

# AGENDA

## MEETING OF THE HORSHAM RURAL CITY COUNCIL

To be held on

24 May 2021

At 5.30pm

In the

Council Chamber, Civic Centre

18 Roberts Avenue, HORSHAM

PUBLIC ATTENDANCE IS PERMITTED BUT NUMBERS WILL BE LIMITED IN LINE WITH COVIDSAFE GUIDELINES.

THE COUNCIL MEETING WILL BE ACCESSIBLE ONLINE TO THE PUBLIC AND WILL BE LIVE STREAMED ON THE

HORSHAM RURAL CITY COUNCIL WEBSITE [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)



**Horsham Rural City**  
Council urban rural balance

**COUNCILLORS are respectfully requested to attend the Council Meeting of the Horsham Rural City Council to be held on 24 May 2021 in the Council Chamber, Civic Centre, Horsham at 5.30pm**

## **Order of Business**

### **PRESENT**

### **ALSO IN ATTENDANCE**

#### **1. PRAYER**

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

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

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

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

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

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

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

#### **4. APOLOGIES**

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

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

#### **Recommendation**

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chamber, Civic Centre, Horsham at 5.30pm on 26 April 2021 be adopted.

## 7. CONFLICTS OF INTEREST

### Declarations of Interest

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

### Members of Staff

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

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**CLOSE**



SUNIL BHALLA

Chief Executive Officer

## 9. OFFICERS REPORTS

### 9.1 INVESTMENT ATTRACTION AND GROWTH REPORT

<b>Author's Name:</b>	Fiona Gormann	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Manager Investment Attraction and Growth	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Communities and Place	<b>File Number:</b>	F15/A06/000001

#### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

#### Status

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

Yes  No

**Reason:** Nil

#### Appendix

Nil

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#### Purpose

To receive and note the Investment Attraction and Growth Report for March 2021.

#### Summary

The Investment Attraction and Growth Report provides a summary of investment attraction and growth activities in the municipality during the reporting period.

#### Recommendation

That Council receive and note the Investment Attraction and Growth Report for March 2021

## REPORT

### Background

An Investment Attraction and Growth Report is tabled monthly at the Ordinary Meeting of Council.

### Discussion

The work undertaken across Investment Attraction and Growth includes Strategic Planning, Statutory Planning, Building Services, Visitor Services, Business, Tourism and Events.

## BUSINESS DEVELOPMENT, TOURISM AND EVENTS

### The Business Assistance Grants



The business assistance grants allocation of \$84,000 has been fully disbursed. Grant funding covered three categories which supported innovation, operational improvements, marketing strategies, and business growth in response to the challenges of COVID-19.

One of the many successful businesses which has benefited from the Stronger Business Grant was Leanne Vincent owner of Imelda Shoes and Accessories. The grant funding support the business website improvements with the inclusion of online shopping for customers to browse and or buy online at their leisure.

### Outdoor Eating and Entertainment Package - Dining Proposals

The Victorian State Government outdoor eating and entertainment package aimed to increase outdoor opportunities for hospitality facilities, proved successful. There were 32 Horsham municipality businesses that submitted a proposal to Council for consideration of permanent infrastructure such as tables, bench seats, wind barriers, umbrellas, planter boxes, heating and awnings.

The Business Team commenced working with businesses to further develop their proposal in March with several of the proposals requiring additional design and building applications.

One of the successful businesses who proposal has come to fruition is Leanne and David Panozzo. They have established an espresso bar and ice-creamy called Una Sosta, at their May Park Executive Apartment. They are now opened to the public.



### Stronger Business Fronts Submissions

Business Front Upgrades grant stream, is a new and exciting opportunity to assisting businesses from within the municipality by supporting their upgrade and improvement of visual appeal to their business front. Funding allocation has proven successfully with 19 applications received to date (30 March 2021). Many of the applications relate to new innovative signage, beautification and landscaping.

### Business Development Team – Visitations for the month of March

Number of Business Visits – Statistics				
	Jan	Feb	March	YTD
Operators				
Retail / Accommodation	11	24	40	75
Hospitality	12	77	61	150
Events - interactions	10	21	31	62

### Events and Visitor Statistics

	Jan	Feb	March	YTD
Notice of intention to hold an event application	8	9	5	22
Google Analytics statistics for the <a href="http://www.visithorsham.com.au">www.visithorsham.com.au</a> website	5,212	3,438 Visitations between 1 February to 28 February 2021 resulting in 12% returning visitors and 3,329 new visitors to the site	5,290 Site visitations between 1 March to 31 March  Resulting in 12.5% returning visitors and 87.5% (5,154) new visitors to the site Two peaks were noted during the month of March resulting on Sunday 7 March 2021 with 410 users and Monday 22 March 2021 with 483 users leading up to the Easter period	13,940

### Events Notifications – March 2021

List of community event notifications received during the month of March 2021, as follows:

- Haven Market
- Natimuk Farmers Market
- Phoenix Animal Rescue
- Horsham Parkrun
- Natimuk Show



There were 31 interactions (direct contacts) made with event organisers during the month of March.

### **Special Guest 3AW Morning Presenter Darren James visited the Horsham Municipality**

Via Grampians Tourism connections with Pepper Brand Team (who established the Live Regional campaign), was able to host the 3AW presenter over a period of two days from 22 to 24 March, 2022.

Mayor Cr Robyn Gulline had the opportunity to welcome 3AW Presenter Darren James and wife Kathy to Horsham. Darren travelled across all four councils of the Grampians. Mayor Cr Gulline had taken the occasion to show Darren the growth of Horsham and areas of future development.



### **Shift Regional –Live the Grampians Way website: <https://grampianslife.com.au/>**

Horsham Rural City Council, Ararat Rural City, Northern Grampians Shire and Southern Grampians Shire Councils are work together to implement a coordinated and consistent marketing approach, known as the Grampians New Resident Attraction campaign.

Shane Manley from Pepper Brand indicated that the program has seen steady numbers of registrations from candidates coming through. Pepper Brand is work with local businesses to aim their input on job opportunities.

### **Horsham Visitor Services**

#### **Easter Trading**

A project through the business community took place with regard to Easter trading in the region. As Council were advised that accommodation in town was fully booked. Council worked to ensure that there were eateries open over the Easter break. This was achieved through directly phoning businesses and visiting all hospitality providers to encourage them to open for at least part of the long weekend. Council then created a social media post which linked to a list of eateries on the Council website to ensure the community and visitors to the region were informed of the businesses that were open during the Easter period.

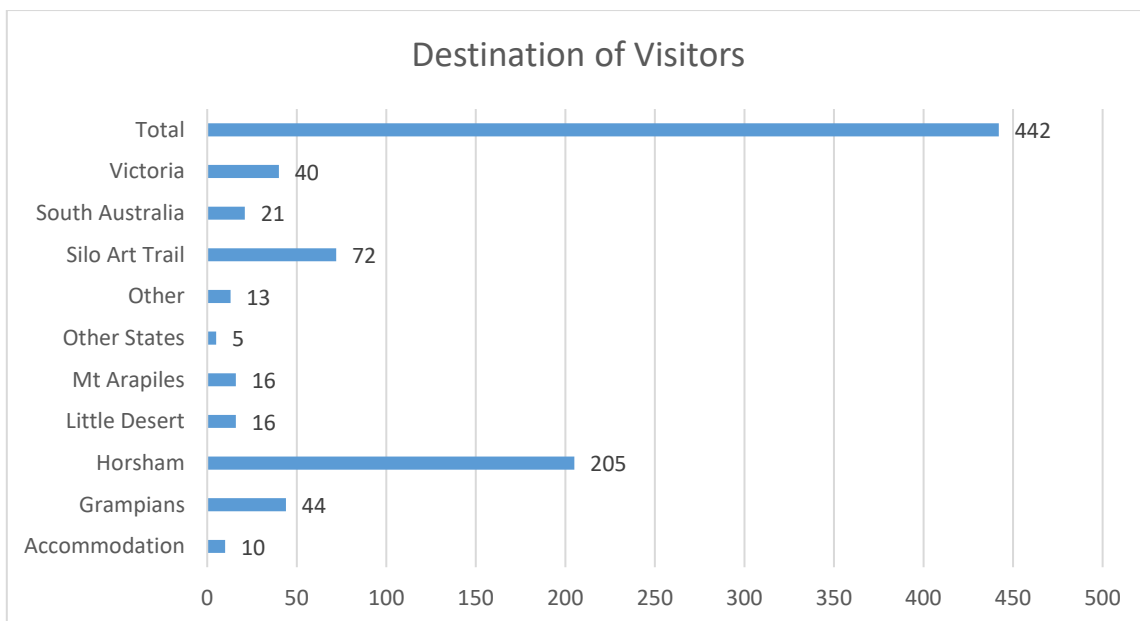


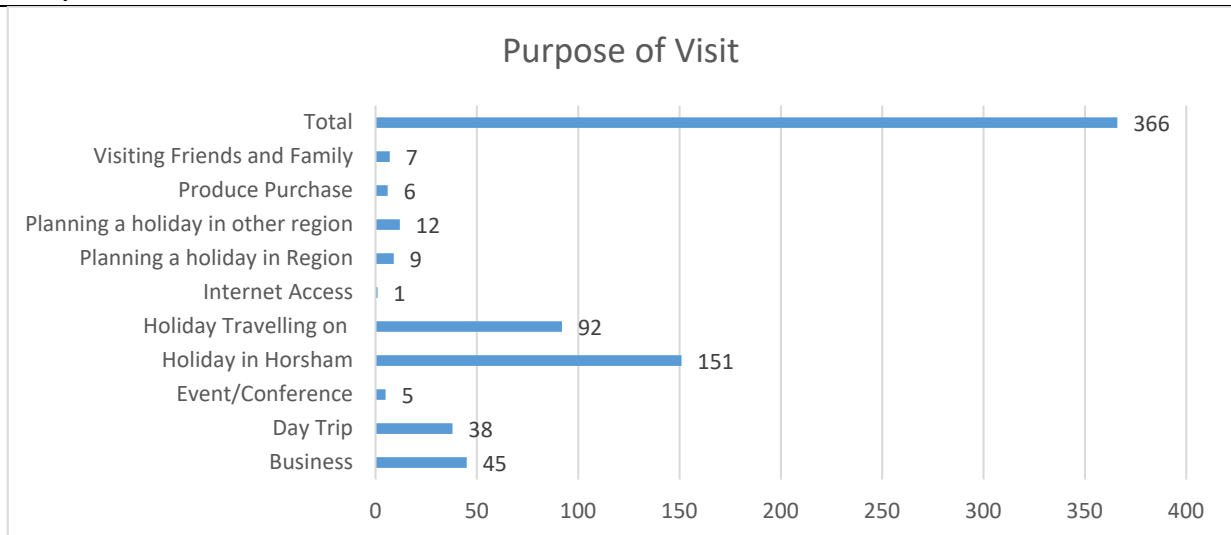
Total Visitors Received From 1 January to 31 March 2021

	March	Previous Month	YTD	Previous Year
Groups recorded	326	159	764	N/A
Total for individuals within groups	596	282	1964	1165
Visithorsham.com.au web visits	5290	3438	14,400	2792
Emails	286	223	424	N/A
Produce Sales	\$1033	\$730	\$3362	N/A

**Visit Horsham Website**

Visithorsham.com.au: 12.5 per cent were returning visitors and 87.5 per cent (5,154) new visitors to the site. Two peaks were noted during the month of March with Sunday, 7 March 2021 being part of the Labour Day Holiday weekend with 410 users and Monday, 22 March 2021 with 483 users leading up to the Easter period.







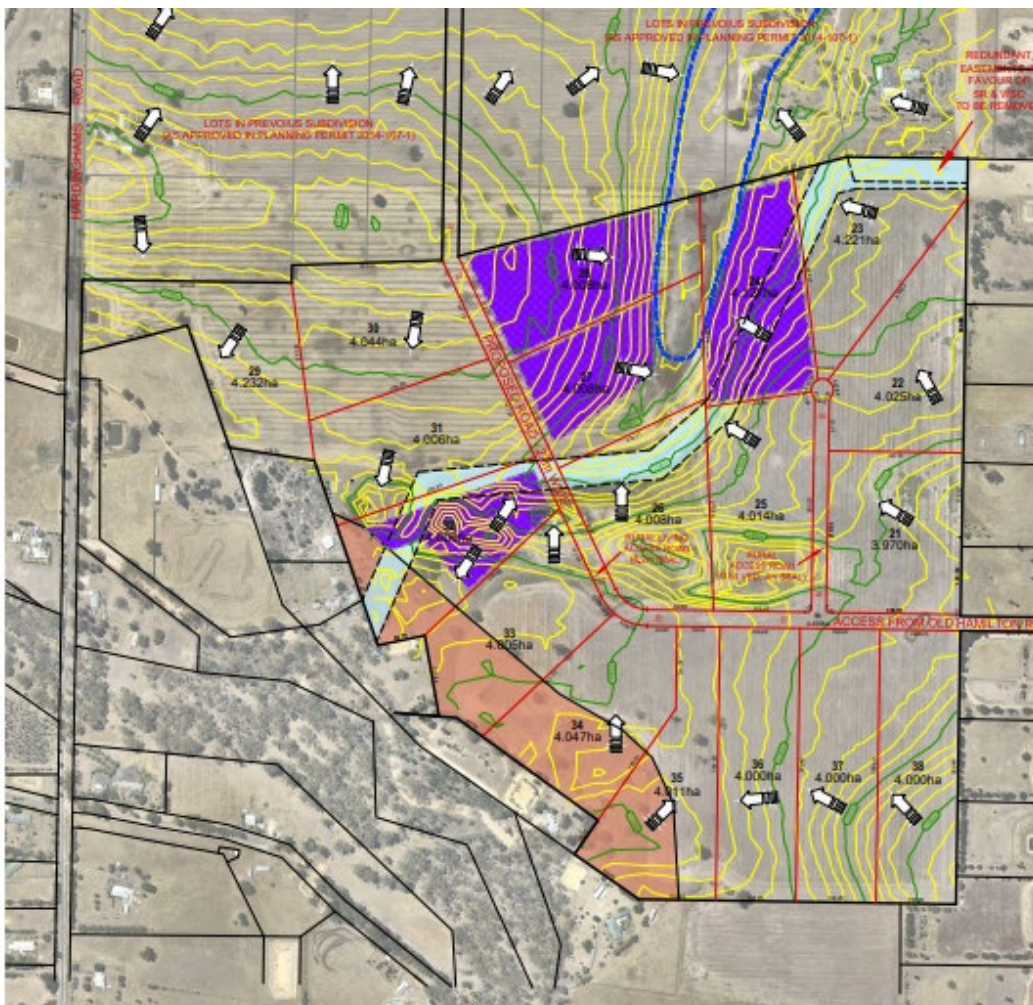
**Visitor Engagement**

March figures continued to be steady with visitors taking the opportunity to travel over the long weekend in March and having an extended Easter break. 221 groups of two were the largest group of visitors to the Visitor Services located at the Horsham Town Hall (HTH) followed by 90 individual representations. 151 groups chose Horsham as their preferred destination and 92 groups called in for information as they continued on their journey. 205 groups chose to stay in Horsham or have day visits particularly through the busy times at Halls Gap and in the Grampians, as visitors were wanting to get away from the crowds. Other visitors left their residences in crowded coastal tourist destinations to escape large crowds.

