

# AGENDA

MEETING OF THE  
**HORSHAM RURAL CITY COUNCIL**

To be held on  
**30 January 2023**  
At 5.30pm

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



**Horsham Rural City**  
**Council** urban rural balance

**COUNCILLORS are respectfully requested to attend the Council Meeting of the Horsham Rural City Council to be held on 30 January 2023 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**

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

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

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

Chairman, Cr Robyn Gulline formally welcomed those in attendance to the meeting. The Mayor advised that the meeting will be recorded to maintain a video archive, which will be available on the Horsham Rural City Council website as soon as possible.

#### **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 12 December 2022 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.

**8. PUBLIC QUESTION TIME**

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<i>Defined as confidential information in accordance with Local Government Act 2020 - Section 3(1)(a) - Council Business Information</i>	

**CLOSE**



SUNIL BHALLA

Chief Executive Officer

## REPORTS FOR COUNCIL DECISION

### 9. OFFICERS REPORTS

#### 9.1 REVISED PROCUREMENT POLICY – CONTRACT VARIATIONS

<b>Author's Name:</b>	Michelle Plain	<b>Director:</b>	Kim Hargreaves
<b>Author's Title:</b>	Procurement and Contract Officer	<b>Directorate:</b>	Corporate Services
<b>Department:</b>	Governance and Information	<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**

Revised Procurement Policy (**Appendix 9.1A**)

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##### **Purpose**

To adopt the updated Procurement Policy.

##### **Summary**

- Recent changes to Council Officers' Financial Delegations, including the development of an administrative Financial Delegations Policy, has prompted a review of existing delegations related to the approval of contract variations.
- An additional line item referring to a Director's authority to approve contract variations is proposed to be added to the Procurement Policy, section 4.4.2 *Authority to Approve Financial Contract Variations*.

##### **Recommendation**

That Council adopt the updated Procurement Policy as attached to **Appendix 9.1A**.

## REPORT

### Background

A review of Council's Procurement Policy was previously undertaken to ensure compliance with the new *Local Government Act 2020*, with the revised policy adopted by Council on 23 August 2021. Recent changes to officers' Financial Delegations has prompted a subsequent review of existing delegations to approve contract variations and the development of an administrative Financial Delegations Policy.

It is proposed that dot point 2 of section 4.4.2 *Authority to Approve Financial Contract Variations* of the current Procurement Policy be amended as follows: **(Appendix 9.1A at p13)**

#### Existing wording

- A Director is authorised to approve contract variations to the value of \$55,000 per contract within the allowable project budget.

#### Proposed wording

- A Director is authorised to approve contract variations to the value of \$55,000 per contract within the allowable project budget, or provided they identify alternative source of funds, from within the specific program area.

### Discussion

The Executive Management Team (EMT) considered this matter at a meeting on 3 November 2022 and concluded that the existing financial delegations for Contract Variation should remain, however proposed that the additional wording outlined above be adopted. EMT again considered the matter on 10 January 2023 to ensure considerations regarding the cumulative spend on contracts were considered and that tender threshold amounts were also consistent with financial delegations.

### Options to Consider

Council may consider not approving this amendment however, the inclusion of the additional wording gives Directors some flexibility in managing their Directorate's funding and appropriation of funds to approve contract variations and complete projects as required.

### Sustainability Implications

Nil

### Community Engagement

Not Applicable

### Innovation and Continuous Improvement

Continuous improvement is demonstrated through the minor amendment to wording in the Procurement Policy to provide Directors with the flexibility to undertake contract variations within their budgetary allocations.

### Collaboration

Not applicable

### Financial Implications

Not applicable

### Regional, State and National Plans and Policies

Under Section 108 of the *Local Government Act 2020*, Council must prepare and adopt a Procurement Policy.

**Council Plans, Strategies and Policies**

2021-2025 Council Plan

Theme 5 – Leadership

**Risk Implications**

Nil identified, as the Procurement Policy is prescriptive around the total value of variations per contract that may be approved by the Director.

**Conclusion**

Council to adopt revised Procurement Policy (**Appendix 9.1A**).



## 9.2 DISABILITY ACCESS AND INCLUSION PLAN 2023 - 2026

<b>Author's Name:</b>	Daniel Rees	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Project Officer Community Inclusion	<b>Directorate:</b>	Communities and Place
<b>Department:</b>	Community Services and Safety	<b>File Number:</b>	F09/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

Disability Access and Inclusion Plan 2023 – 2026 (**Appendix 9.2A**)

### Purpose

To receive and note the draft Disability Access and Inclusion Plan 2023 – 2026 (**Appendix 9.2A**) and make it available for community comment.

### Summary

A Draft Disability Access and Inclusion Plan has been developed based on research and engagement with the community and with Council staff. The Plan is a renewal of the Community Inclusion Plan adopted by Council in 2019 and is a requirement of the Victorian Disability Act 2006.

### Recommendation

That Council receive and note the draft Disability Access and Inclusion Plan (**Appendix 9.2A**) and make it available to the community for comment for a period of 4 weeks.

## REPORT

### Background

According to the Victorian Disability Act 2006, Local Governments must have a Disability Action Plan or similar. It is a plan that identifies how the organisation is improving inclusion and reducing discrimination for people living with disability.

In the initial stages of this project a consultant was engaged. Projectura, the selected consultant, provided a project plan with planned engagement sessions and timelines for completing milestones including the final plan.

