

# AGENDA

MEETING OF THE  
**HORSHAM RURAL CITY COUNCIL**

To be held on

**27 July 2020**

at 5.30pm

**This meeting will be held online and livestreamed  
on the Horsham Rural City Council website**

**[www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)**



**Horsham Rural City  
Council** urban rural balance

**COUNCILLORS are respectfully requested to attend the Council Meeting of the Horsham Rural City Council on 27 July 2020 at 5.30pm to be held online and livestreamed at [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)**

## **Order of Business**

### **PRESENT**

### **ALSO IN ATTENDANCE**

#### **1. PRAYER**

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

#### **2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT**

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

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

#### **3. OPENING AND WELCOME**

Welcome to Councillors, staff, members of the public and the media. The Council meeting will be recorded to maintain an audio archive, which will be available on the Horsham Rural City Council website as soon as possible.

Please note that this meeting is being streamed live on the internet.

This meeting is being held online and Councillors are attending via electronic means. As this meeting is being held online, there will be no-one present in the public gallery. The meeting will be conducted in accordance with Council's existing Local Law No 1 Governance (2016) Meeting Procedure, noting that, as indicated, in some parts of the agenda, procedures have been slightly modified to ensure the meeting remains compliant but can run effectively in the online environment.

Disclosure of conflicts of interest and rules relating to conflicts of interest remain. Councillors will be removed from the proceedings where required using the available technology.

Voting in relation to motions for decision will be taken by show of hands. If a division is requested, the Mayor will call for a show of hands by those Councillors voting for the motion, and then those Councillors opposed to the motion.

Where Council experiences technical difficulties and there is a disconnection in Council's livestreaming of the meeting, the meeting will be adjourned. If the livestream connection is working within 30 minutes, the meeting will recommence. If the livestream is not available for a period of longer than 30 minutes, the meeting will be postponed to another time and date.

Councillors participating in this meeting by electronic means will be taken to be present and part of the quorum for the meeting, provided that they can hear proceedings, they can see and be seen by other members in attendance, and they are able to speak and be heard by those in attendance. The audio-visual link with each Councillor will be monitored and any disconnection immediately identified for both quorum and participation purposes. If the disconnection is longer than five minutes, the Councillor will be identified as absent from the meeting and will not be counted for quorum purposes. This absence will be reflected in the minutes. If the number of Councillors connected to the livestream falls below the minimum required for the quorum, the meeting will be suspended. If the quorum is not achieved within 30 minutes of the suspension, the meeting will be posted to another time and date.

#### **4. APOLOGIES**

#### **5. LEAVE OF ABSENCE REQUESTS**

#### **6. CONFIRMATION OF MINUTES**

##### **Recommendation**

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held online and livestreamed at 5.30pm on 22 June 2020 be adopted.

## 7. CONFLICTS OF INTEREST

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

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

(a) by either –

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

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

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

(c) describing the nature of the interest; and

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

### Members of Staff

Under Section 80C of the *Local Government Act 1989*, officers or people engaged under contract to the Council providing a report or advice to Council must disclose any conflicts of interests in the matter, including the type of interest.

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*Section 89(2)(h) any other matter which the Council or special committee considers would prejudice the Council or any person*

**CLOSE**



SUNIL BHALLA  
Chief Executive Officer

## 9. OFFICERS REPORTS

### 9.1 BUDGET 2020-2021

<b>Author's Name:</b>	Graeme Harrison	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Director Corporate Services	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Corporate Services	<b>File Number:</b>	F18/A10/000001

#### Officer Direct or indirect Conflict of Interest

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

Yes  No

Reason: Nil

#### Status

Information classified confidential in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

Reason Nil

#### Appendix

Submissions Received (**Appendix “9.1A”**)

Horsham Rural City Council – Budget 2020-2021 (**Appendix “9.1B”**)

#### Purpose

To adopt the Horsham Rural City Council Budget 2020-2021 and Strategic Resource Plan 2020-2021 to 2023-2024.

#### Summary

- Budget has been prepared using the model budget format
- Budget has been out for community submissions in accordance with Section 223 of the Local Government Act 1989 for 5 weeks (36 days) from 2 June to 7 July.
- Twelve submissions were received through the mail and via the on-line form. There was a letter received prior to the formal process that has also been included.
- In addition to the formal submissions feedback and comments were received at a range of budget engagement sessions, through a survey and via an on-line forum.
- There are some changes to revenue that will not be adjusted in the budget document but will be picked up when reforecasting in the new financial year
- The budget is balanced on a cash basis and ready to be adopted

## Recommendation

That Council:

1. Receive and note the submissions to the draft budget attached as **Appendix "9.1A"**.
2. Note the following changes to the draft budget in response to the submissions:
  - i. \$5k to engage a motivational speaker for a workshop with Horsham community groups.
  - ii. \$20k is included in Covid-19 support package for Business Horsham.
  - iii. \$70k to improve existing River Crossing across River at Walmer.
  - iv. \$10k to extend Old Hamilton Road Cycle Track.
3. Adopt Horsham Rural City Council Budget 2020-2021 as attached in **Appendix "9.1B"**, pursuant to Section 130 (1) of the Local Government Act (1989) and that Council give public notice of this decision to adopt such Budget, in accordance with Section 130 (2) of the Local Government Act 1989.
4. Adopt the Horsham Rural City Council Strategic Resource Plan 2020-2021 to 2023-2024 as depicted in section 3 "Financial Statements" of the attached budget document **Appendix "9.1B"**.
5. Adopt the Horsham Rural City Council Rates and charges as depicted in section 4 of the attached budget document **Appendix "9.1B"**.



## REPORT

### Background

Council has prepared a budget and related strategic resource plan, which were on public exhibition from 2 June to 7 July (36 days), in accordance with Section 223 of the Local Government Act, which requires a 28 day consultation period. These documents have been available for review at the Civic Centre Horsham, and on Council's website.

The draft budget document **Appendix "9.1B"**, is in an easy to read format made up of the following three sections:

- i. **Mayors Introduction and Executive Summary (Pages 3 to 12)**  
This provides a very high level "snapshot" view of the budget and is intended to be readable by members of the community that do not have any financial background. If only this section is read it will give the reader an understanding of the key elements and issues within the budget.
- ii. **Budget Reports (Pages 13 to 65)**  
This section includes all statutory disclosures of information and detailed budget numbers. It includes:
  - Explanation of the linkages with the Council Plan
  - Service summaries and indicators for councils 40 service groups and 92 separate services including comparison's with last year's figures
  - Service performance outcome indicators
  - Financial statements (including the 4 year Strategic Resource Plan), grants, borrowings, capital work and rates information.
  - Notes to further expand on individual lines within the financial statements
  - Financial performance indicators
- iii. **Appendices (Pages 66 to 108)**  
This section provides additional supporting information on community grants, operational initiatives, fees and charges and a document highlighting key capital works.

Whilst the budget document presents Councils budget on an accrual basis, the goal is to bring to balance the budget on a cash basis. This means considering the operating cash revenues and expenditures as well as the capital cash revenues and expenditure. On a cash basis the budget has been balanced.

The budget process for 2020-2021 has been a very long and drawn out process that has essentially extended by a further 3 months due to the impacts of the Covid-19 Pandemic. It is a year of unprecedented uncertainty for both Council and the community and as such the budget has been framed in a way that is fiscally responsible, understanding of the role that council plays in the local economic situation, but also attempts to support the parts of the community that have been impacted most by the current crisis.

