

MINUTES of the Ordinary Meeting of the Horsham Rural City Council held in the Municipal Chamber, Civic Centre, Horsham at 5.30pm on 23 September 2019.

Order of Business

PRESENT

Cr Mark Radford, Mayor, Cr Pam Clarke, Cr David Grimble, Cr Les Power, Cr John Robinson

ALSO IN ATTENDANCE

Sunil Bhalla, Chief Executive Officer; Lisa Davidson, Acting Director Corporate Services; John Martin, Director Infrastructure Services; Angela Murphy, Director Development Services; Kevin O'Brien, Director Community Wellbeing; Kerrie Bell; Manager Governance and Information; Sue Frankham, Governance Officer.

Jade Bate
Alex Darling
Cheryl Linke

Bev Bell
Jessica Grimble
Fran MacDonald

David Bowe
Robyn Gulline
Sean Wales

Michael Collins-Clarke
Cassandra Langley

1. PRAYER

Chairman, Cr Mark Radford recited the following pledge on behalf of all Councillors:

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

Chairman, Cr Mark Radford read the following Acknowledgement of Country Statement:

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

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

3. OPENING AND WELCOME

Chairman, Cr Mark Radford formally welcomed those in attendance to the meeting. The Mayor advised the public that the Council meeting will be recorded to maintain an audio archive.

4. APOLOGIES

Apologies were received from Cr Josh Koenig and Cr Alethea Gulvin.

Council Resolution

MOVED Cr Pam Clarke , Seconded Cr Les Power

That the apologies be accepted.

CARRIED

5. LEAVE OF ABSENCE REQUESTS

Nil

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Ordinary Meeting of the Horsham Rural City Council held in the Municipal Chambers, Civic Centre, Horsham at 5.30pm on 26 August 2019 be adopted.

Council Resolution

MOVED Cr Les Power, Seconded Cr David Grimble

That the minutes emanating from the Ordinary Meeting of the Horsham Rural City Council held in the Municipal Chambers, Civic Centre, Horsham at 5.30pm on 26 August 2019 be adopted.

CARRIED

7. CONFLICTS OF INTEREST

Cr John Robinson declared a conflict of interest for item 9.3 Green Lake Water Supply. The nature of the interest being that he lives on the edge of Green Lake. Cr Robinson left the meeting at 6.07pm and returned at 6.18pm. Cr Robinson was absent while the matter was being discussed and considered.

8. PUBLIC QUESTION TIME

Nil

9. OFFICERS REPORTS

9.1 HORSHAM REGIONAL LIVESTOCK EXCHANGE ROOF – CONTRACT 19/038

Author's Name:	Dianna Blake	Director:	John Martin
Author's Title:	Project Manager	Directorate:	Infrastructure
Department:	Infrastructure	File Number:	F04-A06

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 89(2)(d):

Yes No

Reason: Contractual aspects of this subject have been presented in a separate report in the Confidential Reports section of the Council meeting

Appendices

Nil

Purpose

To award the tender for the design and construction of a roof on the Horsham Regional Livestock Exchange (HRLE).

Summary

- Council called for tenders for the design and construction of a roof for the HRLE, including 100 kW solar panels, LED lighting, and water reuse and fire service tanks.
- Four tenders addressing the specification requirements were received and evaluated in accordance with Council's procedures.
- All of the tenders were over budget.
- Clarifications were sought from all tenderers in relation to potential cost savings, and in relation to a second design option that had been included in the tender specifications.
- The tender evaluation identified a preferred tenderer, and negotiations proceeded with the preferred tenderer in relation to confirming the cost savings available to the project, and the methods used to ensure the site would continue to operate during the construction period.
- Consultation has occurred with the HRLE Board and Agents' representatives about key aspects of the proposed works, in particular the continued operation of the site during construction.
- The proposed contract sum reflects the preferred tenderer's submitted amount less the value of identified cost savings.

Recommendation

That Council:

1. Accept the tender submitted by MKM Constructions for the lump sum of \$3,434,570 ex GST for Contract 19/038, Design and Construction of Horsham Regional Livestock Exchange Roof, Burnt Creek.
2. Increase the budget for this project to \$3,692,160 to allow for this contract sum, project management and other costs, as outlined in the confidential report on this subject.
3. Extend the internal loan to the HRLE to \$2,202,160 to fund the difference between the total project cost and the funding from the Australian Government's Building Better Region Fund grant for the project, as described in the confidential report on this subject.

4. Review the arrangements for the internal loan for the project, informed by preparation of an Asset Management Plan for the HRLE.
5. Endorse the following arrangements for ongoing liaison with the Horsham Regional Livestock Exchange Board throughout the project:
 - (a) A representative of the Board be invited to join the Project Control Group for the project.
 - (b) Detailed reports on project progress will be presented at each regular Board meeting and each alternate month between meetings via email, or as significant items arise.
 - (c) Any potential project variations which would represent a material change in the functional scope of the project or which could lead to delays in the project, would be discussed with the Board where necessary, via email to ensure a timely response to issues.
 - (d) Any non-functional variations would be addressed by Council staff as part of normal project process.
 - (e) Any potential impacts on sale days beyond the anticipated level of interruption, or any potential re-scheduling or cancellation of sale days would be the subject of consultation with the Board.
 - (f) Details of all variations would be included in regular reporting to the Board.

Council Resolution**MOVED Cr David Grimble, Seconded Cr John Robinson**

That Council:

1. Accept the tender submitted by MKM Constructions for the lump sum of \$3,434,570 ex GST for Contract 19/038, Design and Construction of Horsham Regional Livestock Exchange Roof, Burnt Creek.
2. Increase the budget for this project to \$3,692,160 to allow for this contract sum, project management and other costs, as outlined in the confidential report on this subject.
3. Extend the internal loan to the HRLE to \$2,202,160 to fund the difference between the total project cost and the funding from the Australian Government's Building Better Region Fund grant for the project, as described in the confidential report on this subject.
4. Review the arrangements for the internal loan for the project, informed by preparation of an Asset Management Plan for the Horsham Regional Livestock Exchange.
5. Endorse the following arrangements for ongoing liaison with the Horsham Regional Livestock Exchange Board throughout the project:
 - (a) Two representatives of the Board be invited to join the Project Control Group for the project.
 - (b) Detailed reports on project progress will be presented at each regular Board meeting and each alternate month between meetings via email, or as significant items arise. Brief weekly reports via email on project progress and scheduling to be provided to the Board. Regular weekly updates of the site plan showing the areas of the site that are not available on any particular week to be circulated to the agents and the Horsham Regional Livestock Exchange Board.
 - (c) Any potential project variations which would represent a material change in the functional scope of the project or which could lead to delays in the project, would be discussed with the Board where necessary, via email to ensure a timely response to issues.
 - (d) Any non-functional variations would be addressed by Council staff as part of normal project process.
 - (e) Any potential impacts on sale days beyond the anticipated level of interruption, or any potential re-scheduling or cancellation of sale days would be the subject of consultation with the Board.
 - (f) Details of all variations would be included in regular reporting to the Board.

CARRIED

SUSPEND STANDING ORDERS**Council Resolution****MOVED Cr Pam Clarke, Seconded Cr John Robinson**

That Standing Orders be suspended.

CARRIED

The time being 5.49pm, the Council meeting was suspended.

RESUME STANDING ORDERS**Council Resolution****MOVED Cr John Robinson, Seconded Cr Pam Clarke**

That Standing Orders resume.

CARRIED

The time being 5.52pm, the Council meeting resumed.

Council Resolution**MOVED Cr David Grimble, Seconded Cr John Robinson**

The preparation of an asset management plan be prepared in consultation with the Horsham Regional Livestock Exchange Board including the internal loan served on the Horsham Regional Livestock Exchange.

Council further consider financial implications of it's:

1. Asset Management Plan
2. Internal loan served on the Horsham Regional Livestock Exchange
3. HRLE pricing policy 2002

In the next budget estimates phase.

CARRIED

REPORT

Background

HRLE is Victoria's fourth largest sheep and lamb market, with sales by auction averaging in excess of 500,000 animals per year.

The HRLE is a key facility in marketing livestock from the Wimmera region and enables transparent transactions of livestock on behalf of producers in a high-quality facility, located close to the supply of stock.

Horsham Rural City Council owns and operates the HRLE as a self-funding, discrete financial entity. Given its significant contribution to the local economy and independent financial viability, it is a valuable asset for the local community.

With four sale days each month, there is a high likelihood of extremely high or extremely low temperatures at times when people and animals are present and working at the HRLE. The HRLE faces significant issues with human and animal welfare and safety during times of extreme weather. These issues provide a potential deterrent to the users of the facility, which may lead them to choose alternative facilities in the future. The facility also experiences high operating and maintenance costs in its current configuration.

Several options for resolving these issues and securing the future of the HRLE as a premier livestock exchange for the Wimmera region were considered in a business case prepared in 2018, with the preferred option being to construct a fixed roof over all of the sheep facility.

This approach was preferred because it has the highest long-term benefits to all stakeholders, significantly reduces ongoing operating and maintenance costs, provides sun and rain protection, water savings, CO₂ emission reductions and some income from power generation. The animal welfare benefits of a roof, protect against the loss of sale value and the infrastructure investment provides significant economic impact in terms of increased regional output, employment, salaries and wages and value-add.

Discussion

Tenders for this shed were conducted using Council's standard processes, being advertised through Council's tender portal. The attachment to the confidential report on this subject (**Appendix "15.1A"**) provides details of submitted tenders and their evaluation.

In summary, four tenders were received from:

- Plazzer Builders, Horsham
- Locks Construction, Horsham
- Ultrabuild Construction Group, Hamilton
- MKM Constructions, Ballarat.

The planned timeframe for the project is for construction to start in November 2019, to be completed by the end of October 2020. The funding agreement calls for the works to be completed by the end of December 2020.

All four tenders were over the available budget. The cheapest tender being 15% over the budget, and the most expensive, 80% over the budget.

A critical issue for the project is ensuring that the site remains operational during construction. If vendors are discouraged from using the facility, they might find an alternative and not readily return to the HRLE after trying this alternative.

Sufficient selling space must be retained during construction to cater to the varying numbers of sheep presented for sale throughout the year. While initial works on site are planned to commence after the spring selling peak, a secondary peak typically occurs most years in early autumn, and higher numbers can occur randomly throughout the year. This has been the subject of further negotiations with the preferred tenderer, who has identified the following relevant methods that will address this:

- The design includes fewer columns, which reduces the number of selling pens/yards required to be closed at any one time.
- The preferred tenderer has its own equipment for boring piers for the column, meaning there are not additional mobilisation/demobilisation costs from working in smaller areas at a time.
- Yards in the works area will be able to be reinstated for sales days to a large extent. The preferred tenderer has proposed a process to sleeve the posts to be able to slip the yards back on when needed.
- The drafting races fitted with electronic tag scanners are identified as critical access points. It is proposed to install the columns in this area earlier, with roofing of this area delayed to a later stage, to avoid interruption to these races.

These methods have been allowed for in the tendered price.

Significantly, the preferred tenderer has experience with construction of saleyard roofing while keeping the facility operating at Hamilton, Colac and Yea.

Consideration was also given to an alternative roofing design option that allows for the eastern-most section of the roof to be raised, to allow for future installation of a viewing platform as a potential additional tourist attraction to the region. Some tenderers did not price this option, with one indicating that it was problematic and potentially impacting on ventilation of the area. It was determined that this alternative option was not viable to proceed with.

Financial Implications

Council received a grant of \$1,490,000 through the Federal Government Building Better Regions Fund.

Additionally, Council had budgeted for \$1,540,000 from reserves in the 2019/20 financial year for this work, providing a total project budget of \$3,030,000.

The cheapest tenderer submitted a price of \$3,498,030.

Cost savings associated with lighting have been able to be taken into account with a revised contract sum of \$3,434,570. Further savings will arise as variations during the project associated with some reduced requirements for water tanks and roofing materials, although the exact extent of these savings is not yet able to be quantified.

