



MINUTES OF AUDIT & RISK COMMITTEE

Thursday 11 June 2020

via Zoom 3.01pm

(To Note: Due to the continuing restrictions of the COVID-19 Coronavirus Pandemic, the meeting was conducted via Zoom to all committee and Exofficio members)

File Ref: F18/A13/000001

1. PRESENT

Committee Members:

Mr Richard Trigg (Chair)
 Mr Vito Giudice
 Mr Mark Knights
 Cr Mark Radford
 Cr David Grimble

Also in Attendance:

(Exofficio)

Mr Sunil Bhalla, Chief Executive Officer
 Mr Graeme Harrison, Director Corporate Services
 Mrs Heather Proctor, Manager Finance
 Ms Diana McDonald, Co-ordinator Governance
 Ms Kathie Teasdale, RSD Audit
 Mr Chris Kol, McLaren Hunt Financial Group (In attendance for S.9 Audit Reports)

Additional Council Officer Attendees:

Mr Robert Letts, Business Partner, Risk & HR (In attendance for S.10.3 Risk Management)

2. WELCOME

Richard Trigg welcomed all to the meeting.

3. APOLOGIES

Nil

4. CONFLICT OF INTEREST

Nil

5. CONFIRMATION OF MINUTES – 19 March 2020

Moved Mark Knights seconded Cr David Grimble that the minutes of the meeting held on 19 March 2020 be confirmed as an accurate record.

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MINUTES**6.1 Council Plan Timeframe & Report**

Advice received was tabled and discussed.

6.2 Final Procurement Policy (Adopted by Council 11 May 2020)

For information of the Committee.

Moved Vito Giudice seconded Cr Mark Radford that the above reports be received.

CARRIED

7. CEO UPDATE**7.1 Emerging Issues**

Sunil discussed:

- Organisation Restructure
- Visitor Services Review
- Home Support Services Expression of Interest
- Federal and State Government Economic Stimulus

7.2 Any new level of Risk/Fraud and Corruption/Protected Disclosures

Nil

7.3 Declaration of any Conflicts of Interest

Nil

7.4 BCP and COVID-19

The CEO Sunil Bhalla provided an update on the Council's response to the COVID-19 pandemic and the Business Continuity Plan (BCP) team's response and ongoing management of the pandemic's requirements for the organisation. Sunil mentioned that a key component was to place a freeze on job vacancies and to redeploy staff affected by COVID-19.

8. CORRESPONDENCE

Nil

9. AUDIT REPORTS**9.1 RSD Internal Audit – Risk Review & Audit Plan**

Kathie Teasdale provided an update on the Risk Review and Audit Plan. Cr Grimble requested bringing the Community Engagement review forward to better coincide with the requirements of the Local Government Act 2020.

ACTION: To follow up with RSD Audit in regard to rescheduling the Community Engagement Internal Audit.

9.2 RSD Internal Audit Progress Report (June 2020)

Report discussed.

Moved Cr Mark Radford seconded Vito Giudice that the Committee receives the RSD's Internal Audit – Risk Review & Audit Plan and the Internal Audit Progress Report (June 2020)

CARRIED

9.3 Internal Audit Actions Report – Council

In total 4 items were completed for the quarter (11 completed the previous quarter). Nil high risks, three medium risks and one low risk.

One additional audit (in-house assessment) is currently underway for the last quarter:

- Victorian Ombudsman’s Investigation of Alleged Improper Conduct by Executive Officers at Ballarat City Council (May 2020). This will be finalised and tabled for discussion and information of the Committee.

There are now 24 actions overdue from a total of 58 outstanding (approx 41% overdue), there was 27 overdue last quarter. Noting that again for this quarter there are currently no high risk actions overdue.

Moved Cr Mark Radford seconded Cr David Grimble that the Committee receives the Internal Audit Actions report.

CARRIED

9.4 Interim Management Letter – Year ending 20 June 2020

Chris Kol discussed the Interim Management Letter noting that the revised Audit Strategy identified COVID-19 as a specific risk to be considered. The interim Auditor visits were conducted via a remote secure platform with no identified issues from the 2020 interim visit. There is still some outstanding items from previous years.

The year end timelines will be similar to last years and it is anticipated that the audit will be conducted remotely, but there may be some onsite follow up attendance as required.

Moved Cr Mark Radford seconded Vito Giudice that the Committee receives the Interim Management Report

CARRIED

10. SCHEDULED ITEMS

10.1 Compliance & Legislation

10.1.1 Draft Budget (2020/2021) Report

Graeme Harrison discussed the preparation of Council’s draft 2020/2021 budget and that it is currently out for community consultation <https://oursay.org/horshamruralcitycouncil/budget2020-2021>

Report Noted

10.2 Reporting

10.2.1 Quarterly Performance Report – 31 March 2020

The quarterly financial report was tabled for the three monthly period from January to March 2020.

Moved Vito Giudice seconded Cr David Grimble that the Committee receives the Quarterly Report.

CARRIED

10.3 Risk Management

10.3.1 Risk Management Committee Meeting Minutes

Key points from Risk Management Committee Meeting May 2020:

- Strategic Risks currently being reviewed with the Council’s Internal Auditor RSD, and will be tabled at the next Audit & Risk Committee meeting
- Public Liability Insurance premiums rising by 18%

10.3.2 Risk Management Framework & Strategy

Risk Framework and Strategy reviews provided for the information of the Committee

10.3.3 Insurance Update Report

Report provided to the Committee

10.3.4 Insurance Renewals Update

Update included with 10.3.1

Moved Cr David Grimble seconded Cr Mark Radford that the Committee receives the above Risk Management reports.

CARRIED

10.4 Governance**10.4.1 Local Government Act 2020 Implementation & Local Government Victoria Transitional Arrangements**

Council is preparing a range of project plans to undertake the various legislative compliance required as part of the New Local Government Act 2020 with the first key deliverables due on 1 September 2020. These include Governance Rules, Councillor Expense Policy, Delegated Committees and Asset Committees, Audit & Risk Charter and Committee and a Public Transparency Policy.

10.4.2 New Conflict of Interest Procedure (Staff)

Council has recently reviewed its Conflict of Interest Procedure (Staff) which has been updated and expanded to reflect current best practice, including the introductions of a Conflict of Interest Form.

10.4.3 HRCC Analysis – Ombudsman’s Investigation of Alleged Improper Conduct by Executive Officers at Ballarat City Council

Horsham Rural City Council’s in-house assessment and analysis of the above Victorian Ombudsman’s report is currently underway and will be tabled at the next Audit and Risk Committee Meeting.

10.4.4 Audit Committee Considerations in a COVID-19 Environment

This report from John Gavens was provided for the information of the Committee.

10.4.5 Policies reviewed and adopted (13 March 2020 – 4 June 2020)

There were nine policies and procedures reviewed and/or updated for the above period.

Moved Vito Giudice seconded Cr Mark Radford that the Committee receives the above Governance reports.

CARRIED

11. GENERAL BUSINESS**11.1 “Draft” Audit & Risk Committee Charter (In compliance with section 53(1) of the Local Government Act 2020)**

Because of the mandatory timelines of the new Local Government Act 2020 it was agreed that a special Audit & Risk Committee meeting be scheduled to review the new Charter and requirements.

ACTION: Schedule an additional out of session Audit & Risk Committee Meeting.

11.2 Depot Contamination Remediation Works Update

Information provided to the Committee and reports noted.

11.3 Rural Councils Corporate Collaboration (RCCC) Project Overview

Graeme provided information regarding the RCCC project and the stages it was up to.

Report Noted

12. CONFIDENTIAL DISCUSSION

12.1 Horsham City to River Review

The Confidential Audit conducted was discussed by the Committee.

13. INTERNAL AUDITOR CONFIDENTIAL DISCUSSION

13.1 Meeting with Internal Auditors excluding Officers

Nil

14. NEXT MEETING

The next meeting of the Audit and Risk Committee will be held on Thursday 10 September 2020 commencing at the revised time of 3.00pm streamed via Zoom.

Noting that there will also be an additional out of session meeting scheduled via Zoom to consider the Audit & Risk Committee Charter and the HRCC analysis of the Victorian Ombudsman’s Investigation of Alleged Improper Conduct by Executive Officers at Ballarat City Council. Date and time to be advised.

15. CLOSURE

Meeting closed at 5.27pm

GRAEME HARRISON
Director Corporate Services

Minutes signed as correct: (Chair)

Mr Richard Trigg

Date:

Delegation Report



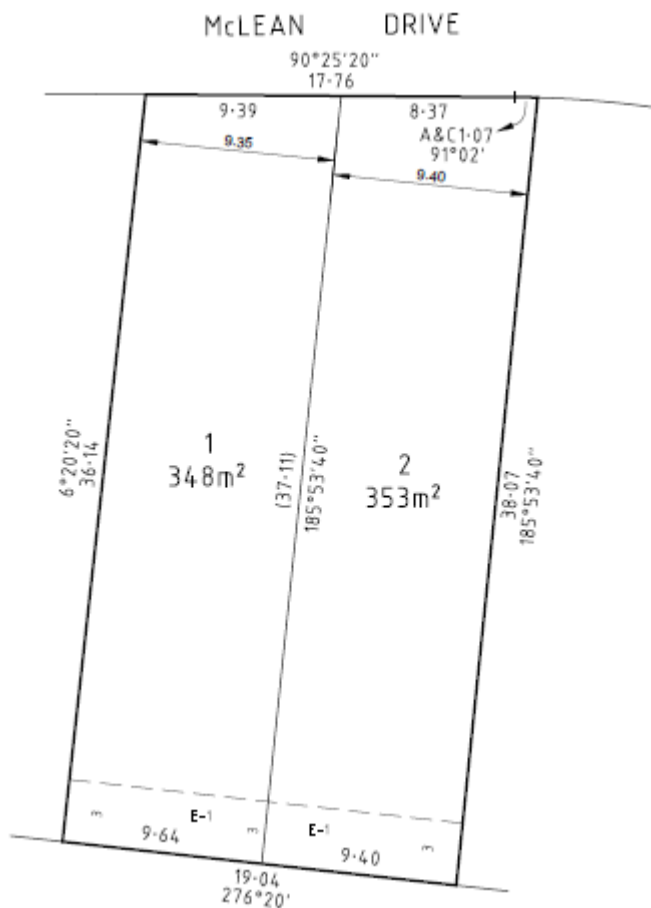
Application is for:	To subdivide the land so as to create two lots and to vary Restriction 1 on Plan of Subdivision 449841W so as to remove the reference to Lot 275 being burdened by Restriction 1 and include Lot 275 in Restriction 2.
Applicant's Name:	Wes Davidson
Owner's Name:	M & P Clarke Pty Ltd
Date Received:	10/01/2020
Statutory Days:	Over 60 days
Application Number:	PA2000001
Planner:	N J Carey
Land/Address:	15 McLean Drive HORSHAM – LOT: 275 PS: 449841W
Zoning:	GRZ1 General Residential Zone - Schedule 1
Overlays:	Design and Development Overlay - Schedule 3
Under what clause(s) is a permit required?	<p>Under Clause 32.08-3 a permit is required to subdivide land.</p> <p>Under Clause 52.02 a permit is required before a person proceeds:</p> <ul style="list-style-type: none"> - Under Section 23 of the <i>Subdivision Act 1988</i> to create, vary or remove an easement or restriction or vary or remove a condition in the nature of an easement in a Crown grant. - Under Section 24A of the <i>Subdivision Act 1988</i>. - Under Section 36 of the <i>Subdivision Act 1988</i> to acquire or remove an easement or remove a right of way.
Restrictive covenants on the title?	Yes
Current use and development:	Vacant urban land
Ad Required	Yes
Signs Required	Yes
Reason	Sec 52 (1AA) of the <i>Planning and Environment Act 1987</i> requires that in addition to notifying adjoining owners/occupiers,

	<p>notification of an application to vary a restrictive covenant must also include</p> <p>(a) placing a sign on the land which is the subject of the application; and</p> <p>(b) publishing a notice in a newspaper generally circulating in the area in which that land is situated.</p> <p>It is also a requirement to notify the beneficiaries of a restrictive covenant.</p>
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Proposal

The proposal is to subdivide the land so as to create two lots and to vary Restriction 1 on Plan of Subdivision 449841W so as to remove the reference to Lot 275 being burdened by this restriction and include Lot 275 in restriction 2.

The reason for seeking this variation is to allow for a dwelling to be constructed on each lot created.



Subject site & locality

An inspection of the site and the surrounding area has been under taken.

The site has a total area of 701 square metres and is currently vacant.

The main site/locality characteristics are:

- An emerging residential area with a mixture of vacant lots and established single storey dwellings. Given the nature of Restrictions 1 and 2, McLean Drive will, when fully developed, comprise wholly of single dwellings on lots of a similar area to the subject site.

Permit/Site History

There is no specific history of the subject site aside from the subdivision which created the lot. Although there is no impediment to assessing an application for subdivision, should the land be subdivided any proposal to construct the second dwelling on a newly created lot will require a variation to the covenant.

Public Notification

The application was advertised pursuant to Section 52 of the Act. As the proposal is to vary a restriction, notification was given to adjoining owner/occupiers and the beneficiaries of the restriction. In addition a sign was placed on the site and a notice placed in the Wimmera Mail Times. Following notification three objections have been received. At the time of writing this report no objections have been withdrawn. The objections raise the following matters;

- The subdivision potential that exists along with this proposal may result in a heavy traffic area and cause congestion. Additional vehicles parked in the street and increased traffic.
- Expectation of limited amount of subdivisions and 15 McLean Drive was not one of them.
- Negative impact on property values.

Consultation

A consultation meeting was held between the applicant's representative and the objectors on the 12 March 2020. The meeting did not result in any objections being withdrawn.

Referrals

No mandatory referrals to referral authorities were required under Sec 55 of the Act.

Internal referrals were undertaken to Council's Infrastructure Department. A response was received from Council's Infrastructure Department stating that they had no objection subject to conditions.

Assessment

Subdivision

Clause 56 Assessment

Objective	Comments
<p>Clause 56.03-5 Standard C6 Neighbourhood character objective To design subdivisions that respond to neighbourhood character.</p>	<p>Complies ✓</p> <p>The neighbourhood is residential in character. Both proposed lots will have an 8.37 and 9.39m frontage to McLean Drive providing active street frontages as per the other lots in the residential subdivision.</p> <p>It is considered the subdivision will not detrimentally impact on the character of the area.</p>
<p>Clause 56.04-2 Standard C8 Lot area and building envelopes objective To provide lots with areas and dimensions that enable the appropriate siting and construction of a dwelling, solar access, private open space, vehicle access and parking, water management, easements and the retention of significant vegetation and site features.</p>	<p>Complies ✓</p> <p>The lot area of each lot is greater than 400m² and capable of containing a building envelope of 10m x 15m.</p> <p>The application provided a plan demonstrating the land is capable of containing a building envelope of 10m x 15m.</p>
<p>Clause 56.04-3 Standard C9 Solar orientation of lots objective To provide good solar orientation of lots and solar access for future dwellings.</p>	<p>Complies ✓</p> <p>The orientation of the lots is, in part, predetermined by the existing lot orientation.</p>

Objective	Comments
<p>Clause 56.04-5 Standard C11 Common area objectives To identify common areas and the purpose for which the area is commonly held.</p> <p>To ensure the provision of common area is appropriate and that necessary management arrangements are in place.</p> <p>To maintain direct public access throughout the neighbourhood street network.</p>	<p>Complies ✓ There is no common property proposed.</p>
<p>Clause 56.06-8 Standard C21 Lot access objective To provide for safe vehicle access between roads and lots.</p>	<p>Complies ✓ The site is currently serviced by a sealed road. Each lot is able to be serviced by direct access from McLean Drive.</p>
<p>Clause 56.07-1 Standard C22 Drinking water supply objective To reduce the use of drinking water.</p> <p>To provide an adequate, cost-effective supply of drinking water.</p>	<p>Complies ✓ Town water is be supplied through the existing water main.</p>
<p>Clause 56.07-2 Standard C23 Reused and recycled water objective To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.</p>	<p>Complies ✓ Not required as part of subdivision but may be considered as part of building permit process.</p>
<p>Clause 56.07-3 Standard C24 Waste water management objective To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.</p>	<p>Complies ✓ The site is sewerred and can be connected to the existing sewer system.</p>

Objective	Comments
<p>Clause 56.07-4 Standard C25 Urban run-off management objectives To minimise damage to properties and inconvenience to residents from urban run-off.</p> <p>To ensure that the street operates adequately during major storm events and provides for public safety.</p> <p>To minimise increases in stormwater run-off and protect the environmental values and physical characteristics of receiving waters from degradation by urban run-off.</p>	<p>Complies ✓ Each allotment is required to connect to the existing urban stormwater system to the satisfaction of Council.</p>
<p>Clause 56.08-1 Standard C26 Site management objectives To protect drainage infrastructure and receiving waters from sedimentation and contamination.</p> <p>To protect the site and surrounding area from environmental degradation or nuisance prior to and during construction of subdivision works.</p> <p>To encourage the re-use of materials from the site and recycled materials in the construction of subdivisions where practicable.</p>	<p>Complies ✓ Given that the proposal represents a two lot subdivision of an existing lot there will be limited works required. It is unlikely that there will be any sedimentation or contamination resulting from the subdivision.</p>
<p>Clause 56.09-1 Standard C27 Shared trenching objectives To maximise the opportunities for shared trenching.</p> <p>To minimise constraints on landscaping within street reserves.</p>	<p>Complies ✓ Shared trenching can be utilised when available.</p>

Objective	Comments
<p>Clause 56.09-2 Standard C28 Electricity, telecommunications and gas objectives</p> <p>To provide public utilities to each lot in a timely, efficient and cost effective manner.</p> <p>To reduce greenhouse gas emissions by supporting generation and use of electricity from renewable sources.</p>	<p>Complies ✓</p> <p>Public utilities (water, sewer and electricity) are available to the site and must be connected prior to Statement of Compliance.</p>
<p>Clause 56.09-3 Standard C29 Fire hydrants objective</p> <p>To provide fire hydrants and fire plugs in positions that enable fire fighters to access water safely, effectively and efficiently.</p>	<p>Complies ✓</p> <p>The subdivision is residential infill and existing services are available for firefighting purposes.</p>
<p>Clause 56.09-4 Standard C30 Public lighting objective</p> <p>To provide public lighting to ensure the safety of pedestrians, cyclists and vehicles.</p> <p>To provide pedestrians with a sense of personal safety at night.</p> <p>To contribute to reducing greenhouse gas emissions and to saving energy.</p>	<p>Complies ✓</p> <p>The subdivision is residential infill and there is existing public lighting in McLean Drive.</p>

The intent of the relevant State and Local Policies is to seek to ensure that sufficient supply of land is available for future development demand, giving consideration to the constraints of service limitations, cost of extending infrastructure and the protection of agricultural land and the natural environment. The consolidation, redevelopment and intensification of existing urban areas within defined settlement boundaries is therefore encouraged. The current proposal supports the intensification of land having access to existing infrastructure services while meeting provisions of the General Residential Zone. The proposed two lot subdivision is considered to have merit when consideration is given to the broader state and local policies related to subdivision to provide for future residential development.

