) National. Pro MX events are the premium level of competition for the sport of Motocross in Australia. Horsham will see an influx of motorcycle enthusiasts, support teams, event staff, officials and media personnel, including TV crew. It is also anticipated the event will have a draw card of over 2,000 plus spectators.

Council Priorities	Action	Goal Measured By	Progress
2.7.1 (ongoing)	Identify and seek out commercial opportunities to activate the riverfront	Commercial opportunities reported on in the Investment Attraction and Growth monthly Council Report	Pop Up Summer Series riverfront included two events in January which were both well attended and great feedback has been received from both the food vendors and musicians, along with the wider community. Australia Day waterskiing on the river also attracted a large crowd and was very well received.
3.1.3 (2 years)	Develop and implement the Natimuk Social and Economic Plan and Dadswells Bridge Community Action Plan	Plan Developed & Progress report to Council	The Natimuk Project Advisory Committee have commenced implementation of the Natimuk Economic and Social Plan with plans and sites being identified for a new bus shelter and additional outdoor seating.
3.2.1 (ongoing)	Work with local business leaders throughout the municipality to develop business confidence and growth	Two business forums held annually	Regular meetings are being held with the Westvic Business Ambassador, along with a member of the business team attending their monthly executive meetings. Current discussions are around precinct planning and strategic leasing.

Horsham Rural City Council

Council Meeting

Council Priorities	Action	Goal Measured By	Progress
(ongoing)	Host seasonal workshop sessions with Grampians Tourism and Wimmera Mallee Tourism to organise and update our businesses and tourism operators about relevant information for the region	Four industry workshops have been hosted	The next Grampians Tourism Forum is being held in Horsham in March 2024.
(ongoing)	Ensure constant communication through e-mails and business newsletters with tourism operators and local businesses regarding what is happening in the region	A minimum of 10 business newsletters distributed annually 4 business forums are held annually	The monthly newsletter was sent on 24/01/24 to 1,283 contacts receiving 426 opens (40%) and 11 clicks.

Business Visitations for the Month January 2024

Month Visitation	Retail Services	Hospitality & Accommodation	Event contacts	Over all contacts for the month
January	8	6	20	34
Total	8	6	20	34

Occupied Businesses:

Street and Number of Businesses	December 2023 Businesses Occupied	January 2024 Businesses Occupied	January 2024 Businesses Vacant	January 2024 Percentage Businesses Occupied
Darlot St – 43 car wash and businesses operating from a house included	41	41	2	95%
Firebrace St - 99	89	90	9	91%
Hamilton St - 17	16	16	1	94%
Wilson St – 34	29	29	5	85%
Pynsent St – 28 Cinema included	25	24	4	86%
Roberts Ave – 27 Coles included	25	24	3	89%
McLachlan St – 24 CFA & GWM included	24	24	0	100%
Total 272 Post February 2022 there were 262 shops identified in the study area	249/272	248/272	24	91%

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

STRATEGIC PLANNING

Council Priorities	Action	Goal Measured By	Progress
1.3.3	Develop a subdivision design and open space local planning policy.	Policy adopted by Council and Horsham Planning Scheme amended.	Draft Landscape guidelines have been prepared by Recreation and Open Space, Infrastructure and Planning Teams.
1.3.4	Develop an open space contribution rate(s) and a new local Public Open Space Contribution Policy.	Policy adopted by Council and Horsham Planning Scheme amended.	A consultant has commenced background work required for a mandatory public open space development contribution rate for inclusion in the planning scheme.
1.6.4 (2 years)	Implement the Horsham Heritage Study to protect buildings and places of historic cultural heritage to reinforce a 'sense of place' and celebrate Horsham's character and distinctiveness	Horsham Planning Scheme amended	Letters have been sent to landowners whose properties have been identified by the study, to advise that their property is locally significant. A report seeking that Council request The Minister to authorise Council to prepare and exhibit a formal planning scheme amendment will be considered in February 2024.
(4 years)	Prepare a Conservation Management Plan for the Horsham Cinema	Management plan endorsed by Council	The draft plan has been reviewed by Project Control Group and feedback has been provided to consultant.