Additional costs for the project relating to project management and other items, as outlined in the confidential report on this subject, increase the total project cost to \$3,692,190. It is proposed that the budget be increased to this amount.

It is proposed that the additional funding for this project be sourced by an increase in the proposed internal loan from Council reserves to the HRLE financial entity.

It is anticipated that this amount would be able to be paid back by HRLE over a period of 23 years, compared to the initial 16 years anticipated when the Building Better Regions Funding application was submitted in November 2018.

As the facility would be 43-years-old by the time this loan is paid back, based on the planned payback arrangements, it is also proposed that:

- The Corporate Services and Infrastructure Directors review the long-term financial position of the HRLE, including asset renewal and planned maintenance requirements, to prepare an asset management plan specific to this facility.
- This review be completed in parallel to the 2020/21 budget development process, so that the plan would inform consideration of the ongoing financing arrangement to be in place in the new financial year (2020/21).
- Other options for revenue for the Exchange be evaluated on an ongoing basis, for example, the development of a solar park utilising the new roof.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Advocacy Priority – Funding for roofing at the HRLE

Four-Year Priority 3.4.02 – Master plan preparation for the Livestock Exchange including potential items such as: roofing to cover yards, electronic ramps to replace manual ramps, compost turner and Radio Frequency Identification (RFID), solar panels and water capture

Consultation/Communication

Extensive consultation was undertaken on the HRLE Master Plan, identifying roofing as a priority.

The Project Control Group for the project has an established communication plan with the Board of the HRLE, as well as with the Agents who utilise the site.

An initial meeting with Agents to discuss operability of the site during the works was held on 2 August 2019, and regular meetings are planned with this group. A second meeting was held on 2 September 2019, where details of the measures planned to keep the site operating during construction were presented and discussed.

A part of these measures will be regular (weekly) updates of the site plan showing the areas of the site that are not available on any particular week. This will be circulated to Agents and the HRLE Board.

Plans for the project were reviewed by the HRLE Board at its meeting in June 2019, and a presentation was given at the Board's August meeting, primarily in relation to the issue of ongoing operation of the site during construction. The key issue identified by Board members at that meeting was regarding the capability of the contractor. The preferred tenderer, MKM Constructions, has significant directly relevant experience with saleyard roofing projects, including at Ballarat, Hamilton and Colac, and is well known to Council for some other recent successful projects including the Coughlin Park facility and the Laharum change rooms.

A further briefing was presented to the HRLE Board at a special meeting held on 5 September 2019. At that meeting, the Board proposed a series of measures in relation to its oversight of the project. Minutes of the meeting are included in **Appendix "13.4A"**.

In consideration of the Board's position in this regard, it is proposed that:

- A representative of the Board be invited to join the Project Control Group for the project.

- Detailed reports on project progress will be presented at each regular Board meeting and each alternate month between meetings via email, or as significant items arise.
- Any potential project variations which would represent a material change in the functional scope of the project or which could lead to delays in the project, would be discussed with the Board where necessary, via email to ensure a timely response to issues.
- Any non-functional variations would be addressed by Council staff as part of normal project process.
- Any potential impacts on sale days beyond the anticipated level of interruption, or any potential re-scheduling or cancellation of sale days would be the subject of consultation with the Board.
- Details of all variations would be included in regular reporting to the Board.

Risk Implications

A key risk for the project is developing a plan for continued operation of the site during construction, while ensuring human safety and animal welfare are preserved, as discussed earlier in this report.

A second emerging risk relates to the timing of the project, in particular, to avoid construction during the peak selling period each spring season.

A third key risk relates to repayment of the internal loan for the facility. Consideration of this has led to the recommendation to prepare a detailed Asset Management Plan to inform further consideration of this risk.

Standard construction risks apply. Supervision of works will be conducted by Council Officers to manage these risks. Geotechnical and other site investigations have been conducted in planning for these works.

Environmental Implications

Standard construction management practices will minimise environmental risks during construction. Effluent from the site is contained on site.

There will be an improved environmental outcome from the project, as it incorporates water reuse and solar panels for electricity generation. Concrete removed from the existing HRLE floor will be re-used as material in Council's Road Construction Program.

Human Rights Implications

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

Conclusion

The tender process has yielded a suitable tender for the design and construction of a roof to the HRLE. Completion of this project will require an increase in the proposed internal loan from Council.

9.2 HORSHAM URBAN TRANSPORT PLAN

Author's Name:	Michael McCarthy	Director:	John Martin
Author's Title:	Project Manager	Directorate:	Infrastructure
Department:	Infrastructure	File Number:	F02/A05/000004

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Draft Horsham Urban Transport Plan (**Appendix “9.2A”**)

Horsham Urban Transport Plan Engagement Report (**Appendix “9.2B”**)

Purpose

To endorse the draft Horsham Urban Transport Plan (HUTP) and place it on exhibition for public consideration to gain community feedback.

Summary

- A draft HUTP has been prepared following an intensive analysis and engagement process.
- It is now proposed to present the plan to the community for consultation.
- The results of the consultation will be presented to the Project Control Group and Councillors to help shape a final report for Council consideration.

Recommendation

That Council endorse the draft Horsham Urban Transport Plan and place it on exhibition for public consideration to gain community feedback for a six-week period.

Council Resolution

MOVED Cr David Grimble, Seconded Cr John Robinson

That Council receive and note the draft Horsham Urban Transport Plan and place it on exhibition for public consideration to gain community feedback for a 10-week period.

CARRIED

REPORT

Background

The HUTP is being developed under the banner of Transforming Horsham, which is Council's overarching vision for growing the city's economy, vibrancy and liveability. There are four inter-related strategic projects, each with a common vision – to help guide the transformation of Horsham. These projects are:

- HUTP
- Open Space Strategy
- Horsham South Structure Plan
- City to River (Wimmera River and Central Activity District Vision and Masterplan).

The HUTP has been commissioned to:

- Consider people movement needs alongside place-based activities
- Review and revise Horsham's internal road hierarchy
- Identify key road network issues in the urban areas of Horsham
- Establish key priorities and issues to be addressed
- Establish principles for street design.

Consultants Tonkin and Intermethod have been engaged for this project.

In addition to the consultation outlined below, Councillors have participated in a series of briefings and workshops on this plan.

Discussion

The draft HUTP has been developed to improve the accessibility, transport effectiveness and safety throughout the regional city. The plan incorporates the Movement and Place principles which consider both transport efficiency and the sense of place, aiming to make the city more attractive to visitors and residents (new and existing) and supporting economic and social well-being.

The transport objectives on which this plan are based were those adopted by Council previously, as follows:

- A more active and vibrant CBD and river precinct
- Trucks which don't originate or terminate in the CBD to be removed from the CBD and river precinct
- More active transport
- More river crossings
- Linking highways to economic activities
- Preference for the use of existing road reserves for future development of the local and arterial roads.

A background report was presented to and endorsed by Council in April 2019. That report:

- Provided the project timetable
- Summarised details of the various transport-related strategies and existing data
- Described the principles of Movement and Place
- Categorised the status of street networks within the CBD against movement and place principles
- Identified key issues that need to be addressed
- Provided the consultation plan for the project
- Discussed the initial responses from the extended on-line and face-to-face survey.

The draft plan (**Appendix "15.2A"**) has incorporated the consultant's investigations, feedback from the initial community engagement, the outputs from the recent community workshops held in August and comments from the Project Control Group.

The assessment of Horsham's transport network confirmed that the impact on freight movement through the CAD was a major issue, in particular:

- McPherson Street (Western Highway) has the highest north-south movement function, yet high traffic flows were also recorded along Firebrace Street and Urquhart Street
- Streets within the CAD have a high movement function and generous road design prioritising movement of traffic over pedestrian and cycling use
- Wilson Street (Wimmera Highway) is also of concern for freight movements through town and past the major shopping centre.

The assessment of Horsham's transport network against the Movement and Place principles found a number of issues impacting adversely on safety and amenity in Horsham's streets:

- Wide crossing distances in some side streets and roundabouts
- Lack of continuous tree canopy
- Lack of dedicated cycling infrastructure and poor street design even in locations where the road widths could easily accommodate cyclists
- Lack of on-street seats as resting opportunities
- There is little on-street vibrancy – pedestrian numbers are low, on-street staying/dwelling opportunities are rare and mostly not in a great environment
- Freight movement channelled through the CBD impacts adversely on the road network's safety and amenity
- The hospital and school precincts are very dependent on cars with poor accessibility.

It was also assessed that, whilst there is ample car parking in Horsham, car parking adversely impacts on the opportunities for active streets where people spend time and money, as they move through the CBD.

The plan is structured on six transport themes, with a series of "priority and ongoing" actions identified in each of these themes. It is primarily these actions on which community feedback is sought.

Following development of the HUTP, Council will develop its rural transport strategy. The Rural Transport Network Plan will consider:

- Key freight connections in the municipality's rural areas
- Establishment of a priority farm machinery network, to facilitate the passage of agricultural implements with reduced potential for conflict with main traffic routes
- Enhancements to safety
- The interface of the municipality's rural road network to the Horsham urban transport network
- Development of an achievable service level agreement and road network hierarchy combination for Council's sealed and unsealed rural road network.

Financial Implications

The ultimate goal of the HUTP is to identify actions and projects for incorporation in subsequent Council budgets. Strategies in the draft plan are currently being fed into an action plan, which will accompany the final report. This action plan will provide indicative costings for priority actions over the first five years of a longer term capex plan. It will be presented to Council in a subsequent briefing, with priorities updated to reflect engagement undertaken to date and comments received in the formal consultation period. The action plan will also aim to identify quick wins, which will start to give effect to key priorities from the plan.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Four-Year Priority 2.2.07 – Horsham Integrated Transport Strategy completed including:

- Stage 2 – Horsham urban area
- Stage 3 – Rural areas of municipality

Consultation/Communication

There has been extensive engagement in the development of this draft plan to date. A detailed Engagement Report is attached (**Appendix "9.2B"**), and it is proposed that it will be exhibited as a supporting attachment to the HUTP. The Engagement Report provides a full list of the feedback received during the development phase of this draft plan.

The community engagement process during the exhibition period is proposed to include the following:

- Exhibition of the draft plan on Council's website, with printed copies made available at the Council Reception for viewing
- Regular social media releases explaining the exhibition process and providing details of the strategies proposed under the six themes
- Use of an on-line social engagement tool that provides the community with an opportunity to respond to specific questions and to specific details
- A press release explaining the exhibition the draft Plan for community feedback, its purpose and objectives, the aims of the engagement process, how to view the draft Plan and how to respond to individual strategies
- Speaking notes for the Mayor, including key questions and aims of the draft Plan
- Briefing notes for Councillors and staff to help support the community engagement process, covering aspects such as:
 - Council's adopted transport objectives and advocacy priorities
 - The Movement and Place principles supporting the investigations
 - The six themes outlined in the draft Plan and their aims
 - The engagement process, how to view documents and how to respond
 - The importance of identifying priorities to assist budget deliberations
 - The next steps after the engagement period.

A detailed summary of the responses from the community with commentary on how they shape the final plan will be presented at the next available Council meeting after the conclusion of the exhibition period.

Risk Implications

Effective consultation will assist in mitigating risks associated with development of the HUTP.

Environmental Implications

There are no environmental implications at this stage of the plan's development. Some projects identified in the plan will need detailed investigations of a range of matters, including environmental aspects.

Human Rights Implications

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

Conclusion

The draft HUTP report has been developed utilising a thorough and comprehensive process within the lens of best practice transport practice and theory, and Movement and Place principles. It reflects Council's adopted transport objectives and the outcomes of the community, Project Control Group and Councillor feedback. It is therefore appropriate to exhibit this draft plan for final community consideration.

9.3 GREEN LAKE WATER SUPPLY

Cr John Robinson left the meeting at 6.07pm

Author's Name:	John Martin	Director:	John Martin
Author's Title:	Director Infrastructure	Directorate:	Infrastructure
Department:	Not applicable	File Number:	F06/A13/000001

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To approve water supply to Green Lake for the 2019/20 summer.