Clause 11.01-1R (Settlement - Wimmera Southern Mallee) of the Planning Scheme includes a strategies to support the regional city role of Horsham as the key population and employment centre for the region, provide for easy access to housing, education, employment and community facilities, particularly in Horsham and district towns and provide an ongoing supply of infill and greenfield residential land, particularly in Horsham and district towns.

Clause 11.01-1S (Settlement) seeks to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians.

Clause 16.01-2S (Location of residential development) seeks to increase the proportion of new housing in designated locations within established urban areas and reduce the share of new dwellings in greenfield and dispersed development areas. Furthermore, the clause seeks to also ensure adequate supply of redevelopment opportunities within established areas, identify opportunities for increased residential densities to help consolidate urban areas and facilitate residential development of allotments with access to existing infrastructure.

The site is suitably zoned (GRZ) and serviced to accommodate further subdivision and residential development. The proposal is considered to provide for a positive response to the both the State and Local planning policies discussed above, ensuring that the creation of additional allotments is both of a scale and in a location that will provide for additional serviced residential land suitable for development.

The purpose of the General Residential Zone is:

- To encourage development that respects the neighbourhood character of the area.
- To encourage a diversity of housing types and housing growth in location offering access to services and transport.

Under Clause 32.08-3, a permit is required to subdivide land in the GRZ1. The decision guidelines applying to subdivision in the GRZ1 have been considered and can be supported for the following reasons:

- The pattern of subdivision is not out of character with the surrounding residential area. The areas of the created lots exceed 400sqm. There are existing lots within the vicinity of the site in Seater Close which are of similar size and shape to the lots proposed
- Each newly created allotment will be able to readily meet the minimum garden area set out in Clause 32.08-4.
- The proposed subdivision is deemed to comply with the relevant provisions of Clause 56 (Residential Subdivision).

- The proposed lots will be required to be connected to reticulated services servicing the area as part of permit conditions should a permit be issued.
- The proposed subdivision provides an opportunity for a variety of lot sizes. The proposed development is considered to be supported by the purpose of the GRZ1 provisions.

Accordingly it is conserved that the subdivision so as to create two lots is supported by the provisions of the Horsham Planning Scheme.

Variation to covenant

Legislative provisions

The decision making process in relation to the variation of a restriction is governed by section 60(2) of the Act. Section 60(2) applies to restrictions created on or after 25 June 1991 and reads as follows:

(2) The responsible authority must not grant a permit which allows the removal or variation of a restriction (within the meaning of the Subdivision Act 1988) unless it is satisfied that the owner of any land benefited by the restriction (other than an owner who, before or after the making of the application for the permit but not more than three months before its making, has consented in writing to the grant of the permit) will be unlikely to suffer—

(a) Financial loss; or

(b) Loss of amenity; or

(c) Loss arising from change to the character of the neighbourhood; or

(d) Any other material detriment—

As a consequence of the removal or variation of the restriction.

In addition to section 60(2) of the Act, in making a decision on the application it is a requirement to consider the decision guidelines at Clause 65 and the decision guidelines at Clause 52.02. The decision guidelines at Clause 52.02 require the responsible authority to consider the interests of affected people.

In *Hill v Campaspe SC (includes Summary) (Red Dot) [2011] VCAT 949 (19 May 2011)* the then Deputy President of the Tribunal, Helen Gibson indicated that variation to a covenant affects the property law rights of the owners of land with the benefit of the covenant.

Clause 52.02

The purpose of Clause 52.02 is to enable the removal and variation of an easement or restrictions to enable a use or development that complies with the planning scheme after the interests of affected people are considered.

It is a requirement that the responsible authority must be satisfied that the owner of any land benefited by the restriction will be unlikely to suffer those matters noted in Section 60(2) of the Act. It is also important to note that any relevant loss or detriment must flow from the proposed variation of the covenant. In this case, the assessment must be whether a relevant owner will be unlikely to suffer a relevant loss or detriment as a direct result of the variation. The matters under Section 60 (2) that must be considered are addressed in turn below;

In considering the proposal to vary the covenant, the applicant has not provided a development proposal. The variation to the covenant will allow two dwellings to be erected on the lot. In terms of an assessment against the provisions of Sec 60 (2) of the Act it is considered that notwithstanding no development plans have been provided, an assessment in relation to amenity and character can be made on the following basis:

- Restrictions apply to the building materials.
- The existence of dwellings on similar sized lots within the immediate area that were required to adhere to the restrictions. An analysis of existing similar development in Seater Close provides a guide as to what form of development is likely to occur on the lots created as a result of the subdivision.

Financial loss

Although often difficult to quantify whether a financial loss will occur as a result of a specific action such as use or development of land or as is the case here, the variation of a restriction, the fact that the applicant wishes to allow for the construction of two dwellings on Lot 275 does not necessarily imply that the beneficiaries of the restriction will suffer financial loss.

No evidence has been provided to demonstrate that there will be financial loss. The test as to whether loss or detriment occurs is that it is to be “unlikely”. It is not a test of being satisfied that such loss or detriment is a mere possibility.

The issue of loss of property value was considered in *Kacinskas v Greater Geelong CC [2014] VCAT 424 (11 April 2014)* where Member Bennett stated;

“If adjoining land is devalued because of detriment to its amenity, it is the detriment to the amenity that is considered in relation to planning permit applications, not the resulting devaluation”.

Accordingly it is considered unlikely that a financial loss to beneficiaries of the restriction will flow from the proposed variation.

Loss of amenity and loss arising from change to the character of the neighbourhood

The Macquarie dictionary definition of amenity is:

features, facilities, or services of a house, estate, district, etc., which make for a comfortable and pleasant life.

Neighbourhood character and understanding character is being able to describe how the features of an area come together to give that area its own particular character. The area is a new subdivision where in addition to the lot being subject to a covenant limiting development to one dwelling per lot also includes restriction on the type of dwelling to be constructed and the material that any dwelling can be constructed of. Adhering to the existing restriction will result in a streetscape characterised by single dwellings on lots with a consistent frontage. By creating two lots with smaller frontages to the street and the resulting increase in the number of dwellings it can be concluded that it is not unlikely that the beneficiaries of the covenant will suffer a loss of amenity and loss arising from change to the character of the neighbourhood.

Any other material detriment

In relation to what constitutes material detriment in the context of S60 (2)(d) *in Russell v City of Caulfield & Anor (1992) 8 AATR 309* the Administrative Appeals Tribunal stated;

“In the Tribunal’s view then, having regard to all of the above, material detriment in Section 60 (2) means important detriment, detriment of much consequence, viewed on an objective basis. It does not include trivial or inconsequential detriment.”

It is considered that any changes that may result from the variation to the restriction will not result in any other detriment of consequence (material detriment).

In addition to the specific requirements of Sec 60 (2) of the Act, Sec 60 (1) of the Act requires a responsible authority to consider the following matters;

- (a) The relevant planning scheme; and*
- (b) The objectives of planning in Victoria; and*
- (c) All objections and other submissions which it has received and which have not been withdrawn; and*
- d) Any decision and comments of a referral authority which it has received; and*
- (e) Any significant effects which the responsible authority considers the use or development may have on the environment or which the or which the responsible authority considers the environment may have on the use or development; and*
- (f) Any significant social effects and economic effects which the responsible authority considers the use or development may have*

As required by the Act, all of these matters have been considered in reaching the recommendation in this report.

Clause 65

The decision guidelines in Clause 65 provide that because a permit can be granted does not imply that a permit should or will be granted. The Responsible Authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause. Clause 65.01 provides that before deciding on an application or approval of a plan, the Responsible Authority must consider, as appropriate:

- *The matters set out in Section 60 of the Act.*
- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the amenity of the area.*
- *The proximity of the land to any public land.*
- *Factors likely to cause or contribute to land degradation, salinity or reduce water quality.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*
- *The extent and character of native vegetation and the likelihood of its destruction.*
- *Whether native vegetation is to be or can be protected, planted or allowed to regenerate.*
- *The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*

In *Rozen v Macedon Ranges SC* the Supreme Court of Victoria considered the meaning of “acceptable outcomes” within the terms of Clause 65. Osborn J said:

[171] The test of acceptable outcomes stated in the Clause is informed by the notions of net community benefit and sustainable development. An outcome may be acceptable despite some negative characteristics. An outcome may be acceptable because on balance it results in net community benefit despite achieving some only of potentially relevant planning objectives and impeding or running contrary to the achievement of others.

[172] The weight to be given to the various considerations which may be relevant on the one hand, and to particular facts bearing on those considerations on the other hand, is not fixed by the planning scheme but is essentially a matter for the decision maker.

[173] Furthermore, the potential complexity of issues raised by a particular application renders the question of what would be the optimal form of development for use in a particular case fundamentally difficult of resolution and one on which different minds might reasonably differ.

All of these matters, as appropriate, have been considered in the assessment of the application. It is considered that although the proposal to subdivide the land is not contrary to the restrictive covenant, it is not possible to be satisfied that the proposed variation will be unlikely to result in the beneficiaries of the covenant to suffer a loss of amenity or loss arising from change to the character of the neighbourhood as a consequence of the removal or variation of the restriction.

Accordingly the responsible authority must refuse the application.

CONCLUSION

As noted in the above assessment it is considered that although the proposal to subdivide the land meets the requirements relating to subdivision in the General Residential Zone it is considered that although the beneficiaries of the covenant will be unlikely to suffer financial loss, or any other material detriment as a result of the variation to the covenant, the Responsible Authority cannot be satisfied that the owner of any land benefitted by the restriction will be unlikely to suffer loss of amenity and loss arising from the change in neighbourhood character as a consequence of variation to the restriction.

Recommendation.

That Council as the Responsible Authority having caused notice of Planning Application No. PA2000001 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 and Section 60 (2) of the *Planning and Environment Act 1987* decides to issue a Refusal to Grant Planning Permit for a two (2) lot subdivision and variation of restrictive covenant at 15 McLean Drive (Lot 275 PS 449841W), Horsham on the following grounds:

1. The proposal fails to meet the requirements of Section 60(2) of the Planning and Environment Act 1987, as the Responsible Authority is not satisfied that the owner of any land benefitted by the restriction will be unlikely to suffer loss of amenity and loss arising from the change in neighbourhood character as a consequence of variation to the restriction.

2020 Local Government Community Satisfaction Survey

Horsham Rural City Council

Coordinated by the Department of
Environment, Land, Water and Planning
on behalf of Victorian councils



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Background and objectives

The Victorian Community Satisfaction Survey (CSS) creates a vital interface between the council and their community.

Held annually, the CSS asks the opinions of local people about the place they live, work and play and provides confidence for councils in their efforts and abilities.

Now in its twenty-first year, this survey provides insight into the community's views on:

- councils' overall performance with benchmarking against State-wide and council group results
- community consultation and engagement
- advocacy and lobbying on behalf of the community
- customer service, local infrastructure, facilities and
- overall council direction.

When coupled with previous data, the survey provides a reliable historical source of the community's views since 1998. A selection of results from the last nine years shows that councils in Victoria continue to provide services that meet the public's expectations.

Serving Victoria for 21 years

Each year the CSS data is used to develop this State-wide report which contains all of the aggregated results, analysis and data. Moreover, with 21 years of results, the CSS offers councils a long-term measure of how they are performing – essential for councils that work over the long term to provide valuable services and infrastructure to their communities.

Participation in the State-wide Local Government Community Satisfaction Survey is optional. Participating councils have various choices as to the content of the questionnaire and the sample size to be surveyed, depending on their individual strategic, financial and other considerations.



Key findings and recommendations



Horsham Rural City Council – at a glance

Overall council performance

Results shown are index scores out of 100.



Horsham 45



State-wide 58



Regional Centres 56

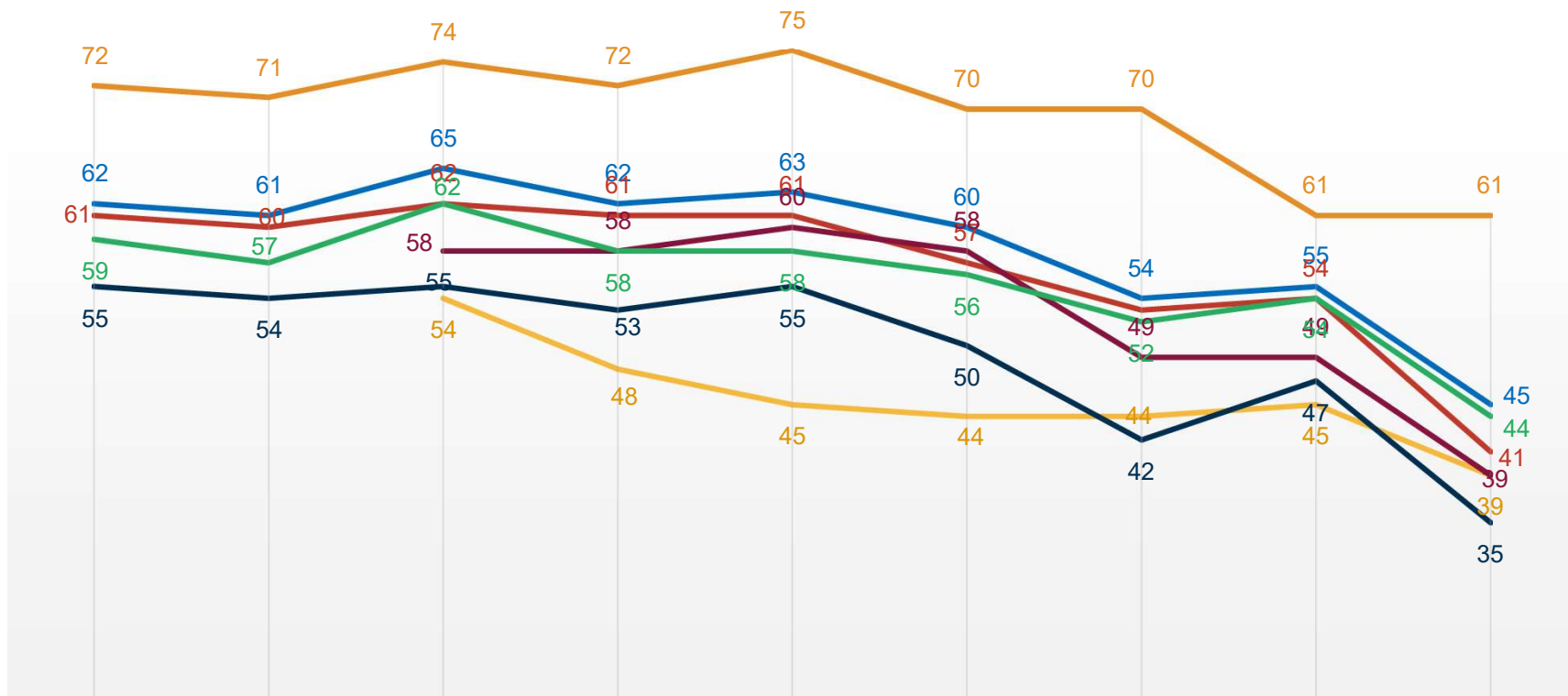
Council performance compared to State-wide and group averages

	Areas where Council performance is significantly higher	The three areas where Council performance is significantly lower by the widest margin
Compared to State-wide average	None	<ul style="list-style-type: none"> Sealed local roads Consultation & engagement Community decisions
Compared to group average	None	<ul style="list-style-type: none"> Sealed local roads Consultation & engagement Community decisions



