
MINUTES of the Council Meeting of the Horsham Rural City Council held online and livestreamed at www.hrcc.vic.gov.au at 5.30pm on 24 January 2022.

PRESENT

Cr Robyn Gulline (Mayor), Cr Di Bell, Cr David Bowe, Cr Claudia Haenel, Cr Les Power, Cr Ian Ross.

ALSO IN ATTENDANCE

Sunil Bhalla, Chief Executive Officer; Kerrie Bell, Acting Director Corporate Services; Kevin O'Brien, Director Communities and Place; John Martin, Director Infrastructure; Fiona Kelly, Executive Assistant to the CEO and Councillors; Lucy DeWitt, Procurement Officer

1. PRAYER

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

2. ACKNOWLEDGEMENT OF COUNTRY STATEMENT

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

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

SUSPEND STANDING ORDERS

MOVED Cr David Bowe, Seconded Cr Ian Ross

That Standing Orders be suspended to allow time to check virtual meeting settings.

CARRIED

The time being 5.35pm, the Council meeting was suspended.

RESUME STANDING ORDERS

MOVED Cr Di Bell, Seconded Cr David Bowe

That Standing Orders resume.

CARRIED

The time being 5.40pm, the Council meeting resumed.

3. OPENING AND WELCOME

Chairman, Cr Robyn Gulline formally welcomed Councillors, staff, members of the public and the media to the meeting. The Mayor advised that the meeting will be recorded to maintain an audio archive, which will be available on the Horsham Rural City Council website as soon as possible. She also stated that the meeting was being streamed live on the internet.

The Mayor advised that Councillors participating in the meeting by electronic means will be taken to be present and part of the quorum for the meeting, provided that they can hear proceedings, they can see and be seen by other members in attendance, and they are able to speak and be heard by those in attendance. The Mayor asked Councillors individually to confirm that they could see and hear other members in attendance and be able to speak. Confirmed by all Councillors.

4. APOLOGIES

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr Ian Ross

That the apology from Cr Penny Flynn be received.

CARRIED

5. LEAVE OF ABSENCE REQUESTS

Nil

6. CONFIRMATION OF MINUTES

Recommendation

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chambers at 5.30pm on Monday 13 December 2021 be adopted.

Council Resolution

MOVED Cr Di Bell, Seconded Cr David Bowe

That the minutes emanating from the Council Meeting of the Horsham Rural City Council held in the Council Chambers at 5.30pm on Monday 13 December 2021 be adopted.

CARRIED

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.

Cr Di Bell noted that she doesn't have a conflict at Item 9.5 (Community Development Grants Policy Review), but is of a general nature and won't affect groups Cr Bell is involved in.

8. PUBLIC QUESTION TIME

PUBLIC QUESTION FROM NEVILLE MCINTYRE OF MCKENZIE CREEK

Question 1:

My question is; what is the true rate increase for the farm sector to achieve the \$649,470 rate increase as recorded?

Response from Kerrie Bell, Acting Director Corporate

The 2021-2022 rate increase for the farm sector was 10.69% which equated to \$645,470 as recorded in the Council 2021-2022 budget.

Question 2:

With the decrease in the differential many farmers received a rate reduction which other farmers had to pay for ie my farm rates fell by \$1,200 meaning the farm rate increase would have risen to \$650,670. This must have happened to maybe 100 farmers or more and that increase would be absorbed with a higher than advertised rate increase.

Response from Kerrie Bell, Acting Director Corporate

The farm differential decreased from 67% to 59% in 2021-2022.

The decrease in the farm differential impacts **all** other sectors including residential, commercial and industrial properties. The impact **on all sectors individual assessments** will vary according to the change in their property valuation for that year.

Question 3:

With Toys Restaurant up for sale why doesn't Council buy and convert this site into a joint Tourist Bureau/Aboriginal Cultural Centre/Cafe and a Horsham Historical Society Museum?