Summary

- This proposal for supply of water to Green Lake is based closely on arrangements in 2018.
- Green Lake is the municipality's primary recreation lake.
- Changes to the water supply regime of GWMWater's reservoirs, associated with the introduction of the Wimmera Mallee Pipeline, have led to a lack of a regular supply to the lake since recovery from the Millennium Drought which ended in 2010.
- Currently, the lake is below the level suitable for launching boats from the boat ramp. GWMWater has completed a minor supply to the lake in early August, which saw the lake rise from 2,400 to 2,510 ML in storage.
- GWMWater is only intending to supply further water to the lake if Council agrees to pay for this water.
- It is proposed that Council pay for this supply.

Recommendation

That Council agree to pay for a supply of up to 1,300 ML of water to Green Lake at a cost of \$22.37 per ML in this current spring, i.e., a total cost of \$29,081.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council agree to pay for a supply of up to 1,300 ML of water to Green Lake at a cost of \$22.37 per ML in this current spring, i.e., a total cost of \$29,081.

CARRIED

Cr John Robinson returned to the meeting at 6.18pm.

REPORT

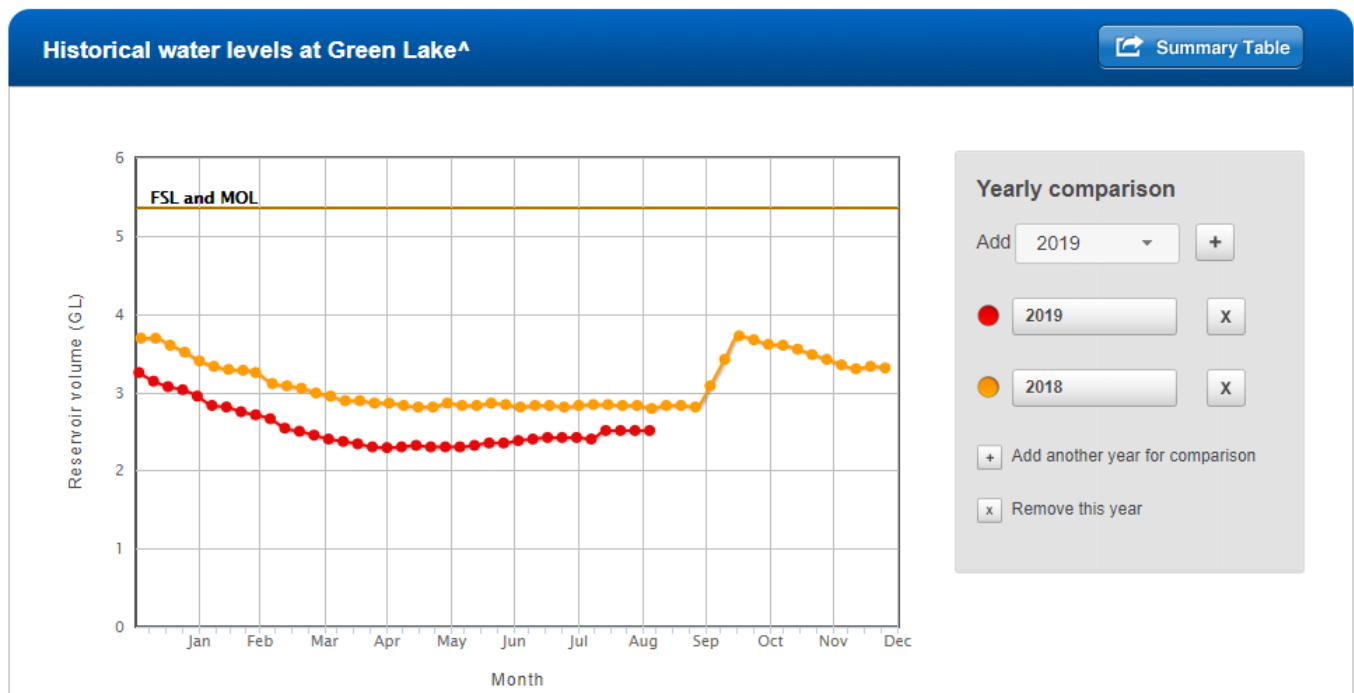
Background

The supply of water to Green Lake was considered by Council in September 2018. That report provided a detailed background on the historical supply to Green Lake and the entitlements framework for water supply in the region.

While the preference would be for GWMWater to supply Green Lake as part of its reservoir network, GWMWater has been unable to do so. GWMWater has again indicated its preparedness to supply water to Green Lake if Council pays for the supply. This is in line with the arrangements for supply to approximately 12 other recreation lakes across the Wimmera-Mallee region.

Discussion

The chart below, from GWMWater's website shows the 2018 supply (in orange) and the current lake volume, tracking below the level at the same stage last year.



In 2018, a supply of 1,000 ML was provided to the lake. The fact that the lake level is tracking below the level at the same stage last year indicates that the volume supplied is not enough to maintain a sustainable supply. The lake is around 280 ML below the volume at the same stage last year. It is therefore proposed that a supply volume of 1,300 ML be requested.

Financial Implications

The current GWMWater tariff for supply to recreation lakes is \$22.37 per ML. This tariff is heavily subsidised by virtue of the recreation contribution charge that all water customers pay.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Advocacy Priority – The retention of recreational lakes or other recreational water facilities with the purpose of securing water-based recreational opportunities in the municipality

Four-Year Priority 2.3.01 – Investigate opportunities for the development of the Green lake/Dock Lake recreational precinct

Consultation/Communication

Inquiries have been received from the community about whether Green Lake would be supplied again this year.

Risk Implications

There will always be years in severe droughts when a water supply is not possible to Green Lake. Local residents are well aware of this and recognise that priorities need to be established in times of water shortage.

Environmental Implications

The Wimmera Catchment Management Authority has been supportive of measures to enhance the water supply to Green Lake in recent years. There are no identified environmental concerns with the supply.

Blue-green algal blooms are regular at Green Lake. This is unlikely to be solved without regular large throughflow volumes to flush out the lake. This is not a likely scenario in the near term.

Human Rights Implications

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

Conclusion

GWMWater has offered a reasonable proposal to provide a water supply to Green Lake that will facilitate recreation this summer.

9.4 CLEANING CONTRACT EXTENSION – CONTRACT 16/025

Author's Name:	Brett Ellis	Director:	John Martin
Author's Title:	Co-ordinator Facilities Management	Directorate:	Infrastructure
Department:	Engineering Services	File Number:	16/025

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To endorse an optional two-year term extension for the Contract 16/025, Cleaning Contract (Parts A and B).

Summary

- In 2016, Council awarded the contract for cleaning its facilities to Woody's Cleaning for an initial three years. The contract allows Council to enter into optional terms of a one or two year extension.
- Since Woody's has satisfactorily undertaken the first three-year term, it is proposed that the contract be extended with the new proposed rates for immediate commencement.
- Both the level and scope of service have increased slightly over the past three years. The total difference in the proposed contract price is 10%, which is considered to be acceptable.

Recommendation

That Council endorse the option of a two-year extension to Cleaning Contract 16/025 (Parts A and B) with Woody's Cleaning at the annual sum of \$132,831.21.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council endorse the option of a two-year extension to Cleaning Contract 16/025 (Parts A and B) with Woody's Cleaning at the annual sum of \$132,831.21.

CARRIED

REPORT

Background

In 2016, Council awarded the contract for cleaning its facilities to Woody's Cleaning for an initial term of three years. According to the contract conditions, Council can now enter into the optional terms of either a one or two-year extension.

It has been assessed that Woody's Cleaning has satisfactorily undertaken the first three-year term. An invitation for a new rates submission was sent to the contractor regarding the following facilities:

Part A (Council Buildings)

- Municipal Offices
- Council Depot
- Mibus Cultural Centre
- Senior Citizens Centre
- Municipal Pound
- Regional Livestock Exchange
- City Oval Clubrooms
- Dudley Cornell Park
- Visitor Information Centre
- Haven Hall
- Horsham Sports and Community Pavilion

Additional Buildings (new service)

- Sunnyside Pavilion
- Racecourse Reserve Pavilion

Part B (Town Hall, Art Gallery, Kalkee Road Hub and Wesley Performing Arts Centre)

- Horsham Town Hall Public Conveniences (new service – was previously in Part C)

It should be noted that there have been some facilities added to the list of both Part A and Part B of the original contract. Consequently, the annual cost to Council would increase from \$120,650.68 (current) to \$132,831.21 as per Woody's Cleaning's new quoted prices.

Discussion

Given that both the level and scope of service have been elevated significantly over the past three years, the total overall 10% difference in the cleaning contract price is considered to be reasonable. The following are some details around the new service demand that triggered the price increase.

Part A – Price increase is largely due to:

- Horsham Regional Livestock Exchange – previous shared travel arrangement no longer available.
- Horsham City Oval Clubrooms – addition of female football
- Haven Hall – serviced more frequent due to increased usage and weekend hire

New services:

- Sunnyside Pavilion
- Racecourse Reserve Pavilion

Part B – Price increase is due to:

- Horsham Town Hall Public Conveniences – site identified as a premium facility requiring a higher service standard. This has been substantially under-quoted and serviced unsatisfactorily by a previous contractor.
- Price evaluated as good value. This service was previously conducted through the separate Public Toilets contract.

Financial Implications

The new rates represent a \$12,180.53 (10%) price increase from \$120,650.68 (current contract term) to the new term of \$132,831.21 on the basis of the proposed new rates.

Provision for this expenditure is split across the budget of a range of service areas. The costs of cleaning these facilities are part of the charge-back arrangements managed by Council.

Links to Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 3 – Asset Management

Upgrading and maintaining our infrastructure to attract more visitors to our municipality

Consultation/Communication

Consideration of the proposal to extend this contract included discussion with user groups and internal service managers, i.e., the manager of each facility.

Risk Implications

Nil

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

Woody's has satisfactorily undertaken the first three-year term under this contract, it is proposed that optional two-year extension term be exercised.

Given that both the level and scope of service have increased over the past three years, the overall 10% difference in the contract price is considered to be reasonable.

9.5 PUBLIC TOILET CLEANING – CONTRACT 20/002

Author's Name:	Mazen Aldaghstani	Director:	John Martin
Author's Title:	Manager Engineering Services	Directorate:	Infrastructure
Department:	Engineering Services	File Number:	20/002

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: The appendix only is considered confidential – Section 89(2)(d) Contractual Matters

Appendix

Nil

Purpose

To award Contract 20/002, Provision of Cleaning Service Various Outdoor Facilities and Public Conveniences.

Summary

- The existing contract for public toilet (and related facility) cleaning has expired.
- Tenders were invited from suitably experienced contractors for provision of these services.
- A good response was received to the request for tenders, with six submissions received.
- The preferred tenderer is within the budget provision and has been reviewed to ensure that a suitable standard of service will be provided.
- The tender review panel recommend the contract be awarded to Australian Commercial Maintenance.

Recommendation

That Council award Contract 20/002, Provision of Cleaning Service Various Outdoor Facilities and Public Conveniences, to Australian Commercial Maintenance for the sum of \$293,732.00 inc GST, over the period 1 October 2019 to 30 June 2022.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council award Contract 20/002, Provision of Cleaning Service Various Outdoor Facilities and Public Conveniences, to Australian Commercial Maintenance for the sum of \$293,732.00 inc GST, over the period 1 October 2019 to 30 June 2022.

CARRIED

REPORT

Background

The current contract with Pioneer Cleaning expired on 30 June 2019. This company is continuing to provide services for the time being on a month-by-month basis.

The new contract includes the provision of cleaning services at a broad range of sites including:

- Horsham CBD area
- Parks and playgrounds
- Lakes and open space recreation areas
- Sporting precincts
- Rural facilities.

The public toilets within the Horsham Town Hall were included as part of the original contract, but are now part of a separate cleaning arrangement that includes the overall cleaning of that facility.

Discussion

Tenders were conducted using Council's standard processes, being advertised through Council's tender portal. The attachment to the confidential report on this subject (**Appendix "15.2A"**) provides details of submitted tenders and their evaluation.