**STATUTORY PLANNING**

**Subdivision**

There continues to be strong activity for subdivision with a number of new applications and progress on existing staged subdivision developments. Horsham has a number of large subdivisions and estates including the Southbank, Sunnybrae and Jenkinsons Estate that provide land supply for the strong housing market and are currently developing the infrastructure required for release of titles. Council have also recently approved an 11 lot subdivision in River Road and received an application for stage 2 development plan in Mackies Road, Haven that will ensure there continues to be a diversity of land available across the city.



Proposed 18 lot subdivision – Mackies Road, Haven

## VCAT

The Statutory Planning team have been working through a number of matters listed for VCAT in 2021 which can include practice days, compulsory conferences and hearings. Following a compulsory conference for PA2000069 for the *Use of land* to sell liquor (packaged liquor licence), all parties were able to mediate the issues regarding cumulative impact, hours of operation and safety and a negotiate agreement by order of VCAT. Accordingly, a permit has been issued and it is expected that Liquor Outlet will commence operation in the coming months.

## Planning Applications Determined

Below are the number of Planning Permits issued for the month of March 2021 and a comparison with the same period last year.

Type	MAR 2021		MAR 2020	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	42	10,488,630	35	7,169,127
Industrial/Commercial	35	20,829,313	28	5,555,243
Subdivisions	14	980,000	18	1,475,000
Other	7	32,500	4	30,000
<b>Total</b>	<b>98</b>	<b>32,330,443</b>	<b>90</b>	<b>14,229,370</b>

(\*Please note: Not all applications have a \$ figure)

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2020 to 31 March 2021 is 98 compared to 85 in the same period in 2019/20.

Planning permits issued for subdivision have created 36 new lots from 1 July 2020 to 30 March 2021 compared to 40 in the same period in 2019/20.

## BUILDING SERVICES

### Building Permits Issued

Below are the number of building permits issued for the month of March 2021 and a comparison with the same period last year.

### Permits issued by Horsham Rural City Council for this Municipality

Type	MARCH 2021		MARCH 2020	
	No.	Value \$	No.	Value \$
Dwellings	3	1,032,503	-	-
Alterations to Dwellings	-	-	-	-
Dwelling resitting's	-	-	-	-
Miscellaneous Domestic (Carports, Garages etc)	2	45,009	3	78,043
Removal/Demolish	2	24,850	-	-
Industrial/Commercial	-	-	2	80,000
Signs	-	-	-	-
<b>Total</b>	<b>7</b>	<b>1,102,362</b>	<b>5</b>	<b>158,043</b>

### Permits issued by other Private Building Surveyors for this Municipality or by Government Departments

Type	MARCH 2021		MARCH 2020	
	No.	Value \$	No.	Value \$
Dwellings	8	3,461,235	4	1,156,163
Alterations to Dwellings	6	498,087	3	66,500
Dwelling resitting's	-	-	-	-
Miscellaneous Domestic (Carports, Garages etc)	12	538,417	4	233,061
Removal/Demolish	2	87,350	-	-
Industrial/Commercial	7	1,040,882	2	79,190
Signs	-	-	-	-
<b>Total</b>	<b>35</b>	<b>5,625,971</b>	<b>13</b>	<b>1,534,914</b>

A total of 47 Building Permits have been issued by the Horsham Rural City Council at a total value of \$4,002,169 from 1 July 2020 to 31 March 2021 compared to 67 Building Permits at a total value of \$4,379,558 for the same period in 2019/20.

Private Building Surveyors have issued 212 Building Permits at a total value of \$46,391,210 from 1 July 2020 to 31 March 2021 compared to 133 at a total value of \$36,515,298 for the same period in 2019/20.

## STRATEGIC PLANNING

### Horsham South Structure Plan Stage 2

Preparation is underway for a draft Request for Quote (RfQ) for the Horsham South Structure Plan. The Strategic Planning Unit is working towards releasing the RfQ for internal and selective external (e.g. Victorian Planning Authority) review and feedback. It is intended that the RfQ will go out for selective tender to planning consultants experienced in the preparation of growth area and regional structure plans. This work will require planning consultants who are known by their track record and suitable for a contract of this size, nature and complexity required. The Strategic Planning Unit will seek to release the RfQ by mid-late May 2021.

### Paint Colour Schemes – Firebrace Street Heritage Precinct (future)

The Strategic Planning Unit has sought advice from its heritage advisory services (Grieve Gillett Andersen) on recommended paint colour schemes for five buildings within the Firebrace Street Heritage Precinct. Firebrace Street has been earmarked by *2014 Stage 2 Horsham Heritage Study* as a precinct of local heritage value. Council's Business Fronts Upgrades Grant Program raised awareness of the importance of ensuring any external works to building facades are suitable and sympathetic in regards to existing heritage architectural qualities. Inappropriate paint colours can substantially change the character of buildings and streetscapes by introducing colours and textures which could not have been produced over 100 years ago. The following buildings have been nominated for period paint colour scheme advice:

- T&G Building
- Lattanzio's Clothing & Footwear Department Store
- Sassi Beauty Bar & Hair Design
- Mechanics Institute
- Horsham Theatre

The heritage adviser will determine the original scheme and recommend other schemes which are preferred and appropriate of their period. Council is currently awaiting the heritage consultant to provide a fee for this work.

**Figure 1. Proposed heritage overlay precinct extent (Horsham Heritage Study Stage 2)**

**Options to Consider**

Not applicable

**Sustainability Implications**

Report provides overview development and business activity across the region with no direct sustainability implications.

**Community Engagement**

Report has been prepared in consultation with range of agencies and will be made publicly available to Business Horsham, Wimmera Development Association and on Horsham Rural City Council website.

**Innovation and Continuous Improvement**

Report provides overview of activity and assists with continuous improvement.

**Collaboration**

Report has been prepared in collaboration with Council Officers across Planning, Building and Business and Tourism Support.

**Financial Implications**

The Business and Community Support package will deliver projects that make up Council's direct financial contribution of \$484,000.



Further projects will be developed to support businesses through the Local Council's Outdoor Eating and Entertaining program for \$500,000. These funds need to be fully expended by 30 June 2021.

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

Goal 2 – Sustaining the Economy

**Risk Implications**

Not applicable

**Conclusion**

The activities undertaken by the Investment Attraction and Growth Department are designed to support a broad sector of those who live here, do business here and visit here. This report highlight strong activity in the subdivision of land for residential use.

## 9.2 WIMMERA REGIONAL MULTI-SPORT PRECINCT FEASIBILITY STUDY

<b>Author's Name:</b>	Mandy Kirsopp	<b>Director:</b>	Kevin OBrien
<b>Author's Title:</b>	Coordinator Recreation and Open Space	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Arts, Culture and Recreation	<b>File Number:</b>	F06/A13/000001

### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

## Appendix

Wimmera Regional Multi-Sport Precinct Feasibility Study Project Brief (**Appendix "9.2A"**)

### Purpose

To endorse the updated Wimmera Regional Multi-Sport Precinct Feasibility Study Consultant's Brief.

### Summary

Council's endorsement of the City to River Masterplan on 25 November 2019 included the requirement to undertake an independent feasibility study to consider the preferred location for the Wimmera Regional Multi-Sport Precinct.

Council's resolution directed the independent study to:

1. Determine the economic and social impacts of the facility
2. Be informed by the technical feasibility of each site, operational model and costs
3. Involve engagement with the Showgrounds Committee and Greyhound Racing Victoria to determine the cost of relocation.

The total budget for this planning project is \$60,000. Planning funding of \$30,000 was successfully obtained from Sport and Recreation Victoria's (SRV) Local Sports Infrastructure Fund and was matched by a Council contribution from the 2020-21 budget. A funding agreement has been signed with SRV, the grant monies released and the project is due for completion by 31 January 2022.

The Consultant's Brief was presented to Council at its 26 April 2021 meeting. The Council resolution was as follows:

*That the draft project brief be rewritten to ensure that this study is conducted in line with resolutions 11 and 12 of 25 November 2019 Council meeting.*

The project brief has been updated and this report outlines both the feedback re-iterated by the co-funder of the project and the potential risks of proceeding with a comparative analysis of the two stated sites (Showgrounds and Jenkinson Avenue).

### Recommendation

That Council endorse the updated Wimmera Regional Multi-Sport Precinct Feasibility Study Consultant's Brief (**Appendix "9.2A"**) and release the Brief to the market.

## REPORT

### Background

The 2021 Wimmera Regional Multi-Sport Precinct Feasibility Study will be a new piece of work investigating the feasibility of a regional multi-sport facility (inclusive of indoor and outdoor sports). To undertake a feasibility study of a potential regional multi-sport precinct, a site assessment and evaluation across multiple locations is required.

Throughout the development of the project, this advice (evaluate multiple locations) has consistently been provided by our participation partner, and co-funder of the project SRV.

Advice from SRV has been provided:

1. During the development of the grant application
2. Upon the awarding of the grant and signing of the funding agreement
3. Through the development of Consultants Brief, which was produced in conjunction with SRV and endorsed by SRV prior to being presented to Council
4. Through additional feedback, following the Council meeting, 26 April 2021.

Council at its meeting on 26 April 2021 considered the Feasibility Study brief and resolved *“That the draft project brief be rewritten to ensure that this study is conducted in line with resolutions 11 and 12 of 25 November 2019 Council meeting”*.

Motions 11 and 12 from the 25 November 2019 Council Meeting related to the Draft City to River Masterplan and the development of a regional outdoor sporting precinct (Motion 11) and a regional indoor sporting precinct, (Motion 12):

11. *That Council revoke McBryde Street as its preferred location and conduct a feasibility study independently which considers Crown Land showgrounds site and the Horsham West option (Jenkinson Avenue site) noting that the study will:*
  - *Determine the economic and social impacts of the proposed regional outdoor multi-purpose sports facility*
  - *Be informed by the technical feasibility (including traffic, geology and flooding), operational model and costs*
  - *Involve stakeholder engagement including with the Showgrounds Committee and Greyhound Racing Victoria in determining cost associated with relocation.*
12. *That Council revoke McBryde Street as its preferred location and conduct a feasibility study independently which considers Crown Land showgrounds site and the Horsham West option (Jenkinson Avenue site) noting that the study will:*
  - *Determine the economic and social impacts of the proposed regional indoor multi-purpose sports facility*
  - *Be informed by the technical feasibility (including traffic, geology and flooding), operational model and costs.*

This report outlines risks associated with the Council Motion of 26 April 2021 requiring the revision of the Consultants Brief (to reflect the original motion put forward by the previous Council in November 2019).

### Discussion

As required by the Council Motion of 26 April 2021, staff have revisited and modified the Consultant’s Brief (refer to **Appendix “9.2A”**).

Staff have also sought further feedback and clarification from the project's co-funders SRV. Feedback from SRV has confirmed the need to undertake an analysis of multiple sites during the first phase of the study. Early analysis of multiple sites will provide the opportunity to transparently consider and potentially discount a range of site options. This is standard practice when conducting a feasibility study.

The objectives of the Wimmera Regional Multi-Sport Precinct Feasibility Study are to:

- Identify the functional requirements of a multi-sport precinct in association with State Sporting Association (SSA) planning
- Determine the feasibility of a multi-sports precinct that meets the needs of users and provides a facility that can cater for regional sporting activities
- Determine the most suitable location for a multi-sport precinct.

Advice from SRV is that this project is a new piece of work, and as such, is required to follow due process as per any new commissioned study. It is proposed that a desktop analysis of multiple sites (at least six, inclusive of the nominated two: Showgrounds and Jenkinson Avenue), be conducted and that a preferred site be identified and endorsed by Council.

Factors that will influence site viability include suitable land mass, sunk infrastructure, increasing land values, relocation cost if relevant, connectivity to transport, flooding impacts, proximity to services, existing land tenure, one site versus multi-site options, upgrades to existing assets versus new builds. As per any feasibility study, previous work, studies and input will be considered to inform and guide the detailed feasibility proposal.

Following endorsement of a site by Council, the majority of the detailed feasibility evaluation will be conducted.

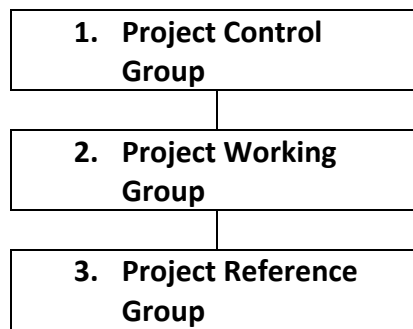
The revised Consultant's Brief attempts to:

- Honour Council's Motion of 25 November 2019, by including the two nominated sites in the initial site assessment
- Undertake a feasibility study that will provide the best, definitive location for a regional multi sports precinct
- Ensure due diligence is followed and that the study outcomes comply with any future funders' expectations and processes whereby additional and substantial investment maybe sought, based on the study outcomes
- Acknowledge that additional sites may be identified as viable options through the initial site scoping exercise.

It has been noted that the project budget (\$60K) is not substantial and there is a commitment by all parties to ensure we get the maximum output and clarity from the feasibility study. This will enable our community to progress to the next stage of developing facilities of a regional standard. Undertaking a comparative assessment of just two sites (Jenkinson Avenue and the Showgrounds site) will not provide SRV or other potential funders with the required information to commit to additional or future funding.

The feedback from SRV is clear. If we undertake a comparative assessment of the two nominated sites, we will identify a preferred location, but this will not satisfy industry expectations regarding the required due diligence for such a significant project and ultimately, we will be required to undertake a broader site assessment and analysis before our recommendation is accepted. Funding was sought and received from SRV for a feasibility study to identify the best possible option for a regional facility for our community following a process that is rigorous, transparent and meets industry expectations.

*Project Governance*



A *Project Control Group* (PCG) will be established and will act as a high-level steering committee responsible for ensuring that the project outcomes are met, and that project budget, time and quality criteria are achieved. It will be comprised of representatives from Sport and Recreation Victoria, State Sporting Associations, the Wimmera Regional Sports Assembly and Horsham Rural City Council.

A *Project Working Group* will provide recommendations to the PCG on key project issues for decision making and will include representatives from Horsham Rural City Council and Sport and Recreation, Victoria.

A *Project Reference Group* will facilitate input into the planning and design of the new facilities, usually from user groups or the community. The Project Reference Group will be comprised of representatives from relevant local sporting clubs and the community.

**Options to Consider**

Not applicable

**Sustainability Implications**

Sustainability considerations include natural, social and economic elements of the proposed multi-sport precinct.

**Community Engagement**

The Feasibility Study will include a Community and Stakeholder Engagement Plan developed in accordance with the IAP2 best practice model and Council's Community Engagement process. The Project Consultant will develop the plan in consultation with Council's Community Relations and Advocacy Team and with input from both the PWG and PCG.

The Feasibility Study requires intensive engagement with key stakeholders, a minimum being:

- Sport and Recreation Victoria
- State Sporting Associations relevant to the precinct (to understand the needs, requirements and support for a multi-sports precinct in Horsham that would service the wider region)
- All sporting groups that might be located within the precinct
- Wimmera regional sporting associations relevant to the precinct.

Site specific stakeholder engagement may include:

- Wimmera Catchment Management Authority
- Department of Environment, Land, Water and Planning
- Groups currently utilising potential sites
- VicRoads
- Adjacent land users.

The draft Feasibility Study will require a period of public feedback. The Project Consultant will prepare an Engagement Report including recommendations for changes to the draft Feasibility Study resulting from the engagement process.