These opportunities do not often arise Horsham needs such a centre there is plenty of room for caravans etc to park off road, room for historical displays and machinery, cafe and we need to have an Aboriginal Culture Centre to recognise the Aborigine history in the Wimmera

Response from Kevin O'Brien, Director Communities & Place

Council is aware that the Toys Restaurant is for sale. The land is zoned residential. Due to the current demand for housing in Horsham this would be an ideal use for this site.

Council has recently established its Visitor Services at the Horsham Town Hall. An Aboriginal Cultural Centre and Museum have been proposed in the City to River Master Plan.

PUBLIC QUESTION FROM KATH DUMESNY OF HORSHAM**Question 1:**

It has been stated a number of times in the past 12 months that the Sawyer Park redevelopment won't go ahead until all the user groups, pipe band ,brass band etc, have been rehoused in suitable premises. Can you tell me how this particular part of the project is coming along. Have new premises been found for these groups as yet?

Response from Kevin O'Brien, Director Community & Place

There has been a number of conversations/meetings that have taken place and will continue to take place with the pipe band, brass band and men's shed. Noting that the groups that will be impacted in the first stage of the redevelopment will be the Brass Band and Pipe Band. Alternative venues are currently being discussed to meet these groups' needs and it is expected that a suitable venue for these groups to be relocated to (including time to relocate) will occur before commencement of stage 1 works, which will go ahead if funding is secured, towards the end of 2022.

Question 2:

Re 9.8 PROCUREMENT OPERATIONS – PREPARATION OF OPERATING PROCEDURES AND SYSTEMS COUNCIL WORKS PROGRAM –DEPOT CONTRACT 11-022. I note that the cost of the preferred tender is \$370,000 ex-GST. Field Force 4 provided quantifiable, projected savings. So what savings in dollars (roughly) are envisaged over the next couple of years and do they add up to considerably more than \$370,000 ?

Response from John Martin, Director Infrastructure

The estimated savings from the Field Force 4 project exceed the cost of \$370,000 in a very acceptable payback period, based on either the best-case or worst-case scenario presented. The details of this are provided to Councillors in the confidential section for their consideration and assessment.

9. OFFICERS REPORTS

9.1 CITY OVAL/SAWYER PARK REDEVELOPMENT FUNDING STRATEGY

Author's Name:	Susan SurrIDGE	Director:	Kevin O'Brien
Author's Title:	Coordinator Community Relations and Advocacy	Directorate:	Communities and Place
Department:	Governance and Information Management	File Number:	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

Sawyer Park City Oval Concept Plan (**Appendix 9.1A**)

Purpose

To approve funding applications for the Stage 1 redevelopment of the City Oval and Sawyer Park precinct.

Summary

- Council, at its meeting on 22 November 2021:
 - Endorsed the Concept Plan for the City Oval and Sawyer Park Precinct (**Appendix 9.1A**).
 - Agreed to seek funding opportunities from the State and Federal Governments to achieve all of the components of the Concept Plan, as presented to the community and supported by the Community Reference Group.
 - Requested that any funding applications for this project come back to Council to discuss the co-funding financial implications before submitting.
- Following the November meeting, work commenced on developing project documentation that will support funding applications. This work includes schematic design of Stage 1 key facilities (Community facility and change rooms, netball courts and change rooms, concert stage and supporting structures) and a Cost Benefit Analysis.
- In early December 2021, three major funding rounds were announced that provide an opportunity to gain significant funding for the City Oval and Sawyer Park precinct redevelopment as follows:
 - Regional Development Victoria (RDV) Regional Tourism Fund – applications due 14 January 2022
 - Sports Recreational Victoria (SRV) Local Sports Infrastructure Fund – applications due 7 February 2022
 - Federal Building Better Regions Fund Round 6 (BBRF) – applications due 14 February 2022
- Each fund has specific guidelines, funding ratios and documentation requirements
- A potential funding scenario was presented to Council for discussion on 13 December 2021, noting that the first application must be lodged prior to the January 2022 meeting, with Council agreeing that the applications be submitted, and a formal Council Report provided to the January Meeting of Council.
- This report details the funding strategy for the redevelopment of City Oval and Sawyer Park precinct.