Six tenders were received from:

- ICS Service Solutions, Norwood, South Australia
- KC Facility Services, Keysborough, Victoria
- BG Corporate Services, Taylors Lakes, Victoria
- QKleen, Horsham, Victoria
- Australian Commercial Maintenance, Campbellfield, Victoria
- Peopleworks Cleaning Services, Belgrave, South Australia

The tender of Australian Commercial Maintenance was the cheapest of the six tenders. It was assessed as being conforming and addressing Council's requirements, and is therefore the preferred tender.

Financial Implications

The tendered price for these services equates to approximately \$106,800 per year. In comparison, the current budget is based on services provided in 2019/20 at a cost of \$127,000. The budget for this cleaning is spread across a number of Council service areas.

Given this price is lower than budget, sufficient checking of the planned resourcing of the services was undertaken to ensure that a suitable standard of service would be provided.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 3 – Asset Management

The Council Services Overview 2019 document identifies the need to provide the public with accessible, clean and safe toilets.

Consultation/Communication

Internal consultation has occurred with the relevant service manager in each area.

Risk Implications

Financial risks with this contract will be managed through the provision of a security deposit and supervision against defined service standards.

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 tender evaluation process has produced a suitable tender which is deliverable within the available budget allocation.

9.6 SUPPLY OF FUEL – CONTRACT 19/028

Author's Name:	Greg Gunn	Director:	John Martin
Author's Title:	Senior Engineer	Directorate:	Infrastructure
Department:	Engineering Services	File Number:	19/028

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 89(2)(d):

Yes No

Reason: The appendix only is considered confidential – Section 89(2)(d) Contractual Matters

Appendix

Nil

Purpose

To award Contract 19/028, Supply of Fuel for Council's operations fleet.

Summary

- Two of the three existing depot fuel tanks are leaking and are no longer able to be used.
- This has led to soil contamination around the fuel tank area, which will require the tanks to be removed in the near future.
- Off-site fuel supply has been identified as the cheapest ongoing means of providing fuel. This also addresses a range of governance requirements to ensure sound administration of fuel supplies.
- A tender process was conducted to determine the preferred supplier of fuels.
- Mogas Regional Pty Ltd received the highest evaluation score and is the preferred provider.
- Contracting to Mogas Regional Pty Ltd will be cheaper than using the current depot tank fuel provider.
- The contract has a term of three years with two, one-year options to renew.

Recommendation

That Council award Contract 19/028, Supply of Fuel to Mogas Regional Pty Ltd.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Pam Clarke

That Council award Contract 19/028, Supply of Fuel to Mogas Regional Pty Ltd.

CARRIED

REPORT

Background

The existing depot fuel facilities currently include bowsers and the following underground fuel storage tanks:

- 2 x 11,000 L diesel
- 1 x 11,000 L unleaded petrol (ULP).

Greencap Pty Ltd was engaged in September 2018 to undertake environmental sampling at the depot. This program indicated that the underground tanks were potentially leaking.

The underground fuel tanks were pressure tested in early January 2019 and this determined that the ULP tank and one diesel tank were leaking and hence, unable to be used. The depot fleet has since been issued with fuel cards as a temporary measure.

Discussion

Rather than repairing or replacing the tanks, it was determined that the cheapest option was to contract the supply of fuel to a local off-site fuel provider.

Tenders were advertised through Council's normal processes, with tenders being received from the following companies:

- Mogas Regional
- Lowes BP
- Caltex Star Card
- Petrogas.

The tender submissions were all assessed as being relatively similar, however, Mogas received the highest score and is recommended for approval.

Details of the tender evaluation process are included in the attachment to the confidential report on this subject (**Appendix "15.2A"**).

Financial Implications

Contracting the fuel supply to Mogas Regional Pty Ltd will result in financial benefits. Until recently, fuel was supplied and delivered by Caltex, with average consumption of diesel being 12,000 L per week. Minimal ULP is supplied at the depot, with most ULP vehicles previously having been issued with fuel cards.

It is estimated that the new contract arrangement will result in an estimated savings of \$35,000/year and reduced costs in managing the bulk fuel supplies.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Consultation/Communication

The options to outsource the supply of fuel have been discussed with the relevant depot and finance staff. Operations Manager Rob Moir was a member of the Evaluation Panel.

Risk Implications

Contracting fuel supplies as proposed in this report reduces Council's environmental risk at the depot site, and helps to address some potential fraud/governance risks.

Environmental Implications

Closing the existing depot fuel facilities and sourcing fuel from offsite will eliminate an environmental risk.

Human Rights Implications

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

Conclusion

It is recommended that Council award Contract 19/028, Supply of Fuel to Mogas Regional Pty.

9.7 WIMMERA INTERMODAL FREIGHT TERMINAL PRECINCT STAGE 1 TENDER, ROADS AND DRAINAGE – CONTRACT 19/034

Author's Name:	Mazen Aldaghstani	Director:	John Martin
Author's Title:	Manager Engineering Services	Directorate:	Infrastructure
Department:	Engineering Services	File Number:	19/034

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

Information classified confidential in accordance with *Local Government Act 1989* – Section 89(2)(d):

Yes No

Reason: The appendix only is considered confidential – Section 89(2)(d) Contractual Matters

Appendix

Nil

Purpose

To award Contract 19/034 for Road and Drainage Construction Works at the Wimmera Intermodal Freight Terminal (WIFT) Precinct Stage 1.

Summary

- The scope of works for Stage 1 of the WIFT Precinct development has been finalised.
- Tenders were called on the road and drainage components of these works.
- Three conforming tenders were received.
- The cheapest tender, that of Glover Earthmoving, was also assessed as having the best overall tender submission, and Glover Earthmoving has been nominated as the preferred tenderer.
- The cost of the tender is within the project budget.
- Details of the tender evaluation are included in the attachment to the confidential report on this subject (**Appendix “15.4A”**).

Recommendation

That Council award Contract 19/034 for Road and Drainage Construction Works at the WIFT Precinct Stage 1 to Glover Earthmoving for a contract sum of \$1,798,576.21 ex GST.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Pam Clarke

That Council award Contract 19/034 for Road and Drainage Construction Works at the WIFT Precinct Stage 1 to Glover Earthmoving for a contract sum of \$1,798,576.21 ex GST.

CARRIED

REPORT

Background

The WIFT Precinct is being developed to encourage businesses with a transport and logistics focus to be located adjacent to the successful intermodal facility at Dooen.

This contract will deliver the civil works for the first stage of the project, including:

- Construction of a section of Molyneaux Road north of Freight Terminal Road
- A roundabout at the Molyneaux Road and Freight Terminal Road intersection
- Drainage works in this area, including a drainage retardation basin.

Additional works in this stage but not in this contract are:

- Power line construction (in progress through PowerCor)
- Water supply (to be tendered shortly).

Discussion

Tenders were invited using Council's standard processes, being advertised through Council's tender portal. The evaluation report in the separate confidential report on this subject (**Appendix "15.4A"**) provides details of submitted tenders and their evaluation.

In summary, three tenders were received from:

- Glover Earthmoving
- Millers Civil Contractors
- Willmore Contractors.

Glover Earthmoving scored highest in the tender evaluation and submitted the lowest priced tender. The Glover Earthmoving tender submission demonstrated a thorough understanding of the contract requirements. Based on these points, Glover Earthmoving has been nominated as the preferred tenderer for this contract.

Financial Implications

The price tendered, \$1,798,576, is within the available budget for this project being \$2,018,800.

Some further financial aspects of this project are discussed in the attachment to the confidential report on this subject (**Appendix "15.4A"**).

It is acknowledged that the Victorian Government is contributing \$1.25 million towards the overall works for this stage of the WIFT Precinct development, through its Agriculture Infrastructure and Jobs Fund.

Links to Council Plans, Strategies, Policies

2019-2023 Council Plan

External Factors that Inform the Council Plan –

The WIFT and surrounding precinct will provide numerous economic opportunities

Four-Year Priority 2.1.01 – Progress implementation of the WIFT Precinct Plan and encourage opportunities for the establishment of associated industries including the mining sector

Consultation/Communication

Development of the WIFT Precinct follows the Planning Scheme Amendment process to rezone this area, which included a public submissions process.

Details of works impacting on private property have been discussed with relevant landowners/occupiers where impacted, for example, drainage works in paddocks are scheduled to be conducted after harvest.

Risk Implications

While these construction works are larger than most standard road and drainage works conducted by Council, Glover Earthmoving has experience with works in this order, including two recent flood recovery contracts valued at \$0.7 million and \$1.4 million.

Environmental Implications

Scoping of these works included evaluation of environmental impacts. This included redesign of the configuration of drainage works to avoid impacting on an area of native vegetation in part of the site. Most of the site had previously been cropped, and had limited native vegetation value.

The construction works will be conducted in accordance with a management plan that includes consideration of environmental aspects.

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 produced a suitable tender which is deliverable within the available budget allocation.

9.8 AUDIT AND RISK COMMITTEE MEETING – SEPTEMBER 2019

Author's Name:	Diana McDonald	Director:	Graeme Harrison
Author's Title:	Co-ordinator Governance	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	F18/A13/000001

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Audit and Risk Committee Meeting Minutes – 11 September 2019 (**Appendix "9.8A"**)

Purpose

To receive and note the minutes of the Audit and Risk Committee meeting held on 11 September 2019 and appoint Council's internal auditors.

Summary

- VAGO Fraud and Corruption Control – Local Government – internal assessment
- Internal Audit Actions Report
- Draft Annual Financial Accounts
- Draft Performance Statement
- Tender for the provision of internal audit services.

Recommendation

That Council:

1. Receive and note the minutes of the Audit and Risk Committee meeting held on 11 September 2019.
2. Approve the appointment of RSD Audit as Council's internal auditors for a three-year term, with an option to extend it for further two years.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Pam Clarke

That Council:

1. Receive and note the minutes of the Audit and Risk Committee meeting held on 11 September 2019.
2. Approve the appointment of RSD Audit as Council's internal auditors for a three-year term, with an option to extend it for further two years.
3. Acknowledge by letter the professional, sound and experienced advice provided by senior Crowe Horwath partner, Mr John Gavens.

CARRIED

REPORT

Background

The Horsham Rural City Council Audit and Risk Committee is an advisory committee of Council. The committee's objective is to provide appropriate advice and recommendations to Council on matters as listed in its Charter, in order to facilitate decision making by Council in relation to the discharge of its accountability requirements.

The current internal auditors, Crowe Horwath, have been Council's internal auditors since approximately 2010. Their latest contract concluded on 30 June 2019. Crowe Horwath have performed the audit function in an excellent manner, led predominantly over that time by Senior Partner, John Gavens. They have conducted some 18+ audits during this period, and over 300 recommendations for improvement.

Council's Audit and Risk Committee Charter requires the committee to recommend to Council the provider of the internal audit services. Recently, a public tender process was undertaken for the provision of internal audit services for a three-year term. The internal auditor's role is to have a compliance focus in ensuring legislative requirements are met and that internal controls are operating effectively.

Discussion

Key topics covered in the Audit and Risk Committee meeting held on 11 September 2019 were:

- **VAGO Fraud and Corruption Control – Local Government** – An internal assessment was undertaken of Council's compliance with recommendations raised in the VAGO Report and recommendations were made for improvement to processes.
- **Internal Audit Actions Report** – The quarterly report on the completion and/or number of outstanding audit actions was provided for the quarter. Seventeen actions were completed for the quarter, 61 remain to be completed, and 35 are past the internally set due date. Two high risk items remain overdue, but these are over 80% complete.
- **Draft Annual Financial Accounts and Performance Statement** – The external auditors from the Victorian Auditor General's Office presented the draft Financial Accounts and Performance Statement. There were no significant issues arising from the audit. The auditors praised the work and co-operation of Council's Finance Team.
- **Internal Audit Tender Evaluation** – The tender panel comprised of Graeme Harrison, Director Corporate Services, Heather Proctor, Manager Finance, and Diana McDonald, Co-ordinator Governance. Five tenders were received from:
 - AFS and Associates Pty Ltd (Bendigo)
 - RSD Audit (Bendigo)
 - Crowe (Aust) Pty Ltd (Melbourne)
 - Moore Stephens (Melbourne)
 - Kingston and Knight (Melbourne)

The Tender Evaluation Panel were unanimous in the selection of RSD Audit as the preferred supplier. RSD Audit have previously been VAGO appointed external auditors for Horsham Rural City Council for a three-year period, have a good understanding of the organisation, and have provided a good value audit program.