### **Innovation and Continuous Improvement**

The Study will provide a detailed analysis of options relating to a multi-sport precinct, reflecting industry best practice in the co-location and multi-use of publicly funded infrastructure. The Feasibility Study is a comprehensive project that will reference existing plans, strategies and inputs conducted within the municipality and that has informed the pre-planning work of proposed regional sport and recreation assets, including:

- Wimmera Sports Stadium Business Case and Concept Design Report December 2017
- City to River Masterplan December 2019
- Horsham CAD Wimmera River Technical Report May 2019
- Horsham Sports Facility Demand Study May 2019
- Wimmera River Precinct and Central Activity District Background Report May 2019
- Open Space Strategy December 2019
- Social Infrastructure Framework 2020.

### **Collaboration**

Refer to Community Engagement section above.

### **Financial Implications**

The Feasibility Study has a budget of \$60,000. \$30,000 funded by SRV and \$30,000 from Horsham Rural City Council.

### **Regional, State and National Plans and Policies**

Active Victoria 2017-2021

Strategic Directions:

- Increase the capacity of sport and active recreation infrastructure
- Create flexible and innovative participation options
- Invest in infrastructure that enables active recreation
- Invest in state and regional facilities that underpin Victoria's event calendar

Department of Health and Human Services Strategic Plan 2019

### **Council Plans, Strategies and Policies**

Council Plan 2020-2024

Goal 1 - Community and Cultural Development

- 1.1 Contribute to building a vibrant, diverse and resilient community;
- 1.2. Develop a safe, active and healthy community, encouraging participation;
  - 1.2.04 Implement outcomes from the multipurpose/indoor sports and community facility feasibility study
- 1.4 Develop the municipality as a desirable place to live, work and enjoy for people of all ages and abilities

Goal 2 - Sustaining the economy

- 2.3 increase visitors to the municipality

Goal 3 - Asset Management

- 3.1 Determine infrastructure needs and expectations through consultations with developers and the Community

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

**Risk Implications**

A detailed risk assessment has been done and is part of the Project Plan.

*Future funding risk* – It is noted that SRV is not the only funding path for sport and recreational assets, however they are highly influential. Sport and Recreation Victoria has a strong and close alliance with RDV and is frequently called on to inform State and Federal Ministers of project suitability, status and viability.

*Reputational risk* – Community support of a project can influence the likelihood of investment being received. Funding bodies are influenced by communities that work in unified, harmonious and cooperative ways. Projects that are steeped in disunity, divide and dissent generally fair poorer when funding considerations are made, even if a solid and convincing feasibility or business case is presented.

*Project delivery risk* – Further deliberation and review of the Project Brief may require a variation to extend the timeline of the project. It is an expectation when receiving grant monies that funding milestones will be honoured.

**Conclusion**

Council staff have revisited and refined the Consultant's Brief. The refined Brief includes further feedback provided by the co funder and reflects the Motion put forward by Council on 26 April 2021.

It is recommended that Council endorse the reviewed Consultant's Brief and release to the Brief to the market.

### 9.3 STRATEGIC ADVOCACY PROSPECTUS

<b>Author's Name:</b>	Susan Surrige	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Co-ordinator Community Relations and Advocacy	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Community Relations and Advocacy	<b>File Number:</b>	F06/A02/000001

#### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

#### Status

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

Yes  No

**Reason:** Nil

#### Appendix

Strategic Advocacy Prospectus (**Appendix "9.3A"**)

#### Purpose

To adopt the Strategic Advocacy Prospectus – “Creating urban rural balance – Horsham Rural City Council priority capital works projects for government and private sector investment”.

#### Summary

- The Strategic Advocacy Prospectus will play an important part in our advocacy work for future government funding.
- The prospectus highlights a range of projects, from ‘shovel ready’ through to those in early stages of planning.
- These projects represent Council’s long-term planning in action, recognizing what Horsham Rural City needs now and into the future.
- It is a living document that can be reviewed and updated internally as required by Council.

#### Recommendation

That Council:

1. Adopt the Strategic Advocacy Prospectus (**Appendix "9.3A"**)
2. Review the Strategic Advocacy Prospectus when the new Council Plan (2021-2025) is adopted later in 2021.



## REPORT

### Background

As one of ten regional cities within Victoria, Council has an ongoing advocacy role to the State and Federal Governments and the private sector to develop major projects that enhance the 'liveability' and economic growth of our region now and into the future.

Over the past 2-3 years, Council has undertaken a range of strategic planning processes i.e. City to River, Open Space Plan, Horsham South Structure Plan. This planning has shaped a number of major projects that Council will continue to develop and seek funding for.

The Community Relations and Advocacy team have been working on the development of this Strategic Advocacy Prospectus for the past six months.

### Discussion

The prospectus (**Appendix "9.3A"**) highlights a range of projects, from 'shovel ready' through to those in early stages of planning. These projects represent Council's long-term planning in action, recognizing what Horsham Rural City needs now and into the future.

Councillors and Council staff are involved with advocacy with State and Federal Government Ministers and their staff around seeking funding to progress major projects. The Advocacy Prospectus provides an attractive, high level, snapshot of fundable projects that can be used in such meetings and discussions. The prospective gives a 'glimpse' of individual projects which can be followed up with more detailed information as requested.

The Advocacy Prospectus will also form the basis of a Major Project section of Council's website.

The prospectus has been designed and produced entirely 'in-house' utilising the design and photography skills of Council Officers. The booklet is a stand-alone document that can be refreshed at any time to reflect changes in Council priorities and major projects. Importantly, the booklet has been designed so that individual projects can be extracted as a 1 page flyer as required.

The projects in the prospectus have been grouped in seven key themes:

- Future Horsham – CAD revitalisation projects
- Activating our natural assets – riverfront projects
- Making connections – transport and road projects
- Active Horsham – sport and recreation projects
- Supporting industry – economic development projects
- Making places – community and cultural development projects
- Visit Horsham – tourism projects

The prospectus can be reviewed at any time, but should specifically be reviewed once the new Council Plan (2021-2025) is adopted to reflect any changes or new priorities.

### Options to Consider

Council may choose to amend certain projects or pages within the Strategic Advocacy Prospectus before adopting.

### Sustainability Implications

Nil

**Community Engagement**

The individual projects contained in the Strategic Advocacy Prospectus are based on the current Council Plan and there has been varying levels of community engagement associated with each project and more will occur as and when required.

**Innovation and Continuous Improvement**

The development of Council's first Strategic Advocacy Prospective is an example of continuous improvement in the provision of advocacy information and collateral.

**Collaboration**

Not applicable

**Financial Implications**

Not applicable

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

The Strategic Advocacy Prospective is derived from the priorities within the current Council Plan 2020-2024.

**Risk Implications**

Not applicable

**Conclusion**

As a regional city, it is vital that Horsham Rural City Council has an ongoing pipeline of shovel ready projects to present to State and Federal Government for co-funding opportunities. This new prospectus provides a visual snapshot of Council's priority projects, and can be easily amended as required by Council.

## 9.4 AUDIO RECORDING OF COUNCIL MEETINGS POLICY

<b>Author's Name:</b>	Diana McDonald	<b>Director:</b>	Graeme Harrison
<b>Author's Title:</b>	Acting Manager Governance & Information	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance & Information	<b>File Number:</b>	F19/A05/000001

### Officer Conflict of Interest

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

Yes  No

Reason: Nil

### Status

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

Yes  No

Reason: Nil

### Appendix

Audio Recording of Council Meetings Policy (**Appendix "9.4A"**)

### Purpose

To adopt the updated Audio Recording of Council Meetings Policy which has been reviewed to align with the new *Local Government Act 2020*.

### Summary

- The Audio Recording of Council Meeting Policy has had minor amendments to align with the new *Local Government Act 2020*.
- The Victorian Government has introduced the new Justice Legislation Amendment (System Enhancements and Other Matters) Act 2021 (JLA Act) to provide for the extension of the COVID-19 temporary measure provisions in Part 12 of the *Local Government Act 2020* through to 26 April 2022.

### Recommendation

That Council adopt the revised Audio Recording of Council Meetings Policy attached as **Appendix "9.4A"**.

## REPORT

### Background

The Victorian Government's *COVID-19 Omnibus (Emergency Measures) Act 2020* introduced into the *Local Government Act 2020* (LGAct 2020) a mechanism to allow for virtual Council meetings to ensure that Council's decision making could continue during the coronavirus pandemic. The recently introduced JLA Act provides for the extension of the temporary measures through to 26 April 2022.

### Discussion

The option to hold virtual Council meetings has been an important and successful way for Council to ensure the normal ordinary business of Council could continue through periods of lockdown. Council put in place an Administrative Procedure to temporarily amend Council's Governance Rules to allow for subtle changes in procedure to deal with some practical issues for the conduct of virtual meetings. The guidance provided by this Administrative Procedure has been valuable.

In accordance with State Government health information, Victoria is relaxing restrictions and moving to COVIDSafe settings in the workplace. The opportunity to have Council meetings return to the Council Chamber and members of the public being able to attend Council meetings is welcomed, however, there continues to be strict adherence to the State Government's CovidSafe Guidelines and close monitoring of health directives as issued.

### Options to Consider

The prescribed period ends on 26 April 2022. Council may consider the permanent introduction of livestreaming Council meetings post this pandemic legislation.

### Sustainability Implications

Nil

### Community Engagement

The re-introduction of the public gallery and the continuation of livestreaming Council meetings improves the accessibility of the Council discussion and decision making process to a broader audience enhancing the engagement of community members.

### Innovation and Continuous Improvement

The ability to have both members of the public in the gallery and livestream the meeting will come with some technical and production challenges however the improved accessibility will be appreciated.

### Collaboration

Not applicable

### Financial Implications

There will be minor additional costs to have a dedicated staff member operating the audio-visual equipment. An additional staff member will also be required to ensure members of the public are kept in a COVIDSafe environment.

### Regional, State and National Plans and Policies

All Government directives including policies and guidelines in relation to the pandemic and COVIDSafe Settings.

### Council Plans, Strategies and Policies

2020-2024 Council Plan

Goal 4 – Governance and Business Excellence

**Risk Implications**

There is a risk that technical issues may interfere with the livestream and audio recording of Council Meetings and may be outside of Council's control. This possibility has been address in the Policy and the Administrative Procedure.

**Conclusion**

Council will continue to facilitate good governance in accordance with Government legislation and guidelines to ensure that the business of Council can continue in a COVIDSafe setting.

## 9.5 HAMILTON STREET PEDESTRIAN BRIDGE

<b>Author's Name:</b>	Susan Surrige / Numair Farooq / John Martin	<b>Director:</b>	John Martin
<b>Author's Title:</b>	Coordinator Community Relations and Advocacy/ Project Office Coordinator/ Director Infrastructure	<b>Directorate:</b>	Infrastructure
<b>Department:</b>	Infrastructure	<b>File Number:</b>	F01/A05/000001

### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

### Appendix

Nil

### Purpose

To consider funding allocation for the proposed Hamilton Street Pedestrian Bridge project.

### Summary

- Council, at its meeting on 1 March 2021, considered a motion for the allocation of funding to the Hamilton Street Pedestrian Bridge, which was lost.
- Councillors, through a rescission motion, expressed an interest in revisiting the matter of Hamilton Street Pedestrian Bridge funding allocation.
- In October 2020, the Australian Government announced Local Roads and Community Infrastructure (LRCI) Phase 2 funding allocations to all Councils across Australia.
- This report proposes to use the remaining LRCI Phase 2 funds of \$1,125,924 for the Hamilton Street Pedestrian Bridge project.
- It is also proposed to seek grant funding from RDV for \$1,225,000 for the project.
- Discussions about funding contributions have also been held with land developers on the south-east side of the Wimmera River.
- The design review and cost estimate of the preferred option have been completed by an independent consultant. Advice has also been obtained on alternative designs and cost estimates to ensure best value for money.
- Output from the design review process will be used to prepare the tender documents.
- Subject to funding approval from Council at the 24 May 2021 meeting, it is then proposed to proceed to tender forthwith to enable the LRCI funding timetable to be achieved.

## Recommendation

That Council:

1. Note the Hamilton Street Pedestrian Bridge is estimated to cost \$2.00-\$2.20 million and the approaching ramps/landscaping and other ancillary works are estimated to cost \$250,000.
2. Approve the assignment of \$1,125,000 allocated by the Australian Government under its Local Roads and Community Infrastructure (LRCI) Phase 2 program to the Hamilton Street Pedestrian Bridge project.
3. Submit an application to Regional Development Victoria (RDV) to fund the balance of the Pedestrian Bridge project, estimated to be \$1,250,000.
4. Negotiate with and seek contributions from the relevant land developers for the sum of \$100,000.
5. Commence the procurement process for the construction of the bridge.
6. Note that the expected project cost is well in excess of CEO's financial delegation and the contract for construction can only be awarded by Council.
7. Consider sources for the balance of funding if the RDV funding application is unsuccessful or the amount allocated by RDV is less than the amount requested.

## REPORT

### Background

At its meeting on 1 March 2021, Council considered a report on the allocation of funding to the Hamilton Street Pedestrian Bridge, no resolution was made on the bridge project at that meeting. Following the meeting, the CEO received a rescission motion regarding this agenda item. Based on legal advice, a rescission motion is not required, nor can it be accepted, as no decision was made on the motion moved in relation to the funding allocation. As a result, the rescission motion was withdrawn.

The lodging of the rescission motion reflects that Councillors have expressed an interest in revisiting the matter of Hamilton Street Pedestrian Bridge funding allocation.

Council has been allocated \$1,475,924 under Phase 2 of the LRCI program. Of this amount, \$350,000 was allocated to the Horsham Nature and Water Play Park project at Council's 1 March 2021 meeting. This leaves a further \$1,125,924 to be allocated.

The key constraints of the LRCI funding program are:

1. That the grant funds are required to be spent by 31 December 2021 and the projects must be fully completed by 30 June 2022
2. As the focus of this funding program is to create additional economic stimulus, the program guidelines note that Councils are required to maintain their overall capital spending on roads and community infrastructure, funded by their own revenue, at or above their 2020-21 capital spending level
3. Council must apply for the full amount of their Phase 2 allocation in a draft Work Schedule by 31 July 2021
4. Nominated projects must be approved by the Department of Infrastructure before works can commence.

### Discussion

Detailed planning for the Hamilton Street Pedestrian bridge has been continuing, with the final phase being the design review process, which includes:

- Confirmation of the design suitability, including structural analysis
- Development of a construction methodology and timetable
- Preparation of a quantity surveyor's estimates for the cost of construction of the preferred option and budget estimates for alternative designs to get best value for money
- Preparation of tender ready documentation.

Advice from the design review process is that the bridge is estimated to cost \$2.00 - \$2.20 million, and the cost of connecting pathways, landscaping and other ancillary works are estimated as \$250,000. Hence, the total cost is estimated at \$2.45 million.

Subject to funding approval by Council, it is proposed that tenders would be advertised as soon as possible, so that works can be conducted during the drier spring-summer-autumn period of 2021-22, and to ensure that expenditure occurs in time to meet the requirements of the LRCI funding program.

### Funding scenario for Hamilton Street Pedestrian Bridge

It is proposed that the balance of LRCI Phase 2 funding be allocated to the Hamilton Street Pedestrian Bridge project.