### Discussion

The Mayors introduction and Executive summary sections provide some key highlights from this year's budget, the following provides a summary of these:

## I. Covid-19 Response and Support

It is important to acknowledge, that whilst the COVID-19 Pandemic is impacting upon the entire community, it is not impacting evenly across all sectors and also all within each of the sectors. As a result, any response that Council may implement, needs to acknowledge these differences and be tailored accordingly.

In summary the impact of COVID-19 is as follows:

- There are losses in general revenues and revenues from services impacted of \$1.249 million.
- Council is providing support to businesses and the community through reduced parking fees, health permit fees, rent relief, interest relief, a financial hardship co-ordinator role and a business and community assistance program. These measures total \$1.147 million.
- In order to balance this, salaries and wages have been cut \$0.618 million by redeploying impacted staff to vacant positions within the organisation and cutting the use of casuals.
- Non-salary costs have been reduced by \$1.778 million from both services that have been closed or reduced through the direct and indirect impact of COVID-19, and also by reductions in capital and initiative programs.

The following table summarises these adjustments:

	Reductions in Revenue	Support and Assistance to Business & Community	Salaries & Wages (Budget Reductions)	Non-Salaries (Budget Reductions)	Net Impact on the Budget
<b>Service Impacts:</b>					
Directly Impacted Services	766,300		-533,640	-833,384	-600,724
Indirectly Impacted services	214,669		-85,000	-243,039	-113,370
<b>Reductions in the Capital program</b>				-512,000	-512,000
<b>Reductions in Operational Initiatives</b>				-190,000	-190,000
<b>Business &amp; Community Support:</b>					
Health & Street trading permits		66,320			66,320
Parking Fees Reduced		195,000			195,000
Commercial Rent Relief		249,400			249,400
Community Rent Relief		101,852			101,852
Business & Community Assistance Program		484,916			484,916
Financial Hardship Co-ordinator		50,115			50,115
<b>General Revenue:</b>					
Reduced Supplementary Rate Income	48,492				48,492
Lost Interest Earned	120,000				120,000
Increased Provision for Bad Debts	100,000				100,000
	1,249,461	1,147,602	-618,640	-1,778,423	
<b>Overall Impact</b>	<b>2,397,063</b>		<b>-2,397,063</b>		<b>0</b>

Detailed information around the Business & Community Assistance program will be provided through a separate report to Council and publicly through information on council's website.

## II. Rates

Rates have been increased by the 2% Ministerial Rate Cap. A separate independent process was run in 2018-2019 to review the Rating Strategy and establish a separate Rating Policy, this resulted in a clear policy position to review the differentials if any sectors values increase or decrease by more than 3.5% above the general valuations (residential valuations).

The movement in values following the 2020 General Revaluation, has not triggered a requirement to review any differentials under this adopted policy. Council also resolved to include in the rating strategy the following statement: *“that Council acknowledges that farms continue to carry an excessive rate burden and recommended that this be reduced at every general revaluation so as to achieve a more fair and equitable distribution of the rate burden, and further that the current rating system is broken”*. This statement conflicts with the policy.

Based on the adopted policy differentials will remain at 67% for the Farm sector and 95% for the Commercial and Industrial sectors.

## III. Capital projects

Appendix D in the Draft Budget 2020-2021 summarises the following highlights from the Capital Works Program:  
Council Plan Goal 1 – Community and Cultural Development

- \$0.070 million - Town Hall Air Conditioning Works
- \$0.029 million - Town Hall Fly Lines
- \$0.545 million - Wesley PACC Refurbishment
- \$0.164 million - Skate Park Public Convenience Upgrade

Council Plan Goal 2 – Sustaining the Economy and Environment

- \$0.211 million - Aerodrome Airside Safety Works

Council Plan Goal 3 – Asset Management

- \$2.627 million - Renewal of Plant and Equipment
- \$0.120 million - Fleet GPS
- \$0.109 million - Rural Tennis Court Refurbishment Stage 1
- \$0.100 million - Wimmera River Pedestrian Bridge (Hamilton Street) Detailed Design/Scoping
- \$1.876 million - Urban Roads Reconstruction
- \$3.845 million - Rural Roads Reconstruction
- \$0.184 million - Rural Bridges Reconstruction
- \$0.429 million - Footpaths and Cycle-ways
- \$1.448 million - City to River Stage 1 implementation

Council Plan Goal 5 – Natural and Built Environments

- \$3.255 million - Waste Management
- \$0.055 million - Community Halls Solar Roofing
- \$0.109 million - Sustainability Projects – Energy Saving Measures

## IV. Initiative projects

This year there are a significant number of operational initiatives that are funded from one-off external sources that are outside of Council’s usual initiative program, \$8.164 million. Council’s usual initiative program has been cut this year but still totals \$2.113 million, of which, \$0.325 million comes from General Revenue and \$0.484 million specifically from the 2020-21 2% rate rise which has been tagged for support to businesses and the community in response to COVID-19. Some highlights are as follows –

Items funded from general revenues (rates):

- \$0.484 million for a business and community assistance program re COVID-19
- \$0.100 million for planning work for an alternative truck route
- \$0.105 million for a range of land use planning projects, Horsham City Urban renewal key development site plans and Horsham South Structure plan stage 2.

Initiative items that have largely been funded from reserves:

- \$0.050 million for implementation of the zero carbon plan
- \$0.100 million for Business Efficiency improvements
- \$0.120 million for implementation of property strategy
- \$0.491 million for Selkirk Road Depot decontamination works.

There are some large one-off/abnormal items that have all been funded externally:

- \$1.250 million from the State Government – Working for Victoria initiative providing resources to critical services as a stimulus measure in response to COVID-19.
- \$3.500 million for the final stage of the Grampians Peaks Trail.
- \$3.414 million in initiatives for the Rural Councils Corporate Collaboration (RCCC) project which has been funded by the state government, \$5 million over three years, to create a common shared service finance, payroll and procurement system across six Councils in the region in order to help facilitate the sharing of services into the future.

#### **V. New ongoing allocations**

There are three ongoing budget allocations that have had increases that are not just one-off initiatives:

- Extra funds of \$0.122 million have been allocated to Community Facilities Building Maintenance to increase the ongoing maintenance of Council's community buildings.
- Building insurance recharges to community facilities will no longer be made saving community groups \$0.035 million (issue re how contents insurances will be managed for community halls still to be investigated further).
- Extra water allocation has been allowed for Green Lake - \$0.030 million.

#### **VI. Cost savings**

There have been a number of cost saving measures that require highlighting:

- The four Director structure has been reduced to a three Director structure.
- A new printing and copier system has been implemented reducing the number of devices, lease costs and paper usage.
- A new contract has been entered into for the supply of fuel.
- Supply agreements for a range of other products are leading to costs savings in a range of services.
- Solar panels have been installed on a range of municipal buildings to reduce energy usage and costs.

#### **VII. Cost increases**

Generally, a hard approach has been taken to keep cost increases to just 1% of the previous year's budget, thereby generating a real savings of around 1.2% (CPI is 2.2%). However, as well as the COVID-19 impacts, Council has had some abnormal cost increases as follows:

- Insurances have risen by \$0.081 million or 18%
- Changes to the Wimmera Library Corporation services have resulted in an increase to Council costs of \$0.030 million and a reduction in the recoup for administrative services \$0.010 million
- Software licensing and support costs have risen by \$0.077 million or 22% as new software solutions have been introduced and software services have moved to a subscription based approach

- Extra contractor payments have been budgeted for the Council elections - \$0.146 million
- Kerbside recycling costs have risen by \$0.104 million or 12%
- Gas costs have increased by \$0.032 million or 21%
- Environmental Protection Authority charges have increased, \$0.100 million.