Engagement sessions were successful, however some sessions that were going to be 'in person' became online, due to Covid-19 concerns. Some in person sessions did go ahead, this included focus groups with disability support and advocacy groups.

Feedback from community members identified a range of barriers that exist in our community. At the staff engagement sessions, discussion involved how HRCC can reduce these barriers through projects, systems, and initiatives that we implement.

An action plan was developed based on these discussions.

### Discussion

We need a Community Inclusion Plan to ensure that we develop and deliver inclusive and accessible projects, services and facilities.

Key opportunities to improve access and inclusion for people living with disability include improving or increasing:

- attitudes and reducing stereotypes around people with disability
- tailored support and the accessibility of information
- accessibility of infrastructure, particularly paths, crossings, and buildings
- accessibility of events
- accessible and inclusive employment.

Four overarching goals have been identified for the Plan.

Goal 1: To improve understanding of the barriers faced by people with disability and the value they bring to the community.

Goal 2: To provide tailored support and information to improve access to Council services for people with disability.

Goal 3: To continually improve access and inclusion in the built environment and at events for people with disability.

Goal 4: To provide meaningful opportunities for people with disability to participate in the workforce

The actions included in the plan were developed based on engagement with the community and staff.

### Options to Consider

Nil

### **Sustainability Implications**

Nil

### **Community Engagement**

The details of community engagement undertaken prior to developing the draft is outlined in the Draft Disability Access and Inclusion Plan.

Community engagement including online workshops, interviews, an online survey, and face to face focus groups reached 110 people. Including:

- 21% (n.23) who had lived experience of disability.
- 69% (n.77) community members.
- 30% (n.34) HRCC staff.
- 20% (n.22) carers, family or friends of people that live with disability.

Note: Some people may have participated multiple times in the engagement.

### **Innovation and Continuous Improvement**

As an organisation we must lead and set an example of good community inclusion. There are significant barriers that people with a disability face in this community around accessing services, accessing information and participating economically.

Providing equal employment opportunities at this organisation for people with disability is one thing we must do just to keep up with innovative organisations. To do this we need to consider our policies / processes, recruitment strategies, how we support staff and the need for staff training around disability awareness. If we successfully become an inclusive employer, we can then set an example for other local organisations and businesses to provide the same opportunities.

### **Collaboration**

Some support will be provided to local businesses for them to become more inclusive. Opportunities to collaborate with organisations who provide services to people with disability within the community is also proposed. Most other actions in the plan are internally focused.

### **Financial Implications**

Some actions within the plan will require funding and staff resources to implement.

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

The Disability Discrimination Act 1992 makes it a legal requirement for local government agencies to provide equal access to employment, public buildings, goods, services and facilities.

In line with the Disability Act 2006, all Victorian councils are required to have a disability action plan or similar. A disability action plan identifies actions to remove physical barriers for people with a disability, promotes inclusion and changes in attitudes and practice which discriminate against persons with disability, and reduces barriers to employment.

**Council Plans, Strategies and Policies**

2021-2025 Council Plan

Theme 1 - Community

Enhance the inclusivity, accessibility and safety of our places and spaces.

**Risk Implications**

The only risk is that we may commit funding and resources that ends up being wasted because we do not complete the required tasks.

**Conclusion**

This plan will ensure HRCC becomes an increasingly inclusive organisation. It will provide the organisation with a platform to encourage other community organisations, groups and businesses to consider how they can become more inclusive.

### 9.3 DEMAND FOR LONG DAY CARE IN THE MUNICIPALITY

<b>Author's Name:</b>	Mandi Stewart	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Manager Community Services & Safety	<b>Directorate:</b>	Communities & Place
<b>Department:</b>	Community Services & Safety	<b>File Number:</b>	F08/A04/000002

#### 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

Childcare in the Wimmera Southern Mallee: Understanding the Story (**Appendix 9.3A**)

Deserts and oases: How accessible is childcare in Australia (**Appendix 9.3B**)

Survey - Kindergarten intent for 2022 (**Appendix 9.3C**)

#### Purpose

To approve the invitation of expression of interests for a provider to operate a long day care and Kindergarten Program at the Kalkee Road Children's and Community Hub.

#### Summary

1. Horsham is currently suffering an acute shortage of long day care places for families in Horsham.
2. Emerge Early Learning Services has been successful in securing grant funding for a 2 room modular kindergarten which will be located on the Rasmussen road school site to house the 2 kindergarten rooms currently located at the Hub site. These rooms should be operational by 2024 at the latest.
3. By reverting Kalkee Road Children's and Community Hub to the original design and use, which was for long day care and in venue kindergarten, an additional 93 new long day care places can be made available.

#### Recommendations

That Council invite expression of interests to seek a provider to run a long day care and kindergarten program from the Kalkee Road Children's and Community Hub.

## REPORT

### Background

Council's consideration of its future role in long day care (LDC) service provision is in response to the current demand for LDC places. The current demand for the Horsham municipality is approaching more than 215 individual children on waiting the lists of the LDC centres in Horsham. In late 2022 the By Five WSM Early Years Initiative presented in a report titled *Childcare in the Wimmera Southern Mallee Understanding the story* that there was 300 on the waiting list in the region and that there was 11 of the 13 centres which had a waiting list (**Appendix 9.3A**). There are 4 LDC centres in Horsham who in total make available approximately 330 places. These are run by both not for profit and for profit organisations. There is also significant waiting times for family day care so this is not able to absorb or assist the current LDC demand.

