

AGENDA

MEETING OF THE
HORSHAM RURAL CITY COUNCIL

To be held on
24 February 2025

At 5.30pm

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



**COUNCILLORS are respectfully requested to attend the Council Meeting
of the Horsham Rural City Council to be held on 24 February 2025
in the Council Chamber, Civic Centre, Horsham at 5.30pm**

Order of Business

PRESENT

ALSO IN ATTENDANCE

1. PRAYER

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

2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT

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

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

3. OPENING AND WELCOME

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

4. APOLOGIES

5. LEAVE OF ABSENCE REQUESTS

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 28 January 2025 be adopted.

7. CONFLICTS OF INTEREST

Declarations of Interest

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

Members of Staff

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

8. PUBLIC QUESTION TIME

REPORTS FOR COUNCIL DECISION 6

9. OFFICERS REPORTS 6

9.1 POLICY REVIEW: LIVE STREAMING OF COUNCIL MEETINGS6

9.2 HORSHAM YOUTH COUNCIL TERMS OF REFERENCE9

9.3 LIVING LIBRARIES INFRASTRUCTURE PROGRAM: OPEN ACCESS FITOUT FOR WIMMERA LIBRARIES BRANCHES13

9.4 REGIONAL COMMUNITY SPORTS INFRASTRUCTURE FUND.....16

9.5 INTENTION TO SELL LAND AT THE WIMMERA AGRICULTURE LOGISTICS HUB.....22

9.6 VICTORIAN GRANTS COMMISSION SUBMISSION RE ROAD FUNDING30

9.7 ROAD SAFETY FUNDING PROJECTS – FIREBRACE ST / MCLACHLAN ST ROUNDABOUT33

9.8 DADSWELLS BRIDGE PEDESTRIAN BRIDGE REPLACEMENT.....39

9.9 WAYS OF WORKING CHARTER43

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS 47

11. URGENT BUSINESS..... 49

12. PETITIONS AND JOINT LETTERS 50

13. PROCEDURAL BUSINESS..... 51

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS.....51

13.2 SEALING OF DOCUMENTS.....51

13.3 INWARD CORRESPONDENCE.....51

13.4 COUNCIL COMMITTEE MINUTES51

14. NOTICE OF MOTION..... 52

CLOSE



CRAIG NIEMANN
Chief Executive Officer

REPORTS FOR COUNCIL DECISION

9. OFFICERS REPORTS

9.1 POLICY REVIEW: LIVE STREAMING OF COUNCIL MEETINGS

Author's Name:	Andrea Coxon	Director:	Kim Hargreaves
Author's Title:	Governance Officer	Directorate:	Corporate Services
Department:	Governance and Community Relations	File Number:	F19/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

Live Streaming of Council Meetings Policy (**Appendix 9.1A**)

Purpose

To present an updated Live Streaming of Council Meetings Policy for adoption.

Summary

- The policy has been reviewed in accordance with the review schedule outlined in the policy.
- Updates to the policy include improvements to terminology and definitions.
- There are no substantive changes to the guidelines or procedures of live streaming and recording proposed.

Recommendation

That Council endorse the updated Live Streaming of Council Meetings Policy (**Appendix 9.1A**).

REPORT

Background

The Live Streaming of Council Meetings Policy (Policy No. C04/217) was adopted on 13 December 2021, with the purpose of enhancing transparency and community access to Council decision-making. The policy outlines provisions for live streaming, recording, and public access to Council meetings while addressing legal, technical, and privacy considerations. The policy is subject to periodic review, with the current version last amended in March 2023 to update the document to the new template.

Discussion

This Policy establishes the guidelines for live streaming and publishing recordings of Ordinary and Unscheduled/Special Council Meetings through the Council's website. It aims to inform both the community and Councillors about Council's procedures, highlight the potential benefits, and outline risk mitigation strategies.

Council is dedicated to enhancing accessibility and fostering greater community engagement in its meetings. By live streaming meetings and providing recorded content online, the policy ensures residents have more flexible and convenient access to Council proceedings. This initiative allows the public to view meetings in real time or at a time that suits them, without the need to attend in person. Ultimately, this approach increases public access to Council decisions and debates, while removing geographic and time-related barriers that may prevent people from attending meetings physically.

Minor administrative changes have been made to the policy to reflect updated departmental terminology and ensure consistency with organisational standards. These changes include improvements to terminology and definitions and do not alter the substantive content, purpose, or functionality of the policy.

Options to Consider

1. Endorse the updated policy to maintain consistency with current administrative standards.
2. Request further review or substantive amendments, though none are identified as necessary.

Sustainability Implications

Nil.

Community Engagement

Not applicable as the changes are administrative and do not affect policy implementation.

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

The policy aligns with the 2021-2025 Council Plan, particularly Theme 5 – Leadership, by enhancing good governance, accountability and transparency and access to decision-making processes.

Risk Implications

The policy aligns with the *Local Government Act 2020* and Horsham Rural City Council Governance Rules. It upholds Council’s commitment to transparency, accessibility, and effective governance.

Conclusion

The Live Streaming of Council Meetings Policy has been reviewed as per the policy review schedule. Administrative updates have been made to ensure the policy’s alignment with current organisational standards. The changes do not materially alter the policy's intent or implementation, and it is recommended that the updated policy be endorsed.

9.2 HORSHAM YOUTH COUNCIL TERMS OF REFERENCE

Author's Name:	Alicia Drew	Director:	Kevin O'Brien
Author's Title:	Youth Services Planning and Engagement Officer	Directorate:	Communities and Place
Department:	Youth and Early Years	File Number:	F20/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

Proposed Youth Council Terms of Reference (tracked changes) (**Appendix 9.2A**)

Current Youth Council Terms of Reference (**Appendix 9.2B**)

Community Grants Youth Grants funding guidelines (**Appendix 9.2C**)

Horsham Youth Strategy (**Appendix 9.2D**)

Purpose

To seek Council approval to make changes to the Horsham Youth Council Terms of Reference (**Appendix 9.2A**).

Summary

The current Terms of Reference was developed in 2019 (**Appendix 9.2B**), and since then changes have occurred to the naming of 'The Station' youth building. The title of the Youth Councils supporting staff, referred to in the document also requires change to ensure clarity.

It is also proposed to alter the nomination period for the Youth Council. At present, the Youth Council term is by the financial year, the change proposed is to reflect the changing of the Youth Council's term to run with the calendar year.

At present the Community Grants Youth Stream funding guidelines (**Appendix 9.2C**) state that the Youth Council will have input on the outcomes or applications. This has been added to the Terms of Reference in section (1), purpose of the Youth Council.

Recommendation

That Council amend the following items for the Terms of Reference:

1. **Section (1) Purpose of document. Bullet Point 7.** Currently refers to the Youth Hub as “Pynsent Street Building”. Amend to ‘The Station’. This has been the name of the Youth hub since 2022. This is a change to the name of a Council site, and the main Youth building for the Horsham Rural City Council.
2. **Section (1) Purpose** Including “Provide input to the awarding of Horsham Rural City Council’s Community Grants Youth Stream” into section (1) of the document outlining the purpose of the Youth Council.
3. **Section (3) Membership.** Current Document states that Applications for Youth Council will open on the 1st of June until the 30th of June every two years. Amend this to early January to 28th of February every two years. This change allows us to install a Youth Council at the start of the calendar year and better reflects the movements of young people during the school or study year.
4. **Section (4) Roles and Responsibilities.** Add the Youth Council will have the ability to form working groups that may focus on specific events, projects or activities during their term of office.
5. **Section (5.7) Horsham Rural City Council Support.** Current document states that the “Horsham Rural City Council Youth and Early Years team” will provide support. Seek to amend to “Horsham Rural City Council Youth Team”.
6. **Section (5.8) Horsham Rural City Council. Horsham Rural City Council.** Horsham Rural City Councillors will be invited to meet with the Youth Council at the beginning of each Youth Council term and invited to participate in the Youth Councillors’ induction and orientation training sessions where appropriate. Horsham Rural City Councillors may be invited to, or request to attend Youth Council Meetings, or by the agreement of both parties, hold a joint sitting of Council and the Youth Council.
7. Any reference to the ‘Youth Engagement Officer’ be amended to ‘Youth Services Planning and Engagement Officer’. This is to correctly name the senior position of the youth team. There are seven references to this role to be amended across paragraphs 5.4, 5.5, 5.6.

REPORT

Background

The establishment of a Horsham Youth Council is an objective of the Horsham Youth Strategy which was developed in August 2018 (**Appendix 9.2D**). The 10-year strategy was developed through engagement with local young people, community services and schools. Objective 2 of the Horsham Youth Strategy is to “Identify opportunities for young people to be empowered to make decisions on service delivery that suits their needs and increase meaningful engagement opportunities for young people with Council.” Part of this objective is to establish a representative group of young people to respond to and advocate for issues relevant to young people, and support Council’s engagement with young people.

The first Youth Council was entered into office in July 2019, and the current Terms of Reference was developed during this period. The Terms of Reference document was discussed at the July 2019 Council meeting.

In November 2022, Horsham Rural City Council entered an MOU with the Foundation for Young Australians, who would take on the guidance and facilitation of the Youth Council, in June 2023 the Horsham Youth Council became the first democratically elected Youth Council in Victoria – and the second in Australia.

In the September of 2024, this MOU was terminated, and the decision was made to return the Youth Council to the control of the Horsham Rural City Council Youth team to better achieve strategic and community objectives.

Discussion

The proposed changes are administrative in nature, this ensures the document is up to date and relevant for the 2025-2026 Youth Council and ongoing.

Three of the changes pertain to the changing of names of buildings and officers, while the fourth relates to the timeline of the term of office of the Youth Council. Once these changes are approved, we will open nominations for the Youth Council for the 2025-2026 term.

Options to Consider

1. Approve the proposed changes to the Youth Council Terms of Reference
2. Not approve the proposed changes to the Terms of Reference

Option 1 is recommended as the proposed changes are required.

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

Horsham Rural City Council Youth Strategy 2018 – 2028

Objective 2.1

Establish a representative group of young people to respond to and advocate for issues relevant to young people, and support Council's engagement with young people including outreach and social media engagement. The Terms of Reference for the group could include that it:

- Is made up of young people aged 12 to 25, who reflect the diversity of young
- people in Horsham municipality
- Meets on a regular basis, with a Councillor present
- Has a focus on outreach and digital engagement, to represent all young
- people in Horsham municipality
- Delivers grassroots projects to deliver on emerging priorities, and advocate to
- Council on priorities for young people, and
- Provides directions on Council's Community Engagement Strategy and
- activities.

Risk Implications

Not applicable

Conclusion

The approval of this updated Terms of Reference will allow us to move forward with taking nominations for the next Horsham Youth Council. The changes are administrative in nature and will ensure that we are working within a true and updated framework.

9.3 LIVING LIBRARIES INFRASTRUCTURE PROGRAM: OPEN ACCESS FITOUT FOR WIMMERA LIBRARIES BRANCHES

Author's Name:	Sarah Wiesner	Director:	Kevin O'Brien
Author's Title:	Coordinator Wimmera Libraries	Directorate:	Communities and Place
Department:	Community Services	File Number:	F11/A07/000001

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

2024-2025 Living Libraries Infrastructure Program – Grant Guidelines (**Appendix 9.3A**)

Purpose

To seek Council endorsement to apply for grant funding to implement an Open Access service model for Wimmera Libraries. This would enable after-hours access to the five Wimmera Libraries branches across Horsham and West Wimmera, facilitating increased community engagement.

Summary

- Proposal to introduce Open Access library services to up to five branches, allowing registered members after-hours access.
- Model aligns with successful implementations in other Victorian public libraries.
- Funding will be sought through the Living Libraries Infrastructure Program (**Appendix 9.3A**), requiring a 1:2 funding match by Horsham Rural City Council.
- Total project cost: \$189,200, with Council's contribution at \$19,667.
- Expected benefits include increases in membership and use of library spaces and technologies, and therefore, more opportunities for community connectedness, learning and wellbeing.

Recommendation

That Council:

1. Endorses the application for funding under the Living Libraries Infrastructure Program for the Open Access fitout for Wimmera Libraries branches project.
2. Commits the required funding contribution of \$19,667 in the 2025-2026 financial year if the grant application is successful.

REPORT

Background

Wimmera Libraries seeks to implement an Open Access model, allowing after-hours access to (up to) five branches via special membership and induction. The initiative aims to address accessibility challenges in rural and regional communities, ensuring equitable access to library services. Similar models are successfully operating in other Victorian public libraries, providing a tested and refined approach.

The proposed fitout includes security and access control installations, including CCTV, keypad entry, and automated announcements. The project aligns with previous Council priorities and is eligible for funding through the Living Libraries Infrastructure Program, requiring a 1:2 co-contribution from Council.

Discussion

The Open Access model would:

- Enable broader community access beyond standard staffed hours.
- Improve library utilisation without significant operational cost increases.
- Address existing barriers for full-time workers, older persons, and individuals with sensory needs.
- Increase book borrowing by breaking down barriers to library access.
- Leverage grant funding to implement a cost-effective solution for modernising library services.

Grant applications close on 14 March 2025, with funding announcements in May 2025 and funding agreements executed in June 2025. Construction timeframes will be determined post-approval, with an outcomes report required 12 months after completion.

Options to Consider

- *Proceed as proposed:* Implement Open Access at up to five library branches.
- *Modify rollout:* Focus only on West Wimmera Shire branches to reduce HRCC's financial contribution.
- *Adjust installation scope:* Choose lower-cost security and access control options where feasible.

Sustainability Implications

- *Economic:* The grant presents a cost-effective opportunity for service expansion.
- *Social:* Open Access increases community access, benefiting diverse sectors of the community, including full-time workers/students, seniors, and people with sensory needs.
- *Environmental:* No significant environmental impact identified.

Community Engagement

Feedback from library users has highlighted the desire for extended access. The proposal aligns with community priorities identified in Council plans, including the HRCC Social Infrastructure Plan.

Innovation and Continuous Improvement

The Open Access model represents a progressive approach to library service delivery, aligning with modern trends in public library operations. See, for example, [Yarra](#), [Bayside](#), [Myli \(Gippsland\)](#), and [Goulburn Valley](#), among others who have (or are preparing to) launch this service model.

Collaboration

The project benefits from knowledge-sharing with other Victorian public libraries and aligns with state-level priorities for library accessibility and service enhancement.

West Wimmera Shire Council (WWSC) will also require to submit a Living Libraries grant submission, with no co-contribution required. The information herein has been provided to WWSC for endorsement.

Financial Implications

- Total Project Cost: \$189,200
- Grant Contribution: \$169,533
- Our Council Contribution: \$19,667
- Ongoing Costs: \$8,519 annually (HRCC's share: \$1,703.80)
- Cost Savings: Compared to staffing additional library hours, this model offers significant long-term savings.

Regional, State and National Plans and Policies

The findings of the Victorian Public Library Survey and Victorian Public Library Census identified that the community would like local libraries to “evolve to meet future need”, including to:

- “extend library opening hours, including evenings, weekends and public holidays”, and
- “provide 24/7 access to branches” ([Inside Our Public Libraries](#)).

Council Plans, Strategies and Policies

- 2021 – 2025 Council Plan Theme 1 (Community): "Enhance the inclusivity, accessibility, and safety of our places and spaces."
- 2021 – 2025 Council Plan Theme 2 (Liveability): "Create engaging spaces and places for social connection and wellbeing."
- 2021 – 2025 Council Plan Theme 4 (Accessibility): "Diverse facilities that are accessible to all."
- Social Infrastructure Plan: "Integrate Technology: [...] Technology may allow 24/7 access to a facility and reduce operational expenses involved in managing facilities (bookings and arranging access)."
- Age-Friendly Plan Priority: "Acknowledge the diversity of our ageing community and remove barriers to participation."
- Disability Access & Inclusion Plan 3.9: "Cater for quiet spaces in new and existing buildings."

Risk Implications

- *Operational Risks*: Unauthorised access or misuse of library facilities is a potential risk. This will be mitigated through security measures, controlled access policies, and CCTV monitoring.
- *Reputational Risks*: Community concerns about the future of library jobs could arise. This can be mitigated by a robust communication strategy to address public concerns and champion this librarian-driven project, which has a great many benefits for both staff and the community.

Conclusion

The Open Access fitout presents a cost-effective opportunity to enhance library access for the community. With a tested and refined model, external funding support, and alignment with Council priorities, the initiative represents a prudent investment in public library services.

9.4 REGIONAL COMMUNITY SPORTS INFRASTRUCTURE FUND

Author's Name:	Carolynne Hamdorf	Director:	Kevin O'Brien
Author's Title:	Manager Arts Culture and Recreation	Directorate:	Communities and Place
Department:	Arts Culture and Recreation	File Number:	F20/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

Horsham Central Park Playspace Application Presentation (**Appendix 9.4A**)

Proposed Schematic Plan for Horsham Central Play Space (**Appendix 9.4B**)

Engagement Report (January 2023) for the Horsham Central Park Playspace Design (**Appendix 9.4C**)

Purpose

To provide information on the State Government's Regional Community Sports Infrastructure Fund Round 2 and seek endorsement of funding opportunities made available through the release of the Round 2 guidelines.

Summary

- In late 2023 the State Govt. announced a new 'once off' sports infrastructure funding program delivered through Sport & Recreation Victoria (SRV) called *The Regional Community Sports Infrastructure Fund* (RCSIF). This Fund is a reallocation of investment from the cancelled Commonwealth Games, into community sport and the regions.
- Funding ratios are attractive and higher than the usual co contribution rates at 4:1, rather than 2:1.
- Delivered through two rounds, the Fund supports the construction, programming and activation of community sport and active recreation infrastructure. Round 2 was made public on 28 October 2024.
- Council approved the concept plan for Horsham's Central Play Space at its' meeting on 24 April 2023
- In February 2024, Council approved the Horsham Central Play Space as a shovel ready recreational priority and its' application for Round 1 of the RSCIF, (noting that Council also sought funding through the Federal Government Play Our Way program in April 2024, which was unsuccessful).
- HRCC made an application to Round One on 27 March 2024, to upgrade the Horsham Central Park Play space (aka the Skatepark). This application was competitive, but unfortunately unsuccessful.
- HRCC was invited to resubmit its application to Round 2 of the RCSIF, through the Community Facilities stream with a number of minor adjustments, which are currently being worked through.
- An allocation of \$250,000 is factored into the 2026-2027 FY budget to cover the co contribution, subject to receiving \$1M from SRV.
- The RCSIF \$1M grant together with the \$250,000 council co-contribution will cover all recreational components of the plan, with landscaping and other amenities required to be factored into a second stage of works, in subsequent budgets.

Recommendation

That Council:

1. Endorse the Horsham Central Park Playspace application to the Community Facilities stream of Round 2 of the Regional Community Sports Infrastructure Fund (\$1.25M total project cost, Council Contribution 250K).
2. Endorse an application to Round 2 Regional Community Sports Infrastructure Fund for the All-Abilities Participation Stream for a grant of \$50,000 to support programming and activation of the new Playspace for people living with a disability.
3. Reallocate the existing 2024-2025 budget commitment of \$50,000 for the Aquatic Centre Water Play and Splash Park Planning and Design to support the following projects:
 - (a) Co-contribution of \$10,000 to support the application to the Regional Community Sports Infrastructure Fund for the update of the Horsham Aquatic Centre Facilities Plan.
 - (b) Co-contribution of \$10,000 to support the application to the All-Abilities Participation Stream of the Regional Community Sports Infrastructure Fund for the new Playspace (refer to recommendation 2 above).
 - (c) Balance of budget allocation (\$30,000) to be applied to an energy savings action plan for the Horsham Aquatic Centre.

Background

Following the cancellation of the 2024 Commonwealth Games, the Victorian Government launched a new funding program with two rounds (March 2024 and March 2025).

The RCSIF is additional to the normal annual funding rounds available through SRV and has more generous maximum grant limits and funding ratios. Applications for Round 2 must be lodged by the closing date of 17 March 2025. Details of the funding streams are shown below:

Funding Stream	Indoor Stadiums and Aquatic Facilities	Community Facilities	Women and Girls Facilities	Planning New	All Abilities Infrastructure	All Abilities Participation
Number of applications	1 application per LGA/ARV	Unlimited but cannot exceed \$1 million in total across all applications per LGA/ARV	Unlimited but cannot exceed \$1 million in total across all applications per LGA/ARV	One application per LGA/ARV	Unlimited but cannot exceed \$1 million in total across all applications per LGA/ARV	1 All Abilities Participation Initiative Request per infrastructure application (excl. applications to the Planning Stream).
Maximum total grant amount per applicant	Up to \$5 million for Indoor Stadium or Indoor Aquatic Facilities Or Up to \$3 million for Outdoor Aquatic Facilities	Up to \$1 million	Up to \$1 million	Up to \$40,000	Up to \$1 million	Up to \$50,000 per Participation Initiative Request

The proposed streams to be applied to are summarised below:

- **Community Facilities Stream**
Up to \$1million grant available. Funding ratio of \$4 SRV: \$1 Council
- **Planning Stream**
One application per LGA. Up to \$40K. Funding ratio of \$4 SRV: \$1 Council
- **All Abilities Participation Stream**
Up to \$50K per participation Initiative request
Local contributions not required but encouraged.

Round 2 of the RCSIF was announced by the Minister on 28 October 2024. Since then, staff have consulted SRV, received feedback and have been invited to resubmit to Round 2. Not all unsuccessful applicants were invited to resubmit.

A funding application was also considered for a warm-water pool at the Horsham Aquatic Centre in Round 1. This was considered not viable for the RCSIF funding given the estimated total project cost of \$8,059,726 and the maximum grant available through the SRV program of only \$3 million.

Discussion

The RCSIF Guidelines emphasise that projects must be ready to commence with strict documentation requirements to support the application, including site specific schematic plans; quotations or a Quantity Surveyor (QS) estimate dated less than 6 months old; and a Council Resolution confirming Council's funding commitment to the chosen projects.

All these components have been worked through with staff and the project's design consultant- PLAYCE. and has provided an up-to-date QS costings for the Plan.

The Community Facilities application will focus on the key recreational elements of the plan. Cost escalations since Covid has seen capital projects well exceed costings developed beyond 12 months. Staff have been working with the consultant to ensure the commitments for the upgrade do not exceed the maximum costed budget of \$1.25M. This means that landscaping and other ancillary costs cannot be delivered through the initial project budget of \$1.25M but can be factored into staged budgets over successive years summarised as follows:

- Plain concrete and slightly smaller hard court sports surface
- Reduced landscaping, garden beds, shelters and benches

Council could submit to the RSCIF the full cost of \$1,601,750 (Total project cost of \$1.49M + 7.5% Project Management cost \$111,750) supported by a higher co contribution from Council of \$601,750 to complete all elements- recreational components, landscaping and other amenities. Noting maximum grant is for \$1M. If Council was to support this approach, they would need to allocate an additional \$351,750 from a future Council Budget.

The concept plan for the Horsham Central Park Playspace project was approved by the previous Council and all necessary documentation is available to make this a strong application (**Appendix 9.4A & 9.4B**). An amount of \$250,000 has been included in Council's forward CAPEX budget for 2026-2027. These funds will need to be brought forward if Council supports this application.

To apply for the maximum grant of \$1million, Council must make a contribution of \$250,000 (4:1 ratio). This will allow the First Stage of the Horsham Central Park Playspace Redevelopment to be undertaken which consists of upgrades to large sections, of the park. The component elements include:

- Learn to ride/ roll bowl adjoining the main Skate bowl
- Beginner and advanced Pump Track
- Multipurpose Sports Court
- Play and Gather space
- Site preparation and readiness for additional staging
- Footpaths and connectors

The Regional Community Sports Infrastructure Fund allows Councils to apply for multiple streams and Council staff are also preparing to make an additional 2 applications subject to Council endorsement and the reallocation of existing funds. It is suggested that the existing project- *The Aquatic Centre Water Play & Splash Park Planning & Design* (\$50K committed in 2024-2025 FY) is reallocated to support the RSCIF applications. It is suggested that this commitment be better utilised to take advantage of the additional funds available at higher ratios in Round 2 of the RSCIF. It is suggested that the existing commitment be reallocated as follows:

1. Planning Stream (\$10K)

\$10K may be allocated as a co contribution to the new Planning Stream. Seek \$40K to undertake an updated Facility Plan for the Horsham Aquatic Centre. The current Master plan is over 10 years old. Existing projects in the plan require reprioritisation and re-costing. The provision for a future Waterplay and Splash Park design can be factored to in a new, updated and more contemporary Facility Plan. Other elements may include sustainability, climate impacts and multi-use spaces.

2. All Abilities Stream (\$10K)

\$10K be allocated to the development of a detailed participation plan to increase usage of the Horsham Central Park Play space site. A co-design approach with people with lived experience of barriers to participation and a range of disability service providers will identify programs and participation opportunities to increase use and activity of park. This plan strengthens Horsham's competitiveness in its' bid for the Community Facilities stream.

3. Update the energy savings plan and actions for the HAC (\$30K).

This work is required for the Horsham Aquatic Centre, which relies on gas for the majority of its heating. Current aquatic facilities use heat pumps and other renewable options to reduce the cost of operations and make the centre more thermally efficient. Some works are required now, so part of the suggested relocation will see the plan and implementation of some improvements to Horsham's aquatic centre this FY.

All three projects have been canvassed with SRV and the funders are supportive of all 3 projects being made as applications to the current and final round of the RCSIF.

Options to Consider

1. Support the projects as proposed in the report as per the recommendation.
2. Not support the projects in the report.

Option 1 is recommended in order to take advantage of funding available and deliver on a shovel ready project. Also to increase participation at the facility and for carry out further planning at the aquatic centre.

Sustainability Implications

Environmental implications of all 3 applications have been considered and will be delivered as part of the project where appropriate and part of the project budget.

Community Engagement

The Horsham Central Park Play space upgrade undertook extensive community consultation and the concept plan has been signed off and approved by the previous Council. Refer to **Appendix 9.4C**, the project's Engagement Report.

If funded, both the Planning Grant and the All-Abilities Grant will require detailed engagement as part of the delivery. Additional consultation will be undertaken as required throughout the delivery phase of all three projects to maximise benefits for our community.

Innovation and Continuous Improvement

Utilising where available, state and federal funding sources to offset capital costs of priority community sport & active recreation projects, results in improving assets, increases liveability and maximises value for money on committed projects.

Collaboration

Feedback loops and regular formal meetings are held between Recreation and Open Space staff, the Projects Office at HRCC and with project funders SRV. We have an excellent relationship with this funder and have entered multiple projects with SRV as our primary partners in these funded projects. If funded, SRV will be represented on the project's governance structure, to monitor and manage delivery and outcomes.

Financial Implications

The Community Facility Stream through the State Government's RCSIF will fund the main recreational components of the Horsham Central Park Play space upgrade. However, additional commitments will be required in subsequent budgets or grants to cover additional landscaping and other ancillary parts of the projects. The site will be fully functional however without the additional investment. The suite of plans and costings developed for the application provide a current account of costs for additional landscaping and other non-funded components, which can be applied to other grants if opportunities arise.

The ratios available for the SRV RCSIF will unlikely be repeated due to the source of this grant fund.

Regional, State and National Plans and Policies

There are no specific references to Regional, State and National Plans and Policies in the proposed application.

Council Plans, Strategies and Policies

2021-2025 Council Plan - Theme 2 Liveability:

- Create engaging spaces and places for social connection and wellbeing to build community resilience.
- Encourage participation, diversity and growth in sports, events, arts and culture.

Risk Implications

Effective project management plans have been developed for the Community Facilities project to ensure timely delivery of the projects. If approved to proceed, the Planning and All Abilities stream will have projects management plans developed as preparation for the applications.

Conclusion

The Regional Community Sports Infrastructure Fund is an additional funding stream currently being offered by the State Government through SRV. This Council Report seeks to maximise this grant opportunity.

9.5 INTENTION TO SELL LAND AT THE WIMMERA AGRICULTURE LOGISTICS HUB

Author's Name:	Fiona Gormann	Director:	Kevin O'Brien
Author's Title:	Manager Investment Attraction and Growth	Directorate:	Communities and Place
Department:	Investment Attraction and Growth	File Number:	F15/A07/000001

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

Plan of Subdivision PS848949A (Lot S3 & Reserve No.2) **(Appendix 9.5A)**

Proposed Plan of Subdivision PS928689F **(Appendix 9.5B)**

Purpose

To provide Council with an update on the activities within the Wimmera Agriculture Logistics Hub (WAL Hub) and to seek Council approval to give notice of Council's intent to sell land at the WAL Hub located at Dooen by private treaty.

Summary

- The recent Council developed subdivision on Burgin Drive which is part of the WAL Hub precinct at Dooen has had positive outcomes since it was released for sale in 2021 **(Appendix 9.5A)**.
- There were 9 lots that made up Burgin Drive, Subdivision Stages 1 and 2 of which three have been sold and one is under contract.
- The public notice to sell the land at WAL Hub in Stages 1 and 2 issued in May 2024 and has become stale and the proposed lot sizes for two of the lots have also changed, Therefore, it is proposed to issue another public notice for remaining land in Stage 2, and the land occupied by Lots 13 and 14, as depicted in the proposed plan of subdivision PS928689F **(Appendix 9.5B)**.

Recommendation

That Council:

1. Note the progress report in relation to the sale of lots within Stages 2 and 3 of the Wimmera Agriculture Logistics Hub (WAL Hub).
2. Is satisfied that there are exceptional circumstances justifying Council forgoing the benefits of a public process of sale in favour of private treaty negotiations with interested parties, for the reasons identified in the report to Council.
3. Give notice of its intention to sell the land known as Lots 3, 4, 5, 6 and 7, Stage 2 WAL Hub, Dooen. This notice also includes Lots 13 and 14, Stage 3 as identified in the proposed plan of subdivision PS928689F, having regard to the proposed key terms of sale identified in the report to Council.
4. Undertake a community engagement process in accordance with its community engagement policy by seeking written submissions in relation to the proposal and providing an opportunity for submitters to appear in person or online to speak to their submissions if they so request.
5. Obtain a valuation of each lot in accordance with the requirements of the *Local Government Act 2020*, which is not more than six-month-old at the time of sale.
6. Request Council officers to report back to Council in relation to any submissions received as part of the community engagement process, provide Council officer assessment in respect of those submissions and the proposal as a whole, and submit a recommendation in relation to the same.

REPORT

Background

The WAL Hub is located approximately 8.5 kilometres north-east of the Horsham CBD. As Council is aware, the south-western portion of the WAL Hub, bound by the Henty Highway, Freight Terminal Road and the rail-line is Council owned which equates to approximately 87 hectares of the 470-hectare site. Council prepared a Structure Plan for the Wal Hub (formally known as the WIFT) with bespoke Planning Scheme controls providing the mechanism for controlling the development outcomes. Except for the Wimmera Intermodal Freight Terminal (WIFT), the development of Freight Terminal Road, Burgin Drive, Johnson Asahi Hay Processing and Viterra Grain Receival the site is still largely undeveloped.

In April 2021, Council resolved to note a report which included information regarding the subdivision, scope of works for internal road construction and recent interest to purchase land within the estate and to publicly advertise Council's intent to sell land at the Dooen Industrial Estate. At this Council meeting, Council also resolved that the name for the Dooen Industrial Estate site be changed to WAL Hub.

In June 2021, Council resolved having received no submissions, to proceed with the intended advertising and sale of land as outlined in the proposal to sell industrial zoned land at Henty Highway Dooen. Council authorised that the CEO to enter in contracts to sell the land at the Wal Hub Henty Highway Dooen at no less than the current market valuation.

Illustrated below in Figure 1 is the development plan identified for the WAL Hub (formerly called the WIFT Precinct). This has further been modified with the Burgin Drive Subdivision. (See Figure 2) and Freight Terminal Road Proposed Plan of Subdivision (see Figure 3)

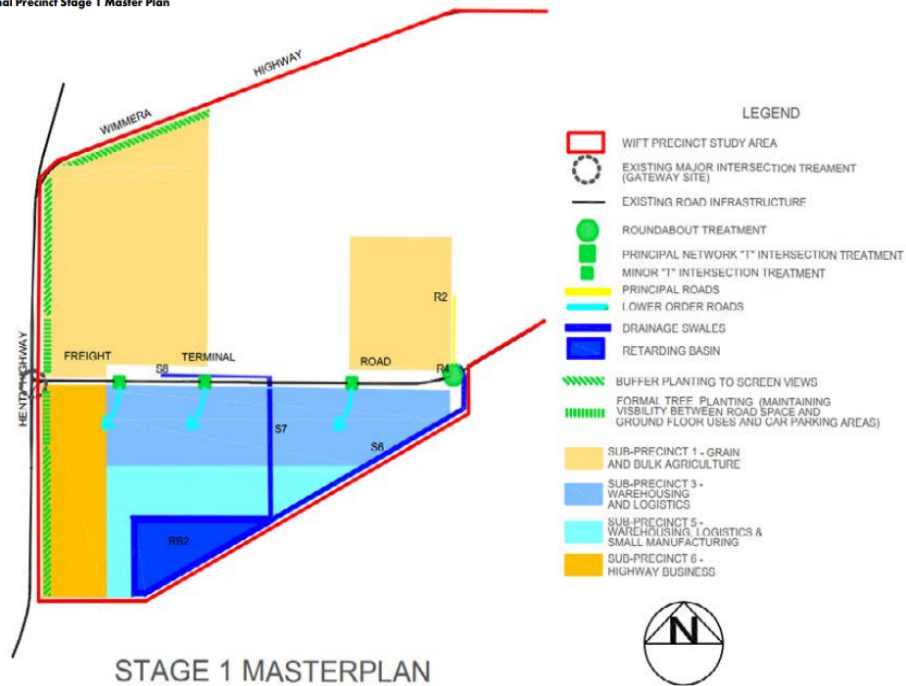
An amendment is proposed to amend the reference to Small Manufacturing to Manufacturing and remove any ambiguity regarding the size and scale of Industry within the precinct provided it is not incompatible with surrounding land uses and responds to changing economic circumstances that requires flexibility for the long-term development of the precinct.

A full assessment of the amended Development Plan Overlay application is to be undertaken by council officers and a decision is to be made under delegation to allow a timely and considered decision to be made.

Figure 1 - WIFT Precinct Development Plan

Figure 1 Wimmera Intermodal Freight Terminal Precinct Stage 1 Development Master Plan, below, identifies the following elements of the development of the WIFT Precinct:

Figure 1:
Wimmera Intermodal Freight Terminal Precinct Stage 1 Master Plan



Stage 1 Development Plan | 5

Figure 2 - Burgin Drive Subdivision

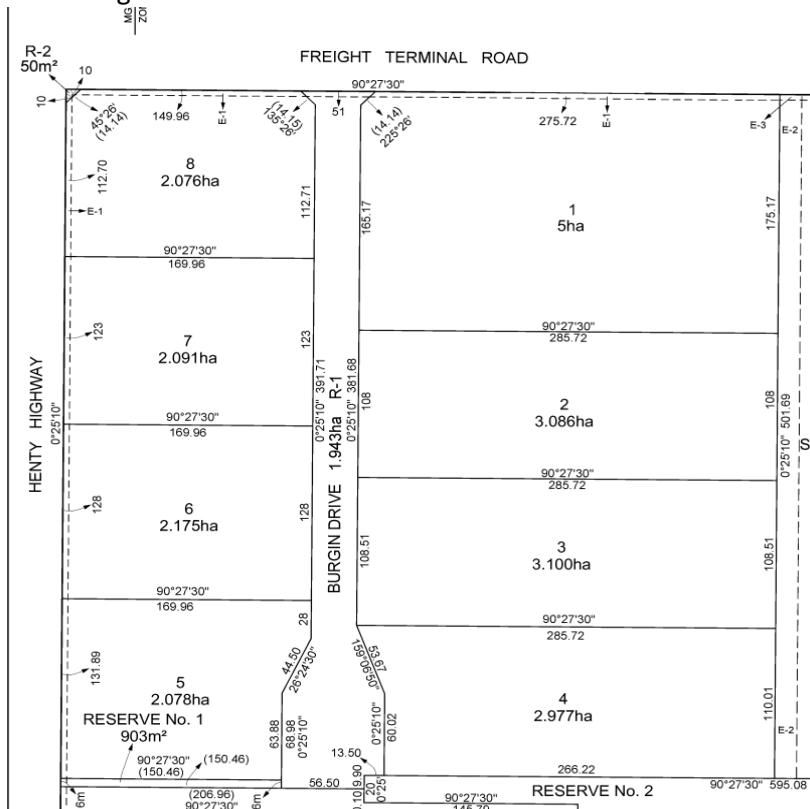
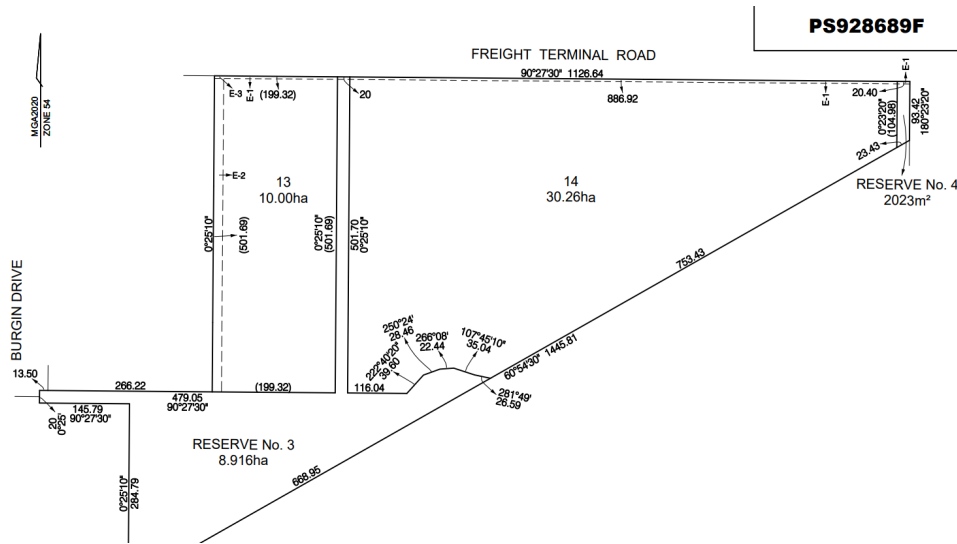


Figure 3 - Freight Terminal Road Proposed Subdivision Lots 13 & 14



Discussion

To date, Lot 1 (Stage 1) and Lots 2, 8 and 9 (Stage 2) have been sold and settled.

In respect of the remaining Lots 3 to 7 (inclusive) in Stage 2 and Lots 13 and 14 in Stage 3, Council cannot sell any of these lots unless Council initiates a fresh statutory process pursuant to section 114 of the *Local Government Act 2020*, which requires the following:

- Council must give notice of its intention to sell on its website at least four weeks prior to the sale.
- Council must undertake a community engagement process in accordance with its Community Engagement Policy; and
- Council must obtain a valuation of the land which is not more than six months old at the time of sale.

A fresh statutory process is necessary for the following reasons:

- any parties currently interested in purchasing lots within Stages 2 and 3, WAL Hub, have been identified by a marketing process this is the same process as identified in May 2024 but is unrelated to the original process undertaken by Council in 2021; and
- the 2024 statutory process, including the public notice of intention to sell land published in May 2024 is now out-of-date and stale.

It is best practice for Council to sell land by means of a public competitive process of sale, such as an auction, request for expressions of interest or request for tenders. This is regarded as a particularly effective means of testing the market as to the degree of market interest in the sale of land and for securing a sale on the most favourable terms. Council officers are satisfied that there are exceptional circumstances in this case justifying the abandonment of the benefits of a public competitive process of sale in favour of private treaty negotiations for the following reasons:

- The Land at the Doon WAL Hub has some unique Planning and Zoning requirements (Industrial Special Use) that can only be catered for via a substantial amount of due diligence from both the Purchaser and Vendor (HRCC) in most cases.
- Purchasers require a price to commence their due diligence, so they do not waste their time or Council.

- When purchasers are seeking finance, they normally require a firm figure to work with.
- Generally speaking, the land component is the small part of the equation regarding the total cost of the project.

Tender/Expression of Interest

Normally utilised where it is expected that there are strong multiple parties interested in a particular property and is hard to ascertain the value of a unique property. Not suitable for the WAL Hub as the Purchaser may not meet the criteria to purchase. In the last 3 years, only 4 blocks have been sold.

Auction

Used where transparency is required and where strong competition is expected, or a result is required on the day. (i.e. Mortgagee Sales) as a purchaser is required to enter an unconditional Contract, Council is unable to ascertain suitability. Not suitable for the WAL Hub as the Purchaser may not meet the criteria to purchase. Again, only 4 blocks have been sold in the last 3.5 years.

Private Sale

Industrial Land Subdivisions are normally priced which allows buyers to perform their due diligence prior to Signing a Contract. Ideal, in the case of the WAL HUB where a buyer needs to meet the Special Use Zone criteria prior to entering into a formal Contract of Sale. It allows Council staff to have pre purchase meetings and discussions as to who may qualify for the land available at the time. Eliminates investors looking to landbank. It also allows the Agent to conduct some industry background checks prior to the relevant meetings/discussions.

Since June 2021, Council has finalised the Burgin Drive Subdivision and the lots have been publicly advertised for sale by our appointed Real Estate agent. There are 9 lots that make up Burgin Drive (Subdivision Stages 1 and 2) of which four have been sold, one lot is on hold pending due diligence and four lots remain on the market.

Options to Consider

1. Council may choose to give notice of its intention to sell land now within the WAL Hub Stage 2 and Stage 3 located at Dooen.
2. Council may choose not to give notice of its intention to sell land at this point in time.

Having regard to the exceptional circumstances identified in this report, it is recommended that Council gives notice of its intention to sell one or more of Lots 3 to 7 (inclusive), Stage 2, and Lots 13 and 14, Stage 3 as per Proposed Plan of Subdivision PS928689F, within the WAL Hub at Dooen by private treaty on the following proposed key terms:

- to purchasers who are engaged in one or more of the manufacture, processing, packaging, storage, transport, distribution and export of primary produce, raw materials or food products, service industries and ancillary uses;
- for market value; and
- in consideration for commitments from purchasers for prompt development of the relevant lots.

For Lots 3, 4, 5, 6 and 7, there are existing titles so settlement can be as soon as preferred by the purchaser. For Lots 13 and 14 (formally known as Lots 10 and 11, Stage 3), these sales will be conditional upon registration of a plan of subdivision for Stage 3 with settlement to follow plan registration.

Interested parties are both related to agriculture industries predominantly in food manufacturing and storage and packing.

The following condition will be included on the Contract of Sale

1. It is specifically agreed:

- (a) The purchaser will seek connection of power supply onto the property for the Purchaser's own power needs at the Purchaser's own expense.
- (b) The Purchaser is responsible for connection at the Purchaser's expense of GWMWater supply (non potable) to the property sold.
- (c) The Vendor will supply a standard crossover for the property to the following specifications:
 - (i) Maximum 120m2 coverage. A wider crossover can be supplied by the Vendor at an additional cost payable by the Purchaser to the Vendor as directed by the Vendor.
 - (ii) 9.6 m wide x 375 mm diameter reinforced concrete pipe with 2 drivable walls.
 - (iii) Minimum 400 mm class 1 crushed rock compacted to 9.5 m width and to boundary of block with 2 coat prime and seal.
- (d) The Vendor will install standard security fencing for 3 boundaries of the property sold (being for the property's side fencing and property's rear fencing to the following specifications:
 - (i) Total fence height 2100 mm, being 1800 mm galvanized chainwire mesh plus 2 rows barb wire above, with galvanized posts and stays concreted in ground.

2. The Purchaser acknowledges the use and future development of the property is subject to relevant planning and building permit approvals.

3. The Vendor acknowledges it will consent to the Purchaser submitting an application for planning and building approvals with respect to the property sold prior to settlement of the sale herein.

4. The Purchaser acknowledges being aware of the pending proposal for mining activities in the nearby precinct and is responsible for undertaking their own due diligence in regard to this.

Sustainability Implications

Nil

Community Engagement

It is a legislative requirement of section 114(2)(b) of the *Local Government Act 2020* that Council must undertake a community engagement process in accordance with Council's Community Engagement Policy.