### **Financial Implications**

All matters under discussion impact on the 2020-2021 Council Budget and four-year Strategic Resource Plan.

Subsequent to the development of the Draft Budget there have been some items relating to revenue where the exact amounts have become more clearly known. None of these items are considered material to council's overall \$58.7 million budget and will be factored in to a revised forecast early in the 2020-2021 financial year. The items are summarised as follows:

- Grants Commission paid 50% of the General purpose allocation in advance prior to 30 June 2020.
- The final Valuations for properties have now been finalised and there has been no change from the draft budget. So there are no changes to the rates in the dollar on any property sector.
- The Federal Government has announced a Grant of \$1.428 million to council for Local Roads and Community Infrastructure Program, this is additional funding that was not included in the draft budget.

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

The budget has been prepared having reference to delivering the draft Council Plan 2019-2023. Preparation of the budget is a statutory requirement.

### **Consultation/Communication**

During the community consultation period from 2 June to 7 July, Council received 12 submissions in total, and 3 of the submitters were heard by Council at a Briefing Meeting on 9 July. Council discussed, at a briefing session on 13 July 2020 and 20 July 2020, the submissions received and issues arising from them and the community engagement that was undertaken.

The length of the engagement this year with Council has been longer due to Covid-19 and the budget has been considered at 12 Briefings with Council including the hearing of submissions (last year there were 5 briefings). This year 12 submissions were received (last year 2 submissions) and 3 submitters presented to council (last year no presentations to council).

As per the resolution of Council on 22 June 2020, that Council receive and note the 2020 Horsham Rural City Council Community Satisfaction Survey results and that Council consider the satisfaction report in line with the draft budget. The Community Satisfaction survey was considered in-line with the budget at the Council Briefing meeting on the 20 July 2020, no proposed changes were identified.

All submissions are provided in **Appendix "9.1A"** together with Council's responses to those submissions. Letters will be written to submitters detailing council's responses following the adoption of Council's budget.

The following specific items will be actioned in response to the submission process:

1. \$5k to engage a speaker for a motivational workshop to Horsham community groups.
2. \$20k is included in Covid-19 support package for Business Horsham.
3. \$70k to improve existing River Crossing across River at Walmer.
4. \$10k to extend Old Hamilton Road Cycle Track.

Budget Engagement activities were influenced by Covid-19 restrictions but included the following:

- Website information
- Online submission forms (7 received)
- Other written submissions (5 received plus 1 prior to budget process)
- A Community Forum page for comments and interactions (Only 1 interaction)
- An info graphic was produced on Council spending by service area
- Online survey and related commentary (14 responses received)
- Budget interactive online Q&A session (21 questions received, 28 joined the session via Zoom and 1,292 via Facebook, 10 replayed the video on Facebook)
- Budget Pop-up Shop over a 3 day period (16 people called in)
- Information boards in shop front and at the Civic Centre
- Radio - Adverts on daily rotation for the draft budget period excluding the first week (29 Days).
- Newspaper - Weekly display adverts in The Weekly Advertiser and Horsham Times for the duration.
- Email newsletter - One email newsletter with the draft budget as its feature news item, sent to approximately 4,000 residents
- Social media - Facebook – 16 posts promoting the engagement process, 2,446 engaged users & 705 clicks to linked content.
- Press releases – Draft Budget Adopted, Community Grants, Covid-19 Support Package, Q&A Promotion and Popup shop promotion.

The on-line survey asked the respondents the following:

*Council delivers over 80 individual services to the community that can be grouped together into 12 general groupings. For every \$100 that council spends on services about \$50 comes from rates with the rest from grants and other sources. The dollar figures listed below show the relative expenditure on each of these groups for every \$100 that council spends. Can you please rate the importance of these service groupings to the community.*

There were only 16 respondents which is not statistically significant but the following are the average results ranked from highest to lowest importance:

Service Group	Ave Score
Rural - Roads, paths and bridges	4.5
Recreation & Community Facilities	4.1
Urban- Roads, paths and bridges	3.9
Economic Development and Tourism	3.9
Aged & Disability Services	3.9
Families, Youth & Children Services	3.6
Enterprise and business units	3.4
Waste, Recycling & Environmental Services	3.3
Community Safety and Animal Management	2.8
Building Regulation & Strategic Land Use Planning	2.8
Arts & Culture	2.6
Council governance and operations	2.0

From all of the engagement activities there were 58 separate comments captured. These have been classified broadly in to the topics of conversation and whether a question was being asked, a suggestion being made or whether it was a general comment that was either, negative positive or neutral.

The total numbers are greater than 58 as many respondents raised issues across multiple areas. 86 comments were made across 23 different topics, 34 came from the formal submission process.

Topics			General Comments			Total	From Submissions
	Question	Suggestion	Positive	Neutral	Negative		
Covid-19 Support & Issues	5		1	6	4	16	3
Rates	2			4	8	14	5
Wimmera River Pedestrian Bridge		1	3		2	6	4
City to River Generally	1	1	2	1	1	6	1
Capital Works Generally	2	3		1		6	2
Water Play Park			1	2	2	5	2
Parking	3		1		1	5	3
Tourism & Visitors Info Centre					5	5	2
General Issues	3			1		4	2
Performing Arts	1	1	1			3	1
Rail Services		2				2	1
Community Vision / Planning		2				2	2
Community Engagement					2	2	
Alt Truck Route		1				1	1
Zero Carbon Plan		1				1	1
Parks & Gardens					1	1	1
Community Grants	1					1	1
Depot Decontamination	1					1	1
HACC Services		1				1	1
Roads & Footpaths	1					1	
Rural Service Delivery					1	1	
River Generally		1				1	
Waste	1					1	
All	21	14	9	15	27	86	34

## Risk Implications

Sound financial management is cornerstone for Council sustainability. A comprehensive budget process that integrates with Councils other planning activities reduces the risk of financial miss-management.

### **Environmental Implications**

The budget touches all aspects of council's operations which in turn impact the environment in a range of ways.

### **Human Rights Implications**

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

### **Conclusion**

The budget has been developed through a sound process of consultation, is balanced on a cash basis, has provided significant support across the community in relation to the Covid-19 Pandemic. Rates have increased at the Ministerial Rate Cap level of 2% and Council has continued to deliver on the 92 services, although some have been temporarily impacted by the Covid-19 Pandemic.



## 9.2 2020-2024 COUNCIL PLAN REVIEW

<b>Author's Name:</b>	Sue Frankham	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Governance Officer	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Information Management	<b>File Number:</b>	F19/A11/000001

### Officer Direct or indirect Conflict of Interest

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

Yes  No

Reason: Nil

### Status

Information classified confidential in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

Reason: Nil

## Appendix

2020-2024 Council Plan (Appendix “9.2A”)

### Purpose

To adopt amendments to the Council Plan 2020-2024 to incorporate the updated Strategic Resource Plan numbers as included in the 2020-2021 Draft Budget.

### Summary

- Section 125 of the *Local Government Act 1989* requires Council to prepare a Council Plan that sets out the strategic objectives of council for at least the next 4 years
- Section 125 (7) requires that council should at least once in each financial year consider whether the Council Plan requires any adjustment.
- Actions in the Council Plan are now being reviewed and reported quarterly to Council and the Community in the Quarterly Performance Report.
- Given that the current Council term has only 3 months to go, until the election period, post 1 July 2020 the only changes that are proposed to the Council plan are to update the Strategic Resource Plan to align it with that in the 2020-2021 Draft Budget and other minor amendments.
- The Strategic Resource Plan is required to be included in the Council Plan in accordance with Section 125 (2) (d) and must contain financial statements for at least the next 4 years in accordance with Section 126 (2).
- As there are no changes to the strategic objectives, strategies or strategic indicators of the Council Plan, there is no requirement for it to be placed on public exhibition or call for submissions.

