

# AGENDA

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

To be held on  
**9 December 2019**  
At 5.30pm

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



**Horsham Rural City**  
Council urban rural balance

**COUNCILLORS are respectfully requested to attend the Special Meeting  
of the Horsham Rural City Council to be held on 9 December 2019  
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**

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

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

**3. OPENING AND WELCOME**

Welcome to distinguished guests or persons in the public gallery. The public are advised that the Council meeting will be recorded to maintain an audio archive.

**4. APOLOGIES**

**5. LEAVE OF ABSENCE REQUESTS**

## 6. CONFLICTS OF INTEREST

### Disclosure of Interest and Declarations of Conflict of Interest.

A Councillor who has a conflict of interest and is attending the Council meeting must make a full disclosure of that interest.

(a) by either –

- (i) advising the Council at the meeting of the details required under paragraphs (b) and (c) immediately before the matter is considered at the meeting; or
- (ii) advising the Chief Executive Officer in writing of the details required under paragraphs (b) and (c) before the meeting; and

(b) classifying the type of interest that has given rise to the conflict as either –

- (i) a direct interest under 77B; or
- (ii) an indirect interest and specifying the particular kind of indirect interest under:  
Section 78 – close association  
Section 78A – financial interest  
Section 78B – conflicting duties  
Section 78C – receipt of an applicable gift  
Section 78D – consequence of becoming an interested party  
Section 78E – impact on residential amenity; and

(c) describing the nature of the interest; and

(d) if the Councillor advised the Chief Executive Officer of the details under paragraph (a)(ii), the Councillor must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

### Members of Staff

Under Section 80C of the *Local Government Act 1989*, 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.

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**CLOSE**



SUNIL BHALLA  
Chief Executive Officer

## 7. OFFICERS REPORTS

### 7.1 HORSHAM AGRICULTURAL SOCIETY GRANT APPLICATION

<b>Author's Name:</b>	Susan Surridge	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Co-ordinator Community Relations & Advocacy	<b>Directorate:</b>	Community Wellbeing
<b>Department:</b>	Governance & Information	<b>File Number:</b>	F20/A10/000001

#### Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* –  
Section 80C:

Yes  No

**Reason:** Nil

#### Status

Information classified confidential in accordance  
with *Local Government Act 1989* – Section 77(2)(c):

Yes  No

**Reason:** Nil

#### Appendix

Nil

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#### Purpose

To consider support for the Horsham Agricultural Society's funding application to the Regional Agricultural Show Development Grants Program.

#### Summary

This report provides details of the following two projects that the Horsham Agricultural Society (Ag Society) have sought funding support to enable applications to the Federal Government for the Regional Agricultural Show Development Grants Program:

1. Large Project – New Multi-Purpose Community Facility.
2. Small Project – Enhanced Lighting and Power to the Ag Society Site.

#### Recommendation

That Council:

1. Note that further detailed planning and engagement with relevant community user groups is required to fully scope the Horsham Agricultural Society's New Multi-Purpose Community Facility to ensure that the new venue meets the requirements of key community user groups, and accordingly, not commit funding of \$1.1million to this project.
2. Subject to the success of Horsham Agricultural Society's application to the Regional Agricultural Show Development Grant for the Enhanced Lighting and Power to the site, provide an interest-free loan of \$30,000 over a ten-year period, and for it to be executed with a formal loan agreement.

## **REPORT**

### **Background**

The Ag Society have requested funding support to enable grant applications to the Regional Agricultural Show Development Grants Program.

The Ag Society is seeking Council support for two potential funding applications to the Federal Government:

1. Co-contribution to support a \$500,000 large grant application for a new community venue at the Showgrounds site.
2. An interest free loan of \$30,000 to support a small grant application to enhance lighting and power supply to support the Annual Show and other events at the Ag Society site.

In order for an application to proceed, co-contribution must be confirmed by the due date of 13 December 2019.

Initial background information was provided to Councillors on 11 November 2019. The Ag Society presented these projects to the Councillor Briefing on 11 November 2019, and further cost estimates and scoping details were obtained for the large project and presented at the Councillor Briefing on 2 December 2019.