Innovation and Continuous Improvement

Nil

Collaboration

Not applicable

Financial Implications

Nil

Regional, State and National Plans and Policies

Regional Economic Development Strategies (REDS) - Regional Victoria is a driving force behind our State's economic growth and prosperity. The Victoria's Regional Economic Development Strategies (REDS) identify strategic directions to further drive growth and prosperity in regional Victoria.

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

Conclusion

Information in this report is provided to support Council to make informed decisions on the WAL Hub precinct located at Dooen. This is a multifaceted agricultural hub and needs to be supported by Council to enable investment and job growth within the municipality which also has significant benefits for the broader region.

9.6 VICTORIAN GRANTS COMMISSION SUBMISSION RE ROAD FUNDING

Author's Name:	John Martin	Director:	John Martin
Author's Title:	Director Infrastructure	Directorate:	Infrastructure
Department:	Infrastructure	File Number:	F20/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

2014 Submission to Victorian Grants Commission (**Appendix 9.6A**)

2014 Response from Victorian Grants Commission (**Appendix 9.6B**)

2006 Cost modifier formula (**Appendix 9.6C**)

2024-2025 Cost modifier formulae (**Appendix 9.6D**)

Proposed submission (**Appendix 9.6E**)

Purpose

To make a submission to the Victorian Local Government Grants Commission to review the formula for assessing the contribution to Councils for the Local Roads component of the annual Financial Assistance Grants.

Summary

- Comparison of asset data on the lives of Horsham's roads, compared to other parts of the State, indicates that our roads have shorter lives, and therefore increased costs of maintenance and renewal compared to many other Councils.
- The funding formula for the roads component of the annual Financial Assistance Grants, funded by the Federal Government through the Grants Commission includes a provision related to the geology (or sub-grade) of the roads' foundations, recognising the impact that highly reactive soils can have on the cost of maintaining roads.
- In 2012 and again in 2014, Council made a submission to the Grants Commission that highlighted the shorter lives of Horsham's roads, and that the funding formula used by the Grants Commission did not reflect the variation in road lives across the State.
- The Grants Commission did not adopt the recommendations of Council's submission, but did vary its formula for considering geology, but with no material change in the outcome for Horsham.
- A draft submission to the Grants Commission is presented for consideration to again highlight the case for review of this funding formula.

Recommendation

That Council endorse the draft submission in **Appendix 9.6E** for presentation to the Victorian Local Government Grants Commission.

REPORT

Background

Appendix 9.6A to this report includes a copy of a submission previously presented to the Grants Commission in 2012 and 2014. The key aspects of this submission are:

- Information collected by an independent road asset management consultant enabled a comparison of road lives across many of Victoria's Councils.
- This information showed the variation in lives of between 40 and 180 years, with Horsham's being at the lowest end of this range, i.e. a range of 450%.
- This is based on the highly reactive soils across much of Horsham municipality, referred to as the sub-grade in the Grants Commission explanation of its formula.
- The formula used by the Grants Commission to vary the roads funding due to sub-grade only provides a range of 15% between the Councils with the longest and shortest lives of roads in the State.

Appendix 9.6B is the response from the Grants Commission to Council's 2014 submission. In this response they advised that they had made a change to the method of calculating the sub-grade modifier, but that the range of the cost modifiers for this parameter was unchanged, being 0.95 – 1.10. Note that in its latest report the modifiers applicable in Horsham for sub-grade were 1.05 for rural roads and 1.06 for urban roads – which is below the higher end of the range that might be expected based on Horsham's reactive soils.

Discussion

The changes in the formula used for the sub-grade cost modifier by the Grants Commission are presented in **Appendix 9.6C & 9.6D**. In particular, attention is directed to the following on page 4 of **Appendix 9.6E** as follows:

Soil reactivity is a measure of how much the soil expands or contracts due to changes in the soil moisture content. Reactive soils expand upon increases in moisture content and contract as they dry out. The greater the volume change of the soil, the higher the reactivity of the soil is. It is theorised that for higher reactivity soils, associated road maintenance costs will be higher due to the damage caused to the paved surface due to movement.

E	(x5.0)	Extreme reactive clay or silt sites, which can experience extreme ground movement from moisture changes
H-E	(x5.0)	
M-E	(x4.0)	
H	(x3.3)	High reactive clay or silt sites, which can experience high ground movement from moisture changes
M-H	(x2.5)	
M	(x2.0)	Moderately reactive clay or silt sites, which can experience moderate round movement from moisture changes
S-M	(x1.7)	

This extract provides an explanation of how soil types impact on ground movement, and the table includes an index value. It is interesting to note that the index shown for the Extreme soils (E), which much of the Horsham municipality has, is shown as x5. This seems to align with the life variation outlined earlier of 450%.

But then, after calculating this index, the cost modifier is converted back into a range of 0.95 – 1.10. So the full effect of this broad range of the reactivity index, or road life, is not represented in the cost modifier.

This is the key aspect that is explored in the new submission proposed to be presented to the Grants Commission, attached as **Appendix 9.6E**.

Options to Consider

Nil

Sustainability Implications

Nil

Community Engagement

None proposed. This is an administrative matter seeking to gain additional funding for Council.

Innovation and Continuous Improvement

Nil

Collaboration

The initial submission was prepared with the assistance of an independent asset management consultant. Council has changed its approach for collecting and managing road asset data, however the information provided by the consultant remains valid.

Financial Implications

This report aims to gain additional funding for Council through the annual Financial Assistance Grants.

Regional, State and National Plans and Policies

The Financial Assistance Grants are Federal funds distributed through the Victorian Grants Commission in accordance with its policies.

Council Plans, Strategies and Policies

Seeking additional funding through the Financial Assistance Grants aims to contribute to the following action from the 2021-2025 Council Plan - Theme 4 – Accessibility: Advocate for supporting infrastructure to ensure connections to key places and services

Risk Implications

If Council does not invest sufficient funding in road and asset renewal and maintenance, the level of service to our community will decline.

Conclusion

A draft submission to the Victorian Local Government Grants Commission, outlining a rationale for increased funding for Council's roads, is presented for Council's consideration.

9.7 ROAD SAFETY FUNDING PROJECTS – FIREBRACE ST / MCLACHLAN ST ROUNDABOUT

Author's Name:	John Martin	Director:	John Martin
Author's Title:	Director Infrastructure	Directorate:	Infrastructure
Department:	Infrastructure	File Number:	F02/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

2022 Report on initial CBD Works (**Appendix 9.7A**)

2024 Report on Community Feedback (**Appendix 9.7B**)

Firebrace St / McLachlan St roundabout preferred design (**Appendix 9.7C**)

Purposes

To present Councillors with background information on the initial round of externally funded road safety projects that led to the installation of raised crossings at various sites around Horsham's CBD.

Summary

- This report provides background information about a series of road safety projects that Council had been granted funds to undertake.
- The works generally comprised installation of raised pedestrian crossings around the CBD area.
- Some of these works have attracted significant community criticism.
- The report explains why changes were made to the original designs for the two temporary installations.
- The report presents some options for the future of raised crossings in the CBD.

Recommendation

That Council:

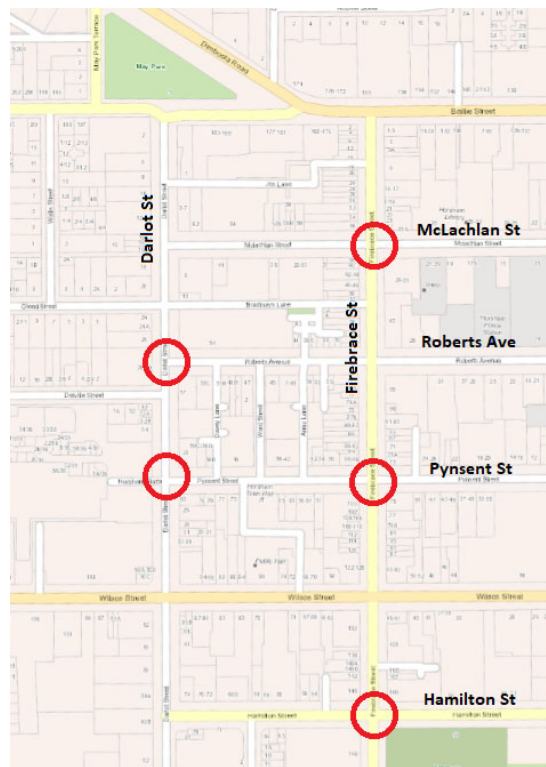
1. Remove the temporary speed humps at the Firebrace St / McLachlan St roundabout.
2. Remove the speed humps and pedestrian crossing at the Firebrace St mid-block crossing between Roberts Ave and McLachlan St.
3. Request a further report investigating and providing recommendations into:
 - a. The merit of well-designed raised pedestrian crossings compared to flat (zebra) crossings only at intersections, and compared to no formal pedestrian crossings at roundabouts,
 - b. The merit of a consistent approach to intersection treatments at all CBD roundabouts,
 - c. The pros and cons of mid-block pedestrian crossings at various locations within the CBD,
 - d. Options for a staged approach to these treatments,
 - e. Funding options for these works.

REPORT

Background

Council was invited to participate in a Federal Government road safety funding round via contact from the regional office of Department of Transport and Planning (at the time Regional Roads Victoria) in early 2021. The invitation requested Council to identify priority road safety projects to the value of \$1 million, without matching funding being required. An extensive list of projects was identified, based on Council’s Horsham Urban Transport Plan, and records of complaints / incidents received from the community over a series of years.

The review of these projects by DTP identified upgrades to the five key roundabouts in the CBD (Firebrace St and Darlot Ave) as the projects most aligned with the Federal Government’s funding criteria. Preliminary designs were prepared (also funded externally) for these works. These roundabouts are as shown in the diagram below in red:



The objective of these works was to enhance road safety, and in particular pedestrian safety, utilising the Safe System principles, which recognise that accidents will happen, but that the consequences of these should be taken into account to minimise the impact of them, i.e. to avoid fatalities and serious injuries. A specific objective relevant to these principles is that where there is a likelihood of pedestrian impacts, the speed of vehicles should be managed to 30 km/h or less so that the incidents are survivable for pedestrians.

These projects and the funding were discussed at an initial briefing with Councillors where concerns were raised about the potential for impacts on retail trade in the CBD. A view was expressed that the raised crossings proposed at the roundabouts would lead to traffic congestion. As a result, the suite of projects was changed to the seven sites shown in the report from the 14 June 2022 briefing meeting (**Appendix 9.7A**).

Discussion at that meeting led to changes to the scope of the projects as follows:

- The raised crossings at the Firebrace St / McLachlan St roundabout would be installed on a temporary basis, as pilot works.
- The mid-block crossing in Firebrace St between Roberts Ave and McLachlan St would also be installed on a pilot basis.
- The proposed upgrade of the existing pedestrian crossing in Roberts Place was omitted as it was assessed to be within the desired parameters.

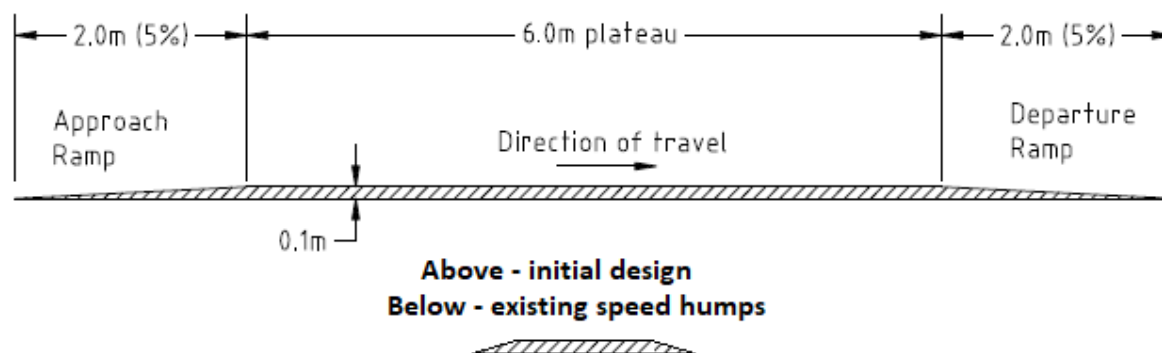
This package of works was subsequently endorsed at the 27 June 2022 Council meeting. The Firebrace St / McLachlan St roundabout was the last of the works to be installed.

The decision to change the works at the Firebrace / McLachlan roundabout and the Firebrace St mid-block crossing, to be pilots instead of permanent meant that the works were compromised in the following ways:

- Pin-down rubber matting was used instead of asphalt for the humps
- The approach/departure angles of the pin-down humps were steeper than the asphalt designs, leading to harsher impacts on vehicles
- The original design had a flat/uniform surface from footpath to footpath, facilitating easier movement for pedestrians or people in gophers/wheelchairs or pushing prams
- The rubber matting surface was found to be slippery at times.

In summary, the installed works represented a significantly poorer standard of works than the original design. Examples of the preferred treatments are the raised crossings in Darlot St (at Glead St), and in Pynsent St between the newsagent and Town Hall. These works are representative of the intended scope of the raised crossings at the two sites that were treated with the pilot works.

The attached detailed design extract (**Appendix 9.7C**) for the roundabout works illustrates the intended design for the Firebrace/McLachlan Sts roundabout. Note in particular the flatter grade of the ramps on the crossing, as per this extract below, compared to the steeper angle on the existing speed humps, drawn to the same scale, below.



This diagram shows the ramps having an elevation of 100 mm over a 2.0 m distance. In contrast the pilot pin-down speed humps achieve the 100 mm elevation over a distance of 400 mm, clearly being more abrupt.

The photo below shows the Pynsent St raised crossing which has ramps at the same angles as those originally designed for the Firebrace/McLachlan roundabout.



Councillors recently received a presentation from the Transport Accident Commission about the Safe System principles behind these road safety works. Some of the relevant aspects of these principles, as would be applied to Horsham's CBD include:

- The historical approach of reacting to crash statistics is no longer best practice
- A pro-active approach to avoiding injuries before they occur is preferred
- Raised pedestrian crossings are considered to provide the highest crash reduction factor potential for pedestrian safety
- A pedestrian crossing without a traffic calming treatment is not considered suitable for reducing the potential of injuries
- A consistent design of roundabouts at the key CBD intersections would assist in community understanding of their use.

Further information on these principles is available at this webinar:

<https://www.youtube.com/watch?v=uNaktyLsw7U> in particular from around the 47 minute mark. (Or Google Youtube Road Safety Webinar Kenn Beer)

Community Engagement

Community feedback on the CBD pedestrian safety works was sought during September 2024 after completion of the roundabout works, and their subsequent re-configuration. A report on this feedback was prepared, although it was not submitted to Council at the time as it was then the caretaker period. This report is now attached as **Appendix 9.7B**.

In summary, the report shows that there was generally poor feedback on the installation of the safety works, including that only 11.7% of respondents indicated they believe the crossings have made the CBD safer / easier to move around. It is also noted that 62.5% indicated that none of the crossings have been successful.

Officers had previously met with the Disability Advisory Committee in August 2024 to discuss the road safety works. Feedback from this meeting informed the changes to the configuration of the Firebrace / McLachlan St intersection roundabout, in particular moving the speed humps to be not aligned with the pedestrian crossing path.

Discussion

It is clear from the community feedback that the pedestrian treatments in the CBD have caused a significant level of concern. This needs to be acknowledged. Having said that, the level of community concern only seemed to escalate when the poorer designed pilot works were installed in particular at the Firebrace St / McLachlan St roundabout.

Two key factors that may have contributed to this status are:

- The poor configuration of the pilot works, and
- The inconsistent treatment of roundabouts in the CBD.

In relation to this latter point, it could be that some drivers are not consistently giving way to pedestrians at these crossings as there is only the one each of the full roundabout treatments and mid-block crossings in the CBD area, while other roundabouts do not have the same treatment.

It is postulated that the community's acceptance of the CBD pedestrian treatments at roundabouts and mid-block crossings would be better if:

- All of the roundabouts had the same configuration, and
- The works were installed to the higher design standard with flatter ramps and flat crossings for pedestrians.

A question still remains about whether full roundabout treatments and mid-block crossings are both required. The introduction of the mid-block crossing near Bradbury Lane led to a desirable reduction in speed straight away (advice from TAC), but it is likely that the roundabout treatments at each intersection would achieve a similar effect. While this writer's observations have been that these crossings are frequently used, a key concern about them has been the loss of parking on either side of the crossings.

Analysis of speed data provided by the TAC since the introduction of the mid-block crossing in Firebrace St has shown a general reduction in vehicle speeds of close to 10 km/h, with vehicles now generally at or less than the target 30 km/h. Travel times northbound have only increased on average 12 seconds, with no increase in southbound travel times.

A potential approach to this would be to trial properly constructed crossings at all of the CBD roundabouts, and then review this after a period of time. A proposal for a further more detailed investigation is presented in the recommendations to this report.

Options to Consider

This paper presents background information for consideration of the following options:

- Removal of the pilot raised crossing treatments at the Firebrace St / McLachlan St roundabout and Firebrace St mid-block crossing.
- Whether further well-designed roundabout treatments should be considered for Horsham's CBD.

Sustainability Implications

Nil

Innovation and Continuous Improvement

Historically, road safety treatments were often proposed in response to crash or incident statistics. The current approach, based on the Safe System principles, is aimed at proactively identifying risks and applying proven techniques to situations where there is a likelihood of incidents, aiming to avoid incidents or reduce the impact of them.

Collaboration

The priority sites for this round of works were identified in collaboration with the Department of Transport and Planning.

Financial Implications

The initial program of works was fully funded by the Federal Government. Any changes to the works would need to be funded by Council, unless Council is able to negotiate for TAC to support funding of improved designs for permanent works.

Regional, State and National Plans and Policies

Funding for these works was sourced from a Federal government program aimed at improving road and pedestrian safety.

Council Plans, Strategies and Policies

Council Plan 2021-25 identifies the following relevant initiatives

Theme 1 – Community: Enhance the inclusivity, accessibility and safety of our places and spaces

Theme 4 – Accessibility: Ensure a safe and connected transport network including active transport

Risk Implications

Key risks with these works include:

- The level of community concern about poorly implemented works. Improved engagement and further education are proposed to address this.
- The risk of pedestrian injuries if appropriate safety measures are not retained / installed at key intersections.
- Construction risks. These are generally able to be managed. Interruptions to business or traffic will need to be considered for some sites.

Conclusion

This report provides background to the pilot road safety treatments in Horsham's CBD and proposes some actions to address community concerns and safety.

9.8 DADSWELLS BRIDGE PEDESTRIAN BRIDGE REPLACEMENT

Author's Name:	Rehan Majeed	Director:	John Martin
Author's Title:	Coordinator Project Office	Directorate:	Infrastructure
Department:	Engineering & Assets	File Number:	F06/A12/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To advise Council about the process to award the contract for removal of the existing bridge, and supply and installation of a new pedestrian bridge at Mt William Creek in Dadswells Bridge.

Summary

- Council has secured funding for recovery of infrastructure impacted due to the February 2024 fires
- One of the major impacts of these fires was damage to the pedestrian bridge on Mt William Creek in Dadswells Bridge
- Council intends to use this funding to replace the bridge with a more sustainable structure and maintain the level of service provided to the community of Dadswells Bridge
- A public tender was released as per Council's standard procurement process, closing on 11 February 2025
- Evaluation of the tenders was not completed at the time of preparation of this report, however preliminary information is that the tender will be within the value of the Chief Executive Officer's delegation limit.

Recommendation

That Council:

1. Acknowledge the funding support of the Australian and Victorian Governments to make \$305,000 available to support Council's fire recovery support for Dadswells Bridge.
2. Note that the value of the preferred tender is anticipated to be within the delegation limit for the Chief Executive Officer, and that the contract will most likely be awarded under the CEO's delegation.

REPORT

Background

One of the impact of bushfires that impacted Dadswells Bridge in February 2024 was the structural damage to the wooden pedestrian bridge on Mt William Creek. The bridge was constructed by Council employees for the community of Dadswells Bridge in 2008 with State Government funding support. The bridge holds significant value for the local community providing safe access for pedestrians over Mt William Creek, enabling them to avoid the narrow and dangerous Western Highway bridge.



FIGURE 1 MOUNT WILLIAM CREEK - LOCATION COORDINATES: - 36.916233, 142.510486

Council has secured funding through the Victorian State Government and Australian Federal Government for recovery of infrastructure, as part of a broader program to support Councils across Victoria impacted due to bushfires and storms that commenced on 13 February 2024. The funds were made available to make sure Councils have the capacity to support their communities as they continue to undertake long term recovery activities and to recoup recovery costs.

Discussion

Council has secured \$305,000 for recovery of infrastructure impacted by bushfire in 2024. The pre-tender estimate for the bridge replacement was \$250,000. The estimate included removal of the existing wooden bridge and installation of a new steel frame bridge. Design and detailed specifications for the bridge were prepared in house by Council's Engineering Department. It is anticipated the project will start in early March and will take around 8 to 10 weeks for completion.

Tenders for removal of the old bridge, fabrication, transport, and installation of the new bridge closed on Tuesday 11 February 2025. The tender evaluation report was not available at the time of distribution of papers for this Council meeting.

Initial examination of the tenders indicates that there are potentially suitable submissions within the available budget and within the Chief Executive Officer's delegation, hence it is anticipated that the Chief Executive Officer will be able to award the contract.

If this is not the case, an urgent business paper may be presented to Council to recommend award of the contract to enable construction to proceed as quickly as possible.

Options to Consider

Two options for construction of the new bridge were provided to tenderers to make a bid on, including:

- Steel truss bridge
- Steel arch bridge

Consideration was also given to repair of the bridge, rather than replacement. As the eastern piers of the bridge were also fire damaged, that task would have been relatively costly. Council did not have funds budgeted for these works. The available funding provides the option of a more durable steel structure.

Sustainability Implications

The bridge is located within the Grampians National Park. Council has a consent for the structure and has sought approval from Parks Victoria for the replacement works.

Community Engagement

The project was triggered due to bushfires in February 2024 and has been discussed with the community of Dadswells Bridge at multiple community meetings.

Innovation and Continuous Improvement

The option for a concrete filled steel arch bridge would be the first of this kind in Victoria, if that option is selected.

Collaboration

The support of Emergency Recovery Victoria has been paramount in preparing relevant information to leading to the grant from the two Governments.

Financial Implications

Council has secured \$305,000 for recovery works, which forms the budget for this project. The pre-tender estimate was prepared with an estimated of \$250,000. The estimate includes removal of the existing wooden bridge and installation of a new steel frame bridge.

Regional, State and National Plans and Policies

The project is being funded by the Australian Government and Victorian Government to support Councils in recovery of infrastructure and services impacted due to the storms and fires of February 2024.

Council Plans, Strategies and Policies

Proposed works align with Theme 3 – Sustainability, and Theme 4 – Accessibility, of the Council's Annual Action Plan 2024-2025

Risk Implications

Standard construction risks will apply. Supervision of works will be conducted by Council officers to manage these risks.

The successful contractor must provide their work methodology and progressively update their OH&S plan to address the specific site requirements and identify their risk control measures.

Conclusion

Australian and Victorian Government funding will lead to the replacement of the wooden pedestrian bridge at Dadswells Bridge that was extensively damaged in the February 2024 bushfire.

9.9 WAYS OF WORKING CHARTER

Author's Name:	Craig Niemann	Director:	Not applicable
Author's Title:	CEO	Directorate:	Not applicable
Department:	CEO	File Number:	F19/A06/000001

Officer Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Ways of Working Charter (**Appendix 9.9A**)

Purpose

To present the Ways of Working Charter to Council for adoption.

Summary

The Horsham Rural City Councillors have developed a Ways of Working Charter that they want to formally adopt. This Charter outlines the agreed values, principles and behaviours that guide how the Horsham Rural City Councillors will conduct themselves throughout the 2024-2028 Council Term.

The values, principles and behaviours reflect the Councillors obligations outlined in the Local Government Act 2020 while the Charter has been developed as a companion document to the Model Code of Councillor Conduct.

Recommendation

That Council:

1. Adopt the Ways of Working Charter for the 2024-2028 Council Term.
2. Agree that each Councillor will sign the Ways of Working Charter (**Appendix 9.9A**).
3. Makes the Charter publicly available on the Council website and at the Council Office.

REPORT

Background

The Horsham Rural City Councillors have completed their required induction program as set by the Local Government Act 2020. As part of that induction the Councillors completed a Team Building session facilitated by Darrin Ray.

During this team building session the Councillors agreed to develop a Ways of Working Charter.

This Charter outlines the agreed values, principles and behaviours that guide how the Horsham Rural City Councillors will conduct themselves throughout the 2024-2028 Council Term.

The Charter includes Values, Principles and Behaviours that Councillors have agreed to which relate to their interaction with each other, Council staff, the community and other stakeholders.

It also includes a commitment to continuous improvement and ongoing review.

This is a Charter that has been developed by the Councillors and shows their commitment to working together and for the community.

Discussion

The Horsham Rural City Council (HRCC) Ways of Working Charter is a structured approach aimed at fostering a positive, cooperative and effective working environment for councillors and staff. This charter outlines the core values, principles and behaviours expected from council members to ensure a united, transparent and community focused governance. The successful implementation of this charter holds numerous benefits, sets clear expectations and embodies hopeful aspirations for the 2024-2028 council term.

Benefits of Implementing the Charter

1. Enhanced Collaboration and Respect:
 - a. The charter emphasises mutual respect and genuine interactions creating a healthy and constructive working environment for all stake holders.
 - b. Encouraging empathy and mindful communication helps prevent conflict and fosters a culture of support and professionalism.
2. Improved governance and decision making
 - a. The principles of financial responsibility, consistent decision making and active participation ensure that the Council operates effectively and in the best interest of the community.
 - b. By upholding good governance practices, the charter strengthens transparency and accountability within council.
3. Stronger community engagement and trust
 - a. Public unity and community-centric decisions enhance public confidence in the council's ability to act in their best interests.
 - b. Maintaining positive communication and responsible media engagement reassures the public of the council's integrity.

Expectations from the Charter

1. Alignment with *Local Government Act 2020*
 - a. The charter compliments the Model Councillor Code of Conduct, reinforcing ethical standards and legal obligations for all council members.
2. Accountability and responsibility
 - a. Councillors are expected to adhere to agreed-upon principles and values, fostering a cohesive and productive working relationship.
3. Constructive handling of disputes and feedback
 - a. Feedback mechanisms should be embraced as a tool for growth rather than a source of contention.

Implementation Expectations

1. A more effective and unified council
 - a. By fostering positive relationships and reinforcing shared values, the council can operate more efficiently and achieve better outcomes for the community.
2. Stronger engagement with community
 - a. Ensuring that all decisions are made with the community's best interests at heart will enhance public trust and participation.
3. Long-term sustainable governance
 - a. By adhering to principles of financial responsibility and continuous improvement, the council can ensure sustainable and forward-thinking governance.

The HRCC Ways of Working Charter is a proactive initiative that seeks to establish a transparent, collaborative, and community-focused council. By implementing this charter, councillors will not only enhance their own working relationships but also strengthen their connection with the community. With clear expectations and a shared vision, the hope is that this charter will serve as a foundation for a more effective, respectful, and future-oriented Council.

Options to Consider

Not applicable

Sustainability Implications

Nil

Community Engagement

Not applicable

Innovation and Continuous Improvement

This is a commitment to each other, to staff and the community

Collaboration

The Councillors have collaborated in the development of this Charter.

Financial Implications

Not applicable

Regional, State and National Plans and Policies

The Charter fits well with the requirements of the Local Government Act 2020

Council Plans, Strategies and Policies

The Charter aligns with the Code of Conduct as set out in the Local government Act 2020.

Risk Implications

There is a risk that the Councillors fail to adhere to the Charter. This will be mitigated by regular review and holding each other to account for their values and behaviours.

Conclusion

The Charter is ready for adoption by the Council.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Ian Ross (Mayor)

Committee Representation	
Date	Description
03/02/2025	Aboriginal Community Round Table
Other Council Activities	
February	Council Briefing Meetings (apology 4/02)
26/01/2025	Attended the Australia Day Ceremony at Sawyer Park
26/01/2025	Attended the Natimuk Australia Day Celebrations
27/01/2025	Attended the Opening of the Time Capsule
07/02/2025	Meeting with Royal Flying Doctor Service CEO, Michael Ben-Meir
08/02/2025	Attended the Blue Ribbon Ball
14/02/2025	Attended the Simon Fisher: from Red Earth and Big Sky Opening Event at Art Gallery

Cr Cam McDonald

Committee Representation	
Date	Description
	Nil
Other Council Activities	
20/01/2025	Attended Council Briefing
21/01/2025	Meeting with Steven Kingshott Councillor TAC Briefing 5.30 – 8.30
26/01/2025	Guest Speaker at Australia Day breakfast Brimpaen Hall
27/01/2025	Attended Time Capsule opening Councillor only meeting
28/01/2025	Attended Council Meeting 5.30pm – 8.30pm
29/01/2024	Apology for Solar Park meeting due to fires
01/02/2025	Attended Community fire briefing at Brimpaen Hall with Ian Ross and Mandi Stewart

Cr Rebecca Sluggett

Committee Representation	
Date	Description
	Nil
Other Council Activities	
28/01/2025	January Council Meeting
29/01/2025	Council Briefing
02/02/2025	Official Opening of the New Visitor Information Centre Location,
03/02/2025	Council Briefing
04/02/2025	Planning and Induction Session
08/02/2025	Blue Ribbon Ball 2025
10/02/2025	Council Briefing
11/02/2025	Mine Free Wimmera Meeting
12/02/2025	Community Engagement Training and Info Session
17/02/2025	Council Briefing
18/02/2025	Meeting re CEO Recruitment

Cr Angie Munn

Committee Representation	
Date	Description
	Nil
Other Council Activities	
29/01/2025	Council Briefing
29/01/2025	Meeting with Steven, our Monitor
02/02/2025	2925 Season Launch @ Town Hall
03/02/2025	Council Briefing
04/02/2025	Planning Induction Session
08/02/2025	Blue Ribbon Ball
10/02/2025	Council briefing
11/02/2025	Mine free Wimmera farms meeting
12/02/2025	Council briefing
14/02/2025	Exhibition opening: Simon Fisher/Red earth and Big sky
15/02/2025	Victorian mosque open day
17/02/2025	council briefing - budget
18/02/2025	CEO recruitment

11. URGENT BUSINESS

12. PETITIONS AND JOINT LETTERS

13. PROCEDURAL BUSINESS

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS

- Council Briefing Meeting held on Wednesday 29 January 2025 at 5:30pm
- Council Briefing Meetings held on Monday 3, 10 & 17 February 2025
- Planning Induction Session held on Tuesday 4 February 2025
- Community Engagement Presentation held on Wednesday 12 February 2025
- CEO Recruitment Meeting held on Tuesday 18 February 2025

Refer to **Appendix 13.1A**

13.2 SEALING OF DOCUMENTS

Nil

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

- Natimuk Economic & Social Plan Project Advisory Committee meeting held on 5 February 2025

Refer to **Appendix 13.4A**

Recommendation

That Council receive and note agenda items:

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

14. NOTICE OF MOTION

1. PURPOSE

This Policy outlines Council's guidelines for the live streaming, video recording and subsequent uploading online of council meetings.

2. INTRODUCTION

This Policy aims to improve accessibility and community participation in relation to decision making processes. It is envisaged that live streaming, recording and publishing Council Meetings on Council's website will provide more flexible and convenient access of Council debate and decisions to a wider audience.

Live streaming Council Meetings also eliminates geographic and time barriers which may prevent the public from attending meetings in person; thereby resulting in greater community confidence in the integrity and accountability of the decision making process. Also by providing flexibility in how people participate in Council Meetings creates a genuine opportunity and access for all.

3. SCOPE

This Policy applies to:

- Scheduled and Additional Meetings of Council, plus any other public forums or meetings as authorised by the Chief Executive Officer
- Councillors and Officers of Horsham Rural City Council
- Members of the public, both as visitors in the public gallery and as contributors to any public meeting held in the Council Chamber.

This policy does not extend to any confidential meetings closed to the public in accordance with Section 66 of the *Local Government Act 2020*.

4. PRINCIPLES

4.1 Meeting to be Streamed Live and Video Recorded

Scheduled and Additional Council Meetings held in the Council Chamber will be streamed live, video recorded, and subsequently available on, or via, Council's website at www.hrcc.vic.gov.au

Other Public Meetings / Forums held in the Council Chamber as authorised by the Chief Executive Officer (CEO) may also be live streamed and video recorded.

Confidential Council Meetings will not be live streamed or video recorded.

There may be situations where, due to technical difficulties a live stream may not be available. Whilst every effort will be made to ensure the live streaming and website are up and running smoothly, Council takes no responsibility for and cannot be held liable for, the live streaming or Council website being temporarily unavailable due to technical issues beyond its control. Technical issues may include, but are not limited to, the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages.

4.2 Production

The live streaming and video recording will be from a single fixed camera. There will be no panning or zooming. There will be no editing of the live stream and a copy of the video of the livestream will be retained in accordance with relevant information management provisions.

The live streaming and video recording will cease when:

- The Chairperson declares the public meeting closed
- Whenever the meeting is adjourned as allowed under the Local Law No 1 Governance 2016 and Governance Rules 2023.

Unless given permission by the Council, no other person may operate any audio or visual recording equipment at any Council Meeting.

4.3 Access to Archived Recordings

Ordinary and Unscheduled/Special Council Meetings that are streamed live will later be available on, or via, Council's website www.hrcc.vic.gov.au with public access available free of charge for at least a period of twelve months.

4.4 Notice to Public Gallery

At the commencement of each meeting, the Chair shall read a statement notifying those present that the meeting will be streamed live via Council's website and that the video recording will be made publicly available on Council's website.

Appropriate signage shall also be visibly displayed in the foyer of the Council Chamber, on Council's website and printed in the meeting agenda.

4.5 Reliance on the Audio and Visual Recording of Council Meetings

The formal written minutes are the only true and accurate record of the Council Meetings. The live streaming and video recording is not an official record of the meeting.

Council does not assume any responsibility for actions undertaken by parties in response to decisions made and communicated via the live streaming of a Council Meeting. The live streaming of Council meetings does not constitute a legal and formal process of communication of a Council decision to a person directly affected by that decision. Council does not accept any responsibility or liability for any loss, damage, cost, or expense you might incur as a result of the viewing, use or reliance of information or statements provided in the live streaming and videorecording of Council meetings.

4.6 Identified Risks and Mitigation Action

Public Council meetings are an open forum of statements, questions and answers. Occasionally, comments could be made which may be regarded as offensive, defamatory, or contrary to law.

Local Government Council decision making, unlike State and Federal Government, does not afford Councillors the benefit of parliamentary privilege and hence, all associated laws apply. Councillors and Officers Liability Insurance will be maintained by Council to provide protection for Councillors and Officers against litigation arising from unintentional defamation, libel and slander.

It should be noted that no protection is afforded to the public for comments made during meetings, which are subsequently challenged in a court of law and determined to be defamatory or slanderous.

Whilst Council may not be liable for any defamatory comments made by an individual at a meeting, it may, however, be liable if it publishes that material; albeit inadvertently.

Accordingly, following any public council meeting the CEO has discretion to direct the removal of all or part of any video recording which is considered inappropriate to be published. Material considered as inappropriate may include, but is not limited to:

- Defamation
- Infringement of Copyright
- Breach of Privacy / Disclosure of Personal Information
- Offensive Behaviour including Discrimination
- Vilification or Inciting Hatred
- Confidential or Privileged Council Information

In making this determination, the CEO may seek independent legal advice. A copy of the original content will also be retained in accordance with relevant information management provisions.

4.7 Privacy and Defamation

The audio-visual recording equipment will be configured in a way which avoids coverage of the public gallery area and Council will endeavour to ensure images in this area are not streamed. However, Council expressly provides no assurances to this effect and by remaining in the public gallery area, it is assumed that consent has been given to the Council to broadcast images and audio recordings.

The opinions or statements made during the course of the meeting are those of the particular individuals, and not necessarily the opinions or statements of Council. Council does not necessarily endorse or support the views, opinions, standards, or information contained in the live streaming and videorecording of the Council meetings.

Council does not accept any responsibility for the comments made or information provided during Council meetings and does not warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error.

4.8 Copyright

The live streaming and video recording of Ordinary and Unscheduled/Special Council Meetings and any other public forums and meetings authorised by the CEO remain the property of Horsham Rural City Council and are protected by copyright. Access to live streams and recordings of meetings is provided for personal and non-commercial use. Video, images and audio must not be altered, reproduced or republished without the permission of the CEO. Copyright remains with Council. All commercial or media enquiries are to be directed through Council's Media and Communications Unit.

5. COMMUNICATION

This policy will be made available on Council's website and intranet. Staff will be made aware of this policy via staff meetings, staff newsletter and the intranet.

6. RESPONSIBILITY

Policy Owner: Manager Governance & Community Relations

This Policy will be reviewed every 3 years or earlier as required by changed circumstances including changes to legislation and plans, strategies or policies of HRCC.

7. DEFINITIONS

Definition	Meaning
CEO	Chief Executive Officer, Horsham Rural City Council
Chair	Person presiding over the meeting; usually the Mayor
Confidential Information	As defined in section 3(1) of the <i>Local Government Act 2020</i> -
Confidential Meeting	A Meeting of the Council which has been closed to members of the public under Section 66(2) <i>Local Government Act 2020</i>
Council	Horsham Rural City Council
Council Meeting	An Ordinary Meeting of the Council, held in accordance with sections 61 and 62 of the <i>Local Government Act 2020</i>
Defamation	Intentional false communication which damages the reputation of another individual
Live Streaming	Online streaming media simultaneously recorded and broadcast in real time to the viewer
Privacy Breach	Unauthorised access to, or collection, use or disclosure of personal information in accordance with the <i>Privacy & Data Protection Act (VIC) 2014</i>

Slander	Oral defamation, in which someone tells one or more persons and untruth about another which untruth will harm the reputation of the person defamed
Unscheduled/Special Meeting	A Unscheduled/Special Meeting of the Council is a meeting not fixed by Council but is held for specific purposes (e.g. urgent items). The meeting must be called in accordance with section 12 of the HRCC Governance Rules.
Video Recording	The recording of audio and images by an electronic device

8. SUPPORTING DOCUMENTS

Document	Location
MAV insurance – Recording and Publishing Council Meetings	Internet
Acknowledge reference to City of Wodonga Live Streaming, Recording and Publishing of Council Meetings Policy	Wodonga.vic.gov.au
Acknowledge reference to South Gippsland Live Streaming of Council Meetings Policy	Southgippsland.vic.gov.au

9. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
1.0	13 December 2021	Council	New policy	12 December 2024
1.1	March 2023	n/a	New logo	12 December 2024
2.0	February 2025	Council	Minor administrative updates	February 2028

It is recognised that from time-to-time circumstances may change leading to the need for minor administrative changes to Council and Administrative Policies. Where an update does not materially alter a Policy, such a change may be made administratively, without the need for formal adoption by EMT or Council. Examples include a change to the name of a Council Department/Position Title, a change to the name of a Federal or State Government Department, and a minor update to legislation which does not have a material impact. However, all changes will be noted in the document control section and version number updated.



1. PURPOSE

The purpose of the Youth Council is to:

- Provide a mechanism for young people to oversee the implementation of the Youth Strategy
- Represent and promote the voice of young people in the region
- Provide a platform for young people to advocate on priorities that are important to their lives
- Advise the Horsham Rural City Council on current and emerging issues affecting young people
- Provide opportunities for young people to influence youth- focused programs and projects delivered by the Horsham Rural City
- Identify services gaps and opportunities for improved cooperation, coordination, and partnerships that will improve outcomes for young people
- Provide opportunities for young people to have a say in the future use of [Pynsent St-building-The Station](#)
- Build a sense of civic pride about young people in the community
- Provide opportunities for young people to be engaged in civic activities and events
- Include young people from diverse backgrounds in decision-making processes
- Strengthen professional development opportunities for young people
- Develop young people's confidence and leadership skills
- [Provide input to the awarding of Horsham Rural City Council's Community Grants Youth Stream](#)

Formatted: Font color: Auto

2. INTRODUCTION

The Horsham Rural City Youth Council is an advisory and advocacy committee whose role is to represent the voice of young people aged twelve (12) to twenty five (25) who live, work and study in the Rural City of Horsham. Horsham Rural City Youth Council is an important mechanism for consultation, advice and feedback to young people, the Horsham Rural City Council and Council staff on implementation and review of the *Horsham Youth Strategy* and broader policy and strategy development.

3. MEMBERSHIP

The Horsham Rural City Youth Council will comprise a minimum of ten (10) and a maximum of twenty (20) who live, work or study within the Horsham Rural City. Members must be aged between twelve (12) and twenty five (25) years, and a majority must reside within the Horsham Rural City.

- Membership will be determined via a selection process, including a Horsham Rural City Youth Council application form answering all provided questions and an interview.
- Applications for the Youth Council can be submitted when the applicant is eleven (11) years of age, and are open to persons up to twenty three (23) years. This will allow for the young people to finish their term before the age of twenty five (25) years.



- Members aged eighteen (18) and above are required to hold a valid Working with Children Check (minimum volunteer level).

Parental consent will be required for members of the Youth Council under the age of eighteen (18). A consent form will be distributed to successful applicants.

It is expected that the membership will provide broad representation with consideration given to, but not limited to:

- Gender
- Disability
- Geographical Location
- Education (students enrolled in secondary education/TAFE/ University)
- Individuals employed or unemployed
- Individuals from culturally and linguistically diverse background

Applicants are selected according to the following selection criteria:

- Their ability to constructively participate in an advisory capacity
- The ability to represent a broad range of views that reflect the diversity of the Horsham community
- A strong understanding of the local community and its social, environmental and economic influences on young people
- Good knowledge and understanding of the local issues that are relevant to young people
- A willingness to contribute positively to meetings in a fair and unbiased manner
- The ability to look beyond personal interests for the benefit of the community
- The ability and willingness to encourage participation from the community
- The capacity to commit to the Youth Council and its expectations for the duration of the Youth Council term
- A willingness to celebrate the success and achievements of young people in Horsham

Applications will be open ~~on the 1st of June~~ Early January and close on the ~~30th of June~~ 28th of February every two (2) years.

4. ROLES AND RESPONSIBILITIES

Each Youth Council term will be for a period of two (2) years from the date of commencement. Youth Councillors reserve the right to reconsider their role on Youth Council each year according to work, study or personal commitments.

Of the maximum twenty (20) Youth Council representatives there will be one (1) Chairperson and one (1) Minute Taker nominated for each meeting.

This will be done on a rotational basis allowing for skill development and participation of all members.



If a youth representative is unable to complete their appointment and resigns from their position on the Horsham Youth Council, the position may be filled for the remainder of the term by a suitable candidate sought from the most recent selection process.

If there are no suitable candidates, the position will remain vacant for the remainder of the term.

[The Youth Council will have the ability to form working groups that may focus on specific events, projects or activities during their term of office.](#)

5. OPERATING PROCEDURES

5.1 Meetings Quorum

The quorum for a Youth Council meeting must be at least a majority (half plus one [1]) of the members of the Youth Council. For a Youth Council comprising of all twenty (20) Youth Councillors, the quorum will be eleven (11).

- If a quorum is not present within thirty (30) minutes after the scheduled start time of a Youth Council meeting, the Youth Council will not be able to make any formal recommendations. The notes from this meeting can be ratified at the next meeting, provided a quorum is present at that meeting.

5.2 Meeting Procedures

Meetings will be guided by Council's Meeting Procedure wherever practical and applicable.

- A minimum of six (6) meetings are to be held annually.
- Failure to attend meetings on three (3) consecutive occasions by a Youth Council member (unless otherwise negotiated) will result in the automatic loss of membership to the Youth Council.
- If a Youth Councillor is unable to attend a meeting in person, they will be given an option to attend the meeting via telecommunications.

5.3 Confidentiality

In the course of their duties Youth Councillors will receive information they are required to treat as confidential. This may be information that is either commercially sensitive or is personal to a particular individual or organisation. Youth Councillors must not breach any confidentiality protocols or understandings when communicating with the media or in a public forum.

It is intended that the Youth Council will be a forum for discussing proposed policies and actions that may impact the Rural City of Horsham. Youth Councillors will be provided with information that is not always available in the public realm. It is critical that Youth Councillors are seen as a group that can be trusted with confidential information.



All Youth Council members will be required to sign the HRCC Code of Conduct.