### Recommendation

That Council adopt the amended Council Plan 2020-2024 and related Strategic Resource Plan 2020-2024.

## REPORT

### Background

The *Local Government Act 1989* (the Act), Section 125(1) requires council to prepare and adopt a new Council Plan by 30 June in the year following a general election. Section 125(7) of the Act requires council to review the Council Plan at least once each financial year.

The Council Plan sets the strategic direction of Council for at least the next four years, linking the community's vision to long-term community goals, four-year outcomes and four-year priorities for Horsham Rural City Council. It provides direction to management and includes the indicators that Council will use to deliver key outcomes.

Council has taken the approach through its Planning & Budgeting Framework, to have a four-year rolling Council Plan that is reviewed significantly at the commencement of a Council term and is then reviewed and revised annually. This aligns the Council Plan timeframe with that required for the Strategic Resource Plan.

### Discussion

Council Plan actions are now being reviewed and reported quarterly to Council and the Community in the Quarterly Performance Report. The Council Plan was reviewed by Councillors at a Council Briefing on 9 June 2020. Given that the current Council term has only 3 months to go post 1 July 2020, until the election period begins, the only changes that are proposed to the Council plan are:

1. To update the Strategic Resource Plan to be for the next 4 years 2020 – 2024 and align it with that in the 2020-2021 Draft Budget.
2. To update the Organisational Structure as depicted on page 5 to reflect the changed structure from 4 Directorates to 3 Directorates.
3. Update the statistics on Page 10 – “At a Glance” to most recent available information
4. To change the title from 2019-2023 to 2020-2024
5. To update the Council 4 Year Priorities to show which have been completed in line with our Quarterly Performance Report to 31 March 2020.

The Strategic Objectives, strategies and strategic indicators have remained unchanged.

Attached as an appendix to this report (**Appendix “9.2A”**) is the draft amended Council Plan 2020-2024.

Council as per its adopted Planning & Budgeting Framework renames the plan to align with the Strategic Resource Plan which under legislation must be for at least the next 4 years. Whilst this practise has been questioned it is appropriate to keep with this approach at least until the next Council term when that can be reviewed with the new Council and in relation to new requirements in the *Local Government Act 2020*. The new Act requires linkages with a Community Vision that is for at least the next 10 years and a long term financial plan that is also for at least the next 10 years.

It is obvious that these timeframes go beyond that of any one council term but it is clear that no council can bind a future council and that any council at any point in time can exercise its power to make changes to its strategic direction as it so resolves.

### **Financial Implications**

The Council Plan directly links to the Council budget.

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

Council Plan 2020-2024

### **Consultation/Communication**

Councillors considered the Council Plan at the Briefing Meeting 9 June 2020. As the strategic objectives, strategies and strategic indicators have remained unchanged, there is no requirement to place the amended Council Plan on public exhibition or call for submissions so this has not taken place.

### **Risk Implications**

Not applicable

### **Environmental Implications**

Not applicable

### **Human Rights Implications**

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

### **Conclusion**

The amended Council Plan 2020-2024 sets the strategic direction of Council for at least the next four years.

### 9.3 TO DEVELOP 6 TWO BEDROOM DWELLINGS AND REDUCTION IN CAR PARKING AT 6 SEARLE STREET, HORSHAM

<b>Author's Name:</b>	Nicholas Carey	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Acting Co-ordinator Statutory Planning and Building Services	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Investment Attraction and Growth	<b>File Number:</b>	F24/A04/000001

**Officer Direct or indirect Conflict of Interest**

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

Yes  No

**Reason:** Nil

**Status**

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

Yes  No

**Reason:** Nil

**Appendices**

Delegate Report (**Appendix "9.3A"**)

Development Plans (**Appendix "9.3B"**)

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**Purpose**

To determine Planning Permit application PA2000021 to develop six two bedroom dwellings and reduction in car parking.

**Summary**

1. The proposal is to construct six two bedroom dwellings and reduction in car parking. Each dwelling is two storey.
2. Following notification of the proposal, six objections were received.
3. The proposal is considered to have merit, taking into account the relevant provisions of the Horsham Planning Scheme.

**Recommendation**

That Council as the responsible authority having caused notice of Planning Application No. PA2000021 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to issue a Notice of Decision to Grant a Permit in respect of the land known and described as Lot 1 on Title Plan 529397G, 6 Searle Street, Horsham, to construct 6 two bedroom dwellings and reduction in car parking in accordance with the endorsed plans, with the application dated 10 March 2020, subject to the conditions contained in the Delegate Report.

## REPORT

### Background

The subject site is located at 6 Searle Street, Horsham and is more particularly described as Lot 1 on Title Plan 529397G.

The land is approximately 1,011.8m<sup>2</sup> and contains an existing dwelling that will be removed for the proposal. There is currently a sealed crossover serving the property from Searle Street. Searle Street is a sealed road.

There is no notable vegetation or features of the site.

The subject site is located within an existing residential precinct. Surrounding the subject land are residential allotments. There is a mix of single dwellings on single allotments and some residential infill development that has occurred over the years.

Abutting the site to the west is a three (3) dwelling infill development and there are other examples of residential infill development within the area. Figure one below details residential infill developments that have occurred over the years in the area (noted with a yellow star).



*Figure 1: Aerial illustrating surrounding residential character*

The land is located approximately 250m north of the Horsham CBD.

Six (6) submissions were received as a result of the public notice objecting to the proposal.

The objections related to the following:

1. The proposal is not in keeping with the character of the area.
2. The surrounding dwellings are single storey and the proposed 2-storey dwellings are not in keeping with the character of the area.
3. Development is higher density than existing residential density.
4. Insufficient car parking.
5. Proposal does not accord with Councils 'Age Friendly Communities Implementation Plan 2019-2023'.
6. Housing not suitable for the elderly or people with mobility restrictions.
7. Horsham historically a low-density housing region.
8. Social issues result from higher density housing.
9. Road and traffic safety concerns as 6 Searle Street is located near the transition between Searle Street and Henry Street.
10. Privacy invasion for neighbouring properties.
11. Building overshadowing blocks all natural light to adjacent property.
12. The proposal will disturb peace and privacy of the area.
13. Concerns with 'high-rise' lighting
14. The application failed to address Standard B29.

There were a number of comments made in relation to the Department of Housing and the potential 'end user' of each dwelling. This is not considered a planning matter and will be disregarded with respect to the assessment of this application.

Additional comments were made in regards to property values being affected by the proposal. This is not a planning matter and is also disregarded.

### **Discussion**

A detailed assessment of the proposal against the Horsham Planning Scheme provisions is contained in the attached delegate report.

The subject land is located in the General Residential Zone where the purpose of the Zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

### **Medium density development**

Increased residential density and dwelling diversity is sought by the purpose of the General Residential Zone in locations offering good access to services and transport.

Although the proposal is not a typical example of residential development in the immediate vicinity, being somewhat of a departure from the predominantly low-density character of the area medium density development should be encouraged given the strategic location of the subject land being close to township services.

A landscaping plan is proposed which will ensure landscaping will respect and enhance the existing landscape character of the area.