RSD Audit currently provide internal audit functions for nine other Councils including Hindmarsh, West Wimmera, Buloke and Southern Grampians Shire Councils. They are also internal auditors for the Wimmera Catchment Management Authority and external auditors for 12 Councils across the State. Lead Partner, Kathie Teasdale, and Senior Auditor, Nathan Barber, are both well qualified and experienced in the undertaking of the internal audit function. The intention will be to undertake an Organisational Risk Assessment, which will then inform the development of a three-year internal audit plan, and more detailed audit plan for 2019/20.

The Audit and Risk Committee recommend the appointment of RSD Audit as the company to undertake Council's internal audit program for a three-year period commencing 2019/20.

- **Other Compliance Matters Discussed** – VAGO future performance audit program, delegations, risk management, Business Continuity Plan and Monthly Management Report to 30 June 2019.

Financial Implications

Operations of Council's Audit and Risk Committee are covered within the 2019/20 operational budget allocation. The full year estimated fees for RSD Audit for a 150-hour audit program is \$21,450, which is within the 2019/20 budget allocation of \$25,000.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Four-Year Outcomes –

4.2 Manage risk to the organisation

4.4 Achieve high standards of organisational performance

Consultation/Communication

Council's Audit and Risk Committee comprises of Councillors and independent members. Consultation as and if required is undertaken with internal and external (VAGO) auditors.

Unsuccessful tenderers will be notified following the resolution of Council.

Risk Implications

The Audit and Risk Committee is an important committee of Council required under the *Local Government Act 1989*. The committee has an important role in monitoring Council's financial governance and risks. To not have a properly functioning or constituted committee would be in breach of the requirements of the Act and could increase Council's potential for fraud and corruption to occur.

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 quarterly Audit and Risk Committee meeting has been effectively discharging its duties and responsibilities.

9.9 ANNUAL FINANCIAL ACCOUNTS 2018/19

Author's Name:	Graeme Harrison	Director:	Graeme Harrison
Author's Title:	Director Corporate Services	Directorate:	Corporate Services
Department:	Corporate Services	File Number:	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 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Draft HRCC Financial Accounts 2018/19 (**Appendix "9.9A"**)

Draft HRCC Performance Statement for the Year Ended 30 June 2019 (**Appendix "9.9B"**)

Purpose

To approve in-principle the final audited draft Financial and Performance Statements for 2018/19.

Summary

- The Annual Financial Accounts for 2018/19 are provided to Council.
- The Annual Performance Statement for 2018/19 is provided to Council.

Recommendation

That Council:

1. Approve in-principle the Financial and Performance Statements for 2018/19 and authorise their submission to the Victorian Auditor-General's office.
2. Authorise the Mayor, Cr Mark Radford and Cr David Grimble to certify the Financial and Performance Statements for 2018/19 in their final form after any changes recommended or agreed to by the auditors have been made pursuant to section 131 of the *Local Government Act 1989*.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council:

1. Approve in-principle the Financial and Performance Statements for 2018/19 and authorise their submission to the Victorian Auditor-General's office.
2. Authorise the Mayor, Cr Mark Radford and Cr David Grimble to certify the Financial and Performance Statements for 2018/19 in their final form after any changes recommended or agreed to by the auditors have been made pursuant to section 131 of the *Local Government Act 1989*.

CARRIED

REPORT

Background

The annual financial statements for 2018/19 were prepared and presented to Council's external auditor, McLaren Hunt Financial Group, prior to their visit to Council during the week of 26 August 2019.

The draft Financial Accounts (**Appendix "9.9A"**) and Performance Statement (**Appendix "9.9B"**) have been forwarded to the Victorian Auditor-General's Office for final review on 6 September 2019, and minor changes to notes and presentation of the accounts, may be required/requested.

It is recommended that Council give its approval in-principle to the statements in accordance with the *Local Government Act 1989*. These statements will form part of Council's 2018/19 Annual Report, which must be forwarded to the Minister for Local Government by 30 September 2019.

No changes other than those which might be recommended or agreed by the Victorian Auditor-General's Office are anticipated.

Discussion

The internal Audit and Risk Committee has reviewed the draft statements, at its meeting on Wednesday 11 September 2019, where Mr Chris Kol from McLaren Hunt Financial Group, discussed the statements and the outcomes from the audit.

The Audit and Risk Committee, at its meeting on 11 September 2019, recommended that Council adopt in-principle, the Financial and Performance Statements for 2018/19.

Financial Implications

The cost of carrying out the audit is included in the 2018/19 budget.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Four-Year Outcome 4.4 – Achieve high standards of organisational performance

Consultation/Communication

The draft statements have been discussed with members of Council's Audit and Risk Committee including Mr Chris Kol, from McLaren Hunt Financial Group (Victorian Auditor-General's Office agent) at the meeting

11 September 2019.

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 Financial Accounts and Performance Statement for 2018/19 have been completed in accordance with relevant legislation and with reference to relevant accounting standards, and are now presented for in-principle approval of Council.

9.10 LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK REPORT OF OPERATIONS 2018/19

Author's Name:	Zac Gorman	Director:	Graeme Harrison
Author's Title:	Management Accountant	Directorate:	Corporate Services
Department:	Finance	File Number:	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 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

Local Government Performance Reporting Framework Report of Operations 2018/19 (**Appendix "9.10A"**)

Purpose

To receive and note the Local Government Performance Reporting Framework (LGPRF) Report of Operations 2018/19 prior to the data being published on the Know Your Council website.

Summary

- Background development of the LGPRF
- The key drivers in establishing the LGPRF framework
- Summary of highlights for the 2018/19 period.

Recommendation

That Council receive and note the Local Government Reporting Framework Report of Operations 2018/19 prior to the data being published on the Know Your Council website.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council receive and note the Local Government Reporting Framework Report of Operations 2018/19 prior to the data being published on the Know Your Council website.

CARRIED

REPORT

Background

The LGPRF was developed in response to the Victorian Auditor-General's observations that performance reporting in local government had limited relevance to ratepayers because it lacked information about the quality of Council services, the outcomes being achieved and how these related to Council's strategic objectives.

The LGPRF provides a set of comparative performance measures, and requires Councils to report against these as part of the Annual Report, and in doing so:

- (a) Council will have information to support strategic decision making and continuous improvement within Council
- (b) Communities will have information about Council performance and productivity
- (c) Regulators will have information to monitor compliance with relevant reporting requirements
- (d) State and Federal governments will be better informed to make decisions that ensure an effective, efficient and sustainable local government.

Essentially, it has been designed to increase transparency and accountability to the community and other levels of government on the spending of public money and delivery services and infrastructure to the community.

The key drivers in establishing the LGPRF framework are:

- Strengthen Accountability - a consistent set of indicators have been introduced to enable benchmarking of Council performance
- Transparency - the requirement for Councils to identify and report "key strategic activities" has been replaced by reporting achievement of "major initiatives"
- Improved Resource Planning - a consistent process will be introduced for future capital works planning
- Streamlined Financial Reporting - Council is now required to prepare financial statements instead of standard statements
- Better Accessibility - Council is now required to publish key accountability documents on a website.

The LGPRF framework was developed over a number of years with the first year of reporting occurring in 2014/15. All measures and related commentary are reported through the Know Your Council website.

For 2018/19, the LGPRF contains 42 service performance indicators across the following nine broad service areas:

1. Aquatic Facilities
2. Animal Management
3. Food Safety
4. Governance
5. Libraries
6. Maternal and Child Health
7. Roads
8. Statutory Planning
9. Waste Collection.

Issues/Discussion

Council is required to produce a Report of Operations (**Appendix "9.10A"**) which is included in the Annual Report and contains all 42 service performance indicators. Ten of the performance indicators are required to be audited and are included in the Performance Statement, which is part of Council's financial reporting.

For 2018/19 there are now five years of data available, and explanations are provided where there are material variations between the past two years (>10%).

Another component of the LGPRF is the Governance and Management Checklist, which seeks to define measures that identify whether Council has strong and appropriate governance and management frameworks in place for community engagement, planning, monitoring, reporting and decision making, etc. Council has met all these requirements.

Council has completed the reporting requirements for the 2018/19 financial year, and the relevant documents will be lodged with Local Government Victoria (LGV) and the auditors in the coming weeks. Once they have been fully agreed by LGV, they will be placed on the Know Your Council website.

A summary of some of the highlights is provided below (the reference number provided is the line item on the LGPRF Report of Operations):

- Utilisation of aquatic facilities has increased in the past year by 6.91% due to promotion of swimming lessons, an extensive summer holidays program and focusing on aqua based classes.
- The amount of animals reclaimed, has increased from 45.3% to 62.91%.
- In 2018/19 there were less food complaints, therefore, the timeframe to action these complaints was quicker by 35.71%.
- Whilst the number of Council decisions made that were closed to the public remained consistent with previous years, less decisions were made at open council meetings which is reflected by an increase in this ratio.
- Even though participation in the Maternal Child Health Service by Aboriginal children is a voluntary service, participation has increased significantly. An increase of 36% was seen in 2016/17, 15% in 2017/18 and a further 10% in 2018/19.
- Sealed local road requests decreased by 13.11%, with a decrease from 122 requests in 2017/18 to 106 for 2018/19.
- The costs of recycling services have increased by 41.44% due to the impact of China's National Sword policy and the domestic recycling crisis that followed. (REF WC4)

Financial Implications

Financial costs are limited to the time taken for staff to collect and collate the information which is done throughout the year.

Links to Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Consultation/Communication

This data will be included in Council's Annual Report and placed on the Know Your Council website where detailed comparisons can be made between Horsham Rural City Council and other Councils across the State.

Risk Implications

Reporting of these measures and the ability for the community and other tiers of government to make comparisons could result in some impacts to Council in terms of future funding which could be either negative or positive.

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 2018/19 report provides Council with the results and any variance commentary for the LGPRF.

9.11 COMPLAINT RESOLUTION POLICY REVIEW

Author's Name:	Diana McDonald Sue Frankham	Director:	Graeme Harrison
Author's Title:	Co-ordinator Governance Governance Officer	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	F19/A10/000001

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Complaint Resolution Policy (**Appendix “9.11A”**)

Purpose

To adopt the revised Complaint Resolution policy.

Summary

- The Governance Team has undertaken a review of Council’s complaint management system.
- As part of the review, the Complaint Resolution policy has been updated.
- The revised policy:
 - Aligns closely with the Victorian Ombudsman’s “Complaints – Good Practice Guide for Public Sector Agencies” and reflects best practice in complaint management
 - Is based on seven guiding principles and provides details on how to make a complaint, the responsibility of complainants and a number of other matters
 - Will be placed on Council’s website, along with a number of other resources to assist people to make complaints.

Recommendation

That Council adopt the revised Complaint Resolution policy.

Council Resolution

MOVED Cr John Robinson, Seconded Cr Pam Clarke

That Council adopt the revised Complaint Resolution policy.

CARRIED

REPORT

Background

The public has a right to make complaints and it is important for Council to have an open and transparent complaint handling system in place that is accessible to all members of the community. Complaints provide us with free feedback that help us to improve services and the way we conduct our business.

Council adopted the existing Complaints Resolution policy in October 2014. The Governance Team has recently undertaken a review of Council's overall complaint handling system, including the Complaint Resolution policy.

Discussion

The revised Complaint Resolution policy aligns closely with the Victorian Ombudsman's "Complaints – Good Practice Guide for Public Sector Agencies", which reflects the revised Australian and New Zealand standard for complaint handling, Victoria's public sector values, and the *Charter of Human Rights and Responsibilities Act 2006*.