5.4 Conflict of Interest

The Local Government Act identifies direct and indirect conflicts of interest which require disclosure as they arise. Youth Councillors must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as members of Youth Council.

Any matter deemed by a member to represent a Conflict of Interest must be reported to the Youth Council and the Youth [Services Planning and](#) Engagement Officer either prior to a meeting or before the specific item is discussed, and managed in line with the Act and any relevant Council policies or guidelines.

5.5 Resolution of Grievances

In the event that a conflict occurs between Youth Council members, the Youth Council will work with the Youth [Services Planning and](#) Engagement Officer to resolve it.

If a Youth Council member has a grievance or concern, it should be raised with the Horsham Rural City Youth [Services Planning and](#) Engagement Officer.

In the event that a conflict occurs between Youth Council members and the Youth [Services Planning and](#) Engagement Officer, it should be raised with the Horsham Rural City Youth and Early Years Co-ordinator.

All conflicts will be addressed and resolved in accordance with the code of conduct and principles of natural justice.

5.6 Media and Social Media

All communications with the media will be conducted under the guidance of, and with the support of the Community Relations and Advocacy Team (CRAT) at the Horsham Rural City Council.

Media statements/releases on behalf of the Horsham Youth Council will be co-ordinated by the Youth [Services Planning and](#) Engagement Officer and issued through the CRAT.

Youth Councillors directly approached by media outlets will, in the first instance, redirect enquiries to the CRAT and /or the Youth [Services Planning and](#) Engagement Officer. Youth Councillors are to seek authorisation before making media statements. This will be done in consultation with the CRAT and the Youth [Services Planning and](#) Engagement Officer.

5.7 Horsham Rural City Staff Support

The Horsham Rural City Youth ~~and Early Years~~ team will provide secretariat support to the Youth Council, assisting with the preparation and development of documents.



Further to this, Youth ~~and Early Years~~ staff will assist with policy research and development, event planning and other duties.

Any support required to enable full participation on the Youth Council will be provided by the Horsham Rural City. This includes:

- Support for accessing information, eg. minutes, agenda and documents in easy English, large print, braille, interpreter and translation services, electronic and hard copy options.
- Direct skill development, eg. meeting skills, participation skills, effective communication skills and public speaking.

The structure and processes of the meetings will be designed to ensure the voices of all youth councillors are heard. Youth Councillors will be provided with name badges.

5.8 Horsham Rural City council

Horsham Rural City Councillors will be invited to meet with the Youth Council at the beginning of each Youth Council term and invited to participate in the Youth Councillors' induction and orientation training sessions where appropriate.

Horsham Rural City Councillors may be invited to, or request to attend Youth Council Meetings, or by the agreement of both parties, hold a joint sitting of Council and the Youth Council.

Formatted: Font: (Default) Arial, 12 pt, Bold

Formatted: Font: (Default) Arial, 12 pt

6. EVALUATION AND REVIEW

The composition, activities and Terms of Reference of the Youth Council will be reviewed at least every four years, or as required.

7. COMMUNICATION

The Youth Council Terms of Reference will be communicated to the Youth Council via an electronic copy distributed on email and a hard copy will also be provided.

8. RESPONSIBILITY

Policy Owner: Director Community and Place

9. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
01		Council	New Terms of Reference	

1. PURPOSE

The purpose of the Youth Council is to:

- Provide a mechanism for young people to oversee the implementation of the Youth Strategy
- Represent and promote the voice of young people in the region
- Provide a platform for young people to advocate on priorities that are important to their lives
- Advise the Horsham Rural City Council on current and emerging issues affecting young people
- Provide opportunities for young people to influence youth- focused programs and projects delivered by the Horsham Rural City
- Identify services gaps and opportunities for improved cooperation, coordination, and partnerships that will improve outcomes for young people
- Provide opportunities for young people to have a say in the future use of the Pynsent St building
- Build a sense of civic pride about young people in the community
- Provide opportunities for young people to be engaged in civic activities and events
- Include young people from diverse backgrounds in decision-making processes
- Strengthen professional development opportunities for young people
- Develop young people's confidence and leadership skills

2. INTRODUCTION

The Horsham Rural City Youth Council is an advisory and advocacy committee whose role is to represent the voice of young people aged twelve (12) to twenty five (25) who live, work and study in the Rural City of Horsham. Horsham Rural City Youth Council is an important mechanism for consultation, advice and feedback to young people, the Horsham Rural City Council and Council staff on implementation and review of the *Horsham Youth Strategy* and broader policy and strategy development.

3. MEMBERSHIP

The Horsham Rural City Youth Council will comprise a minimum of ten (10) and a maximum of twenty (20) who live, work or study within the Horsham Rural City. Members must be aged between twelve (12) and twenty five (25) years, and a majority must reside within the Horsham Rural City.

- Membership will be determined via a selection process, including a Horsham Rural City Youth Council application form answering all provided questions and an interview.
- Applications for the Youth Council can be submitted when the applicant is eleven (11) years of age, and are open to persons up to twenty three (23) years. This will allow for the young people to finish their term before the age of twenty five (25) years.
- Members aged eighteen (18) and above are required to hold a valid Working with Children Check (minimum volunteer level).

Parental consent will be required for members of the Youth Council under the age of eighteen (18). A consent form will be distributed to successful applicants.

It is expected that the membership will provide broad representation with consideration given to, but not limited to:

- Gender
- Disability
- Geographical Location
- Education (students enrolled in secondary education/TAFE/ University)
- Individuals employed or unemployed



- Individuals from culturally and linguistically diverse background

Applicants are selected according to the following selection criteria:

- Their ability to constructively participate in an advisory capacity
- The ability to represent a broad range of views that reflect the diversity of the Horsham community
- A strong understanding of the local community and its social, environmental and economic influences on young people
- Good knowledge and understanding of the local issues that are relevant to young people
- A willingness to contribute positively to meetings in a fair and unbiased manner
- The ability to look beyond personal interests for the benefit of the community
- The ability and willingness to encourage participation from the community
- The capacity to commit to the Youth Council and its expectations for the duration of the Youth Council term
- A willingness to celebrate the success and achievements of young people in Horsham

Applications will be open on the 1st of June and close on the 30th of June every two (2) years.

4. ROLES AND RESPONSIBILITIES

Each Youth Council term will be for a period of two (2) years from the date of commencement. Youth Councillors reserve the right to reconsider their role on Youth Council each year according to work, study or personal commitments.

Of the maximum twenty (20) Youth Council representatives there will be one (1) Chairperson and one (1) Minute Taker nominated for each meeting.

This will be done on a rotational basis allowing for skill development and participation of all members.

If a youth representative is unable to complete their appointment and resigns from their position on the Horsham Youth Council, the position may be filled for the remainder of the term by a suitable candidate sought from the most recent selection process.

If there are no suitable candidates, the position will remain vacant for the remainder of the term.

5. OPERATING PROCEDURES

5.1 Meetings Quorum

The quorum for a Youth Council meeting must be at least a majority (half plus one [1]) of the members of the Youth Council. For a Youth Council comprising of all twenty (20) Youth Councillors, the quorum will be eleven (11).

- If a quorum is not present within thirty (30) minutes after the scheduled start time of a Youth Council meeting, the Youth Council will not be able to make any formal recommendations. The notes from this meeting can be ratified at the next meeting, provided a quorum is present at that meeting.

5.2 Meeting Procedures

Meetings will be guided by Council's Meeting Procedure wherever practical and applicable.

- A minimum of six (6) meetings are to be held annually.
- Failure to attend meetings on three (3) consecutive occasions by a Youth Council member (unless otherwise negotiated) will result in the automatic loss of membership to the Youth Council.

- If a Youth Councillor is unable to attend a meeting in person, they will be given an option to attend the meeting via telecommunications.

5.3 Confidentiality

In the course of their duties Youth Councillors will receive information they are required to treat as confidential. This may be information that is either commercially sensitive or is personal to a particular individual or organisation. Youth Councillors must not breach any confidentiality protocols or understandings when communicating with the media or in a public forum.

It is intended that the Youth Council will be a forum for discussing proposed policies and actions that may impact the Rural City of Horsham. Youth Councillors will be provided with information that is not always available in the public realm. It is critical that Youth Councillors are seen as a group that can be trusted with confidential information.

All Youth Council members will be required to sign the HRCC Code of Conduct.

5.4 Conflict of Interest

The Local Government Act identifies direct and indirect conflicts of interest which require disclosure as they arise. Youth Councillors must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as members of Youth Council.

Any matter deemed by a member to represent a Conflict of Interest must be reported to the Youth Council and the Youth Engagement Officer either prior to a meeting or before the specific item is discussed, and managed in line with the Act and any relevant Council policies or guidelines.

5.5 Resolution of Grievances

In the event that a conflict occurs between Youth Council members, the Youth Council will work with the Youth Engagement Officer to resolve it.

If a Youth Council member has a grievance or concern, it should be raised with the Horsham Rural City Youth Engagement Officer.

In the event that a conflict occurs between Youth Council members and the Youth Engagement Officer, it should be raised with the Horsham Rural City Youth and Early Years Co-ordinator.

All conflicts will be addressed and resolved in accordance with the code of conduct and principles of natural justice.

5.6 Media and Social Media

All communications with the media will be conducted under the guidance of, and with the support of the Community Relations and Advocacy Team (CRAT) at the Horsham Rural City Council.

Media statements/releases on behalf of the Horsham Youth Council will be co-ordinated by the Youth Engagement Officer and issued through the CRAT.

Youth Councillors directly approached by media outlets will, in the first instance, redirect enquiries to the CRAT and /or the Youth Engagement Officer. Youth Councillors are to seek authorisation before making media statements. This will be done in consultation with the CRAT and the Youth Engagement Officer.

5.7 Horsham Rural City Staff Support

The Horsham Rural City Youth and Early Years team will provide secretariat support to the Youth Council, assisting with the preparation and development of documents. Further to this, Youth and Early Years staff will assist with policy research and development, event planning and other duties.

Any support required to enable full participation on the Youth Council will be provided by the Horsham Rural City. This includes:

- Support for accessing information, eg. minutes, agenda and documents in easy English, large print, braille, interpreter and translation services, electronic and hard copy options.
- Direct skill development, eg. meeting skills, participation skills, effective communication skills and public speaking.

The structure and processes of the meetings will be designed to ensure the voices of all youth councillors are heard. Youth Councillors will be provided with name badges.

6. EVALUATION AND REVIEW

The composition, activities and Terms of Reference of the Youth Council will be reviewed at least every four years, or as required.

7. COMMUNICATION

The Youth Council Terms of Reference will be communicated to the Youth Council via an electronic copy distributed on email and a hard copy will also be provided.

8. RESPONSIBILITY

Policy Owner: Director Community and Place

9. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
01		Council	New Terms of Reference	

Youth
Grants Program
2024/2025
Funding Guidelines



Beau LADLOW,
Luke LADLOW,
2022
Commissioned through the
Horsham Rural City Youth Council
HORSHAM RURAL CITY
COUNCIL

Artwork
"4°" is a statement on the human connection
to the hard Earth... and our place in it. Action.
Our ideas are required by the global impact of
COVID-19. A reminder that our delicate world
is in our own hands, with our own.
This love (and) curiosity message from
HORSHAM Youth, inspired by the global
penalties, messages of responsibility, and
action for the future.

Youth grants for our community

Horsham Rural City Council (HRCC) Youth Grants allocate funding to non-for-profit groups for activities or projects that benefit young people who live, work or study in the Horsham municipality.

Funding guidelines

GENERAL INFORMATION

This is a small grants program with grant allocations for the Youth stream ranging between \$200 and \$2,500.

Projects which have a cash and/or in-kind contribution by the applicant organisation are encouraged.

For more information, please contact the Youth Services Planning Engagement Officer on 5382 9531 or email horsham.youth@hrcc.vic.gov.au.

GRANT TIMING

Applications for Youth grants are open all-year-round or until funding is exhausted.

Applications will be assessed four times per year in September, December, March and June

Successful projects must be completed within twelve months of the grant notification date.

What types of projects can be funded?

- Activities that encourage young people to take on leadership roles in their community.
- Youth-led activities with a focus on co-design and consultation.
- Recognition of the skills and abilities of young people in the community.
- Activities that increase positive engagement between community and young people.
- Improve skills, opportunities, and outcomes for young people.
- Encourage positive behaviours and minimise risk factors affecting young people.

- Promote the valuable contribution that young people make to the community.
- Opportunities for training, education, and development for young people within their community.
- Provide more opportunities for young people to engage in climate change action and implement environmental sustainability practices.
- You may think of another type of project that will benefit young people in our municipality.

Need further support? – We are here to help!

Please discuss your project/idea with staff from Council's Youth team establish the requirements and eligibility of your project.

Phone 53829531 or email horsham.youth@hrcc.vic.gov.au

Maybe you have an idea that just needs a bit of work. Get in touch and we might even be able to team you up with a someone that is able to mentor you and help take your idea and make it a viable, exciting opportunity!

WHO CAN APPLY?

- ✓ Applicants must be between 10 to 24 years of age
or
the application must be for the sole benefit of young people between 10 to 24 years of age that live, work or study in the Horsham municipality.
- ✓ Be auspiced by an incorporated not-for-profit community organisation.
- ✓ Have public liability insurance covering your proposed project.

WHO CANNOT APPLY?

- × An individual without an auspice organisation
- × A private organisation or for-profit organisation.
- × Activities that are designed to generate income for the applicant.
- × Applications that benefit only one person
- × Applicants who have a prior Youth grant that has not been completed or acquitted yet.
- × You have already commenced and spent money on the project.
Eligible project expenditure can only commence after the Application Assessment date.
- × Your project is the responsibility of other sector/s of government.
- × Your project is seeking funding for a religious activity that may exclude some members of our community.
- × Your project is a clear duplication of an existing project.

OTHER INFORMATION

- An offer of a grant by Council does not mean any ongoing funding commitment or obligation by Council.
- HRCC assistance should be acknowledged on any promotional material or media coverage relating to the event.
- Council may only allocate part funding for the event.
- Your event budget does not have to balance, we want to understand your event and if you plan to make a surplus, a loss or a break-even result.
- Applications deemed to not meet full requirements may be contacted by the HRCC Youth team for assistance – we want to give you the best chance to get your application across the line.

ASSESSMENT PROCESS

Each application for a Youth Grant will be assessed by the Youth Team, with input from the Youth Council. All grants will be approved by the Director Communities & Place, giving consideration to:

- How well the project supports the Youth Strategy.
- Value for investment – considering the number of young people the project will benefit.
- How well the project supports diversity, inclusion, and accessibility.
- The level of contribution (cash/in-kind) by the applicant organisation.
- The extent of previous event assistance provided by Council.

Submitting an Application

The application form must be completed online at: hrcc.vic.gov.au/communitygrants

If you require assistance to complete the on-line form, our Youth Team can assist, please contact Customer Service to make an appointment by calling 53829777.


Grant payment and reporting back

Payment of grants will be made upon completion of projects. Organisations must:


- Lodge an on-line [Completion Report](#).
- Attach invoices or evidence of project payments.
- Attach invoice from your organisation to Council requesting grant payment.

WANT TO KNOW MORE?

For more information, please contact the Youth Services Planning Engagement Officer on 5382 9531 or email horsham.youth@hrcc.vic.gov.au.



Handy tip:
Try to include a
cash and/or in-
kind contribution
to your project



Handy tip:
Chat to the Youth
Team before
submitting your
application



HORSHAM YOUTH STRATEGY

AUGUST 2018

CONTENTS

Message from the Mayor	3
Introduction	4
Background	7
Young people in Horsham municipality	9
How we engaged	13
Key findings	15
The Strategy	18
Keeping track of change	23
Appendix 1: Services Map	24

Acknowledgement of Country

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.

Accessibility

If you would like to receive this publication in another format, please contact reception at the Civic Centre Municipal Office on telephone (03) 5382 9777 or email council@hrcc.vic.gov.au.

If you require an interpreter service, please contact the Translating and Interpreter Service (TIS National) on 131 450 and ask them to contact Horsham Rural City Council Reception on telephone (03) 5382 9777. Our business hours are 8.30am to 5.00pm Monday to Friday.

Thank you

This Strategy has been prepared by Cred Consulting and Horsham Rural City Council.

The Strategy was developed through engagement with local young people, community services and schools.

Horsham Rural City Council and Cred Consulting would like to thank all local young people, local high schools, community service providers, parents and carers, and community members who contributed their time and insights into the development of this Youth Strategy. The Project Control Group and Council staff who have contributed to the development of this Strategy are also acknowledged.

Horsham Rural City Council

Civic Centre Municipal Office 18 Roberts Avenue
(PO Box 511) Horsham Vic 3402

P: (03) 5382 9777

F: (03) 5382 1111

E: council@hrcc.vic.gov.au

W: www.hrcc.vic.gov.au

MESSAGE FROM THE MAYOR



I am proud to present the Horsham Rural City Council Youth Strategy.

This important document contains Council's strategic directions for the delivery of contemporary youth services that meet the needs of our diverse regional city population.

Young people are our future. Listening and acting on what they have to say is crucial to the success of this strategy and making Horsham municipality a more youth-friendly place to live, work, study and play. Our young people have told us they are proud to live in Horsham municipality. We need to foster this sense of pride in our community.

Some of the issues identified are difficult, such as concerns around alcohol and drug abuse and use, bullying, mental and physical health and high rates of teenage pregnancy, but there are also many positives we can build on together. There is the Wimmera River, open spaces and a strong sense of community and feeling safe.

There will be changes. Changes in the way we deliver Council services, changes in how we engage with young people and changes to our advocacy platform. These changes are necessary for Horsham municipality to continue to grow and evolve as a vibrant, inclusive and youth-friendly community.

Thank you to the young people, parents, carers, services, schools, Council staff and my fellow Councillors, who provided valuable insight and knowledge into the development of the Youth Strategy.

On behalf of the Horsham Rural City Council, we look forward to working with you to implement this important strategy in our community.

Cr Pam Clarke

Mayor, Horsham Rural City Council

INTRODUCTION

WHAT IS A YOUTH STRATEGY AND WHY HAVE ONE?

Young people aged 10 to 25 years are an important asset to our community, making up around 19% of our population. The Horsham Youth Strategy is Horsham Rural City Council's (Council's) plan to empower and engage young people in Horsham municipality over the next 10 years and provides the strategic directions for the delivery of contemporary youth services that meet the needs of a diverse regional city population. It outlines a vision for Council to work alongside services, schools, young people and the community and to guide Council in engaging and empowering young people in decision making.

HOW THE STRATEGY WAS DEVELOPED

This strategy was developed through engagement and collaboration with local young people, Council staff, services, schools, parents and carers, and the community. A Project Control Group with representatives from Council, Council staff, and local services coordinated the process.

Background research included:

- Horsham Rural City Council youth profile and demographics
- Review of national, state and Council plans and policies relating to young people
- Review of Council's current youth services delivery and comparison with neighbouring councils
- Audit and mapping of current services that are available to young people in Horsham municipality, and comparison with other Victorian councils, and
- Review of best practice youth service delivery and youth engagement.



Participants at the workshop with young people

CALL TO ACTION

This strategy is a high level, 10 year document developed with four objectives:

- Provide Council with a service delivery map of the current services that are available to young people in Horsham and surrounds
- Identify opportunities for young people to be empowered to make decisions on service delivery that suits their needs
- Increase meaningful engagement opportunities for young people with Council, and
- Provide Council with contemporary and future facing models for youth service delivery that reflects the needs of a diverse regional city population. These models must take into consideration equity and access.

The strategy is also responsive to the emerging priorities of our young people. Community engagement highlighted two key priorities as important concerns for young people and the community and a call to action for Council and services. These are:

- Alcohol and other drug use and abuse, and
- Bullying.

HORSHAM RURAL CITY COUNCIL MUNICIPALITY

This strategy applies to the whole of the Horsham Rural City Council municipality, including Horsham Township and rural areas.

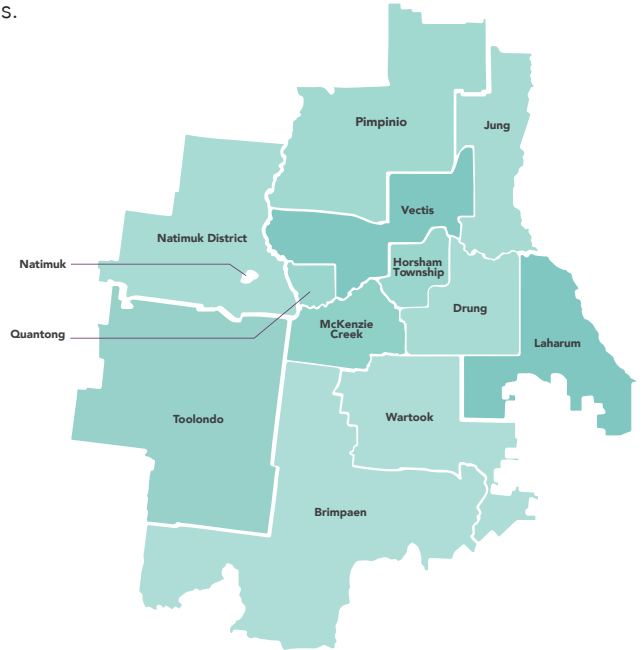


Figure 1 - Horsham Rural City Council municipality



Horsham Rural City Council's rural and urban areas

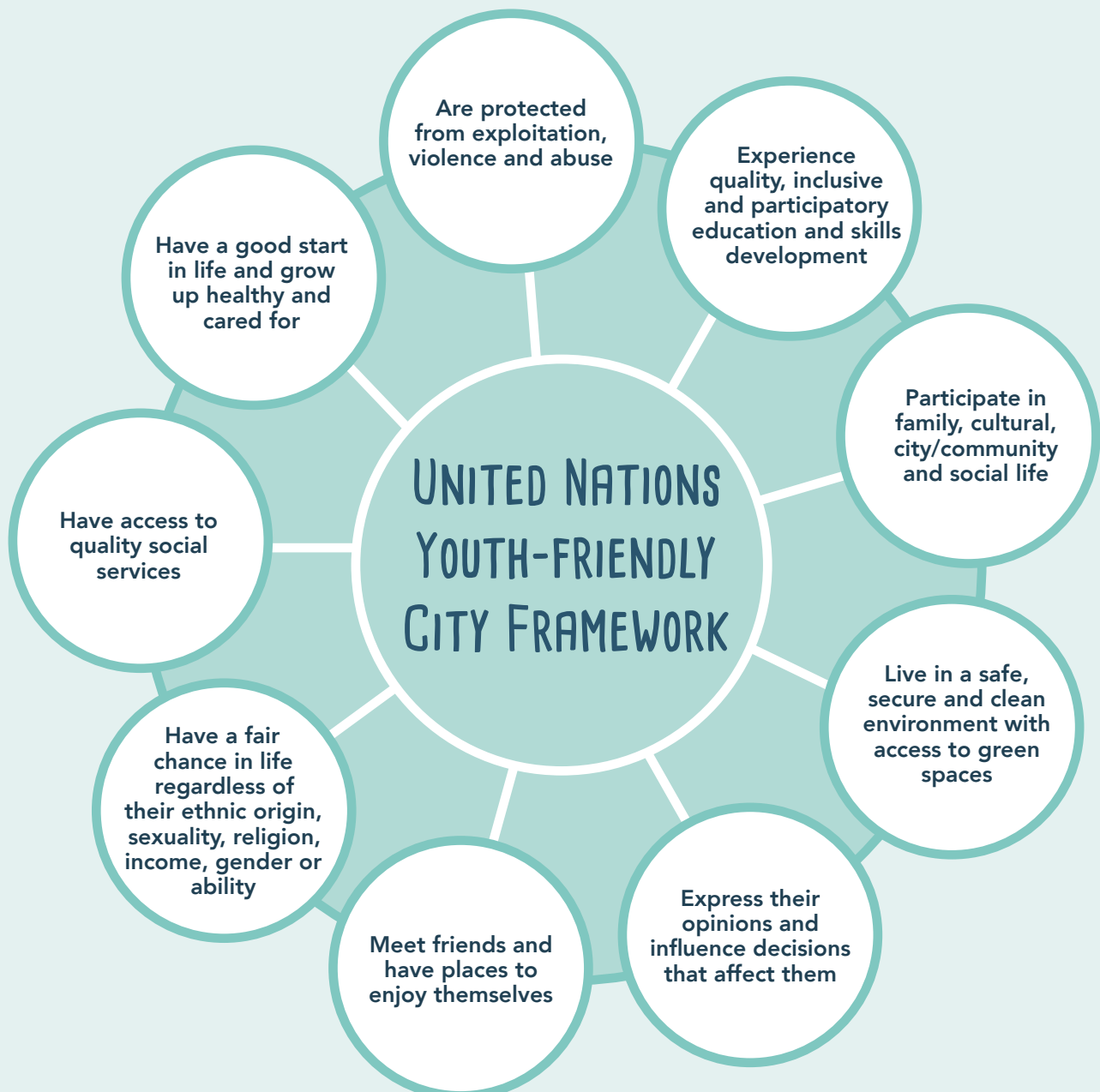
YOUTH-FRIENDLY CITIES

This strategy is based on a rights-based, youth-friendly city framework.

Youth-friendly cities are committed to improving the lives of young people by realising their rights as articulated in the UN Convention on the Rights of the Child.

In practice, a youth-friendly city is a city in which the voices, needs, priorities and rights of young people are an integral part of public policies, programs and decisions. It is a city where young people:

Youth-friendly city frameworks identify engagement with young people as a central activity in creating youth-friendly cities. Where young people are active agents and their voices and opinions influence decision making processes.



BACKGROUND

GOVERNMENT FOCUS AREAS FOR YOUNG PEOPLE

The Australian and Victorian Government have key policy and funding initiatives that influence outcomes for young people in Horsham.

Nationally, there is a focus on mental health through the headspace centres.

At the State Government level there is a focus on:

- Youth engagement, education, and health and wellbeing
- Empowering young people to input into government services, policies and programs through innovative youth engagement programs, and
- Programs and services for young people in regional and rural areas, including through funding initiatives relating to engagement, crime prevention, alcohol and other drug use and abuse, health and wellbeing, work readiness, recreation and youth week.

Council has existing community and strategic planning that influence outcomes for young people, including:

- Attracting and retaining young people in the municipality through economic development activities
- Engaging with and considering the needs and interests of all people in decision making, including young people, and
- Protecting, improving and promoting the health and wellbeing of young people, particularly in the areas of mental health, preventing family violence, improving sexual and reproductive health and strengthening education and economic development.

WHAT DOES COUNCIL DO NOW?

Across all its departments, Council delivers (either directly or indirectly) services and programs, facilities, infrastructure and advocacy that support outcomes for young people. Council is also an employer of young people, and provides work experience and volunteering opportunities.

- Infrastructure includes bridges, bike paths, streets and street furniture, CCTV and lighting, and free WiFi in the town centre.
- Council's advocacy work includes work around homelessness, telecommunications infrastructure improvements, transport, domestic violence and alcohol and other drugs.
- Facilities include sports and recreation facilities, skate parks, pools, libraries, parks, Horsham Town Hall, and playgrounds.
- Services and programs include maternal health support, programming at Horsham Town Hall, arts programs, homework clubs and learner driver programs.

Council's Community Services department also has a specific role in delivering services for young people including:

- Council's Youth C.A.N. program which seeks to influence norms around parental supply of alcohol to teenagers, and
- Under the "Nexus" brand, Council owns and maintains a youth centre building and contracts Grampians Community Health to deliver generalist youth services for Horsham's young people. These services include youth groups (FReeZA and Young G), recreational events, art programs, youth workshops and hospitality training, volunteering opportunities, and traineeships.

Figure 2 compares Council's youth service model with neighbouring councils.

WHAT ARE NEIGHBOURING COUNCILS DOING FOR YOUNG PEOPLE?



Legend

- 

Youth Worker
* Youth worker is outsourced to Grampians Community Health
- 

Youth engagement
- 

Youth Award
- 

Youth Strategy or Charter
- 

Youth Centre

Figure 2 - Neighbouring councils' engagement with young people

YOUNG PEOPLE IN HORSHAM

HOW MANY YOUNG PEOPLE LIVE IN HORSHAM MUNICIPALITY?

There are 3,725 young people aged 10 to 25 years living in Horsham municipality (or 18.9% of Horsham municipality's population). This includes:

- 3,231 young people aged 12 to 25 years, and
- 494 people in the transition age group, aged 10 to 11 years.

DEMOGRAPHIC SNAPSHOT

Horsham municipality's young people are a diverse group, with many different interests, backgrounds, lifestyles, plans and needs. According to 2016 census data:

- 30% of Horsham municipality's young people aged 12 to 24 live in rural towns and areas
- 27% of Horsham municipality's young people aged 12 to 24 are volunteers, higher than the Victorian average
- Young people make up a large part of the Aboriginal and Torres Strait Islander community: 27% of local Aboriginal and Torres Strait Islander people are young people aged 12 to 25
- Some young people live with disability, with at least 3% of young people aged 10 to 25 needing assistance with core activities
- There are increasing numbers of young people from culturally diverse backgrounds and young people who speak a language other than English at home, and
- Some young people identify as Lesbian, Gay, Bisexual, Transgender, Queer or Intersex (Youth Survey 2018).



WHERE DO YOUNG PEOPLE LIVE?

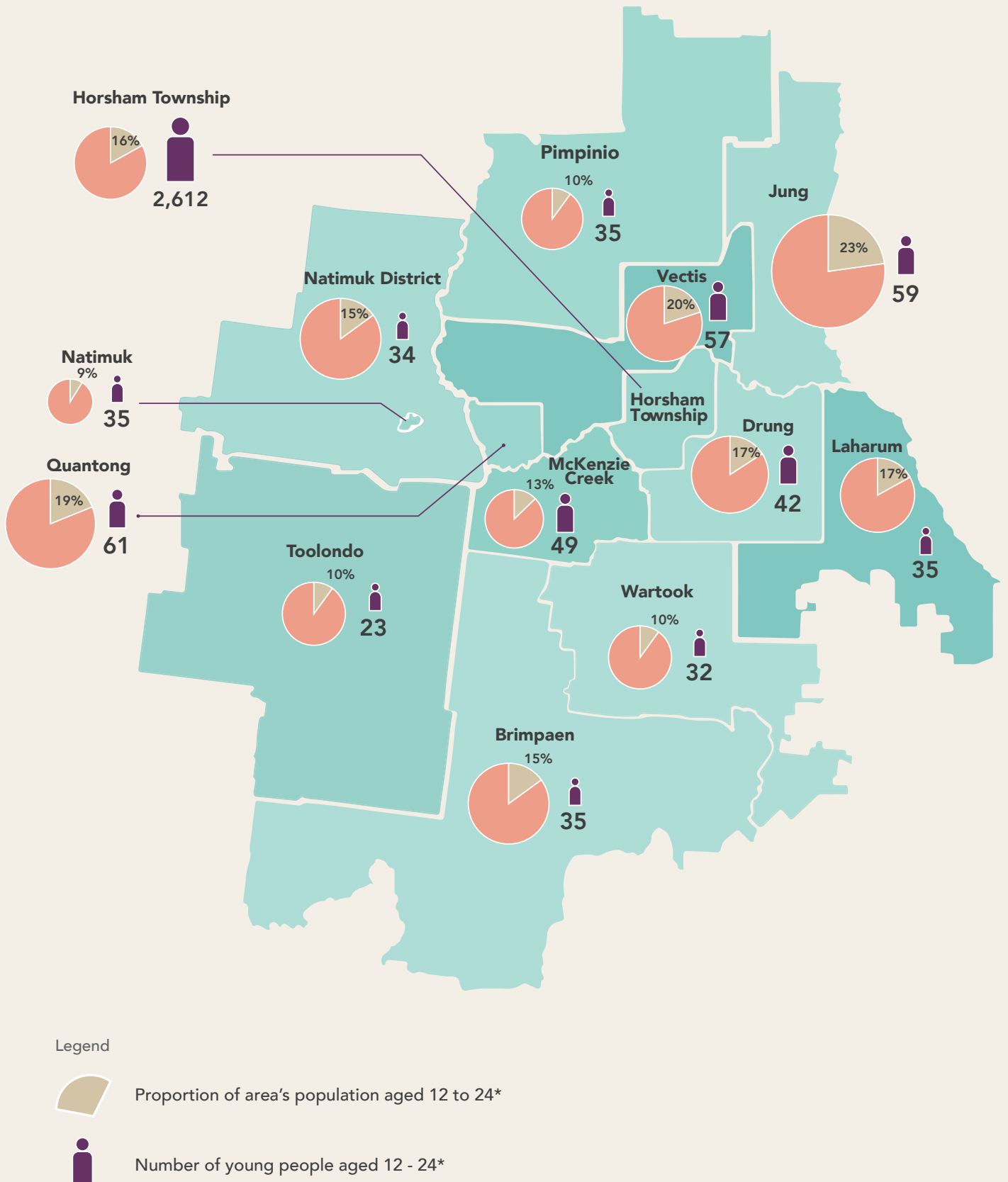


Figure 3 - Distribution of young people in the Horsham area

*Population distribution data is only available for the 12 to 17 and 18 to 24 year old age groups.

A SPECTRUM OF INTERESTS AND PRIORITIES

Young people across the 10 to 25 year age group have a spectrum of interests and priorities across life stages from primary school to young adulthood. They have changing needs and aspirations, and experience different levels of access to resources and services. Recognising and responding to these varying needs is key in developing appropriate and meaningful community engagement and services for Horsham municipality's young people.

TABLE 2 - SPECTRUM OF INTERESTS AND PRIORITIES

AGE GROUP	LIFE STAGE	POPULATION (2016 CENSUS)	INTERESTS AND PRIORITIES
10-11	Primary education / Transition	494 people	<ul style="list-style-type: none"> This age group is straddling childhood and adolescence. Friendships are starting to become more important and complex, but peer pressure may also be stronger. There is a focus on the transition to secondary school. In this age group, people may participate in organised extra-curricular activities. Key priorities for the Youth Strategy are: <ul style="list-style-type: none"> Bullying Alcohol and other drug use and abuse Education Youth-friendly public places and spaces, and Feeling safe in public places. In this age group, people find out information through Instagram, school, parents and carers, Snapchat and Facebook.
12-17	Secondary education	1,413 people	<ul style="list-style-type: none"> Young people this age are experiencing increasing independence from parents, and exploring their identity as a young adult. Some young people in this age group will be learning to drive and starting their first relationships. While organised extra-curricular activities remain popular for ages 12-15, after age 15 young people may be leaving organised extra-curricular activities such as sport. Young people may be starting casual work, with 44% of young people in Horsham municipality aged 15 to 17 working. Secondary school is a focus, with 1,224 secondary school students in Horsham municipality. Top priorities for the Youth Strategy are: <ul style="list-style-type: none"> Alcohol and other drug use and abuse Bullying Mental, physical and sexual health Things for young people to do, and Youth-friendly places and spaces. Young people this age group want to find out information through Facebook, school, Instagram, Snapchat, and the local papers.
18-25	Tertiary education and young workers	1,818 people	<ul style="list-style-type: none"> Career paths are a priority, with 70% of young people 18-25 working. Tertiary education is a focus, with 551 TAFE or university students in Horsham municipality. Census data shows many young people this age are moving to Ballarat, Geelong and Melbourne– this reflects general trends in Australia where rural areas lose young people to cities with more tertiary education and employment opportunities. Top priorities for the Youth Strategy are: <ul style="list-style-type: none"> Alcohol and other drug use and abuse Things for young people to do Employment Bullying, and Mental, physical and sexual health. People find out information through Facebook, Instagram, school, Snapchat and local and community groups.

HORSHAM'S YOUNG PEOPLE HAVE MANY STRENGTHS AND ASSETS

Local services, schools, Councillors, Council staff, community members and young people identified the strengths and assets that young people contribute to the Horsham Rural City Council community.

- Young people are students, studying at local primary and high schools, VCAL, Longerenong College and Federation University.
- Young people are workers. Many local young people work casually while at school, and most work part time or full time when they leave school. They work in retail, food services, health care and social assistance; as well as in family businesses and farms.
- Young people are highly engaged in their community. More young people are volunteers in Horsham municipality than the Victorian average. Young people contribute their time and talents to creative and performing arts organisations and events.
- Young people are highly involved in sports and recreation and are leaders in local clubs and organisations, many going on to play at an elite level.
- Young people bring creativity, vibrancy and new perspectives to the community. They are optimistic and open-minded.
- Young people make up a large proportion of the Aboriginal and Torres Strait Islander population in Horsham municipality.
- Young people are resilient through adversity. They are adaptable to change and support each other. Young people are welcoming and accepting of diversity and change.

BUT THEY ALSO FACE SOME CHALLENGES

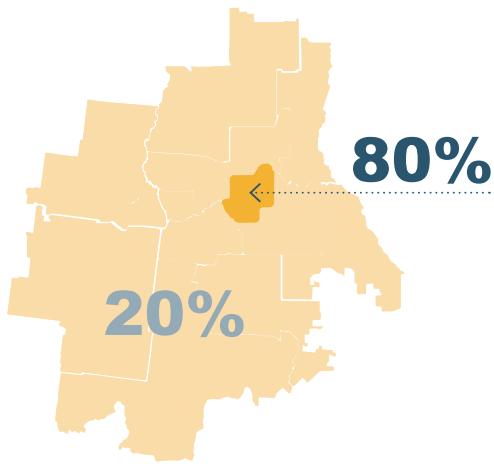
While Horsham municipality's young people have many strengths, they also face a number of challenges:

- Some areas of Horsham municipality have concentrations of disadvantage, in particular parts of Horsham North affecting young people across all age groups 10 to 25 years.
- There are high rates of teenage pregnancy. Horsham municipality has the third highest teenage birth rate in Victoria.
- Horsham municipality has high rates of sexually transmitted infections, particularly among young people aged 15 to 24 years.
- Horsham municipality has the third highest rate of bullying in Victoria. This is particularly an issue for young people aged 10 to 17 years.
- While young people said that they find Horsham municipality a safe place to live, some young people, particularly young women, identified feeling safer in public places and at home as an important priority.
- Young people in Horsham municipality are much more likely to witness or be a victim of domestic violence, with family violence incidents occurring at twice the rate of Regional Victoria.
- There are high rates of young offenders in Horsham municipality. Youth crime is linked to disengagement from school, mental health issues, experiencing violence or abuse, low income levels and poor family support networks.
- Some young people have unstable living situations, and may be homeless, couch surfing or living in an unsafe situation. In particular, there are no crisis accommodation beds for young people under 18.
- There are limited local and regional public transport options. Young people without access to a car face significant transport barriers which can affect work and employment opportunities.
- Some young people live in households without broadband internet connections, which can limit their access to education, employment, social connections and digital services.
- There are limited career paths and tertiary education options available for young people in Horsham municipality. Many young people aged 18 to 24 leave for Ballarat, Geelong and Melbourne seeking education and employment opportunities.
- While there are services for young people in Horsham, many are not open after hours or on weekends, or in locations that are ideal for young people.
- While young people are valued by the community, some young people such as LGBTQI young people and young people from disadvantaged backgrounds face judgement and negative perceptions.

HOW WE ENGAGED

WHO PARTICIPATED?

Community engagement for the Youth Strategy took place between April and May 2018.



80% of participants live in Horsham and 20% live in surrounding areas (including Haven, Natimuk, Quantong and Toolondo).



Over **325 young people**, community members, services, Council staff and Councillors contributed to the conversation.



&



The two most popular methods of information delivery were **face to face conversations in public places** and sponsored **Facebook posts**.



The highest number of participants were aged between **12 and 17 years**.



Participants at the workshop with young people

HOW DID THEY PARTICIPATE?

Community members helped shape the Youth Strategy in various ways.



280

280 people did the **online survey**
(200 young people and 80 community members)

100

100 people spoke to us at **pop ups** and **intercept surveys**



14 **services** participated in **interviews**



264

264 people visited the **project website**



21

21 **services** did the **services survey**



26

26 people attended the **youth workshop**



7

7 **Councillors** participated in **interviews**

25



25 **Council staff** attended a **workshop**



#Horshamyouth - 33 photos and 3 videos were posted on Instagram



20

20 young people participated in **focus groups**



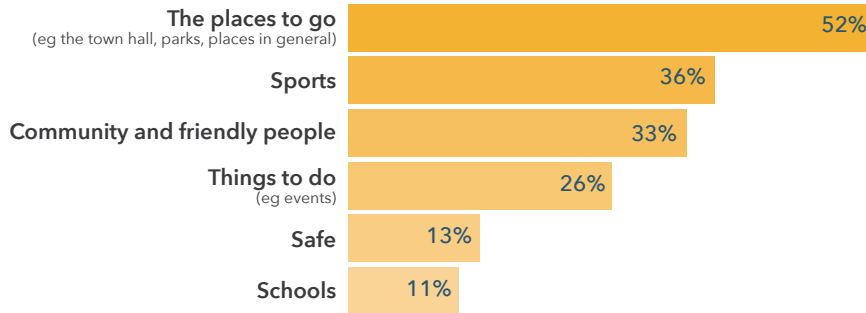
16

16 **services** attended the **services workshop**

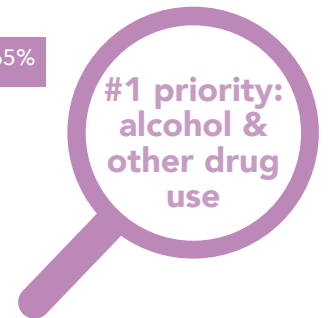
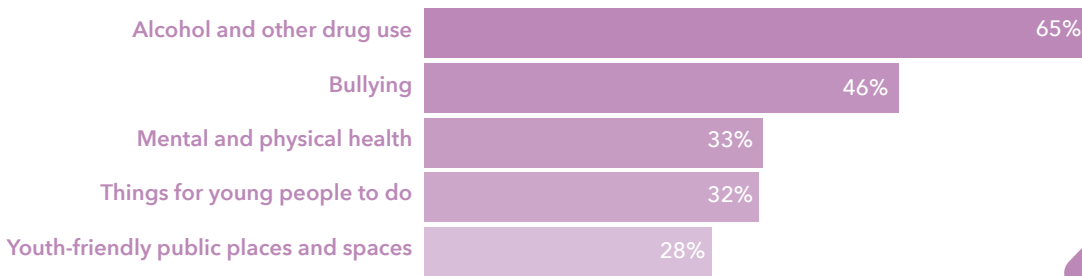
KEY FINDINGS

These are the top priorities for the Youth Strategy as identified by young people in the online survey.

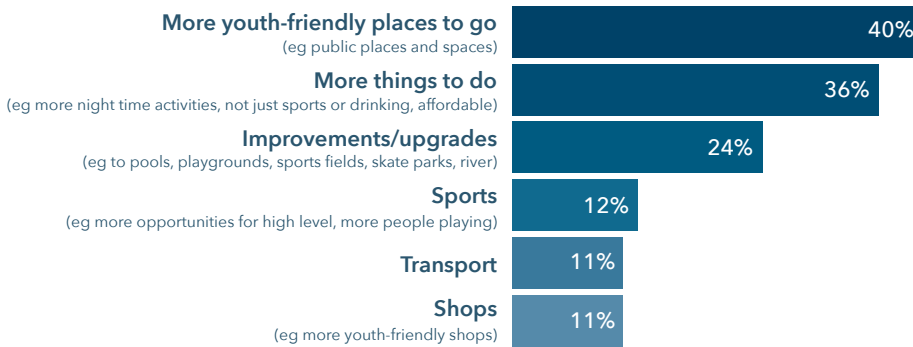
WHAT YOUNG PEOPLE LOVE ABOUT HORSHAM



TOP 5 PRIORITIES FOR YOUNG PEOPLE IN HORSHAM



WHAT YOUNG PEOPLE WOULD CHANGE ABOUT HORSHAM



WHERE YOUNG PEOPLE HANG OUT



HOW YOUNG PEOPLE WOULD LIKE TO BE ENGAGED





Participants at the workshop with young people

WHAT SERVICES SAID

21 services participated in the development of the Youth Strategy through surveys, interviews, the Project Control Group and a services workshop.

Priority areas for the Youth Strategy, identified by services across engagement types, were:

- Improving engagement with young people, and inclusive engagement
- Alcohol and other drug use and abuse; changing the drinking culture
- Mental health
- Things to do, and safe public places for young people to go
- Improving transport connections both within and out of the area
- Providing better employment and education opportunities to retain young people in the area
- Domestic violence
- Homelessness, and
- Bullying and building resilience.