#### Clause 55 Assessment

An assessment under Clause 55 of the Horsham Planning Scheme was undertaken (refer attached delegate report). In general terms the proposal satisfies the requirements of Clause 55.

#### Amenity and overlooking

The submitted plans indicate that habitable room windows will include obscure glazing to prevent overlooking into the private open space of the adjoining properties to the north. This is acceptable with regards to the requirements of Clause 55 of the Horsham Planning Scheme.

Overall, the development represents a positive planning outcome for the area, utilising existing land that is appropriately zoned for residential development.

#### **Financial Implications**

Defending the responsible authority's decision in VCAT should an application for review of the responsible authority's decision be made.

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

Council Plan

2.2 Cultivate opportunities for the municipality to prosper and pursue possibilities for new development.

#### **Consultation/Communication**

As required under Sec 52 of the Planning and Environment Act 1987 notice of the application was given to adjoining owners/occupiers.

Six objections have been received. A consultation meeting was held on-site on Friday 17 July between the applicant and objectors.

#### **Risk Implications**

Challenge of decision in VCAT.

#### **Environmental Implications**

Not applicable

#### **Human Rights Implications**

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

## Options

Option 1 – Resolve to Issue a Notice of Decision to Grant a Planning Permit. This option is recommended by officers as it is considered that the proposal is consistent with the relevant controls, objectives and policies of the planning scheme.

Issuing a Notice of Decision to Grant a Planning Permit may result in the objectors seeking a review of Council's decision with VCAT.

Option 2 – An alternative option would be to refuse the application on the ground that it does not comply with the planning scheme provisions and will result in an unacceptable impact on the amenity of the neighbourhood.

Refusing the application may result in the applicant lodging an application for review of Council's decision with VCAT.

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

Deferring a decision may result in the applicant lodging an application under S79 of the *Planning and Environment Act 1987* with VCAT for failure to decide. Should the applicant take this action then an application for reimbursement of the application fee to VCAT may be made.

## Conclusion

The proposed development for six dwellings on a lot, when considered against the relevant provisions of the Planning Policy Framework, Local Planning Policy Framework, zoning controls and the decision guidelines at Clause 65 of the Horsham Planning Scheme, is considered an appropriate form of development on the site. Additionally, consideration has been given to the requirements of Section 60(1B) of the *Planning and Environment Act 1987* with respect to the number of objections received, and it is determined that the proposal would not have a significant social effect or material detriment. Accordingly, it is recommended that a Notice of Decision to grant a permit be issued subject to the conditions contained in the attached delegate report.



## 9.4 FINANCIAL HARDSHIP SUPPORT REPORT

<b>Author's Name:</b>	Andrea Hogan	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Financial Hardship Coordinator	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Corporate Services	<b>File Number:</b>	F27/A03/000001

### Officer Direct or indirect Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

Information classified confidential in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

### Appendix

Nil

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### Purpose

To receive and note an update on requests for financial relief for council rates and other charges due to COVID-19.

### Summary

- 73 requests for hardship have been received overall, 42 in April, 17 in May and 14 in June.
- A softer approach on debt collection has continued to be taken but 996 reminder text messages were still sent to follow up on overdue animal registrations. These follow-ups were well appreciated by all.
- Online applications for commercial leases are being received as trading figures are finalised.
- A flyer explaining the hardship options will continue to be included in debtor accounts and with rate notices.

### Recommendation

That council receive and note an update on requests for financial relief for council rates and other charges due to COVID-19.

## REPORT

### Background

The Financial Hardship Officer is initially a singular contact point for residents, commercial tenants, sporting and community groups and ratepayers who are experiencing immediate problems or seeking information on meeting their commitments to Council.

Key activities undertaken to date are:

- Communication with holders of commercial leases in council facilities.
- Online applications for commercial rent relief are now available for commercial tenants in council properties
- Reminder text messages were sent to overdue animal owners and follow up hardship requests have been put in place
- 4 applications have been formally signed off and tenants notified of outcomes
- Public Notices re hardship options, have been continuing to be placed in the local papers.
- Hardship co-ordinator has continued to liaise with Business Horsham / HRCC Business Support fortnightly meetings
- Virtual meetings and webinars including Small Business Victoria, Business Horsham, Victorian Tourism Industry Council, Economic Development team at HRCC
- Continue to have personal contact with individuals, businesses and groups to discuss their circumstances and payment or deferral options.
- Follow up with customers where request has been completed.
- 14 Merit requests have been received for rates, animals and commercial leases.
- 68 Phone calls have been made.
- Responses have been made to requests from other organisations that do not fit our criteria eg Crown Land rentals.

Requests Received during June	14
Requests Finalised	11
Outstanding Requests	3
<i>Some customers have not returned calls and have had no other contact with Council beyond the initial request.</i>	

Total Requests Received to date:

REQUESTS	APRIL	MAY	JUNE	TOTALS
ANIMALS	12	2	4	18
RATES	17	12	6	35
DEBTORS	4	1	0	5
OTHER - LEASES & MISC	9	2	4	15
<b>TOTALS</b>	<b>42</b>	<b>17</b>	<b>14</b>	<b>73</b>

## Discussion

### 1. Rates

#### a. Comparison of rates outstanding with prior financial year:

At year-end 2019, \$108,969 of rate arrears were outstanding (or 99.6% was paid). At year-end 2020 \$187,740 is outstanding (or 99.3% have paid). Additional amount outstanding is \$78,771.

#### b. Unpaid Rates in Full

128 assessments were overdue. Below are the current stats:

Payment Plan	31
Paid in Full	41
Left Message & Sent Letter with Copy Rate Notice	21
Unable to Contact & Sent Letter with Copy Rate Notice	8
Can't Pay Anything Currently	6
Other (i.e., Estate, Divorce, waiting on further instruction)	7

#### c. Fourth Rates Instalment

Of the 449 Final Notices issued late June for the by instalment payers, 289 of these have since paid in full. This equates to approximately 65% of final notices paid.

### 2. Unpaid Animals

As at 30 June 2020 there are 824 unpaid animal registrations from a total of 5,586 registrations. The Co-ordinator Rates and Valuations issued 996 text messages to owners whose animals were still unpaid. This resulted in 292 animals having their registrations paid and other owners advising that their animal is now deceased. The final batch of text messages was sent on 26th June.

### 3. Debtor Accounts

A flyer was inserted detailing payment options with the recent monthly debtor statements. The flyer has not generated any response at this time but will continue to be included in the coming months to raise awareness of councils hardship offering.

### 4. Commercial Leases

Communication with holders of our commercial leases has included emailing or hand delivery of a cover letter clarifying councils offer for rent relief along with the government guidelines and an application form or the option to apply online with an invitation to contact us if further assistance is needed. There has been 5 applications – 4 online and 1 emailed. As June trading figures are finalised the number of formal applications for rent relief are expected to increase.

### **5. Planning & Building Fees**

Council has to date received 2 requests for the waiving of planning & building fees. The Building fee was in relation to a business in the hospitality sector who is undertaking works through the Covid-19 pandemic and so a waiver has been provided to them. The Planning fee request is from a community group seeking to change the use of their facility during Covid-19 and this also has been waived.

### **6. Health Registrations & Footpath Trading Permits**

These accounts are invoiced in the 20-21 Financial Year and will be assessed at that point in time following the guidance of the Environmental Health Officer.

### **7. Community Groups Rent Relief**

Waiving of rents for community groups is not scheduled to occur until 2020-21 once the 2020-21 Budget has been passed. In the budget it has been allowed for a full 12 month waiver of all rents to community groups.