It is proposed that Council would seek the balance of funding through the recently released RDV competitive funding round for 2021. If the RDV funding application is unsuccessful, or the amount allocated by RDV is reduced, Council would have to consider and decide on the funding sources to fund the balance of the project cost.

Preliminary discussions have also been held with land developers to investigate the potential for contributions to the bridge. It is proposed to seek a contribution of \$100,000 to the bridge project from the adjoining land developer.

### **Options to Consider**

A range of options have been considered relating to the location and form of the bridge.

The funding mix proposed could enable the project to be delivered without calling on any rates funding.

### **Sustainability Implications**

The bridge project will encourage greater levels of walking and cycling, including for school children to get to schools.

### **Community Engagement**

The outcomes of the earlier public engagement on the pedestrian bridge project have been reported previously to Council.

Since the earlier Council report, there has been a range of feedback provided both directly to Council and via the media. A number of emails have encouraged Council to pursue the pedestrian bridge project, citing the new housing development in the vicinity of the Waterlink Estate, and its ready access to several schools if a bridge was constructed as proposed at Hamilton Street, as well as the recreation and exercise benefits through creation of a new walking/cycling loop.

In contrast, others have written opposing the pedestrian bridge for a range of reasons, including:

- Potential limited use (although this is countered by other community respondents).
- That a second vehicle bridge is needed, as the pedestrian bridge will not address the congestion in Williams Road.
- That the pedestrian bridge at Hamilton Street should be a vehicle bridge.

It should be noted that Council is continuing to pursue a second vehicle bridge as part of a planned investigation into an alternative truck route. This will require much greater funding than that currently available, and will be developed in partnership with Rural Roads Victoria. A proposal to utilise the Hamilton Street alignment for a vehicle bridge is not considered feasible for a range of reasons, principally, the significant disruption this would cause to the residential area on the east side of the river which has not been designed to receive this traffic.

One of the outcomes of the earlier engagement was the identification of a range of issues by the landholders in the immediate vicinity of the bridge site, including in relation to visibility into their back yards and lighting. A draft landscaping plan has been prepared which aims to address these issues. This has been forwarded to relevant landholders, with some positive feedback having been received. Further engagement with the nearby landholders will be conducted when preparations for construction commence.

### **Innovation and Continuous Improvement**

The tender documents will be prepared and advertised to maximise the opportunity for innovative designs and value for money.

### Collaboration

Council staff have worked closely with Wimmera CMA and DELWP staff on a range of matters relating to the bridge project.

### Financial Implications

As outlined earlier in this report, the proposed funding mix for the bridge project is:

- LRCI Phase 2 \$1,125,000
- Developer Contributions \$ 100,000
- RDV grant \$1,225,000
- Total \$2,450,000

If the RDV grant is unsuccessful, Council would need to fund the balance from internal reserves.

### Regional, State and National Plans and Policies

Nil

### Council Plans, Strategies and Policies

The bridge project has been identified from a range of Council plans and strategies, as follows:

- 2013 Framework for Managing Growth
- 2017-21 Health and Wellbeing Plan
- 2019 Open Space Strategy
- 2020-2024 Council Plan
- 2020 City to River Master Plan
- 2020 Horsham Urban Transport Plan

### Risk Implications

A design review process has been conducted to provide rigour to Council's design and draft construction methodology.

The delivery phase of the project will include the establishment of an internal Project Control Group to identify potential risks and to manage them during the construction process.

### Conclusion

The Local Roads and Community Infrastructure fund (Phase 2), developer contributions and an RDV grant provide the opportunity for the Hamilton Street pedestrian bridge project to be fully externally funded. Should Council not receive the RDV grant, then an alternative funding source is proposed.

## 9.6 CONTRACT 21/024 SUPPLY AND DELIVERY OF ONE TWIN STEER WATER TANKER WITH OPTIONAL TRADE-IN

<b>Author's Name:</b>	Warren Kennedy, Krishna Shrestha	<b>Director:</b>	John Martin
<b>Author's Title:</b>	Fleet Coordinator & Strategic Asset Manager	<b>Directorate:</b>	Infrastructure
<b>Department:</b>	Infrastructure	<b>File Number:</b>	F13/A01/000003

### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

### Appendix

Nil (Appendix provided in confidential report on this subject)

### Purpose

To award Contract 21/024 for the supply and delivery of a new Isuzu FYX 350-350 Twin Steer Water Tanker.

### Summary

- Council's water tanker, plant number 1809 is a dual axle water tanker purchased second hand in 1997. To accommodate greater need of water supply for roadworks, it was decided to replace this dual axle water tanker with a truck fitted with a water tank.
- Based on an assessment of fuel efficiency, maintenance costs, trade-in value and potential future major maintenance, it has been scheduled for replacement in the 2020-21 financial year.
- The tender was advertised through the normal processes, with three companies providing responses.
- The tender evaluation panel recommends replacement of the plant 1809 with a new Isuzu FYX 350-350 twin steer water tanker supplied by The Truck Specialist Swan Hill.
- The replacement is to be funded from the plant reserve within the 2020-21 plant budget allocation.

### Recommendation

That Council award the tender for Contract 21/024 Supply and Delivery of a new Isuzu FYX 350-350 Twin Steer Water Tanker to The Truck Specialists at a total cost of \$280,037 ex GST, with no trade in.

## REPORT

### Background

Council's dual axle water tanker, plant number 1809 was purchased second hand in 1997 and is due for replacement, and was included in the 2020-21 plant replacement program. No supplier submitted a trade-in price for this plant item.

Replacement of this plant item is required to meet the continual demand of water for grading and reconstruction works.

Delaying replacement of this plant would result in the need for hiring a water tanker.

The tender process occurred according to Council's normal process including advertising on the Council website, in the Wimmera Mail-Times, Weekly Advertiser and The Age newspapers.

### Discussion

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

- Three companies submitted tenders for four different products. The three companies submitted pricing for the identical product. One of the companies submitted an additional product beyond the required specification.
- The evaluation of tenders was based on the criteria presented in the tender specification.
- Tenders were assessed on the basis of best value to Council, and conformance with required specifications rather than the cheapest price.
- The assessment was done with the following parameters:  
Capability/Capacity: Assessed on i) Operator's assessment/ergonomics ii) Past experience of plant maintenance iii) History of performance of plant iv) Functionality of cabin, steps, etc.  
Compliance: Assessed on whether the product met the specification specified in tender.  
Price: Assessed based on i) Current product price ii) the projected cost of fuel over 10 years or 170,000 km iii) Projected cost of parts iv) Projected cost of services v) Potential resale value after 10 years or 170,000 km.  
Local Content: Assessed based on i) Availability of local distributor ii) Local availability of parts iii) Local availability of services.

Tender returns were received from the following three companies:

- The Truck Specialist
- Ballarat Isuzu
- Winter and Taylor Isuzu.

The tender of The Truck Specialist for an Isuzu FYX350-350 has been assessed as the best value to Council due to its conformance with the tender specification, acceptance by the user group, feedback from users of similar products, resale value and various mechanical parameters. This tender was also the cheapest tender.

### Options to Consider

There is only one option to consider as three different suppliers submitted tenders for an identical product at varying prices. The evaluation favoured Isuzu-FYX-350-350 tendered by The Truck Specialist.

### Sustainability Implications

Nil

**Community Engagement**

Not applicable

**Innovation and Continuous Improvement**

Not applicable

**Collaboration**

Not applicable

**Financial Implications**

The recommended tender is priced at \$280,037, which is within the available 2020-21 plant replacement budget for this item of \$295,000 (including trade-in allowance).

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

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

This twin steer water tanker is required to deliver Council's road grading and road reconstruction program which enables maintenance and improvements to the road network.

**Risk Implications**

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

**Conclusion**

The tender evaluation process has assessed that the preferred replacement water tanker is an Isuzu FYX350-350 tendered by The Truck Specialists, Swan Hill.

## 9.7 CONTRACT 21/022 CONCRETE OVERLAY AND BARRIER WORKS MOUNT WILLIAM CREEK BRIDGE ON HORSHAM- LUBECK ROAD BRIDGE, ST HELENS PLAINS

<b>Author's Name:</b>	Mazen Aldaghstani	<b>Director:</b>	John Martin
<b>Author's Title:</b>	Manager Engineering Services	<b>Directorate:</b>	Infrastructure
<b>Department:</b>	Engineering Services	<b>File Number:</b>	21/022

### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

### Appendix

Nil (refer to confidential report on this subject)

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### Purpose

To award Contract 21/022 for the Concrete Deck Overlay - Horsham- Lubeck Road Bridge over Mt William Creek

### Summary

- Tenders were called for the above project, and four conforming tenders were received.
- The cheapest tender was received from MF & JL Willmore for the amount of \$336,216.12, which was assessed as being the best overall tender submission.
- The project cost had been has been estimated as \$405,000 and is fully funded through:
  - Australian Government's Bridges Renewal Program \$186,000
  - Victorian Government's Agrilinks Upgrade Program \$219,000
- Details of the tender evaluation are presented in the evaluation report, attached as an appendix to the confidential report on this subject (**Appendix "15.2A"**).

### Recommendation

That Council award Contract 21/022 for the Concrete Deck Overlay for the Mt William Creek Bridge on the Horsham - Lubeck Road to MF & JL Willmore of Horsham for a contract sum of \$336,216.12 ex GST.

## REPORT

### Background

Council's Asset Management team engaged a consultant to assess the integrity of the Mt William Creek Bridge on the Horsham - Lubeck Road. The level two bridge assessment report revealed the following defects:

- Leaking through the joints
- Flexural cracking on most girders.

Leakage between units can cause moisture ingress into cracks, leading to steel corroding and ultimately spalling. Hence, it was recommended to inject the cracks and to consider waterproofing the deck or construct a concrete overlay.

The proposed repair works will require:

- The removal and replacement of the existing outdated safety barriers and kerb
- Reinstating the road pavement and asphalt the approaches at both sides of the bridge.

Council's Engineering team engaged a design consultant to prepare the tender documents for the above including the treatment, waterproofing/concrete overlay, replacement of safety barriers and all associated works.

The diagram below shows the location of the bridge - circled.



### Discussion

Key aspects of the tender evaluation were:

- Four tenders were received and the assessment of tenders was based on the criteria as presented in the tender documents.
- After the evaluation process, MF & JL Willmore scored the highest as described in the confidential report on this subject.
- The cheapest tender being \$336,216.12 received from MF & JL Willmore was assessed as presenting the best overall submission, with the applicant nominated as the preferred tenderer.

MF & JL Willmore is a well-known local contractor, having completed a range of projects for Council.

### Options to Consider

The primary option to consider would be full reconstruction of the bridge, which would be much more expensive.

### Sustainability Implications

Special conditions have been embedded into the contract and site supervision will ensure negligible impact on the environment during construction.

### Community Engagement

The key communication aspect with these works will be:

- The interaction between the appointed contractors and Council's project supervisor/manager.
- Communicating the construction work program with affected farmers and other bridge users.

### Innovation and Continuous Improvement

The construction of a deck overlay is a regularly used approach to enhance the strength and extend the life of some types of bridges.

### Collaboration

Not applicable

### Financial Implications

This project was not identified in Council's budget, but has been fully funded through grant programs as follows:

- |  |                  |
|--|------------------|
| • Australian Government Bridges Renewal Program  | \$186,000        |
| • Victorian Government Agrilinks Upgrade Program | <u>\$219,000</u> |
|  | \$405,000        |

The tendered cost is within the funded amount.

This project is one of many that highlights the value of both Government's funding programs.

### Regional State and National Policies

The Horsham Lubeck Road is a regularly used freight route that links parts of adjoining municipalities with Horsham.

### Council Plans, Strategies, Policies

2020-2024 Council Plan

Goal 3 – Asset Management

To ensure infrastructure is in place to support our growing community as well as upgrading and maintaining our infrastructure to attract more visitors to our community.

### Risk Implications

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

### Conclusion

The preferred tender of MF & JL Willmore will provide the best value to Council for addressing issues with the bridge over Mt William Creek on the Horsham - Lubeck Road.



## 9.8 CHIEF EXECUTIVE OFFICER'S OPERATIONAL REPORT

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

### Officer Conflict of Interest

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

Yes  No

**Reason:** Nil

### Status

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

Yes  No

**Reason:** Nil

### Appendix

Nil

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### Purpose

To receive and note the Chief Executive Officer's Operational Report for May 2021.

### Summary

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

### Recommendation

That Council receive and note the Chief Executive Officer's Operational Report for May 2021.

## REPORT

### Background

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

### Discussion

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

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

**Funding Announcement:** The Hon Michael McCormack, Deputy Prime Minister announced \$4 million in Commonwealth funding to construct a new super roundabout at the intersections of Stawell Rd/Hamilton Rd and Golf Course Rd. This is great news for our city and something our Council has advocated for over many years.

**Funding Announcement:** Council has secured \$2.1 million from Sport and Recreation Victoria to develop the region's first Nature and Water Play Park. Located at Horsham's riverfront precinct, the park will be free and accessible for all ages and capabilities, all year round. The concept is part of the broader City to River Masterplan to activate the riverfront.

**Rural Council's Corporate Collaboration (RCCC) Board Meetings:** The RCCC Board, which includes the Chief Executive Officers of Hindmarsh, West Wimmera, Buloke, Yarriambiack, Loddon and Horsham met on 13 May and 19 May 2021 to consider recommendation to shortlist vendors for the provision of technology solution to six participating Councils.

**Municipal Association Victoria (MAV):** The Mayor and CEO attended a MAV State Council meeting on Friday 21 May 2021 at the Melbourne Town Hall. The State Council meets twice a year and member councils can submit business to be considered.

**Regional Leaders Breakfast:** – The CEO attended a Regional Leaders Breakfast at the Horsham Angling Clubrooms on Thursday 29 April 2021.

**Wimmera Southern Mallee Regional Partnership (WSMRP):** The CEO attended a WSMRP meeting on Thursday 13 May 2021. The group received an update on the proposed Wimmera Health Care Group merger with Ballarat Health Service.

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

**Business Reimagined:** A Business Reimagined Series was hosted by Business Horsham on Tuesday 18 May 2021 at The Cattleshed, Horsham Showgrounds. The Hon Michael McCormack MP Deputy Prime Minister attended and spoke about the federal government's support and encouragement of the tree change movement, and how this will impact regional business communities. Other presenters included Marc Sleeman, CEO of Grampians Tourism, Stuart Benjamin, Chair of the state government's Small Business Ministerial Council and Andrea Cross from Horsham Agricultural Society.

**Online Budget Q & A:** The Mayor hosted a live Q & A session on Wednesday 19 May streamed live via Council's Facebook page. This was an opportunity for anyone to join in and ask questions about the Draft Budget which is out for public comment until 7 June.

### C. Projects and Events

**Botanic Gardens:** Works to seal the major pathways at the Botanic Gardens have commenced. Currently made with quarry dust, the central thoroughfare is used by visitors and also provides important access for vehicles used by staff undertaking necessary daily maintenance. A sealed main pathway will provide for comfortable all weather access to the adjacent areas of the path, in particularly those that are frequently used for social gatherings such as the barbecue and playground area.

**Outdoor Dining:** Through a number of Council departments working together, the Horsham Rural City Council Footpath Trading Guidelines have been updated to accommodate outdoor dining permanent furniture.

**Citizenship Ceremony:** The Mayor, Cr Robyn Gulline conducted a Citizenship Ceremony last Monday 26 April for Amarjit Kaur, Ana Cheng Estevez, Mihaela Guguila and Tazeen Malik.