Recommendation

That Council:

1. Note that Stage 1 of the City Oval and Sawyer Park precinct redevelopment includes the following key components:
 - 1.1. Community Facilities (including AFL standard change rooms)
 - 1.2. Netball facilities (including 2 netball courts, lighting, change rooms and spectator areas)
 - 1.3. Event activation (Stage, supporting infrastructure, roadworks and landscaping)
 - 1.4. The total cost of Stage 1 works is \$12.8million (if undertaken as one project)
2. Approve the allocation of the \$2,856,792 provided by the Australian Government under its Local Roads and Community Infrastructure (LRCI) Phase 3 program to provide matching funding as follows:
 - 2.1. Netball Facilities Application (SRV) - \$1,856,792
 - 2.2. Event Activation Application (RDV) - \$1,000,000
3. Note an application to Regional Development Victoria (RDV) Regional Tourism Investment Fund for the Event Activation Project - Total Project Budget \$3million, (**Grant request \$2 Million**) was submitted on 14 January 2022.
4. Submit an application to SRV Local Sports Infrastructure Fund for the Netball Facilities. Total Project Budget \$3 Million, **Grant request \$800,000.**
5. Submit an application to the Federal Government's Building Better Regions Fund (BBRF) to complete all of Stage 1 of the City Oval Sawyer Park Precinct redevelopment – Total Budget \$12.8 Million, **Grant request \$6.4 Million.**
6. Support the applications for the \$12.8million Stage 1 of the City Oval and Sawyer Park redevelopment project, Council confirms matching Council co-contribution of **\$6.4million.**
7. Support an application for the BBRF Stage 1 of the City Oval and Sawyer Park redevelopment project, and confirm matching Council co-contribution of **\$6.4million.**
8. Note that the matching Council co-contribution of **\$6.4 Million** will be reduced by successful State Government applications for the Netball Facilities (\$800,000) and the Event Activation Facilities (\$2million). If all applications are successful, the Council co-contribution to Stage 1 is reduced to **\$3.6 Million (28% of the total Stage 1 budget).**
9. Note that the commitment of Council co-funding is dependent upon receiving funding from the State and Federal Governments; the projects will only proceed if the relevant funding application (No. 2,3,4 above) are successful.
10. Council's co-contribution will be funded through borrowings and inclusion in the CAPEX budget over two financial years: 2022-2023 and 2023-2024 as detailed in this report.

Cr Di Bell requested that the recommendation be broken up and not be moved as a 10 point motion. The Mayor advised that each item will be voted on individually.

Council Resolution

MOVED Cr Les Power, Seconded Cr David Bowe

That Council:

1. Note that Stage 1 of the City Oval and Sawyer Park precinct redevelopment includes the following key components:
 - 1.1. Community Facilities (including AFL standard change rooms)
 - 1.2. Netball facilities (including 2 netball courts, lighting, change rooms and spectator areas)
 - 1.3. Event activation (stage, supporting infrastructure, roadworks and landscaping)
 - 1.4. The total cost of Stage 1 works is \$12.8million (if undertaken as one project)

CARRIED

2. Approve the allocation of the \$2,856,792 provided by the Australian Government under its Local Roads and Community Infrastructure (LRCI) Phase 3 program to provide matching funding as follows:
 - 2.1. Netball Facilities Application (SRV) - \$1,856,792
 - 2.2. Event Activation Application (RDV) - \$1,000,000

CARRIED

Cr Di Bell called for a Division of Council

For the Motion:

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline

The Mayor voted for the motion

3. Note an application to Regional Development Victoria (RDV) Regional Tourism Investment Fund for the Event Activation Project - Total Project Budget \$3million, (**Grant request \$2 Million**) was submitted on 14 January 2022.