Services identified a need for improved collaboration to deliver coordinated outcomes for young people. The main service gaps and opportunities identified by services included:

- Outreach service delivery including through online channels (eg skype, social media, websites)
- Local and regional transport services
- Sexual and reproductive health services
- Crisis beds for young people under 18, and
- Programs, services and activities for young people including out of hours programs.

Services identified improved engagement with young people as a priority and identified that future youth engagement models for Council could include a Youth Forum or Youth Council, or integrating consultation with young people in Council's existing strategic planning. Priorities for engagement were that it is inclusive, accessible and representative of all young people, that it includes outreach engagement 'on the streets,' and that there is accountability from Council to young people. Young people should also be involved in all of Council's engagement with the community including other committees, strategic planning and consultation.

HOW THIS STRATEGY WILL WORK

This Strategy will guide how Council works with young people, services, schools and the community to support better outcomes for young people in Horsham.

The Strategy is responsive to the emerging priorities of young people and the community as they change over the next ten years.

Council's roles in delivering the Strategy include:

- Direct service delivery (providing infrastructure, facilities, programs and services directly)
- Facilitator (coordinating collaboration between partners and the community to deliver on outcomes)
- Funder (funding programs, facilities and places)
- Planner (planning for better outcomes), and
- Advocate (advocating to other levels of government and business).



Above: Intercept surveys at the River
Below: Youth Week Skate park event

THE STRATEGY

VISION:



Horsham municipality will be a youth-friendly rural city, with engaged and empowered young people who have access to the services and opportunities they need for a healthy, safe and happy life.



OBJECTIVES:

OBJECTIVE 1.

Address service gaps as identified through service mapping of current services available to young people in Horsham municipality and surrounds.

OBJECTIVE 2.

Identify opportunities for young people to be empowered to make decisions on service delivery that suits their needs and increase meaningful engagement opportunities for young people with Council.

OBJECTIVE 3.

Identify and develop opportunities for youth-friendly places in Horsham municipality.

OBJECTIVE 4.

Provide Council with contemporary and future facing models for youth service delivery that reflect the needs of a diverse regional city population and take into consideration equity and access.

OBJECTIVE 1.

ADDRESS SERVICE GAPS AS IDENTIFIED THROUGH SERVICE MAPPING OF CURRENT SERVICES AVAILABLE TO YOUNG PEOPLE IN HORSHAM MUNICIPALITY AND SURROUNDS.

Youth-friendly cities are places where young people can be healthy and cared for, have access to quality social services, education and skills development, and a fair chance in life regardless of their background.

While young people in Horsham have many strengths, community engagement and background research identified a number of challenges facing young people and emerging priorities for the Youth Strategy to address.

Service mapping of current services available to young people in Horsham and surrounds, and comparison to neighbouring and similar councils, also identified some service gaps. These emerging priorities and gaps will change over time as Horsham municipality's community and young people change.

STRATEGY		AGE GROUP		
		10 TO 12	12 TO 17	18 TO 25
1.1	Maintain a comprehensive map of services available to young people in Horsham municipality and surrounds and promote to young people online and in hard copy at services and schools. Monitor ongoing and changing service gaps over time. A current services map is provided at Appendix 1.	X	X	X
1.2	Address identified service gaps through advocacy and partnership including as identified in strategies 1.3 to 1.9.	X	X	X
1.3	Advocate for a local sexual health service specific to young people, emphasising ease of access and confidentiality, and including providing condom vending machines in public bathrooms.		X	X
1.4	Advocate for increased provision of higher education programs in Horsham municipality, including additional courses at Federation University.			X
1.5	Continue to advocate for a more frequent timetable of train services to/from Melbourne and Adelaide.		X	X
1.6	As part of Council's advocacy program, continue to advocate for improved broadband and telecommunications services: <ul style="list-style-type: none"> To support young people who live in households without broadband connections and in rural areas To enable services to deliver digital outreach services (eg skype consultations), and To enable people to access study and work opportunities such as online courses. 		X	X
1.7	Advocate for crisis housing beds for young people under 18 years old in Horsham municipality.		X	
1.8	Continue economic development actions to promote Horsham municipality as a great place to live and work.			X
1.9	Continue to offer employment, volunteering opportunities, mentoring, traineeships and apprenticeships to young people at Council including in partnership with local services.		X	X

OBJECTIVE 2.

IDENTIFY OPPORTUNITIES FOR YOUNG PEOPLE TO BE EMPOWERED TO MAKE DECISIONS ON SERVICE DELIVERY THAT SUITS THEIR NEEDS AND INCREASE MEANINGFUL ENGAGEMENT OPPORTUNITIES FOR YOUNG PEOPLE WITH COUNCIL.

Young people are experts in their own lives, and care about their communities. They bring creativity, optimism and new ideas. In a youth-friendly city, young people are active agents; their voices and opinions influence decision making processes. Involving young people in decision making is important from a social justice perspective, and to create effective policy, programs and places. The Victorian Government and Council have a focus on engaging with and considering the needs and interests of all people in decision making, including young people.

In community engagement for this Strategy, young people and services wanted to see more involvement of young people in Council and community decision making. Young people and services want to see engagement that is ongoing, provides leadership opportunities, is inclusive, accessible, and representative of all young people, and includes outreach activities.

Community engagement should recognise that young people are a diverse group including different genders, sexualities, Aboriginal and Torres Strait Islander young people, people with disability, young parents, workers, students, low income young people and young people living in rural areas.

Best practice models of youth engagement include ongoing formal engagement such as youth councils; working with young people throughout a project in a co-design process; and empowering young people to make decisions. It is important that models include accountability from Council to listen and respond to young people's input.

STRATEGY		AGE GROUP		
		10 TO 12	12 TO 17	18 TO 25
2.1	<p>Establish a representative group of young people to respond to and advocate for issues relevant to young people, and support Council's engagement with young people including outreach and social media engagement. The Terms of Reference for the group could include that it:</p> <ul style="list-style-type: none"> Is made up of young people aged 12 to 25, who reflect the diversity of young people in Horsham municipality Meets on a regular basis, with a Councillor present Has a focus on outreach and digital engagement, to represent all young people in Horsham municipality Delivers grassroots projects to deliver on emerging priorities, and advocate to Council on priorities for young people, and Provides directions on Council's Community Engagement Strategy and activities. 		X	X
2.2	<p>Establish an annual Youth Forum where young people's ideas and issues can be heard, and they can provide feedback to Council staff on projects relating to them. The Youth Forum should ensure that Council, schools and local services have an understanding of emerging priorities for local young people.</p>	X	X	X
2.3	<p>Include targeted engagement with young people for all major Council projects, including engagement across the IAP2 spectrum. Engagement activities should consider different ways to engage with young people across the age spectrum ie. 10 to 11 years, 12 to 17 years, and 18 to 24 years. Council should report back to the community on how engagement with young people has informed decision making.</p>	X	X	X

OBJECTIVE 3.

IDENTIFY AND DEVELOP OPPORTUNITIES FOR YOUTH-FRIENDLY PLACES IN HORSHAM MUNICIPALITY

Young people, like all community members, have a right to public space. Participation in community life, living in a safe environment, and having places to meet with friends and socialise are all part of a youth-friendly city. Council provides many facilities and spaces that young people use, such as the riverfront, skate parks, parks, streets, the Nexus building and the Horsham Town Hall – and the places to go and things to do in the Horsham area are some of the things that young people like best about living here.

However, young people and services identified that more youth-friendly places, and things for young people to do, are needed in the area. In particular, affordable places and activities for young people aged 15 and older, Aboriginal and Torres Strait Islander young people, and young people

who are not involved in sport. There is a need for public spaces that are welcoming to young people where they can spend time in positive but unstructured activities, and a need for after hours recreation activities.

Best practice models include empowering young people to design places, services and activities; reflecting the diverse needs of young people, and offering flexible hours and out of hours activities and services.

STRATEGY		AGE GROUP		
		10 TO 12	12 TO 17	18 TO 25
3.1	Co-design with young people youth-friendly public spaces in Horsham Town Centre and in our rural towns that address a range of age specific needs. Including spaces and facilities such as seating and spaces to hang out with friends, affordable cafes, multipurpose courts, play/parkour equipment, interactive and colourful public art, table tennis/games, food trucks, and spaces for events.	X	X	X
3.2	Co-design with young people youth-friendly public spaces on the Wimmera River foreshore. Including spaces and facilities such as seating and spaces to hang out with friends, affordable cafes, multi-purpose courts, play/parkour equipment, interactive and colourful public art, table tennis/games, food trucks, and spaces for events.	X	X	X
3.3	Continue to create safe public places through lighting and Crime Prevention Through Environmental Design principles, with a particular focus on creating safe places for young women.	X	X	X

OBJECTIVE 4.

PROVIDE COUNCIL WITH CONTEMPORARY AND FUTURE FACING MODELS FOR YOUTH SERVICE DELIVERY THAT REFLECT THE NEEDS OF A DIVERSE REGIONAL CITY POPULATION AND TAKE INTO CONSIDERATION EQUITY AND ACCESS.

Council has a role to play in delivering, facilitating, funding, partnering and advocating for youth services. Council is a generalist service and is well positioned to coordinate and advocate for youth services and build community capacity. Neighbouring councils have different youth service delivery models, some of which include an internal role working with young people.

Key trends in best practice youth service delivery include a move away from centre-based youth services to programs and services delivered in a range of locations and formats across local areas through outreach models. This also supports collective impact outcomes, which focus on collaboration between existing services to minimise duplication and promote collaborative ventures, including co-location and pooling of resources.

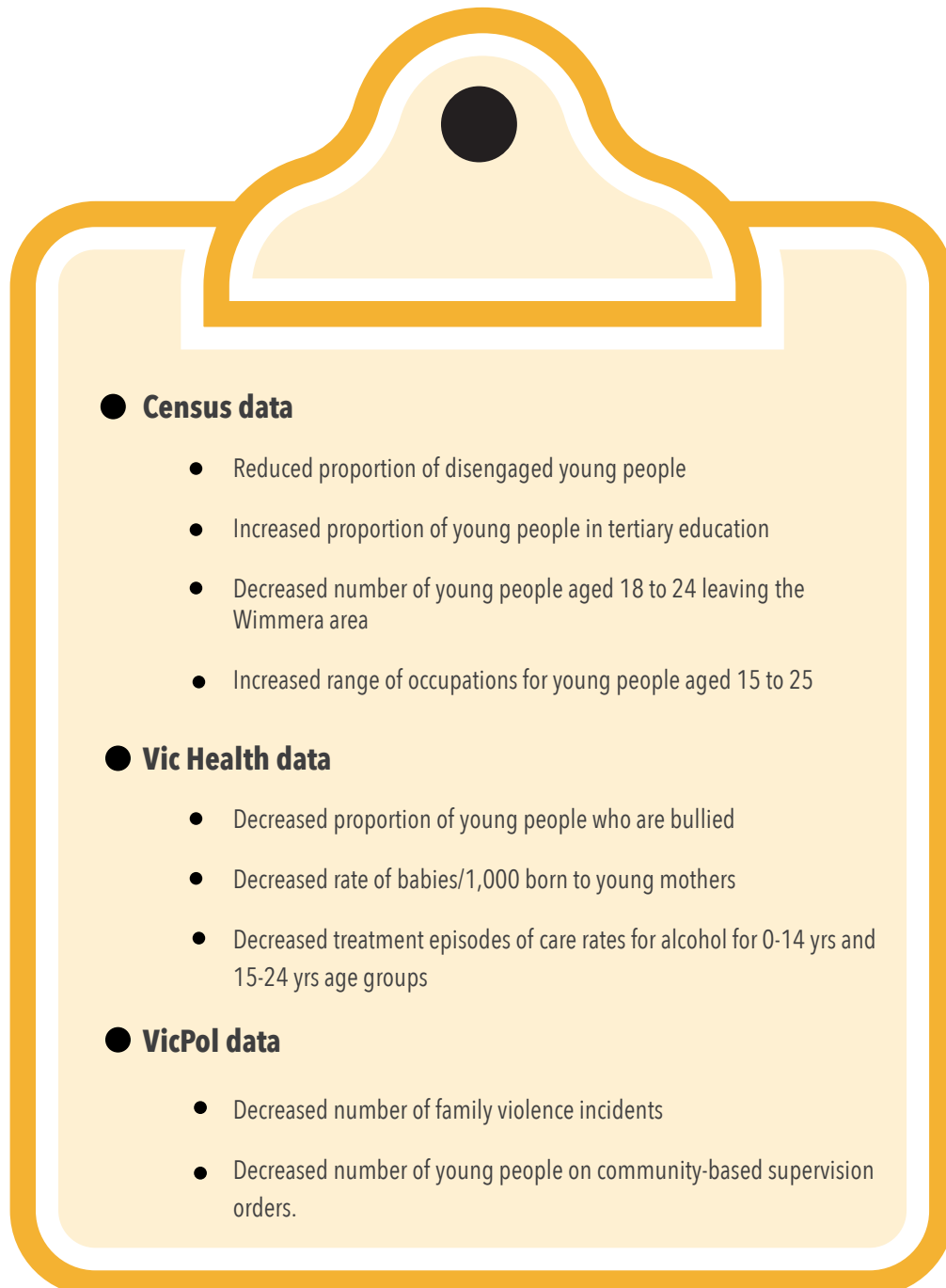
STRATEGY		AGE GROUP		
		10 TO 12	12 TO 17	18 TO 25
4.1	Transition away from a centre-based youth services model to an outreach and collective impact model through strategies 4.1a, 4.1b, and 4.1c.	X	X	X
4.1a	Resource an internal role within Council with a particular focus on young people, with coordination, partnership, and advocacy roles including: <ul style="list-style-type: none"> Maintain and monitor the comprehensive service map Establish communication channels that are relevant to young people Continue to support ongoing programs eg Freeza and Young G Coordinate data sharing between services, schools and Council Coordinate local services and schools under a collective impact model to deliver on emerging priorities for young people (particularly alcohol and other drug use; bullying; mental and physical health; things to do for young people; and youth-friendly public places and spaces) Coordinate the representative group of young people and Youth Forum and support engagement with young people across Council's projects Coordinate Youth Week with the representative group of young people Partner with services and schools to promote a positive perception of young people including supporting services and schools to promote good news stories about local young people in local media Apply for external grants and funding to support Council and partners to deliver on emerging priorities and identified service gaps, and Advocate to address service gaps as identified by service mapping, including at a regional level. 		X	X
4.1b	With Engage funding, in a range of locations across the Horsham municipality, auspice/partner with local services and schools to deliver affordable and free generalist recreation activities, events and programs for young people with a focus on after hours activities (eg Friday and Saturday nights).		X	X
4.1c	Review the future role of the building at 16 Pynsent St, Horsham (currently Nexus) as a multipurpose space accessible to the community to deliver programs and services including for young people and out of hours services.		X	X
4.2	Introduce a youth stream of Council's Community Development Grants Program to provide funding to support projects, activities and programs that support the emerging priorities of the Youth Strategy. Consider including selection of winning projects as part of the Youth Forum activities.		X	X

KEEPING TRACK OF CHANGE

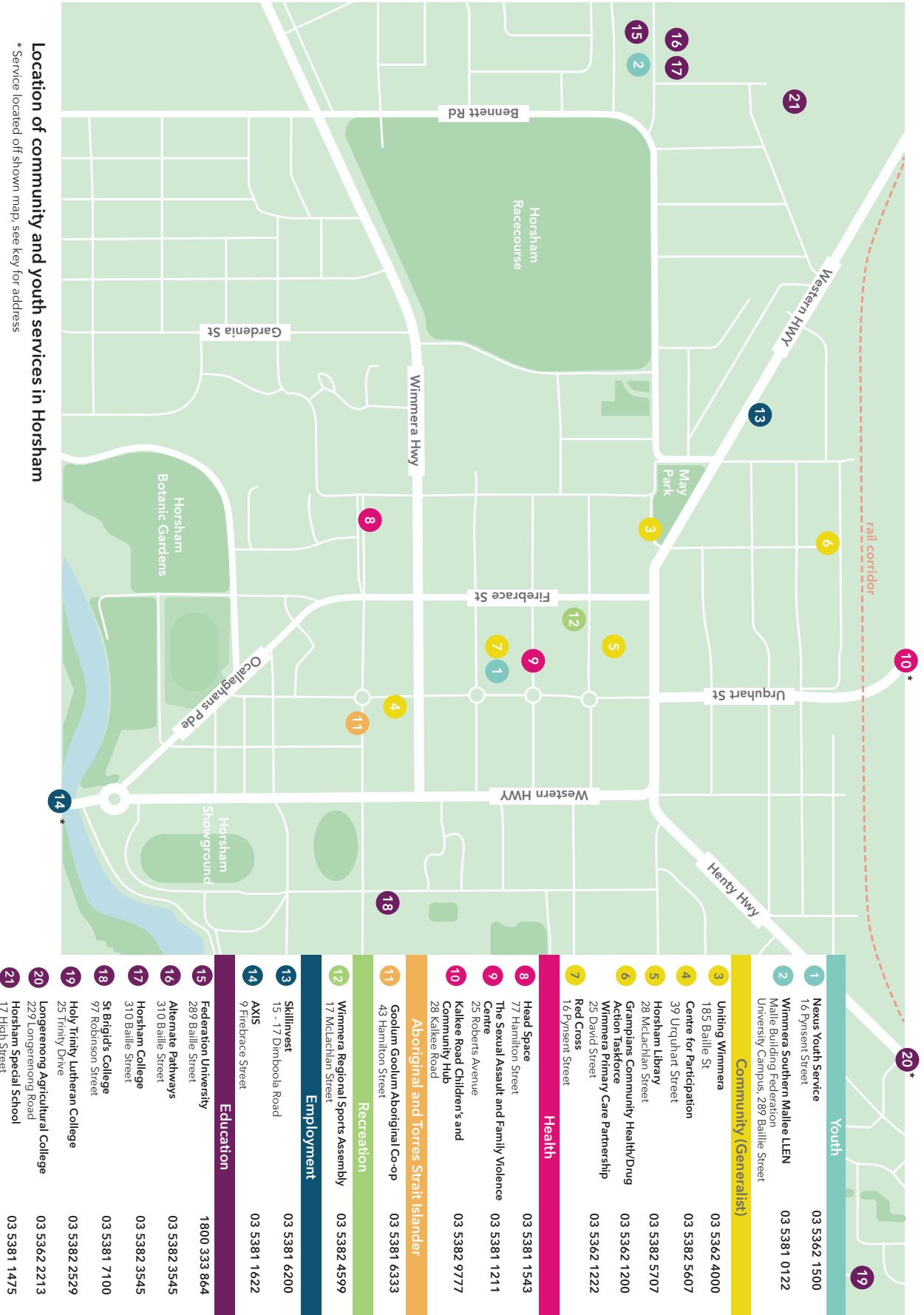
It's important to report back to the community on the Youth Strategy's progress, and to keep track of how activities completed as part of this Strategy make a difference in young people's lives.

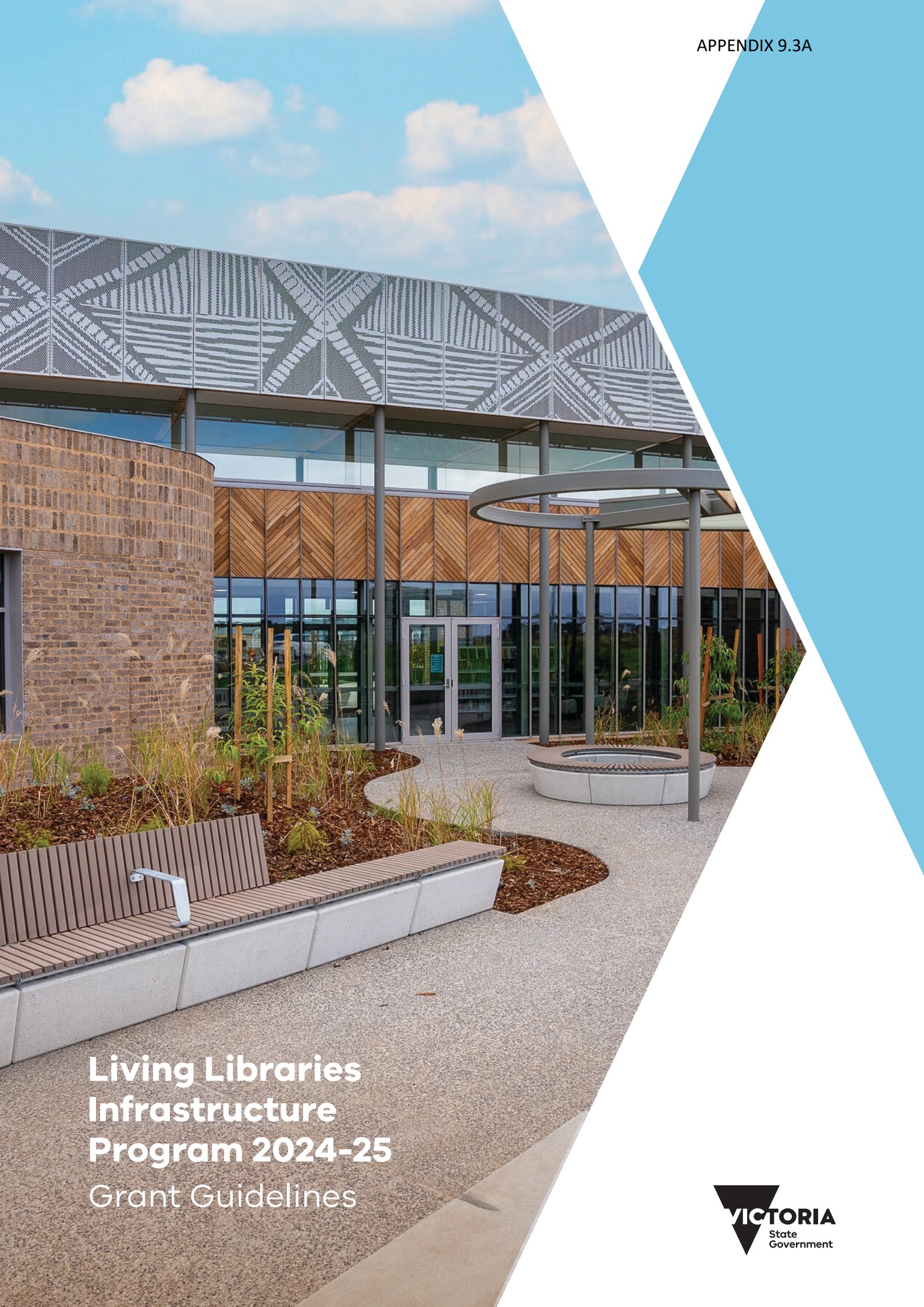
Council staff will report to a representative group of young people every six months on the Youth Strategy's progress, including what actions have been completed and are underway. The group of young people will then feedback to Council their evaluation of the Youth Strategy's progress.

Council will monitor health and wellbeing indicators for young people and share findings with local services and the community to understand how Horsham's young people are doing, improvements in key areas, and any emerging issues. Indicators are based on available data collected regularly by government agencies, and where relevant are aligned with evaluation indicators in Council's existing strategic planning.



APPENDIX 1: SERVICES MAP





**Living Libraries
Infrastructure
Program 2024-25
Grant Guidelines**

Cover image:
Truganina Community Centre supplied by Wyndham City



Authorised by the Victorian Government, Melbourne.
Department of Government Services

1 Spring Street, Melbourne, Victoria 3000

Telephone 1300 366 356

© Copyright State of Victoria 2024

Department of Government Services October 2024

This publication is copyright. No part may be reproduced by any process except in accordance with provisions of the *Copyright Act 1968*.

Except for any logos, emblems, trademarks, artwork and photography this document is made available under the terms of the Creative Commons Attribution 3.0 Australia license.

Disclaimer

This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication. While every effort has been made to ensure the currency, accuracy or completeness of the content, we endeavor to keep the content relevant and up to date and reserve the right to make changes as required.

The Victorian Government, authors and presenters do not accept any liability to any person for the information (or the use of the information) which is provided or referred to in the publication.

To receive this publication in an accessible format, please contact the Victorian Government Contact Centre on 1300 366 356, using the National Relay Service 133 677 if required.

Available at Local Government Victoria's website:

<https://www.localgovernment.vic.gov.au/public-libraries/public-library-programs/living-libraries-infrastructure-program>

Acknowledgement

We acknowledge and respect the Traditional Owners of Country throughout Victoria, their ongoing connection to lands and waterways upon which we depend, and we pay respects to their culture and their Elders past, present, and future.

We acknowledge that Aboriginal self-determination is a human right enshrined in the United Nations Declaration on the Rights of Indigenous Peoples, and we are committed to working towards social, economic, and cultural equity for Aboriginal Victorians.

We acknowledge the diversity of Aboriginal Victorians, and we acknowledge all other people of Aboriginal and Torres Strait Islander descent living in Victoria.

Foreword



I am pleased to present the 2024-25 round of the *Living Libraries Infrastructure Program*.

Victorians have told us that libraries continue to be a valued local facility. Communities love their libraries, borrowing over 30 million collection items per year and accessing a wide range of services, from children's story time to cyber safe classes and help researching their family history.

Libraries have and will always offer a safe and inclusive space for everyone in the community and that means library facilities need to meet the needs of their visitors.

Through the Victorian Government's *Living Libraries Infrastructure Program* (LLIP), we're proud to offer funding to support library upgrades and services such as mobile library vans to reach every library user across our growing communities.

The Victorian Government has invested over \$49.3 million over the last nine years into 139 library infrastructure projects with a total project cost of \$348.8 million, supporting libraries in metropolitan, regional and rural Victoria and enriching their communities.

Please take the time to read through these guidelines and find out how your library could be eligible for a grant. I encourage you to think about how your project can support your community and create local employment opportunities, both during the construction phase and beyond.

I look forward to announcing the successful projects.

A handwritten signature in black ink, appearing to read 'Melissa Horne'.

The Hon Melissa Horne
Minister for Local Government

Contents

What is the <i>Living Libraries Infrastructure Program</i> ?	5
Why is the Victorian Government funding this program?	5
Who can apply for funding?	5
What types of projects will be funded?	6
Minor works	6
Major works	6
What will not be funded?	6
What are the funding details?	7
Assessment criteria	8
What supporting documentation needs to be provided?	9
What are the conditions of funding?	9
What are the monitoring and reporting requirements?	10
Local Jobs First Policy	10
Acknowledgement and Publicity Requirements	10
Capital Works Signage Requirements	10
How to apply	11
Program Timeline	11
Frequently Asked Questions	11
Is funding available for shelving and library furniture?	11
Is funding available for staff amenities?	11
Which components of a mobile library will the LLIP fund?	11
What documentation is required if a Regional Library Corporation, Myli, Connected Libraries or Your Library applies for a minor grant for a static library?	11

Living Libraries Infrastructure Program 2024-25

What is the *Living Libraries Infrastructure Program*?

The 2024-25 round of the *Living Libraries Infrastructure Program* (LLIP) is a \$4 million funding round which will enable councils, regional library corporations, Vision Australia (Victoria), Your Library, Connected Libraries and My Community Library (Myli) to deliver new or renewed library infrastructure for their communities.

The program supports the provision of library facilities that meet the needs of communities and, in doing so, enhances the role of libraries in strengthening communities and encouraging opportunities for community participation.

Funding is provided to support projects that deliver and demonstrate benefits for the community and/or aim to improve engagement and access to learning opportunities.

To achieve this, projects must:

- be accessible and meet appropriate standards for people of all abilities
- demonstrate flexibility in meeting the long-term needs of the community
- provide space to increase access to learning opportunities and programs
- incorporate principles of environmental sustainability design, such as the use of recycled/renewable materials, and improved energy and water efficiency.

Why is the Victorian Government funding this program?

The Victorian Government recognises the important role of public libraries in fostering lifelong learning, facilitating access to information - both print and digital, and providing a safe, supported community space for local people to engage in a wide range of activities. Libraries provide free public access to information and technology, literacy support, and training and skills development that engage communities and enrich community life.

Who can apply for funding?

Victorian councils, regional library corporations, Vision Australia (Victoria), Your Library, Connected Libraries and Myli are eligible to apply for funding.

Councils, regional library corporations, Vision Australia (Victoria), Your Library, Connected Libraries and Myli that have not previously received funding through the Living Libraries Infrastructure Program or have received limited funding from the program are strongly encouraged to apply.

Regional library corporations, Your Library, Connected Libraries and Myli may submit an application relating directly to mobile library services, or on behalf of a council under the minor works category for static libraries. (Refer FAQs).

Applicants **must** consult the LLIP team by 1 March 2025 on 0434 780 150 to discuss their project proposal prior to submission. Project proposals that have not been discussed will not be considered.

The LLIP website can be found at:

[Local Government Victoria - Living Libraries Infrastructure Program](#)

What types of projects will be funded?

Funding is available through two categories: minor works, and major works. One application per category can be submitted in the 2024-25 funding round.

	Grant Available*
Minor	\$10,000 – \$200,000
Major	\$200,001 – \$1,000,000

* dependent on funding co-contributions as outlined in Table 1

All applications must clearly articulate the exact elements of the project that the LLIP funding will be used for.

Minor works

Projects eligible under the minor works category will generally be cosmetic in nature, but may include small remodeling elements or upgrades of a mobile library service.

The total project cost for minor works must not exceed \$400,000.

Funding from the LLIP of between \$10,000 and \$200,000 can be used to:

- deliver creative, innovative spaces that support different programming and learning activities
- improve facilities for communities to ensure equitable access to library services across Victoria
- remodel or refurbish an existing facility to improve the facility for community use, accessibility and program deliverability. This may also include mobile libraries and the purchase of a mobile van including fit-out (Refer to FAQs)
- upgrade permanent fixtures and fittings critical to the efficient, effective and flexible delivery of library services.

Works must commence within 6 months from the grant being announced, and construction must be completed within 12 months of commencement.

Major works

Projects eligible for the major works category are likely to include significant structural changes to existing facilities or the construction of new, multi-purpose library facilities or a library component within a multi-use facility. This may also include significant investment in a mobile library service.

Funding of between \$200,001 and \$1,000,000 can be used to:

- renovate or extend an existing facility, or construct a new facility to provide or replace a public library
- incorporate a new library facility in an existing community facility
- implement or continue to deliver a library service through alternative delivery models.

Works must commence within 18 months from the grant being announced, and construction must be completed within 3 years of commencement.

What will not be funded?

- Projects that have already commenced construction prior to funding agreements being executed
- Freestanding IT equipment and electronic resources
- Materials such as books for collections and magazines
- Shelving or library furniture as a standalone project (Refer to FAQs).
- Funding from LLIP cannot be used for non-public areas (e.g. exclusive staff amenities, work rooms, offices etc.) (Refer to FAQs)
- Purchase of land or established buildings
- Ongoing or routine maintenance activities
- Duplication of services already in operation
- Repair of facilities where the damage can be or should have been covered by insurance
- Purchase of a mobile library van that does not include the cost of a fit-out and does not take into consideration OH&S practices e.g. hydraulic lift, trolleys on wheels etc.



What are the funding details?

Table 1 outlines the required funding contribution from councils.

Council contributions must meet the ratio requirements in the table below. Additional funding may be sourced from the Commonwealth and other state government programs, however these will not be considered as part of council's funding contribution.

In-kind contributions of up to 25 per cent can be considered towards the total council

contribution. In-kind contributions cannot be aspects of the project that are an actual cost to council. This includes any project management costs associated with the delivery of the project or ongoing costs of operation. In-kind contributions that can be considered are the re-purposing of equipment that is included in council's asset register, donation of materials, or volunteer time that is directly related to the project.

Where there are multiple sources of funding, the application must clearly articulate what the LLIP funding will deliver.

Table 1: Co-contributions required

Area	Ratio	Council
Libraries for metropolitan councils	LLIP \$1 : \$1 Local	Banyule, Bayside, Boroondara, Brimbank, Darebin, Frankston, Glen Eira, Greater Dandenong, Hobsons Bay, Kingston, Knox, Manningham, Maribyrnong, Maroondah, Melbourne, Merri-bek, Monash, Moonee Valley, Port Phillip, Stonnington, Vision Australia (Victoria), Whitehorse, Yarra
Libraries for interface councils	LLIP \$1.5 : \$1 Local	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham, Yarra Ranges
Libraries for regional cities	LLIP \$2 : \$1 Local	Ballarat, Bendigo, Geelong, Horsham, Latrobe, Mildura, Shepparton, Wangaratta, Warrnambool, Wodonga
Libraries for regional and rural councils	LLIP \$3 : \$1 Local	Bass Coast, Baw Baw, Campaspe, Colac Otway, Corangamite, East Gippsland, Glenelg, Golden Plains, Macedon Ranges, Mitchell, Moira, Moorabool, Mount Alexander, Moyne, South Gippsland, Southern Grampians, Surf Coast, Swan Hill, Wellington
Libraries for small rural councils	No contribution required	Alpine, Ararat, Benalla, Buloke, Central Goldfields, Gannawarra, Hepburn, Hindmarsh, Indigo, Loddon, Mansfield, Murrindindi, Northern Grampians, Pyrenees, Queenscliffe, Strathbogie, Towong, West Wimmera, Yarriambiack

** Note: Regional Library Corporations, Your Library, Connected Libraries and Myli are required to meet the appropriate council's co-contribution requirements (where applicable) if applying for a minor grant for static libraries. For mobile libraries where the services are provided across multiple LGA's, the funding co-contribution will be applied to the lowest ratio.

Assessment criteria

Applications will be assessed against the criteria set out below. Percentage weightings are provided as a guide to the relative importance of different criteria in the assessment process. The same criteria will be applied across both minor and major funding streams, however, the level of detail provided in the application should be commensurate with the value of the project, i.e. applications for projects seeking funding of \$1,000,000

through the major funding stream should be detailed and well developed whereas a small renovation of an existing facility seeking less than \$200,000 should provide enough detail to describe the project and its benefits.

Confirmation of other funding sources and funding from previous LLIP rounds will be taken into consideration during the assessment process. If applications for other funding sources are unsuccessful, applicants must identify how the shortfall will be funded.

Why? (30%)	<p>Applications will be required to demonstrate the extent to which the project addresses an identified need in the community by:</p> <ul style="list-style-type: none"> • Clearly identifying why the project is a priority • Demonstrating why the project is important to the community • Demonstrating how the project will provide increased access to learning opportunities and programs.
Who? (30%)	<p>Applications must clearly demonstrate the extent to which the project will deliver benefits to the local community and must:</p> <ul style="list-style-type: none"> • Identify the communities that will directly benefit from the project • Articulate current library user statistics that support the project, including changes in use and/or need • Identify the benefits that the project will deliver for library users • Identify who else is involved in the planning/design or implementation of the project, including an outline of their roles and contributions and, where applicable, details of shared use agreements.
What? (25%)	<p>Applications must clearly articulate or demonstrate:</p> <ul style="list-style-type: none"> • What the LLIP funding will be used for • Details of the overall project and what will be delivered • What services will change as a result of the project.
How? (15%)	<p>Applications must demonstrate:</p> <ul style="list-style-type: none"> • A sound approach to deliver the project, providing realistic timeframes for delivery and demonstrate the project represents value for money • Capacity to implement the project, including details of specific resource allocations (staff, time and funding) to deliver the project on time and within budget • Capacity to financially support the ongoing library operations and the ability to service the community within the opening hours specified in the application • Council's performance in delivering previously funded state government projects.



What supporting documentation needs to be provided?

Supporting documents can be submitted through the online grants system, provided the file size does not exceed 5MB.

Supporting documents that are relevant to the project are:

Minor Works	Major Works
Mandatory	Mandatory
Project plan and project budget	Project plan and project budget
Relevant costings/ supplier quotations (less than 3 months old)	Relevant QS documents (less than 6 months old) for projects over \$1 million where appropriate
Concept designs and/or detailed floor plans	Concept designs and/or detailed floor plans
Council resolution or letter from CEO confirming committed funding and commitment to the project	Council resolution or letter from CEO confirming committed funding and commitment to the project
	Evidence of community consultation undertaken
Desirable	Desirable
Confirmation of other funding sources where appropriate	Confirmation of other funding sources where appropriate
Applicable permits if available	Applicable permits if available
Evidence of community consultation undertaken	Relevant strategic/ infrastructure plans the project aligns to
Relevant strategic/ infrastructure plans the project aligns to	

What are the conditions of funding?

Successful applicants must enter into a funding agreement with Department of Government Services (DGS). Funding agreements establish the parties and outline their commitments and obligations to each other, as well as setting out the general funding terms and conditions.

Applicants should review the Victorian Common Funding Agreement standard terms and conditions before applying.

No funding will be released until the Department and the applicant have executed the funding agreement.

DGS reserves the right to withhold payments in cases where evidence has been provided but DGS deems that there are concerns relating to the delivery of the project. In this instance, DGS will release funding when appropriate actions have been taken to ensure the funded project is being delivered within the agreed timeframes.

In the event of a project being delivered for less than the budget stated in the funding agreement, two alternatives will be available to councils:

- return the unspent funds on a pro rata basis
- opportunity to put forward a case to have any unspent funds used to expand the scope of the underspent project.

Any reallocation request to Local Government Victoria must include information about why there was an underspend on a LLIP project and how increasing the scope of the underspent project will further benefit the community.

Local Government Victoria will use this information in making recommendations to the Minister for Local Government on the reallocation of any unspent funding.

What are the monitoring and reporting requirements?

Funded recipients are required to comply with project monitoring and reporting requirements outlined in the funding agreement. This includes participating in project and program evaluation activities implemented by DGS.

An outcomes report is required to be completed 12 months post construction. This will need to include information and data about:

- increased usability
- increased activities and programs
- visitation rates
- new initiatives that have been implemented as a direct result of funding from the LLIP.

Funded recipients are responsible for project delivery, including any project cost overruns should they occur. Funded recipients must take full responsibility for the cost of ongoing operation and maintenance of facilities through their asset management processes.

In cases where a project is delayed for an unreasonable length of time, where substantive changes of scope are made after funding has been approved, or where a project fails to be delivered, DGS reserves the right to cancel the grant and recoup any funds that have already been provided.

Local Jobs First Policy

The Local Jobs First Policy (LJF Policy) issued under the Local Jobs First Act 2003 supports businesses and workers by ensuring that small and medium size enterprises are given a full and fair opportunity to compete for both large and small government contracts, helping to create job opportunities, including for apprentices, trainees and cadets. The LJF Policy is implemented by Victorian Government departments and agencies to help drive local industry development. The LJF Policy applies to grant projects where the value of the grant is above the threshold values of:

- \$3 million or more in metropolitan Melbourne, and
- \$1 million or more in regional Victoria.

Projects in regional Victoria funded through the Living Libraries Infrastructure Program must comply with the Local Jobs First Policy.

Further information regarding the requirements can be found at:

<https://localjobsfirst.vic.gov.au>

Acknowledgement and Publicity Requirements

Successful applicants must acknowledge the Victorian Government's support through the LLIP. Promotional guidelines form part of the funding agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases and promotional material. Successful applicants must liaise with the the LLIP team to coordinate any public events or announcements related to the project.

Plaque proofs **MUST** be submitted to the LLIP team for approval before being displayed at any public event. This includes signage for mobile library vans and must contain the Victorian Government logo.

Successful applicants may be required to provide information on activity outcomes for use in program evaluation or in the Department's communication material.

Capital Works Signage Requirements

Successful applicants need to acknowledge the State Government's support for the project through appropriate signage consistent with the Victorian Government's Capital Works Signage Requirements (available at <https://www.vic.gov.au/capital-works-signage-guidelines>) or as otherwise specified by DGS.

How to apply

Applicants must consult the LLIP team on 0434 780 150 by 1 March 2025 to discuss their project proposal prior to submission. Project proposals that have not been discussed will not be considered.

To submit an application for minor and major works, please visit:

[Local Government Victoria - Living Libraries Infrastructure Program](#)

Hard copy or emailed applications will **not** be accepted.

Program Timeline

Applications open

3 February 2025

Applications close

14 March 2025 at 2.00pm

Assessment & decision making

April 2025

Announcements

From May 2025

Funding Agreements Executed

By June 2025

Frequently Asked Questions

Is funding available for shelving and library furniture?

Funding for shelving and library furniture is not eligible as a standalone project as the primary purpose of this program is to support the upgrading of library buildings and mobile library facilities.

However, if new shelving or library furniture is to be provided as part of a broader project, and it can be demonstrated that the project supports innovation and increased flexibility and deliverability of programs and activities, the application will be considered. A maximum of 30 percent of the total project cost can contribute to the cost of shelving and/or library furniture.

Is funding available for staff amenities?

Staff amenities will not be eligible for funding. To be eligible, amenities must be available and accessible for community use e.g. kitchenette, toilets etc.

Which components of a mobile library will the LLIP fund?

The components of a mobile library eligible for funding must be integral to the functionality and deliverability of a mobile library service, and can include power supply infrastructure and necessary communications equipment, such as antennas.

The LLIP will only fund the purchase of a mobile library van if it includes a fit-out incorporating OH&S practices, e.g. hydraulic lift, trolleys on wheels etc.

Equipment such as PCs and iPads remain ineligible.

What documentation is required if a Regional Library Corporation, Your Library or Myli applies for a minor grant for a static library?

A letter from the relevant council's CEO is mandatory and **must** demonstrate support for the project and meet the co-contribution ratio as per the co-contribution table.





Horsham Skatepark Precinct



Project Background: Existing Masterplan

CP05 OF 6
REV- B

HORSHAM SKATE PARK - URBAN PARK FOR ALL - COMMUNITY, ACTIVITY & CONNECTION

Our vision is that the Horsham Skate Park will provide a range of opportunities and experiences for people to have fun and be physically active. The park will be a central meeting place for people of different ages and interest; a place we love to go to, spend time in or pass through.