Summary of core measures

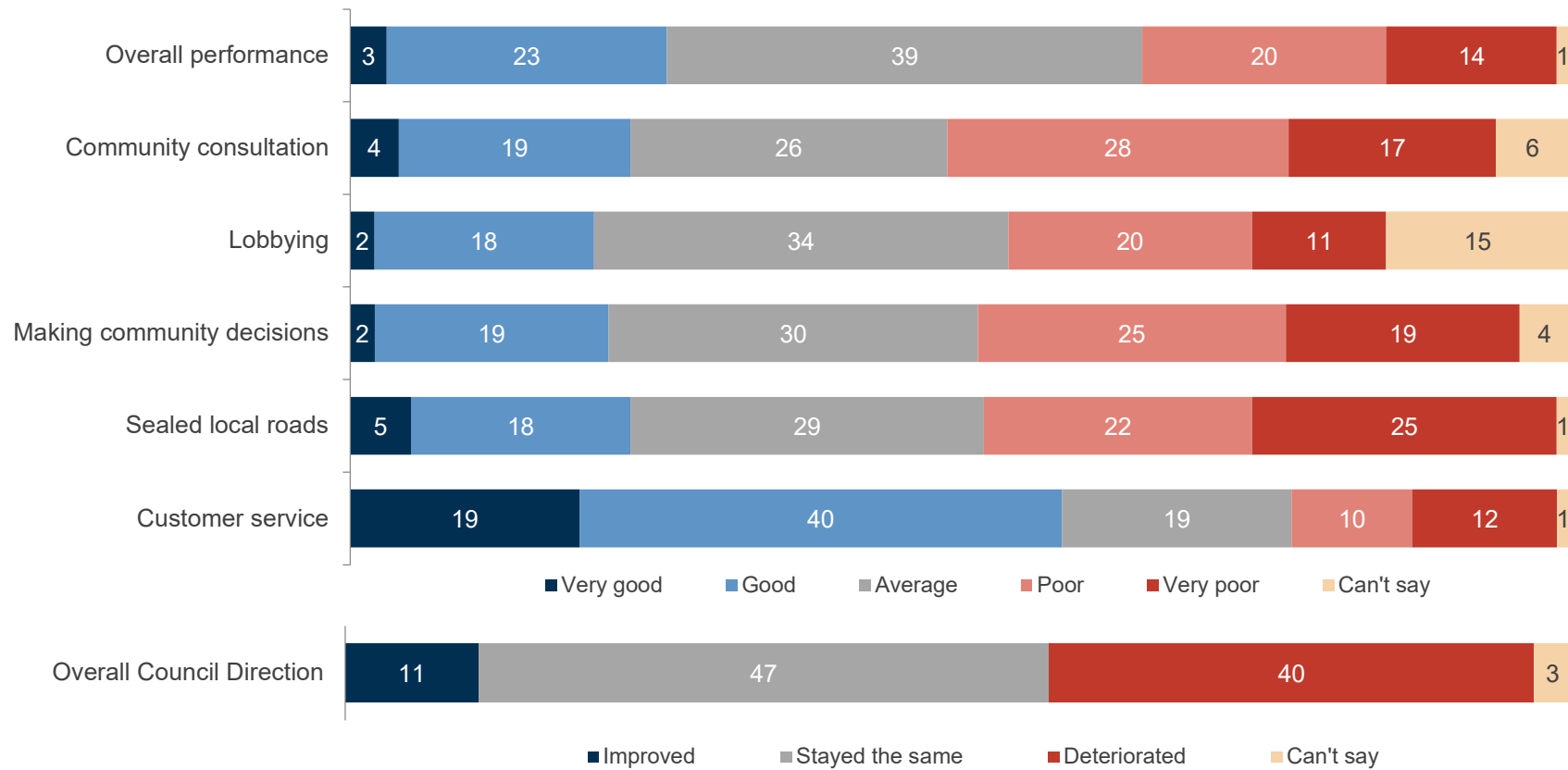
Index scores












Summary of core measures

Core measures summary results (%)





Summary of Horsham Rural City Council performance

Services	Horsham 2020	Horsham 2019	Regional Centres 2020	State-wide 2020	Highest score	Lowest score
 Overall performance	45	55	56	58	Women	Men
 Overall council direction	35	47	50	51	Aged 18-34 years	Rural Area residents
 Customer service	61	61	70	70	Aged 65+ years, Aged 35-49 years	Rural Area residents, Men, Aged 50-64 years, Aged 18-34 years
 Lobbying	44	54	52	53	Aged 65+ years, Women	Men
 Consultation & engagement	41	54	51	55	Women, Aged 18-34 years	Rural Area residents
 Community decisions	39	49	50	53	Women, Aged 18-34 years	Aged 35-49 years
 Sealed local roads	39	45	55	54	Aged 65+ years	Rural Area residents

Significantly higher / lower than Horsham Rural City Council 2020 result at the 95% confidence interval. Please see Appendix A for explanation of significant differences and index scores.



Focus areas for the next 12 months

Overview

Council's rated performance on all service areas evaluated has declined significantly in the last year. The exception to this pattern is on customer service. Council's performance on most areas has been trending down over time, though there were some signs of stabilisation in 2019. This year, there is a clear, across the board, trend of dissatisfaction among residents, with ratings across all service areas at their lowest point to date.

Focus areas

While Council should look to improve perceptions among all service areas, particular attention should be paid to those areas where the most significant declines have occurred. Consultation and engagement suffered the most and is also the most frequently cited area that residents say Council needs to improve upon. Council needs to demonstrate that they have the interests of residents in mind and consult with residents on relevant matters.

Comparison to state and area grouping

Council performs significantly lower than the State-wide and Regional Centre group averages on all service areas evaluated.

A need to rebuild

Over the past 12 months, community sentiment toward Council performance has deteriorated. Statistically significant declines have occurred across most service performance measures, and across all demographic and geographic groups. Moving forward, it will be important to rebuild positive perceptions of Council among residents and demonstrate that Council is once again moving in the right direction.

DETAILED FINDINGS





Overall performance



Overall performance

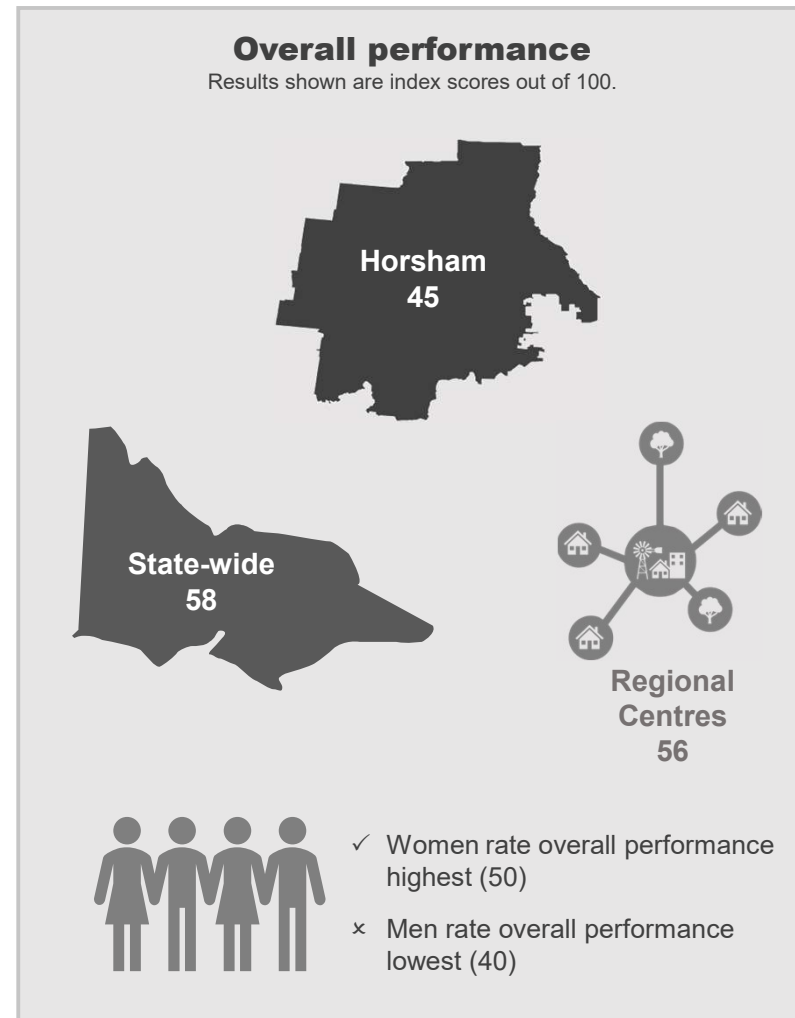
The overall performance index score of 45 for Horsham Rural City Council represents a significant ten-point decline on the 2019 result, the sharpest drop in overall performance ratings to date.

- Overall performance is at its lowest level recorded.
- Ratings have been on a downward trend from a peak index score of 65 in 2014.

Horsham Rural City Council’s overall performance is rated statistically significantly lower (at the 95% confidence interval) than the average rating for councils in the Regional Centres group and State-wide (index scores of 56 and 58 respectively).

- Perceptions among almost all demographic and geographic cohorts declined significantly in the past year.
- Men (index score of 40) rate overall performance significantly lower than the Council average. Conversely, women are significantly more positive in their views (index score of 50).

More residents rate Horsham Rural City Council’s overall performance as ‘very poor’ or ‘poor’ (34%) than those who rate it as ‘very good’ or ‘good’ (26%). A further 39% sit mid-scale, rating Council’s overall performance as ‘average’.





Overall performance

2020 overall performance (index scores)

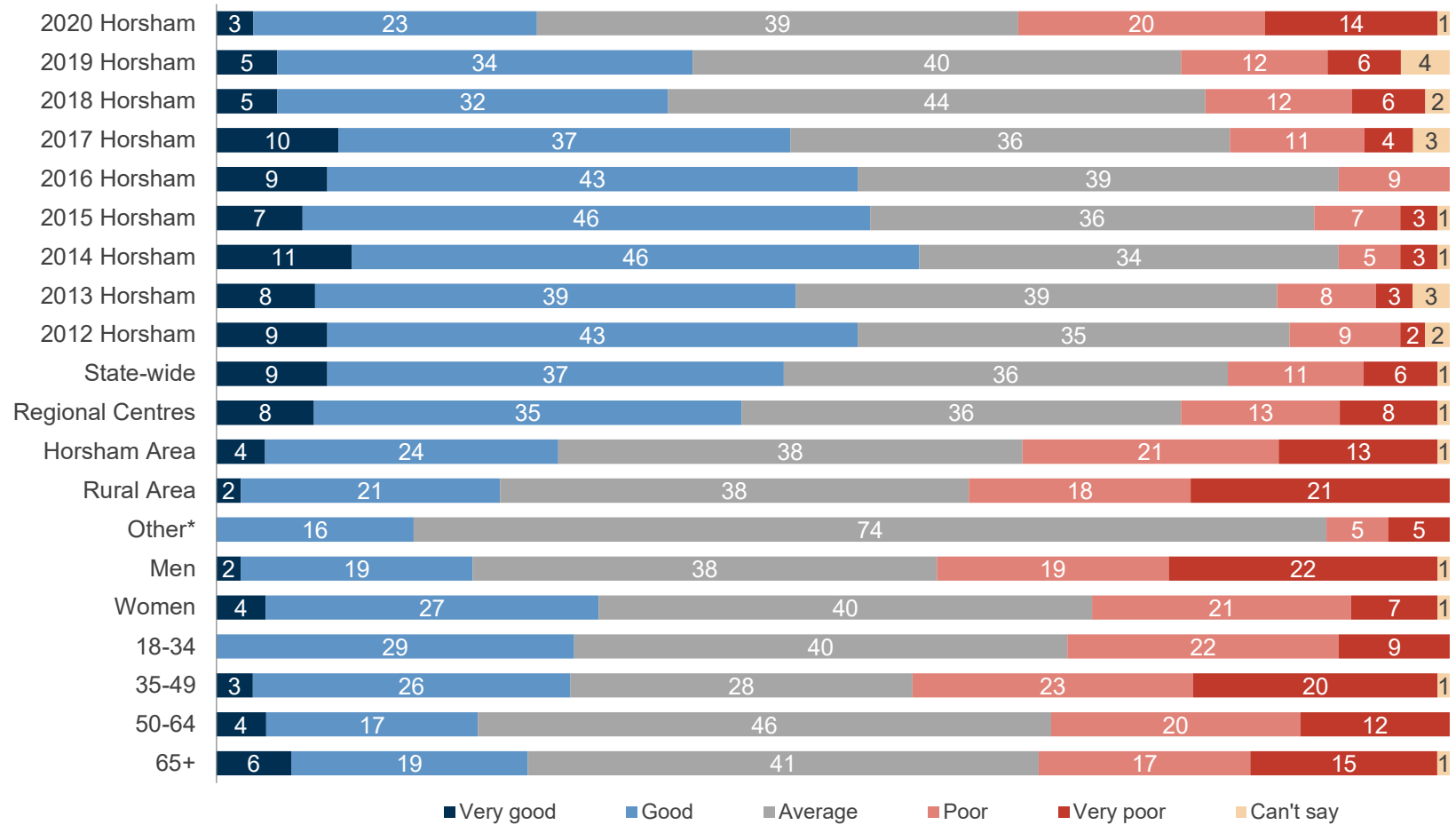
		2019	2018	2017	2016	2015	2014	2013	2012
State-wide	58▲	60	59	59	59	60	61	60	60
Regional Centres	56▲	58	58	57	n/a	n/a	n/a	n/a	n/a
Other	51*	52	54	52	62	53	68	n/a	55
Women	50▲	60	57	63	64	64	66	62	62
18-34	48	57	58	66	62	63	63	63	67
Horsham Area	46	58	55	61	65	64	66	n/a	63
65+	46	58	57	61	64	65	69	59	65
Horsham	45	55	54	60	63	62	65	61	62
50-64	45	50	48	58	64	60	60	61	56
35-49	42	53	53	53	61	57	65	59	60
Rural Area	41	46	52	56	56	56	59	n/a	60
Men	40▼	49	51	56	62	59	64	59	62

Q3. ON BALANCE, for the last twelve months, how do you feel about the performance of Horsham Rural City Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Has it been very good, good, average, poor or very poor?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 Note: Please see Appendix A for explanation of significant differences.
 *Caution: small sample size < n=30



Overall performance

2020 overall performance (%)



Q3. ON BALANCE, for the last twelve months, how do you feel about the performance of Horsham Rural City Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Has it been very good, good, average, poor or very poor?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30



Review of service areas



Council rates lowest – relative to its performance in other areas – in the areas of sealed local roads and community decisions (each with an index score of 39).

Ratings on all service areas declined significantly in 2020, taking each to their lowest point to date.

- Council rates significantly lower than the State-wide and Regional Centres group averages on all service areas.
- Perceptions among most demographic and geographic cohorts declined significantly, though Rural Area residents tend to be most critical.

Council rates lowest – relative to its performance in other areas – in the areas of sealed local roads (down six points on 2019) and community decisions (down ten points), both with index scores of 39.

- Sealed road maintenance is also a commonly cited area for improvement among residents (16%).

Perceptions of community consultation and engagement (index score of 41) have deteriorated the most, down 13 index points in the last year.

- Almost one in three residents (29%) nominate community consultation as the area that Council needs to improve the most, demonstrating a clear need to improve perceptions in this area.

Ratings of Council's lobbying have deteriorated by 10 points (index score of 44).



Individual service area performance

2020 individual service area performance (index scores)

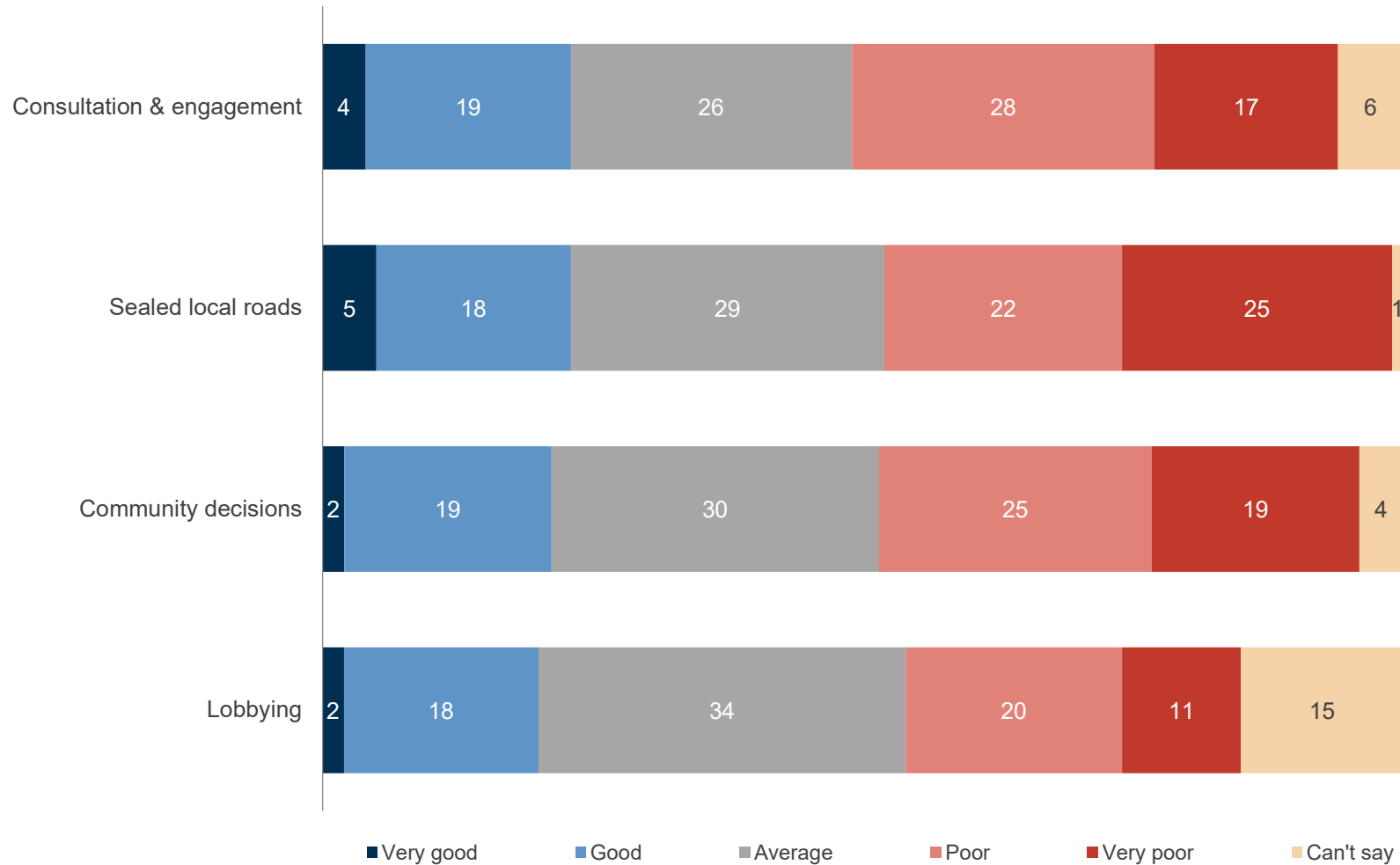


Q2. How has Council performed on [RESPONSIBILITY AREA] over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 Note: Please see Appendix A for explanation of significant differences.