The revised Complaint Resolution policy is based on the following guiding principles:

- Commitment
- Accessibility
- Transparency
- Objectives and fairness
- Privacy
- Accountability
- Continuous improvement.

The policy also provides details on how to make a complaint, the responsibility of complainants and a number of other matters.

Once approved, the revised Complaint Resolution policy will be placed on Council's website, together with other resources to assist people in making complaints.

Financial Implications

There are no financial implications associated with the adoption of the revised Complaint Resolution policy.

Links To Council Plans, Strategies, Policies

2019 – 2023 Council Plan

Goal 4 – Governance and Business Excellence

Four-Year Outcomes –

4.2 Manage risk to the organisation

4.4 Achieve high standards of organisational performance

Consultation/Communication

Consultation has occurred with the Victorian Ombudsman, other Councils, the Executive Management Team and Executive Leadership Team to ensure that the revised policy captures legislative requirements and reflects local government best practice in complaint resolution. Councillors also discussed the draft Complaint Resolution policy at a Council Briefing meeting on 9 September 2019 and feedback has been incorporated into this policy.

Risk Implications

There are significant risks to Council if complaints are not managed in a transparent, consistent, fair and equitable way.

Environmental Implications

Not applicable

Human Rights Implications

The Complaint Resolution policy includes a section on human rights considerations outlining Council's obligations in accordance with the *Charter of Human Rights Act 2006*.

Conclusion

The revised Complaint Resolution policy reflects best practice in complaint resolution in Local Government.

9.12 COUNCIL PLAN HALF YEARLY REPORT – 1 JANUARY 2019 TO 30 JUNE 2019

Author's Name:	Sue Frankham	Director:	Graeme Harrison
Author's Title:	Governance Officer	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	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 1989* – Section 77(2)(c):

Yes No

Reason: Nil

Appendix

2019-2023 Council Plan Half-Yearly Report – 1 January to 30 June 2019 (**Appendix “9.12A”**)

Purpose

To receive and note the report on progress against the four-year priorities and strategic indicators in the Council Plan for the period 1 January to 30 June 2019.

Summary

- The 2019-2023 Council Plan contains 19 Strategic Indicators and 129 Four-Year Priorities.
- Since the last report, a further eight Four-Year Priorities have been completed.
- Of the 129 Four-Year Priorities, 31 have been completed, 89 are in progress and 9 have not commenced.
- Of the 19 Strategic Indicators, seven have now been achieved.

Recommendation

That Council receive and note the 2019-2023 Council Plan half-yearly report for the period 1 January to 30 June 2019.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr John Robinson

That Council receive and note the 2019-2023 Council Plan half-yearly report for the period 1 January to 30 June 2019.

CARRIED

REPORT

Background

The *Local Government Act 1989* requires all Victorian Councils to produce a four-year Council Plan which must be reviewed annually. Horsham Rural City Council has taken the approach to have a four-year rolling Council Plan that is reviewed and revised on an annual basis for the following four years. The 2019-2023 Council Plan was formally adopted on 24 June 2019.

The Council Plan sets the strategic direction of Council over 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 uses to deliver key outcomes.

The Council Plan contains five long-term goals:

Goal 1 Community and Cultural Development

Develop Horsham and the municipality as a diverse inclusive and vibrant community

Goal 2 – Sustaining the Economy

Lead in sustainable growth and economic development

Goal 3 – Asset Management

Meet community and service needs through provision and maintenance of infrastructure

Goal 4 – Governance and Business Excellence

Excel in communication, consultation, governance, leadership and responsible use of resources

Goal 5 – Natural and Built Environments

Lead in environmental best practice, create a municipality for the future and plan for the impacts of climate change

The half yearly report from 1 January to 30 June 2019 was presented to the Council Meeting on 26 August 2019. At that meeting it was resolved:

“That the 2019 – 2023 Council Plan half yearly report for the period 1 January 2019 to 30 June 2019 be deferred to the next meeting for further consideration and discussion”.

The report was subsequently discussed at a Council Briefing on 2 September 2019 and some further updates and amendments made.

Discussion

The 2019-2023 Council Plan lists 129 Four-Year priorities. During the reporting period, the following eight Four-Year Priorities have been completed:

- Goal 1, 1.2.07 – Development of positive ageing initiatives
- Goal 1, 1.2.11 – Improve presentation, lighting and walking track condition around the racecourse
- Goal 1, 1.3.02 Work with the Wesley Committee of Management to review arrangements associated with the Wesley PAC
- Goal 4, 4.2.03 – Respond to emerging risks through the strategic risk register and internal audit
- Goal 4, 4.4.06 – Review the Name and Address (NAR) database to create single name and address database

- Goal 4, 4.4.11 – Supporting training and programs relating to family violence and gender equity
- Goal 4, 4.4.12 – Support cultural awareness training and programs
- Goal 5, 5.2.04 – Complete the Wimmera River Corridor Strategy

Of the 129 Four-Year Priorities, 31 have been completed, 89 are in progress and nine have not commenced (**Appendix “9.12A”**).

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 4 – Governance and Business Excellence

Consultation/Communication

The Council Plan was developed following an extensive consultative process. The six-monthly report to 30 June 2019 has been reviewed by the Executive Management Team. It was also discussed at Council Briefings on 12 August 2019 and 2 September 2019.

Risk Implications

The likelihood of Council achieving success in fulfilling its mission and vision is greatly enhanced by the utilisation of effective planning. Ineffective planning is a significant risk to Council in terms of providing successful outcomes for the community.

Environmental Implications

Not applicable

Human Rights Implications

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

Conclusion

This six-monthly report provides an update on the strategic indicators and Four-Year Priorities listed in the 2019-2023 Council Plan.

9.13 FEDERAL GOVERNMENT FUNDING, CITY TO RIVER – NEXT STEPS

Author's Name:	Susan Surrige	Director:	Graeme Harrison
Author's Title:	Co-ordinator Community Relations and Advocacy	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	F20/A02/000001

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Letter from Minister McCormack dated 12 August 2019 (**Appendix “9.13A”**)
Request for Information Form (**Appendix “9.13B”**)

Purpose

To inform Council on the next steps in securing the Federal Government funding commitment of \$1.65 million for the City to River Project.

Summary

- The Federal Government have confirmed a grant of \$1.65 million to Horsham Rural City Council for the City to River Project, subject to the completion of a ‘Request for Information’ form and the negotiation of a Deed of Agreement.
- The completed Request for Information form is due back to the Department of Infrastructure by 23 November 2019.
- The City to River Masterplan and prioritised project/s will not be complete and approved by Council by this date.
- Council will provide a written request for extension to the due date (as per Federal Departmental advice) to allow sufficient time to complete the Masterplan process and develop the initial scope of priority project/s.

Recommendation

That Council:

1. Note the Australian Government’s commitment to provide up to \$1.65 million for the City to River project.
2. Request an extension to the date by which the Request for Information form must be submitted to 29 February 2020.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council:

1. Note the Australian Government’s commitment to provide up to \$1.65 million for the City to River project.
2. Request an extension to the date by which the Request for Information form must be submitted to 29 February 2020.

CARRIED

REPORT

Background

In May 2019, in the lead up to the Federal Election, the National Party made an election commitment of \$1.65 million for the City to River project. This commitment followed a period of intensive advocacy around revitalising Horsham's CBD, including an unsuccessful application to the federal government's Building Better Regions Fund in 2018.

The advocacy strategy centred on funding a project of regional significance that strengthened the role of Horsham as a regional city and major service centre for the Wimmera-Mallee.

At the time of the funding announcement, the City to River project (launched in December 2018) had commenced and there had been initial review and discussion on the project with key stakeholders, however, the draft Masterplan was still to be developed. Pre-election advocacy documentation provided to number of Mallee election candidates requested \$5 million to fund the first stage of the City to River project.

The announcement by the then Deputy Prime Minister Michael McCormack on 13 May 2019 provided a commitment of \$1.65 million. Council has allocated \$842,500 in the 2019/20 budget to provide an overall budget of just under \$2.5 million for the first stage of works.

The previously envisaged CBD revitalisation works are now included in the City to River planning process and the staging of works and priority project/s are still to be finalised. The draft Masterplan has just finished a period of public engagement and is now under review, with Council to decide on changes to be made before adopting a final Masterplan.

Discussion

On 23 August 2019, Council received a letter from Minister McCormack (**Appendix "9.13A"**) confirming the Australian Government's commitment to provide up to \$1.65 million for the project. The commitment will be delivered by the Department of Infrastructure, Transport, Cities and Regional Development through the Community Development Grants (CDG) Programme.

Instructions accompanying the letter require that Horsham Rural City Council complete a Request for Information form and submit it to the Department, providing sufficient information for the Department to undertake an assessment of the project before negotiating a Deed of Agreement.

The CDG Programme is not a competitive grants process and is used to fund election commitments and other identified government priorities. The Request for Information form (**Appendix "9.13B"**) requires detailed information similar to that which would be expected of an application to the Building Better Regions Fund.

Information required includes:

- Project description and scope
- Economic and community benefits
- Job creation
- Estimated start and finish dates
- Current stage of development of proposal, i.e., concept plans
- Itemised project budget.

Supporting documentation includes:

- City to River Masterplan documentation
- Project design
- Project cost estimates
- Project Management Plan.

This information will be finalised soon after the Masterplan is complete and priority projects identified and approved by Council.

The CDG Programme runs through until 30 June 2026, however, Council is required to complete the Request for Information form within three months of the date of request (23 August 2019), or alternatively, request an extension in writing.

Given the timing of the City to River Project, it is recommended that Council request an extension to the date by which the Request for Information form must be submitted to 29 February 2020. This request is required to be submitted as soon as possible and prior to the current end date of 23 November 2019.

Financial Implications

The Request for Information form is the first step in the process of securing the \$1.65 million Federal Government Grant for the City to River project.

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Advocacy Priority – Advocate for improvements to the Horsham CBD and Wimmera River precinct

Four-Year Priorities –

- 1.2.01 Develop and progressively implement a plan for the redevelopment of the Horsham City Oval
- 1.2.01 Encourage redevelopment of community facilities at the Horsham Showgrounds
- 1.2.03 Implement outcomes from the multipurpose/indoor sports and community facility feasibility study
- 1.2.09 Activate the Wimmera River Precinct for the community and visitors (including lights and greater presentation)
- 1.2.12 Encourage the development of a riverside café
- 1.4.02 CBD Revitalisation Project – 2016-2025 Stage 1 – improved urban design
- 2.2 Promote Horsham as a regional city
- 3.1.01 Develop improved pedestrian access (bridges) across the Wimmera River in Horsham, in partnership with land developers

Consultation/Communication

Council Officers will continue to liaise with the Department of Infrastructure to ensure the negotiation of the funding Deed of Agreement.

Risk Implications

Council must request an extension to the end date for the Request for Information or risk losing the funding commitment by the Federal Government.

Environmental Implications

Not applicable

Human Rights Implications

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

Conclusion

This report details actions to be taken to ensure that Council complies with the funding requirements of the Federal Government and to secure the funding commitment of \$1.65 million for the City to River project.

9.14 HORSHAM RURAL CITY COUNCIL MUNICIPAL EARLY YEARS PLAN 2019-2023

Author's Name:	Michelle Rethus	Director:	Kevin O'Brien
Author's Title:	Community Wellbeing Strategic Projects Officer	Directorate:	Community Wellbeing
Department:	Community Services and Emergency	File Number:	F08/A09/000002

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: *If no type Nil*

Appendix

HRCC Early Years Plan 2019-2023 (Final Draft) (**Appendix "9.14A"**)

Horsham's Children 2019 – A Data Snapshot (**Appendix "9.14B"**)

HRCC Early Years Plan 2019-2023, Public Feedback Submissions (**Appendix "9.14C"**)

Purpose

To adopt the final draft of the Horsham Rural City Council Municipal Early Years Plan 2019-2023 (MEYP) (including the "Horsham's Children 2019 – A Data Snapshot" document).