**Skate Park Community BBQ:** The Recreation and Open Space Planning team held a community BBQ at the Skate Park to engage on the new amenities under construction and the future of the space. The passion and talent from the skaters was great to see, with a few even competing on an international level. Future planning aims to strengthen the demographic and gender mix and include a variety of slower and quieter spaces to complement the existing activity.

**International Volunteer Week:** Horsham Rural City Council celebrated National Volunteer Week with a morning tea on Monday 17 May at the Horsham Town Hall to celebrate past and future community efforts. This year the theme was [\*Recognise. Reconnect. Reimagine.\*](#)

**Sod Turning Ceremony:** The City to River Stage 1 Project Sod Turning Ceremony was conducted by the Mayor; Hon Michael McCormack MP, Deputy Prime Minister; Dr Anne Webster, Member for Mallee and Ms Danielle Green, Parliamentary Secretary for Sport and Regional Victoria on Monday 17 May 2021.

**IDAHoBIT Day:** Wimmera Pride Project held a free community breakfast on 17 May for IDAHoBIT Day at May Park as it represents the global battle fought daily and continual awareness for the work that still needs to get done in combatting discrimination.

**Defibrillators Installed:** The Facilities Team commenced the relocation of the council managed defibrillators which were previously located inside the facilities. There is now an outside cabinet for each unit with appropriate signage which enables 24/7 emergency access for the community groups and general public. Sites that have had these new units installed include the Haven Hall, Dudley Cornell Clubrooms, City Oval Clubrooms, Horsham Community Sports Pavilion and the Quantong Recreation Reserve Pavilion

#### Options to Consider

Not applicable

#### Sustainability Implications

Not applicable

#### Community Engagement

Not applicable

#### Innovation and Continuous Improvement

Not applicable

**Collaboration**

Not applicable

**Financial Implications**

Not applicable

**Regional, State and National Plans and Policies**

Not applicable

**Council Plans, Strategies and Policies**

2020-2024 Council Plan

Goal 4 – Governance and Business Excellence

**Risk Implications**

Not applicable

**Conclusion**

That Council receive and note the Chief Executive Officer's Operational Report for May 2021.

## 10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

### Cr Robyn Gulline, Mayor

- 27 April 2021 - ABC Wimmera radio interview
- 28 April 2021 - Business Panel with Latrobe University students
- 29 April 2021 - Regional Leaders Breakfast
- 29 April 2021 - Met Parks Victoria Chair, CEO and ED Operations with CEO
- 30 April 2021 - Triple H radio with Di Trotter
- 5 May 2021 - Councillor Urban Tour
- 6 May 2021 - Opening of refurbished Coles
- 7 May 2021 - Holy Trinity Lutheran College Year 12 Presentation Ball
- 11 May 2021 - Public Art Opening
- 12 May 2021 - Councillor Rural Tour
- 12 May 2021 - Combined Rotary Recognition of Wimmera Cancer Centre
- 14 May 2021 - Community Vision Listening Post in Roberts Place
- 14 May 2021 - Holy Trinity Lutheran College Year 11 Presentation Ball
- 17 May 2021 - IDAHOBIT breakfast
- 17 May 2021 - ABC Wimmera radio interview with Rebekah Lowe
- 17 May 2021 - HRCC Volunteer's Morning Tea
- 17 May 2021 - 3WM/MixxFM radio interview with Emma Elsom
- 17 May 2021 - Sod turning at Wimmera River with Deputy Prime Minister Hon Michael McCormack, Dr Anne Webster MP, Parliamentary Secretary for Sport and Regional Victoria Danielle Green MP, and Emma Kealy MP
- 18 May 2021 - Business Reimagined with Deputy Prime Minister Hon Michael McCormack MP
- 19 May 2021 - Pop up Budget in Roberts Place
- 19 May 2021 - Facebook Budget Q & A
- 20 May 2021 - GWMWater Community Engagement
- 21 May 2021 - Municipal Association Victoria State Council meeting in Melbourne with CEO

### Cr Penny Flynn

- 20 April 2021 – Your Council and Climate Change
- 25 April 2021 – Horsham ANZAC Day Services
- 26 April 2021 – Citizenship Ceremony
- 28 April 2021 – Local Women Leading Change – 6 Months On
- 30 April 2021 – Australian Local Government Women's Association Victoria – Conference
- 1 May 2021 – Australian Local Government Women's Association Victoria – Conference
- 5 May 2021 – Councillors Tour of the Municipality
- 11 May 2021 – Public Artworks Opening, Launch and Walk
- 12 May 2021 – Councillors Tour of the Municipality
- 12 May 2021 – Combined Rotary Clubs – Paul Harris Recognition – Wimmera Cancer Centre
- 17 May 2021 – Wimmera Pride Project – Rainbow Breakfast for IDAHOBIT Day

**Cr Di Bell**

- 28 April 2021 - Community recreational water meeting
- 29 April 2021 - Business Breakfast – “Seeds for Growth”
- 30 April 2021 - Conflict of Interest training – Edenhope
- 5 May 2021 - Urban Tour of Horsham
- 11 May 2021 – Wimmera Development Association Meeting
- 12 May 2021 - Rural Tour of municipality
- 17 May 2021 - Volunteers Morning Tea
  - I would like to sincerely thank each and every volunteer in our community for their passion and work to support our community in so many ways. Our community would not be the same without you.
- 18 May 2021 - Business Reimagined Series – Event
- 18 May 2021- Domestic Violence Webinar
- 19 May 2021 - Meeting Procedure Webinar
- 20 May 2021 - GWM workshop
- 20 May 2021 - Foodies Night Market – Maydale Reserve

**Cr David Bowe**

- 30 April 2021 - Victorian Local Government Association Councillor Briefing: Gender Equality Act 2020 (virtual via zoom)
- 1 May 2021 - Wimmera Model Aircraft Association F5 Electric Glider Midway Cup Event
- 1 May 2021 - Haven Market
- 1 May 2021 - Horsham Skate Park – gathering of ideas & improvements for Skate Park
- 3 May 2021 - Council Briefing meeting
- 5 May 2021 - Councillor Tour - Urban
- 10 May 2021 - Council Briefing meeting
- 12 May 2021 - Councillor Tour - Rural
- 17 May 2021 - IDAHOBIT International day community breakfast at May Park
- 17 May 2021 - Volunteer Morning Tea for Volunteer Week at Horsham Town Hall
- 17 May 2021 - Sod Turning Ceremony by Hon Michael McCormack DPM (City to River Stage 1 Project)

**Cr Claudia Haenel**

- 26 April 2021 - HRCC offices Australian Citizenship Ceremony & Council Meeting
- 30 April 2021 - ALGWA VIC Conference Fitzroy Town Hall
- 3 May 2021 - HRCC offices - Council Briefing
- 5 May 2021 - HRCC offices - Councillor Tour - Urban
- 10 May 2021 - HRCC offices - Council Briefing
- 12 May 2021 - HRCC offices - Councillor Tour – Rural
- 17 May 2021 - HRCC offices - Volunteer Morning Tea
- 17 May 2021 - Horsham Angling Clubrooms - Sod Turning Ceremony by Hon Michael McCormack DPM (City to River Stage 1 Project)

- 18 May 2021 – Horsham Showgrounds - Hon Michael McCormack DPM Business Reimagined
- 18 May 2021 - Victorian Women Lawyers Association Inc.- Domestic Violence in the New COVID Normal – Opportunities for Change and Reform - HRCC offices - webinar
- 19 May 2021 - ALGWA VIC Annual General Meeting - zoom
- 20 May 2021 - Horsham Golf Club - GWM Stakeholders Workshop
- 24 May 2021 - HRCC offices - Council Meeting

Acknowledgments:

- I would like to thank the brave women who spoke and wrote letters when presenting for the Women’s Serenity Garden project council briefing earlier this month, in recognition of domestic violence.
- Can we acknowledge the families who have lost loved ones during an escalation in suicides this past month. I encourage community to stay vigilant and reach out to those who might be in need and to please be kind, as many will be grieving.
- Also grieving is the Horsham community over the loss of respected past Councillor and Mayor Gary Bird. Condolences to all Birdy’s friends and family.
- Thank you also to the many businesses and groups who informed the council group of the developments and updates across the municipality when we went on tour recently, and to over 700 community members who contributed and completed the Horsham Rural City talks surveys, which are invaluable in assisting council to build on the regional city we all want to live in.

**11. URGENT BUSINESS**



## 12. PETITIONS AND JOINT LETTERS

### **13. PROCEDURAL BUSINESS**

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

Council Planning Day held at the Horsham Golf Club on Friday 23 April 2021 at 1.00pm

Council Budget Briefing held in the Council Chamber on Monday 3 May 2021 at 5.00pm

Council Briefing Meeting held in the Council Chamber on Monday 10 May 2021 at 5.00pm

Refer to **Appendix “13.1A”**

#### **13.2 SEALING OF DOCUMENTS**

Lease between HRCC and John Ernest O’Meara, Horsham Centre Cinema, 37-41 Pynsent Street, Horsham

#### **13.3 INWARD CORRESPONDENCE**

Nil

#### **13.4 COUNCIL COMMITTEE MINUTES**

Refer to **Appendix “13.4A”**

#### **Recommendation**

That Council receive and note agenda items:

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

## 14. NOTICE OF MOTION

### 14.1 NOTICE OF MOTION NO 188

Given by Cr Claudia Haenel

TAKE NOTICE that it is my intention to move the following motion at the Council meeting of the Horsham Rural City Council to be held at the Civic Centre, Roberts Avenue, Horsham, on Monday 24 May 2021.

“I wish to move that Council look at a project for a Women’s Serenity Garden in Horsham CBD given the highest incidence of domestic violence in the region and double the state average. A full report on the data would also be appropriate, and a briefing held in council chambers to hear from the women in the community on the topic of domestic violence and the need for a tranquil garden space for all women to feel safe.”

#### Rationale

1. Horsham has the highest domestic violence rate in the region. It is double the state average.
2. In the same way men have a “Men’s Shed”, women who make up 51% of the community and most affected by domestic violence would like to have a safe space to retreat to and call their own. The one thing homeless women wanted according to an Australian Human Rights commission report was ‘a place to call their own and a garden’. I am asking that HRCC put this project on the next meeting Agenda as a council provided space.
3. Many women in Horsham Rural City community have reached out stating they would love to see this happen and are wanting to donate their own funds to construct memorial benches in such a space. They are accepting the invitation of HRCC to come to a briefing and give their reasons why this is a valid project for the health and wellbeing of women.
4. Such a garden space would fit in with HRCC council objectives on Council Plan Goal 1 Community and Cultural Development, Goal 5 Natural & Built Environments and the HRCC Open space strategy of developing green spaces within the CAD.
5. HRCC prioritise and allocate funding within the upcoming budget for a Women’s Serenity Garden in Horsham.

Refer to **Appendix “14.1A”** for copy of Notice of Motion.

---

**Cr Claudia Haenel**

CIVIC CENTRE  
HORSHAM 3400  
4.5.2021



**Horsham Rural City**  
Council urban rural balance

# Wimmera Regional Multi-Sport Precinct

## Feasibility Study

### Project Brief

May 2021

## Project Plan Overview

### Objective

The objective of the Horsham Rural City Council's Wimmera Regional Multi-Sport Precinct Feasibility Study is to:

- Identify the functional requirements of a regional multi-sport precinct consistent with State Sporting Association (SSA) planning;
- Determine the feasibility of a multi-sports precinct that can meet the needs of the users and provide a facility that can cater for regional sporting activities;
- Determine the most suitable location for a multi-sports precinct, referencing previous work undertaken by Horsham Rural City Council, and specifically including two sites identified by Council in November 2019.

The Feasibility Study will need to consider the following:

- All recent previous work undertaken through consultation with the community, and particularly, potential user groups and other stakeholders;
- Previous work undertaken (including the Wimmera Indoor Sports Stadium Business Case and Concept Design Report (2017) and other reports) to inform the multi-sport precinct requirements;
- Validation of data from previous work to verify accuracy and currency;
- Data not captured in previous work;
- Opportunities to identify and address current and potential future gaps in service provision to increase programming and participation in sport and recreation at the local and regional level.

### Principles

Key principles that underpin the planning of this precinct:

- Enhanced programming across a range of sports to increase access by under-represented groups;
- Increased participation driven by access to high quality sports facilities that embed principles of universal design and environmental and economic sustainability;
- Increased liveability of Horsham and the wider Wimmera-Southern Mallee region through the provision of high quality sports and recreation facilities;
- Economic benefits for Horsham and the wider Wimmera-Southern Mallee region.

### Locational Information

Horsham Rural City is a vibrant and diverse community situated approximately 300 kilometres north-west of Melbourne and north of the Grampians National Park, in the heart of the Wimmera region of Victoria. The municipality has a population of 19,691 and covers an area of 4,267 square kilometres. Nearly three-quarters of residents live in the urban area of Horsham.

Horsham is the major provider of retail, community and government services in the Wimmera, with broad acre dryland agriculture being the major industry. The Grains Innovation Park, a nationally acclaimed agricultural research centre, is based in Horsham and there are a range of quality educational and health care facilities including secondary colleges, a university and an agricultural college. Horsham also has a diverse array of natural assets including recreational lakes, wetlands, the Wimmera River, Mount Arapiles, the Wartook Valley and the Grampians National Park is nearby.

Horsham plays a regional role, providing a broad range of services to residents of neighbouring municipalities. It also plays a significant role in the provision of regional sports facilities due to its geographic location between Mildura and Warrnambool as the key location for many current zone or regional based competitions and training within western Victoria.

## Purpose and Scope

The Feasibility Study will inform the decision to develop a regional multi-sport precinct in Horsham, enhancing programming and participation in sport and recreation and providing social and economic benefits to Horsham and the Wimmera-Southern Mallee region.

The study will:

- Determine the functional requirements of all sports to be included in the Regional Multi Sport Precinct noting previous work and reviewing for accuracy, currency and relevance;
- Determine the demand (scheduling feasibility) for a range of stakeholders for the proposed Regional Multi Sport Precinct to maximise programming and participation;
- Undertake a desk top analysis to:
  - determine technical feasibility of development of a maximum of six (6) potential sites identified by HRCC, (inclusive of two sites identified by the previous Council in Nov 2019), - soil analysis, flood mitigation, integration and utilisation of existing spaces, shared pathways and traffic management
  - determine the economic feasibility of the Regional Multi Sport Precinct , including:
    - development costs of each site
    - land purchase requirements
    - costs associated with relocating any existing user groups;
- Identify economically unviable and/or technically compromised sites determined through the desk top analysis,
- Provide a recommended/ preferred location, (to be endorsed by Council)
- Provide a site plan of preferred site with detailed concept design with QS costings informing feasibility.
- Determine operational feasibility of the Regional Multi Sport Precinct at the preferred site;
- Provide economic cost/benefit analysis of impact on tourism/hospitality industries;

## Project Deliverables

### Preparatory Phase

- Development of an engagement plan endorsed by the Project Working Group and the Executive Management team;
- Review historical background of the project, including referencing all relevant existing plans, strategies and related documents;
- Development of a Project Management Plan, endorsed by the Project Control Group (PCG).