STATUTORY PLANNING**Planning Applications Determined**

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

Type	JANUARY 2024		JANUARY 2023	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	1	719500	1	58966
Industrial/Commercial	1	120000	2	1621075
Subdivisions	4 (9 lots)	420550	5 (12 lots)	
Other	-	-		
Total	6	1260050	8	1680041

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

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2023 to 31 January 2024 is 45 compared to 81 in the same period in 2022-2023.

Planning permits issued for subdivisions have permitted 59 new lots from 1 July 2023 to 31 January 2024 compared to 166 in the same period in 2022-2023.

Building Services

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

Permits issued by Horsham Rural City Council for this Municipality

Type	2024		2023	
	No.	Value \$	No.	Value \$
Dwellings	1	719,500	1	90,000
Alterations to Dwellings	-	-	-	-
Dwelling resittings	-	-	-	-
Misc Domestic (Carports, Garages etc)	-	-	2	21,555
Removal/Demolish	1	11,000	2	22,710
Industrial/Commercial	-	-	-	-
Signs	-	-	-	-
Total	2	730,500	5	134,265

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

Type	2024		2023	
	No.	Value \$	No.	Value \$
Dwellings	2	1,369,226	3	1,636,781
Alterations to Dwellings	2	85,085	1	70,000
Dwelling resittings	-	-	1	58,905
Misc Domestic (Carports, Garages etc)	3	32,120	6	402,327
Removal/Demolish	1	7,000	-	-
Industrial/Commercial	2	241,613	2	164,096
Signs	-	-	-	-
_Sub Total	10	1,735,044	13	2,332,109

A total of **17** Building Permits have been issued by the Horsham Rural City Council at a total value of **\$3,679,153** from **1 July 2023 to 31 January 2024** compared to **23** Building Permits at a total value of **\$2,102,701** in 2022-2023.

Private Building Surveyors have issued **115** Building Permits at a total value of **\$52,867,020** from **1 July 2023 to 31 January 2024** compared to **136** at a total value of **\$31,652,089** in 2022-2023.

Options to Consider

Not applicable – no decision required.

Sustainability Implications

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

Community Engagement

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

Innovation and Continuous Improvement

Report provides overview of activity and assists with continuous improvement.

Collaboration

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

Financial Implications

Nil

Regional, State and National Plans and Policies

Not applicable – no direct relationship or requirements

Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 3: Sustainability - Horsham Rural City Council will actively lead in sustainable growth and development of the community and the economy.

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

Destination Horsham Investment Attraction Strategy and Implementation Plan 2022 onwards.

Risk Implications

Not applicable – no decision required

Conclusion

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

9.5 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 Office	File Number:	F06/A01/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To present the Chief Executive Officer's Operational Report for March 2024.

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 March 2024.

Refer to Item No. 9.4 for Council resolution.

REPORT
Background

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

Discussion

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

A. Advocacy/Funding Announcements

RCCC Board Meeting: The RCCC Board met via Teams on 29 February 2024. The discussions included the role and resourcing of the Transformation Management Office post implementation of the technology solution at the participating Councils.

Meeting with Hon Lily D'Ambrosio: The CEOs from Horsham, West Wimmera, Buloke, Hindmarsh, Northern Grampians and Hindmarsh, and the CEO and Board Chair of Wimmera Southern Mallee Development met on 4 March 2024 with Minister Lily D'Ambrosio, Minister for Energy and Resources to discuss transmission and renewable projects proposed in the region. The main objective of the meeting was to explore opportunities for the WSM region to work with state government on regional readiness and managing impact of new developments.