### **Discussion**

#### **1. Large Project – New Multi-Purpose Community Facility**

The Ag Society would like to replace the ageing Ladies Pavilion on the western side of the showgrounds with a new exhibition space located to the south of Maydale Pavilion to support the Annual Show. This pavilion could be used by community groups throughout the year.

The concept design of this building includes:

- 277m<sup>2</sup> exhibition space/open function room
- Meeting room
- Kitchen
- Storeroom
- Amenities (which could provide public toilets for the site).

Project budget details:

- Total Project Budget - \$1,624,700 (as costed by Council's Projects Office in conjunction with the Ag Society)
- Maximum Federal Grant Allocation - \$500,000
- Ag Society Contribution - \$10,000 cash, \$40,000 in-kind project management and \$50,000 external paving and landscaping works
- Required Council Contribution - \$1,114,700.

### ***Community Use***

In return for a significant Council investment in excess of \$1.1million, there needs to be a clear broad community benefit derived from the new building. The Ag Society have indicated that they only require use of the facility for the show each year, but could also use it to host functions/events if available.

Due to the ad hoc nature of this Federal Funding opportunity and request for Council funding support, Council has not been able to run this process through the standard Project Management Framework, which includes the following aspects:

- Undertake detailed planning work with community groups to determine their facility and scheduling requirements
- Develop an operational model and business case to support the proposed investment
- Complete detailed schematic design including Quantity Surveyor cost estimates
- The site is subject to inundation overlay
- Review Planning Permit requirements.

Development of the Social Infrastructure Plan is currently only in very early draft phase. Early findings provided by the Social Infrastructure Plan consultant support the concept of a multi-use community building (hub) in central Horsham, indicating “a community need for provision of new community meeting spaces that are purpose built with accessibility, flexibility and adaptability in mind. These facilities should be shared by a range of groups, rather than being utilised only by one group. These community meeting spaces should be located in hub arrangements where multiple users share one facility that is co-located with other related facilities.”

The completion of this planning work when endorsed by Council in 2020 will provide clear direction on development of future projects that can be factored into Council’s forward capital works budget and grant applications.

### ***Land Ownership***

The parcel of land for the proposed venue is owned by the Ag Society. Council would need long-term security of tenure to invest over \$1million on private land. The best option, which is supported by the Ag Society, would be a 100-year lease (peppercorn) with the Society retaining ownership of the land.

### ***Operational Model***

With a long-term lease, Council would need to operate a community venue at the Showgrounds on an ongoing basis in the same way that we currently manage the Town Hall and Kalkee Road Children’s hub. There has been no operational model or business plan developed for the ongoing operations of a new facility at this stage.

## **2. Small Project – Enhanced lighting and Power to Horsham Agricultural Society Site**

The Ag Society have an opportunity to apply for a small grant up to \$125,000 from the Regional Agricultural Show Development Grants Program with matching funds of 25% (or \$31,250) providing a total project budget of \$156,250.

Scope of Works:

- Lighting upgrade for existing Ag Society buildings to provide safer venues for community events
- Placement of additional power outlets on the Ag Society site used to host the Annual Show and other community events.

Project Budget Details:

- Project Budget - \$156,250
- Maximum Grant Allocation - \$125,000
- Ag Society Contribution - \$1,250 + contingency
- Required Council Loan Contribution - \$30,000.

This funding request can be supported by the provision of an interest free loan of \$30,000 over a period of up to 10 years, in recognition of the Ag Society's limited cash flow and ability to make repayments.

This is a vital smaller project that will enhance the events that the Ag Society hosts at their site and in particular provide additional power outlets for the operation of the Annual Show on the eastern side of the Showgrounds.

**Financial Implications**

The recommendation, if endorsed, will require the provision of an interest free loan of \$30,000 to be provided to the Ag Society. The terms and conditions of this loan will be similar to other community loans provided by Council in the past.

**Links To Council Plans, Strategies, Policies**

2019-2023 Council Plan

Goal 1 – Community and Cultural Development

Four-Year Priority 1.2.02 – Encourage redevelopment of community facilities at the Horsham Showgrounds

**Consultation/Communication**

The Ag Society have consulted with Council regarding development of the project scope, plans and budget estimates. The project was further discussed in a meeting between the Ag Society and Council's Chief Executive Officer, Director Development Services and Director Community Wellbeing. Representatives of the Ag Society gave a presentation at a Council Briefing session on 11 November 2019 and further information was provided at the Council Briefing on 2 December 2019.