Recent data released by the Mitchell Institute for Education and Health Policy at Victoria University (2022), shows that in Horsham there are approximately 3 children competing for each childcare place available (refer to the following hyperlink: <https://www.vu.edu.au/mitchell-institute/early-learning/childcare-deserts-oases-how-accessible-is-childcare-in-australia> and **Appendix 9.3B**). Waiting lists are slow to shift as availability is reliant on a child leaving their place- usually only once the child begins school. Additional impacts are felt by families with more than one child needing care as this usually means that the wait is even longer as it is more difficult to place multiple children on the same days.

In the past 12 months, the reported waiting times have shown no decrease. The current reported waiting list numbers are at an all-time high.

Council currently serves a vital role in providing infrastructure to support the provision of early years programs. The Kalkee Road Children's and Community Hub is a children's facility and was designed to include kindergarten, long day care (not currently provided), Maternal and Child Health, supported playgroup, early intervention services and visiting specialist consulting rooms.

The 1,135 square metre facility provides a central community hub that combines a range of education, health, care, support and community services as follows:

- A large multipurpose space - which has scheduled regular use for playgroups, and also provide a community shared space available for booking for activities such as: immunisation sessions, community meetings and events, training sessions and new parents groups.
- Consulting /interview rooms, meeting room and shared working space Three interview and consulting rooms and a large shared work space used by Maternal and Child Health Services and range of services including: immunisations, private professional services, early childhood intervention/allied health services; parenting groups and counselling services;
- Children's Services area was designed to deliver in four rooms of varying sizes, an overall licence for 93 children. The rooms are adjoining and designed to open up to each other for group activities and special events. Programs delivered will include kindergarten and formal long day care. Because of the time taken to secure funding and complete the build, Horsham had two new LDC centers open and there was no market to use the Hub for LDC, this has since changed. The Hub currently has two kinder rooms operating for both 3 & 4-year old kinder.

Council also provides four stand-alone kinder buildings across Horsham and Natimuk for a peppercorn lease. These are managed by Emerge Early Years Services who provide sessional kinder including two currently being the provided at Kalkee Road Hub.

The Victorian Government's has invested to ensure that Victorian children will have access to 15 hours of Three-Year-Old Kindergarten by 2029. This means that Horsham needs to provide extra kinder places to meet the needs of our community. Currently only 5 hours of kindergarten is being offered to 3-year olds in Horsham. The recent decision of the Victorian Government to provide free kinder places to all 3 and 4 year olds from 2023 as well as move to 30 hours of kinder provision by 2032, will create further need for kinder provisions in the municipality. The increased need for kinder places is sitting alongside the issue of the need for LDC places.

### Discussion

It should be noted that uptake of the 5 hours of funded 3 year old kindergarten has been slow and is well under the uptake experienced in other local regions and across the state. There is a general consensus that this is in part, due to families unwillingness to 'give up' a full day of long day care (8 hours) to access 5 hours of kindergarten. This includes the issues of the inability to 'swap' long day care days (due to demand) and also the difficulties for working families to accommodate drop off and pick up of children who finish kindergarten sessions in the middle of the working day.

Also of note, the Harvest Church has previously discussed investigating building a LDC facility on their land in the north west of Horsham. This is still in the discussion phase. If it does come to fruition it will occur over a much longer time period than repurposing the Kalkee Road Hub to provide LDC places for the Horsham community.

It is proposed that expression of interests are invited for a provider to deliver long day care including a kindergarten program and upon an evaluation of expression of interests and subject to further community engagement a lease is entered into with an operator.

### Options to Consider

There are a number of options for council to consider as follows:

**Option 1** – *Advertise for long day care providers through a an Expression of Interest process to deliver long day care services from the Kalkee Road Children's and Community Hub*

#### Comments

This would allow the Hub to be used as it was designed to and provide a high quality venue for families.

#### *Pros*

Able to largely address the existing need and have a say in the quality of provider that is engaged.

#### *Cons*

Minor adjustments to Council use of the building and may displace some of the office tenants

**Option 2** *Council deliver LDC services for the Kalkee Road Children's and Community Hub*

#### Comments

This is not a favoured option as Council lacks the skills and expertise to become a provider. LDC is so highly regulated and is best provided by existing services who have expertise and the advantage of multiple services to allow them to disperse costs and provide expertise.

#### *Pros:*

No need to go to market

*Cons:*

Need to employ new staff. Need to upskill existing staff in the running of a LDC centre. Provision not seen by our community as Councils core business

**Sustainability Implications**

*Social implications are as follows:*

An ongoing lack of long day-care provision in our community unfairly disadvantages women. Long day-care is also used to support disadvantaged families and families where children are at risk. These families can seek priority but a shortage of places impacts all sectors of our community.

*Economic implications are as follows:*

The inability to return to work or to move to Horsham to take up skilled positions disadvantage our whole community, putting businesses and services under further pressure to find suitable staff. This may result in businesses looking to leave Horsham to carry on their business.

**Community Engagement**

In November 2021 a forum was convened by the Mayor Cr. Robyn Gulline to discuss the current issues in relation to long day care provision. The forum was attended by Council staff, Department of Education (DET) staff and local providers including, Emerge Early Years Services. Long day-care provision has also been raised as part of number of meetings called by DET to discuss the roll out of three year old kinder. Kinder is usually offered alongside long day care settings.