### FEASIBILITY STUDY

#### PHASE 1

- Identification of a detailed description of the functional requirements of the proposed development;
- Identification of the functional facility components required for each sport and for the precinct as a whole;
- Initial assessment of the suitability of six identified sites including land capacity and availability, soil conditions, flood mitigation options (if applicable), traffic management, car parking, amenity impact/benefits on adjoining land uses and integration with the adjoining land uses including residential areas, urban development and/or riverfront. This includes two sites specifically identified by Council in November 2019;
- Identify economically unviable and/or technically compromised sites determined through the desk top analysis,
- Provide a recommended/ preferred location, (to be endorsed by Council)

**PHASE 2**

Once the preferred location is endorsed, undertake:

- Concept design for the preferred location that includes universal design and environmental sustainable design;
- Independent QS costing for the preferred location. The QS costing will inform project feasibility;
- Detailed schedule of use of the proposed development, including additional participation and programming opportunities encouraging the broadest possible participation rates at local and regional level (by individual sport) and that allow for future growth;
- Management model options including legal requirements and operational aspects;
- Assessment of the social, economic and environmental impacts of a fully developed and operational regional multi-sport facility at the potential location. This will require provision of the following information:
  - Capital costs
  - Transition costs
  - Opportunity costs
  - Recurrent costs
  - Life cycle cost
  - Revenue and profitability (Capital and Operating);
- Cost/Benefit and Net Present Value analysis strategic justification;
- Evidence of how the project strategically supports local and regional and State Sporting Associations/peak body plans and strategies;
- Evidence that the development responds to identified community needs, issues and addresses a gap in local and regional facilities;
- Evidence that development responds to integration with existing infrastructure, school and community use, shared pathways and recreation use, including urban development;
- Funding Strategy, including possible staging options and timeframes.

**The Feasibility Study will develop all required documentation to take the project forward to Schematic Design Phase (when funding and staging is determined).**

### Strategic Documents

The following strategic documents are provided as informative background material to be referenced in the proposed Feasibility Study:

- Wimmera Indoor Sports Stadium Business Case and Concept Design Report (2017)  
Including:
  - Horsham Multi-Use Indoor Sports Stadium Phase One Feasibility Report 2016
  - Horsham Multi-Use Indoor Sports Stadium Community Engagement Report June 2016
- City to River Masterplan (2020), Including:
  - Horsham Central Activity District Wimmera River Technical Report (2019)
  - Horsham Sports Facilities Demand Assessment (2019)
  - Horsham Central Activity District Wimmera River Background Report (2019)
  - City to River Engagement Report (2019)
- HRCC Sport and Recreation Strategy 2013-2018
- HRCC Open Space Strategy 2019

- HRCC Health and Wellbeing Plan 2017-2021

## Strategic Linkages

### Council strategic links

- Council Plan 2020-2024
  - 1.2.04 Implement outcomes from the multipurpose/indoor sports and community facility feasibility study City to River Masterplan 2020  
Showgrounds Crown Land Precinct - potential location for Multi-sport Indoor stadium and outdoor sports precinct
- Open Space Strategy
  - 2.3.8 In conjunction with the Showgrounds Committee of Management and Greyhounds Racing Victoria, develop a 20-year strategy for the Showgrounds locality. The objective should be to open up this asset to the community, whilst ensuring the greyhound racing club activities are secured for dual benefit of the Club and safety of the public.

### Other strategic links

- Active Victoria 2017-2021, Strategic Directions:
  - *Meeting demand*
  - *Broader and more inclusive participation*
  - *Additional focus on active recreation*
  - *Build system resilience and capacity*
  - *Connect investment in events, high performance and infrastructure*
  - *Work together for shared outcomes.*
- Department of Health and Human Services' Strategic Plan 2019

## Community Engagement

The Feasibility Study must include a Community and Stakeholder Engagement Plan developed in accordance with the IAP2 best practice model and Council's Community Engagement process. The Consultant is required to develop the plan in consultation with Council's Community Relations and Advocacy Team. The Community and Stakeholder Engagement Plan will be endorsed by the Project Control Group.

Extensive community engagement for the City to River Masterplan identified diverse and strong community opinions regarding the location of a regional sporting precinct. The City to River Engagement Report (2019) is provided for reference.

The draft Feasibility Study will require a period of public engagement to allow and encourage community feedback. The Consultant is required to prepare a detailed Engagement Report including any recommendations for changes to the draft Feasibility Study resulting from the engagement process. This Feasibility Study requires intensive engagement with key stakeholders in this project, recognised as the following as a minimum:

- Sport & Recreation Victoria;
- State sporting associations relevant to the precinct, (to understand the needs, requirements and support for a multi-sports precinct in Horsham that would service the wider region);
- All sporting groups that might be located within the precinct;



- Wimmera regional sporting associations relevant to the precinct currently and potentially, in the future;
- School and health providers.

Site specific stakeholder engagement may include:

- Wimmera Catchment Management Authority;
- Department of Environment, Land, Water and Planning;
- Groups currently utilising potential sites;
- VicRoads;
- Adjacent land users.

## Project Governance

<b>Project Sponsor:</b>	Director Communities and Place
<b>Project Owner:</b>	Manager Arts Culture and Recreation
<b>Project Manager:</b>	Co-ordinator Recreation and Open Space
<b>Project Control Group:</b>	Representatives of Sport and Recreation Victoria Representatives of State Sporting Associations for relevant sports Representative from the Wimmera Regional Sports Assembly Horsham Rural City Council
<b>Project Working Group:</b>	Sport and Recreation Victoria Horsham Rural City Council
<b>Community Reference Group:</b>	Community representatives Representatives from local sporting clubs and associations

## Project documentation

- High resolution electronic files containing all project documentation, which can be linked to Council's website and printed in hard copy as required;
- PDF and editable copies of all documentation.

## Project timelines

The project will commence after 1 July 2021 and will be completed by 31 December 2021.

## Terms of Engagement

The successful consultant will be bound to execute the works under the General Conditions of Contract AS 4122-2010 for Engagement of Consultants or General Conditions Services (Maddocks).

Completion of the project will be deemed to have occurred at the time when all finalised electronic copies of the written material are provided to Horsham Rural City Council in the form which has been agreed to by Council and the project consultant.

## Performance

The services of the project consultant shall be carried out within the agreed budget and project timeline. Instalment payments are linked specifically to the successful completion of project outcomes.

## Payment Schedule

Upon receipt of a tax invoice from the project consultant payment will be made in three instalments:

Stage	Payment
<ul style="list-style-type: none"> <li>Commencement of the project - following the inception meeting when timelines and methodology will be confirmed, (Preparatory Phase)</li> </ul>	30%
<ul style="list-style-type: none"> <li>Completion of Phase 1</li> </ul>	30%
<ul style="list-style-type: none"> <li>Completion of Phase 2</li> </ul>	40%

These percentages may be subject to negotiation. Any changes will require the approval of the Project Manager.

## Submission/Quotation Requirements

Project consultants are required to provide a written submission / quotation outlining their proposed approach to the project and providing detailed budget information and timelines about how the project will be staged and managed. Submissions / quotations will be assessed against the stated selection criteria. Short listed applicants may be required to attend an interview. Submissions should provide the following:

### 1. Project Methodology

A written response detailing how the project is to be delivered. This needs to include project team qualifications and experiences, project meetings and key outputs.

### 2. Community Engagement

Provide an initial Community Engagement Plan based on IAP2 principles and associated resource budget.

### 3. Budget Management

Include a detailed budget for each deliverable/project stage.

The budget must cover all costs of the project and include:

- Delivery of key tasks and deliverables;
- Provision for travel;
- Provision for Community Engagement and completion of an Engagement Report;
- Attendance at meetings and workshops (Specifying the intended number of meetings and workshops);
- Provision of electronic copies of all material as outlined in the section Project Deliverables.

The budget for this project is between \$50,000 - \$60,000 excluding GST. The budget is inclusive of all travel, accommodation and other disbursements associated with the project.

### 4. Timeline Management

A project time line is required that is consistent with the brief, nominating stages and duration of tasks. The timeline will be used to assess progress against the payment schedule.

## 5. Experience

Provide a written response outlining experience in completing similar projects or like projects undertaken in the past three years. Provide information regarding intended strategies for working in a positive and co-operative manner with clients and the community.

Clearly identify the personnel involved in the project and their roles. Detail specific experience in:

- Sport and Recreation Planning projects
- Development of Business Cases
- Economic analysis

## 6. Referees

Provide a minimum of two referees associated with projects of a similar nature that have been completed.

It is highly desirable that referees can speak to projects that have been completed within the last three years.

## 7. Insurance

Provide evidence of current professional indemnity insurance of a minimum of \$10M. A copy of the certificate of currency will need to be provided prior to appointment.

## 8. Contact Details

Please ensure full contact details are provided. This must include: a contact name, business name, ABN, address, phone numbers and email contacts.

## Selection Criteria

Selection will be weighted as follows:

- 30% Quantitative (cost)
- 70% Qualitative (as detailed below)

1.	Demonstrated, recent and relevant experience in completing sporting and recreation planning projects of a similar nature.	35%
2.	Demonstrated and relevant experience in the development of business cases and economic analysis	25%
3.	Suitability of project and engagement methodology outlining a process for achieving the required outcomes.	20%
4.	Detailed information demonstrating how the project will be completed including timeline and project budget	20%
<b>TOTAL QUALITATIVE SCORE</b>		<b>100%</b>

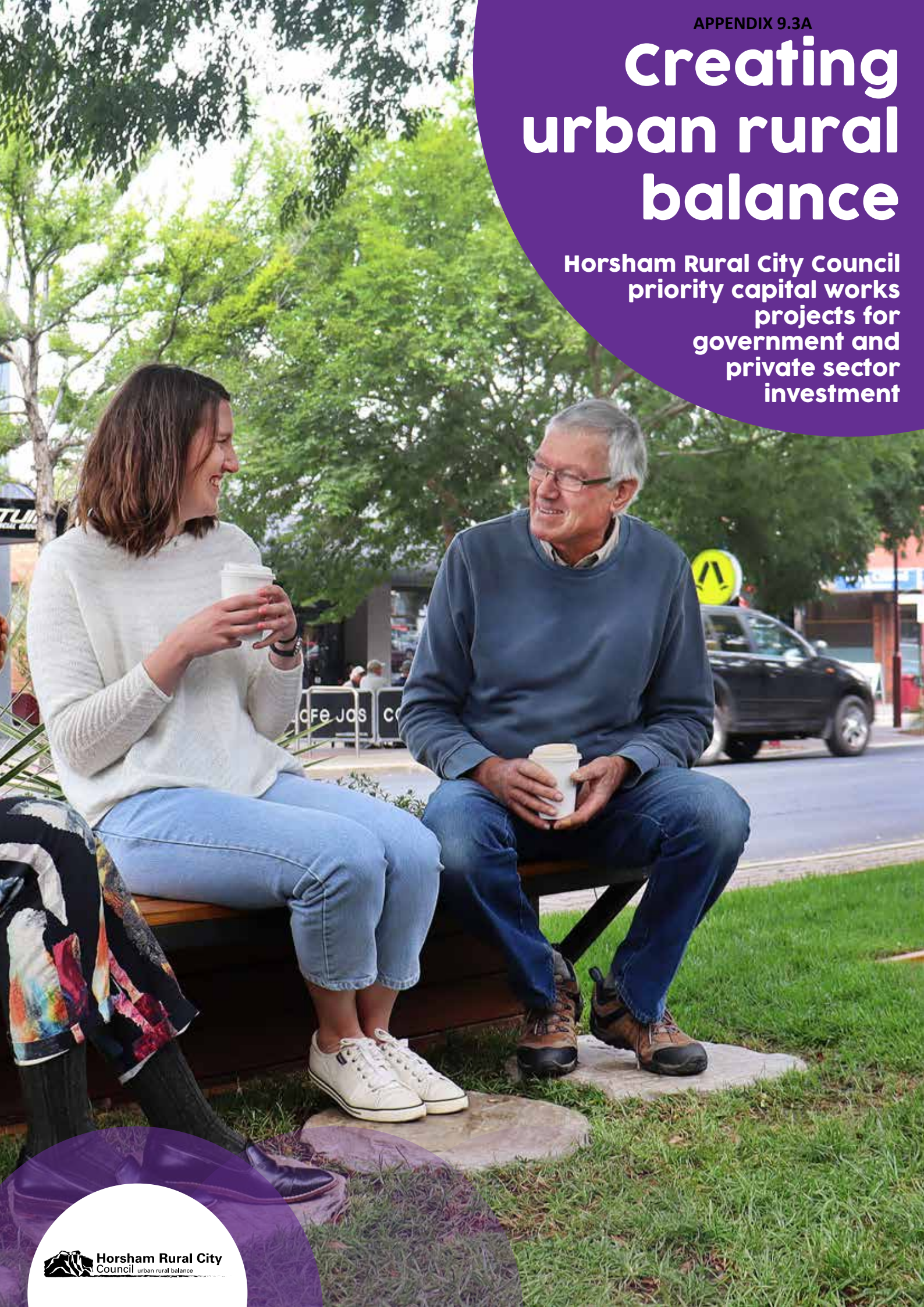
## No Obligation

Should circumstances change Horsham Rural City Council is not obliged to accept a quotation and appoint a project consultant to complete the Horsham Indoor Sports Stadium Planning and Design Project.

END

# Creating urban rural balance

**Horsham Rural City Council  
priority capital works  
projects for  
government and  
private sector  
investment**







# Welcome to Horsham Rural City

A vibrant, inclusive community to live, work, play and invest

Horsham Rural City Council (HRCC) is pleased to present this investment prospectus.

We welcome the opportunity to partner with the public sector and private industry to help achieve our vision for a vibrant, inclusive community.

Horsham Rural City Council, working with our community seek to develop the municipality through strong leadership, vision, good governance, responsive services and quality infrastructure, whilst enhancing our economy, our liveability and natural environment.

This prospectus highlights a range of projects, from 'shovel ready' through to those in early stages of planning. These projects represent Council's long-term planning in action, recognizing what Horsham Rural City needs now and into the future.

Help us change 'what is' into 'what could be'.

## **Acknowledgement of Country**

Horsham Rural City Council acknowledges the five Traditional Owner groups of this land; the Wotjobaluk, Wergaia, Jupagulk, Jaadwa and Jadawadjali people.

We recognise the important and ongoing place that all Indigenous people hold in our community.

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



## Who are we?

Horsham Rural City is a vibrant, diverse community situated approximately 300 kilometres north-west of Melbourne and north-west of the Grampians National Park, in the heart of the Wimmera region of Victoria. Horsham Rural City Council has a population of 19,875 (2018) and covers an area of 4,267 square kilometres. Almost three-quarters of residents live in the urban area of Horsham.

Horsham is the major provider of retail, community and government services in the Wimmera, with

dryland and broadacre agriculture being our major industry. The Grains Innovation Park, a nationally acclaimed agricultural research centre, is based in Horsham. There are a range of quality educational and health care facilities including secondary colleges, a university and an agricultural college. We also have a diverse array of natural assets including recreational lakes, wetlands, the Wimmera River, Mount Arapiles, Wartook Valley and the Grampians National Park is nearby.







## Our vision

We want to make Horsham Rural City a vibrant, inclusive community to live, work, play and invest.

We aim to do this by developing responsive services and quality infrastructure that enhance our economy, livability and natural environment.

Horsham is the heart of the Wimmera and supports the region's economy and communities. A strong and vibrant regional city will support a

strong and vibrant Wimmera region. The success of the City is linked to its rich history, strong community and resilient economy.