## **Financial Implications**

The financial impact of the various deferrals, waivers and late payments are not yet clearly quantifiable and the full impact will be understood and reported later in the year.

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

Debt Collection Review for Council Rates and Charges

## **Consultation/Communication**

- Public Notices section of the local papers
- Council social media
- Conversations with community holders of commercial leases, commercial and residential ratepayers, Business Horsham, animal owners and debtors
- Hardship Flyers sent with notices and statements

## **Risk Implications**

Continuing to build Council's relationship with the residents and ratepayers by being proactive and providing personal contact with each applicant.

## **Environmental Implications**

Not applicable

## **Human Rights Implications**

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

**Conclusion**

Regular reporting will provide a snapshot of the financial impact of COVID – 19 on our community who have financial obligations with Council. Providing extension of time and/or payment arrangements is relieving some financial pressure on the community.

## 9.5 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT PROJECTS

<b>Author's Name:</b>	John Martin / Dianna Blake	<b>Director:</b>	John Martin
<b>Author's Title:</b>	Director Infrastructure Project Office Coordinator (Acting)	<b>Directorate:</b>	Infrastructure
<b>Department:</b>	Infrastructure	<b>File Number:</b>	F01/A05/000001

### Officer Direct or indirect Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

## Appendix

Funding guidelines (**Appendix "9.5A"**)

### Purpose

To endorse list of priority projects for utilisation of funds allocated to Council by the Australian Government under its Local Roads and Community Infrastructure (LRCI) program.

### Summary

- Council was advised of an allocation of \$1,428,396 under the LRCI program in late May.
- Council has allocated \$350,000 of this as seed funding for a larger grant for the Water Play Splash Park as part of the City to River project.
- The Australian Government requires submission of a works program before these funds can be confirmed, which shows the projects align with the program's objectives before the funds will be provided.
- The attached funding guidelines outline the eligible projects.
- Projects proposed under this program are required to be completed by 30 June 2021 to meet economic stimulus requirements of the Australian Government.
- The intended projects to be funded under this program are documented in this report.

### Recommendation

That Council endorse the projects listed in this report for utilisation of funds allocated to Council by the Australian Government under its Local Roads and Community Infrastructure (LRCI) program.

## REPORT

### Background

Horsham has been allocated \$1,428,396 under the LRCI program. This was announced in late May 2020.

Of this, Council has committed \$350,000 as a co-contribution to the grant application for the Water Play Splash Park as part of the City to River project. The balance is \$1,078,396.

A key constraint of this program is that works are required to be completed by 30 June 2021. Guidelines for the program have recently been provided, including a requirement to submit work programs for the intended works.

### Discussion

The table below lists the projects proposed to be funded under the LRCI program. These have generally been identified from:

- Projects that were omitted from the 2020-21 Council budget in the latter stages as savings needed to be made due to Covid-19 and other reasons.
- Priority projects from the grant project opportunity lists presented to Council at the 1 June 2020 meeting.
- Community plans from across the municipality.
- New / emerging priorities, including one addition in response to submissions to Council on the draft budget.

Notes on some key projects follow the table.

Project	Type	Location	Cost
Footpath defects backlog	Local Roads	Horsham Urban	\$ 150,000
Park Drive upgrade (kerb and channel and drainage)	Local Roads	Gleed St to Natimuk Rd	\$ 100,000
Roberts Avenue kerb and channel renewal (east of Urquhart St)	Local Roads	Urquhart St to McPherson St	\$ 156,000
Horsham Town Hall auditorium lighting	Community Infrastructure	Horsham	\$ 50,000
Horsham Town Hall motorised acoustic banners	Community Infrastructure	Horsham	\$ 150,000
Horsham Town Hall Visitor Information Centre digital resources	Community Infrastructure	Horsham	\$ 50,000
Hamilton St Pedestrian Bridge co-contribution to construction	Community Infrastructure	Horsham	\$ 200,000
Mitre Hall upgrade new kitchen	Community Infrastructure	Mitre	\$ 40,000
Taylor's Lake Hall repair ceiling & upgrade lighting to LED lighting	Community Infrastructure	Taylor's Lake	\$ 12,000
Quantong Hall repair Corella damage to roof & install solar	Community Infrastructure	Quantong	\$ 20,000
Jung Peppertree Park solar lighting	Community Infrastructure	Jung	\$ 20,000

Walmer – Wimmera River low level crossing	Community Infrastructure	Horsham	\$ 80,000
		<b>TOTAL</b>	\$ 1,028,000

- Footpath Backlog: a sharp increase in the number of defects was identified through the round of footpath inspections in March 2020 which will require additional funds to address. This amount is on top of the existing budget allocation of \$150,000 to address the previously quantified backlog.
- The Park Drive and Roberts Ave and Horsham Town Hall projects were in previous versions of the draft budget until some cuts were needed.
- The low level crossing of the Wimmera River at Walmer has been included in response to a submission on the draft budget.
- The difference of \$50,000 in the total of projects listed in this table and the available funds will be used for contingency across the various projects.

As there is a requirement to expend these funds by 30 June 2021, the following additional projects are identified as backup projects should there be issues with any of the priority list of projects in the table above.

Project	Type	Location	Cost
Horsham Town Hall complete flyline installation	Community Infrastructure	Horsham	\$ 110,000
Natimuk to Natimuk Lake wayfinding lighting	Community Infrastructure	Natimuk	\$ 155,000
Laharum School to Cameron Oval path upgrade (sealed)	Community Infrastructure	Laharum	\$ 100,000
		<b>TOTAL</b>	\$ 365,000

### **Financial Implications**

The allocation of these funds from the Australian Government is acknowledged and appreciated.

These projects will be funded either solely from the LRCI funds, or used as co-contributions for other projects.

The identification of a backup list of projects is a contingency measure, so that if some projects are unable to be completed by 30 June 2021, the alternative identified projects will be advanced.

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

The projects listed have been identified from a range of Council plans and strategies as referenced earlier.

### **Consultation/Communication**

The projects listed have been identified from a range of plans and strategies that have had their own consultation processes. Additional consultation will occur on individual projects relative to their potential impact on stakeholders.



### **Risk Implications**

Effective project management plans will be needed for these projects to ensure timely delivery of the projects.

### **Environmental Implications**

To be assessed on an individual project basis. Many of the projects will have no environmental impacts.

### **Human Rights Implications**

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

### **Conclusion**

The Local Roads and Community Infrastructure funding provides a valuable source of funding to undertake projects that had not been within Council's available funding.

## 9.6 CONTRACT 20-031 SUPPLY AND DELIVERY OF REPLACEMENT WATER TANKER

<b>Author's Name:</b>	Krishna Shrestha	<b>Director:</b>	John Martin
<b>Author's Title:</b>	Manager Strategic Asset Management	<b>Directorate:</b>	Infrastructure
<b>Department:</b>	Infrastructure	<b>File Number:</b>	20/031

### Officer Direct or indirect Conflict of Interest

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

Yes  No

Reason: Nil

### Status

Information classified confidential in accordance with *Local Government Act 2020* – Section 3(1):

Yes  No

Reason: Nil

### Appendix

Nil (refer to confidential report on this subject)

### Purpose

To award Contract 20/031 for the replacement of a water tanker.