In late 2021 Council surveyed parents of children entering 3 and 4 year old kindergarten in 2022. 158 respondents answered a range of questions relating to 3 and 4 year old kindergarten, long day care and /or before and after kindergarten care. Results were tallied and a report was provided to the DET, LDC providers and to kindergarten providers. A small number of participants who requested feedback, were provided it individually. The aim of the survey was to better inform the providers of community attitudes and potential uptake of 3 year old kindergarten (**Appendix 9.3C**).

**Innovation and Continuous Improvement**

Not applicable

**Collaboration**

Discussions have taken place with DET who have been working with Emerge Early Years Services.

**Financial Implications**

The recommended option has the following financial implications:

- The change from kindergarten to Long Day Care provision at the Hub will result in higher income being received through the lease arrangement.
- Separately, Council may incur some additional in direct costs, for instance including provision of road and parking requirements around the Rasmussen Road site to ensure safety and compliance as it accommodates the new kindergarten.

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

Roll out of three year old kinder

Best Start for Every Victorian Child

Regional Partnership Wimmera Southern Mallee Outcomes Road Map



**Council Plans, Strategies and Policies**

- 2021-2025 Council Plan
- Early Years Plan 2019-2023

**Risk Implications**

The current lack of long day care provision presents significant risks for Council as follows:

1. Decreased ability to attract and retain families in the municipality
2. Reduction in workforce supply
3. Reputational risk

**Conclusion**

Council needs to commit to a plan of action to support families by providing extra-long day care places in Horsham through the use of the Kalkee Road Children's and Community Hub.

It is recommended that Council invite expression of interests from providers to operate a LDC and kindergarten program from the hub. This is the most timely and cost effective option to mitigate the risks associated with the undersupply of LDC places across the municipality.

## 9.4 HORSHAM RURAL CITY BAND: REQUEST FOR LICENCE OF AN AREA OF JUBILEE HALL FOR 15 YEARS, PLUS TWO FIVE YEAR OPTIONS

<b>Author's Name:</b>	Kevin O'Brien	<b>Director:</b>	Kevin O'Brien
<b>Author's Title:</b>	Director Communities & Place	<b>Directorate:</b>	Communities & Place
<b>Department:</b>	Arts, Culture & Recreation	<b>File Number:</b>	99/01/06147A

### 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 undertake community engagement in relation to a written request from the Horsham Rural City Band to have a licence for exclusive use of an area of Jubilee Hall for a period of 15 years plus two 5-year options (15+5+5).

### Summary

- As part of the City to River Stage 2 - Sawyer Park City Oval project, three located user groups (Horsham Men's Shed, The Horsham City Band and Horsham Pipe Band) are to be re-located from the precinct to new locations.
- Council is committed to relocating these groups to equivalent or better facilities.
- Since the adoption of the Sawyer Park City Oval Concept Plan by Council, officers have been working closely with representatives of both bands who are impacted by the initial works to be undertaken. The Horsham Pipe Band has recently signed an agreement to use part of Jubilee Hall, the licence term being 3 years plus 2 x 3 year options (3+3+3).

### Recommendation

That Council:

1. In accordance with section 115 of the *Local Government Act 2020*, undertake Community Engagement for a period of 4 weeks in regards to a request put forward by the Horsham Rural City Band for a licence of an area of Jubilee Hall for 15 years, plus two 5 year options (15+5+5).
2. Note that the matter will be brought back to Council for determination if submissions opposing a licence to be entered into with Horsham Rural City Band for the licence term of 15 years plus two further five year options (15+5+5) are received.

## Background

Council staff have been in further discussions with both bands regarding identifying suitable and alternate accommodation as a result of the Sawyer Park City Oval redevelopment receiving further commitments to funding. Council and the bands are fully aware that the development of Sawyer Park City Oval will result in the relocation of the bands from the City Oval precinct and formed part of the consultation with the Sawyer Park City Oval Community Reference Group of which both bands had representation.

As a result of an extensive process to ascertain a suitable facility for relocation the bands (Horsham Pipe and Horsham Rural City Band), Jubilee Hall was identified with the most potential as a future suitable site. The option to house both City and Pipe Bands at Jubilee Hall has required negotiation, with modifications to be made to the facility through the Creative Victoria's *Creative Neighbourhoods Infrastructure Support Program* (\$150K), with a co-contribution from Council of \$75K. This will include works such as changes to interior walls to meet the needs of both bands, acoustic treatment, carpeting and air conditioning.

It is to be noted that the Horsham Pipe Band has recently signed a licence agreement for 3 years plus 2 further 3 year options.

The Sawyer Park City Oval Community Reference Group resolved at its meeting on Thursday 30 September 2021, that the three user groups (Pipe & City bands & the Men's Shed) are to be supported through any relocation. This means that they are not significantly financially impacted as a result of the relocation, and that these groups are relocated to a facility that is of equivalent or higher standard than they currently occupy.

Both bands were provided with draft licence proposals. The discussions are summarised below and includes:

- Both bands will have their own designated band room, which can be permanently set up in a configuration that suits the two groups. This space will only be accessible to band members.
- Designated storage areas will be located and accessible this two band spaces.
- Showing & displaying of memorabilia is able to occur.
- The stage area has been removed to create more space. This space will be carpeted and an acoustic assessment conducted to baffle reverb and improve acoustics.
- All tenants will have access to a shared designated 'meeting room' for pre-booked meetings.
- The space is currently fully accessible and will be heated and cooled appropriately.
- Access to shared accessible & regular toilets
- Access, amenity, security and space will be improved from existing facilities that do not have appropriate heating, cooling, are not rodent proof, have in some cases leaks, has no insulation, limited storage, and non-accessible toilets and building access.