Individual service area performance

2020 individual service area performance (%)

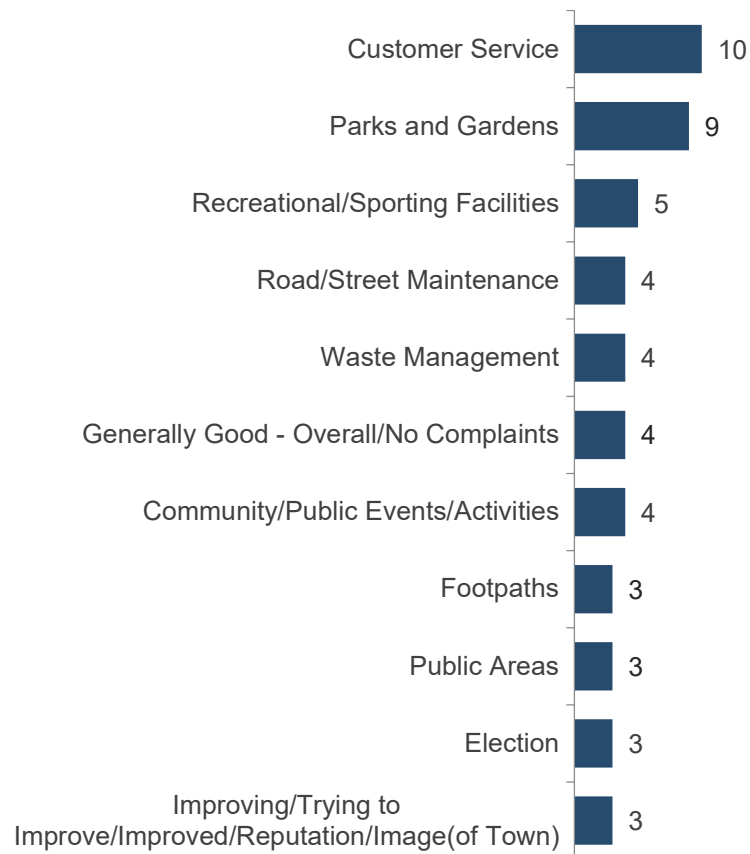


Q2. How has Council performed on [RESPONSIBILITY AREA] over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8

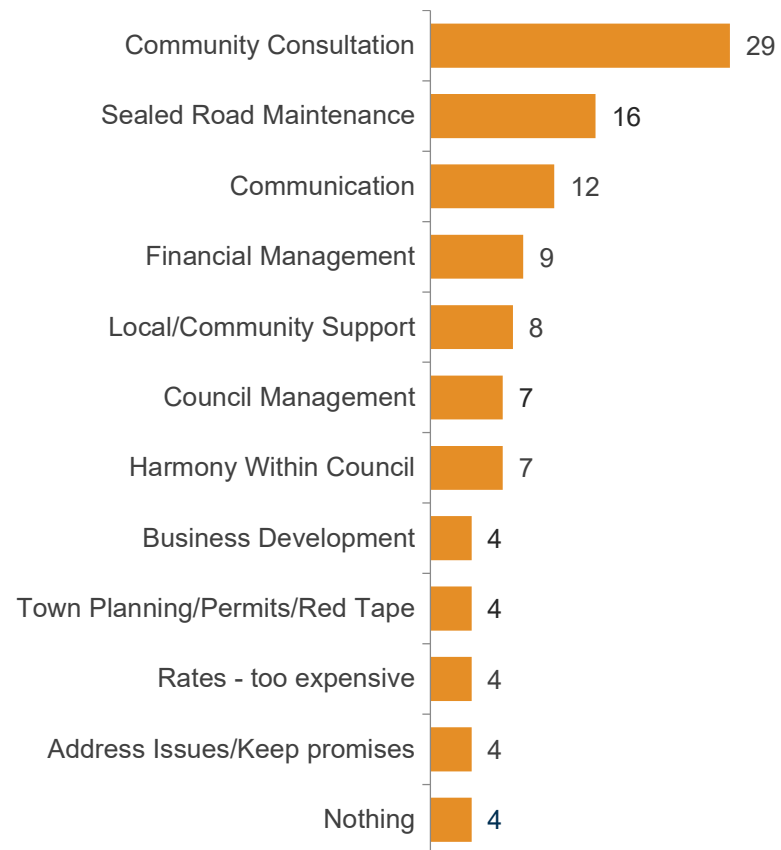


Best things about Council and areas for improvement

2020 best things about Council (%)
- Top mentions only -



2020 areas for improvement (%)
- Top mentions only -



Q16. Please tell me what is the ONE BEST thing about Horsham Rural City Council? It could be about any of the issues or services we have covered in this survey or it could be about something else altogether?

Base: All respondents. Councils asked state-wide: 25 Councils asked group: 3

Q17. What does Horsham Rural City Council MOST need to do to improve its performance?

Base: All respondents. Councils asked state-wide: 40 Councils asked group: 7

A verbatim listing of responses to these questions can be found in the accompanying dashboard.



Customer service



Contact with council and customer service

Contact with council

Just under three in five Council residents (57%) have had contact with Council in the last 12 months. Rate of contact is relatively unchanged from last year.

- Residents aged 65 years and over have significantly lower rates of contacting Council (46% compared to 57% on average).



Among those who have had contact with Council, 59% provide a positive customer service rating of 'very good' or 'good', including 19% of residents who rate Council's customer service as 'very good'.

Customer service

Council's customer service index of 61 is unchanged from 2019, unable to regain any ground following the significant decline last year. Council's performance in this area remains at its lowest point to date.

- There are no significant differences in perceptions of customer service compared to last year among any of the demographic or geographic cohorts.

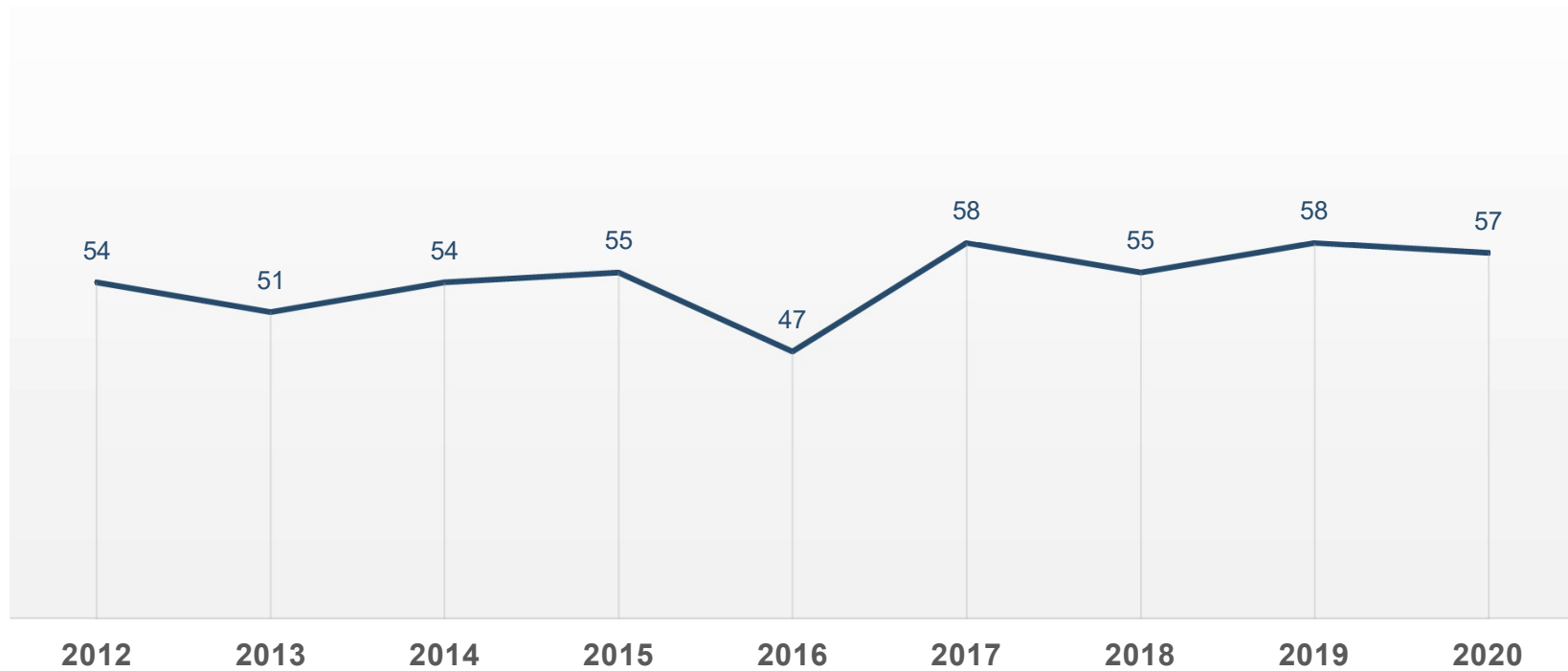
Customer service is rated significantly lower than the State-wide and Regional Centres group averages (index scores of 70).

Despite this, among those residents who have had contact with Council, 59% provide a positive customer service rating of 'very good' or 'good'.



Contact with council

2020 contact with council (%)
Have had contact



Q5. Over the last 12 months, have you or any member of your household had any contact with Horsham Rural City Council? This may have been in person, in writing, by telephone conversation, by text message, by email or via their website or social media such as Facebook or Twitter?
Base: All respondents. Councils asked state-wide: 36 Councils asked group: 4



Contact with council

2020 contact with council (%)

	2019	2018	2017	2016	2015	2014	2013	2012
35-49	62	59	69	58	66	57	59	66
State-wide	61	61▲	58	58	60	61	60	61
Women	56	53	60	48	49	55	52	59
18-34	63	54	55	32	51	60	47	51
50-64	67	61	61	50	62	63	54	52
Regional Centres	58	56	56	n/a	n/a	n/a	n/a	n/a
Horsham Area	56	52	56	45	49	54	n/a	50
Horsham	58	55	58	47	55	54	51	54
Rural Area	64	60	65	51	72	60	n/a	65
Men	59	57	56	45	62	54	49	49
Other	58	68	54	49	79	40	n/a	63
65+	46	48	48	46	47	40	42	47

Q5. Over the last 12 months, have you or any member of your household had any contact with Horsham Rural City Council? This may have been in person, in writing, by telephone conversation, by text message, by email or via their website or social media such as Facebook or Twitter?

Base: All respondents. Councils asked state-wide: 36 Councils asked group: 4

Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size < n=30



Customer service rating

2020 customer service rating (index scores)

		2019	2018	2017	2016	2015	2014	2013	2012
Other	79*▲	63	73	81	73	59	88	n/a	70
Regional Centres	70▲	72	72	72	n/a	n/a	n/a	n/a	n/a
State-wide	70▲	71	70	69	69	70	72	71	71
65+	63	64	67	73	76	80	85	68	76
35-49	63	60	67	67	75	71	80	73	74
Women	63	65	72	76	78	74	76	76	72
Horsham Area	61	64	70	71	78	74	77	n/a	72
Horsham	61	61	70	70	75	72	74	71	72
18-34	59	57	78	76	75	69	66	74	72
50-64	59	65	66	67	73	67	69	69	67
Men	59	57	67	64	72	71	72	66	72
Rural Area	59	52	67	66	67	72	65	n/a	73

Q5c. Thinking of the most recent contact, how would you rate Horsham Rural City Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.

Base: All respondents who have had contact with Council in the last 12 months.

Councils asked state-wide: 62 Councils asked group: 8

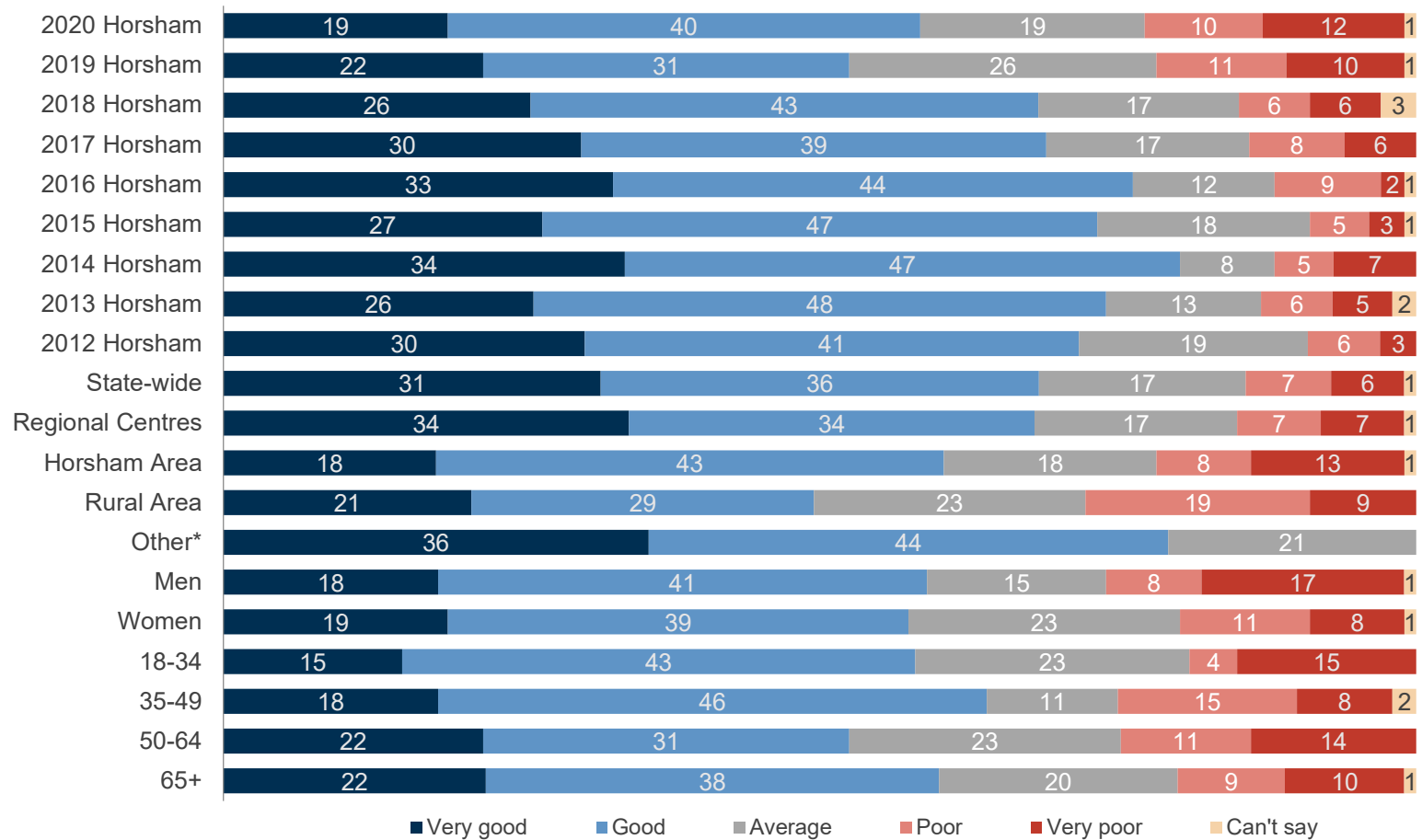
Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size < n=30



Customer service rating

2020 customer service rating (%)



Q5c. Thinking of the most recent contact, how would you rate Horsham Rural City Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received.
 Base: All respondents who have had contact with Council in the last 12 months.
 Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30



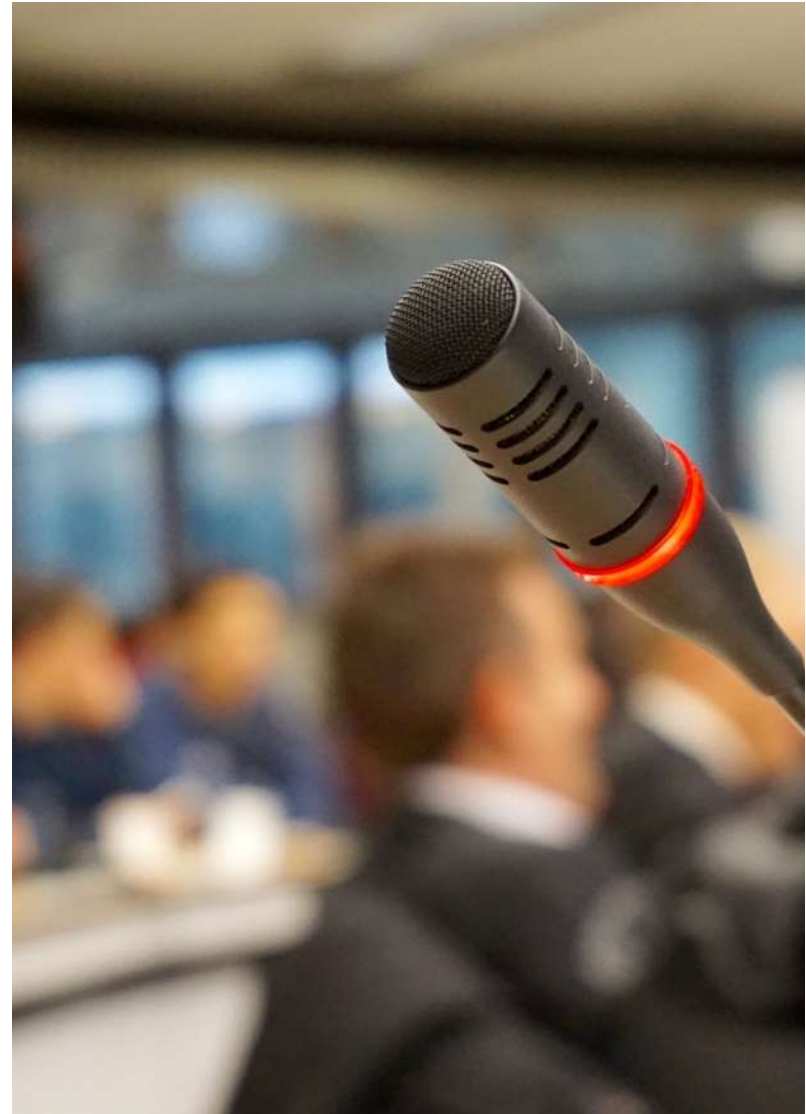
Communication



Communication

A diverse range of communication are cited as preferred including social media (22%), newsletters via mail (20%) and newsletters via email (20%).