Wimmera Regional CEO Meeting: The CEOs from Horsham, West Wimmera, Buloke, Hindmarsh, Northern Grampians and Hindmarsh had their monthly meeting on Thursday 14 March. The group discussed the Wimmera Renewable Energy/Mining Impact and Readiness Study.

Grampians Tourism Board Meeting: The Grampians Tourism Board met at the Civic Centre on 14 March 2024. Discussion included the impact of recent bushfires on the visitation to the region.

Grampians Tourism Industry Form: The Grampians Tourism Industry Forum was held on 14 March 2024 at the Maydale Reserve. The CEO presented to the forum on Horsham's tourism growth, and provided an update on key projects including the City to River development, local events, Horsham Flight HUB masterplan and accommodation development.

Funding Opportunities:

Horsham City Oval Playground	RDV	\$100,000
Laharum Oval Community Facility Kitchen Upgrade	RDV	\$11,363
Quantong Community Facility Upgrade	RDV	\$25,000
Natimuk Hall Internal Upgrades	RDV	\$13,682
Natimuk Hall Landscape Activation	RDV	\$50,000
Heavy Vehicle Safety Event	TAC	\$10,000
Speed Advisory Messages SAMs	TAC	\$6,400
Flood Study Implementation Support	DEECA	\$34,452

B. Community Engagement

Community Leadership Program: Community Leadership Program information sessions were held on 6 and 13 March 2024 at the Civic Centre. The Community Leadership Program is intended to foster community members' interest in contesting an elected position and building knowledge around the operations of Council and roles, responsibilities, and expectations of Councillors as a means to support potential candidates at the 2024 Council election.

C. Projects and Events

Wimmera Machinery Field Days: The CEO attended a WIM Resource luncheon at the Field Days on 6 March 2024.

Citizenship Ceremony: Council welcomed 6 new citizens at a Citizenship Ceremony on 19 March 2024. Countries of origin included South Africa, Thailand, India and Vietnam.

International Women's Day: The Horsham Town Hall held an International Women's Day event on Thursday 7 March, exploring the theme "Count her in: Invest in Women. Accelerate Progress. The Horsham Regional Art Gallery held a gallery tour and talk from the curator and artists of Wotjobaluk exhibition 'Don't Define Me' on Friday 8 March.

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2021-2025 Council Plan - Theme 5: Leadership

Consultation/Communication

Not applicable

Risk Implications

Not applicable

Environmental Implications

Not applicable

Human Rights Implications

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

Conclusion

That Council receive and note the Chief Executive Officer's Operational Report for March 2024.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Robyn Gulline (Mayor)

Committee Representation	
14/03/24	MAV Regional Forum (virtual)
21/03/24	Audit and Risk Committee Meeting
Other Council Activities	
28/02/24	ABC Wimmera Radio interview (phone)
01/03/24	Triple H Radio Interview with Di Trotter (phone)
12/03/24	Chaired Wesley Fundraising Committee meeting
14/03/24	Attended the Grampians Tourism Industry Forum at Maydale Reserve
15/03/24	Attended the All Abilities Debutante/Presentation Ball
19/03/24	Met with Western Bulldogs Community Foundation representatives
19/03/24	Met with Daniel Moloney from Fed Uni
19/03/24	Welcomed 6 new Australians at Citizenship Ceremony
19/03/24	Attended the Wesley Fundraising Committee meeting
22/03/24	Attended Longerenong College Graduation
22/03/24	Received the Debs and their Partners at the Horsham College Deb Ball
24/03/24	Attended the Cultural Diversity Day at Horsham Town Hall

Cr Penny Flynn

Committee Representation	
Date	Description
21/03/24	HRCC Audit and Risk Committee – Council Chamber
Other Council Activities	
Date	Description
05/03/24	CEO Remuneration Committee – Online
07/03/24	International Women's Day Panel – Horsham Town Hall
14/03/24	Celebration: 40 Years of Anna Stewart Memorial Project – VTHC Melbourne
15/03/24	VLGA – Fast Track – Leading Under Pressure – Melbourne
19/03/24	Sexual Health in the West - March Forum – Online
22/03/24	VLGA & LGiU Global Executive Live Panel - Increasing Gender Equity in Local Government – Online