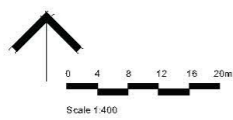
- 1 Landscaping**
Removal of existing toilet facilities and infrastructure. Make good landscape. Investigate future connection to landuse and activity north of the focus area. Incorporate power & water supply for event set-up
- 2 Existing vegetation**
Identify, protect and nurture existing Grey Box specimens - celebrate and communicate their story, age, connection to the landscape, place in the ecosystem through potential artistic interpretation
- 3 Dirt Track & jumps**
Groom and regrade track in consultation with with CRG and consultant/contractor skilled in best practice grooming and trail re-creation. Surround track with shade trees and seats/ platforms for viewing with additional shelter on existing concrete slab with seating and lookout
- 4 Water Storage Tank / Gathering area**
Opportunity to provide structure over storage tank with floating floor with opportunities for stage, shade, raised planter boxes. Provided a span is achievable and a floating floor can be engineered to protect existing storage tank infrastructure with no direct or indirect load. Potential to locate relocatable screen for projections/ movies (combined into pump shelter extension), seating tables, lighting, WiFi, phone charging stations, power outlets and CCTV
- 5 Skate Park Facilities - existing**
Improve lighting of whole site, consider the feasibility of CCTV, review location of centrally located wall, review coping detail, investigate ambulance access and access to bowl with local authorities, art/ colour on vertical surfaces, extend and review pump house height and use for projections
- 6 Skate Park Facilities - proposed stage 1**
Extend footprint of skate park to include freestyle skate elements (platforms, rocks, slabs / parkour elements with path connection to dirt jumps) - surface to be sealed concrete. Review feasibility for small/ junior shallow bowl/ half bowl similar to Dimboola Skate Park.
- 7 Gathering**
Provide opportunities for gathering, viewing of skate area, seating, picnic setting, natural seating options, irrigated lawn, shade, art and shade trees. Ensure open space for first aid officers and event officials - provide water and power
- 8 Secondary path connections**
Develop a variety of walking/ shared trail connections. Opportunity for traffic elements, mounds and seating throughout
- 9 Landscaping**
Develop landscaping areas with additional trees, diversity in plant selection, irrigated lawn areas and natural elements for seating and play. Consideration to sensory qualities of
- 10 Fitness & Ninja**
Extend diversity of existing equipment to support gathering, connection, multi-generational and Ninja fitness elements



- 11 Hard surface multipurpose court**
Re-surfacing of existing carpark to support multi-use linemarking (basketball/ 4 square) and carparking for CFA training activities. Ensure court can be used as a staging site for events held in northern section of park
- 12 Shared trail**
Minimum 2.5-3m wide sealed shared trail to support high use and commuter users along with recreational user groups. Implement street tree strategy to provide additional shade along both sides of trail
- 13 Pump Track**
Reinvigorate existing landscape with pump track design & constructed with specialist consultant with CRG engagement
- 14 Traffic Engineering Solutions**
Opportunities for safe pedestrian crossing points to support existing pedestrian movement patterns
- 15 Multi-generational Play space**
Support a diversity of user groups to engage with the play space. Encourage inclusive connections, variety of play opportunities, gathering opportunities, shade, landscaping and quiet areas
- 16 Toilet Facilities**
Integrate toilet facilities into surrounding with bike racks, GWM water fountain inclusive design with dog bowl, waste management. Consider future opportunities for 'Changing Places' compatibility.
- 17 Gathering**
Low key gathering space with art, seating, wayfinding, gopher charging station, connection to skate and infrastructure. Provide clear separation between skate park and shared trail to reduce conflict of movement.
- 18 Entrances**
Opportunities for a journey of movement into the skate park precinct - variety of entrances into different areas to improve connectivity and choice
- 19 Hardstand**
Opportunity for power, hardstand and water outlet for food van parking. Keeping views open, access for pedestrians from south. Provide incidental seating opportunities (rocks/ deck platforms) for outdoor cafe
- 20 Existing Carpark**
Potential canvas for street art and overflow area for festival/ carnival/ competition days
- 21 Art**
Investigate potential art integration throughout the site - working with the existing artwork on the toilets and linking to the synthetic surface under the play equipment, vertical walls in the skate park, concrete paving design/ detailing, seating, Horsham photo wall, acrylic basketball court design, etc to communicate a story, capture the energy of the usergroups and provide a playful whimsy for exploration for all ages

LEGEND

- BUILDING LAYOUT
- BOUNDARY FENCELINE
- EXISTING TREES
- PROPOSED TREES
- PROPOSED GARDEN BEDS
- LAWN (IRRIGATED)
- CONCRETE PAVING
- ASPHALT SURFACE
- PAVING
- COMPACTED GRANITIC SAND SURFACE
- WETPOUR SYNTHETIC SURFACE (IMPACT ATTENUATING TO AS4422)
- TIMBER DECKING
- PICNIC SETTING
- SEAT WITH BACK AND ARM REST
- BENCH
- LIGHTING
- ROCK EDGING
- VERTICAL LOG EDGING
- FENCE
- GRADED MOUND
- SHADE STRUCTURE
- SEAT/ WALL/ COLOUR/ VERTICAL FACE ART



Schematic Landscape Design - Concept Layout

FOR COMMENT Horsham Skate Park

Natimuk Rd HORSHAM

30.09.2022
PN 225

PO Box 765 HORSHAM VIC 3402
041 041 2440
felcity@laimiga.com.au
Note: This is a concept design drawing and not a working drawing. It is not to be used for construction purposes. Levels and dimensions are approximate only. The drawing remains the property of the landscape architect. COPYRIGHT LAIMIGA DESIGN STUDIO



Site Concept Design - 3D Visualisation Plan

KEY ELEMENTS

APPENDIX 9.4A

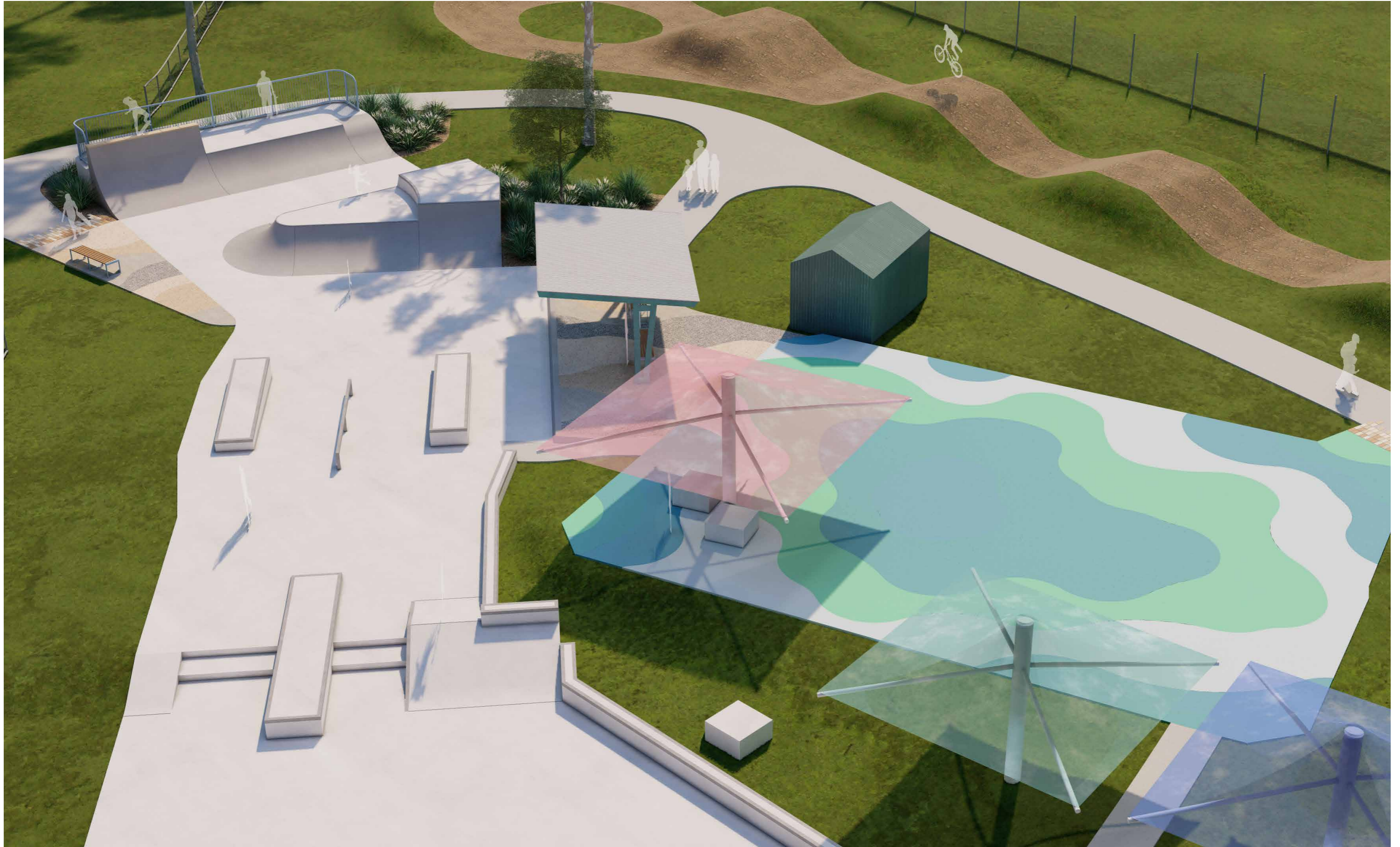


- 01 5 Way Swing
A social swing accommodating a range of users, with access to 2 swing bays via soft fall rubber for those with mobility devices
- 02 Accessible Spinner
Set in soft fall rubber with colourful patterning, with a flush entry point for wheelchair users
- 03 Trampoline
Set in soft fall rubber with colourful patterning
- 04 Climbing Bars
Active play and fitness combination unit, including monkey bars, hang tough bars and net climber
- 05 Log & Rock Edge
Nature play log and rock edge retaining garden bed and creating barrier between SUP and playspace
- 06 Shared User Path
Retain existing SUP
- 07 Main Social Zone
Picnic and BBQ spaces with shelter, wheelchair accessible picnic tables, bench seats and accessible BBQs
- 08 Bike Racks
Centrally located off SUP
- 09 Outdoor Shower & Drink Fountain
As requested by existing skate park user group, to help cool off after being active in skatepark & BMX jumps
- 10 Pump Track Social Zone
Shelter with 2 x bench seats
- 11 Pump Track - Intermediate/Advanced Level
Featuring larger pump bump/roller elements, berms, jumps and transfers suitable for intermediate/advanced riders to generate speed, learn jumps/transfers and improve their skills further
- 12 Pump Track - Beginner Level
Featuring smaller pump bump/roller elements and berms for beginner level riders to learn, and more experienced riders to improve their skills
- 13 Learn to Ride - Existing Underground Water Tank
Resurfacing over existing underground water tank to create fun patterning for all ages, genders and abilities to 'learn to ride/roll'
- 14 New Access Stairs to Existing Skate Bowl
Easy access from carpark up to skate bowl
- 15 Skatepark & new Social Zone
New mini ramp for beginner use. Includes Shelter with 2 x bench seats, providing space for all users and abilities to rest and socialise
- 16 Multi-Sports Court
3:3 basketball half court, pickle ball court, 4 square, hopscotch and circle target line markings for multi users to enjoy. Colourful patterned surface provides additional play opportunities and sensory fulfillment
- 17 Garden Beds
Substantial buffer planting between multi-sports court and SUP, reducing risk of ball interference with cyclists, runners & walkers and breaking up extent of hardscape with some soft landscaping
- 18 Multi-Sports Court Social Zone
Shelter with 2 x bench seats

Site Concept Overview - 3D Visualisation



Skatepark & 'Learn-to-Ride/Roll' - 3D Visualisation



Skatepark - 3D Visualisation



Skatepark - 3D Visualisation



Skatepark - 3D Visualisation



Playspace Aerial - 3D Visualisation



Playspace & Main Social Zone Overview - 3D Visualisation



Playspace: 5 Way Swing, Spinner & Main Social Zone – 3D Visualisation



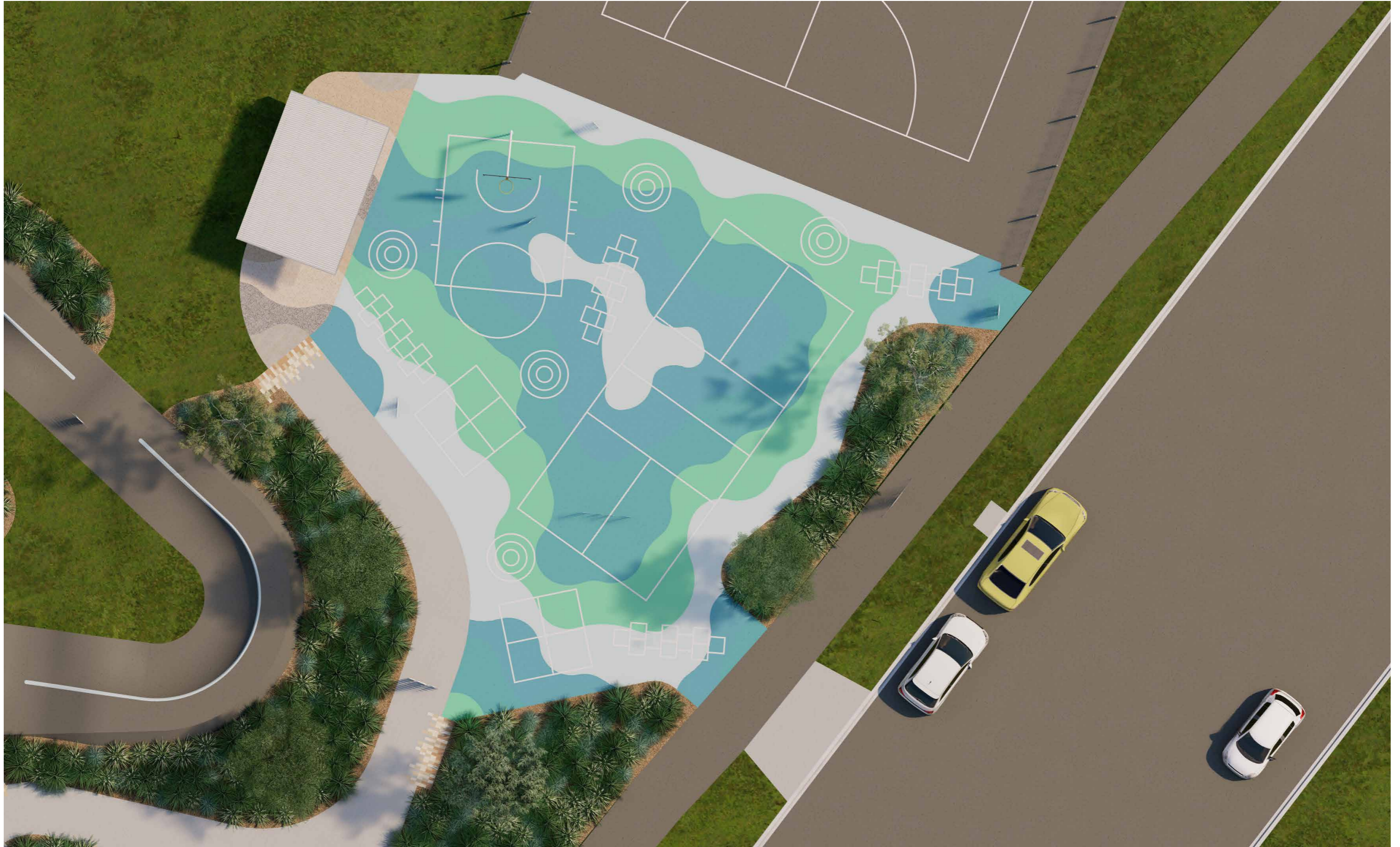
Playspace: Trampoline, 5 Way Swing, Rock/Log Play Edge – 3D Visualisation



Playspace: Climbing Bars, Bike Racks & Outdoor Shower/Drink Fountain – 3D Visualisation



Multi Sports Court Aerial - 3D Visualisation



Multi Sports Court: Pickle Ball Court, Basketball Court & Other Linemarkings - 3D Visualisation



Multi Sports Court: Buffer Planting to SUP, Social Zone, Various Linemarkings - 3D Visualisation



Pump Track, Playspace & Multi Sports Court Aerial - 3D Visualisation



Pump Track: Beginner Track – 3D Visualisation



Pump Track: Intermediate/Advanced Track- 3D Visualisation



Pump Track: Intermediate/Advanced Track- 3D Visualisation





- 01 5 Way Swing
- 02 Pump Track - Intermediate/Advanced Level
- 03 Multi-Sports Court
- 04 Climbing Bars
- 05 Learn to Ride/Roll
- 06 Mini Ramp
- 07 Pump Track - Beginner Level
- 08 Accessible Trampoline
- 09 Accessible Carousel



Horsham Skatepark Precinct



CENTRAL PARK COMMUNITY PLAY SPACE OVERVIEW

WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

SITE MAP



3D VISUALISATION



DRAWING INDEX

OVERVIEW	
DRAWING NUMBER	DRAWING TITLE
23310_L000_O	TITLE PAGE & DRAWING INDEX
23310_L001_O	NOTES & LEGENDS
23310_L002_O	EXISTING CONDITIONS PLAN
23310_L003_O	DEMOLITION PLAN
23310_L004_O	SITE CONTEXT PLAN
23310_L005_O	SERVICES & DRAINAGE PLAN
23310_L006_O	PLANTING PLAN 1
23310_L007_O	PLANTING PLAN 2
23310_L008_O	PLANTING PLAN 3
23310_L009_O	SAMPLE PANEL PLAN

PATH NETWORK	
DRAWING NUMBER	DRAWING TITLE
23310_L100_PN	TITLE PAGE & DRAWING INDEX
23310_L101_PN	SITE CONTEXT PLAN
23310_L102_PN	SITE PLAN 1
23310_L103_PN	SITE PLAN 2
23310_L104_PN	SITE PLAN 3
23310_L105_PN	PATH SETOUT PLAN 1
23310_L106_PN	PATH SETOUT PLAN 2
23310_L107_PN	PATH SETOUT PLAN 3
23310_L108_PN	PATH DIMENSIONS PLAN 1
23310_L109_PN	PATH DIMENSIONS PLAN 2
23310_L110_PN	PATH DIMENSIONS PLAN 3
23310_L111_PN	LEVELS & GRADING PLAN 1
23310_L112_PN	LEVELS & GRADING PLAN 2
23310_L113_PN	LEVELS & GRADING PLAN 3
23310_L114_PN	JOINTS & SAWCUTS PLAN 1
23310_L115_PN	JOINTS & SAWCUTS PLAN 2
23310_L116_PN	JOINTS & SAWCUTS PLAN 3
23310_L117_PN	SURFACES PLAN 1
23310_L118_PN	SURFACES PLAN 2
23310_L119_PN	SURFACES PLAN 3
23310_L120_PN	SOCIAL AREA SETOUT PLAN 1
23310_L121_PN	SOCIAL AREA SETOUT PLAN 2

SKATEPARK	
DRAWING NUMBER	DRAWING TITLE
23310_L200_SK	TITLE PAGE, DRAWING INDEX
23310_L201_SK	SITE PLAN
23310_L202_SK	DIMENSION PLAN
23310_L203_SK	LEVELS & GRADING PLAN
23310_L204_SK	STEELWORK PLAN
23310_L205_SK	SECTION KEY PLAN
23310_L206_SK	JOINTS & SAWCUT PLAN
23310_L207_SK	SURFACES PLAN
23310_L208_SK	APPLIED FINISHES PLAN
23310_L209_SK	SECTIONS

PLAYSPACE	
DRAWING NUMBER	DRAWING TITLE
23310_L300_PS	TITLE PAGE & DRAWING INDEX
23310_L301_PS	SITE PLAN
23310_L302_PS	SITE SETOUT PLAN
23310_L303_PS	PATTERN SETOUT PLAN
23310_L304_PS	DIMENSION PLAN
23310_L305_PS	PATTERN DIMENSION PLAN
23310_L306_PS	LEVELS & GRADING PLAN
23310_L307_PS	SURFACES PLAN

MULTI-SPORT COURT	
DRAWING NUMBER	DRAWING TITLE
23310_L400_MS	TITLE PAGE & DRAWING INDEX
23310_L401_MS	SITE PLAN
23310_L402_MS	SITE SETOUT PLAN
23310_L403_MS	PATTERN SETOUT PLAN
23310_L404_MS	DIMENSION PLAN
23310_L405_MS	PATTERN DIMENSION PLAN
23310_L406_MS	LEVELS & GRADING PLAN
23310_L407_MS	JOINTS & SAWCUTS PLAN
23310_L408_MS	SURFACES PLAN
23310_L409_MS	APPLIED FINISHES PLAN
23310_L410_MS	LINEMARKING PLAN

PUMP TRACK	
DRAWING NUMBER	DRAWING TITLE
23310_L500_PT	TITLE PAGE & DRAWING INDEX
23310_L501_PT	SITE PLAN
23310_L502_PT	LEVELS & GRADING PLAN
23310_L503_PT	SECTION KEY PLAN
23310_L504_PT	SECTIONS

DETAILS	
DRAWING NUMBER	DRAWING TITLE
23310_L600	TITLE PAGE & DRAWING INDEX
23310_L601	DRAINAGE DETAILS
23310_L602	TYPICAL SURFACE DETAILS
23310_L603	FURNITURE DETAILS
23310_L604	PLANTING & PLAY DETAILS
23310_L605	SKATE DETAILS
23310_L606	PUMP TRACK DETAILS

WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.



REV.	DESCRIPTION	TD	DATE
-	TENDER READY FOR FUNDING	TD	07 02 2025

SCALE BAR: NOT TO SCALE
NORTH ARROW: [North Arrow Symbol]

PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquiry@place.com
www.place.com

CLIENT: HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE: CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS: WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -

DRAWING No. & TITLE: 23310_L000_O - TITLE PAGE & DRAWING INDEX

STATUS: TENDER READY FOR FUNDING **REVISION**: -

NOTES - TO BE UPDATED FOLLOWING ENGINEER REVIEW

DWG FILE CAN BE SUPPLIED FOR SETOUT PURPOSES

BASE DATA NOTE:

THE CONTRACTOR IS TO CONFIRM LOCATION OF ALL SERVICES PRIOR TO BEGINNING ANY EXCAVATION WORK ON SITE. BASE DATA HAS BEEN EXTRAPOLATED FROM COUNCIL DRAWINGS AND SITE PHOTOS. CONTRACTOR TO RAISE ANY CONCERNS WITH SUPERINTENDENT.

ELECTRICAL, GAS AND WATER LINES ARE NOT ACCURATELY MARKED ON THE DRAWING FILES.

CONTRACTOR TO CONFIRM ALL LOCATIONS PRIOR TO WORKS.

DEMOLITION NOTES:

PRIOR TO ANY ONSITE WORKS CONTRACTOR TO PREPARE AND SUBMIT A DILAPIDATION REPORT FOR APPROVAL TO PROCEED.

THE CONTRACTOR SHALL NOMINATE VEHICLE ACCESS POINTS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

CONTRACTOR TO PROVE ALL UNDERGROUND SERVICES PRIOR TO WORKS COMMENCING. UNDERGROUND SERVICES MUST NOT BE DISTURBED. THE CONTRACTOR IS REQUIRED TO NOTIFY THE SUPERINTENDENT PRIOR TO CONSTRUCTION IF THEY HAVE CONCERNS ABOUT THE DEPTH, POSITION OR CONDITION OF THESE SERVICES.

THE CONTRACTOR MUST ENSURE ALL WORKS COMPLY WITH THE REQUIREMENTS DETAILED IN THE DRAWING SET AND SPECIFICATION.

ANY BUILDINGS, WALLS, OVERHEAD STRUCTURES, DOWN PIPES, POSTS, ROADS, PATHS, CURBING, LAWN AREAS, TREES OR GARDEN BEDS ON SITE NOT INCLUDED IN SCOPE OF WORKS SHALL BE RETAINED, AND MUST BE RESTORED TO ORIGINAL CONDITION BY CONTRACTOR IF DAMAGED OR REPLACED LIKE FOR LIKE BY CONTRACTOR IF DAMAGED (INCL. KERBS AND ROADS).

ANY CONCRETE FOOTINGS UNDER FURNITURE ITEMISED FOR REMOVAL MUST BE ALSO FULLY REMOVED.

WHEREVER AN ITEM IS TO BE 'DEMOLISHED & REMOVED' BY THE CONTRACTOR AS PART OF THE WORKS, ASSOCIATED CONCRETE PAD MUST ALSO BE REMOVED. THE CONTRACTOR SHOULD VERIFY THE EXTENT OF WORKS ON SITE.

THE CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND DISPOSAL OF ALL UNWANTED MATERIAL. STOCKPILED MATERIAL IN DESIGNATED AREA ONLY.

WORK NEAR SERVICES NOTES:

CONTRACTOR TO LOCATE ALL SERVICES LOCATED ON SITE PRIOR TO COMMENCEMENT OF WORKS AND ENSURE THEIR RETENTION AND PROTECTION THROUGHOUT CONSTRUCTION. IF THERE ARE ANY DISCREPANCIES OR LACK OF CLARITY, THE CONTRACTOR MUST CONTACT THE DESIGNER FOR WRITTEN CLARITY AND DIRECTION IN WRITING PRIOR TO WORKS COMMENCING/CONTINUING.

SAWCUT & CONSTRUCTION JOINT NOTES:

ALL CONSTRUCTION JOINTS AND SAWCUTS ARE TO BE SETOUT FOR APPROVAL PRIOR TO INSTALLATION.

SETOUT AT INTERVALS AND ANGLES AS PER DRAWINGS, ALSO REFER SPECIFICATIONS.

MEMBRANE NOTES:

PROVIDE A 0.2UM POLYTHENE MEMBRANE BETWEEN GRANULAR BASE AND CONCRETE SKATE AND MULTI USE PAVEMENTS AND BELOW SOFTFALL MULCH AND SOFTFALL SAND PLAY AREAS. WHERE PRACTICAL THE MEMBRANE SHALL EXTEND A MINIMUM 1000, BUT NOT LESS THAN 300 PAST THE EDGE OF THE CONCRETE PAVEMENTS. ENSURE THE MEMBRANE IS GRADED AWAY FROM THE PAVEMENT OR TO SUBSURFACE DRAINAGE POINTS LOCATED IN THE BASE OF SOFTFALL MULCH AND SAND PLAY AREAS. PROVIDE A MINIMUM UNSEALED 200MM LAP BETWEEN MEMBRANE SHEETS.

WORK NEAR TREES:

ESTABLISH TREE PROTECTION ZONES (TPZ) AROUND ALL EXISTING TREES TO BE RETAINED PRIOR TO COMMENCEMENT OF WORKS IN ACCORDANCE WITH AS4970. REFER SPECIFICATION.

ENSURE NO SOIL COMPACTION OCCURS WITHIN THE ROOT ZONES OF EXISTING TREES. FENCE OFF ROOT ZONES PRIOR TO COMMENCEMENT.

DEMOLITION OF ANY STRUCTURES ADJACENT TO ANY TREES TO BE RETAINED SHALL BE UNDERTAKEN IN A MANNER THAT DOES NOT IMPACT ON ANY ADJACENT TREE CANOPIES AND/OR ROOT ZONE AREA.

THERE SHALL BE NO EXCAVATION OR LEVEL CHANGES WITHIN TREE PROTECTION ZONES OF ANY OF THE TREES TO BE RETAINED.

ANY ROOTS THAT ARE FOUND MUST BE REPORTED TO THE SUPERINTENDENT FOR INSPECTION PRIOR TO CARRYING OUT ANY OTHER WORK. ROOTS WHICH ARE TO BE AFFECTED BY THE LINE OF THE PROPOSED WORK SHALL BE CLEAN CUT, CLEAR OF THE WORK BEFORE MACHINE EXCAVATION COMMENCES, WITH A SHARP SAW FOR THIS PURPOSE.

STOCKPILED ROCKS AND TRANSPORTATION OF ROCKS SHALL OCCUR OUTSIDE THE TREE PROTECTION ZONE OF ANY RETAINED TREE.

TPZ NOTES:

CARE TO BE TAKEN WHEN WORKING AROUND TREES.

TREE PROTECTION ZONES ARE SHOWN AS INDICATIVE ONLY.

CAREFUL HAND EXCAVATION IS REQUIRED IN THE TREE PROTECTION ZONE OF TREES LOCATED IN THE SUBJECT AREA.

SITE SUB-BASE PREPARATION NOTES:

STRIP TOP SOIL AND ROOT ZONE MATERIAL (AROUND 100-200mm) AS MARKED AND STOCKPILE FOR REUSE FOR LANDSCAPING PURPOSES OR DISPOSED.

EXPOSED BASE SHOULD BE COMPACTED USING A PAD FOOT ROLLER TO REMOVE OR ENSURE THERE ARE NO SOFT SPOTS. ANY AREAS OF UNSUITABLE MATERIAL (SILT, ORGANICS, SATURATED MATERIAL) OR AREAS THAT DO NOT IMPROVE UNDER COMPACTION SHOULD BE EXCAVATED AND REPLACED WITH SUITABLY COMPACTED MATERIAL.

THE PREPARED BASE SHOULD BE INSPECTED BY SUITABLY QUALIFIED PERSONNEL AND PROOF ROLLED WITH A FULLY LADEN TRUCK (WATER TRUCK OR DUMP TRUCK). A SUCCESSFUL PROOF ROLL IS WHERE THERE IS NO VISIBLE DEFORMATION OR SPRINGING OF THE SURFACE.

AREAS THAT FAIL THE PROOF ROLL SHALL EITHER BE COMPACTED UNTIL SATISFACTORY OR EXCAVATED AND REPLACED WITH SUITABLY COMPACTED MATERIAL.

IF FILL IS REQUIRED TO BRING THE BASE UP TO DESIGN LEVELS, SUITABLE MATERIAL SHALL BE PLACED IN LAYERS NO GREATER THAN 200mm AND COMPACTED TO A MINIMUM DENSITY RATIO OF 98% STANDARD (AS1289 5.1.1, 5.4.1 OR 5.7.1).

REFER ALSO GEOTECHNICAL REPORT.

GRANULAR BASE NOTES:

PROVIDE A MINIMUM 50 FCR GRANITIC SAND OR QUARRY DUST BASE BELOW CONCRETE SKATE PARK, MULTI USE AND FOOTPATH PAVEMENTS, AND COMPACT TO A MINIMUM STANDARD COMPACTION OF 95%.

SUB BASE (SKATE AND MULTI USE PAVEMENTS) NOTES:

A MINIMUM 100 IMPORTED CLASS 3 ROAD BASE SHALL BE PLACED BELOW CONCRETE SKATE AND MULTI USE PAVEMENTS. SUBBASE SHALL EXTEND A MINIMUM 300 PAST THE EDGE OF CONCRETE PAVEMENTS. SUBBASE SHALL BE COMPACTED TO A MINIMUM 95% STANDARD COMPACTION. THE SUBBASE SHALL BE SMOOTH AND FREE DRAINING.

EARTHWORK NOTES:

THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH THE GEOTECHNICAL REPORT PREPARED BY PM DESIGN GROUP, REPORT NUMBER 17681SI. THE CONTRACTOR SHALL ALLOW SITE INSPECTION AND TESTING REPORTS BY INLANDGEO OR A NATA APPROVED CONTRACTOR TO UNDERTAKE LEVEL 2 INSPECTION AND TESTING.

AS NOTED IN THE GEOTECHNICAL REPORT THE SITE HAS BEEN FILLED TO VARYING DEPTHS ACROSS THE SITE. THE DEPTH AND QUALITY OF THE FILL ACROSS THE SITE IS VARIABLE AND ITS SUITABILITY FOR PAVEMENT SUPPORT WILL ONLY BE APPARENT ONCE THE SITE IS STRIPPED, COMPACTED AND PROOF ROLLED. IF SITE WORKS UNCOVER LOOSE FILL, SIGNIFICANTLY DIFFERENT OR UNUSUAL GROUND CONDITIONS (LOOSE OR WET SOILS OR SOILS OF A DIFFERENT COLOUR OR TEXTURE TO THOSE DESCRIBED IN THE SOIL BORE LOG REPORT) PM DESIGN GROUP SHALL BE CONTACTED FOR FURTHER DIRECTION IN CONSULTATION WITH PLAYCE ENGINEERS.

GRADING NOTES:

LICENSED SURVEYOR TO ESTABLISH SET OUT POINT ON SITE PRIOR TO THE COMMENCEMENT OF WORKS. THIS MUST BE PROTECTED AND RETAINED THROUGHOUT DURATION OF CONSTRUCTION.

CONTRACTOR TO ENSURE SMOOTH, CONSISTENT BETWEEN EXISTING AND PROPOSED LEVELS, PROVIDING LOCALISED HIGH POINTS AND GRADING WHERE NECESSARY TO ENSURE FREE DRAINAGE TO ASSOCIATED GARDEN BEDS AND GUTTERS AS REQUIRED.

SETOUT, LEVELS AND GRADING PLANS TO BE READ IN CONJUNCTION. IF ANY DISCREPANCY OR LACK OF CLARITY, THE CONTRACTOR MUST CONTACT THE DESIGNER FOR WRITTEN CLARITY AND DIRECTION IN WRITING PRIOR TO WORKS COMMENCING/CONTINUING.

SETOUT NOTES:

CONTRACTOR TO CHECK ALL DIMENSIONS AS SHOWN. ANY DISCREPANCIES OR LACK OF CLARITY SHALL BE INDICATED BY CONTRACTOR TO SUPERINTENDENT FOR APPROVAL IN WRITING PRIOR TO WORKS COMMENCING/CONTINUING.

SETOUT, LEVELS AND GRADING PLANS TO BE READ IN CONJUNCTION SO IF THERE ARE ANY DISCREPANCIES OR LACK OF CLARITY, THE CONTRACTOR MUST CONTACT THE DESIGNER FOR WRITTEN CLARITY AND DIRECTION IN WRITING PRIOR TO WORKS COMMENCING/CONTINUING.

CONTRACTOR TO CROSS REFERENCE DIMENSION PLANS WITH SECTIONS AND SITE PLAN.

CONTRACTOR TO SETOUT ALL ELEMENTS AS SHOWN ON THE DRAWINGS. ALL ITEMS SHALL BE MARKED ON SITE FOR APPROVAL BY SUPERINTENDENT PRIOR TO WORKS COMMENCING.

CONTRACTOR TO LIAISE WITH SHELTER MANUFACTURER/INSTALLER TO ENSURE CORRECT ALIGNMENT AND INSTALLATION OF SHELTER.

STEEL REINFORCEMENT & JOINTS NOTES:

CONTRACTOR TO REFER AND REFERENCE STEEL DETAILS WHEN CHECKING THESE DRAWINGS TO CONFIRM POSITIONING OF REINFORCEMENT. CONTACT SUPERINTENDENT'S REPRESENTATIVE FOR CLARIFICATION IN WRITING PRIOR TO WORKS COMMENCING/CONTINUING.

MARK ALL STEEL REINFORCEMENT LOCATIONS (ON FORM WORK OR SIMILAR) PRIOR TO CONCRETE POUR TO ENSURE ACCURATE POSITIONING OF SAW CUTS AS APPLICABLE.

COPING SETOUT NOTES:

ALL MEASUREMENTS ARE TAKEN FROM THE CENTERLINE OF COPING (CHS). REFER ALSO DETAILS & SPEC.

ALL EXPOSED STEELWORK SHALL BE HOT DIPPED GALVANISED OR APPROVED EQUIVALENT.

CONTRACTOR TO CHECK ALL DIMENSIONS & CROSS REFERENCE WITH ALL OTHER PLANS AND IF UNCLEAR, CONTACT SUPERINTENDANT IN WRITING FOR FORMAL CLARIFICATION PRIOR TO WORKS COMMENCING/CONTINUING.

PROPRIETARY & BESPOKE FURNITURE ELEMENTS NOTES

ALL PROPRIETARY FURNITURE AND CUSTOM FURNITURE ITEMS ARE SHOWN INDICATIVELY FOR CONTEXT ONLY.

THE CONTRACTOR IS TO SEEK MANUFACTURER'S OWN DRAWINGS AND SHOP DRAWINGS OF CUSTOM FURNITURE ELEMENTS. THEY WILL TAKE PRECEDENCE TO ANY PLAYCE DRAWINGS SHOWN.

IF THERE ARE DISCREPANCIES SEEK CLARIFICATION IN WRITING FROM SUPERINTENDENT PRIOR TO INSTALL.

SHOP DRAWINGS WILL REQUIRE INDEPENDENT STRUCTURAL ENGINEERING CERTIFICATION IN WRITING FOR APPROVAL BY SUPERINTENDENT PRIOR TO FABRICATION.

ALL PROPRIETARY / CUSTOM FURNITURE REQUIRES STRUCTURAL ENGINEERING CERTIFICATION IN WRITING PRIOR TO SPACE OPENING.

ALL INSTALLATION TO BE ACCORDING TO MANUFACTURER'S RECOMMENDATIONS. REFER ALSO SPECIFICATION.

PROPRIETARY & BESPOKE PLAY / PARKOUR ELEMENTS NOTES

ALL PROPRIETARY AND CUSTOM / BESPOKE PLAY ITEMS ARE SHOWN INDICATIVELY FOR CONTEXT ONLY.

THE CONTRACTOR IS TO SEEK MANUFACTURER'S OWN DRAWINGS AND SHOP DRAWINGS FOR CUSTOM ELEMENTS. THEY WILL TAKE PRECEDENCE TO ANY PLAYCE DRAWINGS SHOWN.

IF THERE ARE DISCREPANCIES SEEK CLARIFICATION IN WRITING FROM SUPERINTENDENT PRIOR TO INSTALL.

SHOP DRAWINGS WILL REQUIRE INDEPENDENT PLAY AUDIT REVIEW AND APPROVAL TO AUSTRALIAN PLAY STANDARDS AND STRUCTURAL ENGINEERING CERTIFICATION IN WRITING FOR APPROVAL BY SUPERINTENDENT PRIOR TO FABRICATION.

ALL PROPRIETARY AND BESPOKE PLAY / PARKOUR EQUIPMENT REQUIRES INDEPENDENT PLAY AUDIT APPROVAL TO MEET AUSTRALIAN PLAY AND / OR PARKOUR STANDARDS AND STRUCTURAL ENGINEERING CERTIFICATION IN WRITING PRIOR TO SPACE OPENING.

ALL INSTALLATION TO BE ACCORDING TO MANUFACTURER'S RECOMMENDATIONS. REFER ALSO SPECIFICATION.

SUB-BASE PREPARATION NOTES:

THE CONTRACTOR SHALL ALLOW TO STRIP THE SITE NOMINALLY 200 OR AS REQUIRED TO ACHIEVE SUB-GRADE SURFACE LEVELS OR THE REMOVAL OF RUBBISH OR POORLY COMPACTED FILL. SITE STRIP AND SUBGRADE PREPARATION SHALL EXTEND A MINIMUM 0.3M PAST THE EDGE OF PROPOSED SKATE PARK AND MULTI-USE PAVEMENTS, RETAINING WALLS AND TO THE TOE OF ENGINEERED FILL BATTERS. THE SUB-GRADE SHALL BE FREE OF GRASS, ROOT MATTER, MULCH AND THE LIKE.

FOOTPATHS: SITE STRIP AND SUBGRADE COMPACTION SHALL EXTEND A MINIMUM 0.1 PAST THE EDGE OF FOOTPATH PAVEMENTS UNLESS NOTED OTHERWISE.

COMPACT THE SUBGRADE WITH A MINIMUM 12T VIBRATING OR PLATE COMPACTOR. PROOF ROLL THE SUBGRADE IN PRESENCE OF THE SITE SUPERVISOR AND GEOTECHNICAL CONSULTANT WITH A 12T DEAD WEIGHT. SOFT SPOTS BELOW PROPOSED CONCRETE PAVEMENTS SHALL BE REMOVED AND RE-COMPACTED WITH LEVELLING FILL.

WHERE REQUIRED LEVELLING FILL SHALL BE PLACED IN MAXIMUM 150 THICK LAYERS AND COMPACTED WITH A MINIMUM 12T VIBRATING ROLLER. LEVELLING FILL SHALL BE LOW PLASTICITY CLAY FILL OR CLASS 3 ROAD BASE. THE SUB-GRADE SHALL BE SMOOTH AND FREE DRAINING. ENGINEERED FILL BATTERS SHALL BE PLACED ON THE STRIPPED AND COMPACTED SUBGRADE AS DETAILED ABOVE. BATTER SLOPE SHALL BE NOT GREATER THAN TWO HORIZONTAL TO ONE VERTICAL 2H:1V AND PLACED AND COMPACTED IN ACCORDANCE WITH THE LEVELLING FILL DETAILS ABOVE.

DRAINAGE NOTES:

1. ALL STORMWATER DRAINAGE PIPES SHALL BE TO AS 3500.
2. ALL AG. DRAINS SHALL BE UPVC SLOTTED DRAINS AND BE LOCATED AT THE REAR OF ALL KERBS, BEHIND ALL RETAINING WALLS, PERIMETER OF ALL BUILDINGS AND PAVING.
3. ALL PIPES LOCATED BENEATH VEHICULAR PAVEMENTS SHALL BE BACKFILLED WITH 20MM FCR CLASS 2.
4. ALL STORMWATER DRAINS OF DIAMETER GREATER THAN 300MM SHALL BE REINFORCED CONCRETE RUBBER RINGED JOINT.
5. UPVC CAN BE USED FOR ALL STORMWATER DRAINS LESS THAN 300MM AND NOT LOCATED BENEATH ROAD PAVEMENT.
6. ALL DRAINS SHALL BE LAID IN STRAIGHT ALIGNMENTS FROM PIT TO PIT.
7. ALL WORKS ASSOCIATED WITH THE COUNCIL DRAIN SHALL BE CARRIED OUT IN STRICT ACCORDANCE WITH THE 'LOCAL COUNCIL'. WORKS SHALL NOT COMMENCE WITHOUT THE CONTRACTOR MAKING CONTACT WITH THE RELEVANT PERSONS WITHIN THE COUNCIL.
8. ALTERATIONS TO COUNCIL PITS AND DRAINS SHALL BE IN STRICT ACCORDANCE WITH THE RELEVANT AUTHORITY.
9. CONTRACTOR SHALL ENGAGE A QUALIFIED ENGINEER TO DESIGN AND DOCUMENT ALL COUNCIL DRAINS TO OBTAIN APPROVAL.
10. PITS SHALL BE CONSTRUCTED IN-SITU AND PRE-CAST PITS SHALL NOT BE USED.
11. ALL PIT COVERS LOCATED IN PAVED AREAS SHALL BE CLASS D UNLESS NOTED OTHERWISE. ALL OTHER AREAS SHALL BE CLASS B TYPE COVERS. ALL PIT COVERS SHALL INCLUDE MANUFACTURERS FRAMES AND SHALL BE INSTALLED IN ACCORDANCE WITH THEIR REQUIREMENTS OR AS DETAILED FOR SKATEPARK LOCATIONS.
12. ALL PITS LOCATED IN ASPHALT PAVEMENT SHALL INCLUDE CONCRETE APRON SURROUND AROUND PIT COVERS.
13. ALL FLOOR GRATES AND SPOON DRAIN OUTLETS SHALL BE 'MAG' AND HAVE A MINIMUM OF 100MM OUTLET.
14. ALL DOWNPIPES SHALL BE AS NOMINATED.
15. FOR EXTENT OF DOWNPIPES AND LOCATIONS CONTRACTOR SHALL REFER TO THE SHELTER MANUFACTURE OR AS DETAILED IN DESIGN DRAWINGS.
16. ALL GRATED TRENCHES LOCATED IN PEDESTRIAN TRAFFIC SHALL BE ACO 'STAINLESS STEEL' 'HEELGUARD' OR APPROVED SIMILAR. ALL AREAS ACCESSIBLE BY VEHICLES OR HEAVY LOADS SHALL BE GALVANISED CAST IRON COVERS AND INCORPORATE DISABLED PROOF OPENINGS.
17. ALL GRATED TRENCHES SHALL BE 'ACO' POLYCRETE OR APPROVED SIMILAR.
18. ALL SURFACES SHALL GRADE AT MINIMUM OF 1:80 AWAY FROM THE BUILDING.
19. FOR EXTENT OF PAVEMENT REFER TO DESIGN DRAWINGS.
20. FOR EXTENT OF PLINTHS, PAVEMENT REINSTATEMENT WORKS AND COORDINATION WITH OTHER INGROUND SERVICES REFER TO ALL OTHER SERVICES DOCUMENTATION.
21. THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH THE STRUCTURAL AND HYDRAULICS SPECIFICATIONS.
22. ALL CONCRETE PAVING SHALL HAVE CONSTRUCTION JOINTS & SAW CUT JOINTS AT 1200 MAX. SPACING EACH WAY. VEHICULAR CONCRETE SHALL HAVE SAW CUT JOINTS AT 2400 MAX. SPACING EACH WAY.

GENERAL DRAINAGE NOTES:

DRAINAGE PIPES ABOVE 300MM DIA. TO BE MINIMUM OF CLASS 2 REINFORCED CONCRETE (RUBBER RING JOINTED). DRAINAGE PIPES UP TO 300 DIA. TO BE SEWER PIPES QUALITY UPVC (RUBBER RING JOINTED) S80 OR HIGHER. CLASS 2 FCR BACKFILL SHALL BE INSTALLED TO PIPES UNDER ROAD AND SKATE PAVEMENTS AND BUILDING SLABS. TRENCHES IN LANDSCAPE AREAS CAN BE BACKFILLED WITH SELECTED COMPACTED CLAY FILL. INSTALLATION/MAINTENANCE TO MINIMISE SHRINK-SWELL MOVEMENTS, THE FOLLOWING MEASURES SHALL BE APPLIED:

- SLOPING AREAS IMMEDIATELY ADJACENT TO STRUCTURES TO SHED WATER AWAY FROM FOUNDATIONS AT 1:80 AS PER THE
- BUILDING CODES.
- NOT ALLOWING WATER TO POND ADJACENT TO, OR AROUND FOUNDATIONS.
- SEALING ALL POTENTIAL SOURCES OF LEAKAGE INTO THE SUB-SOIL INCLUDING JOINTS IN PAVEMENTS, BETWEEN BUILDING
- WALLS & ADJACENT PAVED AREAS, ETC.
- SERVICES SHOULD NOT BE LOCATED CLOSER THAN ABOUT 1.0M TO BUILDINGS EXCEPT WHERE THEY HAVE TO PASS/ENTER THE STRUCTURE, WHICH THEY SHOULD DO AT RIGHT ANGLES. ADDITIONALLY, A CLAY PLUG SHOULD BE CONSTRUCTED BY HAND TAMPING A MOIST (BUT NOT WET) CLAY PLUG AROUND SERVICES FOR A DISTANCE OF 1.0M ALONG THE TRENCH WHERE THE SERVICES ENTER THE BUILDING. IF POSSIBLE, SERVICE TRENCHES SHOULD BE DESIGNED TO SLOPE & HENCE DRAIN AWAY FROM BUILDINGS. FURTHER GUIDANCE ON SITE MAINTENANCE REQUIREMENTS & FOUNDATION PERFORMANCE ARE DETAILED IN APPENDIX B OF AS2870 & THE PROPERTY OWNER MUST BE MADE AWARE OF HIS RESPONSIBILITIES UNDER THIS STANDARD. IN PARTICULAR ROUTINE MAINTENANCE OF JOINT SEALS & CHECKS TO ENSURE THAT SERVICES ARE NOT LEAKING ARE REQUIRED.