It is important that Council is seen to honour and keep its public promise made to these groups and to the wider public. There are limits to Council's resourcing on what is reasonable and fair in the negotiation process. The licence agreement proposes that both groups pay for a share of outgoings. Both bands will be provided \$10,000 to recognise the impact of having to move from City Oval, and to assist in relocation/set up costs.

## Options to Consider

1. Council can undertake community engagement as per the *Local Government Act 2020* regarding the proposal to enter into an agreement with the Horsham Rural City Band for 15 years plus two five-year options.

2. Council can decide that it does not want to undertake community engagement to enter into an agreement with the Horsham Rural City Band for 15 years plus 2 further options of 5 years.

If Option 2 was supported, the risk is that the Horsham Rural City Band does not accept a licence term less than 10 years and as a result does not have a facility to where they can relocate.

Option 1 is recommended.

Due to being required to relocate from City Oval as part of the development of the oval it is reasonable that the Horsham Rural City Band would want security of tenure at another facility.

### **Sustainability Implications**

A long term licence will sustain the Horsham City Band operations and the social benefits it provided to members and the broader community including supporting a number of events and functions.

### **Community Engagement**

Before entering into an agreement with the Horsham Rural City Band for 15 years plus 2 five-year options, Council must undertake a community engagement as outlined in the following section of the *Local Government Act 2020*.

s115 Lease of land

*(3) A Council must include any proposal to lease land in a financial year in the budget, where the lease is—*

*(a) for one year or more and—*

*(i) the rent for any period of the lease is \$100 000 or more a year; or*

*(ii) the current market rental value of the land is \$100 000 or more a year; or*

*(b) for 10 years or more.*

*(4) If a Council proposes to lease land that is subject to subsection (3) and that was not included as a proposal in the budget, the Council must undertake a community engagement process in accordance with the Council's community engagement policy in respect of the proposal before entering into the lease.*

### **Innovation and Continuous Improvement**

Improved use of multi-use facilities is in line with our Social Infrastructure Plan and its' principles. This proposal addresses the option to work towards progressively moving away from single use facilities and encouraging co-located and shared facility use. This provides a way forward to resolve the growing asset renewal gap through diligent, well considered and consultative processes that broker community needs with placement of 'like use' in fit for purpose and/or improved spaces.

The proposed relocation to Jubilee Hall also provides bands with eventual access to Wesley PAC as a performance space when this building is re-opened.

### **Collaboration**

Not applicable

### **Financial Implications**

A commitment of \$10K per band for relocation costs has been factored into the licence offer to both bands. In addition, \$225K will be spent on upgrades and improvements to Jubilee Hall to ensure it can accommodate the band's needs. Both bands will pay for outgoings as a proportion of the overall operations cost for the areas they occupy/share.

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

Not applicable

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

Council Plan 2021-2025

#### Theme 1- Community

Strategy 1. An inclusive, accessible, connected and safe community

Strategy 2. A community that encourages and celebrates all cultures, heritage and diversity

#### Theme 2- Liveability

Strategy 5- Quality opportunities and facilities that meet the health and wellbeing needs and interests of all ages, abilities and backgrounds

#### Theme 3 Accessibility

Strategy 2. Diverse services, programs and facilities that are accessible to all

Strategy 3. An integrated, strategic and needs based approach to investing in our places and spaces

### **Risk Implications**

The key risk to Council is not acknowledging the needs and the relocation issues for the relocated groups and being seen to break our promise to those groups. Not looking after groups who have the most to lose from the Sawyer Park City Oval Redevelopment could impact on building trust and feeds into some community dissent.

### **Conclusion**

That has been consistent engagement and negotiation undertaken by staff to find a suitable relocation solution for both bands. This has resulted in a signed licence agreement for the Horsham Pipe Band and an agreement that is near finalisation with the Horsham Rural City Band.

## REPORTS FOR INFORMATION

### 9.5 INVESTMENT ATTRACTION AND GROWTH DEPARTMENT 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

SpendMapp Report November 2022 (**Appendix 9.5A**)

#### Purpose

To receive and note the Investment Attraction and Growth Department Report for November 2022.

#### Summary

The Investment Attraction and Growth Department Report provides the progress and outcomes achieved through the delivery of the investment attraction strategy and implementation plan during the reporting period.

#### Recommendation

That Council receive and note the Investment Attraction and Growth Department Report for November 2022.

## REPORT

### Background

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

### Discussion

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

The Investment Attraction Strategy and Implementation Plan progress and key achievements for the month of October are articulated in the information and tables, as follow.

Actions are measured by goals and set timelines. The timelines are indicated by years which relate to financial years.

Year 1 - 2022-2023

Year 2 - 2023-2024

Year 3 - 2024-2025

Year 4 - 2024-2025

Year 5+ 2025+

The teams will focus on delivering actions with in the current financial year whilst carrying out the necessary planning to ensure targets are meet in sequential years.