**Risk Implications**

There is significant risk relating to support of the large project, which requires more detailed planning and scoping before Council makes an investment into a new community facility.

There is no significant risk to Council of supporting a funding request of \$30,000 for the small lighting and power upgrade project.



**Environmental Implications**

Not applicable

**Human Rights Implications**

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

**Conclusion**

This report recommends funding support through a no-interest 10 year loan, of \$30,000 to allow the Ag Society to take advantage of the Federal funding program to enhance facilities for local agricultural shows.

Further planning work is required before Council can make a funding commitment to the construction of a new community facility.

## 7.2 NATIMUK A&P SOCIETY GRANT APPLICATION

<b>Author's Name:</b>	Susan SurrIDGE	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Co-ordinator Community Relations & Advocacy	<b>Directorate:</b>	Community Wellbeing
<b>Department:</b>	Governance & Information	<b>File Number:</b>	F20/A10/000001

### Officer Direct or indirect Conflict of Interest

In accordance with *Local Government Act 1989* –  
Section 80C:

Yes  No

**Reason:** Nil

### Status

Information classified confidential in accordance  
with *Local Government Act 1989* – Section 77(2)(c):

Yes  No

**Reason:** Nil

### Appendix

Natimuk A&P Society Letter – short-term loan request (**Appendix "7.2A"**)

### Purpose

To consider support for the Natimuk A&P Society's funding application to the Regional Agricultural Show Development Grants Program.

### Summary

This report provides details of a request from the Natimuk A&P Society (A&P Society) for funding support to enable a Large Application to the Federal Government's Regional Agricultural Show Development Grants Program to refurbish the pavilion at the Natimuk Showground.

### Recommendation

That Council provide an interest-free loan of up to \$80,000 for a period of up to 5 years, to be executed with a formal agreement, to support an application by the Natimuk A&P Society for a grant of \$500,000 to refurbish the pavilion at the Natimuk Showground, noting that the provision of this loan is dependent upon a successful grant application to the Regional Agricultural Show Development Grants Program.

## REPORT

### Background

The A&P Society have requested funding support from Council to enable a grant application to the Regional Agricultural Show Development Grants Program as follows:

- An interest-free loan of up to \$80,000 for a period of 3-5 years to support a large grant application to refurbish the pavilion at the Natimuk Showground.

In order for an application to proceed, co-contribution must be confirmed by the due date of 13 December 2019.

### Discussion

The Federal Department of Agriculture has released a new funding program "Regional Agricultural Show Development Grants Program". Key features of this funding program include:

- Purpose
  - provide funding to maintain, upgrade or construct infrastructure relating to the running of an agricultural show on regional showgrounds
- Outcomes
  - improved amenity of showground infrastructure to improve visitor experience i.e. enhanced exhibition space, improved seating and accessibility, upgrading of access roads
  - improve flexibility of use of showground infrastructure to support other community events
  - upgrades that reduce future maintenance costs
  - greater variety of attractions.

The Natimuk Show is classed as a "small show" for the purposes of the grants program. The A&P Society plan to apply for a large grant of \$500,000, which requires a local contribution of \$125,000, making a total project budget of \$625,000.

The A&P Society can contribute an initial cash component of \$45,000, and are requesting a short-term loan from Council of up to \$80,000 to be repaid over 3-5 years (**Appendix "7.2A"**).

#### Project Details:

- Total Project Budget \$625,000
- Maximum Grant allocation \$500,000
- Ag Society Contribution -\$45,000
- Required Council Interest free loan \$80,000

#### Scope of Works:

- Natimuk Pavilion Refurbishment
  - Kitchen upgrade including new cool room
  - New roof
  - Internal ceiling lining
  - Carpet upgrade
  - New air-conditioning

The A&P Society is still finalising the scope of works through quotations

- Development of a digital attraction to showcase local farming and Natimuk attractions.

The Natimuk Showground pavilion is an important social hub for the Natimuk community and is used regularly by a range of community groups i.e. Natimuk Football Netball Club, Natimuk Tennis Club, Natimuk Primary School, Natimuk Pre-School, Arapiles Historical Society and the Natimuk Men's Shed. The upgrade of this facility will benefit the broader community.