EXISTING PIPES

ALL EXISTING PIPES THROUGH EXISTING LANDSCAPE AREAS THAT WILL NOW BE BENEATH NEW ROAD AND SKATE PARK PAVEMENTS SHALL HAVE THE EXISTING BACKFILL REMOVED AND REPLACED WITH A CRUSHED ROCK BACKFILL COMPACTED TO 98% STANDARD.

PITS

DRAINAGE PITS TO BE CAST IN-SITU CONCRETE PITS AS DETAILED OR APPROVED PRECAST CONCRETE COMPLYING WITH AUSTRALIAN STANDARDS. DOWNPIPES

REFER TO ARCHITECTURAL/HYDRAULIC DRAWINGS FOR DOWNPIPE DETAILS. ALL IN-GROUND DOWNPIPE CONNECTIONS ARE TO BE 150Ø UPVC UNLESS SHOWN OTHERWISE. DOWNPIPE CONNECTIONS TO THE MAIN STORMWATER DRAINAGE SHALL BE VIA A 45° OBLIQUE JUNCTION OR BANDAGE JOINT AS DETAILED OR DIRECT TO A STORMWATER PIT. SUSPENDED DOWNPIPE CONNECTIONS WITHIN THE BUILDING ARE TO BE SUPPORTED WITH APPROVED HANGERS AT 1.2M CENTRES. THE ALIGNMENT OF SUSPENDED DRAINS IS SCHEMATIC ONLY. THE FINAL ALIGNMENT IS TO COMPLY WITH THE ARCHITECTURAL PLANS.

SUB-SOIL

1000MM DIA. UPVC AG DRAINS WITH 20MM N.S. SCREENINGS BACKFILL SHALL BE INSTALLED BEHIND ALL KERBING UNLESS OTHERWISE NOTED AT MINIMUM GRADE OF 1:250. SETOUT PIT LOCATIONS AND PIPE INVERT LEVELS ARE AS SPECIFIED ON THE PROJECT DRAWINGS.

EXISTING SITE LEGEND

 EXISTING LAWN

 EXISTING GARDEN BED

 EXISTING TOE OF BANK

 EXISTING TOP OF BANK

 EXISTING HARDWORKS

 EXISTING FENCE

 EXISTING FEATURE

 EXISTING FURNITURE

 EXISTING BUILDING

 EXISTING SHELTER

 EXISTING TREE

CARE IS TO BE TAKEN WHEN WORKING NEAR TREES, REFER SPECIFICATION.

EXTENT OF WORKS LEGEND

 EXTENT OF WORKS LINE

EXISTING SERVICES LEGEND

 EXISTING DRAINAGE LINE


 EXISTING DRAINAGE SERVICES

 EXISTING WATER LINE

 EXISTING WATER SERVICES

 EXISTING ELECTRICITY LINE

 EXISTING ELECTRICITY SERVICES

 EXISTING COMMUNICATION LINE

 EXISTING GAS LINE

 EXISTING GAS SERVICES

 EXISTING IRRIGATION LINE

 EXISTING IRRIGATION SERVICES

 EXISTING SEWER LINE

CONTOUR LEGEND

 EXISTING CONTOUR - MINOR

AT 250mm INTERVALS

 EXISTING CONTOUR - MAJOR

AT 1000mm INTERVALS

TIMBERWORK LEGEND

 HORIZONTAL LOG

REFER TO DETAILS & SPECIFICATION

 VERTICAL LOG

REFER TO DETAILS & SPECIFICATION

ROCKWORK LEGEND

 BOULDER

REFER TO DETAILS & SPECIFICATION

SERVICES LEGEND

 150Ø UPVC PIPE

REFER TO DETAILS & SPECIFICATION

 100Ø SLOTTED AG. DRAINAGE LINE

REFER TO DETAILS & SPECIFICATION

 INSPECTION OPENING

REFER TO DETAILS & SPECIFICATION

 BURIED JUNCTION PIT

REFER TO DETAILS & SPECIFICATION

VEGETATION LEGEND

 HYDROSEED LAWN

REFER TO DETAILS & SPECIFICATION

 GARDEN BED PLANTING

REFER TO DETAILS & SPECIFICATION

 TREE

REFER PLANTING SCHEDULE, DETAILS & SPECIFICATION

 SHRUB

REFER PLANTING SCHEDULE, DETAILS & SPECIFICATION

 TPZ

REFER TO DETAILS & SPECIFICATION

 SPADE EDGE

WARNING
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

EXISTING CONDITIONS PLAN LEGEND

EXTENT OF WORKS LINE

EXISTING CONDITIONS PLAN NOTES

- EXISTING SITE INFORMATION SHOWN IS BASED ON TEMPLATE SURVEY, DATED, SUPPLIED BY.
- EXACT LOCATION OF UNDERGROUND SERVICES ARE UNKNOWN. ENSURE CARE IS TAKEN WHEN WORKING NEAR SERVICES.
- CONTRACTOR TO ASSESS EXISTING SITE CONDITION AND RECTIFY ANY ISSUES WITH COUNCIL PRIOR TO COMMENCING WORKS.
- REFER ALSO LEGENDS PAGE 23310_L001.



-	TENDER READY FOR FUNDING	TD	07 02 2025
REV.	DESCRIPTION	INITIAL	DATE

SCALE BAR **NORTH ARROW**

0m 1m 2m 3m 5m

SCALE 1:100 @ A1

PLACE

SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquiry@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025

PROJECT No. 23310 **CLIENT REF** -

DRAWING No. & TITLE
23310_L002_0 - EXISTING CONDITIONS
PLAN








STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

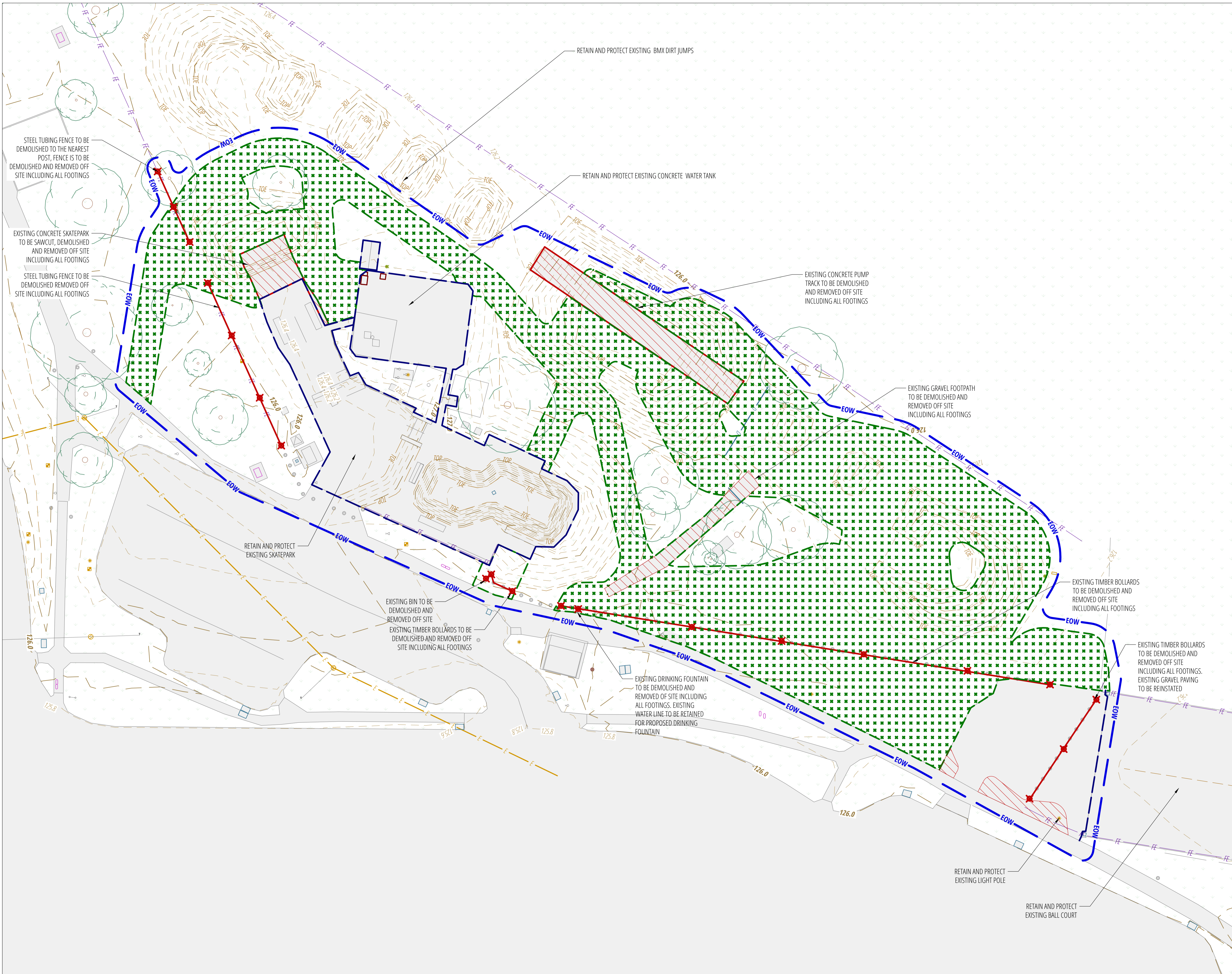
THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

DEMOLITION PLAN LEGEND

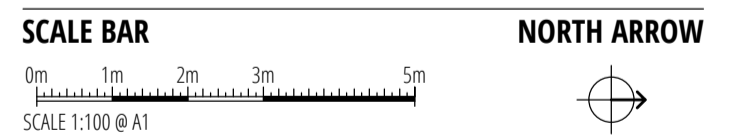
-  **EXISTING EARTHWORKS AREA TO BE REMOVED**
SITE STRIP EXISTING (TYPICAL 200mm),
RETAIN TOP SOIL FOR RE-USE ON SITE.
-  **EXISTING MULCH AREA TO BE REMOVED**
TO BE DEMOLISHED AND REMOVED FROM
SITE INCLUDING ALL FOOTINGS.
-  **EXISTING HARDWORKS AREA TO BE REMOVED**
TO BE DEMOLISHED AND REMOVED FROM
SITE INCLUDING ALL FOOTINGS.
-  **EXISTING HARDWORKS FEATURE TO BE REMOVED**
TO BE DEMOLISHED AND REMOVED FROM
SITE INCLUDING ALL FOOTINGS.
-  **EXISTING TREE TO BE REMOVED**
TO BE DEMOLISHED AND REMOVED FROM
SITE INCLUDING ALL ROOTS.
-  **FEATURE TO BE PROTECTED**
-  **IMPORTANT NOTE**

DEMOLITION PLAN NOTES

- EXISTING SITE INFORMATION SHOWN IS BASED ON TEMPLATE SURVEY, DATED, SUPPLIED BY.
- EXACT LOCATION OF UNDERGROUND SERVICES ARE UNKNOWN. ENSURE CARE IS TAKEN WHEN WORKING NEAR SERVICES.
- CONTRACTOR TO ASSESS EXISTING SITE CONDITION AND RECTIFY ANY ISSUES WITH COUNCIL PRIOR TO COMMENCING WORKS.
- REFER ALSO LEGENDS PAGE 23310_L001.



-	TENDER READY FOR FUNDING	TD	07 02 2025
REV.	DESCRIPTION	INITIAL	DATE



PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquiry@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L003_0 - DEMOLITION PLAN
STATUS TENDER READY FOR FUNDING **REVISION** -

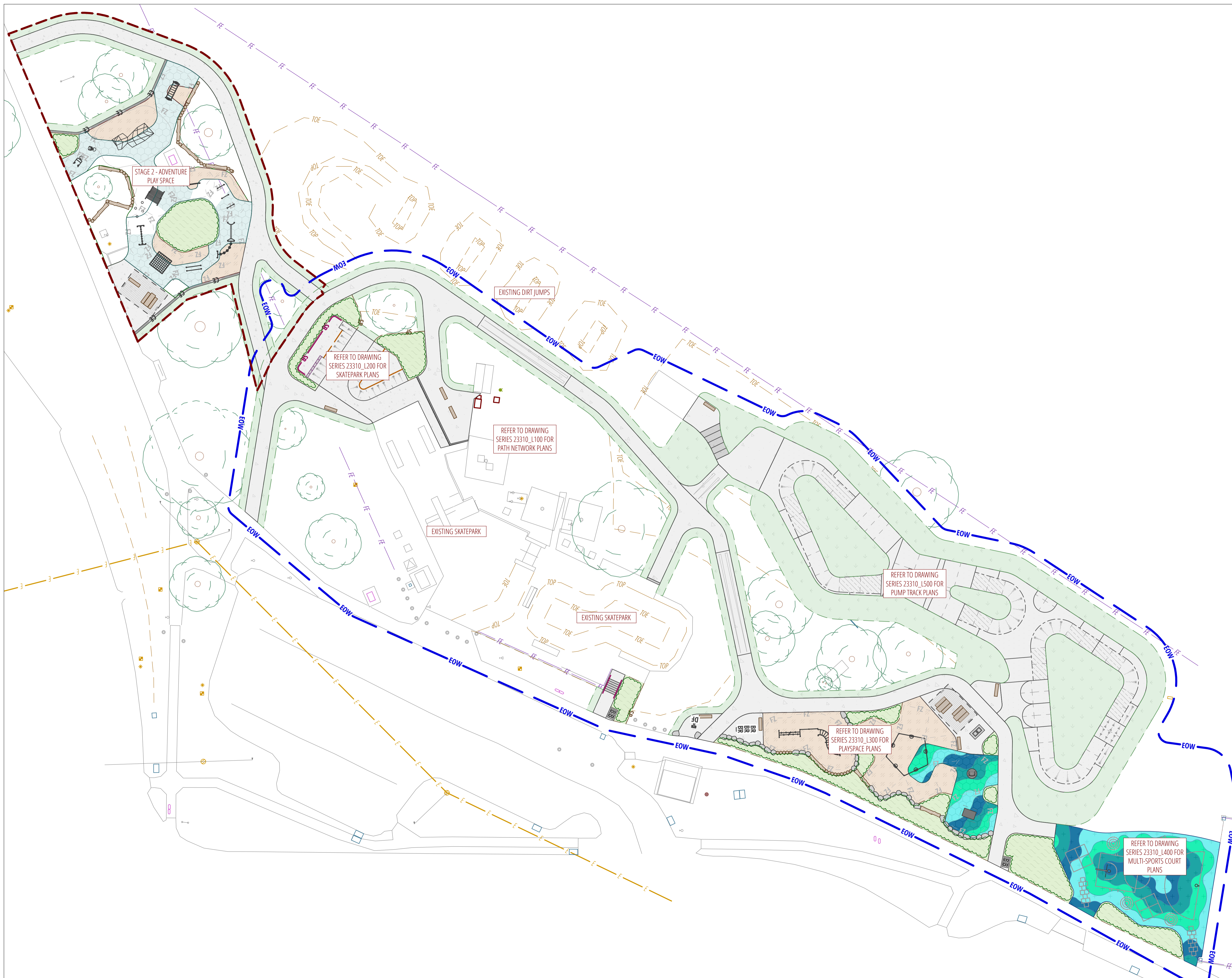
WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

SITE PLAN NOTES

- EXISTING SITE INFORMATION SHOWN IS BASED ON TEMPLATE SURVEY, DATED, SUPPLIED BY.
- EXACT LOCATION OF UNDERGROUND SERVICES ARE UNKNOWN. ENSURE CARE IS TAKEN WHEN WORKING NEAR SERVICES.
- REFER ALSO LEGENDS PAGE 23310_L001.



-	TENDER READY FOR FUNDING	TD	07 02 2025
---	--------------------------	----	------------

REV.	DESCRIPTION	INITIAL	DATE

SCALE BAR **NORTH ARROW**

0m 1m 2m 3m 5m

SCALE 1:100 @ A1

PLACE

SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquiry@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L004_0 - SITE CONTEXT PLAN

STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

SERVICES PLAN LEGEND

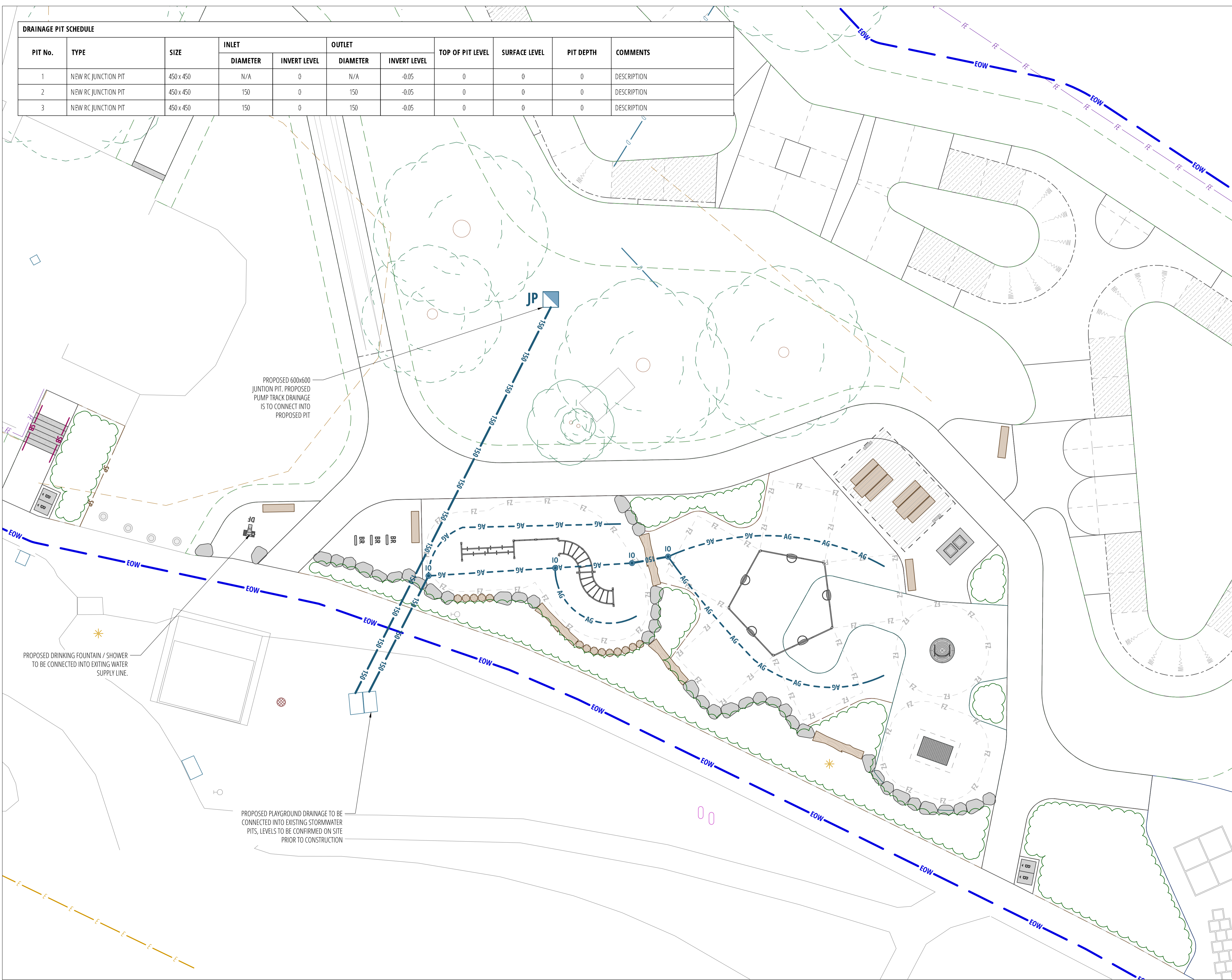
FALLS 1:100 **DIRECTION & GRADIENT OF FALL**
TYPICAL 1:100 UNLESS OTHERWISE SPECIFIED.
REFER TO DETAILS & SPECIFICATIONS

PIPE 110 **PROPOSED INVERT LEVEL**

SERVICES PLAN NOTES

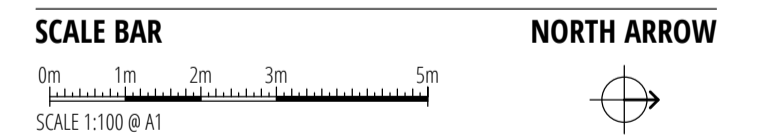
- ALL LEVELS ARE IN METRES, UNLESS STATED OTHERWISE.
- CONTRACTOR TO ENSURE POSITIVE DRAINAGE OF ALL AREAS AND THAT NO POOLING OF WATER OCCURS ON SURFACES OR AGAINST FEATURES.
- EXISTING SITE INFORMATION SHOWN IS BASED ON TEMPLATE SURVEY, DATED, SUPPLIED BY.
- EXACT LOCATION OF UNDERGROUND SERVICES ARE UNKNOWN. ENSURE CARE IS TAKEN WHEN WORKING NEAR SERVICES.
- CONTRACTOR TO ASSESS EXISTING SITE CONDITION AND RECTIFY ANY ISSUES WITH COUNCIL PRIOR TO COMMENCING WORKS.
- REFER ALSO LEGENDS PAGE 23310_L001.

PIT No.	TYPE	SIZE	INLET		OUTLET		TOP OF PIT LEVEL	SURFACE LEVEL	PIT DEPTH	COMMENTS
			DIAMETER	INVERT LEVEL	DIAMETER	INVERT LEVEL				
1	NEW RC JUNCTION PIT	450 x 450	N/A	0	N/A	-0.05	0	0	0	DESCRIPTION
2	NEW RC JUNCTION PIT	450 x 450	150	0	150	-0.05	0	0	0	DESCRIPTION
3	NEW RC JUNCTION PIT	450 x 450	150	0	150	-0.05	0	0	0	DESCRIPTION



-	TENDER READY FOR FUNDING	TD	07 02 2025
---	--------------------------	----	------------

REV.	DESCRIPTION	INITIAL	DATE
------	-------------	---------	------



PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquire@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025

PROJECT No. 23310 **CLIENT REF** -

DRAWING No. & TITLE
23310_L005_O - SERVICES & DRAINAGE
PLAN

STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

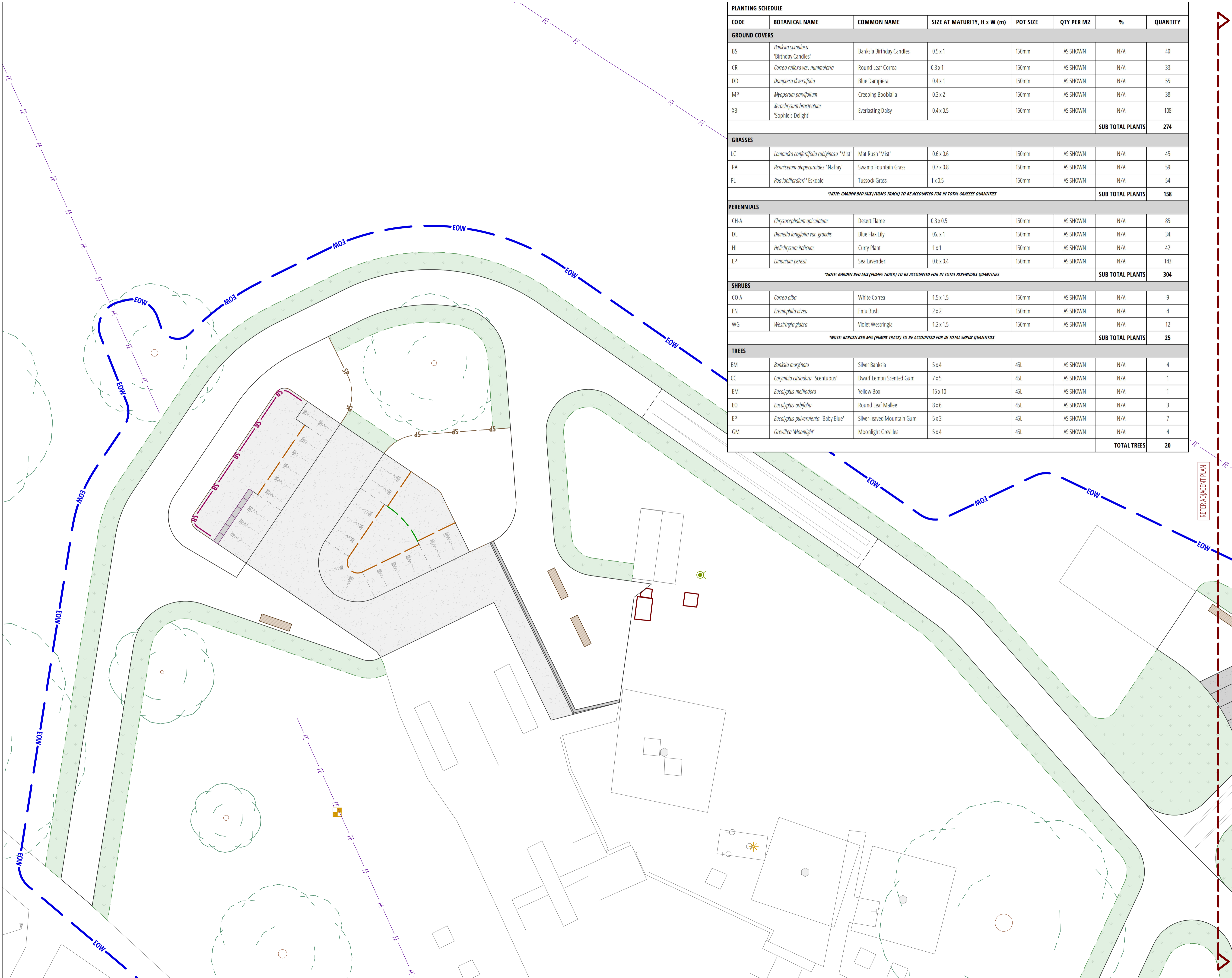
PLANTING PLAN LEGEND

AA (1) **TREE / PLANT SPECIES & QUANTITY**
REFER TO PLANTING SCHEDULE, DETAILS
& SPECIFICATION

PLANTING PLAN NOTES

- ALL TREES TO BE MIN. 1.5m FROM ALL EDGES & HARD SURFACES.
- HYDROSEED MIX AND TIME OF SOWING TO BE CONFIRMED WITH COUNCIL.
- .DWG CAD FILE CAN BE SUPPLIED FOR SETOUT.
- REFER ALSO LEGENDS PAGE 23310_L001.

PLANTING SCHEDULE							
CODE	BOTANICAL NAME	COMMON NAME	SIZE AT MATURITY, H x W (m)	POT SIZE	QTY PER M2	%	QUANTITY
GROUND COVERS							
BS	<i>Banksia spinulosa</i> "Birthday Candles"	Banksia Birthday Candles	0.5 x 1	150mm	AS SHOWN	N/A	40
CR	<i>Correa reflexa</i> var. <i>nummularia</i>	Round Leaf Correa	0.3 x 1	150mm	AS SHOWN	N/A	33
DD	<i>Dampiera diversifolia</i>	Blue Dampiera	0.4 x 1	150mm	AS SHOWN	N/A	55
MP	<i>Myoporum parvifolium</i>	Creeping Boobialla	0.3 x 2	150mm	AS SHOWN	N/A	38
XB	<i>Xerochrysum bracteatum</i> "Sophie's Delight"	Everlasting Daisy	0.4 x 0.5	150mm	AS SHOWN	N/A	108
SUB TOTAL PLANTS							274
GRASSES							
LC	<i>Lomandra confertifolia</i> rubiginosa "Mist"	Mat Rush "Mist"	0.6 x 0.6	150mm	AS SHOWN	N/A	45
PA	<i>Pennisetum alopecuroides</i> "Nafray"	Swamp Fountain Grass	0.7 x 0.8	150mm	AS SHOWN	N/A	59
PL	<i>Poa labillardieri</i> "Eskdale"	Tussock Grass	1 x 0.5	150mm	AS SHOWN	N/A	54
<i>*NOTE: GARDEN BED MIX (PUMPS TRACK) TO BE ACCOUNTED FOR IN TOTAL GRASSES QUANTITIES</i>							SUB TOTAL PLANTS
							158
PERENNIALS							
CH-A	<i>Chrysocephalum apiculatum</i>	Desert Flame	0.3 x 0.5	150mm	AS SHOWN	N/A	85
DL	<i>Dianella longifolia</i> var. <i>grandis</i>	Blue Flax Lily	0.6 x 1	150mm	AS SHOWN	N/A	34
HI	<i>Helichrysum italicum</i>	Curry Plant	1 x 1	150mm	AS SHOWN	N/A	42
LP	<i>Limonium perezii</i>	Sea Lavender	0.6 x 0.4	150mm	AS SHOWN	N/A	143
<i>*NOTE: GARDEN BED MIX (PUMPS TRACK) TO BE ACCOUNTED FOR IN TOTAL PERENNIALS QUANTITIES</i>							SUB TOTAL PLANTS
							304
SHRUBS							
CO-A	<i>Correa alba</i>	White Correa	1.5 x 1.5	150mm	AS SHOWN	N/A	9
EN	<i>Eremophila nivea</i>	Emu Bush	2 x 2	150mm	AS SHOWN	N/A	4
WG	<i>Westringia glabra</i>	Violet Westringia	1.2 x 1.5	150mm	AS SHOWN	N/A	12
<i>*NOTE: GARDEN BED MIX (PUMPS TRACK) TO BE ACCOUNTED FOR IN TOTAL SHRUB QUANTITIES</i>							SUB TOTAL PLANTS
							25
TREES							
BM	<i>Banksia marginata</i>	Silver Banksia	5 x 4	45L	AS SHOWN	N/A	4
CC	<i>Corymbia citriodora</i> "Scentuous"	Dwarf Lemon Scented Gum	7 x 5	45L	AS SHOWN	N/A	1
EM	<i>Eucalyptus melliodora</i>	Yellow Box	15 x 10	45L	AS SHOWN	N/A	1
EO	<i>Eucalyptus orbifolia</i>	Round Leaf Mallee	8 x 6	45L	AS SHOWN	N/A	3
EP	<i>Eucalyptus pulverulenta</i> "Baby Blue"	Silver-leaved Mountain Gum	5 x 3	45L	AS SHOWN	N/A	7
GM	<i>Grevillea 'Moonlight'</i>	Moonlight Grevillea	5 x 4	45L	AS SHOWN	N/A	4
TOTAL TREES							20



-	TENDER READY FOR FUNDING	TD	07 02 2025
REV.	DESCRIPTION	INITIAL	DATE

SCALE BAR **NORTH ARROW**

0m 1m 2m 3m 5m

SCALE 1:100 @ A1

PLACE

SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquire@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L006_0 - PLANTING PLAN 1

STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

PLANTING PLAN LEGEND

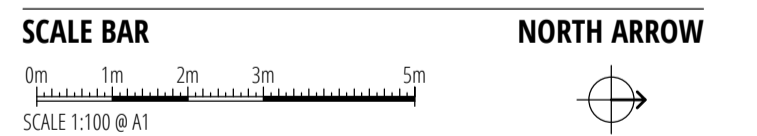
AA (1) **TREE / PLANT SPECIES & QUANTITY**
REFER TO PLANTING SCHEDULE, DETAILS
& SPECIFICATION

PLANTING PLAN NOTES

- ALL TREES TO BE MIN. 1.5m FROM ALL EDGES & HARD SURFACES.
- HYDROSEED MIX AND TIME OF SOWING TO BE CONFIRMED WITH COUNCIL.
- .DWG CAD FILE CAN BE SUPPLIED FOR SETOUT.
- REFER ALSO LEGENDS PAGE 23310_L001.



REV.	DESCRIPTION	INITIAL	DATE
-	TENDER READY FOR FUNDING	TD	07 02 2025



PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquire@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L007_0 - PLANTING PLAN 2
STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

PLANTING PLAN LEGEND

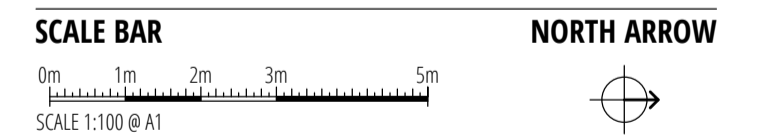
AA (1) **TREE / PLANT SPECIES & QUANTITY**
REFER TO PLANTING SCHEDULE, DETAILS
& SPECIFICATION

PLANTING PLAN NOTES

- ALL TREES TO BE MIN. 1.5m FROM ALL EDGES & HARD SURFACES.
- HYDROSEED MIX AND TIME OF SOWING TO BE CONFIRMED WITH COUNCIL.
- .DWG CAD FILE CAN BE SUPPLIED FOR SETOUT.
- REFER ALSO LEGENDS PAGE 23310_L001.



REV.	DESCRIPTION	INITIAL	DATE
-	TENDER READY FOR FUNDING	TD	07 02 2025



PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquire@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L008_0 - PLANTING PLAN 3
STATUS TENDER READY FOR FUNDING **REVISION** -

WARNING:
BEWARE OF UNDERGROUND SERVICES.
THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY.
THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK.
REPORT ALL DISCREPANCIES TO SUPERINTENDENT PRIOR TO CONSTRUCTION.
FIGURED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS.

THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT AND MAY NOT BE
REPRODUCED WITHOUT PRIOR WRITTEN CONSENT. © PLACE Pty Ltd 2024.

SAMPLE PANEL PLAN LEGEND

 **SAMPLE PANEL**
REFER TO SAMPLE PANEL SCHEDULE &
SPECIFICATION

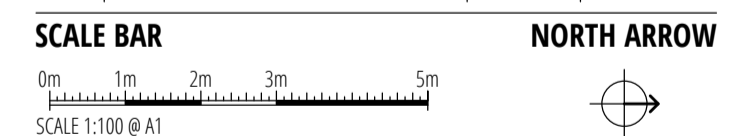
SAMPLE PANEL PLAN NOTES

- SUBMIT SAMPLES OF EACH PAVEMENT OR GRAVEL TYPE AND OTHER
ACCESSORIES FOR APPROVALS.

- CONSTRUCT SAMPLE PANELS NOT LESS THAN 4m² FOR EACH
PAVING TYPE FOR APPROVAL BEFORE COMMENCING WITH
REMAINDER. APPROVED SAMPLE MAY BE INCLUDED IN THE
COMPLETED WORK.



-	TENDER READY FOR FUNDING	TD	07 02 2025
REV.	DESCRIPTION	INITIAL	DATE



PLACE
SUITE 14-150 CHESTNUT STREET
CREMORNE VIC 3121
P: 03 9429 8000
E: enquire@place.com
www.place.com

CLIENT HORSHAM RURAL CITY COUNCIL
CIVIC CENTRE, 18 ROBERTS AVENUE
HORSHAM, VIC, 3402

PROJECT TITLE CENTRAL PARK COMMUNITY PLAY SPACE
OVERVIEW

PROJECT ADDRESS WIMMERA HIGHWAY & PARK DRIVE
HORSHAM, VIC, 3400

DRAWN TD **CHECKED** JG **DATE** FEB 2025
PROJECT No. 23310 **CLIENT REF** -
DRAWING No. & TITLE

23310_L009_0 - SAMPLE PANEL PLAN

STATUS TENDER READY FOR FUNDING **REVISION** -

Community Engagement Report

HORSHAM YOUTH PARK ENTERPRISE (HYPE)
Known as: HORSHAM SKATE PARK -

DEVELOPMENT OF CONCEPT PLAN

DECEMBER 2022

APPENDIX 3 – Engagement report

PURPOSE OF ENGAGEMENT REPORT	3
BACKGROUND	3
FOCUS AREA	4
PUBLIC PARTICIPATION GOAL	4
IAP2 LEVEL	4
OUR PROMISE	4
ESTABLISHMENT OF COMMUNITY REFERENCE GROUP	4
VISION ESTABLISHED BY THE CRG	5
PROJECT TIMELINE	5
ENGAGEMENT TOOLS	5
WHAT FEEDBACK WAS RECEIVED?	6
HOW WAS THE FEEDBACK MANAGED?	6
WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN	7
WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED / ADDED?	7
HOW WAS THE FEEDBACK EVALUATED?	7
HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN?	7
WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS?	8
WHAT IS THE ROLE OF THE CRG?	8

PURPOSE OF ENGAGEMENT REPORT

This report summarises the engagement process undertaken and feedback received in the development of the draft concept plan for upgrades to Horsham Youth Park Enterprise (HYPE) known locally as the Horsham Skate Park.

BACKGROUND

The Skate Park was opened 4 May 2013 and provided an alternative skate board facility to the skate bowl located along Eastgate Drive.

The park is a site of regular activity by people using scooters, skate boards and bikes. The depth and design of the concrete bowl at the skate park limit usage for novice/learner skaters. Currently, the popularity of skate boarding in Horsham has declined and the area is used by people using scooters.

The Skate Park is classified as a regional park (HRCC 2019 Open Space Strategy) but an audit of the park identified a gap in the provision of essential infrastructure:

- accessible toilet facilities (since addressed)
- Open areas for informal play, natural play, irrigated grass, landscaping
- Accessible equipment, pathways, Universal Design
- Structured shade / shelter, picnic tables, BBQs
- Signage – wayfinding and history, public art

The dirt jumps have not been regularly maintained.

A Gender Impact Assessment, (GIA) required under the Gender Equity Act 2020, identified that the main demographic currently using the park are males aged 4-30 years and that design changes are required to make the park inclusive and accessible to a broader range of people.

There are perceived safety issues (associated with the limited demographic and perception of territory) at the skate park and vandalism is occurring at the site.

A review of the current usage of the park and identification of opportunities to improve the park resulted in the establishment of a Community Reference Group (CRG) and the development of a concept plan for upgrades to the park.

APPENDIX 3 – Engagement report

FOCUS AREA



The focus area is shown (left).

The area is bounded by Natimuk Rd (south) and Park Drive (east).

The site is on Crown land, with Horsham Rural City Council (HRCC) being the Committee of Management for the site.

Crown land to the west of the park is licensed to the Horsham and District Racing Club.

An underground water tank and pump shed (circled in yellow) are located in the middle of the skate park concrete area.

An observation tower (circled in yellow) identifies the potential location of a relocated western fence

PUBLIC PARTICIPATION GOAL

The goal of the community consultation was to:

- Obtain feedback regarding the draft concept plan to ensure the plan satisfied both a community vision for the Park and the needs of the broader community.

IAP2 LEVEL

Community – Consult

Community Reference Group – Collaborate

OUR PROMISE

To the community - We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision.

To the CRG - We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

ESTABLISHMENT OF COMMUNITY REFERENCE GROUP

A Community Reference Group (CRG) was formed in August 2021.

The CRG is comprised of the following members:

- Skaters and people who use scooters at the Park (x2)

APPENDIX 3 – Engagement report

- Bike riders (Dirt jumps and concrete area) (x2)
- Senior adults (x1)
- Disability sector (x1)
- Community (1)
- HRCC Youth Council (x1)

Two HRCC officers from the Recreation and Open Space Planning (ROSP) team attended CRG meetings.

The CRG met regularly from August 2021 until September 2022.

Meetings were held in person at the Park Drive netball and CFA facility and at the Civic Centre, Roberts Avenue, Horsham.

Meetings were generally of a 1.5 hour duration.

VISION ESTABLISHED BY THE CRG

Our vision is that the Horsham Skate Park will provide a range of opportunities and experiences for people to have fun and be physically active.

The Park will be a central meeting place for people of different ages, abilities and interests; a place we love to go to, spend time in or pass through.

PROJECT TIMELINE

August 2021	Project commenced with the formation of the CRG
August – November 2021	Project planning with CRG (Includes stakeholder consultation undertaken by HRCC officers)
June 2022	CRG endorsement of draft concept plan
July 2022	Report to Council seeking approval to release the draft concept plan for community feedback
July – August 2022	Community engagement
August 2022	Feedback grouped and themed
August 2022	Community feedback reviewed by CRG and amendments made
August 2022	Amended plan endorsed by CRG
August 2022	Amended plan presented to the community via HRCC webpage
February 2023	Plan presented to Council for adoption

ENGAGEMENT TOOLS

A combination of passive and interactive engagement tools were used.

Passive: Weekly print media (local newspapers), HRCC webpage, HRCC e-newsletter, HRCC Facebook posts, HRCC Active e-newsletter, Core flute displayed at the Skate Park and in the reception area of the Civic Centre. Printed surveys were also available at the Civic Centre.

Interactive: Attendance at Horsham Plaza, (x2) Skate Park - BBQ and on-site meetings (x5) Horsham College (x4) Haven market, and targeted stakeholder meetings.

APPENDIX 3 – Engagement report

Note: The process of collecting community input commenced before the CRG was established and continued throughout the development of the concept plan. Initial community input (from the HRCC Youth Council, Skate Park users and others) provided a framework for design elements to be considered by the CRG.

Targeted stakeholder meetings were held with:

- Wimmera Catchment Management Authority
- Older Adults' Advisory Committee
- Wimmera Health Care Group
- Country Fire Authority
- Victorian Police
- Community Inclusion
- Church of Christ – seniors' group
- Horsham and District Racing Club
- Harness Racing Club
- HRCC Youth Council (3 meetings)
- HRCC Youth Group – new arrivals
- Goolum Goolum Aboriginal Cooperative
- HRCC Parks and Gardens' staff
- HRCC Asset team
- Strategic Planning Coordinator - HRCC
- Parks and Gardens' (Acting) Coordinator – HRCC

Feedback from groups was captured in different ways: completion of individual surveys, feedback from a group collected as a single survey response, and in a number of cases, people chose to receive the information, make verbal comments but not complete a survey. Comments were captured as survey responses, entered by ROSP officers.

Notes were taken at each stakeholder meeting.

WHAT FEEDBACK WAS RECEIVED?

Four hundred and thirty-eight (438) survey responses were received. The actual number of responses is higher (see comment above re: grouped responses).

Many people (201) chose to complete paper-based surveys and 236 people opted to complete surveys on-line, either via the HRCC webpage or via a QR code directing them to the survey on the HRCC webpage.

The draft plan for upgrades to the park was overwhelmingly supported with only three negative comments. Two comments supported the detail of the plan but wanted changes to happen immediately and a third respondent questioned the value of improving the park.

HOW WAS THE FEEDBACK MANAGED?

Survey data was collected via Microsoft Forms with a summary of short form (closed questions) attached to this report.

APPENDIX 3 – Engagement report

Feedback (open questions generating long-form comments were collected via both the electronic survey and the printed surveys) and was transferred to a spreadsheet and then grouped according to themes that emerged in frequency (Example: shade, seating, play elements).

All original survey documents, both paper-based and electronic, have been filed on the HRCC data management system.

WHAT DID PEOPLE LIKE MOST ABOUT THE DRAFT PLAN

People confirmed the importance of:

- Trees, shade, shelter from wind and rain and different types of seating throughout the area
- Play and activity equipment that is appropriate for a variety of ages and abilities with a request that different types of activities be provided in the park
- Placement of seating to enable supervision of activities
- Provision of amenities such as BBQs and gathering areas, with drinking fountains across the park
- Ensuring connected pathways for movement to and through the park
- Upgrading existing facilities – skate park (bowl) and dirt jumps
- Creation of learner activities – jumps, skate bowl
- Integration of art throughout the park and colour on vertical surfaces
- Nature-based play that is accessible to people of different ages and abilities
- Careful selection and placement of plants and landscaping and grassed areas.

WHAT PARTS OF THE DRAFT PLAN DID PEOPLE WANT CHANGED / ADDED?

- Provision of more shade and seating options throughout the park
- Provision of supporting infrastructure – an outside shower, wifi and phone charging points, repair station for tyres, storage cupboard for cleaning the skate bowl

HOW WAS THE FEEDBACK EVALUATED?