The major projects outlined in this strategy focus on improvements which support livability and economic resilience. Each project will promote the attraction and retention of population and investment preserving the City's critical role for Horsham and the Wimmera region.

## Key project themes

### Future Horsham

#### Revitalizing the Central Activities District

### Activating our natural assets

#### Wimmera Riverfront Precinct

### Making connections

#### Transport

### Active Horsham

#### Sport and Recreation

### Supporting industry

#### Economic Development

### Making Places

#### Community and Culture

### Visit Horsham

#### Tourism

# Future Horsham Central Activity District

## Objective

To improve the amenity of the Central Activity District and the diversity of land uses to strengthen the existing business environment, attract more visitors and accommodate greater housing, hospitality, open space and events.

The City to River Masterplan (2019) provides a vision for the centre of Horsham as a thriving commercial, cultural, civic and recreation hub that will continue to evolve over time to meet the needs of the community, support and grow business activity and visitors to the region. The Central Activity District will be better connected to highly accessible and quality open spaces, will incorporate substantially more shade and active transport opportunities and will accommodate more housing.



Photos Ayesha Sedgman

## Central Activity District Revitalisation

Improving streetscapes and pedestrian/cycling connections in central Horsham with attractive linkages to the riverfront precinct. Establish a series of meeting places in the Central Activity District, which link with other key public spaces including the Town Hall, May Park and the Riverfront

### Benefit

Will provide an attractive, modern Central Activity District with facilities and public amenities that encourage people to visit, shop, attend events, stay longer and enjoy central Horsham.

### Status

Planning

### Project Value

To be determined following detailed design

## Horsham Urban Shade

Project to enhance Horsham Central Activity District streetscapes with increase from 11 per cent to 40 per cent tree canopy cover by 2040. This project involves the planting and ongoing maintenance of 5000 trees.

### Benefit

Increasing the shade cover in Horsham will help to cool our streetscapes and open spaces, offering protection from the sun as tree canopy reflects, rather than absorbs the heat of the sun. An increased canopy cover will reduce energy usage in Horsham and also provide health benefits for the community with greater connection to nature through the increased presence of trees, now and for future generations.

### Status

Planning

### Project Value

\$2 million



## New Government Hub

At present there are a range of ageing, non-compliant buildings that support the operations of government agencies co-located within the Central Activity District. These include the municipal offices, State Government Departments, GWM Water, Horsham Police Station and the Horsham Magistrates Court. Council and project partners seek funding from State Government to investigate a new Gov Hub for Horsham, along the lines of the Ballarat Gov Hub.

### Benefit

A regional Government Hub will secure long term economic and service provision benefits to the Wimmera region; increase the quality of public service provision; support the attraction and retention of professional staff, and provide cost efficiencies for all agencies

### Status

Investigation

### Project Value

To be determined following detailed design





# Activating our natural assets Wimmera Riverfront Precinct

## Objective

To activate, connect and add value to the Riverfront Precinct to establish an iconic community, recreation and tourist destination.



## Riverfront Activation

The City to River Masterplan (2019) celebrates Horsham's connection to the Wimmera River, the city's greatest natural asset. The cultural, recreation and tourism potential of the riverfront precinct will be maximised to increase recreation, socialisation, play, events, activities and infrastructure for visitors and residents. The project will improve physical connections and integration with surrounding areas and incorporate Indigenous interpretation and way-finding along the riverfront.

### Benefit

This project will create a riverfront destination for Horsham that will enhance livability, tourism, social cohesion and cultural vibrancy. Significant economic benefits will be derived from direct construction and increase in visitation and resident attraction to Horsham.

### Status

Stage 1 - Fully funded (\$3million) to commence construction early 2021

Stage 2 - \$3.6million to complete remainder of riverfront activation and extension/redevelopment of the Rowing Club. This stage includes: Town entrance upgrade at riverfront; additional Riverfront activation nodes (4) with decking, seating, landscaping; integrated indigenous artwork and story-telling; additional BBQ areas and seating with associated landscaping; widening of more shared pathways; lighting and riverbank remediation

### Project Value

Stage 2 - \$3.6 million





## Horsham Nature Water Play Park

The natural water play facility is a key project along the riverfront that will provide an all-year-round, all ages, accessible play space that celebrates the indigenous history and natural beauty of the riverfront. The design of the play park includes a meandering stream, wet and dry sand areas, rock pools and climbing boulders and water activation play areas.

### Benefit

This regional level play facility will be a major tourism drawcard designed to attract visitation to the region, encouraging people to 'stay and play' a little longer. The facility will also enhance the riverfront for the enjoyment of local residents and is expected to have 200,000+ visitations per year.

Increase in economic output \$7 million

Employment outcomes 17 jobs

### Status

Shovel ready

### Project Value

\$2.45 million

### Council commitment

\$350,000





# Making connections Transport

## Objective

To better integrate and improve the connectivity for pedestrians, cyclists and vehicles in urban areas of Horsham; leading to positive transport outcomes across the wider region. Horsham lies at a junction point of three regional highways including the Western Highway (A8). Over 6,000 vehicles per day travelling through the city, including heavy vehicles.



## Alternative truck route

Detailed route alignment planning to take trucks traveling through Horsham on the Western Highway, Wimmera Highway and Henty Highway out of Horsham's Central Activity District.

### Benefit

Safety and amenity benefits within the Horsham urban area for residents and businesses, providing safer access to the retail/entertainment precinct. Freight efficiency for heavy vehicles currently negotiating multiple traffic lights through central Horsham.

### Status

Planning

### Project Value

\$200,000

### Council commitment

\$100,000

## Pedestrian bridge across the Wimmera River at Hamilton Street

Development of a second pedestrian bridge across the Wimmera River in the vicinity of Hamilton Street. Works to include bridge, approach ramps, lighting and landscaping.

### Benefit

Enhanced connectivity of pedestrian and cycling traffic between new housing estates in Horsham's south-east to the Central Activity District, and several schools located in the eastern part of Horsham. This project will also help reduce vehicle congestion at the existing highway crossing of the Wimmera River and encourage a more active lifestyle for residents with associated health benefits.

### Status

Detailed design

### Project Value

\$2.2 million (construction)

### Council commitment

\$100,000 to complete the detailed design and a further \$200,000 as a co-contribution to the construction phase.

## Upgrade of key freight routes

Widening of approximately 7 km of Dimboola-Minyip Road to 6.6 m seal width. A joint project with Yarriambiack Shire Council.

### Benefit

Heavily used local road short-cut for heavy vehicles travelling from Adelaide to Bendigo. The current narrow seal width forces vehicles onto gravel shoulders when facing oncoming traffic, leading to increased safety risks, and significant maintenance costs.

### Status

Shovel ready

### Project Value

\$2.2 million

## Cycling/pedestrian shared path enhancements

A range of upgrades and new projects to enhance shared pedestrian/cyclist paths in urban Horsham identified in collaboration with Horsham's Bicycle Advisory Committee

### Benefit

To provide safer access for pedestrians and cyclists, create greater separation from road vehicles and encourage active and healthy lifestyles and commuting.

### Status

Shovel ready

### Project Value

\$1.36 million

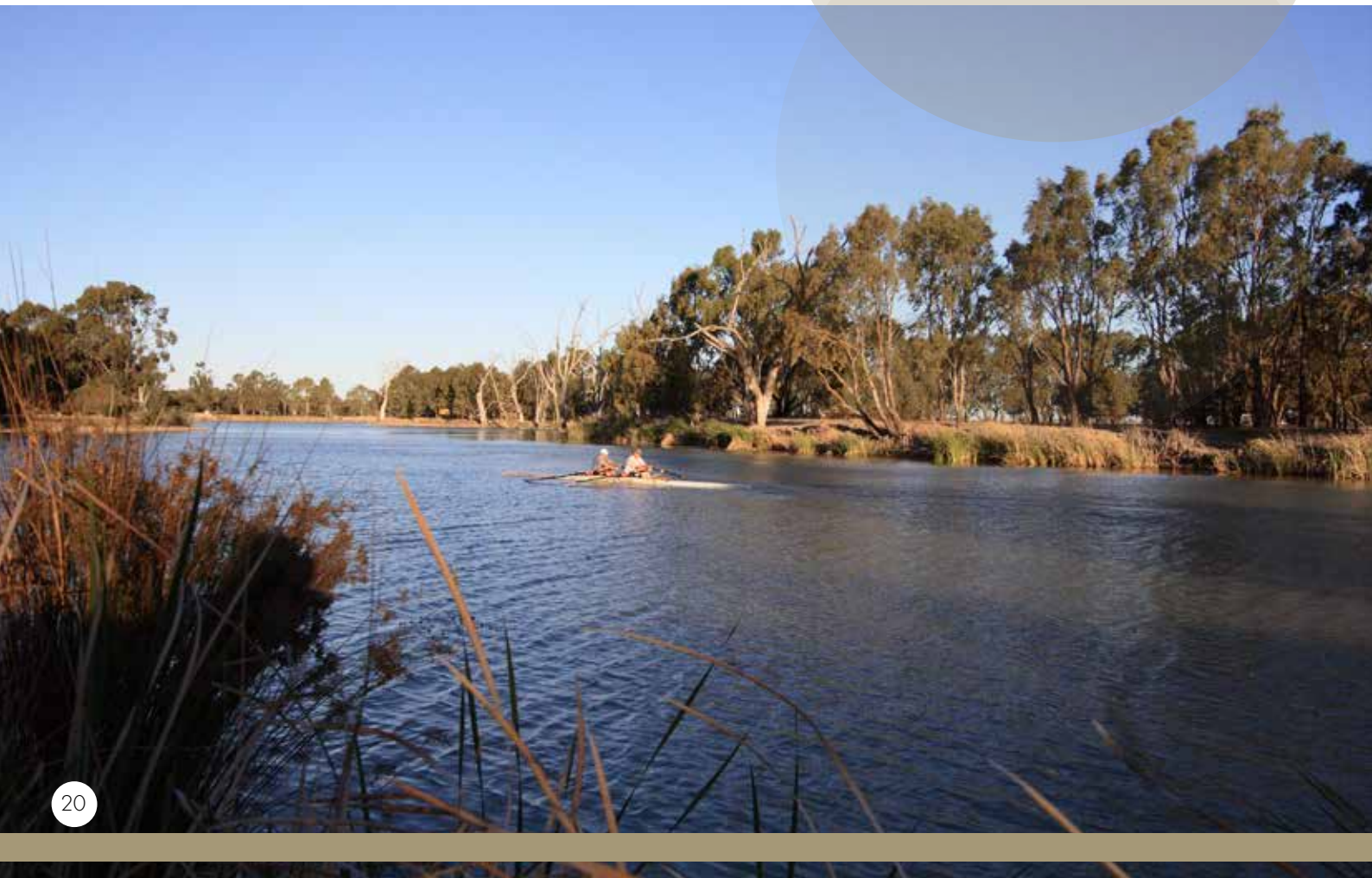




# Active Horsham Sport and Recreation

## Objective

To adopt a strategic approach to developing sporting infrastructure that meets contemporary standards, promotes participation, accommodates regional events, makes efficient use of public land and integrates with urban and river areas.



## Upgrade City Oval

Upgrade facilities at Horsham's Premier Oval to meet contemporary facility standards including Universal Design. Upgrades required are expansion of the size of the playing field, a new multi-purpose pavilion and clubrooms (including fully accessible and female friendly facilities), a second netball court and covered spectator areas

### Benefit

The redevelopment of City Oval to a regional standard will enable regional AFL and cricket sporting events and other non-sporting events to be hosted. Upgrades will support growth in male and female sports including football, cricket and netball.

### Status

Planning

### Project Value

To be determined following detailed design

## Regional Indoor/Outdoor Sports Precinct

Development of a regional indoor/outdoor sports precinct to provide for a range of sports including: basketball, netball, badminton, table tennis, volleyball, squash, tennis, athletics, soccer/rugby and hockey.

### Benefit

Create a modern, compliant, accessible sporting precinct to support increased participation in a range of sports and to attract regional and state level sporting events.

### Status

Planning

### Project Value

To be determined following detailed design





## Horsham Aquatic Centre

Council has completed the first stage of the Aquatic Centre Masterplan including significant works to the indoor and outdoor pool. The following projects are the next two stages of the Masterplan to be delivered:

### **Accessible changerooms (Masterplan Stage 2)**

To construct an accessible change room area within the indoor pool complex

#### **Benefit**

Accessible facilities to ensure access for wider community use.

#### **Status**

Schematic design

#### **Project Value**

\$662,000

### **Hydrotherapy Pool (Masterplan Stage 2)**

To construct a public access hydrotherapy pool with associated equipment for rehabilitation and exercise programs

#### **Benefit**

A publically accessible hydrotherapy pool will provide important health and well-being outcomes for all ages, with hydrotherapy used in pain relief and treatments for a range of illnesses and conditions.

#### **Status**

Schematic design

#### **Project Value**

\$1.4 million



Photo Ayesha Sedgman

# Supporting industry Economic development

## Objective

To build on Horsham's strong economic base, whilst diversifying the economy through facilitating investment and business attraction in existing and emerging industry sectors



## Expansion of the Wimmera Intermodal Freight Terminal (WIFT)

Construction of 2 x 200 m pad extensions to increase the capacity of the WIFT hardstand area, extensions to rail and road capacity on-site, weighbridge, security upgrades, lighting, internal roads, and drainage.

### Benefit

Increased through-put. The WIFT is currently constrained during peak periods which results in reduced efficiency

### Status

Shovel ready

### Project Value

> \$8 million



# Making Places Community and Culture

## Objective

To support our diverse community by developing an environment that aims to cater to the shifting needs of our residents. Our projects support 'place-making' that encourage people to connect and develop our municipality as a great place to live.



Photo Ayesha Sedgman

## The Station Redevelopment

Exploration of the Nexus/Jubilee Hall/Kindergarten precinct for development of a youth activation space.

Redevelopment of the Nexus youth building including landscaping and activation of the recreation space at the rear of the building. This project involves: painting; flooring; secure storage; landscaping; lighting; indoor and outdoor furnishing; and program development.

### Benefit

Horsham's Youth Council have nominated this project as their highest priority to support young people in our community. The development of a designated and purpose built space will enhance social cohesion and wellbeing for our younger people.

### Status

Detailed design

### Project Value

\$270,000

## Laharum Oval: New community Facility

Replacement of ageing community infrastructure at the Laharum sporting precinct to support local AFL football, cricket, tennis, school use and the general community. New 350 sqm multi-purpose facility (AFL compliant) with solar panels.

### Benefit

Enhances community social cohesion, supports a disadvantaged rural community (drought, 2011 flood, Northern Grampians bushfire - 2014), supports social inclusion for the growing Karen refugee community, supports female inclusion and participation, strengthens community volunteering, incorporates universal design for greater accessibility, provides improved emergency management capability (response and recovery).

### Status

Shovel ready

### Project Value

\$900,000



## Horsham Railway Corridor

In 2016 a Master Plan was developed to explore how to create better connections across Horsham's rail corridor. This document was designed as a blueprint for new infrastructure, investment and land uses along the rail corridor.

Staged approach outline:

- Phase 1 – new recreational and open spaces
  - o The remediation of contamination in parts of the site
  - o The development of around six hectares of passive open space
  - o The creation of an east-west pedestrian and cycling spine
- Phase 2 – new and enhanced connections across the railway line
  - o Improved accessibility and safety at the underpasses
  - o Provision for the construction of new housing
  - o Provision for the development of expanded and new community facilities
- Phase 3 – Provision for the long-term realignment of the railway line.