## INVESTMENT ATTRACTION

Council Priorities	Action	Goal Measured by	Progress
2.10 (ongoing)	Undertake regular meetings between the Wimmera Development Association and Investment Attraction Department to inform and discuss economic development opportunities	10 forums held per year	Meeting held in November between WDA and HRCC Investment & Business Development Team  4/10 meetings held at 30/11/22
(2 years)	Prepare and implement the recommendations from the Aerodrome Masterplan	Aerodrome Masterplan development	Tender for a consultant will be open in December
3.2.2 (2 years)	Implement the infrastructure works required for the next stage of development at the WAL Hub and both Burnt Creek and Enterprise Industrial Estates to ensure sites are market ready	Next stage developed for each of the industrial areas and ready for sale	Burnt Creek design works are progressing. Enterprise Estate proposed subdivision – assessing RFQ applications.
5+years	Investigate with stakeholders on the potential for Burnt Creek to become a green industrial area through vegetation offsets and carbon sequestration	Investigation outcomes reported to Council	Annie Hobby working on a consultant brief for a 10yr Off-set Reserve Management Plan to be developed
5+years	Investigate opportunities for industries at the WAL Hub	One Industrial lot sold annually	SED consultants have been contracted to investigate opportunities for developments

			that will complement the precinct.
3.6 (ongoing)	Widely promote the advantages of establishing solar and wind farms in the Horsham region	Website updated and investment prospectus developed	Esco Pacific was awarded a Victorian Renewable Energy Auction Support Agreement for construction of a Horsham Solar Farm. Meeting held with investment team to discuss plans. Community engagement to commence early next year.

**BUSINESS DEVELOPMENT & TOURISM**

**West Vic Business**

The West Vic Business Good Guide Gazette features some of our amazing businesses this festive season:  
<https://online.flipbuilder.com/WestVicBusiness/xvet/>

The latest edition of Westvic Business ‘Mind Your Business’ online magazine was released and is a local guide to business in North West Victoria: <https://online.flipbuilder.com/WestVicBusiness/opum/>

**GRAMPIANS TOURISM – November News**  
**Industry Toolkit – now available**



Grampians Tourism's Industry Toolkit is now available and provides guidance on how **The Grampians Way** brand can be leveraged in marketing materials by operators and our key stakeholders. As a destination, the Grampians is a spectacular place for people to visit. As a brand, it has an authentic and adventurous personality that creatively connects with people, inviting them to experience life unleashed, The Grampians Way



**Caravan Parks – Grant Program now open – Information has been distributed to our local park facilities.**  
 The Minister for Trade and Tourism, Senator the Hon Don Farrell launched applications for the Caravan Parks Grant Program last week, which will provide grants of between \$10,000 and \$100,000 on a shared investment basis for capital expenditure projects at privately-owned caravan parks. Projects could include developing new caravan/camping sites, increasing the number of powered sites, installing new cabins.  
 Applications close on Thursday 22 December at 4:00pm

**Live the Grampians Way**

The November monthly report has shown the following outcomes:

Candidates contacted:

59 Australian based registrations contacted by either email or phone.

Employers contacted:

24 communications with Employers in November (ie telephone conversations / passing resumes on & emails)



November Candidates job enquires for Horsham:

Report received from Pepper Marketing indicated that there were **283** views of jobs listed on Grampians Jobs in November.

Unfortunately there were zero people clicked in the ‘Apply Now’ button on listed vacancies

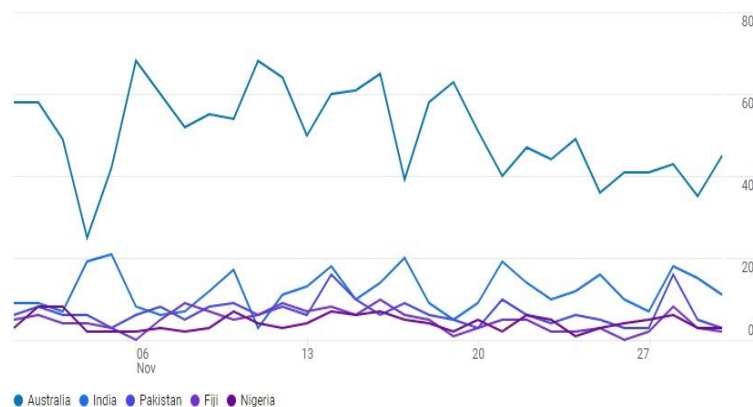
Horsham resulted in following job clicks:

- Action Aid                                    3 view – no application
- Automotive                                    1 view – no applicatin
- Community Service job                    6 viewed – no applicaiton

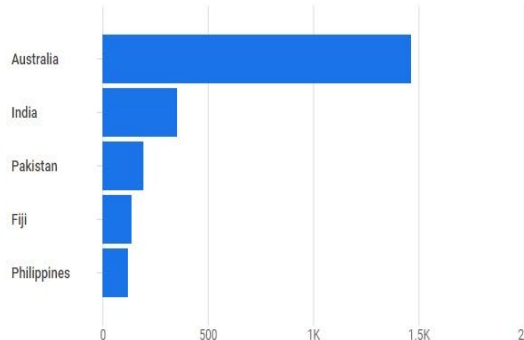
**Grampians site Website results:**

3,568 users visited the campaign website in November  
 1,464 were from Australia the remainder were from overseas.  
 Out of the 1,464 we saw 1,100 were Melb based users.  
 Overall 17,000 people visited the site since 2 July 2022.