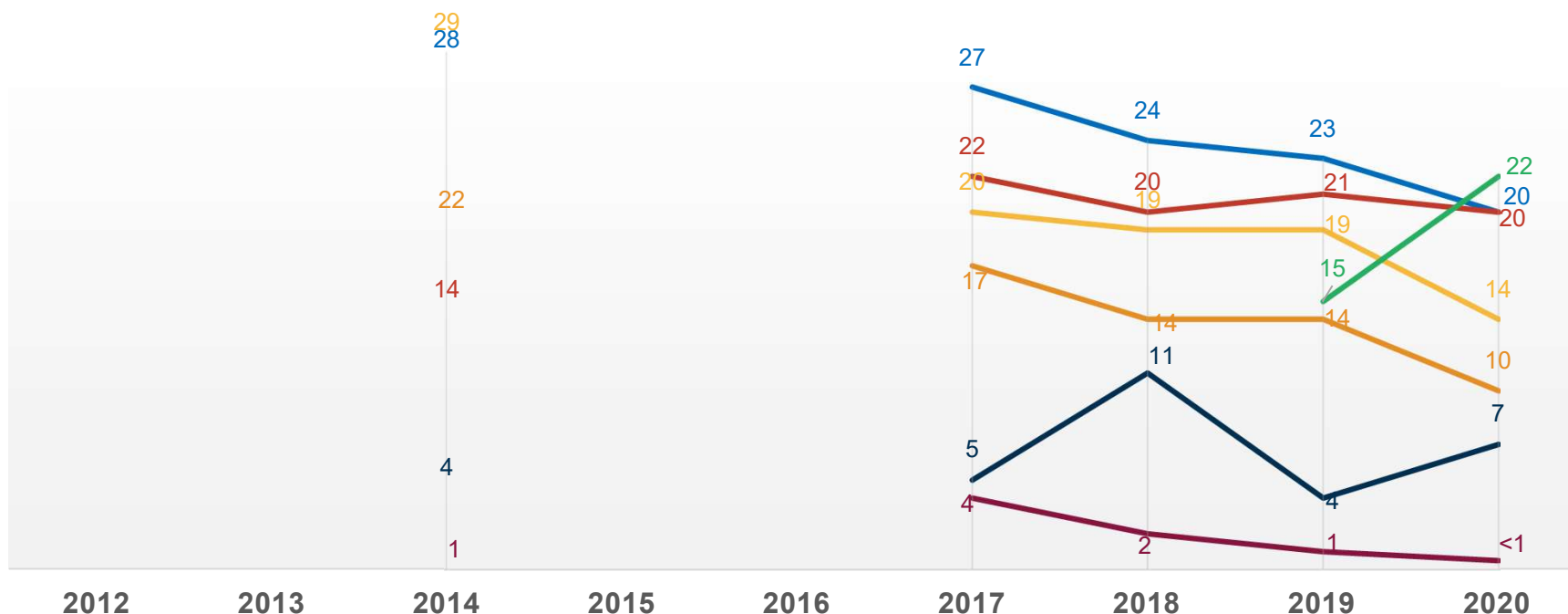
- Preference for social media has seen the greatest change since 2019, up seven percentage points.
- Preferred form of communication among under 50s is social media (39%), also experiencing a sharp increase in favourability this year.
- Preferred form of communication among over 50s includes newsletter sent via mail (24%), advertising in a local newspaper (22%) and newsletter via email (21%). Preference for communication via newsletter as a local paper insert is waning among this group (down to 16% from 21% last year).





Best form of communication

2020 best form of communication (%)

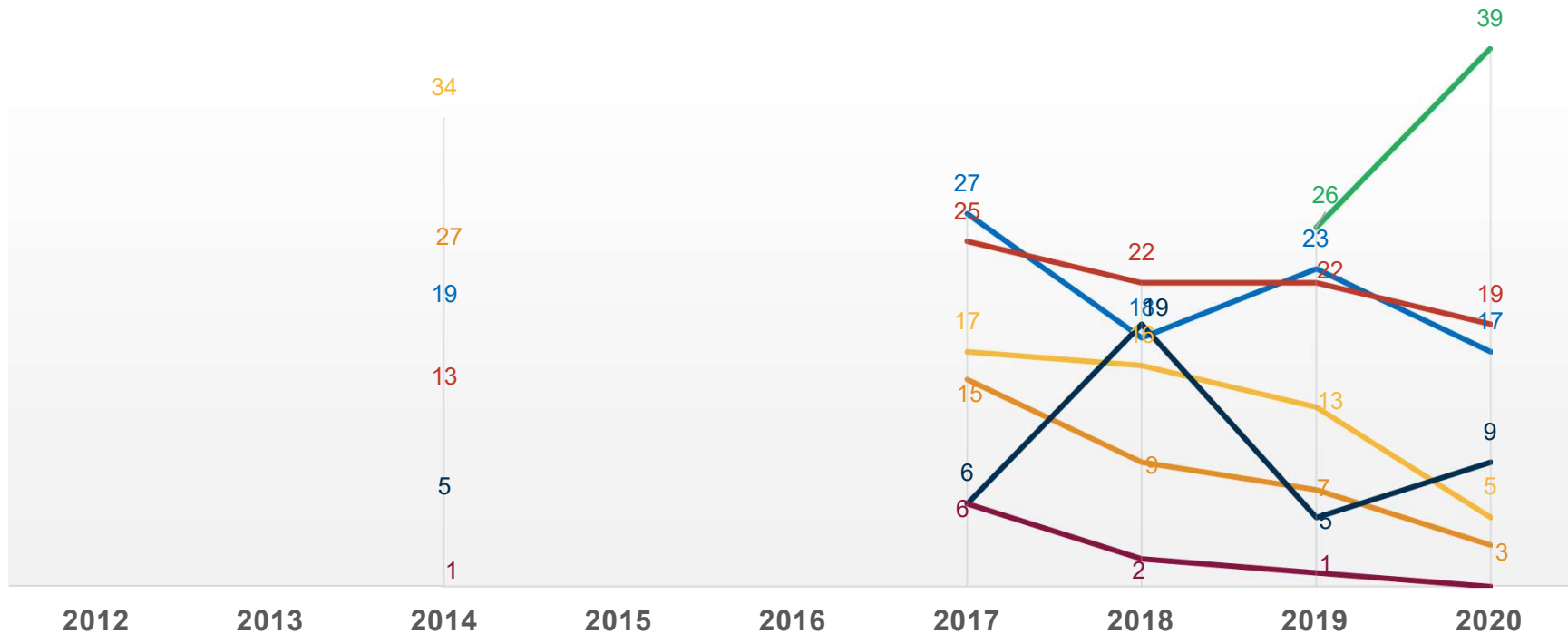


Q13. If Horsham Rural City Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?
 Base: All respondents. Councils asked state-wide: 33 Councils asked group: 6
 Note: 'Social Media' was included in 2019.



Best form of communication: under 50s

2020 under 50s best form of communication (%)

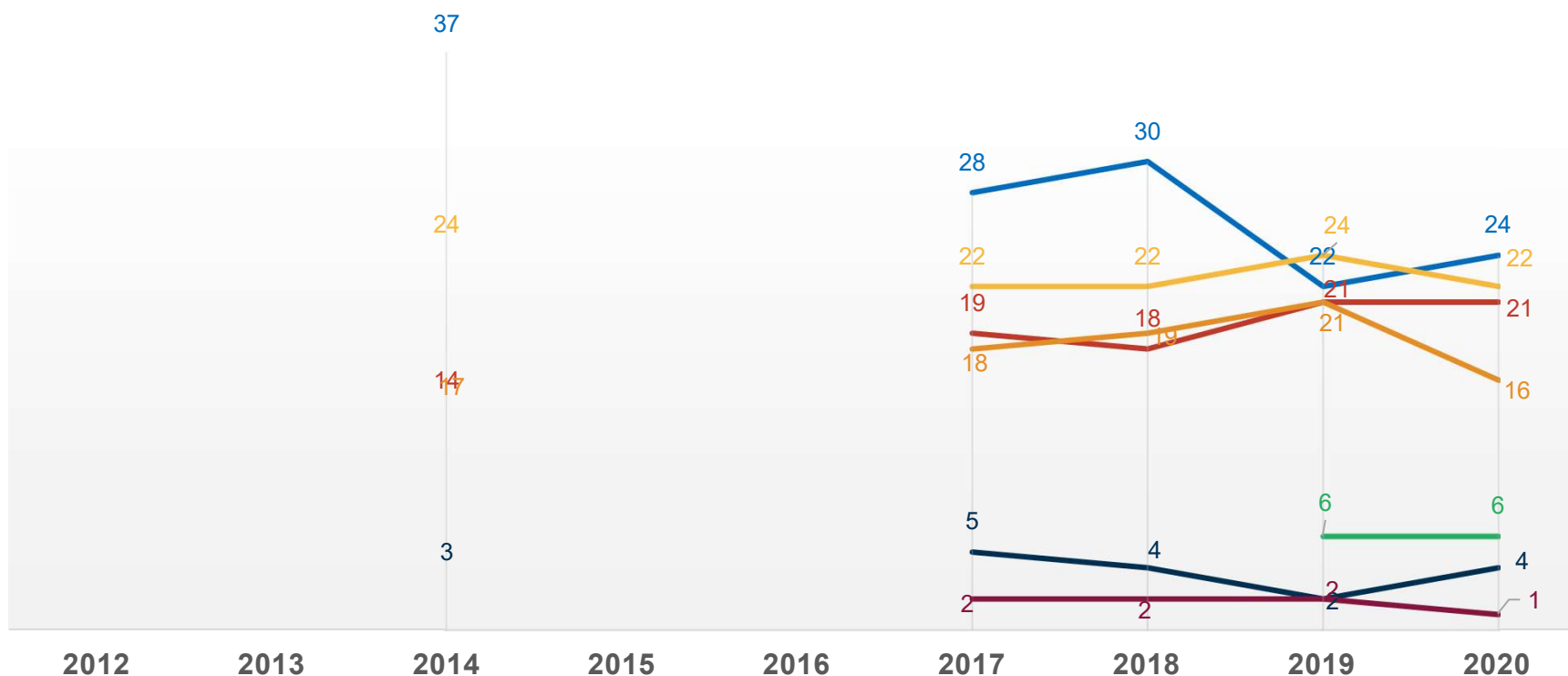


Q13. If Horsham Rural City Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?
 Base: All respondents aged under 50. Councils asked state-wide: 33 Councils asked group: 6
 Note: 'Social Media' was included in 2019.



Best form of communication: over 50s

2020 over 50s best form of communication (%)



Q13. If Horsham Rural City Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?
 Base: All respondents aged over 50. Councils asked state-wide: 33 Councils asked group: 6
 Note: 'Social Media' was included in 2019.



Council direction



Council direction

Perceptions of Council's overall direction have declined significantly by 12 points to an index score of 35, the lowest rating to date. Over the last 12 months, 47% of residents believe the direction of Council's overall performance has stayed the same, down nine percentage points on 2019.

- 11% believe the direction has improved (down four points on 2019) in the last 12 months.
- 40% believe it has deteriorated, almost doubling from 2019 (up 18 points).
- The most satisfied with council direction are those aged 18 to 34 years.
- The least satisfied with council direction are Rural Area residents, men and residents aged 65 years and over.





Overall council direction last 12 months

2020 overall direction (index scores)

	2019	2018	2017	2016	2015	2014	2013	2012
State-wide	53	52	53	51	53	53	53	52
Regional Centres	52	53	55	n/a	n/a	n/a	n/a	n/a
Other	46*	56	52	45	45	42	57	n/a
18-34	53	44	56	55	55	47	58	57
Women	39	51	44	54	58	56	55	54
Horsham Area	36	49	43	52	56	55	55	n/a
Horsham	35	47	42	50	55	53	55	54
50-64	35	40	36	47	55	51	54	54
35-49	35	42	42	45	50	47	59	48
65+	31	48	43	51	58	56	59	54
Men	31	42	39	46	51	50	55	53
Rural Area	28	36	37	45	52	47	54	n/a

Q6. Over the last 12 months, what is your view of the direction of Horsham Rural City Council's overall performance?

Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8

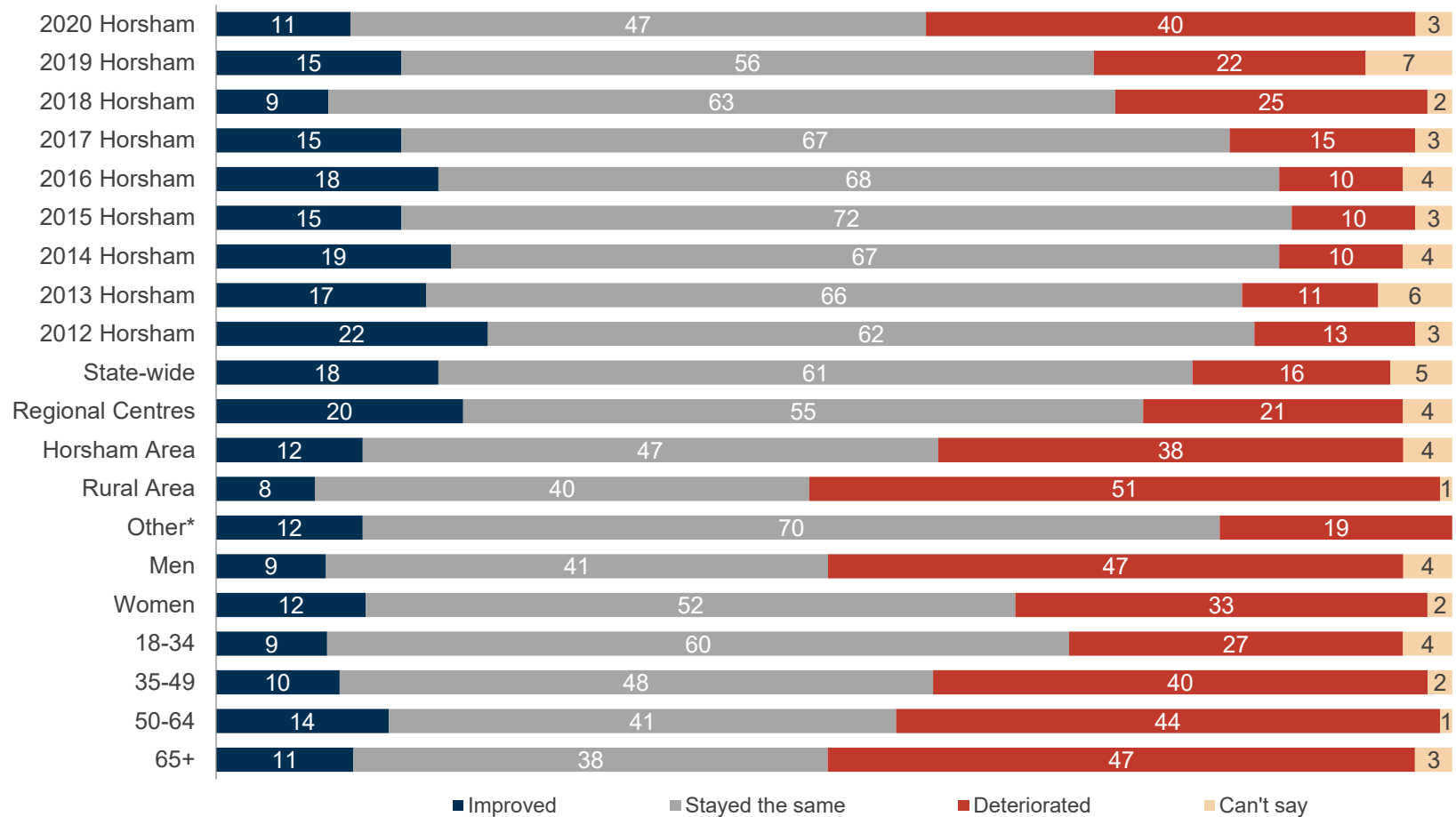
Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size < n=30



Overall council direction last 12 months

2020 overall council direction (%)



Q6. Over the last 12 months, what is your view of the direction of Horsham Rural City Council's overall performance?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30



Individual service areas



Community consultation and engagement performance



2020 consultation and engagement performance (index scores)

	2019	2018	2017	2016	2015	2014	2013	2012
State-wide	56	55	55▲	54	56	57	57	57
Other	47	46	58	73	58	66	n/a	60
Regional Centres	54	55	54	n/a	n/a	n/a	n/a	n/a
Women	56	55	59	63	63	63	62	61
18-34	58	59	62	61	63	63	63	63
35-49	50	49	53	56	58	60	60	59
Horsham Area	56	54	57	61	62	62	n/a	62
Horsham	54	53	57	61	61	62	60	61
65+	56	53	59	63	64	66	58	65
50-64	47	49	54	62	57	57	60	56
Men	51	51	55	58	58	61	58	61
Rural Area	47	51	57	58	58	58	n/a	58

Q2. How has Council performed on 'Community consultation and engagement' over the last 12 months?

Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8

Note: Please see Appendix A for explanation of significant differences.