Feedback was considered against three forms of criteria, including the:

1. Vision developed by the CRG
2. Victorian Urban Design guidelines
3. Open Space Strategy (HRCC)

HOW DID THE FEEDBACK INFLUENCE THE FINAL DESIGN?

Feedback that was consistent with the evaluation criteria was included in the amended concept plan.

In most cases, feedback reinforced existing elements of the draft plan and was 'Noted' by the CRG; or additional notes were added in the explanatory sections of the concept plan for inclusion when detailed design occurs.

APPENDIX 3 – Engagement report

Feedback specifically incorporated into the revised concept plan included:

- Additional seating and shade options throughout, including the addition of a second shade structure over the concreted area
- Inclusion of an outdoor shower and nature play area

Following the evaluation process, the draft plan was amended, endorsed by the CRG and placed on the HRCC website for a four week period. A description of the feedback process and themes identified by the community was also placed on the HRCC website.

No additional feedback was received during the four week display.

WHAT ARE THE NEXT STEPS IN THE ENGAGEMENT PROCESS?

The engagement process for this stage of the project is complete.

When detailed construction drawings are developed they will be shared via the HRCC webpage.

WHAT IS THE CURRENT ROLE OF THE CRG?

The role of the CRG for this stage of the project will be completed when the concept plan has been presented to Council at a Council Briefing.

The CRG will be notified of Council's decision regarding the recommendation to endorse the concept plan for upgrades to the park.

The CRG has worked collaboratively throughout the project to understand site constraints, work within the defined scope of the project and identify design elements consistent with a shared vision for improvements to the community.

The commitment of members of the CRG is greatly appreciated and the model confirms the value of working closely with the community when undertaking complex community asset planning.

Mandy Kirsopp
January 2023

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 12434 FOLIO 534

Security no : 124120752370B
Produced 18/12/2024 09:59 AM

LAND DESCRIPTION

Lot S3 on Plan of Subdivision 848949A.
PARENT TITLE Volume 12396 Folio 381
Created by instrument PS848949A Stage 2 02/11/2022

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
HORSHAM RURAL CITY COUNCIL of 18 ROBERTS AVENUE HORSHAM VIC 3400
PS848949A Stage 2 02/11/2022

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS848949A FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: FREIGHT TERMINAL ROAD DOOEN VIC 3401

ADMINISTRATIVE NOTICES

NIL

eCT Control 20614X POWER & BENNETT
Effective from 02/11/2022

DOCUMENT END

PLAN OF SUBDIVISION

EDITION 2

PS 848949A

LOCATION OF LAND

PARISH: DOOEN

TOWNSHIP:
SECTION:

CROWN ALLOTMENT: 63 (PART)

CROWN PORTION:

TITLE REFERENCE: VOL 11642 FOL 359

LAST PLAN REFERENCE: TP857523X (LOT 3)

POSTAL ADDRESS:
(At time of subdivision) HENTY HIGHWAY
DOOEN VIC 3401

MGA94 Co-ordinates
(of approx. centre
of land in plan) E 613220 Zone: 54
N 5943360 GDA94

Council Name: Horsham Rural City Council

Council Reference Number: F24/A07/000250
Planning Permit Reference: PA2100180
SPEAR Reference Number: S173675C

Certification

This plan is certified under section 6 of the Subdivision Act 1988

Public Open Space

A requirement for public open space under section 4 of the Subdivision Act 1988 has not been made

Digitally signed by: Joel Hastings for Horsham Rural City Council on 20/07/2021

Statement of Compliance issued 23/04/2022

APPLIES TO MASTER PLAN (STAGE 1) ONLY

VESTING OF ROADS AND/ OR RESERVES

NOTATIONS

IDENTIFIER	COUNCIL/BODY/PERSON
R-1	HORSHAM RURAL CITY COUNCIL
R-2	HORSHAM RURAL CITY COUNCIL
RESERVE No. 1	HORSHAM RURAL CITY COUNCIL
RESERVE No. 2	HORSHAM RURAL CITY COUNCIL

LOT S3 IS IN 2 PARTS

NOTATIONS

DEPTH LIMITATION DOES NOT APPLY

SURVEY: This plan is based on survey
To be completed where applicable.
This survey has been connected to permanent marks no(s) 6 & 7
In Proclaimed Survey Area No.

STAGING: This is a staged subdivision.
Planning Permit No. PA2100180

EASEMENT INFORMATION

LEGEND: A-Appurtenant Easement E-Encumbering Easement R-Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1, E-3	PIPELINE OR ANCILLARY PURPOSES	4m	THIS PLAN SEC 136 WATER ACT 1989	GRAMPIANS WIMMERA MALLEE WATER CORPORTATION
E-2, E-3	DRAINAGE	15	THIS PLAN	HORSHAM RURAL CITY COUNCIL



pricemerrett
CONSULTING

M: PO BOX 1172 SWAN HILL 3585 P: (03) 5032 3685
E: pmash@pricemerrett.com.au F: (03) 5032 2472

SURVEYORS FILE REF: F8452

ORIGINAL SHEET
SIZE: A3

SHEET 1 OF 3

Digitally signed by: Andrew Merrett, Licensed Surveyor,
Surveyor's Plan Version (2),
18/06/2021, SPEAR Ref: S173675C

**THIS IS A LAND USE VICTORIA
COMPILED PLAN
FOR DETAILS SEE MODIFICATION TABLE HEREIN**

MGA2020
 ZONE 54

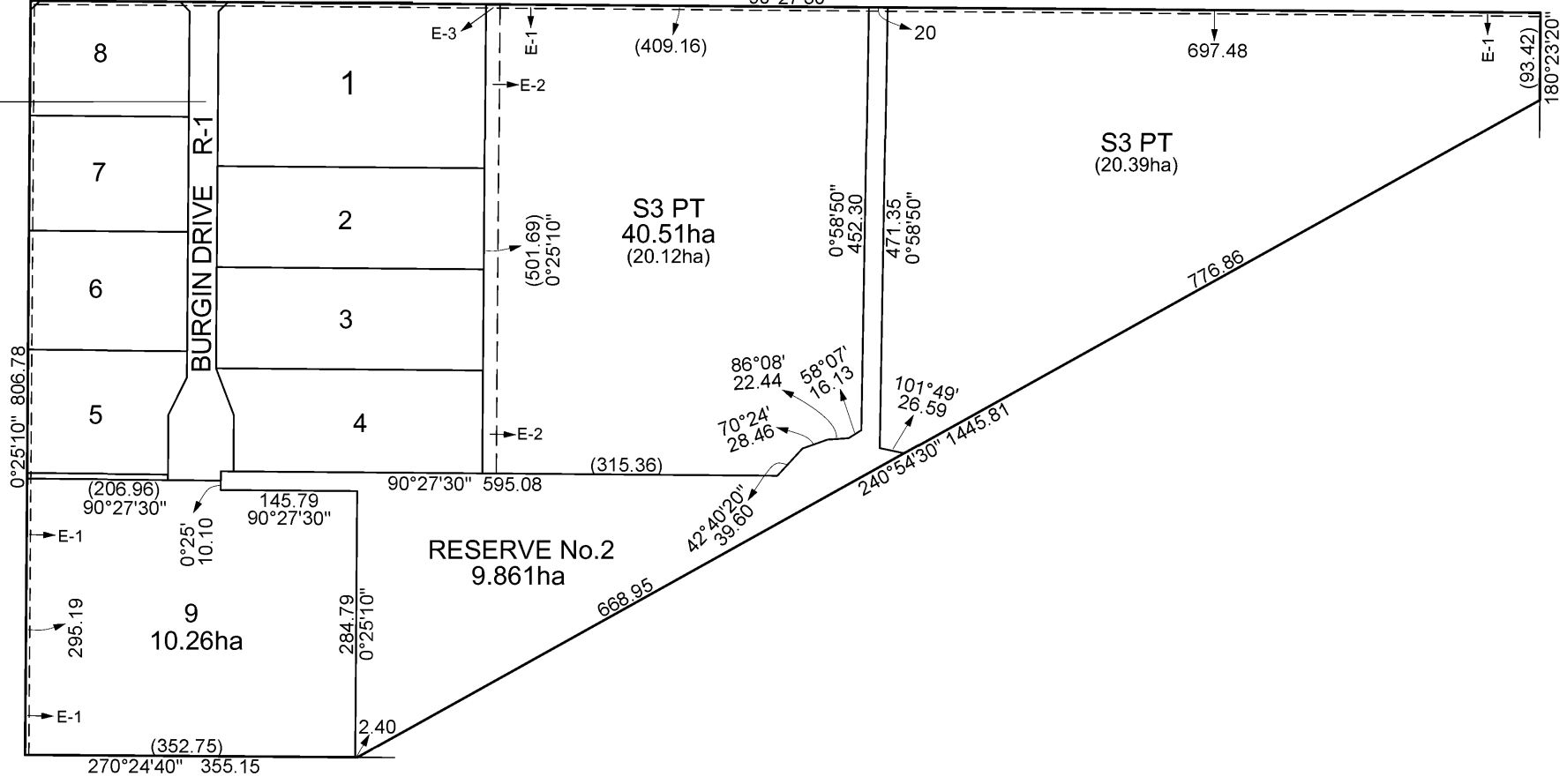
FREIGHT TERMINAL ROAD

R-2

SEE SHEET 3 OF 3
 FOR ENLARGEMENT

HENTY HIGHWAY

BURGIN DRIVE R-1



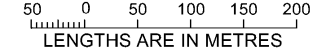
CREAMERY ROAD



M: PO BOX 1172 SWAN HILL 3585 P: (03) 5032 3685
 E: pmash@pricemerrett.com.au F: (03) 5032 2472

Amended by: Andrew Merrett, Licensed Surveyor 25/10/2022.

SCALE
 1:5000



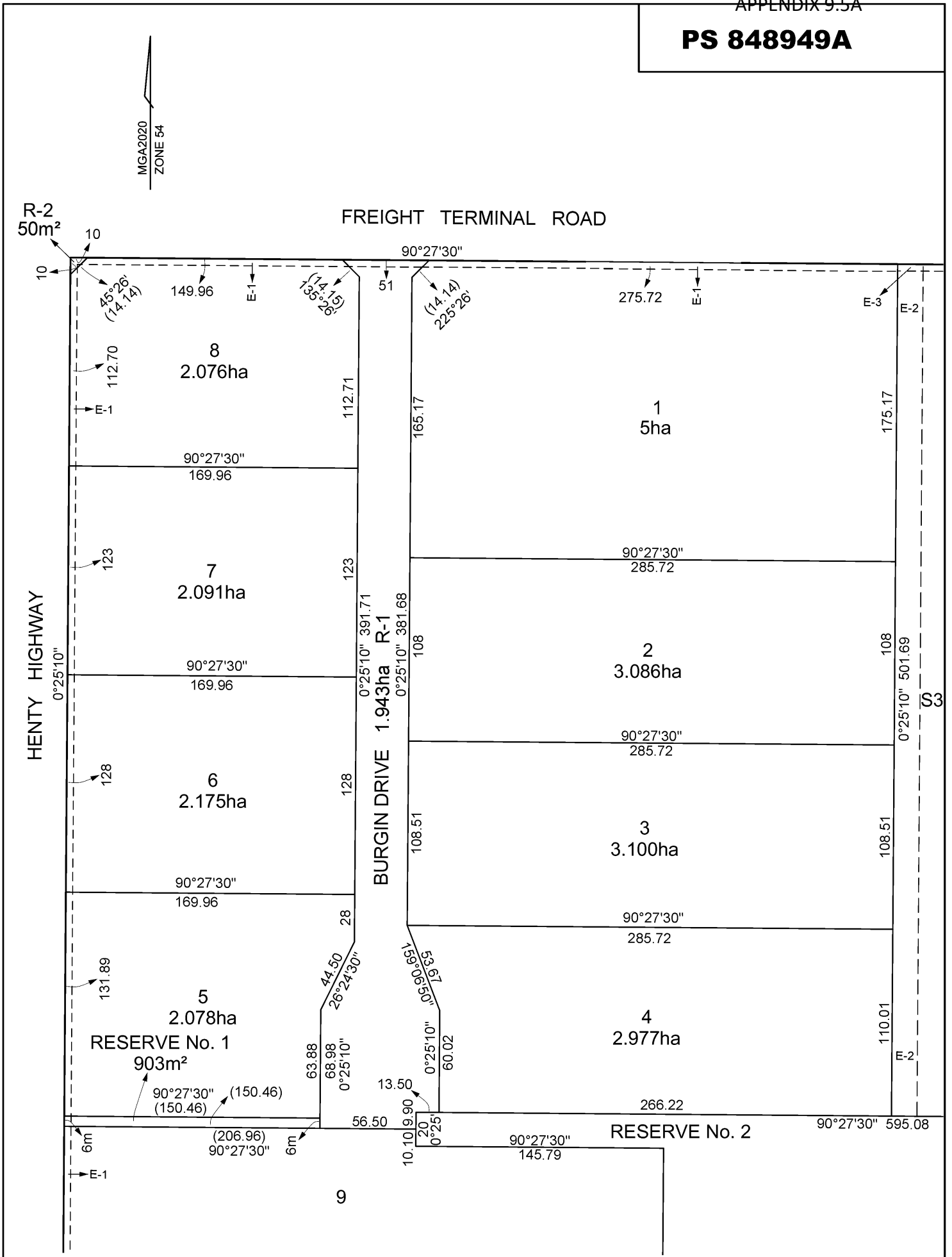
ORIGINAL SHEET
 SIZE: A3

SHEET 2

Digitally signed by: Andrew Merrett, Licensed Surveyor,
 Surveyor's Plan Version (5),
 24/06/2022, SPEAR Ref: S180008M

Digitally signed by:
 Horsham Rural City Council,
 24/06/2022,
 SPEAR Ref: S180008M

PS 848949A



PRICE MERRETT
CONSULTING

M: PO BOX 1172 SWAN HILL 3585 P: (03) 5032 3685
 E: pmash@pricemerrett.com.au F: (03) 5032 2472

Amended by: Andrew Merrett, Licensed Surveyor 25/10/2022.

SCALE 1:2000

20 0 20 40 60 80
 LENGTHS ARE IN METRES

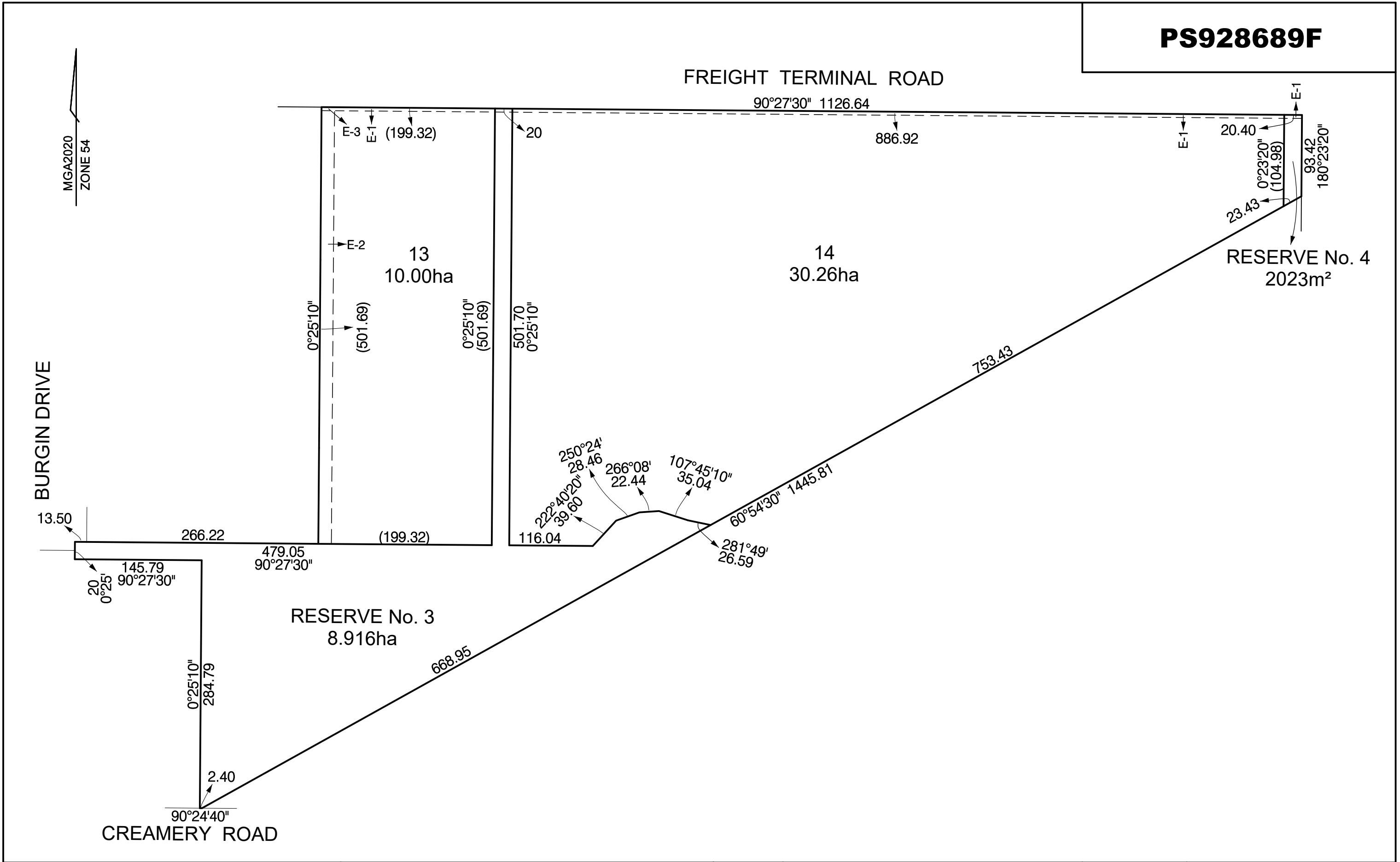
Digitally signed by: Andrew Merrett, Licensed Surveyor,
 Surveyor's Plan Version (5),
 24/06/2022, SPEAR Ref: S180008M

ORIGINAL SHEET SIZE: A3

SHEET 3

Digitally signed by:
 Horsham Rural City Council,
 24/06/2022,
 SPEAR Ref: S180008M

PS928689F



pricemerrett
CONSULTING

M: PO BOX 1172 SWAN HILL 3585 P: (03) 5032 3685
E: pmash@pricemerrett.com.au F: (03) 5032 2472

SCALE 1:4000

40 0 40 80 120 160
LENGTHS ARE IN METRES

Digitally signed by: Andrew Merrett, Licensed Surveyor,
Surveyor's Plan Version (4),
18/12/2024, SPEAR Ref: S241929P

ORIGINAL SHEET SIZE: A3

SHEET 2



Our Reference: F20/A02/000003: GH:kn
Your Reference:
Contact Name: Graeme Harrison

28 February 2014

Mr Colin Morrison
Executive Officer
Victoria Grants Commission
GPO Box 2392V
MELBOURNE Vic 3001

Dear Colin

**Submission regarding the methodology used in allocating annual financial assistance grants
Cost modifiers relating to road sub-grades**

Please find attached information from the Horsham Rural City Council with respect to your call for submissions on the Victorian Grants Commissions annual financial assistance grants.

The two documents attached have previously been submitted to the Grants Commission in August 2012. The first is a report by our Director of Technical Services, John Martin, and to support that is a copy of a report commissioned by council and completed by Mr Peter Moloney.

Whilst we appreciate that changes were made to the roads cost modifiers for the 2013-14 grant, these changes did not pick up on the issue that we have raised around poor sub-grades. The current calculation of the sub-grade factor does not pick up on an alternative measure of using degradation curves as developed by Mr Peter Moloney (see Page 12 of his report to our Council.)

Mr Moloney's calculations indicate that roads in our municipality, and others across the Wimmera, are experiencing a road life of only about 40 years. Across the state the average is closer to 80-100 years. The result of this shortened life is that Council spends in the order of \$4.7 M per year on road renewals, which is about \$2.3 M per year more than an equivalent Council which has average sub-grades.

It is also worth noting that Mr Moloney's report indicates that Horsham Rural City Council has been making a diligent effort to improve the overall condition of its road network, but that this effort has not been rewarded owing to the impact of the 2011 floods which damaged both the visible surfaces of road and the hidden sub-grades. This damage is anticipated to leave a further cost legacy to Council in the years ahead.

Thank you for the opportunity to submit this information for your further consideration.

Yours sincerely

Peter Brown
Chief Executive

Encl

Submission to Victorian Grants Commission
Local Roads Grants Formula
August 2012

Summary

A significant body of work on road conditions across Victoria has highlighted that road sub-grades play a critical factor in influencing the effective lives of roads.

The cost modifiers currently used in the Local Roads Grants formula already provide an allowance for variations in sub-grades, based on mapping of soil classifications. The indices for this cost modifier recognise that much of western Victoria and some other areas incur higher road costs as a result of these poor sub-grades.

This submission proposes that the magnitude of the effect of poor sub-grades is far greater than the range currently employed as a cost modifier in the grants formula. The current range is 0.95 to 1.10, i.e. an effective variation of 15%.

Empirical evidence indicates that the range in effective lives of roads could vary between 40 years and 180 years – an effective variation of 450%, having a proportionate impact on the cost of road maintenance and renewal. This range of asset life should be applied to the Local Roads Grants formula.

Background

Horsham Rural City Council (HRCC) recently received its fifth report on the condition of its road and related assets. This series of reports now spans a period of 13 years, with each report involving the sampling of in excess of 2000 road segments in a road network of about 3300 km.

The condition assessments and reports were prepared by Peter Moloney of Moloney Asset Management Services. Mr Moloney provides similar services for 49 other LGAs across Victoria, hence can be considered to have a high level of expertise in both road asset conditions generally and their relative condition across the State.

Collectively, his work represents a robust dataset for analysis.

In his latest report to HRCC, Mr Moloney stated (on p5):

In undertaking this work for many councils over the last 17-years one fact has clearly emerged. Those councils within the state that are on poor subgrades really do have a severe disadvantage that needs to be addressed through the Government funding system.

The condition assessments performed by Mr Moloney allow degradation curves to be developed for classes of road assets. These curves map the condition of roads between inspections, allowing projections of renewal costs to be developed, and importantly determination of the effective (serviceable) life of the assets.

Horsham Rural City Council, and other municipalities in the Wimmera Region incur higher costs as a result of these poor sub-grades. For Horsham Rural City Council, this additional expenditure is

estimated to be about \$2.3 M per year on road renewals. This is based on the assumption that extending the useful life of roads from 40 to 80 years would halve the renewal cost, which is currently \$4.7 M per year.

Victoria-Wide Perspective

The reports available to HRCC provide information about roads within the municipality. Mr Moloney has provided anonymous information (i.e. the individual Councils are not identified) that indicates the range of asset lives experienced across the state. As indicated earlier, there is a vast range in the life of road assets across the state, possibly between 40 and 180 years.

Information based on reports of actual asset conditions over a period of ten years or more represents a valuable supplement to the existing information on sub-grades based on soil maps.

The information provided by Mr Moloney for HRCC can also be developed for other municipalities that currently use his services. This set of data would provide a consistent basis of asset life information, which could be correlated against the soil map information to extrapolate to other areas.

Recommendations

1. The Victorian Grants Commission undertake a review of the impact of poor sub-grades on the effective life of road assets, and hence the relevant cost modifiers relating to road sub-grades.
2. The data collected by Mr Moloney of Moloney Asset Management Services be used to assist the Commission in its review.

John Martin

Director Technical Services

Victoria Grants Commission

Department of Transport,
 Planning and Local Infrastructure
 Level 7, 1 Spring Street
 GPO Box 2392
 Melbourne Victoria 3001
 Telephone (03) 9208 3631
 Facsimile (03) 9208 3118

Mr Peter Brown
 Chief Executive Officer
 Horsham Rural City Council
 PO Box 511
HORSHAM VIC 3402

SCANNED

22 APR 2014

FILE NO	F20/A02/000003
DATE	SS
DATE	22 APR 2014
REC	14/00
COPIES	CE, HP, JM, GH


 Dear Mr Brown

SUBMISSION TO THE VICTORIA GRANTS COMMISSION

Thank you for your submission to the Victoria Grants Commission regarding the allocation of financial assistance grants for 2014-15.

The Commission considered all submissions received in detail at its meeting of 19 March 2014.

In relation to the submission provided by Horsham Rural City Council, the Commission noted Council's continued concerns over the application of the sub-grade cost modifier, specifically its limitations in identifying the rate of degradation of the road network due to poor soil types.

As you have noted, the Commission has made a number of significant changes to its model in the past year, including updating the sub-grade cost modifier to align each council's local road network with Australian Standards soil classifications. We believe that this represents a considerable improvement compared to the previous methods employed, and are confident that it is also more robust and equitable.

The Commission has also considered Council's recommendation to utilise the work of Moloney Asset Management Systems (MAMS), specifically their asset degradation curves, in its calculation of the sub-grade cost modifiers.

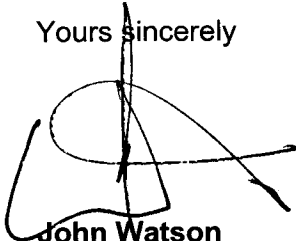
The Commission appreciates your providing us with this information, but does not consider the data available to be universal enough in its application to utilise for all councils in Victoria. In addition, having just recently moved to a comprehensive and new data source for sub-grade conditions, the Commission is reluctant to make a further change at this time.

The Commission has also noted your Council's concerns over the range employed for the sub-grade cost modifier, of between 0.95 and 1.10. While the Commission has no plans to make significant alterations to its local roads model for 2014-15, it will continue to review and refine these ranges, and the model more broadly, as a matter of course.

The Commission appreciates your submission and interest in the grant allocation process. All submissions received have been placed on the Commission's website, which is accessible at www.dpcd.vic.gov.au/localgovernment/victoria-grants-commission.

If you have any queries in relation to the matters raised in this letter, please contact the Commission's Executive Officer, Mr Colin Morrison, on (03) 9208 3032.

Yours sincerely

A handwritten signature in black ink, appearing to be 'John Watson', written over a vertical line.

John Watson
Chairperson
Victoria Grants Commission

16/4/2014

VICTORIA GRANTS COMMISSION

Final: May 2006

Local Roads Grants Model:**Cost Modifier 4: Sub-Grade**

Objective:

The sub-grades cost modifier recognises that the performance life of road pavements is affected by seasonal swelling and shrinkage of the sub-grade, which accelerates the deterioration of the pavement and adds to asset preservation costs. In Victoria, this is a particular issue in areas with expansive clay sub-grades, which occur predominantly in the western suburbs of Melbourne and western Victoria.

Applied to:

The sub-grades cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The sub-grades cost factor (see example of calculation below) is combined with the cost factors for the other four cost modifiers by being multiplied together to produce an overall cost factor.

Source Data:

Expansive Soils Map of Victoria – Vic Roads 1999

The proportion of each municipality comprising expansive clay sub-grades is estimated by the Commission based on a soil classification map provided by VicRoads. VicRoads has identified all soils types that have the potential for expansion due to changes in moisture content. The reactive sub-grade soils are:

- Cracking clay soils (CC10-13, basaltic)
- Cracking clay soils (CC1-5, CC8-9, 12, Ka1-3, KE1-4)
- Hard setting loamy soils with brown or mottled brown clayey subsoils (Ra1-2, Rb1, Rf1, Basaltic)
- Hard setting loamy soils with mottled dark clayey subsoils (HH1-2, Basaltic)
- Hard setting loamy soils with mottled yellow clayey subsoils (Ta4, Tb19, Va2,9, Basaltic)
- Hard setting loamy soils with red clayey subsoils (Oa2-3, Basaltic)
- Friable loamy soils (G1, Rg1, Basaltic)
- Friable (highly structured) porous earths (GG1, Mg2,5,7,17, M11, Basaltic)
- Sandy soils with mottled yellow clayey subsoils (Wa8, X1, 4, 5, Ya4,15,19)

Index Construction:

A soil classification map produced by VicRoads was overlaid with the LGA boundaries. After a visual inspection of the map the proportion of expansive sub-grade soils for each municipality was determined.

These values are then spread across a range from 0.95 to 1.10. The council with the highest proportion of the municipality of reactive sub-grades is allocated the maximum value of 1.10 and the councils with no reactive sub-grade soils are allocated the minimum value of 0.95.

The cost modifier factors for sub-grade range from 0.80 to 1.20, 0.80 reflecting good sub-grade and 1.20 reflecting reactive sub-grade. This range was determined during a review of the cost modifier factors by ARRB Transport Research Ltd in early 2003 and printed in Table 3 of the final report. This range applies to all the traffic volume categories, except for natural surface where it is not applicable.

Example:Alpine Shire Council*Calculation of Primary Index (Cost Factor) for the Sub-grade Cost Modifier**For kerbed roads with less than 500 vehicles per day*Alpine's proportion of
municipality area with reactive
sub-grade (PRS)

= 0%

Range of Index Nos. for
sub-grade cost modifier

= 0.95 – 1.10

Cost factor for sub-grade
for Alpine= $(1.10-0.95)/(95-0)*(0-0)+0.95$ = $0.15/0 + 0.95$

= 0.95

Victorian Local Government Grants Commission

Local Roads Grants Model – Cost Modifiers

1 Freight Intensive Industries

Objective	The freight intensive industries cost modifier recognises local roads in some municipalities carry relatively high volumes of heavy vehicles compared to others, which impacts on the cost of asset preservation.
Applied to	The freight intensive industries cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The freight cost modifier is combined with the other four cost modifiers by being multiplied together in the roads model to produce an overall cost modifier.
Source data	<ul style="list-style-type: none"> Australian Bureau of Statistics, Census 2021 of Population and Housing, Local Government Area, (Place of Work) Employment by Industry, downloaded by ABS TableBuilder March 2023. <p>Industry categories used:</p> <ul style="list-style-type: none"> Agriculture, Forestry and Fishing Electricity, Gas, Water and Waste Services Mining Manufacturing Transport Postal and Warehousing Wholesale Trade
Index Construction	<p>The freight intensive industries index has been constructed by identifying, of the 17 ABS industry classifications, those six that are assessed as being more freight-intensive.</p> <p>For each municipality, an index of total employment in the above industries relative to the total resident population within the municipality is derived.</p> <p>These values are spread across a range from 0.95 to 1.10.</p> <p>The index infers that those municipalities with greater levels of employment in the freight-intensive industries will see relatively higher levels of freight carriage on their local roads network, leading to more rapid road surface deterioration and relatively higher road maintenance costs.</p>

Victorian Local Government Grants Commission

Local Roads Grants Model – Cost Modifiers

2

Climate

Objective	The climate cost modifier recognises that certain climatic conditions have an adverse impact on road durability and increase the costs of asset preservation to affected councils.
Applied to	The climate cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The climate cost modifier is combined with the other four cost modifiers by being multiplied together in the roads model to produce an overall cost modifier.
Source data	<ul style="list-style-type: none"> • GHD Pty Ltd, “Report for GIS Mapping of Local Roads and Cost Modifiers, Methodology of Determining Road Management Authorities and Cost Modifiers”, August 2011. <p>GHD has provided summaries of road types, maps and datasets for all councils, based on Soil Rating, Climate Zones, quarry distances and road owners.</p> <p>Data sources used by GHD:</p> <ul style="list-style-type: none"> • VicRoads Roads and VicMap – LGA Boundaries and roads <p>Maps source:</p> <ul style="list-style-type: none"> • VicMap (2010), DSE; VicMap Roads dataset modified by GHD.
Index Construction	<p>The climate index has been constructed by identifying the lengths of urban and rural roads that fall within the five climatic zones utilised by Standards Australia, to produce an average climate rating for both rural and urban roads each municipality.</p> <p>Urban roads index values are spread across a range from 0.95 to 1.10. Rural roads index values are spread across a range from 0.75 to 1.25, reflecting the relatively greater influence of climate conditions on rural roads.</p> <p>The road lengths of municipalities with the highest proportion of adverse climate conditions are allocated the maximum value of 1.10 (urban) or 1.25 (rural).</p> <p>The road lengths with the most favourable climate conditions are allocated the minimum value of 0.95 (urban) or 0.75 (rural).</p>

Victorian Local Government Grants Commission

Local Roads Grants Model – Cost Modifiers

3 Materials Availability

Objective	The materials availability cost modifier recognises that the cost of maintaining local roads can be impacted by the local availability of suitable pavement materials.
Applied to	The materials availability cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The materials availability cost modifier is combined with the other four cost modifiers by being multiplied together in the roads model to produce an overall cost modifier.
Source data	<ul style="list-style-type: none"> GHD Pty Ltd, “Report for GIS Mapping of Local Roads and Cost Modifiers, Methodology of Determining Road Management Authorities and Cost Modifiers”, August 2011. <p>GHD has provided summaries of road types, maps and datasets for all councils, based on Soil Rating, Climate Zones, quarry distances and road owners.</p> <p>Data sources used by GHD:</p> <ul style="list-style-type: none"> VicRoads Roads and VicMap – LGA Boundaries and roads <p>Maps source:</p> <ul style="list-style-type: none"> VicMap (2010), DSE; VicMap Roads dataset modified by GHD
Index Construction	<p>The materials availability index is constructed by determining the distance between the nearest quarry location and the council headquarters.</p> <p>These distances are spread across a range from 0.95 to 1.05, with the council with the least accessibility to hard rock quarries being allocated the maximum value of 1.05, and councils with the greatest access 0.95.</p> <p>All metropolitan councils (excluding interface councils) have had their index set at the minimum 0.95, reflecting the availability of materials from a variety of sources.</p>

Victorian Local Government Grants Commission

Local Roads Grants Model – Cost Modifiers

4 Sub-Grade

Objective	The sub-grades cost modifier recognises that the performance life of road pavements is affected by seasonal swelling and shrinkage of the sub-grade, which accelerates the deterioration of the pavement and adds to asset preservation costs. In Victoria, this is a particular issue in areas with expansive clay sub-grades, which occur predominantly in the western suburbs of Melbourne and western Victoria.																					
Applied to	The sub-grades cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The sub-grades cost modifier is combined with the other four cost modifiers by being multiplied together to produce an overall cost modifier.																					
Source data	<ul style="list-style-type: none"> • GHD Pty Ltd, “Report for GIS Mapping of Local Roads and Cost Modifiers, Methodology of Determining Road Management Authorities and Cost Modifiers”, August 2011. <p>GHD has provided summaries of road types, maps and datasets for all councils, based on Soil Rating, Climate Zones, quarry distances and road owners.</p> <p>Data sources used by GHD:</p> <ul style="list-style-type: none"> • VicRoads Roads and VicMap – LGA Boundaries and roads <p>Maps source:</p> <ul style="list-style-type: none"> • VicMap (2010), DSE; VicMap Roads dataset modified by GHD 																					
Index Construction	<p>The sub-grade index has been constructed by calculating the total number of kilometres of urban and rural local roads in each municipality in each of the eight sub-grade categories (based on GHD mapping).</p> <p>From this information, an average sub-grade rating has been produced for each municipality for both urban roads and rural roads, and an index is produced ranging from 0.0 to 5.0 for each road type, which is then converted into an index range from 0.95 to 1.10.</p> <p>Soil reactivity is a measure of how much the soil expands or contracts due to changes in the soil moisture content. Reactive soils expand upon increases in moisture content and contract as they dry out. The greater the volume change of the soil, the higher the reactivity of the soil is. It is theorised that for higher reactivity soils, associated road maintenance costs will be higher due to the damage caused to the paved surface due to movement.</p> <table border="0"> <tr> <td style="padding-right: 20px;">E</td> <td style="padding-right: 20px;">(x5.0)</td> <td>Extreme reactive clay or silt sites, which can experience extreme ground movement from moisture changes</td> </tr> <tr> <td>H-E</td> <td>(x5.0)</td> <td></td> </tr> <tr> <td>M-E</td> <td>(x4.0)</td> <td></td> </tr> <tr> <td>H</td> <td>(x3.3)</td> <td>High reactive clay or silt sites, which can experience high ground movement from moisture changes</td> </tr> <tr> <td>M-H</td> <td>(x2.5)</td> <td></td> </tr> <tr> <td>M</td> <td>(x2.0)</td> <td>Moderately reactive clay or silt sites, which can experience moderate round movement from moisture changes</td> </tr> <tr> <td>S-M</td> <td>(x1.7)</td> <td></td> </tr> </table>	E	(x5.0)	Extreme reactive clay or silt sites, which can experience extreme ground movement from moisture changes	H-E	(x5.0)		M-E	(x4.0)		H	(x3.3)	High reactive clay or silt sites, which can experience high ground movement from moisture changes	M-H	(x2.5)		M	(x2.0)	Moderately reactive clay or silt sites, which can experience moderate round movement from moisture changes	S-M	(x1.7)	
E	(x5.0)	Extreme reactive clay or silt sites, which can experience extreme ground movement from moisture changes																				
H-E	(x5.0)																					
M-E	(x4.0)																					
H	(x3.3)	High reactive clay or silt sites, which can experience high ground movement from moisture changes																				
M-H	(x2.5)																					
M	(x2.0)	Moderately reactive clay or silt sites, which can experience moderate round movement from moisture changes																				
S-M	(x1.7)																					

Victorian Local Government Grants Commission

Local Roads Grants Model – Cost Modifiers

5 Strategic Routes

Objective The strategic routes cost modifier recognises that certain local roads must be maintained to a higher standard than would be normally be the case because of certain characteristics or functions they perform.

Applied to The strategic routes cost modifier is applied to all road categories.

Local roads that are tram or bus routes are considered to be strategic routes.

Bus routes include both normal scheduled public transport routes and special school-only routes on local roads in both urban and rural areas.

For rural roads carrying less than 100 vehicles a day (other than natural surface roads), the following roads are also deemed to be strategic routes:

- roads carrying at least 10 trucks a day (on average);
- roads with average grades exceeding 6 per cent, carrying at least 50 vehicles a day on average; and
- roads carrying at least 50 vehicles a day on average in a drip or flood irrigated horticultural or agricultural areas.

The strategic routes cost modifier is applied to the average annual preservation costs for each traffic volume range for each council to reflect the level of need of the council relative to others. The strategic routes cost modifier is combined with the other four cost modifiers by being multiplied together to produce an overall cost modifier.

Source data • Victorian Local Government Grants Commission – Accounting & General Information Questionnaire completed by councils annually.

Index Construction For each traffic volume category in the annual data return, councils report on the number of kilometres of strategic routes within their municipalities, which is converted into proportions of the total local road lengths for the purposes of the local roads grants model.

A cost modifier for the strategic routes cost modifier is calculated using the equations in Table B.4 of the final report on the “Review of Distribution Arrangements for Local Roads Funding in Victoria (July 1999)” and the cost modifier in Table 3 (a revised version of Table 7.1 in the July 1999 report) of a report prepared by ARRB Transport Research Ltd during its review of the asset preservation costs in early 2003. The Asset Preservation Costs were reviewed in 2014.

SUBMISSION

TO: Victorian Local Governments Grant Commission

DATE: 24 February 2025

SUBJECT: **Variation to the Local Roads Grant Cost Modifier – Sub-Grades**

Introduction

Horsham Rural City Council has previously made submissions (in 2012 and 2014) in relation to the poor sub-grades in this municipality, and the related Cost Modifier in the Local Roads Grant formulae.

Information from the earlier submissions is again included for reference, as it remains relevant to this new submission, please refer to the attachment.

Council notes that in its response to our 2014 submission, the Commission advised that changes had been made to the formula for the sub-grade cost modifier. This submission seeks to highlight a correlation between the current formula and a key premise of Council's earlier submission as a basis for reviewing the range of the cost modifier. That is, Council contends that the range of 0.95 – 1.10 for the cost modifier is not an adequate representation of the costs of road maintenance and renewal incurred by Councils.

Background Information

In its earlier submissions to the Commission, Council provided the following information, in summary:

- The serviceable life of sealed roads in Horsham Rural City was assessed to be around 40 years.
- In comparison, the lives of roads in some other municipalities are estimated to be up to 180 years.
- This range reflects a variation in lives of 450%, which is proportionate to the variation in whole-of-life costs of maintaining and renewing road assets.
- In contrast, the range in the cost modifier for sub-grade used by the Commission is 0.95 – 1.10, representing a range of only 15%.
- Therefore, this range of cost modifiers is not reflective of the range of maintenance and renewal costs of roads across the state, based on sub-grade conditions.

This information was supported both by reports by Mr Peter Moloney and his participation in a presentation to the Commission on this matter at that time. Horsham and about 40 other Councils used the services of Moloney Asset Management Systems to assess the condition and investment requirements to maintain roads and related assets. Hence, this information is regarded as a credible representation of the variation in the lives of roads across the State.

As Horsham Rural City Council now uses alternative methods for assessing road condition and renewal requirements, we no longer have information that compares our road lives with other parts of the state. However, there has been no change in the geology of our road formations, and the deterioration of our roads continues to follow historic degradation profiles.

Council noted in the Commission's 2014 response to our submission at that time, that the Commission had modified its method for calculating the sub-grade cost modifier. The 2024-25 formula for the sub-grade cost modifier includes the following information relating to the soil geology:

E	(x5.0)	Extreme reactive clay or silt sites, which can experience extreme ground movement from moisture changes
H-E	(x5.0)	
M-E	(x4.0)	
H	(x3.3)	High reactive clay or silt sites, which can experience high ground movement from moisture changes
M-H	(x2.5)	
M	(x2.0)	Moderately reactive clay or silt sites, which can experience moderate round movement from moisture changes
S-M	(x1.7)	

Geotechnical assessments conducted by Horsham for many projects consistently yield results that demonstrate that soils in our area are classified as highly to extremely reactive. Given this, Council seeks to highlight the alignment of the indices in the table above (x4.0 or x5.0) with Council's previous information relating to the range of road lives from Council's earlier submission, i.e. 450%.

This information appears to reinforce the position previously asserted by Council, that is, that the range in the sub-grade cost modifier of 0.95 to 1.10 is not reflective of the range in cost exposure Councils experience based on varying sub-grades.

In our earlier submission, Council indicated that our costs for road maintenance and renewal are estimated to be twice the average of other Councils.

On the basis of the above information, it would seem that the cost modifier for sub-grade would be more representative of the variation in geology across the state it was to range between 0.5 and 2.0.

Recommendation

Horsham Rural City Council recommends to the Victorian Local Government Grants Commission that it review its cost modifier for sub-grades for the Local Roads component of the Financial Assistance Grants to be in the range of 0.5 to 2.0 to more appropriately reflect the variation in road sub-grade conditions across the state.

John Martin
Director Infrastructure

**THIS ATTCHMENT IS A REPRINT OF A REPORT PROVIDED TO THE
14 JUNE 2024 COUNCIL BRIEFING**

CBD PEDESTRIAN SAFETY – RRV FUNDING

Purpose

To provide an update on potential works for improved pedestrian safety in the CBD, funded by RRV.

Summary

- An earlier proposal to install raised “wombat” pedestrian crossings on all legs of four roundabouts in the CBD has been reviewed.
- An alternative group of sites has been proposed, taking into account earlier feedback, in particular concerning the potential impact on retail trade.
- The sites proposed include several sites identified in the CBD Streetscape draft report.

Recommendation

For discussion.

REPORT**Background**

Previously, four CBD roundabouts were proposed to have wombat crossings installed on each leg, providing pedestrian priority, aimed at enhancing safety for pedestrians in the CBD. Feedback on those proposals raised the concern about impact on retail trade during a critical period of recovery from the impacts of Covid.

Discussion

Seven sites have been identified as having potential for safety improvements, while limiting impact on retail trade. RRV has tacitly agreed that these sites are suitable from a pedestrian safety perspective, and has asked for costings and designs to be advanced.

These are (as numbered in the diagram):

Road Safety Works Attachment 1 – Council Briefing

- 1 – McLachlan / Firebrace roundabout – pinned rubber wombat crossings.
- 2 – Firebrace St between McLachlan and Roberts Ave – mid-block raised crossing.
- 3 – Roberts Place – existing pedestrian crossing upgrade.
- 4 – Pynsent St pedestrian crossing in front of town hall.
- 5 – Wilson St – median island.
- 6 – Darlot St at Gleed St – raised crossing.
- 7 – O’Callaghans / Firebrace raised crossings.

These are discussed in the options section below.