Users by Country over time



Users by Country



**Spendmapp**

November Report will be attached when available

Council Priorities	Action	Goal Measured By	Progress
2.7.1 (ongoing)	Identify and seek out commercial opportunities to activate the riverfront	Commercial opportunities reported on in the Investment Attraction and Growth monthly Council Report	The completion of the city to river works at the south end of Firebrace st will allow for mobile food and beverage traders to operate in the space.
(ongoing)	Host seasonal workshop sessions with Grampians Tourism and Wimmera Mallee Tourism to organise and update our businesses and tourism operators about relevant information for the region	2 industry workshops have been hosted	Grampians Tourism industry workshop to be hosted in Halls Gap on 8 <sup>th</sup> December. A Business & Tourism Team representative will attend.
(ongoing)	Ensure constant communication through e-mails and business newsletters with tourism operators and local businesses regarding what is happening in the region	A minimum of 10 business newsletters distributed annually 4 business forums are held annually	1 newsletter was sent in November. The newsletter received 430 opens and 9 clicks.
3.4 (2 years)	Purchase equipment to support outdoor economic activity in public areas	Have outdoor cinema equipment purchased	Additional outdoor furniture such as seating has been purchased. A signed agreement is to be drawn

			up. Furniture maybe hired by local event organisers.
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3.4 (2 years)	Provision, maintenance, or upgrade of outdoor spaces and parklet facilities	Increased foot traffic and further activation to support outdoor dining	Charging pods with seating and access to wireless mobile phone chargers have been installed at the block we are leasing at 45 Roberts Ave.
(ongoing)	Encourage homebased and start-up businesses to expand through the Wimmera Business Centre	Having two start-up businesses per year gain support through the WBC.	Painting and replacement of the carpet has been completed. A medical business will occupy an office in the main building in the new year. A remedial therapy and massage therapist will occupy an office in the Natimuk building starting in February 2023.

### Business Visitations for the Month of November 2022

Month Visitation	Retail Services	Hospitality & Accommodation	Event interaction contacts	Event Notifications	Over all contacts for the month
January	4	3	10	5	<b>22</b>
February	4	6	19	10	<b>39</b>
March	5	41	11	4	<b>61</b>
April	12	8	8	6	<b>34</b>
May	19	4	9	11	<b>43</b>
June	3	25	4	3	<b>35</b>
July	9	30	2	2	<b>43</b>
August	4	3	10	8	<b>25</b>
September	26	2	14	12	<b>54</b>
October	60	30	12	14	<b>116</b>
November	45	12	20	9	<b>86</b>
<b>Total</b>	<b>191</b>	<b>164</b>	<b>119</b>	<b>84</b>	<b>558</b>

Occupied Businesses:

Street and Number of Businesses	October FY 22/23 Businesses Occupied	November FY 22/23 Businesses Occupied	November FY 22/23 Businesses Vacant	November FY 22/23 Percentage Businesses Occupied
<b>Darlot St – 43</b> car wash and businesses operating from a house included	40	40	3	93%
<b>Firebrace St - 99</b>	92	93	6	94%
<b>Hamilton St - 17</b>	17	17	0	100%
<b>Wilson St – 34</b>	28	28	6	82%
<b>Pynsent St – 28</b> Cinema included	27	25	3	89%
<b>Roberts Ave – 27</b> Coles included	26	26	1	96%
<b>McLachlan St – 24</b> CFA & GWM included	21	21	3	87%
<b>Total 272</b> Post February 2022 there were 262 shops identified in the study area	<b>251/272</b>	<b>250/272</b>	<b>22</b>	<b>91%</b>

*(Businesses are determined by whether they are 1. A premises, 2. Have customers 3. Exchange money; i.e Centre Link and the Cinema are included, and the Public Library is excluded). There are four known shops that are not suitable for occupancy as they require major renovations or are being used as a secondary business not requiring a retail front. These shops are reflected in the vacant shop numbers and unfortunately reduce the percentage of occupied businesses.*

**STATUTORY PLANNING AND STRATEGIC PLANNING**

**Statutory Planning**

**Planning Applications Determined**

Below are the number of Planning Permits issued for the month of November 2022 and a comparison with the same period last year.

Type	NOVEMBER 2022		NOVEMBER 2021	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	1	750,000	3	318,751
Industrial/Commercial	3	1,607,100	9	1,330,680
Subdivisions	3 (16 lots)		6 (11 lots)	
Other	-		1	1,600,000
<b>Total</b>	<b>7</b>	<b>2,357,100</b>	<b>19</b>	<b>3,249,431</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 2022 to 30 November 2022 is 65 compared to 62 in the same period in 2021-2022.

Planning permits issued for subdivision have permitted 139 new lots from 1 July 2022 to 30 November 2022 compared to 41 in the same period in 2021-2022.

### Building Services

Below are the number of building permits issued for the month of **November 2022** and a comparison with the same period last year.