Summary

- The purpose of the MEYP is to provide children and their families with the best possible foundation for life success.
- Data analysis, stakeholder engagement, community survey and children's competition used as input to develop key themes and actions.
- Key themes in the plan are:
 - Creating quality service and support
 - Language, literacy and learning
 - Advocating for children and families.
- The MEYP contains a series of actions developed by the Early Years Network that Council will undertake in collaboration with a range of partners over the next four years.
- Public feedback for a period of one month was undertaken. Two submissions were received and changes have been proposed to update the plan in response to feedback.

Recommendation

That Council adopt the Horsham Rural City Council Municipal Early Years Plan 2019-2023.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr John Robinson

That Council adopt the Horsham Rural City Council Municipal Early Years Plan 2019-2023.

CARRIED

REPORT

Background

The purpose of the MEYP is to provide children and their families with the best possible foundation for life success. While not a statutory requirement, Council has supported the MEYP in the past as a key tool in setting the strategic direction for delivery in the early years sector of Horsham Rural City.

Discussion

Data analysis, government policy context and stakeholder and community engagement were used when forming the key themes and actions in collaboration with the Early Years Network.

Key themes in the plan are:

- Creating quality service and support
- Language, literacy and learning
- Advocating for children and families.

Financial Implications

Ongoing costs associated with maintenance of ageing buildings used for sessional kindergarten. New infrastructure will be required to deliver three-year-old kindergarten, however, specifications on requirements is pending the findings from the three-year-old kindergarten working group (a key action in this plan).

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Four-Year Outcome 1.4 – Develop the municipality as a desirable place to live, work and enjoy for people of all ages and abilities

Horsham Rural City Council Health and Wellbeing Plan 2017-2021

Priority Area 6 – Improving Early Years Outcomes Action 26-30

Consultation/Communication

Public Feedback was sought from 23 July – 25 August 2019. Two submissions were received with updates made in the final draft plan to reflect this feedback.

These updates include:

- **Page 6 Appendix A:** Reference to Act@Work which includes Council's commitment to respectful relationships (*Submission date 29/7/19*)
- **Page 7 Appendix A:** Addition of reference to proactive work currently undertaken by Horsham Rural City Council to support early years education including
 - continued monitoring of birth locations to assess future demand needs particularly in more remote areas of the municipality (*Submission date 12/8/19 and Councillor Comment – Council Meeting Monday 22 August*)
- A further change of addition of numbers to action items for easy reference was also made.

Risk Implications

There is a risk to the community on whether inclusive and accessible kindergarten programs for 3-year-olds can be provided should either of the private providers or HDKA choose not to participate.

Environmental Implications

Not applicable

Human Rights Implications

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

Conclusion

This report is presented for consideration of Council, recommending that the MEYP be adopted.

9.15 SENATE ENQUIRY ON JOBS FOR THE FUTURE IN REGIONAL AREAS

Author's Name:	Angela Murphy	Director:	Development Services
Author's Title:	Director Development Services	Directorate:	Development Services
Department:	Economic Development	File Number:	F15/A01/000004

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Submission – Senate Enquiry on Jobs for the Future in Regional Areas (**Appendix “9.15A”**)

Purpose

To receive and note Council’s submission lodged with Senate Enquiry on Jobs for the Future in Regional Areas.

Summary

- Council’s submission to the Senate Enquiry on Jobs for the Future in Regional Areas focused on responding to:
- New industries and employment opportunities that can be created in the regions
- Community infrastructure to attract investment and job creation.
- The submission was lodged on 6 September 2019.

Recommendation

That Council receive and note the submission lodged with the Senate Enquiry on Jobs for the Future in Regional Areas.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council receive and note the submission lodged with the Senate Enquiry on Jobs for the Future in Regional Areas.

CARRIED

REPORT

Background

On 31 July 2019, the Senate resolved to establish a Select Committee into Jobs for the Future in Regional Areas. The committee will inquire and report on the following matters:

- (a) New industries and employment opportunities that can be created in the regions.
- (b) The number of existing jobs in regional areas in clean energy technology and ecological services and their future significance.
- (c) Lessons learned from structural adjustments in the automotive, manufacturing and forestry industries and energy privatisation and their impact on labour markets and local economies.
- (d) The importance of long-term planning to support the diversification of supply chain industries and local economies.
- (e) Measures to guide the transition into new industries and employment, including:
 - (i) Community infrastructure to attract investment and job creation
 - (ii) The need for a public authority to manage the transition
 - (iii) Meaningful community consultation to guide the transition
 - (iv) The role of vocational education providers, including TAFE, in enabling reskilling and retraining.
- (f) The use of renewable resources in Northern Australia to build a clean energy export industry to export into Asia.
- (g) Any related matters.

Discussion

A copy of Council's submission to the Senate Enquiry on Jobs for the Future in Regional Areas is attached (**Appendix "9.15A"**). The submission focused on responding to (a) new industries and employment opportunities that can be created in the regions and (e) (i) community infrastructure to attract investment and job creation.

Council's economic development opportunities identified included:

- Expand the investment in renewable energy sectors and small towns, including wind, solar and biomass.
- Mineral sands mining and the significant economic impact that would be generated (expenditure, employment, wages and salaries, exports), including the current Stavely release for Western Victoria which could potentially offer the region other earth resources such as gold, copper or other metals for exploration and mining.
- Develop tourism product with a focus on food and wine, nature based, indigenous, sport and recreation, and arts and cultural tourism.
- Facilitate a critical mass of industrial activity in existing industrial precincts.
- Encourage the clustering of industry to promote synergy, for example, intensify health care, social assistance and medical services in proximity to the existing hospital precinct.
- Build on the Rural City's liveability through the promotion of social cohesion.
- The sustainable development of public infrastructure and services.

- Attract and accommodate new residents in locations that provide access to infrastructure and services, and does not adversely affect productive agricultural land.
- Continue to encourage the Central Activity District of Horsham as a vibrant hub that supports a mix of retail, office, food and beverage, entertainment, community and cultural activity. State tourism strategies such as Victoria's Tourism 2020 Strategy and the Visitor Economy Strategy identify the need to improve destinations through investment in attractions, experiences and accommodation. This is particularly relevant for Horsham in terms of regional strengths in nature based tourism, food and wine, and arts and culture.

Other key strategies include growing events, improving marketing and branding, and more effective co-ordination and collaboration between regions.

In terms of community infrastructure to attract investment and job creation the submission highlighted the importance of freight, transportation, education and training, information and computer technology and renewable energy.

Financial Implications

Nil

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 2 – Sustaining the Economy

Lead in sustainable growth and economic development

Horsham Rural City Council Economic Development Strategy 2017-2021

Consultation/Communication

Feedback on the draft submission to the Senate Enquiry on Jobs for the Future in Regional Areas was sought from Councillors, Executive Management Team, Wimmera Development Association Executive and Regional Development Victoria.

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

Council's submission to the Senate Enquiry was lodged on 6 September 2019.

9.16 ECONOMIC DEVELOPMENT REPORT

Author's Name:	Stephen Pykett	Director:	Angela Murphy
Author's Title:	Manager Economic Development	Directorate:	Development Services
Department:	Economic Development	File Number:	F15/A06/000001

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To receive and note the Economic Development Report for September 2019.

Summary

The Economic Development Report provides a summary of economic development activities in the municipality during the reporting period.

Recommendation

That Council receive and note the Economic Development Report for September 2019.

Council Resolution

MOVED Cr David Grimble, Seconded Cr Pam Clarke

That Council receive and note the Economic Development Report for September 2019.

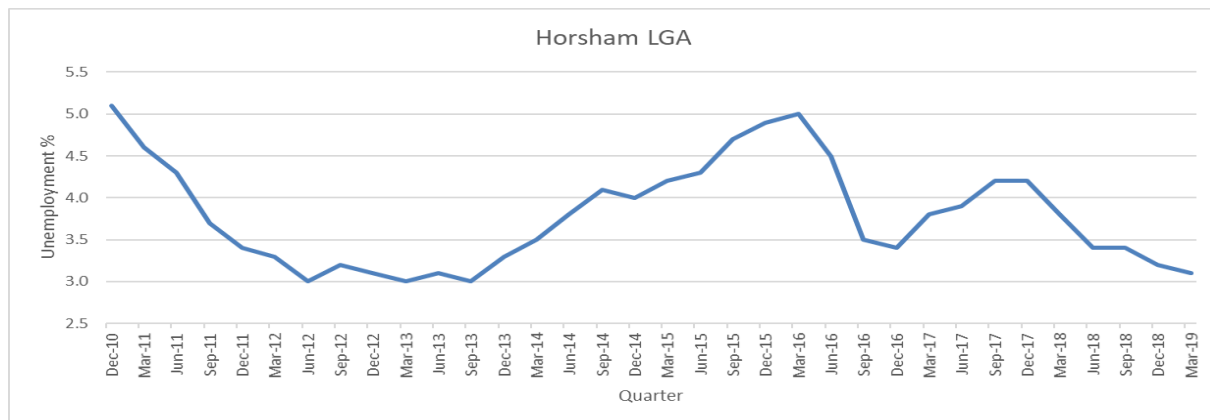
CARRIED

REPORT**Background**

At the Ordinary Meeting of Council on 26 August 2019, it was resolved that a regular Economic Development Report be tabled on the Ordinary Council Meeting agenda.

Discussion

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

Economic Benchmarks and Data**Unemployment**

Region	Unemployment
Australia	5.2%
Victoria	4.8%
Horsham (LGA)	3.1%

Department of Employment, Skills, Small and Family Businesses; Small Area Labour Markets – March quarter 2019

Planning Applications Determined

	Number	Cost	YTD	YTD cost of development
August 2019	23	\$3,849,660	30	\$4,458,477
August 2018	15	\$7,401,500	21	\$7769,936
Change	+8	-\$3,551,840	+9	-\$3,311,459

Building Permits Issued

	Number	Total cost of development	YTD	YTD cost of development
Council	9	\$803,972	15	\$1,709,708
Private surveyors	13	\$3,278,731	31	\$11,132,172
Total	22	\$4,082,703	46	\$12,842,420

Summary of building permits issued YTD

	Number	Total Value	Commercial		Domestic	
			No	Value	No	Value
HRCC	15	\$1,709,708	3	\$793,900	12	\$915,808
Private Surveyor	31	\$11,132,172	7	\$5,500,512	24	\$5,631,660
Total	46	\$12,842,420	8	\$6,294,412	16	\$6,548,008

Business Engagement**Direct business engagement**

	Number	YTD
General business	35	47
New or expanding business	4	9
Event organisers	2	5
Total	41	61

Networking and business event breakdown

	Number	YTD
Networking & business events	6	11

Networking attended	Attendees	Details
Regional Tourism Conversation	80	Regional Tourism Review workshop
Business Horsham Board meeting	7	Monthly board meeting
Total	87	

Facilitated business events	Attendees	Details
Tax Essentials	15	ATO event at the WBC
Record Keeping	20	ATO event at the WBC
Single Touch Payroll	15	ATO event at the WBC
AICD Governance Foundations	19	Australian Institute Company Directors/ WDA
Total	69	

Tourism and Events

	Number	YTD
Notice of intention to hold an event applications	9	22
Visitor information Centre visits	866	1820
Visithorsham.com web visits	2894	5846

Strategic Planning

Horsham South Structure Plan	<ul style="list-style-type: none"> The project is needed in order to ensure that South Horsham develops in a co-ordinated way, ensuring infrastructure needs such as traffic and transport connectivity, sewer, water and drainage to be developed in a sequenced way, avoiding land use conflicts and development limitations in the future. Horsham South Key Strategic Directions Report is currently under review by the PCG, in preparation for targeted landholder engagement.
Horsham Aerodrome Business Plan review	<ul style="list-style-type: none"> Council has appointed a consultant to begin development of the Horsham Aerodrome Masterplan An assessment of both the previous Aerodrome Business Plan and Aerodrome Masterplan has been undertaken along with stakeholder engagement. On 20 June further engagement took place with the Aerodrome user group to discuss the draft findings. More engagement is planned.
City to River	<ul style="list-style-type: none"> Wider community engagement process commenced 4th July and closed 30 August All submissions will be reviewed, summarised and recommendations made as part of the final engagement report.