Options to Consider

1. McLachlan St / Firebrace St roundabout.

This option differs from the previous consideration in that it would be a pin-down rubber mat style of construction. This style of works can be constructed rapidly, minimising interruption to traffic and hence retail trade. It would be considered as a pilot for other intersections, and, while not the intent of the RRV funding, could be removed more readily if it was found to be problematic.

2. Firebrace St between McLachlan and Roberts Ave – mid-block raised crossing.

The CBD Streetscape Plan identifies the benefits of mid-block raised crossings. This location has been chosen as it has a lesser impact on parking spaces. Still, 2-3 spaces would be lost on either side of the road to accommodate the works. Refer the attached concept plan.

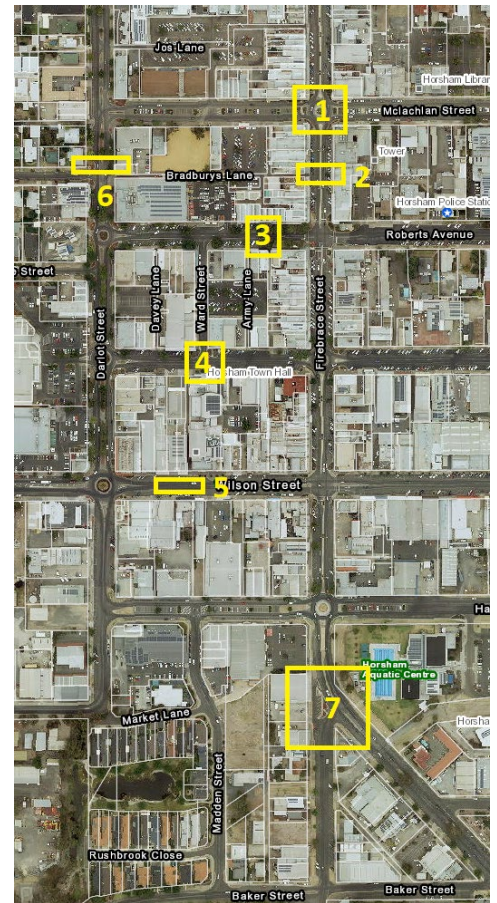
3. Roberts Place existing pedestrian crossing

There have been comments previously that the height of this crossing is too low, and hence it has been suggested to RRV that this crossing be upgraded. Detailed consideration of this site shows that the existing pedestrian access is level, and this is a key desired outcome, so it may not be suitable to raise the level of the crossing. The proximity of the traffic signals at Firebrace St lessens the risk of speeding vehicles at this site. The design is still being finalised. **(Subsequently it was decided not to upgrade this site)**

4. Pynsent St – Town Hall pedestrian crossing

The proposal is a raised pedestrian crossing. The initial concept shows this on the east side of Ward St, however this may be swapped to the west side of Ward St due to the potential risk of vehicles turning left out of Ward St not giving way, i.e. looking right and not left as they enter Pynsent St.

5. Wilson St – median island



Road Safety Works Attachment 1 – Council Briefing

A pedestrian refuge is proposed in front of the Town Hall to assist in crossing Wilson St. As Wilson St is an RRV road, it is not initially proposed that this would include a formal pedestrian crossing. The exact siting of this is still being resolved, to minimise impacts on parking and access to laneways and the off-street car park on the south side of Wilson St.

6. Darlot St – crossing at Glead St.

This is a proposal from the CBD Streetscape Plan, as shown in the diagram below. The exact alignment needs to be reviewed from that shown in the image – refer the attached plan.



7. Firebrace St / O'Callaghans Parade

This is also a proposal from the CBD Streetscape Plan, as shown in the diagram below. This site would facilitate an enhanced connection from the CBD to the river frontage.



Road Safety Works Attachment 1 – Council Briefing

Looking north along Firebrace St. Three separate crossings shown. **Subsequently the crossing of O'Callaghans Parade was excluded from this site.**

Sustainability Implications

Nil

Community Engagement

This current group of sites has been developed based on responses to the earlier proposals and the engagement on the CAD Streetscape Plan

Innovation and Continuous Improvement

Nil

Collaboration

RRV has been highly cooperative both in relation to funding for these potential works, and in allowing a review of the initial site proposals.

Financial Implications

The estimated cost of these works is approximately \$400,000, although the final scope has not been determined for some sites. These works would be fully funded by a Federal Government grant through RRV.

Regional, State and National Plans and Policies

The source of funding relates to a Federal program to enhance road safety, prioritising pedestrian safety.
Council Plans, Strategies and Policies

The CBD Streetscape Plan has helped to inform some of the sites identified for these works.

Risk Implications

The review of sites has aimed to significantly reduce the risk of impacts on retail trade.

The funding has a tight timeline for construction.

Conclusion

Comment is sought on a proposed new group of sites to utilise funding offered by RRV to enhance pedestrian safety in Horsham's CBD.

**THIS ATTACHMENT IS A REPORT PREPARED IN SEPTEMBER 2024
BUT NOT PRESENTED TO COUNCIL AT THE TIME DUE TO CARETAKER CONVENTION**

Purpose

To present feedback to Council about the community's perceptions of pedestrian safety treatments installed around the Horsham CBD area.

Summary

- Council became eligible for grant funding from the Federal and State Governments administered through Regional Roads Victoria for road safety works in 2021.
- A series of options were workshopped with Councillors, leading to a decision to proceed with works at six sites to improve pedestrian safety in Horsham's CBD.
- Two of the sites were proposed to be constructed in a temporary pin-down manner, so that they would be more readily removable should a subsequent assessment trigger this.
- Delays with contractor and materials availability led to the works being installed over a prolonged period, with implementation of wombat crossings at the Firebrace St / McLachlan St roundabout being the last works to be implemented, in June 2024.
- A series of complaints about the Firebrace St / McLachlan St roundabout works led to the wombat crossings being replaced with zebra crossings, with speed humps in advance of the intersection, to address the issues raised at that stage.
- These updated works were completed on 25 August 2024.
- When these works were updated community feedback was sought on all of the crossings to gauge the community's early perception of the works.
- This feedback is discussed in the report.

Recommendation

That Council:

1. Note the preliminary feedback received
2. Communicate the summary outcomes of this initial feedback
3. Consider this feedback in relation to determining the future of the temporary, pin-down works.

REPORT**Background**

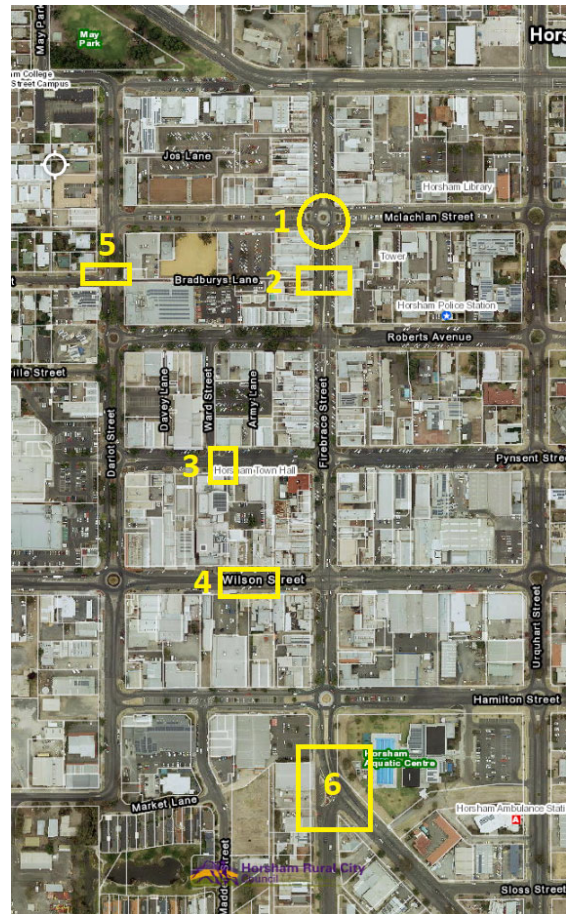
A decision to proceed with pedestrian safety works was made at Council's June 2022 meeting at the following sites (as numbered in the diagram):

Road Safety Works – Attachment 2 – Council Briefing 9 December 2024

- 1 – McLachlan / Firebrace roundabout – pinned rubber wombat crossings
- 2 – Firebrace Street between McLachlan and Roberts Ave – mid-block crossing with speed cushions before the crossing.
- 3 – Pynsent Street pedestrian crossing in front of Town Hall
- 4 – Wilson Street – refuge island
- 5 – Darlot Street at Gleed Street – raised crossing
- 6 – O’Callaghans / Firebrace raised crossings.

Four of these sites were constructed as permanent works, but two sites, (numbers 1 and 2), were constructed with pinned down rubber cushions, so that they could be more readily removed subject to community feedback.

These works were fully funded by Federal and State Government grant funding.



Discussion

As outlined in the summary, these works were installed over an extended period. The last works to be completed were those at the Firebrace St / McLachlan St roundabout, which were completed on 23 June 2024.

These works immediately attracted a high level of complaints. The complaints primarily related to the impact on wheelchairs and mobility vehicles of having to travel down the ramp from the footpath to the kerb, then up and down the wombat crossing and again on the other side of the road. The raised wombat crossing was found to be unsuitable for these mobility aids.

Following consultation with Council’s CBD reference group and the Disability Advisory Committee, the configuration of the pedestrian crossings was changed so that they comprised flat zebra style crossing from kerb to kerb, with a speed hump for cars on the approaches to the crossings only. These changes were completed on 25 August 2024.

Subsequently, an online survey was developed to give the community the chance to provide comments about all of the new crossing works. Details of the survey are discussed below.

Community Engagement

An online survey about the pedestrian safety works went live on Council’s website on 5 September 2024, with initial promotion of it from the following day. Restrictions on consultation during the election period mean that the survey closed on 16 September 2024, at 3 pm. As a result this survey is considered

preliminary, both due to the duration the survey was available and the limited time that people have had to get used to the recent changes to the Firebrace St / McLachlan St intersection works.

A total of 120 responses were received to the survey. This report presents a summary of the results from those surveys.

The survey provided the opportunity for people to respond both as a driver and as a pedestrian, and in relation to all six sites. The survey also sought to identify the level of usage that people make of the various sites, and whether they have any mobility limitations, aiming to gain further insight into the suitability of the modifications for different groups. The survey contained set questions with yes / no or options for answers, as well as the ability to provide individual comments on most questions. A summary report on the feedback is included as an attachment to this report ([Attachment 2a](#))

Key feedback from the survey is as follows:

- 8.4% of the respondents indicate they have mobility constraints
- 40.8% indicate they use the crossings as pedestrians more than once a week
- 21.7% indicate they never use the crossings as a pedestrian
- 88.3% indicate they use the crossings as drivers more than once a week
- 3.3% indicate they never use the crossings as a driver
- Only 11.7% indicate they believe the crossings have made the CBD safer / easier to move around
- 67.5% indicate the crossings have delayed their driving by more than a minute
- 62.5% indicate that none of the crossings has been successful
- Of the remainder of these responses, the Pynsent St (14.2%) and Firebrace St mid-block (8.3%) crossings are considered the most successful.
- The Firebrace St / McLachlan St roundabout (50.8%) and the Firebrace St mid-block (36.7%) crossings are considered the most un-successful.

An extract of key issues raised in the individual comments includes the following:

- The humps (wombat crossings) were considered slippery or cause tripping issues
- Many cars are not stopping to give way to pedestrians, creating uncertainty for pedestrians
- The crossings bank traffic up too far
- Availability of other nearby crossings (hence these additional crossings not needed)
- Loss of parking spaces
- Speed humps distract the drivers from looking for pedestrians
- The speed humps are too aggressive / steep
- The wombat crossings are unsuitable for prams / wheelchairs / mobility vehicles
- Much better since the change to a zebra crossing

Options to Consider

Refer to main report on Road Safety Works.

Sustainability Implications

Nil

Innovation and Continuous Improvement

The assessment of options will also consider learnings from other locations that have installed similar crossing infrastructure.

Collaboration

Nil

Financial Implications

The installation of these crossings was fully funded by Federal and State Government grants administered through Regional Roads Victoria.

Regional, State and National Plans and Policies

These works were part of a Federal program to enhance road safety, prioritising pedestrian safety.

Council Plans, Strategies and Policies

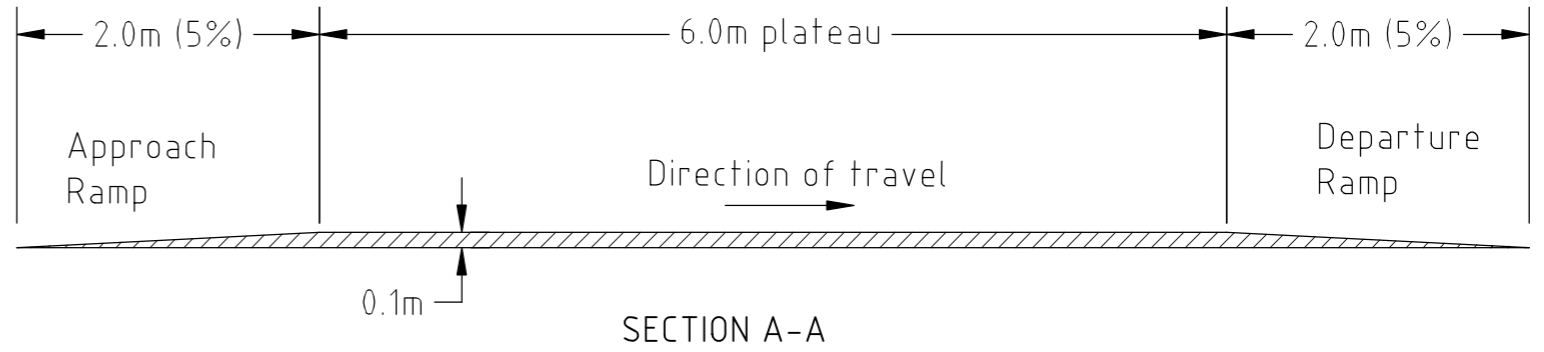
The crossing works relate to recommendations from the CBD Streetscape Plan and Horsham Urban Transport Strategy.

Risk Implications

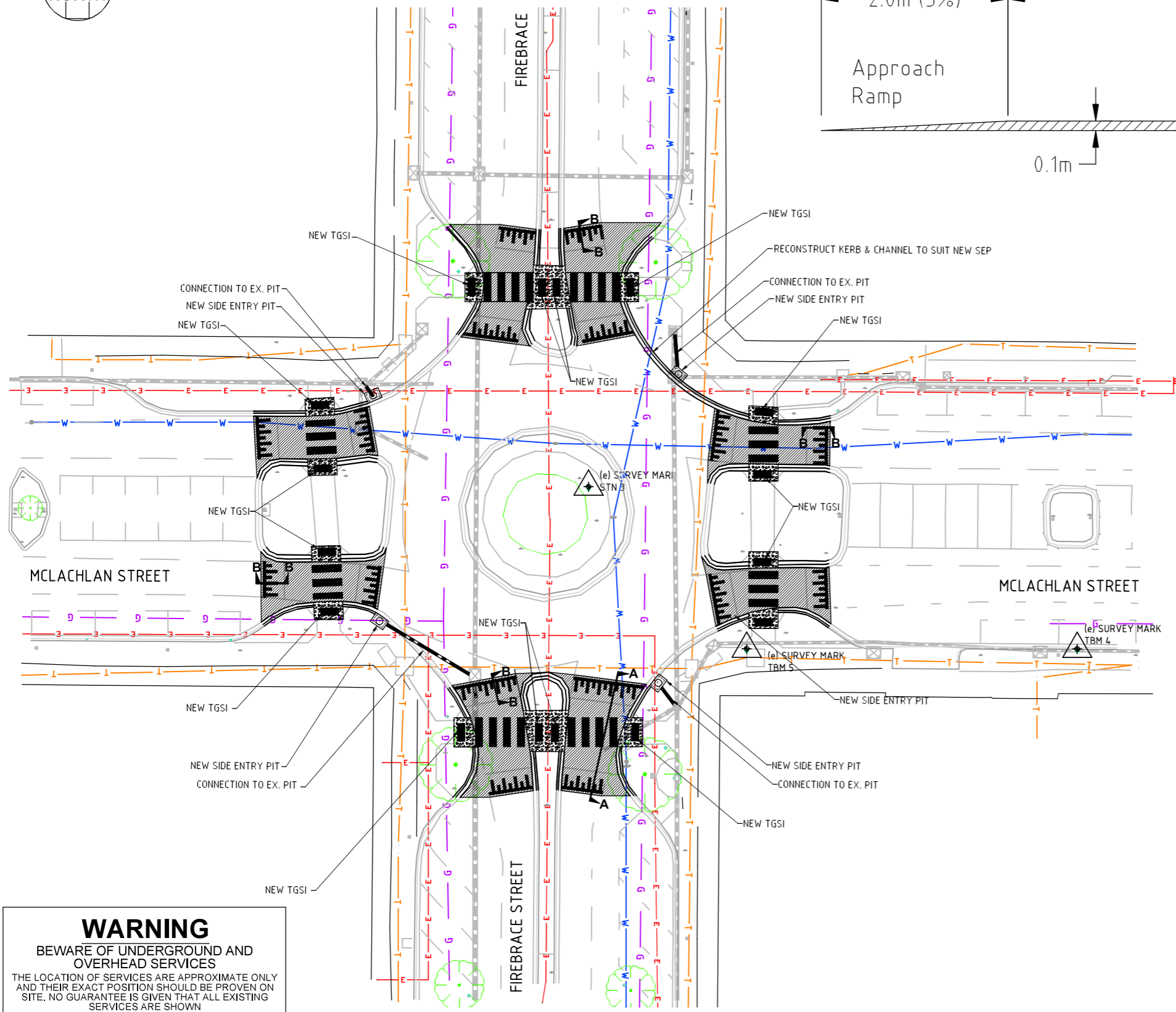
Feedback from the community has identified a broad range of risks with the new works which will be reviewed aiming to improve pedestrian safety and vehicle movement.

Conclusion

Initial feedback from the community is not supportive of the wombat crossings at the Firebrace St / McLachlan St roundabout and to some extent the mid-block crossing in Firebrace St. A full report will be provided to the new Council, which will consider both the community feedback, and broader road safety research information.



NOTE:
FOR SECTION B-B
REFER DWG NO. 6241



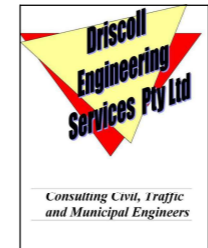
ASPHALT PAVEMENT



150mm DEPTH (min) REINFORCED
CONCRETE FOOTPATH

WARNING
BEWARE OF UNDERGROUND AND
OVERHEAD SERVICES
THE LOCATION OF SERVICES ARE APPROXIMATE ONLY
AND THEIR EXACT POSITION SHOULD BE PROVEN ON
SITE. NO GUARANTEE IS GIVEN THAT ALL EXISTING
SERVICES ARE SHOWN

GENERAL NOTES:

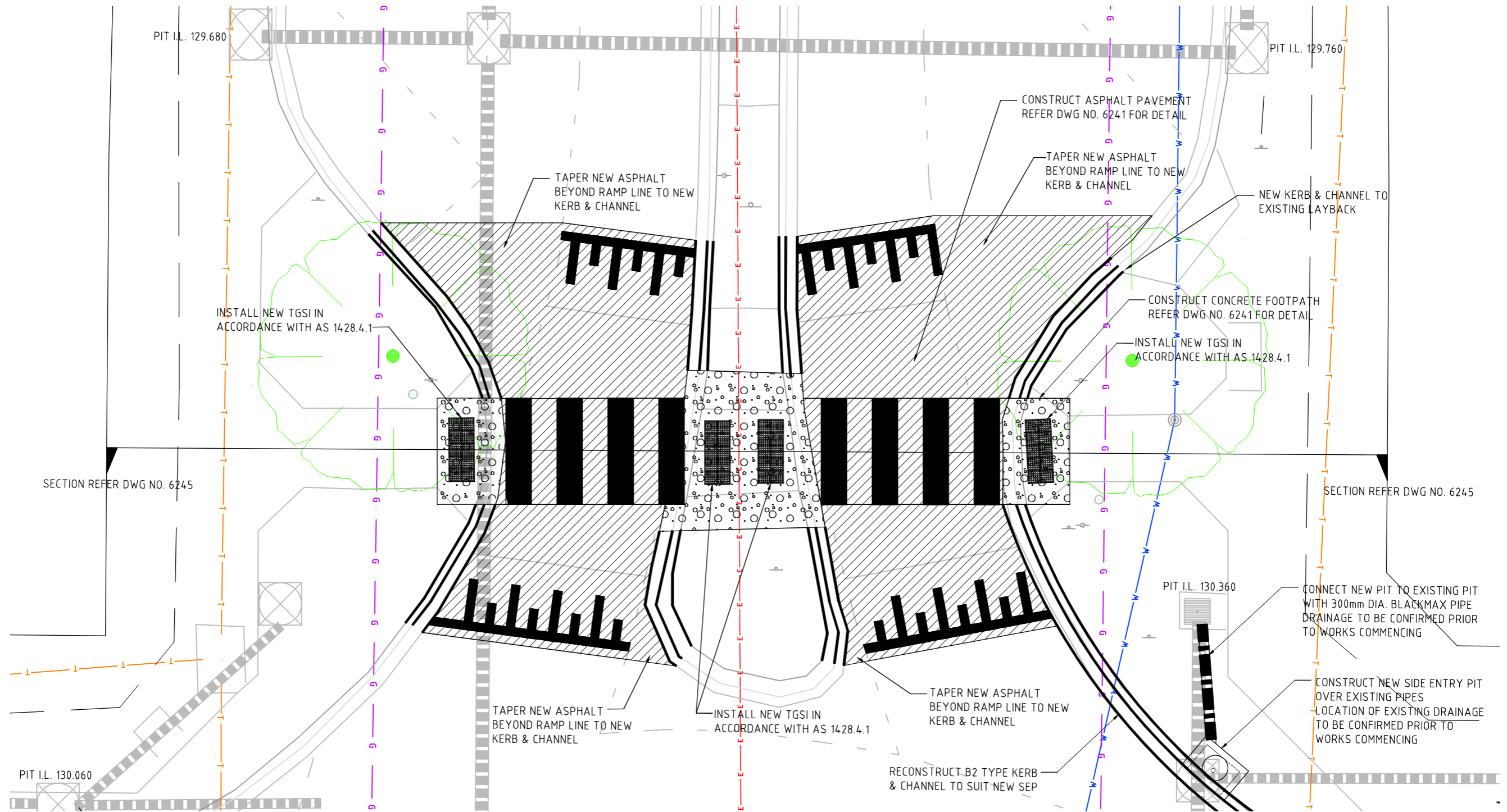


DESIGNED:	L. BRITT	SEP 19
CHECKED:	A. SEWELL	SEP 19
APPROVED:		
SCALE:	1 : 400 (A3)	

**PEDESTRIAN / CYCLING SAFETY
TREATMENT**
HORSHAM RURAL CITY COUNCIL
HORSHAM CBD (FIREBRACE/MCLACHLAN ST)
DESIGN LAYOUT PLAN

DRAWING NO	REV
6243	B
SHEET No.	
3 of 12	
FILE NAME	

REVISION	AMENDMENTS	APPROVED	DATE
E			
D			
C			
B	Amended as per Council Comments	JB	3/10/19
A	Preliminary	GD	5/6/--



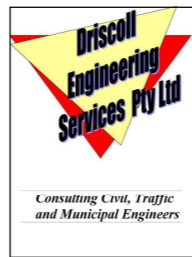
WARNING
 BEWARE OF UNDERGROUND AND OVERHEAD SERVICES
 THE LOCATION OF SERVICES ARE APPROXIMATE ONLY AND THEIR EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL EXISTING SERVICES ARE SHOWN

 ASPHALT PAVEMENT

 150mm DEPTH (min) REINFORCED CONCRETE FOOTPATH

 RECONSTRUCT NEW KERB & CHANNEL ALONG BOTH SIDES OF PLATFORM TO SUIT NEW PLATEAU AND RAMP HEIGHTS MATCH IN TO EXISTING AT EXTENTS

REVISION	AMENDMENTS	APPROVED	DATE	GENERAL NOTES:	DESIGNED:	CHECKED:	APPROVED:	SCALE:	PROJECT TITLE	DRAWING NO	REV
E					L. BRITT	SEP 19			PEDESTRIAN / CYCLING SAFETY TREATMENT HORSHAM RURAL CITY COUNCIL HORSHAM CBD (FIREBRACE/MCLACHLAN ST) FIREBRACE STREET NORTH DETAIL PLAN	6244	B
D											
C											
B	Amended as per Council Comments	JB	3/10/19		A. SEWELL	SEP 19					
A	Preliminary	GD	5/6/--								
								1 : 100 (A3)		SHEET No. 4 of 12	FILE NAME





HRCC Councillors 2024-2028
Ways of Working Charter

1. OUR CHARTER

This Charter outlines the agreed values, principles and behaviours that guide how the Horsham Rural City Councillors will conduct themselves throughout the 2024-2028 Council Term.

These values, principles and behaviours reflect our obligations outlined in the *Local Government Act 2020* while the Charter has been developed as a companion document to our Model Code of Councillor Conduct. It will be our ‘Ways of Working’.

2. OUR VALUES

The following high-level values will guide our interactions within the Councillor Team, with council staff, the community and our stakeholders.

Horsham Councillors will:

1. Be respectful and genuine.
2. Do what we say we will do.
3. Be supportive and approachable.
4. Be connected to our community.
5. Be future-focused and optimistic.

3. OUR PRINCIPLES

Horsham Councillors commit to the following Principles

For our community:

- **Public Unity:**
We will refrain from publicly criticising each other and promote a united front for the community. Councillors will not get involved in campaigns or other activity that will erode the trust of our community or each other.
- **Positive Communication:**
We will actively acknowledge and appreciate Council achievements to foster a positive atmosphere in our dealings with each other and our community.
- **Commitment to Continuous Improvement:**
We will strive for excellence by seeking new knowledge, challenging preconceptions and implementing changes that enhance performance and results over time.

- **Be open to feedback:**
We will be receptive to constructive criticism and differing views without taking these personally; we will consider such feedback with an open mind and a willingness to change our views.
- **Community-Centric Decisions:**
We will make decisions based on merit and for the benefit of the whole community, irrespective of the popularity of those decisions.
- **Consistent Decision-Making:**
We will ensure decisions align with previous decisions and commitments and avoid individual agendas.
- **Financial Responsibility:**
We will acknowledge finite resources, adhering to standard budget processes for funding decisions. We accept that the Council's resources are not infinite and funding decisions of projects and works in the final year follow the normal budget processes.
- **Active participation:**
We will ensure that all Council reports and supporting documents are read to ensure all Councillors can actively and constructively participate in Council meetings and make informed decisions.

For our Councillor colleagues and staff:

- **Respect for Diversity:**
We will recognise and respect the diversity of each Councillor and staff member, valuing their opinions, beliefs, values, age and life experiences.
- **Active and Open Listening:**
We will strive to understand and consider the perspectives of our fellow Councillors.
We will listen to the staff and respect their opinions and advice.
- **Respect other's time:**
We will respect time pressures and keep to allocated speaking times to ensure all Councillors have an equal opportunity to be heard.
- **Empathy:**
We acknowledge and appreciate the challenges our Councillor colleagues may face and commit to supporting each other.
- **Governance**
We commit to modelling good governance by respecting and understanding the different roles between Councillors and staff.

- **Culture**

We will strive to build a positive culture for the Councillors and all staff, working as one organisation for the community.

- **Understanding Pressures:**

We will recognise the pressures faced by fellow Councillors when deliberating on Council matters.

- **Mindful Communication:**

We will be mindful in our communication with each other by paying attention to modelling positive tone and body language, ensuring effective communication within the group.

We will seek support from the Mayor and CEO to ensure we explain Council decisions and convey our individual views respectfully and appropriately.

4. OUR BEHAVIOURS

In addition to the above leadership principles, HRCC Councillors commit to the following behaviours to ensure we are a responsive and respectful Councillor Team:

- **Support for the position of Mayor and CEO:**

We commit to a culture of no surprises to ensure the Mayor and/or CEO are provided with advance notice of any areas of concern and use them (or their delegate) to mediate any concerns that may arise where appropriate.

- **Respectful Public Debate:**

Debating is an important and necessary part of our role but will be done respectfully whenever and wherever Councillors meet.

- **Media Collaboration:**

We will work to support the Mayor with media-related challenges and opportunities and respect media protocols when doing so.

- **Responsible Social Media Use:**

We will use social media for information sharing and highlighting the Council's achievements. Councillors will not engage in abusive or other risky interactions on social media.

- **Decision Acceptance:**

Accept majority decisions promptly, seeking the Mayor's support if challenges arise before, during or after decisions are taken.

We will seek support from the Mayor and CEO to ensure we explain Council decisions and convey our individual views respectfully and appropriately.

- **Team Building:**
Actively participate in regular socialising, team building and celebration activities.
- **Code of Conduct:**
The Councillor Code of Conduct will be used in accordance with its intent and complaints will be managed by working closely with the Mayor and the CEO on strategies to manage disputes and minimise the likelihood of any formal complaints.

5. OUR COMMITMENT TO CONTINUOUS IMPROVEMENT AND ONGOING REVIEW

Horsham Councillors will:

- Commit to the principle of Continuous Improvement.
- Dedicate the time and energy to actively review and provide honest feedback to each other in a way that builds teamwork.
- Identify areas for improvement, training or further support needed by individual Councillors or the whole Council. The Mayor and/or CEO of the day will ensure that these are scheduled and provided, consistent with the obligations for good governance in the Local Government (Governance and Integrity) Act and Regulations 2024.
- Hold regular sessions and discussions with the CEO on feedback provided from the organisation and the Councillors on their respective performance, areas of concern or areas for improvement.

Cr Ian Ross

Cr Brian Klowss

Cr Cam McDonald

Cr Angie Munn

Cr Dean O'Loughlin

Cr Bec Sluggett

Cr Todd Wilson

**MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
WEDNESDAY 29 JANUARY 2025 AT 5:30PM**

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Angie Munn, Cr Dean O’Loughlin, Cr Bec Sluggett, Cr Todd Wilson, Craig Niemann, Chief Executive Officer; Kevin O’Brien, Director Communities and Place; John Martin, Director Infrastructure; Steven Kingshott, Monitor; Joel Hastings, Coordinator Statutory Planning and Building Services; Grace Stewart – Senior Development Manager – OX2 (in person); Patrick McInerney – Construction Manager – OX2 (in person); David Moo – General Manager Asset Delivery – SEC (in person); Sharon Prince – Manager of Stakeholder Engagement and Communications – OX2 (online); Lisa Nicholls -- Stakeholder and Community Engagement Manager – SEC (online); Catherine Way – Director of Development – OX2 (online)

APOLOGIES: Cr Cam McDonald, Kim Hargreaves, Director Corporate Services

1. WELCOME

2. ACKNOWLEDGEMENT OF COUNTRY

3. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

Nil

4. INTRODUCTIONS – COUNCILLORS AND VISITORS

5. PRESENTATION

5.1 Renewable Energy Development – Solar Park

5:30pm – 6:00pm

Attending:

In person:

Grace Stewart – Senior Development Manager – OX2

Patrick McInerney – Construction Manager – OX2

David Moo – General Manager Asset Delivery - SEC

Virtually:

Sharon Prince – Manager of Stakeholder Engagement and Communications – OX2

Lisa Nicholls -- Stakeholder and Community Engagement Manager – SEC

Catherine Way – Director of Development – OX2

6. Q&A WITH COUNCILLORS

6:00pm – 6:30pm

7. CLOSE

The meeting closed at 7.26pm

**CRAIG NIEMANN
Chief Executive Officer**

**MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
MONDAY 3 FEBRUARY 2025 AT 5:32PM**

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Cam McDonald, Cr Angie Munn, Cr Dean O'Loughlin, Cr Bec Sluggett, Cr Todd Wilson, Craig Niemann, Chief Executive Officer; Kim Hargreaves, Director Corporate Services; Kevin O'Brien, Director Communities and Place; John Martin, Director Infrastructure; Steven Kingshott, Municipal Monitor (*virtual attendance*)

APOLOGIES: Nil

1. WELCOME AND INTRODUCTION

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

Cr Sluggett declared a conflict for item 3.1

3. PRESENTATIONS

3.1 Aerodrome Master Plan (**Appendix 3.1**) **5:30pm – 6:15pm**

Attending: Albert Stafford (Stafford Consulting – *online*),
Fiona Gormann & Annie Mintern (*online*)

Cr Sluggett left the room at 5.34pm and returned to the meeting at 6.19pm

4. COUNCIL MEETING REPORTS FOR DISCUSSION

4.1 Review of Services - Waste App **Appendix 4.1** **6:15pm – 6:35pm**

Attending: Luke Mitton & Phillippe Long (*both in person*)

4.2 Youth Council Terms of Reference (**Appendix 4.2**) **6:35pm – 6:50pm**

Attending: Alicia Drew & Louise Kelly (*both in person*)

4.3 City Oval Redevelopment Funding (PowerPoint Presentation) **6:50pm – 7:10pm**

Attending: Sue Sheridan (*in person*)

4.4 Wimmera Libraries Open Access Fit-out (**Appendix 4.4**) **7:10pm – 7:25pm**

Attending: Sarah Weisner (*in person*)

4.5 Road Management Plan Review Process **Appendix 4.5** **7:25pm – 7:40pm**

5. GENERAL DISCUSSION (Craig Niemann) **15mins**

6. CLOSE

The meeting closed at 8.58pm

CRAIG NIEMANN
Chief Executive Officer

**MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
TUESDAY 4 FEBRUARY 2025 AT 5:29PM**

ATTENDED: Cr Todd Wilson (Chairperson), Cr Brian Klowss, Cr Cam McDonald, Cr Angie Munn, Cr Dean O’Loughlin, Cr Bec Sluggett, Craig Niemann, Chief Executive Officer; Kim Hargreaves, Director Corporate Services; Kevin O’Brien, Director Communities and Place; John Martin, Director Infrastructure; Steven Kingshott (Monitor)

APOLOGIES: Cr Ian Ross (Mayor)

1. WELCOME AND INTRODUCTION

**2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020
AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES**

Nil

3. PRESENTATIONS

3.1 Planning Induction Session – A-Z Planning **5:30pm – 7:30pm**

Attending: Matthew Gilbertson (Glossop Town Planning) *(In person)*
Fiona Gormann and Joel Hastings *(In person)*

Both Cr Sluggett and Cr McDonald left the room at 6.59pm (emergency alerts)

Cr McDonald returned to the meeting briefly but left the meeting at 7.04pm and did not return.

Cr Sluggett returned to the meeting at 7.06pm

4. CLOSE

The meeting closed at 8.03pm

**CRAIG NIEMANN
Chief Executive Officer**

MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
ON 10 FEBRUARY 2025 AT 5:30PM

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Cam McDonald, Cr Angie Munn, Cr Bec Sluggett, Cr Todd Wilson, Cr Dean O’Loughlin, Craig Niemann, Chief Executive Officer; Kim Hargreaves, Director Corporate Services; Kevin O’Brien, Director Communities and Place; John Martin, Director Infrastructure, Steven Kingshott, Monitor

APOLOGIES: Nil

1. WELCOME AND INTRODUCTION

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

Kevin O’Brien – item 3.2

Steven Kingshott- item 4.4

Cr Sluggett – item 5.1

3. PRESENTATIONS

3.1 Regional Community Sports Infrastructure Fund (**Appendix 3.1**) **5:30pm – 6:00pm**

Attending: Carolynne Hamdorf & Mandy Kirsopp (*in person*)

3.2 Heritage Review & Adoption of Studies (**Appendix 3.2**) **6:00pm – 6:45pm**

Attending: Natica Schmeder, Consultant (*virtual attendance*);

Fiona Gormann (*virtual*), Joel Hastings, Kirsten Miller (*in person*)

(*Presentation included with meeting papers. Detailed background reports to be provided after the presentation*)

Kevin O’Brien left the meeting at 6.15pm and returned to the meeting at 6.55pm

4. COUNCIL MEETING REPORTS FOR DISCUSSION

4.1 Livestreaming Policy (**Appendix 4.1**) **6:45pm – 6:50pm**

4.2 Public Interest Disclosure Procedure Update (**Appendix 4.2**) **6:50pm – 6:55pm**

4.3 Road Safety Works (**Appendix 4.3**) **6:55pm – 7:15pm**

4.4 Grants Commission – Roads Formula Submission (**Appendix 4.4**) **7:15pm – 7:25pm**

Steven Kingshott left the meeting at 7.30 pm and returned to the meeting at 7.35pm

4.5 VCAT, Building & Planning Permit Reports (**Appendix 4.5**) **7:25pm – 7:30pm**

4.6 Lot 55 Horsham Railway Corridor (**Appendix 4.6**) **7:30pm – 7:50pm**

5. VERBAL REPORTS

5.1 Aerodrome Master Plan (Kevin) **7:50pm – 8:10pm**

Cr Sluggett left the meeting at 7.54pm and returned to the meeting at 8.04pm

6. GENERAL DISCUSSION (Craig Niemann) **15mins**

7. CLOSE

The meeting closed at 8.31pm

MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
ON WEDNESDAY 12 FEBRUARY 2025 AT 5:30PM

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Cam McDonald, Cr Angie Munn, Cr Dean O’Loughlin, Cr Bec Sluggett, Cr Todd Wilson, Craig Niemann, Chief Executive Officer; Kim Hargreaves, Director Corporate Services; Kevin O’Brien, Director Communities and Place; Steven Kingshott, Monitor

APOLOGIES: John Martin, Director Infrastructure

1. WELCOME AND INTRODUCTION

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

Nil

3. PRESENTATIONS

3.1 Community Engagement in a Local Government Context **5:30pm – 7:00pm**
Attending: Karina Dooley (*online*)

3.2 Project timelines **7.00pm – 7:30pm**
Attending: Karina Dooley (*online*)

4. CLOSE

The meeting closed at 8:05pm

DINNER

CRAIG NIEMANN
Chief Executive Officer

MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBERS
ON MONDAY 17 FEBRUARY 2025 AT 5:30PM

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Cam McDonald, Cr Angie Munn, Cr Dean O’Loughlin, Cr Bec Sluggett, Cr Todd Wilson, Craig Niemann, Chief Executive Officer; Kevin O’Brien, Director Communities and Place; John Martin, Director Infrastructure, Steven Kingshott, Monitor

APOLOGIES: Kim Hargreaves, Director Corporate Services

1. WELCOME AND INTRODUCTION

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

3. PRESENTATIONS

3.1 Assets Presentation including Bridge Load Limits (John) **5:30pm – 6:15pm**
Attending: Krishna Shrestha, Belinda Johnson

3.2 Capex Projects (John) **6:15pm – 7:00pm**
Attending: Krishna Shrestha, Belinda Johnson

4. COUNCIL MEETING REPORTS FOR DISCUSSION

4.1 Dadswells Bridge Pedestrian Bridge Tender (**Appendix 4.1**) **7:00pm – 7:10pm**
4.2 Intention to Sell Land – Wal Hub (**Appendix 4.2**) **7:10pm – 7:30pm**

5. GENERAL DISCUSSION (Craig Niemann) 15mins

- 5.1 Lot 55 VicTrack Land
- 5.2 HRLE committee representation
- 5.3 Emergency Services and Volunteers Fund

6. CLOSE

DINNER

The meeting closed at 8:30pm

CRAIG NIEMANN
Chief Executive Officer

MINUTES OF INFORMAL MEETINGS OF COUNCILLORS
CEO RECRUITMENT – SHORTLISTING OF APPLICANTS HELD IN THE COUNCIL CHAMBERS AND
ONLINE ON TUESDAY 18 FEBRUARY 2025 AT 4:00PM

ATTENDED: Cr Ian Ross (Mayor), Cr Brian Klowss, Cr Cam McDonald, Cr Dean O’Loughlin, Cr Bec Sluggett, Cr Todd Wilson, Craig Niemann, Chief Executive Officer; Steven Kingshott, Monitor; Nick Kelly (Gem Executive) (*online*), Margaret Devlin (Centre for Organisation Development) (*online*).

APOLOGIES: Cr Angie Munn

1. WELCOME AND INTRODUCTION

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES

Nil

3. SHORTLISTING OF CEO APPLICANTS (Nick Kelly)

Nick Kelly provided a summary of shortlisted applicants.

4. DISCUSSIONS

Councillors agreed on a shortlist of applicants for interview.

5. MEETING CLOSE

The meeting closed at 5.50pm

CRAIG NIEMANN
Chief Executive Officer



Minutes

Natimuk Economic & Social Plan Project Advisory Committee

5 February 2025 at 6pm

NC2

Attending:

Gary Rasmussen, Alex Williams, Fiona Gormann, Annie Mintern, Bill Level

Observing: Clinton Garwood

Apologies: Shaun Taylor

1. Welcome/Introductions

2. Disclosure of Conflict of Interest

Nil

3. Confirmation of Minutes from Previous Meeting

Moved: Bill Level

Seconded: Alex Williams

4. Correspondence

5. Business arising from previous meeting

5.1. Annie to follow up what is happening with the creek clean up

- Waiting to hear back from DEECA
- Follow up again with John

5.2. Annie to invite Lisa from Parks to our next meeting

- Lisa not involved until formal proposal

5.3. Annie to ring Keith to confirm Jed's resignation - done

5.4. Annie to contact bus driver to confirm where he is stopping and follow up regarding signage error and tree trimming

- Alex texted number, Annie to call driver

5.5. Group to go through action list at a future meeting and work out exactly what has been done and provide an accurate percentage

- Will do at April meeting

5.6. Annie to contact Dave Brennan and Bernie Dunn to invite to a future meeting to address the issue of accessing water to the lake - done

5.7. Annie to investigate heritage grants to upgrade the clocktower

- Waiting for funding to open. Haven't checked for a while will investigate.
- Nothing currently available
- Might be able to get a different grant

6. Other Business

6.1. Committee Members

- Check terms of reference about committee being a Natimuk resident
- Check what level of involvement committee can have with selection - Kevin

- Advertising online now and Bill to drop hard copies at the post office

6.2. Australia Day Debrief

Committee Feedback

- Good turn out
- Large area makes it look like there's not many people there but estimate there was around 250 people
- Lions Club served a free BBQ for tea as well which impacted food vans
- The event went for a bit too long
- Room and toilets weren't unlocked early enough
- Room wasn't cleaned

HRCC Staff Feedback

- Overall thought it was a great day that was supported by the community well
- Lower numbers early to mid-afternoon, potential for a twilight event next year to avoid high heat and shorten the event, might get a higher attendance for a shorter event
- Few tripping hazards, the steps onto the foreshore area will need an upgrade before next year
- Designated smoking area needed – most people were considerate and moved away from the large crowd however there were a few instances where people were smoking next to families with babies etc
- Earlier bus trip times back to town – it was quite difficult to get people to move on after the event finished and the bus trips were quite late, I think for future years these need to be strictly scheduled and communicated before the event
- The free barbecue and icy poles were a hit and the band were so good.
- Potentially a few more events like the thong throwing comp could have been good, from my vantage point this was a crowd pleaser and well attended
- More shade would be ideal as everyone congregated towards the trees
- The misters were a great idea
- Volunteers with vests on shouldn't be seen to be drinking at the event so just need to be mindful of this going forward.

Ideas for next year

- Hold the morning flag raising event at the Verge and hold a music event at the lake in evening
- Get a designated MC to coordinate the performers more efficiently
- Get a key from the foreshore committee to ensure all buildings are accessible from the beginning of the event
- Make sure rooms have been cleaned prior to the event
- Upgrade steps onto the foreshore area
- Create a designated smoking area
- Revisit bus timetable
- Think about having more activities like the thong throwing competition
- Look at providing more shade

6.3. Other

Infrastructure at sandpit area

- Annie to investigate potential options for seating at the sandpit for adults when watching their kids
- Fence along creek in same area to stop balls

Community Grants

- Opportunity for the Lake Foreshore Committee to apply for a community grant for works at the lake
- Annie to set up a meeting with Brenda, Rob and Kerry and check closing date for grants
- Arapiles Historical Society are also looking for grants but on a larger scale to build a museum

Footpaths

- Footpath upgrades and additional footpath are required particularly for vision impaired community members
- Near misses have been sited when residents are seen walking on the road
- Annie to investigate whether there is budget to improve existing footpaths and build more footpaths

7. Meeting Close

6:49pm

8. Next Meeting – 5 March 6pm at NC2