Cr David Bowe

Committee Representation	
Date	Description
14/03/24	Wimmera Southern Mallee Central Highlands Municipal Association of Victoria (MAV) Regional Meeting - online
22/04/24	Wimmera Southern Mallee Regional Transport Group Meeting - Council Chambers
Other Council Activities	
04/03/24	Council Briefing Meeting– Council Chambers
06/03/24	Wimmera Machinery Field Days – attended from 10.30am-12.30pm
06/03/24	VicHealth and The Behaviour Change Collaborative- National webinar on Gen Vape Report
12/03/24	Council Briefing Meeting– Council Chambers
14/03/24	Municipal Association of Victoria (MAV) and VicHealth presentation on Active Leadership in Active Travel - online
15/03/24	Victorian Local Governance Association (VLGA) – Fast Track Leading Under Pressure apart of VLGA councillor professional development program – Melbourne Town Hall
18/03/24	Council Briefing Meeting– Council Chambers
19/03/24	Citizenship Ceremony – Council Reception
21/03/24	Victorian Local Governance Association (VLGA) & Local Government Information Unit (LGIU) Global Executive Panel - Increasing Gender Equity in Local Government - online

Cr Claudia Haenel

Committee Representation	
Date	Description
01/03/24	MAV Professional Development Reference Group Meeting
05/03/24	CEO Employment and Remuneration Committee meeting
Other Council Activities	
25/02/24	Horsham Lawn Tennis Club – Pat Cash Cup Junior State Championships
28/02/24	Coffee with Cr. Claudia
29/02/24	Friends of the Environment - zoom

Horsham Rural City Council**Council Meeting**

04/03/24	Briefing meeting - HRCC Chambers
06/03/24	Coffee with Cr. Claudia
07/03/24	Wimmera Machinery Field Days - Longerenong Agricultural College
07/03/24	Opened Women's Health Grampians International Women's Day Event - Horsham Town Hall
08/03/24	International Women's Day Event - The Horsham Regional Art Gallery 2024
08/03/24	Women's Outdoor Wellness 2024 - Natimuk
12/03/24	Briefing meeting - HRCC Chambers
13/03/24	Coffee with Cr. Claudia
14/03/24	MAV Active Transport webinar
15/03/24	VLGA Leading Under Pressure – Melbourne Town Hall
18/03/24	Budget briefing meeting - HRCC Chambers
21/03/24	VLGA & LGiU Global Executive Panel- Increasing Gender Equity in Local Government
25/03/24	Council meeting - HRCC Chambers

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

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 on 4 March 2024
- Council Briefing meeting held on 12 March 2024
- Council Briefing meeting held on 18 March 2024

Refer to **Appendix 13.1A**

13.2 SEALING OF DOCUMENTS

Nil

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

- Wimmera Intermodal Freight Terminal Advisory Committee meeting held on 29 November 2023 at 10:30am.
- Older Persons Advisory Committee meeting held on 6 March 2024 at 10:00am.
- Disability Advisory Committee meeting held on 14 March 2024 at 2:00pm.

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 Claudia Haenel, Seconded Cr Ian Ross

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

Council Resolution

MOVED Cr Les Power, Seconded Cr Penny Flynn

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

CARRIED

The time being 6.41pm, the meeting closed to the public.

Council Resolution

MOVED Cr Penny Flynn, Seconded Cr Claudia Haenel

That the meeting move into open Council.

CARRIED

The time being 6.48pm, the meeting opened to the public.

CLOSE

After dealing with Confidential Matters, the meeting closed at 6.49pm.

DocuSigned by:

Robyn Gulline

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The Mayor, Cr Robyn Gulline
Chairperson