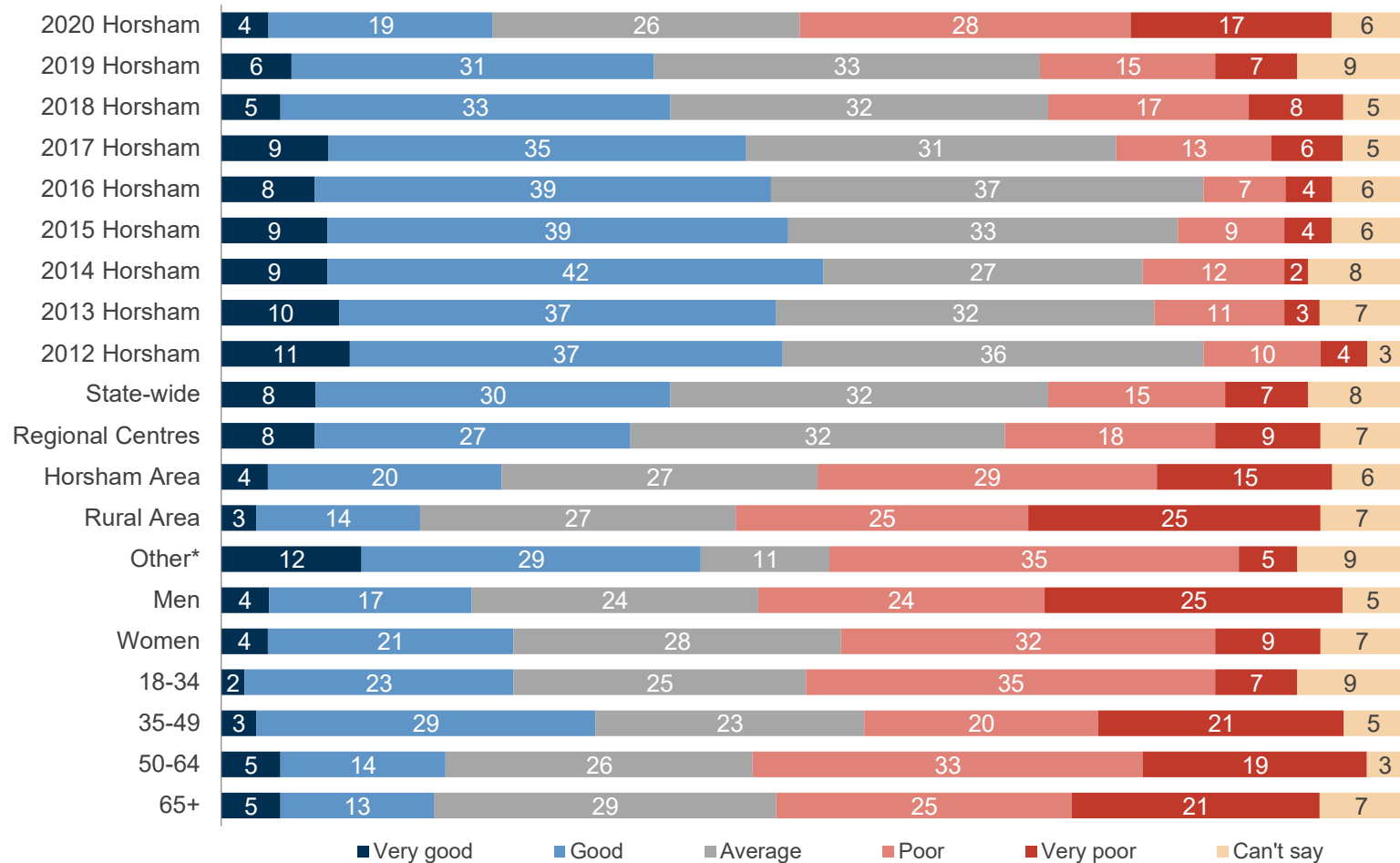
*Caution: small sample size < n=30



Community consultation and engagement performance



2020 consultation and engagement performance (%)



Q2. How has Council performed on 'Community consultation and engagement' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30



Lobbying on behalf of the community performance



2020 lobbying performance (index scores)

	2019	2018	2017	2016	2015	2014	2013	2012
State-wide	54	54	54	53	55	56	55	55
Regional Centres	54	54	54	n/a	n/a	n/a	n/a	n/a
Other	59	48	52	51	47	62	n/a	50
65+	56	53	59	59	63	65	57	63
Women	58	54	58	59	61	62	60	59
Horsham Area	56	53	57	59	60	62	n/a	60
50-64	49	49	55	58	55	57	56	55
Horsham	54	52	56	58	58	62	57	59
35-49	54	48	50	53	55	61	55	55
18-34	56	56	62	60	59	63	62	64
Rural Area	48	51	55	55	54	60	n/a	60
Men	51	50	55	56	55	61	55	60

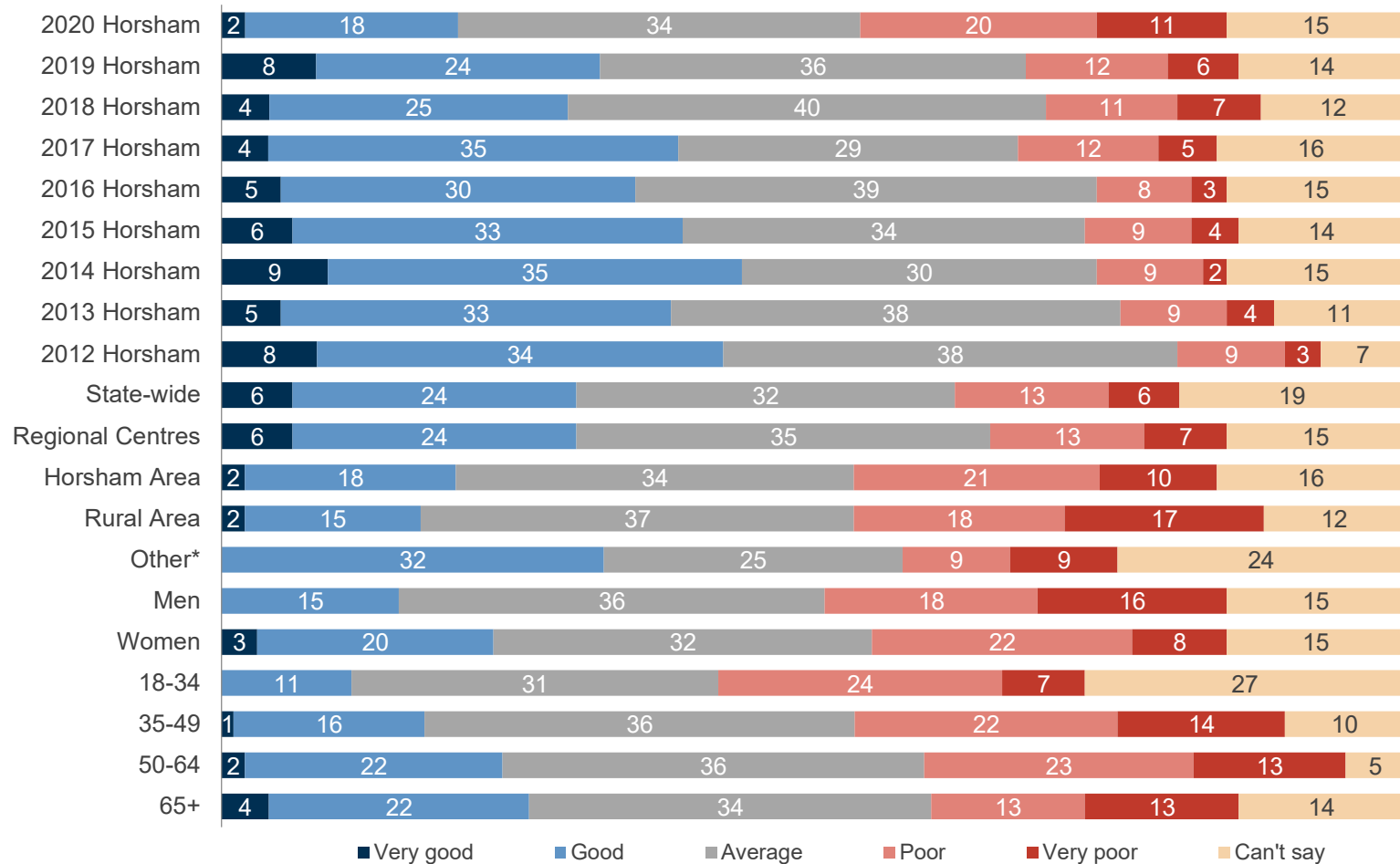
Q2. How has Council performed on 'Lobbying on behalf of the community' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 Note: Please see Appendix A for explanation of significant differences.
 *Caution: small sample size < n=30



Lobbying on behalf of the community performance



2020 lobbying performance (%)



Q2. How has Council performed on 'Lobbying on behalf of the community' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30

Decisions made in the interest of the community performance



2020 community decisions made performance (index scores)

	2019	2018	2017	2016	2015	2014	2013	2012
State-wide	55	54	54	54	55	57	n/a	n/a
Regional Centres	52	52	52	n/a	n/a	n/a	n/a	n/a
Other	48	54	54	55	54	66	n/a	n/a
Women	53	50	62	64	60	59	n/a	n/a
18-34	51	48	64	62	60	57	n/a	n/a
65+	51	52	59	63	59	63	n/a	n/a
Horsham Area	52	51	59	62	60	59	n/a	n/a
Horsham	49	49	58	60	58	58	n/a	n/a
50-64	46	47	55	59	56	53	n/a	n/a
Rural Area	40	44	55	54	54	55	n/a	n/a
Men	45	48	54	57	56	58	n/a	n/a
35-49	48	51	53	56	56	59	n/a	n/a

Q2. How has Council performed on 'Decisions made in the interest of the community' over the last 12 months?

Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8

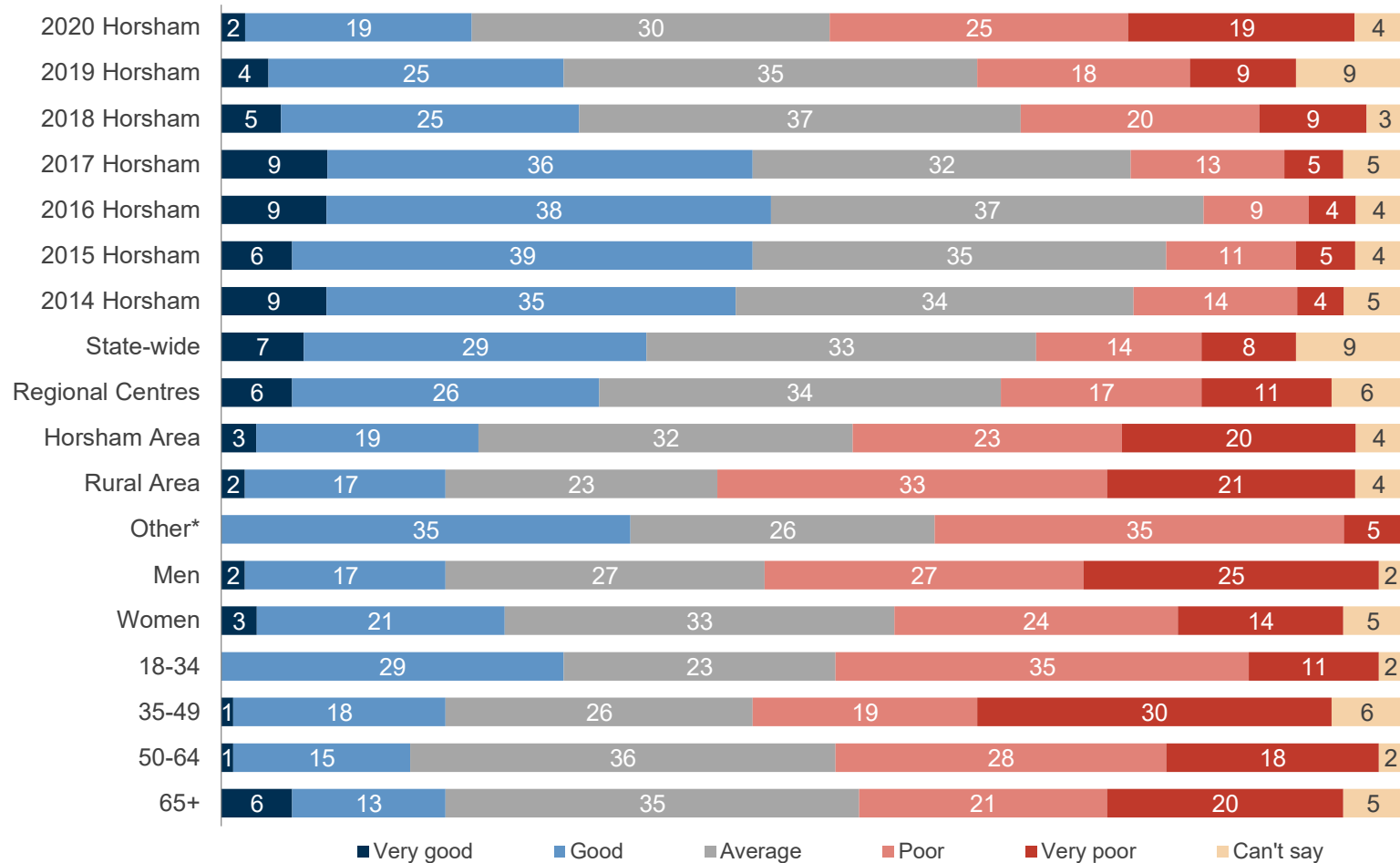
Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size < n=30

Decisions made in the interest of the community performance



2020 community decisions made performance (%)



Q2. How has Council performed on 'Decisions made in the interest of the community' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30

The condition of sealed local roads in your area performance



2020 sealed local roads performance (index scores)

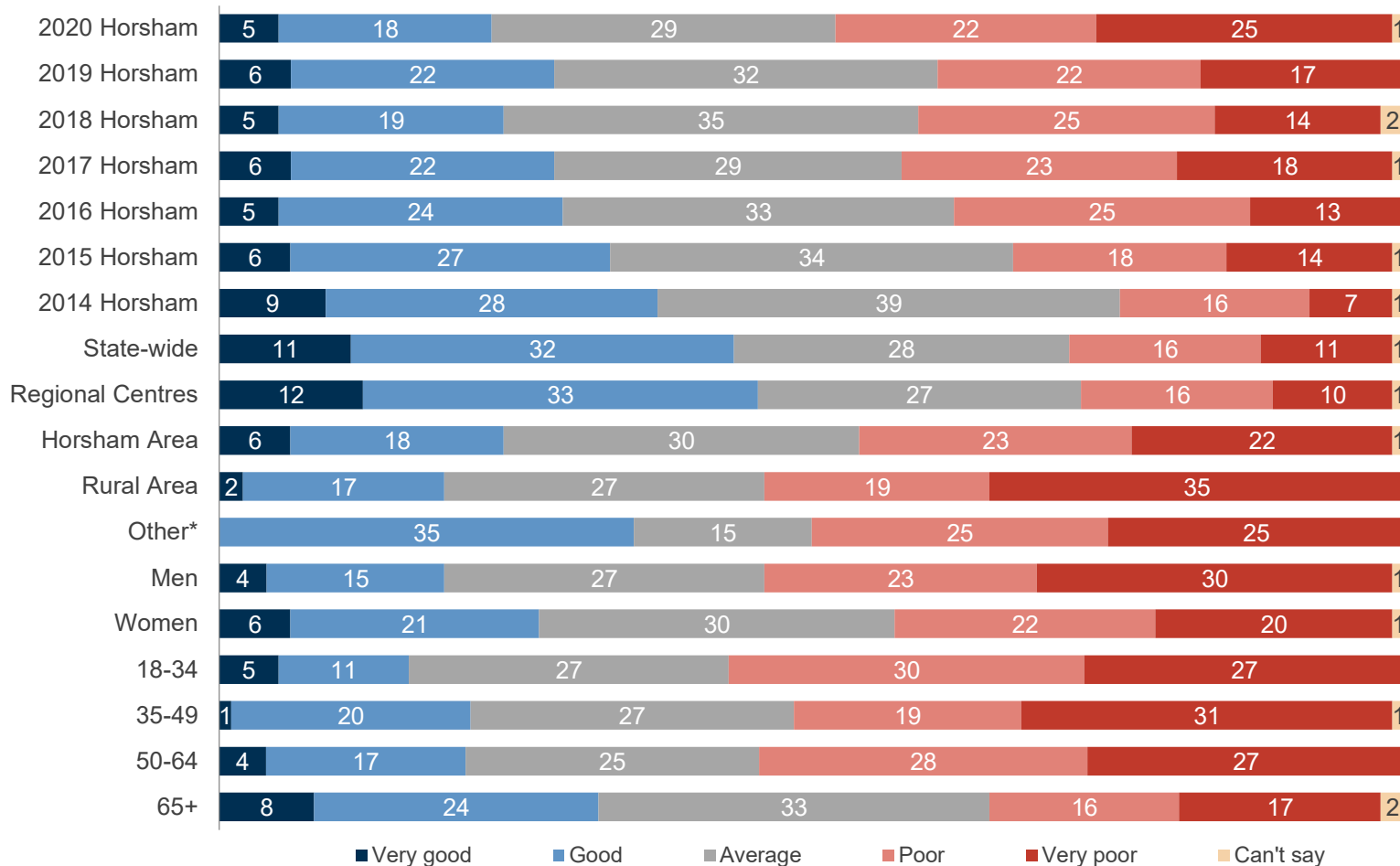
	2019	2018	2017	2016	2015	2014	2013	2012
Regional Centres	57	54	53	n/a	n/a	n/a	n/a	n/a
State-wide	56	53	53	54	55	55	n/a	n/a
65+	50	47	46	53	55	59	n/a	n/a
Women	48	45	46	47	52	54	n/a	n/a
Horsham Area	48	47	46	49	51	55	n/a	n/a
Other	42	34	42	25	43	54	n/a	n/a
Horsham	45	44	44	45	48	54	n/a	n/a
50-64	45	39	44	42	45	52	n/a	n/a
35-49	39	41	40	41	42	54	n/a	n/a
Men	41	42	41	44	44	53	n/a	n/a
18-34	43	46	43	44	48	49	n/a	n/a
Rural Area	35	36	36	40	41	49	n/a	n/a

Q2. How has Council performed on 'The condition of sealed local roads in your area' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 Note: Please see Appendix A for explanation of significant differences.
 *Caution: small sample size < n=30

The condition of sealed local roads in your area performance



2020 sealed local roads performance (%)



Q2. How has Council performed on 'The condition of sealed local roads in your area' over the last 12 months?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 *Caution: small sample size < n=30



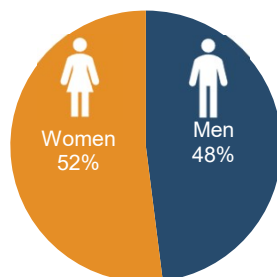
Detailed demographics



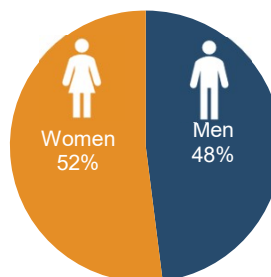
Gender and age profile

2020 gender

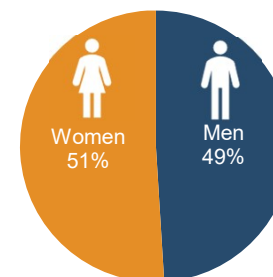
Horsham



Regional Centres

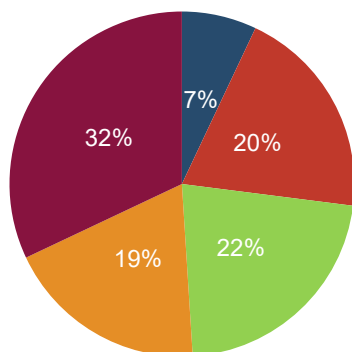


State-wide

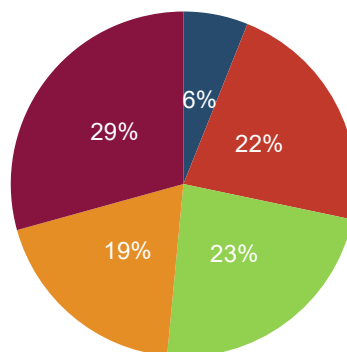


2020 age

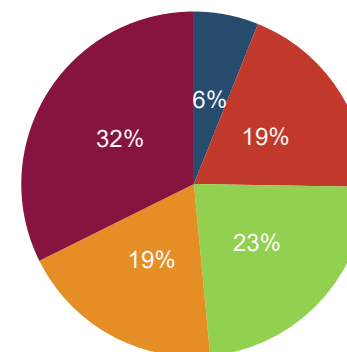
Horsham



Regional Centres



State-wide



■ 18-24 ■ 25-34 ■ 35-49 ■ 50-64 ■ 65+

■ 18-24 ■ 25-34 ■ 35-49 ■ 50-64 ■ 65+

■ 18-24 ■ 25-34 ■ 35-49 ■ 50-64 ■ 65+

S3. [Record gender] / S4. To which of the following age groups do you belong?
 Base: All respondents. Councils asked state-wide: 62 Councils asked group: 8
 Please note that for the reason of simplifying reporting, interlocking age and gender reporting has not been included in this report. Interlocking age and gender analysis is still available in the dashboard and data tables provided alongside this report.