Infrastructure Development

Enhanced Broadband Project (Connecting Regional Communities Program)	<ul style="list-style-type: none"> Funding of \$1.7million has been announced to install high speed broadband at one gigabit per second in both directions in the Horsham Rural City Council area. This proposed fixed wireless service will be available to businesses in Horsham, Wimmera Intermodal Freight Terminal Precinct, Aerodrome and Horsham Enterprise Park. Spirit Telecom has been awarded the tender to deliver this "state of the art" internet access through fixed wireless. Construction has begun and services are expected to be available for businesses in the second half of 2019. Spirit Telecom has begun advertising services to businesses
Horsham Regional Livestock Exchange roofing	<ul style="list-style-type: none"> Has successfully received funding under the Building Better Regions Fund to roof the Livestock Exchange for \$1.49m towards a total project of \$3.03million to improve animal and human welfare, value of sheep from improved shelter conditions, water savings and efficiencies in cleaning the facility. A tender process has been conducted to source a contractor to build the roof, recommendations will go to council once assessments have been completed

Projects and Programs

Environmental Upgrade agreements	<ul style="list-style-type: none"> • Council has agreed to offer Environmental Upgrade Agreements (EUA's) that assist businesses and commercial property owners in Horsham by providing access to Environmental Upgrade Finance. This scheme gives access to finance for energy and environmental efficiency upgrades to buildings with repayments made through council's rates system. • Initial interest has been positive with applications progressing through the system • Community interest remains positive and further agreements are expected
Wimmera Business Centre	<ul style="list-style-type: none"> • A review of the centre and its operations is being undertaken to look at the current offerings from the Business Centre, review practices in other centres and to identify start up trends. • Engagement through this process has quantified a level of interest in a co-working space in Horsham. • Further workshops with small and home based businesses are being arranged.
Horsham Visitor Information Centre	<ul style="list-style-type: none"> • The VIC review is continuing in association with Grampians Tourism who are undertaking a Grampians wide Visitor Servicing review. • The final report has now been received and is being evaluated.

Business Development, Tourism and Events

Major Sporting Events	<ul style="list-style-type: none"> • Horsham will host the PGA ProAm in October 2019 which will see around 160 professional and amateur golfers in Horsham for three days. Part of the event includes community engagement. • A round of the National motocross is being negotiated for Horsham to be scheduled for late March or April 2020. These events are estimated to be worth close to \$500,000 in income to Horsham and the region.
Localised	<ul style="list-style-type: none"> • The Localised project aims to raise awareness of local businesses, prevent spending leakage from the region and facilitate business to business communication. This has been a major business engagement tool with currently 70 profiles across the Wimmera.
Tourism	<ul style="list-style-type: none"> • The Visit Victoria tourism review workshop and information session was held in Horsham on 15 August 2019 with approximately 80 people attending. • The review is expected to provide recommendations in early 2020.
Better Approvals	<ul style="list-style-type: none"> • Council has been working with Small Business Victoria to streamline business approvals in Horsham. Information provided by small businesses has helped shape the service enhancements to reduce overall processing times. • An official launch is being planned for September or October 2019.

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

Goal 2 – Sustaining the Economy

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

The Economic Development report for September 2019 is provided for the information of Councillors.

9.17 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

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

Officer Direct or indirect Conflict of Interest

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

Yes No

Reason: Nil

Status

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

Yes No

Reason: Nil

Appendix

Nil

Purpose

To receive and note the Chief Executive Officer's Operational Report for September 2019.

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:

1. Receive and note the Chief Executive Officer's Operational Report for September 2019.
2. Hold the Statutory Meeting on Thursday 7 November 2019 at 5.30pm.

Council Resolution**MOVED Cr Pam Clarke, Seconded Cr Les Power**

That Council:

1. Receive and note the Chief Executive Officer's Operational Report for September 2019
2. Hold the Statutory Meeting on Thursday 7 November 2019 at 5.30pm.

CARRIED

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.

Advocacy/Funding Announcements

Department of Transport: The Chief Executive Officer and Director Infrastructure, along with the CEO of Southern Grampians Shire Council, attended a meeting with the Department of Transport on 30 August 2019 to discuss passenger rail to Horsham and Hamilton. A key action from the meeting was to form a working group with representation from Horsham Rural City Council, Southern Grampians Shire Council and the Department of Transport to undertake further analysis and costings to enable return of shuttle trains between Horsham/Hamilton and Ararat.

South Horsham Structure Plan: Council has received advice from the Victorian Planning Authority of its successful grant application, Streamlining for Growth 2019/20 under the Regional Victoria funding stream, and will receive funding to prepare the South Horsham Structure Plan Stage 2.

Community Engagement

Christian Emergency Food Centre: The Mayor and the Chief Executive Officer visited the Horsham Christian Emergency Food Centre on Monday 9 September 2019.

Community Conversations at Haven Hall: Councillors and senior staff met with the Haven community on Wednesday 18 September 2019 at the Haven Hall, providing an opportunity for people in the Haven district to raise issues with Council.

Building Forums: Building information forums were held on 28 August 2019 and 4 September 2019 at the Civic Centre. These sessions covered discussions on Professional Indemnity Insurance, Building Activity Management System, registration and licensing of building trades.

Child Protection Week: A breakfast was held at the Kalkee Road Children's and Community Hub on Thursday 5 September 2019, which included a presentation from the Co-ordinator of the By Five Wimmera South West Early Years project. More than 30 early years' professionals were in attendance. Council Officers worked with Uniting Wimmera and other agencies to organise this event.

Projects and Events

The Hon Martin Pakula MP, Minister for Tourism, Sport and Major Events: Minister Pakula officially opened four projects on Thursday 19 September 2019 at the Horsham City Bowling Club. Projects opened were the Natimuk United Football Netball Club oval lighting upgrade, Horsham City Bowling Club installation of second synthetic green, Horsham Central Park Netball Courts upgrade of non-compliant netball courts and the Kalkee Tennis Courts construction of two new concrete/synpave tennis courts and new lighting.

The Hon Martin Pakula MP: The Mayor and Chief Executive Officer met with Minister Pakula prior to the event on 19 September 2019 to brief the Minister on the City to River project.

Proactive planned maintenance of unsealed roads: Council's asset team assisted in development of two-year unsealed road maintenance program. For all gravelled roads, a clearly defined grading schedule is developed with indicative timeline about when a particular road will be graded. This arrangement, which will start from 16 September 2019, will assist in productivity, efficiency and rural community satisfaction in a number of ways. Grader operators will continue from one road to another without needing further direction from supervisors, resulting in reduction in idle time of plant, and customer service team can provide advice to community about when a particular road will be graded. There will be improved maintenance of gravelled roads on same budget, resulting in longer resheet life and plant utilisation will increase. The scheduled grading program will be available in POZI in near future assisting community for self service.

WIM Resources Pty Ltd and Iluka Resources Ltd

Letters have recently been received from Hon. Richard Wynne, Minister for Planning advising of his decision to require Avonbank Mineral Sands Project (WIM) and The Wimmera Project (Iluka) to prepare Environment Effects Statements under the Environment Effects Act 1978.

Staff Matters

RuOK Day: Council held two RuOK events for Council staff on Thursday 12 September 2019 at the Depot and Civic Centre. Both sessions were very well attended. Council recognises the importance of mental health and looking after each other. Guest speaker was Aaron Schultz who shared his personal journey of anxiety and depression. RuOK is all about knowing how to ask "Are you OK?".

Financial Implications

Not applicable

Links To Council Plans, Strategies, Policies

2019-2023 Council Plan

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 September 2019.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Mark Radford, Mayor

- 24 August 2019 – Parkrun 1st Birthday Run (38.10)
- 25 August 2019 – Operation 19:14 Family Fun Day
- 25 August 2019 – Horsham Amateur Basketball Association Culture of Champions Mural Unveiling
- 26 August 2019 - Meeting with Cheryl Linke
- 26 August 2019 - Citizenship Ceremony
- 26 August 2019 – Ordinary Council Meeting
- 27 August 2019 – ABC Radio Interview
- 29 August 2019 – Holy Trinity Lutheran Guild Wimmera Rally
- 30 August 2019 – Seasonal Conditions Meeting
- 2 September 2019 – Holy Trinity Lutheran College Senior Site Opening
- 2 September 2019 – Letter to Horsham Anglican Church regarding new car park
- 2 September 2019 – Letter to Inglorious Pasta regarding new shop opening
- 2 September 2019 – Letter to Po La Asian Grocery regarding new shop opening
- 2 September 2019 – Council Briefing Meeting
- 3 September 2019 – Principal For A Day at Horsham West Primary School
- 5 September 2019 – Horsham Regional Livestock Exchange Board Meeting
- 9 September 2019 – ABC Radio Interview
- 9 September 2019 – Christian Emergency Food Centre tour
- 9 September 2019 – Council Briefing Meeting
- 11 September 2019 – Audit and Risk Committee Meeting
- 12 September 2019 – WIN News Interview
- 12 September 2019 – Meeting with Colin Puls
- 13 September 2019 – Roundtable Recycling Discussion with the Hon Lily D'Ambrosio
- 13 September 2019 – Letter of appreciation to Faye Smith regarding Aquatic Centre Advisory Committee
- 14 September 2019 – Horsham and District Football League Grand Final at the City Oval
- 17 September 2019 – Wimmera Mail-Times Interview
- 18 September 2019 – Community Consultation at Haven
- 19 September 2019 – Visit by the Hon Martin Pakula Minister Sport, Tourism, Major Events
- 19 September 2019 – Circular Economy Workshop with DELWP

SUSPEND STANDING ORDERS

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr John Robinson

That Standing Orders be suspended for Verbal Councillor Reports and Acknowledgements.

CARRIED

The time being 7.04pm, the Council meeting was suspended.

RESUME STANDING ORDERS

Council Resolution

MOVED Cr Les Power, Seconded Cr John Robinson

That Standing Orders resume.

CARRIED

The time being 7.07pm, the Council meeting resumed.

11. URGENT BUSINESS

Nil

12. PETITIONS AND JOINT LETTERS

Nil

13. PROCEDURAL BUSINESS

13.1 ASSEMBLY OF COUNCILLORS – RECORD OF MEETINGS

Council Briefing held on Monday 2 September 2019 at 5.30pm in the Council Chamber, Civic Centre, Horsham

Council Briefing held on Monday 9 September 2019 at 5.30pm in the Council Chamber, Civic Centre, Horsham

Refer to **Appendix “13.1A”**

13.2 SEALING OF DOCUMENTS

Instrument of Delegation to Members of Council Staff – signed and sealed

13.3 INWARD CORRESPONDENCE

From the Hon Jacinta Allan MP, Minister for Transport Infrastructure re Dedicated Minister for Rail

Refer to **Appendix “13.3A”**

13.4 COUNCIL COMMITTEE MINUTES

Horsham Community and Police Consultative Committee meeting held on Thursday 15 August 2019 at 9.03am in the Uniting Wimmera Board Room, Horsham

Seasonal Conditions Meeting held on Friday 30 August 2019 at 12noon in the Reception Room, Horsham Rural City Council

Horsham Regional Livestock Exchange Board of Management Meeting held on Thursday 5 September 2019 at 5.00pm at the Horsham Regional Livestock Exchange, Horsham

Refer to **Appendix “13.4A”**

Recommendation

That Council receive and note agenda items 13.1, 13.2, 13.3 and 13.4.

Council Resolution

MOVED Cr Pam Clarke, Seconded Cr Les Power

That Council receive and note agenda items 13.1, 13.2, 13.3 and 13.4.

CARRIED

14. NOTICE OF MOTION

Nil

15. CONFIDENTIAL MATTERS

Council Resolution

MOVED Cr Les Power, Seconded Cr Pam Clarke

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

CARRIED

The time being 7.09pm, the Council meeting closed to the public.

The time being 7.37pm, the Council meeting opened to the public.

The meeting closed at 7.37pm.



The Mayor, Cr Mark Radford
Chairperson