### Benefit

Improve perception of Horsham North and re-integration of Horsham North into the wider Horsham community.

Ultimately the relocation of railway line will provide the best long term solution to north/south access as it would allow:

- o The reconnection of north-south roads
- o Improved pedestrian and bicycle access between Horsham North and the Central Activity District
- o Improved accessibility

### Status

Planning

### Project Value

To be determined following detailed design



# Visit Horsham Tourism

## Objective

Our vision is to increase visitation, economic growth and sustainability through the provision of quality tourism products and event support, regional marketing and customer service to visitors, businesses and community. Horsham Rural City is a fantastic base for regional tourism and exploring the Wimmera Southern Mallee. Our region provides a wide tourism offering including arts and cultural experiences and nature based tourism that attracts intrastate, interstate and overseas visitors



Mackenzie Falls, Parks Victoria

## Grampians Peaks Trailhead – Mount Zero

The Grampians Peaks Trail, a world-class 14 day trail across the Grampians National Park will be complete by September 2021. Mount Zero as the northern gateway requires the provision of trailhead facilities such as shelter, toilet facilities, secure parking and other amenities. Council is also partnering with a private business to develop a Business Case for an Eco Resort at the base of Mt Zero that will offer a range of accommodation and hospitality services.

### Benefit

The project will leverage Mt Zero's location as the starting point of the Grampians Peaks Trail to attract visitors to the North Western Grampians region, bringing additional tourism spend.

### Status

Pre-planning

### Project Value

\$1.5 million

## Wimmera River Discovery Trail

Develop a section of this trail along the old, disused railway line from Horsham to Natimuk.

### Benefit

Increased visitation through provision of a safe, accessible and well maintained rail trail. Improved health and wellbeing through use of the trail for active recreation.

### Status

Planning

### Project Value

\$2.95 million



## Grampians Way – road link circling the Grampians National Park

The Grampians Way is a ring road approximately 285km in length circling the Grampians National Park. The project identified infrastructure investment in Winfield's Road construction and linkages to Mt Zero to complete the North Western Grampians section.

### **Benefit**

Enhanced tourism connection for the Grampians National Park

### **Status**

Planning

### **Project Value**

To be determined following detailed design







# Want to learn more?

Speak to the following people

## **Sunil Bhalla**

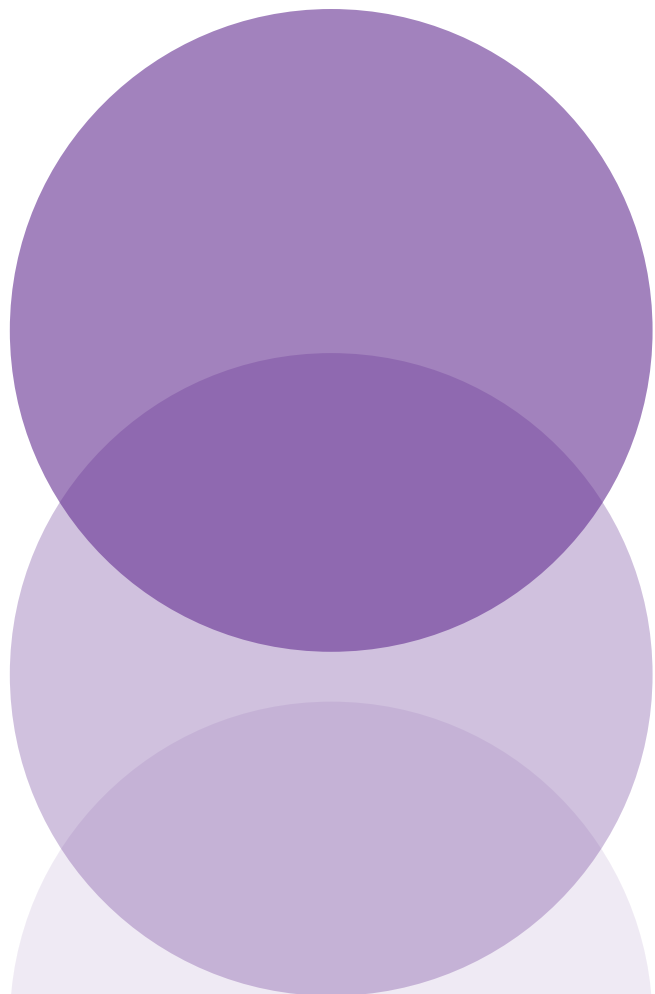
Chief Executive Officer

[sunil.bhalla@hrcc.vic.gov.au](mailto:sunil.bhalla@hrcc.vic.gov.au) | 03 5382 9777

## **Susan Surridge**

Co-ordinator Advocacy

[susan.surridge@hrcc.vic.gov.au](mailto:susan.surridge@hrcc.vic.gov.au) | 03 5382 9777







## 1. PURPOSE

This Policy outlines Council's guidelines for the audio recording and subsequent uploading online of council meetings.

## 2. INTRODUCTION

This Policy aims to improve accessibility and community participation in relation to decision making processes. Audio recording and publishing Council Meetings on Council's website provides flexible and convenient public access to Council debate and decision making.

Audio recording Council Meetings also eliminates geographic and time barriers which may prevent the public from attending meetings in person; thereby resulting in greater community confidence in the integrity and accountability of the decision making process.

## 3. SCOPE

This Policy applies to:

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

This policy does not extend to any meetings closed to the public in accordance with Section 66(2)(a) of the *Local Government Act 2020*.

## 4. PRINCIPLES

### 4.1 Meeting to be Audio Recorded

Council Meetings held in the Council Chamber will be audio recorded, and subsequently available on, or via, Council's website at [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au)

Other Public Meetings / Forums as authorised by the Chief Executive Officer (CEO) may also be audio recorded.

Council Meetings where confidential information is to be considered will not be recorded.

There may be situations where, due to technical difficulties a recording may not be available. Whilst every effort will be made to ensure the recording and website are available and running smoothly, Council takes no responsibility for and cannot be held liable for, the audio recording or Council website being temporarily unavailable due to technical issues beyond its control.

Technical issues may include, but are not limited to, the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages.





## 4.2 Production

The audio recording will cease when:

- The Chairperson declares the public meeting closed
- Whenever the meeting is adjourned as allowed under the Governance Rules.

## 4.3 Access to Archived Recordings

Council Meetings that are audio recorded will later be available on, or via, Council's website [www.hrcc.vic.gov.au](http://www.hrcc.vic.gov.au) with public access available free of charge for a period of twelve months. Copies of the recording are available on request in a digital format for \$25:00 per meeting.

## 4.4 Notice to Public Gallery

At the commencement of each meeting, the Chair shall read a statement notifying those present that the meeting will be audio recorded and available via Council's website.

Appropriate signage shall also be visibly displayed in the foyer of the Council Chamber and printed in the meeting agenda.

## 4.5 Reliance on the Audio Recording of Council Meetings

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

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

## 4.6 Identified Risks and Mitigation Action

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

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

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

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



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

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

In making this determination the CEO may seek independent legal advice.

#### **4.7 Privacy and Defamation**

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

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

#### **4.8 Copyright**

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

### **5. COMMUNICATION**

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

### **6. RESPONSIBILITY**

**Policy Owner:** Manager Governance & Information



## 7. DEFINITIONS

Definition	Meaning
Audio Recording	The audio recording of a meeting by an electronic device
CEO	Chief Executive Officer, Horsham Rural City Council
Chair	Person presiding over the meeting; usually the Mayor
Confidential Meeting	A Meeting of the Council which has been closed to members of the public under Section 89(2) <i>Local Government Act 1989</i>
Council	Horsham Rural City Council
Council Meeting	A Meeting of the Council as defined in Section 61(1) of the Local Government Act 2020
Defamation	Intentional false communication which damages the reputation of another individual
Privacy Breach	Unauthorised access to, or collection, use or disclosure of personal information in accordance with the <i>Privacy &amp; Data Protection Act (VIC) 2014</i>
Slander	Oral defamation, in which someone tells one or more persons and untruth about another which untruth will harm the reputation of the person defamed

## 8. SUPPORTING DOCUMENTS

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

## 9. DOCUMENT CONTROL

Version Number	Approval Date	Approval By	Amendment	Review Date
01	27 May 2019	Council	New policy	27 May 2022
02	26 April 2021	Council	Minor amendments to align with Local Government Act 2020	26 April 2024

**INFORMAL MEETINGS OF COUNCILLORS****COUNCIL PLANNING DAY HELD AT HORSHAM GOLF CLUB  
ON FRIDAY 23 APRIL 2021 AT 1.00PM**

**Present:** Cr R Gulline, Mayor, Cr D Bell (via zoom), Cr D Bowe, Cr P Flynn, Cr C Haenel, Cr L Power; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Communities and Place; John Martin, Director Infrastructure; Faith Hardman, Corporate Planner

**Facilitators:** Todd Beavis and Miranda Leckey from ie Community

**Apology:** Cr I Ross

**1. INTRODUCTION****2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES**

Nil.

**3. ITEMS DISCUSSED**

- 3.1 Update On Progress
- 3.2 Community Vision
- 3.3 Council Plan Overlay
- 3.4 Council Plan Template
- 3.5 Values
- 3.6 Goals
- 3.7 External Influences

**8. CLOSE**

Meeting closed at 4.45pm

**INFORMAL MEETINGS OF COUNCILLORS****COUNCIL BUDGET BRIEFING HELD IN THE COUNCIL CHAMBER  
ON MONDAY 3 MAY 2021 AT 5.00PM**

**Present:** Cr R Gulline, Mayor, Cr D Bell, Cr D Bowe, Cr P Flynn, Cr C Haenel, Cr L Power, Cr I Ross; Sunil Bhalla, Chief Executive Officer; Kevin O'Brien, Director Communities and Place; Graeme Harrison, Director Corporate Services (5.30pm onwards); Mazen Aldaghstani, Acting Director Infrastructure (5.30pm onwards); Diana McDonald, Acting Manager Governance and Information (item 3 only); Cameron Gerlach, Co-ordinator Information Technology (item 3 only); Gavin Fry, IT Systems Administration Officer (item 3 only); Robbie Somers, Media and Communications Officer (item 3 only); Susan SurrIDGE, Co-ordinator Community Relations and Advocacy (item 4.1 only); Joel Hastings, Co-ordinator Statutory Planning and Building Services (item 4.2 only); Fiona Gormann, Manager Investment Attraction and Growth (item 4.2 only); Mandi Stewart, Manager Community Services and Emergency (item 4.3 only)

**Apology:** John Martin, Director of Infrastructure

**1. WELCOME AND INTRODUCTION**

Cr Gulline welcomed everyone.

**2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES**

Nil

**3. PRESENTATION – AT WIMMERA REGIONAL LIBRARY, McLachlan Street, Horsham**

Library Services presentation to Councillors by Ann Twyford, Wimmera Regional Library CEO.

Meeting reconvened in Council Chamber: 5.30pm

**4. IT / SOCIAL MEDIA QUESTION TIME**

Discussed

**4. COUNCIL REPORTS FOR DISCUSSION**

## 4.1 Strategic Advocacy Plan

Discussed

## 4.2 Pit 23 Update

Discussed

## 4.3 Early Years Services and Facilities

Discussed

## 4.4 Horsham Lubeck Road Bridge

Discussed

Discussed

**5. GENERAL DISCUSSION**

**6. CLOSE**

Meeting closed at 9.45pm

**INFORMAL MEETINGS OF COUNCILLORS****COUNCIL BRIEFING HELD IN THE COUNCIL CHAMBER  
ON MONDAY 10 MAY 2021 AT 5.00PM**

**Present:** Cr R Gulline, Mayor, Cr D Bell, Cr D Bowe, Cr P Flynn, Cr C Haenel, Cr L Power; Sunil Bhalla, Chief Executive Officer; Graeme Harrison, Director Corporate Services; Kevin O'Brien, Director Communities and Place; John Martin, Director Infrastructure; Michelle Rethus, Community Wellbeing Strategic Planning Officer; (item 4 only); Fiona Gormann, Manager Investment Attraction and Growth (items 5.1 and 5.2 only); Carolynne Hamdorf, Manager Arts Culture and Recreation (item 5.3 only); Mandy Kirsopp, Co-ordinator Recreation and Open Space (item 5.3 only); Michael McCarthy, Project Manager/Consultant (item 5.4 only)

**Apology:** Cr I Ross

**1. WELCOME AND INTRODUCTION**

Cr Gulline welcomed everyone.

**2. DISCLOSURE OF CONFLICT OF INTEREST SEC 130 and 131, LOCAL GOVERNMENT ACT 2020 AND HORSHAM RURAL CITY COUNCIL GOVERNANCE RULES**

Nil.

**3. PRESENTATION**

3.1 Women's Serenity Garden Group

**Attended:** Kaye Londrigan, Trixie Sampson and Manushika Arachchige

**4. COUNCIL PLAN DISCUSSION**

Discussed

Meeting adjourned for dinner: 8.10pm

Meeting reconvened: 8.25pm

**5. COUNCIL REPORTS FOR DISCUSSION**

5.1 Investment Attraction and Growth Report

Discussed

5.2 Café/Restaurant Expression of Interest (EOI)

Discussed

5.3 Wimmera Regional Multi Sports Precinct Feasibility Study Project Brief

Discussed

5.4 Committee Review Update

Discussed

5.5 Hamilton Street Pedestrian Bridge

Discussed

5.6 Council Meetings

Discussed

**6. INFORMATION ONLY**

6.1. Finance and Performance Report

**7. GENERAL DISCUSSION**

**9. CLOSE**

Meeting closed at 9.50pm



4 May 2021

Re. Horsham Domestic Violence and Women's Serenity Garden space for Horsham

I wish to submit the following Notice of Motion for Council meeting Monday May 24th, 2021.

Notice of Motion – Horsham Serenity Gardens project and Domestic Violence in Horsham report

I wish to move that Council look at a project for a Women's Serenity Garden in Horsham CBD given the highest incidence of domestic violence in the region and double the state average. A full report on the data would also be appropriate, and a briefing held in council chambers to hear from the women in community on the topic of domestic violence and the need for a tranquil garden space for all women to feel safe.

Nomination signed by: Cr. Claudia Haenel



Reasoning: These are the reasons why I am moving this motion:

1. Horsham has the highest domestic violence rate in the region. It is double the state average.
2. In the same way men have a "Men's Shed", women who make up 51% of the community and most affected by domestic violence would like to have a safe space to retreat to and call their own. The one thing homeless women wanted according to an Australian Human Rights commission report was 'a place to call their own and a garden'. I am asking that HRCC put this project on the next meeting Agenda as a council provided space.
3. Many women in Horsham Rural City community have reached out stating they would love to see this happen and are wanting to donate their own funds to construct memorial benches in such a space. They are accepting the invitation of HRCC to come to a briefing and give their reasons why this is a valid project for the health and wellbeing of women.
4. Such a garden space would fit in with HRCC council objectives on Council Plan Goal 1 Community and Cultural Development, Goal 5 Natural & Built Environments and the HRCC Open space strategy of developing green spaces within the CAD.
5. HRCC prioritise and allocate funding within the upcoming budget for a Women's Serenity Garden in Horsham.

Sincerely



Cr. Claudia Haenel.