Appendix A: Index scores, margins of error and significant differences



Appendix A: Index Scores



Index Scores

Many questions ask respondents to rate council performance on a five-point scale, for example, from 'very good' to 'very poor', with 'can't say' also a possible response category. To facilitate ease of reporting and comparison of results over time, starting from the 2012 survey and measured against the state-wide result and the council group, an 'Index Score' has been calculated for such measures.

The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with 'can't say' responses excluded from the analysis. The '% RESULT' for each scale category is multiplied by the 'INDEX FACTOR'. This produces an 'INDEX VALUE' for each category, which are then summed to produce the 'INDEX SCORE', equating to '60' in the following example.

Similarly, an Index Score has been calculated for the Core question 'Performance direction in the last 12 months', based on the following scale for each performance measure category, with 'Can't say' responses excluded from the calculation.

SCALE CATEGORIES	% RESULT	INDEX FACTOR	INDEX VALUE
Very good	9%	100	9
Good	40%	75	30
Average	37%	50	19
Poor	9%	25	2
Very poor	4%	0	0
Can't say	1%	--	INDEX SCORE 60

SCALE CATEGORIES	% RESULT	INDEX FACTOR	INDEX VALUE
Improved	36%	100	36
Stayed the same	40%	50	20
Deteriorated	23%	0	0
Can't say	1%	--	INDEX SCORE 56

Appendix A: Margins of error



The sample size for the 2020 State-wide Local Government Community Satisfaction Survey for Horsham Rural City Council was n=401. Unless otherwise noted, this is the total sample base for all reported charts and tables.

The maximum margin of error on a sample of approximately n=401 interviews is +/-4.8% at the 95% confidence level for results around 50%. Margins of error will be larger for any sub-samples. As an example, a result of 50% can be read confidently as falling midway in the range 45.2% - 54.8%.

Maximum margins of error are listed in the table below, based on a population of 15,300 people aged 18 years or over for Horsham Rural City Council, according to ABS estimates.

Demographic	Actual survey sample size	Weighted base	Maximum margin of error at 95% confidence interval
Horsham Rural City Council	401	400	+/-4.8
Men	175	193	+/-7.4
Women	226	207	+/-6.5
Horsham Area	301	307	+/-5.6
Rural Area	85	78	+/-10.7
Other	15	14	+/-26.2
18-34 years	44	107	+/-14.9
35-49 years	79	87	+/-11.1
50-64 years	103	76	+/-9.7
65+ years	175	129	+/-7.4

Appendix A: Significant difference reporting notation



Within tables and index score charts throughout this report, statistically significant differences at the 95% confidence level are represented by upward directing green (▲) and downward directing red arrows (▼).

Significance when noted indicates a significantly higher or lower result for the analysis group in comparison to the 'Total' result for the council for that survey question for that year. Therefore in the example below:

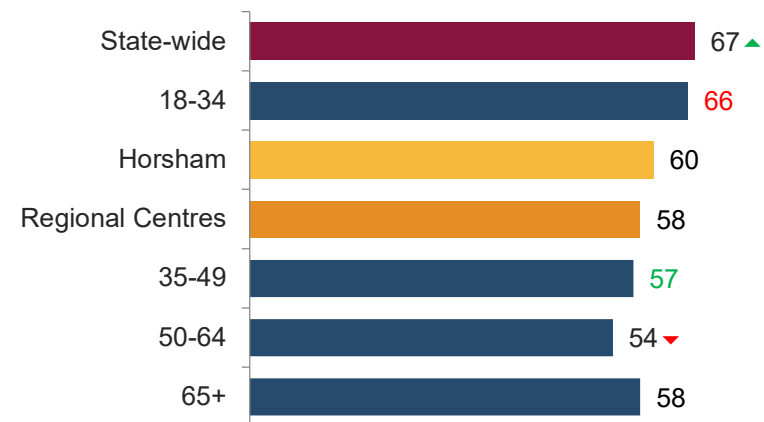
- ▲ The state-wide result is significantly higher than the overall result for the council.
- ▼ The result among 50-64 year olds is significantly lower than for the overall result for the council.

Further, results shown in green and red indicate significantly higher or lower results than in 2019.

Therefore in the example below:

- The result among 35-49 year olds in the council is **significantly higher** than the result achieved among this group in 2019.
- The result among 18-34 year olds in the council is **significantly lower** than the result achieved among this group in 2019.

**Overall Performance – Index Scores
(example extract only)**



Appendix A: Index score significant difference calculation



The test applied to the Indexes was an Independent Mean Test, as follows:

$$Z \text{ Score} = (\$1 - \$2) / \text{Sqrt} ((\$5^2 / \$3) + (\$6^2 / \$4))$$

Where:

- \$1 = Index Score 1
- \$2 = Index Score 2
- \$3 = unweighted sample count 1
- \$4 = unweighted sample count 2
- \$5 = standard deviation 1
- \$6 = standard deviation 2

All figures can be sourced from the detailed cross tabulations.

The test was applied at the 95% confidence interval, so if the Z Score was greater than +/- 1.954 the scores are significantly different.



**Appendix B:
Further project
information**

Appendix B: Further information



Further information about the report and explanations about the State-wide Local Government Community Satisfaction Survey can be found in this section including:

- Background and objectives
- Analysis and reporting
- Glossary of terms

Detailed survey tabulations

Detailed survey tabulations are available in supplied Excel file.

Contacts

For further queries about the conduct and reporting of the 2020 State-wide Local Government Community Satisfaction Survey, please contact JWS Research on

(03) 8685 8555 or via email:
admin@jwsresearch.com



Appendix B: Survey methodology and sampling

The 2020 results are compared with previous years, as detailed below:

- 2020, n=401 completed interviews, conducted in the period of 30th January – 22nd March.
- 2019, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2018, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2017, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2016, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2015, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2014, n=400 completed interviews, conducted in the period of 31st January – 11th March.
- 2013, n=400 completed interviews, conducted in the period of 1st February – 24th March.
- 2012, n=400 completed interviews, conducted in the period of 18th May – 30th June.

Minimum quotas of gender within age groups were applied during the fieldwork phase. Post-survey weighting was then conducted to ensure accurate representation of the age and gender profile of the Horsham Rural City Council area.

Any variation of +/-1% between individual results and net scores in this report or the detailed survey tabulations is due to rounding. In reporting, '—' denotes not mentioned and '0%' denotes mentioned by less than 1% of respondents. 'Net' scores refer to two or more response categories being combined into one category for simplicity of reporting.

This survey was conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents aged 18+ years in Horsham Rural City Council.

Survey sample matched to the demographic profile of Horsham Rural City Council as determined by the most recent ABS population estimates was purchased from an accredited supplier of publicly available phone records, including up to 60% mobile phone numbers to cater to the diversity of residents within Horsham Rural City Council, particularly younger people.

A total of n=401 completed interviews were achieved in Horsham Rural City Council. Survey fieldwork was conducted in the period of 30th January – 22nd March, 2020.

Appendix B: Analysis and reporting



All participating councils are listed in the State-wide report published on the DELWP website. In 2020, 62 of the 79 Councils throughout Victoria participated in this survey. For consistency of analysis and reporting across all projects, Local Government Victoria has aligned its presentation of data to use standard council groupings. Accordingly, the council reports for the community satisfaction survey provide analysis using these standard council groupings. Please note that councils participating across 2012-2020 vary slightly.

Council Groups

Horsham Rural City Council is classified as a Regional Centres council according to the following classification list:

- Metropolitan, Interface, Regional Centres, Large Rural & Small Rural.

Councils participating in the Regional Centres group are:

- Greater Bendigo, Greater Geelong, Horsham, Latrobe, Mildura, Wangaratta, Warrnambool and Wodonga.

Wherever appropriate, results for Horsham Rural City Council for this 2020 State-wide Local Government Community Satisfaction Survey have been compared against other participating councils in the Regional Centres group and on a state-wide basis. Please note that council groupings changed for 2015, and as such comparisons to council group results before that time can not be made within the reported charts.

Appendix B: 2012 survey revision



The survey was revised in 2012. As a result:

- The survey is now conducted as a representative random probability survey of residents aged 18 years or over in local councils, whereas previously it was conducted as a 'head of household' survey.
- As part of the change to a representative resident survey, results are now weighted post survey to the known population distribution of Horsham Rural City Council according to the most recently available Australian Bureau of Statistics population estimates, whereas the results were previously not weighted.
- The service responsibility area performance measures have changed significantly and the rating scale used to assess performance has also changed.

As such, the results of the 2012 State-wide Local Government Community Satisfaction Survey should be considered as a benchmark. Please note that comparisons should not be made with the State-wide Local Government Community Satisfaction Survey results from 2011 and prior due to the methodological and sampling changes. Comparisons in the period 2012-2020 have been made throughout this report as appropriate.

Appendix B: Core, optional and tailored questions



Core, optional and tailored questions

Over and above necessary geographic and demographic questions required to ensure sample representativeness, a base set of questions for the 2020 State-wide Local Government Community Satisfaction Survey was designated as 'Core' and therefore compulsory inclusions for all participating Councils.

These core questions comprised:

- Overall performance last 12 months (Overall performance)
- Lobbying on behalf of community (Advocacy)
- Community consultation and engagement (Consultation)
- Decisions made in the interest of the community (Making community decisions)
- Condition of sealed local roads (Sealed local roads)
- Contact in last 12 months (Contact)
- Rating of contact (Customer service)
- Overall council direction last 12 months (Council direction)

Reporting of results for these core questions can always be compared against other participating councils in the council group and against all participating councils state-wide. Alternatively, some questions in the 2020 State-wide Local Government Community Satisfaction Survey were optional. Councils also had the ability to ask tailored questions specific only to their council.



Appendix B: Analysis and reporting

Reporting

Every council that participated in the 2020 State-wide Local Government Community Satisfaction Survey receives a customised report. In addition, the State government is supplied with this State-wide summary report of the aggregate results of 'Core' and 'Optional' questions asked across all council areas surveyed, which is available at:

<http://www.delwp.vic.gov.au/local-government/strengthening-councils/council-community-satisfaction-survey>.

Tailored questions commissioned by individual councils are reported only to the commissioning council and not otherwise shared unless by express written approval of the commissioning council.



Appendix B: Glossary of terms

Core questions: Compulsory inclusion questions for all councils participating in the CSS.

CSS: 2020 Victorian Local Government Community Satisfaction Survey.

Council group: One of five classified groups, comprising: metropolitan, interface, regional centres, large rural and small rural.

Council group average: The average result for all participating councils in the council group.

Highest / lowest: The result described is the highest or lowest result across a particular demographic sub-group e.g. men, for the specific question being reported. Reference to the result for a demographic sub-group being the highest or lowest does not imply that it is significantly higher or lower, unless this is specifically mentioned.

Index score: A score calculated and represented as a score out of 100 (on a 0 to 100 scale). This score is sometimes reported as a figure in brackets next to the category being described, e.g. men 50+ (60).

Optional questions: Questions which councils had an option to include or not.

Percentages: Also referred to as ‘detailed results’, meaning the proportion of responses, expressed as a percentage.

Sample: The number of completed interviews, e.g. for a council or within a demographic sub-group.

Significantly higher / lower: The result described is significantly higher or lower than the comparison result based on a statistical significance test at the 95% confidence limit. If the result referenced is statistically higher or lower then this will be specifically mentioned, however not all significantly higher or lower results are referenced in summary reporting.

Statewide average: The average result for all participating councils in the State.

Tailored questions: Individual questions tailored by and only reported to the commissioning council.

Weighting: Weighting factors are applied to the sample for each council based on available age and gender proportions from ABS census information to ensure reported results are proportionate to the actual population of the council, rather than the achieved survey sample.

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Community Sports Infrastructure Stimulus Program

APPLICATION GUIDELINES



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MESSAGE FROM THE MINISTER FOR COMMUNITY SPORT

Coronavirus (COVID-19) has impacted Victorians right across the State and community sport has not been immune to those impacts.

However, as Victorians we can be proud that community sport provides a great opportunity for social inclusion and can strongly contribute to Victoria's economic recovery.

The Victorian Government recently announced the \$2.7 billion *Building Works* package, designed to support shovel-ready projects to get thousands of people back to work.

Through the support of this package I'm proud to launch the \$68 million *Community Sports Infrastructure Stimulus Program* which will fast-track investment into critical shovel-ready community sport and recreation infrastructure projects across Victoria by investing between \$1 million and up to \$10 million in successful projects.

Community sport and recreation makes a significant contribution to Victoria's economy and that's why the Victorian Government is fast-tracking projects from new indoor sports stadiums to new sports precincts, active recreation facilities and aquatic centres. These investments will support local economies by creating economic activity and hundreds of jobs for planners, architects, engineers, project managers, builders, carpenters, plumbers, electricians, maintenance staff, facility managers and operational personnel. Sourcing local materials will also enable many more Victorian businesses to thrive in these uncertain times.

And of course, it's not just local economies that will benefit, but community sport will benefit from thousands of new participation opportunities that will be created along with supporting home-grown talents and developing facilities to host local, regional, state and national events when it is safe to do so.

That's why we're keen to support projects that make a real difference to local communities especially initiatives that open more doors to participation for disadvantaged communities, which is what **Active Victoria** is all about. This program complements our record investment into community sports infrastructure since 2014 of over \$915 million including the *Local Sports Infrastructure Fund*, *World Game Facilities Fund* and *Community Cricket Program*.

I encourage Victorian communities to work with their Local Government Authorities and Alpine Resort Boards to submit applications for projects by Friday 19 June 2020.

I look forward to seeing new and exciting projects from the *Community Sports Infrastructure Stimulus Program* benefitting Victorians.

THE HON ROS SPENCE MP
Minister for Community Sport



COMMUNITY SPORTS INFRASTRUCTURE STIMULUS PROGRAM

1.1. Background

Coronavirus (COVID-19) has resulted in far reaching implications for the Victorian community and generating jobs and economic activity will be critical to the revival of Victoria's economy.

The \$68 million *Community Sports Infrastructure Stimulus Program* will support Victoria's economy by working with Local Government Authorities, Alpine Resort Boards and sporting organisations to fast-track shovel-ready community sport and active infrastructure projects across Victoria.

The program is part of the Victorian Government's \$2.7 billion *Building Works* package, designed to support shovel-ready projects to get thousands of people back to work.

The program is underpinned by the Department of Jobs, Precincts and Regions' priorities of ensuring the state's economy benefits all Victorians by creating more jobs for more people, building thriving places and regions and nurturing inclusive communities.

The Victorian Government is committed to supporting greater participation opportunities for all Victorians. There are significant groups of Victorians whose participation in sport and active recreation is well below the state average. Aboriginal Victorians, people with a disability, seniors, disengaged young people, culturally and linguistically diverse (CALD) communities, women and girls, LGBTI+ people and socio-economically disadvantaged all have significantly lower levels of participation.

1.2. Outcomes of the Program

The desired outcomes of the program are to:

- Provide a stimulus to local economic activity by planning, building and operating new or redeveloped significant community sport and active recreation infrastructure
- Respond to demand for new participation opportunities by considering strategic and well-planned projects that have broad community and sector support
- Improve diversity and inclusion by increasing participation by disadvantaged and under-represented groups identified in *Active Victoria*.

1.3. Organisational Eligibility

Only Local Government Authorities (LGAs) and the Alpine Resort Boards are eligible to apply for this program.

Eligible organisations are encouraged to consider a range of opportunities including partnerships that develop projects in schools and on Crown land.

Volunteer Committees of Management on Crown land should contact their respective LGA to discuss their proposed project being considered by this program.