CARRIED

Cr Di Bell called for a Division of Council

For the Motion:

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline

The Mayor voted for the motion

-
4. Submit an application to SRV Local Sports Infrastructure Fund for the Netball Facilities. Total Project Budget \$3 Million, **Grant request \$800,000.**

CARRIED

Cr Di Bell called for a Division of Council**For the Motion:**

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline

The Mayor voted for the motion

5. Submit an application to the Federal Government's Building Better Regions Fund (BBRF) to complete all of Stage 1 of the City Oval Sawyer Park Precinct redevelopment – Total Budget \$12.8 Million, **Grant request \$6.4 Million.**

CARRIED

Cr Claudia Haenel called for a Division of Council**For the Motion:**

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline

The Mayor voted for the motion

6. Support the applications for the \$12.8million Stage 1 of the City Oval and Sawyer Park redevelopment project, Council confirms matching Council co-contribution of **\$6.4million.**

CARRIED

Cr Di Bell called for a Division of Council**For the Motion:**

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline
The Mayor voted for the motion

7. Support an application for the BBRF Stage 1 of the City Oval and Sawyer Park redevelopment project, and confirm matching Council co-contribution of **\$6.4million**.

CARRIED

Cr Di Bell called for a Division of Council**For the Motion:**

Cr Les Power
Cr David Bowe
Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel
Cr Ian Ross
Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline
The Mayor voted for the motion

8. Note that the matching Council co-contribution of **\$6.4 Million** will be reduced by successful State Government applications for the Netball Facilities (\$800,000) and the Event Activation Facilities (\$2million). If all applications are successful, the Council co-contribution to Stage 1 is reduced to **\$3.6 Million (28% of the total Stage 1 budget)**.

CARRIED

9. Note that the commitment of Council co-funding is dependent upon receiving funding from the State and Federal Governments; the projects will only proceed if the relevant funding application (No. 2,3,4 above) are successful.

CARRIED

Cr Di Bell called for a Division of Council**For the Motion:**

Cr Les Power
Cr David Bowe
Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel
Cr Ian Ross
Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline
The Mayor voted for the motion

10. Council's co-contribution will be funded through borrowings and inclusion in the CAPEX budget over two financial years: 2022-2023 and 2023-2024 as detailed in this report.

CARRIED

Cr Les Power called for a Division of Council

For the Motion:

Cr Les Power

Cr David Bowe

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

Cr Ian Ross

Cr Di Bell

Tied Vote

Casting vote by the Mayor, Cr Robyn Gulline

The Mayor voted for the motion

REPORT

Background

At its meeting on 22 November 2021, Council:

- Endorsed the Concept Plan for the City Oval and Sawyer Park Precinct (**Appendix 9.1A**).
- Agreed to seek funding opportunities from the State and Federal Governments to achieve all of the components of the Concept Plan, as presented to the community and supported by the Community Reference Group.
- Requested that any funding applications for this project come back to Council to discuss the co-funding financial implications before submitting.

Following the November meeting, work has commenced on developing project documentation that will support funding applications. This work includes schematic design of Stage 1 key facilities (community facility and change rooms, netball courts, lighting and change rooms, concert stage and supporting structures) and a Cost Benefit Analysis.

The remaining Stage 2 works in the Concept Plan adopted by Council (November 2021) include the widening of the oval, the design and construction of a new accessible grandstand and tiered seating on the east side of the oval, east side road works, realignment and Sound Shell improvements. The estimated costing for this stage is \$4.2million. Stage 2 will be progressed following the completion of design works for Stage 1 and is not included in this Funding Strategy. Grant Funding will be sought for Stage 2 in due course.

Council has been allocated \$2,856,792 under Phase 3 of the Federal Government's Local Roads and Community Infrastructure (LRCI) program. This Federal Government Funding needs to be allocated to specific projects by 30 June 2022, with projects completed by 31 December 2023. This funding can be used as matching Council contribution to State Government funding applications, i.e. RDV and SRV but not for other Federal Government funding programs such as BBRF. The LRCI funding provides an opportunity to leverage significant funds to gain further State Government funding, which in turn can be leveraged to obtain additional Federal Government funding through BBRF.

Three key funding opportunities were announced in December 2021:

1. RDV Regional Tourism Fund (State Government)

Focus on Tourism Activation and increasing visitor yield. Funding ratio \$2RDV:\$1Local. Applications due date 14 January 2021. An application is proposed to undertake the Event Activation project within the Sawyer Park City Oval Concept Plan.