### Summary

- Council's water truck, plant number 1314 was purchased in 2011 and is due for replacement. Plant number 1814, a tri-axle tanker was purchased in 2007 and also due for replacement.
- This current tanker has manoeuvrability issues, leading to a decision to seek a twin steer tanker as the preference for a replacement.
- The tender was advertised through the normal processes, with nine companies providing responses.
- The tender evaluation recommended replacement of the water truck with an Isuzu FYX 350-350 truck with an extra axle, to enable at least 2000 litres of additional legal water carrying capacity per trip.
- The replacement cost is to be funded from the plant reserve within the 2019-20 plant budget allocation.

### Recommendation

That Council accept the tender of Winter and Taylor Ltd for supply and delivery of a Isuzu FYX350-350 truck with a water tank from National Water Carts at a total cost of \$274,983.80 ex GST.

## **REPORT**

### **Background**

Council's water truck, plant number 1314 was purchased in 2011 and is due for replacement, and was included in the 2019-20 plant replacement program. The water tanker that goes with this tri-axle truck was purchased in 2007 and is also towards the end of useful life. This tri-axle truck has significant manoeuvrability limitations, particularly in rural construction and maintenance works. Therefore, a replacement of this truck with a twin steer truck was recommended during the scoping process.

A twin steer truck has good manoeuvrability, however, the standard versions can legally cart only 16,000 litres of water despite having a capacity of 18,000 L, due to axle load limits set by VicRoads. This issue has been resolved by some suppliers with the addition of an extra axle.

The tender process occurred according to Council's normal process including advertising on the Council website and in the Wimmera Mail-Times newspaper.

### **Discussion**

A detailed tender evaluation is provided in the appendix to the confidential report on this subject. Key aspects of the report include:

- Nine companies submitted tenders for 14 different products
- Council staff made site visits to three suppliers as part of the tender assessment process.
- The evaluation of tenders was based on the criteria presented in the tender specification.
- Tenders were assessed on the basis of best value to Council, and conformance with required specifications rather than price alone.

Tender returns were received from the following nine companies;

- Ballarat Isuzu
- The Truck Specialist Swan Hill
- Winter and Taylor Geelong
- OGR Trucks Mt Gambier
- Whitehorse Truck Centre Port Melbourne
- Johnson Trucks Mildura
- CMV Laverton
- Westar Trucks Derrimut
- STG Global Keysborough

The tender of Winter and Taylor from Geelong for an Isuzu FYX 350-350 with a National Water Tank has been assessed as the best value to Council due to its conformance with the tender specifications and its capability. This tender was not the cheapest tender; one cheaper tender being under the required specifications and ranked lower in the overall assessment.

### **Financial Implications**

The recommended tender is priced at \$274,983.80, which is within the overall available 2019-20 plant replacement budget.

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

Outcome 3.4 from the 2018-22 Council Plan is:

*3.4 Deliver works to develop and maintain Council's physical assets for long term sustainability, amenity and safety*

This Water Truck is required to deliver Council's road reconstruction program.

### **Consultation/Communication**

Members of the tender evaluation panel visited various suppliers in the evaluation process. The relevant staff from operation teams were consulted prior to issuing the tender specification to the market. The relevant team leader was also consulted during the evaluation process.

### **Risk Implications**

All tenderers included risk assessments related to the use of the water trucks as part of the information submitted with their tenders.

### **Environmental Implications**

Nil

### **Human Rights Implications**

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

### **Conclusion**

The tender evaluation process has assessed that the preferred replacement water truck and tanker is Isuzu FYX 350-350 with National STG Global water tanker of 18,000 litres capacity with extra axle tendered by Winter and Taylor Pty Ltd.

## 9.7 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

<b>Author's Name:</b>	Sunil Bhalla	<b>Director:</b>	Not applicable
<b>Author's Title:</b>	Chief Executive Officer	<b>Directorate:</b>	Not applicable
<b>Department:</b>	Chief Executive Office	<b>File Number:</b>	F06/A01/000001

### Officer Direct or indirect Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

Information classified confidential in accordance  
with *Local Government Act 2020* – Section 3(1):

Yes  No

**Reason:** Nil

### Appendix

Nil

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### Purpose

To receive and note the Chief Executive Officer's Operational Report for July 2020.

### Summary

The Chief Executive Officer's Operational Report highlights issues and outcomes affecting the organisation's performance and matters which may not be subject of Council reports or briefings.

### Recommendation

That Council receive and note the Chief Executive Officer's Operational Report for July 2020.

## REPORT

### Background

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

### Discussion

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

#### **A. Advocacy/Funding Announcements**

**Regional Cities Victoria:** The Mayor and Chief Executive Officer attended a Regional Cities Victoria meeting on 25 June 2020 via zoom. The Hon Jaclyn Symes, Minister for Regional Development, Minister for Agriculture, and Minister for Resources gave a presentation on post Covid-19 recovery and priorities for regional Victoria. Other speakers included Justin Burney and Nicole McLean, Regional Tourism Review and discussed the Tourism Recovery Framework and Claire Ferres Miles, CEO of Sustainability Victoria provided an update on Sustainability Victoria.

The Chief Executive Officer attended a Regional Cities Victoria meeting on 2 July 2020 via zoom and discussed the Regional Cities Victoria Post Covid-19 State budget submission to the Victorian Government.

The Mayor and Chief Executive Officer attended a Regional Cities Victoria meeting on 23 July 2020 via zoom with the Hon Jaclyn Symes, Minister for Regional Development, Minister for Agriculture, and Minister for Resources as guest speaker.

**Rural Council's Corporate Collaboration (RCCC) Board Meetings:** The RCCC Board which includes the Chief Executive Officers of Hindmarsh, West Wimmera, Buloke, Yarriambiack, Loddon and Horsham had a meeting on 26 June 2020 to discuss the RCCC project director position which was then followed by interviews for the position. David Mewett has been appointed as the Project Director and commenced in the role on 13 July.

The Chief Executive Officer attended a RCCC Board meeting on 9 July 2020, with main item on the agenda being introduction to David Mewett. The board also received the verbal approval from LGV to the business case addendum which now allows the project to move into the procurement phase.

**Wimmera Regional CEO Meeting:** The Chief Executive Officer met via zoom with the Chief Executive Officers of Buloke, West Wimmera, Hindmarsh, Yarriambiack and Northern Grampians on 9 July 2020. Discussions included the regional waste contract, Working for Victoria program and Regional Emergency Management Project.

**Hon Shaun Leane, MP, Minister for Local Government, Minister for Suburban Development, and Minister for Veterans:** The Mayor and Chief Executive Officer had a meeting with the new Local Government Minister on 23 July. This was an introductory meeting and the Minister was keen to find out about the Covid 19 impact on Horsham and get a general update on Council.

#### **B. Community Engagement**

**Citizenship Ceremony:** Four local residents became an Australian citizen at a face-to-face Citizenship Ceremony which was conducted by the Mayor, Cr Radford on Monday 29 June 2020. This was the first Citizenship Ceremony to be conducted since the start of the Covid-19 restrictions.

**Pop-Up Budget Shop:** Ratepayers met with Horsham Rural City Council leaders to discuss the 2020-21 Draft Budget at a pop-up shop at 38 Roberts Avenue, Horsham. Sixteen community members took the opportunity to provide feedback on the budget and discuss their areas of interest with Council staff and Councillors.

**Covid-19 Webinar:** A public information webinar was held on Thursday 23 July 2020 with Dr Rob Grenfell, Director CSIRO Health and Biosecurity. The webinar provided correct, contemporary information to the community about Covid-19 and the search for a vaccine. A question and answer segment followed Dr Grenfell's presentation.