1.4. Project Eligibility

Funding may be provided for the construction and/or upgrade of significant community sport and active recreation infrastructure that is ready to commence construction within six (6) months of executing a funding agreement with the Department of Jobs, Precincts and Regions. This may include but is not limited to:

- Multi-sports precincts that include the delivery of sports fields, sports courts and pavilions
- Regional or strategic single-sport precincts such as netball or football facilities
- New indoor multi-sport stadiums or new indoor courts
- New or redeveloped aquatic leisure centres including development of new water or dry program spaces
- New or redeveloped outdoor seasonal pools
- Active recreation spaces such as significant play spaces and shared recreation trails
- New sports fields, sports courts and surfaces that increase capacity or improve safety, including provision of sports lighting
- Pavilions including change rooms for participants that are female friendly and accessible
- Packaging of similar projects across multiple sites are permissible. For example, this may include grouping play spaces or sports lighting installations across multiple sites.
- Significant additional scope to existing projects to provide new participation opportunities. This may include new elements to a project that otherwise could not be delivered.

Along with recipients being required to commence construction within six (6) months of executing a funding agreement, projects will need to be completed within two years unless the project is of significant scale where completion within that timeframe isn't practical.

1.5. What will not be funded

- Applications submitted after the closing date will not be considered eligible and will not be assessed unless an extension has been requested and approved in writing by Sport and Recreation Victoria before the closing date
- Projects that have already been funded by the Victorian Government unless significant new and additional scope is identified
- Facilities where little or no public access is available
- Purchase of land
- Requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a funding agreement

- Buildings considered temporary or not permanent in nature or intended use
- Repair of facilities where the damage can be covered by insurance
- Equipment
- Requests for ongoing operational costs
- Routine or cyclical maintenance
- Projects that do not meet relevant sport or Australian standards.

Applications already being considered under the *2020-21 Local Sports Infrastructure Fund*, *2019-20 World Game Facilities Fund*, *2019-20 Community Cricket Program* or funded through *Local Sports Grants* are not eligible, unless the application is for additional scope not included within those projects.

Further, projects that have been supported through the *Community Sports Infrastructure Loans Scheme* are not eligible for funding.

1.6. Funding

Eligible applicants can submit up to **three (3)** applications.

Applications for funding from this program must be between **\$1 million** and **\$10 million**.

A 10 percent minimum local financial contribution of the funding amount sought is required to be committed and confirmed by LGAs or Alpine Resort Boards, for each application submitted. For example, a grant request of **\$1 million** should be matched with a contribution of at least **\$100,000**.

Contributions should be commensurate with the applicant's financial capacity and support for the project. Applicants cannot utilise other State Government funding as part of the minimum financial contribution. Local contributions may include funding from LGAs or other organisations such as clubs and the Federal Government.




Projects with a mix of funding, including confirmed and appropriate financial contributions will be highly regarded.

In-kind contributions will not be considered in determining the total project cost.

Applications may seek project management and non-construction expenses of up to 7.5 percent of the total project cost (exclusive of GST) or a maximum amount of \$500,000, whichever is lower. For example, a project with a \$6 million total project cost may include up to \$450,000 in the request towards project management and non-construction expenses.

The department reserves the right to negotiate a lower than requested funding amount for submitted applications.

1.7. Timelines

APPLICATIONS OPEN	APPLICATIONS CLOSE	OUTCOMES ADVISED	FUNDING AGREEMENTS EXECUTED FOR SUCCESSFUL PROJECTS
28 May 2020	19 June 2020	Late July 2020	July 2020 onwards
			

1.8. Application process

Eligible applicants must submit an application and supporting documents via the Sport and Recreation Victoria website for each individual application.

<https://sport.vic.gov.au/grants-and-funding/our-grants/community-sports-infrastructure-stimulus-program>

Applications must be submitted by **11.59pm, Friday 19 June 2020**.

Applications submitted after the closing date will not be considered eligible and will not be assessed unless an extension has been requested and approved in writing by Sport and Recreation Victoria before the closing date.

Applicants are required to liaise with their local Sport and Recreation Victoria representative to discuss their project idea/s prior to submission. Further questions on this program can also be directed to communityinfrastructure@sport.vic.gov.au



1.9. Assessment Criteria

CRITERIA	DESCRIPTION
The project provides suitable local economic stimulus benefits	<p>How will the project support a post-coronavirus (COVID-19) recovery in your municipality or region including providing significant new economic activity, which includes:</p> <ul style="list-style-type: none"> • job creation during construction and operation • supply chain opportunities including materials and maintenance • other economic benefits such as hosting future events that provide a visitor economy benefit
The application demonstrates strong sport and active recreation participation outcomes	<p>Describe the sport and active recreation participation issues the project addresses and the outcomes that will result from the project.</p> <p>Evidence of need and these benefits can be demonstrated through supporting documentation (eg feasibility studies, Schedule of Use or similar, letters of support)</p>
The application demonstrates strong sport and active recreation participation outcomes for disadvantaged and under-represented communities and cohorts	<p>Describe the new sport and active recreation opportunities and initiatives that improve inclusion and diversity by disadvantaged and under-represented communities and cohorts, including Aboriginal Victorians, people with a disability, seniors, disengaged young people, culturally and linguistically diverse communities, women and girls, LGBTIQ people and socio-economically disadvantaged communities.</p> <p>Evidence of these benefits can also be demonstrated through supporting documentation (eg Schedule of Use or similar, letters of support)</p>
The project scope is clear and is well designed and informed by Universal Design principles and Environmentally Sustainable Design considerations	<p>Provide a clear scope of works proposed to be completed as part of this project</p> <p>Outline how Universal Design principles will be implemented in project planning and how Environmentally Sustainable Design considerations are reflected in the project budget</p>
The application demonstrates the project is ready to commence construction within six (6) months	<p>Outline the planning undertaken so far to demonstrate project readiness and the steps you will take to begin the project within six (6) months, including how the project will move to the construction phase. This should be supported by a Project Management Framework, CEO letter or council resolution confirming support for the project. Projects with a council resolution will be prioritised</p>
The project is supported by local stakeholders and key organisations that will benefit from the project	<p>Describe the previous community and stakeholder consultation undertaken for the project. Provide evidence of support through consultation reports, and current/previous letters of support from stakeholders such as tenant clubs and local stakeholders.</p> <p>Note: letters of support from State Sporting Associations are not required</p>

Applications **must** be supported by the Mandatory Documents in Appendix 1.

Priority will be given to projects that:

- Will result in significant new economic benefits in the form of local economic activity and job creation through construction, operation and supply chain benefits. Applications prioritising local contractors which benefit the immediate economy will be prioritised.
- Provide evidence of the ability to commence construction within six (6) months of executing a funding agreement through the provision of mandatory documentation such as schematic plans and current cost plans (not more than 12 months old)
- Support communities with high levels of socio-economic disadvantage and communities that may be unable to generate funds required for large community infrastructure projects.
- Have experienced natural disasters (such as bushfires), and communities experiencing strong population growth.
- Include a mix of other confirmed funding contributions from project beneficiaries.

1.10. Resources and Additional Information

Additional guidelines, tools and resources can be found on the Sport and Recreation Victoria website to support your Application.

<https://sport.vic.gov.au/grants-and-funding/our-grants/community-sports-infrastructure-stimulus-program>

2.

CONDITIONS THAT APPLY TO APPLICATIONS AND FUNDING

2.1. Funding Agreements

Successful funding applicants must enter into a Funding Agreement with the Department of Jobs, Precinct and Regions within one (1) month of receiving a funding agreement for a successful project, or the funding offer may be withdrawn.

The Minister for Community Sport reserves the right to withdraw funds for projects that do not commence within six (6) months of execution of a funding agreement without recipients demonstrating due cause.

Funds must be spent on the project as described in the application and outlined in the Funding Agreement unless changes are agreed in writing through a formal variation.

Variations to the project will need to be agreed to with Sport and Recreation Victoria. Some scope changes may require the approval of the Minister for Community Sport.

LGAs and Alpine Resort Boards must inform the participating organisations where applicable, of all funding arrangements and obligations regarding the grant.

The Local Jobs First policy will apply to projects where the value of the grant is above the threshold values of:

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

Important details on this policy can be found at **Appendix 2**.

Local Jobs First requirements will be built into all funding agreements where these thresholds apply.

Tenders for stimulus projects will be required to advertise for additional workers through the *Working for Victoria* platform in the first instance.

Facility tenant clubs are expected to adhere to the Fair Play Code (or related state sporting association Code of Conduct). Evidence of this adherence will be required as a funding agreement milestone.

The department reserves the right to add milestones or requirements to funding agreements that obligate the recipient to meet as a result of funding provided through this program. This may include, but not be limited to recognition, signage, participation in campaigns or activities consistent with State Government objectives or policies as outlined in *Active Victoria*.

Depending on the project this may include:

- Facility Management and Governance Plans
- Adherence to Healthy Choices Guidelines
- Demonstration of policies, practices and programs that support gender equality.

2.2. Acknowledging the Victorian Government's support and promoting success

Successful applicants will need to adhere to the *Sport and Recreation Victoria Infrastructure Grants Acknowledgement and Publicity Guidelines*.

APPENDIX 1

Mandatory Documents

MANDATORY DOCUMENTS INCLUDE:

Quantity survey, tender price or independent qualified expert report (not more than 12 months old)

Site specific schematic plans and aerial map showing the location of the project developed with stakeholder input including clear measurements (not applicable for modular construction projects). *Note: Concept plans, hand drawn plans, generic plans or plans from previous projects will not be accepted*

Evidence confirming any additional funding required to complete the project. Where funding from a club is indicated current bank statements demonstrating financial capacity for the contribution must be provided alongside a letter from an authorised officer of the club/organisation committing to a specific funding amount

Evidence of community engagement process and outcomes, including broader community and user groups

Letter from CEO or council resolution confirming that the project will be ready to proceed to construction within six (6) months of approval and that applicant funding is available to deliver the project. **Projects with a council resolution will be prioritised**

Project Management Framework or other detailed project plan with timelines demonstrating how the project can move from schematic designs to construction within six (6) months

Where relevant

Detailed area schedule for prefabricated/modular construction projects only

Lighting plans (including lux charts that are site specific for projects incorporating lighting)

Evidence of landowner consent consultation and support for non-LGA land such as Crown Land

A legally binding land-use agreement is required for any projects located on private land

For projects on school land, a minimum of a completed Joint Use Proposal to enter into a *Community Joint Use Agreement* is required with letters from both regional and central offices of Department of Education and Training

DESIRABLE

Business or feasibility planning documents (as a way of demonstrating need)

Schedule of Use or similar document demonstrating how participation will increase for specific clubs/groups

Environmentally Sustainable Design reports

Letters of support from local organisations that indicate the project scope, funding contribution and how the group either supports or benefits from the project. **Note: letters of support from State Sporting Associations are not required**

Soil testing/Geotechnical reports where relevant

Technical and/or Access Audits (where these have been completed)

Evidence that the Aboriginal Heritage Planning Tool has been completed (where this is applicable)

APPENDIX 2

Local Jobs First Policy

1. Overview

- (a) 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.
- (b) The LJF Policy comprises the Victorian Industry Participation Policy (**VIPP**) and the Major Projects Skills Guarantee (**MPSG**).
 - i. VIPP seeks to ensure that small and medium-sized business are given full and fair opportunity to compete for government contracts.
 - ii. MSPG is a policy that provides job opportunities for apprentices, trainees and cadets on high value construction projects.
- (c) Local Jobs First applicable projects include but are not limited to:
 - i. purchase of goods and/or services, regardless of the method of procurement (including individual project tenders, State Purchase Contracts, supplier panels);
 - ii. construction projects (incorporating design and construction phases and all related elements), including individual projects, Public Private Partnerships, Alliance Contracts, Market Led Proposals, supplier panels and auctions; and
 - iii. grant and loan projects, including grant agreements or loan arrangements to private, non-government and local government organisations for a single or group of projects.
- (d) The LJF Policy applies to grant projects where the value of the grant is above the threshold values of:
 - i. \$3 million or more in metropolitan Melbourne, and
 - ii. \$1 million or more in regional Victoria, or

For further information, grant applicants should refer to the LJF Policy and Guidelines which can be found at www.localjobsfirst.vic.gov.au.

2. Definitions

Agency means Sport and Recreation Victoria within the Department of Jobs, Precincts and Regions.

Contestable Items means goods or services in a procurement process where there are competitive international and local suppliers. 'Competitive' means the suppliers are able to offer comparable goods or services that meet the specifications provided in this [Request for Grant Proposal / Grant Application]. Contestable items can be goods or services at any stage of a project, including maintenance.

Department has the meaning given in s 3(1) the *Local Jobs First Act 2003*.

Funding Agreement means the funding grant contract entered into between the Agency and the Grantee.

Guidelines means the Local Jobs First Supplier Guidelines, available at www.localjobsfirst.vic.gov.au.

ICN means Industry Capability Network (Victoria) Limited of Level 11, 10 Queens Road, Melbourne VIC 3004 ACN 007 058 120.

3. Consultation with Industry Capability Network (ICN) Victoria

- (a) To increase opportunities for local businesses within their project, successful grant recipients (Grantees) are required to consult with ICN regarding opportunities for local businesses, particularly with regard to Contestable Items. This is to better target the application of LJF towards areas of contestable procurement.
- (b) Successful Grantees are required to consult with ICN after the Grant Funding Agreement has been executed. Payment of monies under the Grant Funding Agreement may be based upon Grantees' compliance with the consultation requirement.
- (c) The consultation requirement involves the following steps:
 - i. The Agency will advise the Grantee that they must submit an Interaction Reference Number Form (IRN Form).
 - ii. Grantees must register with ICN online at www.icnvic.org.au/ljf and go through the IRN Form submission process. The IRN Form requires Grantees to provide an indication of the nature of the grant activities to be undertaken or project being designed, and the likely services or the activity to be required.

- iii. ICN will review the Grantee's IRN Form and contact the Grantee to discuss opportunities for local industry.
- iv. Grantees must negotiate with ICN to determine how opportunities for local businesses or Contestable Items will be provided for in the project. This may involve ICN contributing to or reviewing draft designs or participating in particular project meetings.
- v. Consultation with ICN can take between 30 minutes and a few hours, depending upon the nature of the Contestable Items in the procurement activity.
- vi. Once consultation is complete, ICN will issue the Grantee with an Interaction Reference Number (IRN) and a reference letter. The reference letter will set out any agreements reached between ICN and the Grantee during consultation.
- vii. The Grantee must submit their IRN to the Agency's representative within 20 business days of the Grant Funding Agreement being executed to demonstrate to the Agency that they have consulted with ICN, and that ICN is satisfied local industry will be considered in the design of the project.



These guidelines are subject to changes at the discretion of the Minister for Community Sport.

Authorised by the Victorian Government
Department of Jobs, Precincts and Regions
1 Spring Street Melbourne Victoria 3000
Telephone (03) 9651 9999

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Available at Sport and Recreation Victoria's website sport.vic.gov.au



ASSEMBLY OF COUNCILLORS REGISTER**COUNCIL BRIEFING MEETING VIA ZOOM (VIDEO CONFERENCING)
TUESDAY 9 JUNE 2020 AT 5.05PM**

PRESENT: Cr MA Radford, Mayor; Cr P Clarke, Cr A Gulvin, Cr L Power, Cr J Robinson; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; John Martin, Director Infrastructure; Kevin O'Brien, Director Communities and Place; Heather Proctor, Finance Manager (item 3.1 only); Zac Gorman, Management Accountant (item 3.1 only); Mandy Kirsopp, Co-ordinator Recreation and Open Space (item 4.1 only); Nick Carey, Acting Co-ordinator Statutory Planning and Building Services (item 4.2 only)

APOLOGIES: Cr DA Grimble, Cr J Koenig

1. WELCOME AND INTRODUCTION

Cr Radford welcomed everyone.

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 79, LOCAL GOVERNMENT ACT, 1989 (AS AMENDED)

Cr Clarke advised conflict of interest regarding item 4.2.

3. PRESENTATION

3.1 Finance and Performance Committee

Discussed

4. COUNCIL MEETING REPORTS FOR DISCUSSION

4.1 Sunnyside Park Masterplan

Discussed

4.2 Planning Permit McLean Drive, Horsham Rural City Council

Cr Clarke left the meeting for this item

Discussed

Cr Clarke returned to the meeting

4.3 Council Plan

Discussed

4.4 Dogs in Botanical Gardens

Discussed

5. FOR INFORMATION ONLY

5.1 City to River Stage Implementation

Discussed

5.2 2020 Local Government Elections – Electoral Service Agreement

Discussed

5.3 Distribution of Funds from Natimuk Land Sale

Discussed

6. GENERAL DISCUSSION

Meeting closed 7.05pm

ASSEMBLY OF COUNCILLORS REGISTER**COUNCIL BRIEFING MEETING VIA ZOOM (VIDEO CONFERENCING)
MONDAY 15 JUNE 2020 AT 5.00PM**

PRESENT: Cr MA Radford, Mayor; Cr P Clarke, Cr DA Grimble, Cr A Gulvin, Cr J Koenig, Cr L Power, Cr J Robinson; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services (from 5.40pm); John Martin, Director Infrastructure (from 5.30pm – 6.15pm); Kevin O'Brien, Director Communities and Place (from 5.30pm); Kerrie Bell, Manager Governance and Information (from 5.30pm – 6.15pm)

APOLOGIES: Nil

1. WELCOME AND INTRODUCTION

Cr Radford welcomed everyone.

2. DISCLOSURE OF CONFLICT OF INTEREST SEC 79, LOCAL GOVERNMENT ACT, 1989 (AS AMENDED)

Nil

3. CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

Councillors and Chief Executive Officer only in attendance for this item.

CEO Performance Review Report presentation by Amanda Stevens, Fisher Leadership.

4. COMMUNITY SATISFACTION SURVEY RESULTS

Presentation by Mark Zuker from JWS Research.

5. DISCUSSION

- YMCA pool opening times
- State Government possible funding for a major regional project
- Natimuk Lake
- Overland train

Meeting closed 7.30pm