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

Type	NOVEMBER 2022		NOVEMBER 2021	
	No.	Value \$	No.	Value \$
Dwellings	-	-	-	-
Alterations to Dwellings	-	-	-	-
Dwelling resittings	-	-	-	-
Misc Domestic (Carports, Garages etc)	2	71,968	6	70197
Removal/Demolish	-	-	4	96700
Industrial/Commercial	-	-	-	-
Signs	-	-	-	-
<b>Total</b>	<b>2</b>	<b>71,968</b>	<b>10</b>	<b>166897</b>

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

Type	NOVEMBER 2022		NOVEMBER 2021	
	No.	Value \$	No.	Value \$
Dwellings	4	1,660,146	5 (7*)	2,469,021
Alterations to Dwellings	4	160,000	3	86,212
Dwelling resittings	3	94,407	-	-
Misc Domestic (Carports, Garages etc)	10	414,263	9	381,365
Removal/Demolish	-	-	-	-
Industrial/Commercial	8	858,634	6	425,291
Signs	-	-	-	-
<b>_Sub Total</b>	<b>26</b>	<b>3,187,450</b>	<b>23</b>	<b>3,361,889</b>

A total of **16** Building Permits have been issued by the Horsham Rural City Council at a total value of **\$1,874,415** from **1 July 2022 to 30 November 2022** compared to **45** Building Permits at a total value of **\$2,394,545** for the same period in 2021-2022.

Private Building Surveyors have issued **106** Building Permits at a total value of **\$26,341,882** from **1 July 2022 to 30 November 2022** compared to **124** at a total value of **\$28,310,604** for the same period in 2021-2022.

## Strategic Planning

### Flood Amendment

The formal exhibition period for the Flood Amendment commenced on 30 November 2022 and will be open for submissions up until 20 December 2022. The Strategic Planning Team has organised three drop in sessions; Thursday 1 December (Horsham), Tuesday 6 December (Dadswells Bridge) and Wednesday 7 December (Natimuk); where Council's planning officers, Wimmera CMA's officers and the consultant, Water Technology, will be in attendance. These drop in sessions provide an opportunity for community members to discuss the impacts of the amendment on their properties specifically to assist them in preparing a submission if they wish to submit on the amendment.

Council Priorities	Action	Goal Measured By	Progress
1.3.5 & 1.3.6 (1 year)	Develop and implement the Horsham North Local Area Plan	<ul style="list-style-type: none"> <li>Horsham North Local Area Plan adopted by Council</li> <li>Progress report on implementation plan</li> </ul>	Strategic Planning officers are currently reviewing submissions.
2.10.3 (2 years)	Prepare and implement the Horsham South Structure Plan (Stage 2)	Plan adopted by Council	Technical background reports underway.

### Options to Consider

Not applicable – no decision required

### Sustainability Implications

Report provides overview of the 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 Wimmera Development Association, West Vic Business, and Grampians Tourism and on Council's 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 Development and Tourism Support.

### Financial Implications

Not applicable

### Regional, State and National Plans and Policies

Not applicable – no direct relationship or requirements

### Council Plans, Strategies and Policies

Theme Three - Sustainability - Horsham Rural City Council will actively lead in sustainable growth and development of the community and the economy.

Strategy 2: A sustainable economy where local business, agriculture, tourism and other diverse industries thrive.

**Risk Implications**

Not applicable – no decision required

**Conclusion**

The monthly Investment Attraction and Growth Department report provides the opportunity to give Council and the community an insight into the projects being undertaken to grow our municipality and Horsham as a regional city.

## 10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

### Cr Robyn Gulline (Mayor)

<b>Committee Representation</b>	
14/12/22	Audit and Risk Committee meeting
15/12/22	Regional Cities Victoria meeting (virtual)
12/1/23	North-West Municipal Association meeting (virtual)
<b>Other Council Activities</b>	
10/12/22	Speech at Karen New Year celebration
10/12/22	Speech at Wimmera Filipino Australian Club Gala
11/12/22	Attended the Horsham Carols by Candlelight
16/12/22	Attended Horsham's Christmas Extravaganza
17/12/22	Speech at Oasis / Jellybeans Christmas Party
17/12/22	Attended Horsham and District Harness Club Annual Dinner
21/12/22	Speech at Mt Zero Transit Bus Depot Opening
10/1/23	Chaired Noradjuha Hall AGM
15/1/23	Officially opened "Summer Brushes 2023"

### Cr Bob Redden

<b>Committee Representation</b>	
Date	Description
18/1/23	CEO Employment and Remuneration Committee
<b>Other Council Activities</b>	
Date	Description
9/1/23	Gender Inclusive Induction

### Cr David Bowe

<b>Committee Representation</b>	
Date	Description
16/12/22	Wimmera Regional Library Corporation Board Meeting
<b>Other Council Activities</b>	
16/12/22	Christmas Extravaganza – Roberts Place Horsham
16/12/22	Council Briefing Meeting– Council Chambers
23/1/23	Council Briefing Meeting– Council Chambers

**Cr Penny Flynn**

<b>Committee Representation</b>	
14 Dec 22	Audit and Risk Committee meeting
12 Jan 23	North-West Municipal Association meeting (virtual)
<b>Other Council Activities</b>	
16 Dec 22	Attended Horsham's Christmas Extravaganza



## 11. URGENT BUSINESS

## 12. PETITIONS AND JOINT LETTERS

## **13. PROCEDURAL BUSINESS**

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

- Council Briefing Meeting held on Monday 23 January 2023 at 4.23pm

Refer to **Appendix 13.1A**

### **13.2 SEALING OF DOCUMENTS**

Nil

### **13.3 INWARD CORRESPONDENCE**

Nil

### **13.4 COUNCIL COMMITTEE MINUTES**

- Horsham Regional Livestock Exchange Board Meeting held on 21 December 2021.

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**