### **Financial Implications**

The recommendation, if endorsed, requires the provision of an interest-free loan of up to \$80,000 to be provided to the A&P Society. The terms and conditions of this loan will be similar to a previous loan provided to the A&P Society for the construction of new amenities at the Showground (this loan was repaid in full).

### **Links To Council Plans, Strategies, Policies**

2019-2023 Council Plan  
Goal 1 – Community and Cultural Development

### **Consultation/Communication**

The A&P Society initially discussed the grant opportunity with Council's Grants Officer and then forwarded a letter of request to the Chief Executive Officer (**Appendix "7.2A"**). A follow-up meeting was held with A&P Society representatives and Council's Director Community Wellbeing and Grants Officer to discuss details of possible Council support. Details of the request were provided to a Council Briefing on 2 December 2019.

### **Risk Implications**

There is minimal risk to Council of supporting a funding request of \$80,000 in the form of an interest free loan. The A&P Society have an established record of repaying Council loans in a full and timely manner.

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The report recommends funding support of \$80,000, by way of an interest free loan, to allow the A&P Society to take advantage of the Federal funding program to enhance facilities for local agricultural shows.

## NATIMUK AGRICULTURAL AND PASTORAL SOCIETY Inc

PO Box 4  
Natimuk Vic 3409

Mr Kevin O'Brien  
Director Community Well-being  
Horsham Rural City Council  
PO Box 511  
Horsham Vic 3402



Dear Kevin,

I write on behalf of the Natimuk Agricultural and Pastoral Society to advise the HRCC of our intention to apply for \$500,000 through the Regional Agricultural Show Development Grants Program - Australian Government Department of Agriculture which closes on 13/12/2019. Natimuk Agricultural Show has been running for 128 year and is a viable show.

The purpose of the funding is to:

- keep Agricultural Shows running;
- bring Community together; and
- bridge the divide between Country & City

In order to receive the maximum grant of \$500,000, there must be a local government contribution of 25% or \$125,000. The Natimuk A & P Society and the Showground Committee of Management currently have \$45,000 to contribute to the project.

Following a meeting with yourself, Susan SurrIDGE & President Robert Roger & Secretary Judith Bysouth 27/11/2019 we write to **seek support from HRCC in the form of an interest free loan of up to \$80,000 over 3 to 5 years.**

The Natimuk A & P Society is working in partnership with the Natimuk Showground Committee of Management and formally established an agreement in March 2019 with all showground user groups to ensure these projects are successful.

User Groups are:

- Natimuk Agricultural & Pastoral Society Inc.
- Arapiles Historical Society
- Natimuk United Football and Netball Club
- Natimuk Pre -School
- Natimuk Primary School
- Natimuk Tennis Association
- Natimuk Men's Shed

All user groups are working together and are committed to see these projects come to fruition.

**The Grant Application will have two components:**

### **Project 1. Upgrade to Multipurpose Pavilion**

- Complete upgrade to kitchen to meet current regulations
- Installation of coolroom
- Upgrade of leaking steal roof to a colourbond roof.
- Replace carpet
- Upgrade Air-condition

Natimuk Community Pavilion is the Hub of Natimuk. It is used by all user groups, for meetings fundraisers and catering function on a regular basis. It is also hired out for Weddings, Funerals and special occasions including CFA training and Community information sessions or training. The Natimuk Showground is also a registered place in the event of emergencies.

**Project 2. Attractions in the form of animation showcasing local farming etc this is a working progress.**

Future Use - this can be used at other Agricultural Shows form part of the Arapiles historical exhibits....

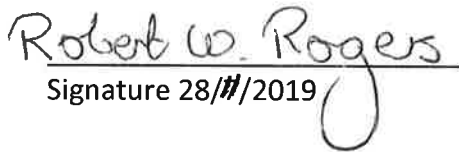
In order for the Society to lodge the application by 13/12/2019, we ask that Council consider our request and we look forward to your favourable response prior to this date

Both projects will not commence until funding is approved.

Yours sincerely

President Robert Rogers  
Natimuk A & P Society

President Travis Maybery  
C.O.M Natimuk Showground

  
Signature 28/11/2019

  
Signature 28/11/2019