### ***C. Projects and Events***

**Hon Gayle Tierney, Minister for Training and Skills and Higher Education:** The Mayor, Cr Mark Radford attended a funding announcement on Friday 26 June 2020 at Longerenong College where the Hon Gayle Tierney announced \$2m funding to re-furbish an agri-business centre that includes student classrooms, an auditorium, a computer laboratory, and a student resource centre. The money will also be used to upgrade Longerenong's engineering centre and student amenities to create one multi-functional facility.

**Hon Jaala Pulford, State Labor Member for Western Victoria:** The Mayor, Cr Mark Radford, Sunil Bhalla, Kevin O'Brien, Carolynne Hamdorf, Dennis Wade and Brendan Ryan from the Coughlin Park Bowls Club attended a virtual event on Monday 13 July, where Minister Pulford announced funding of \$250,000 for two synthetic greens at Coughlin Park Bowls Club and funding of \$30,000 for a feasibility study into the Horsham Regional Multi-Sport Precinct. The funding was made possible by the Victorian Government's 2020-21 Local Sports Infrastructure Fund.

### ***D. Staff Matters***

**Working for Victoria:** Council was successful in its application to the State Government for 28 positions (full-time over six months) to create opportunities for people who have lost work or been impacted significantly by the Covid-19 situation. The positions have been advertised in local media and interested people can visit the "Work for Us" page of Council's website [hrcc.vic.gov.au](http://hrcc.vic.gov.au), where they can view the position description and get the relevant category/sub-category details of what is available. From there, interested people need to go to the separate "Sidekicker" website and register their details, following which the system will link (by using the category and sub-category) them to any of the suitable job opportunities that councils (right across Victoria, and including HRCC) have loaded into the system.

### **Financial Implications**

Not applicable

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

2019-2023 Council Plan  
Goal 4 – Governance and Business Excellence

### **Consultation/Communication**

Not applicable

### **Risk Implications**

Not applicable

**Environmental Implications**

Not applicable

**Human Rights Implications**

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

**Conclusion**

That Council receive and note the Chief Executive Officer's Operational Report for July 2020.



## 10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

### Cr Mark Radford, Mayor

19 June 2020 – Rotary Club of Horsham (Virtual)  
22 June 2020 – Ordinary Council Meeting (Virtual)  
22 June 2020 – Hon Melissa Horne telephone call  
23 June 2020 – ABC Radio Interview  
23 June 2020 – Horsham Times Interview  
25 June 2020 – Regional Cities Victoria Meeting (Virtual)  
26 June 2020 – Visit to Longerenong College - funding announcement  
26 June 2020 – WSM Media/Council Liaison Meeting (Virtual)  
29 June 2020 – Letter of Congratulations to Cr Helen Ballentine  
29 June 2020 – Letter of Appreciation to Julie Pettett  
29 June 2020 – Citizenship Ceremony  
30 June 2020 – Nine News Interview (Overland Announcement)  
30 June 2020 – Hon. Ben Carroll Public Transport Minister telephone call  
30 June 2020 – Regional Mayors get together  
1 July 2020 – COVID-19 Agencies Group Meeting (Virtual)  
1 July 2020 – Rotary Club of Horsham East Changeover Dinner  
2 July 2020 – Presentation to Lyall Wheaton (Country Music Festival)  
2 July 2020 – Budget Shop community engagement  
2 July 2020 – Letter to Hon Jaala Pulford (Horsham update)  
3 July 2020 – Budget Shop community engagement  
3 July 2020 – Parsons family meeting (Wimmera River)  
3 July 2020 – Letter to Hon Ben Carroll (Overland Train)  
4 July 2020 – Budget Shop community engagement  
6 July 2020 – Regional Capitals Australia Meeting (Virtual)  
6 July 2020 – Council Briefing Meeting  
9 July 2020 – Regional Cities Victoria Mayor’s Meeting (Virtual)  
9 July 2020 – Meeting with Peter Kennedy (Bendigo Advertiser)  
9 July 2020 – Letter to Journey Beyond (Overland Train)  
9 July 2020 – Council hears Budget Submissions  
13 July 2020 – Funding Announcement Hon Jaala Pulford (Sports Grants) (Virtual)  
13 July 2020 – Weekly Advertiser Interview  
13 July 2020 – Council Briefing Meeting (Virtual)  
15 July 2020 – COVID-19 Agencies Group Meeting (Virtual)  
16 July 2020 – WIN TV Interview (COVID-19)  
20 July 2020 – Photograph - Weekly Advertiser  
20 July 2020 – Visit to St. Michael & St John’s Primary School (Virtual)  
20 July 2020 – Council Briefing Meeting (Virtual)  
22 July 2020 – Letters to Prime Minister & Premier (Local Government representation on the National Federation Reform Council)  
22 July 2020 – COVID-19 Agencies Group Meeting (Virtual)  
23 July 2020 – Regional Cities Victoria General Meeting (Hon Jaclyn Symes) (Virtual)  
23 July 2020 – Meeting with Local Government Minister Hon Shaun Leane (Virtual)  
23 July 2020 – COVID-19 Public Q&A with Dr Rob Grenfell (Virtual)  
23 July 2020 – 3HHH Radio Interview  
23 July 2020 – WSM Media/Council liaison Meeting

**11. URGENT BUSINESS**

## 12. PETITIONS AND JOINT LETTERS

## **13. PROCEDURAL BUSINESS**

### **13.1 ASSEMBLY OF COUNCILLORS – RECORD OF MEETINGS**

Council Briefing Meeting held on Monday 6 July 2020 at 5.00pm via Zoom (Video Conferencing)

Council Briefing Meeting held on Thursday 9 July 2020 at 5.00pm via Zoom (Video Conferencing)

Council Briefing Meeting held on Monday 13 July 2020 at 5.00pm via Zoom (Video Conferencing)

Council Briefing Meeting held on Monday 20 July 2020 at 5.00pm via Zoom (Video Conferencing)

Refer to **Appendix “13.1A”**

### **13.2 SEALING OF DOCUMENTS**

Nil

### **13.3 INWARD CORRESPONDENCE**

Nil

### **13.4 COUNCIL COMMITTEE MINUTES**

Horsham Tidy Towns Committee Meeting held on Tuesday 16 June 2020

Bicycle Advisory Committee Meeting held on Wednesday 17 June 2020

Wimmera Southern Mallee Regional Transport Group Meeting held on Friday 17 July 2020

Refer to **Appendix “13.4A”**

#### **Recommendation**

That Council receive and note agenda items:

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

**14. NOTICE OF MOTION**

**14.1 NOTICE OF MOTION NO 180**

Given by Cr John Robinson

TAKE NOTICE that it is my intention to move the following motion at the Ordinary meeting of the Horsham Rural City Council to be held at the Civic Centre, Roberts Avenue, Horsham, on Monday 27 July 2020.

“That the Horsham Rural City Council Governance Review – City to River Project, conducted by “RSD Audit’ and dated May 2020 – be made public”.

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**Cr John Robinson BM OAM**

CIVIC CENTRE  
HORSHAM 3400  
20 July 2020

## 14.2 NOTICE OF MOTION NO 181

Given by Cr John Robinson

TAKE NOTICE that it is my intention to move the following motion at the Ordinary meeting of the Horsham Rural City Council to be held at the Civic Centre, Roberts Avenue, Horsham, on Monday 27 July 2020.

“That the site of the proposed Wimmera Water Play Facility subject of a State Government funding application dated June 2020 be reverted to the Horsham Aquatic Centre location in compliance with approved Council plans”.

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**Cr John Robinson BM OAM**

CIVIC CENTRE  
HORSHAM 3400  
20 July 2020