2. SRV Local Sports Infrastructure Fund (State Government) – Female Friendly Facilities

Focus on improving sporting facilities to support and increase female participation in sport. Maximum grant available \$800,000, Funding Ratio \$2SRV:\$1Local. Applications due date 7 February 2022. An application is proposed to undertake a major netball facilities upgrade at the City Oval, including the construction of two new netball courts (with lighting), netball change rooms, and spectator areas.

3. Building Better Regions Fund (Federal Government)

Focus on enhancing community facilities and providing economic growth and jobs outcomes. Funding ratio \$1BBRF:\$1Local (noting that local funding cannot include the LRCI funding). An application is proposed to undertake the full \$12.8 Million Stage 1 project, seeking a grant of \$6.4 Million that will allow potential leveraging of \$2.8 Million of State Government funding.

The outcome of these funding applications will not be known until mid-2022, and construction works will not commence until late 2022. This gives 12 months for Council to determine alternative venues for any community groups that required relocation as part of the approved Concept Plan. Discussions are occurring with groups to determine a new location.

Discussion

Funding strategy for City Oval and Sawyer Park redevelopment Stage 1 – Total Project Cost \$12.8 Million

The Concept Plan endorsed by Council (November 2021) has a total project budget \$17million, with Stage 1 now costing \$12.8million. The proposed funding strategy is based on maximising State and Federal Government Funding opportunities to leverage Stage 1, utilising the confirmed LRCI funding allocation. Council has been advised that the BBRF Round 6 applications will be considered as part of election commitments prior to the 2022 Federal Election. Under the following strategy, Stage 1 of City Oval and Sawyer Park redevelopment (\$12.8 Million) can be completed with the assistance of three grants and a Council Co-contribution of \$3.6 Million (28% of total project budget)

Table A – Funding for Federal Government BBRF application Stage 1 (\$12.8million) with all grant applications successful and minimum Council co-contribution

		(Fed)		(Fed)	(State)	(State)
	Total Cost	LRCI	Council	BBRF	SRV	RDV
Stage 1 BBRF application \$1:\$1 ratio	12,800,000	0	3,600,000	6,400,000	800,000	2,000,000

Table B – Funding for State Government applications

		(Fed)		(Fed)	(State)	(State)
	Total Cost	LRCI	Council	BBRF	SRV(LSIF)	RDV
SRV Netball Facilities Project	3,000,000	1,856,792	343,208	0	800,000	0
Regional Tourism Infrastructure Fund – Event Infrastructure	3,000,000	1,000,000	0	0	0	2,000,000

Note: The SRV and RDV applications rely on an allocation of Council co-funding from the Federal Government LRCI phase 3 allocation of \$2,856,972. The additional Council funding of \$343,208 will need to be funded through the capital works budget, split across two years, 2022-2023 and 2023-2024.

Council's Long Term Financial Plan 30 June 2021 (Adopted) allocates \$2.6million of Council funding for the City Oval Sawyer Park project (fully funded by external loans). This allocation was based on a funding strategy of contributing 25% of a \$10.4million project. The Concept Plan endorsed by Council (November 2021) has a total project budget \$17million, with Stage 1 now being separately costed at \$12.8million.

As part of the funding strategy outlined in Table 1, Council will need to borrow an additional \$1million to complete Stage 1. This reflects in part the increase in the project budget from the original estimate in the LTFP. The cost of an additional \$1million of borrowings (based on 10 year loan, Interest rate 3%) is combined principle and interest repayments \$116,000 per year for ten years. It should be noted that in taking on this additional borrowing, Council will still be well within the range of its borrowing limits.

The funding strategy in Table A assumes that all three funding applications are successful. Each funding round will be highly competitive with the outcomes known by mid-2022.

A requirement of each of the three funding applications is that Council confirm the required matching co-contribution at the time of submitting the applications. This will be a maximum co-contribution of \$6.4 Million, which will reduce to \$3.6 Million if the SRV and RDV applications are successful.

Worst Case Funding scenario

If the BBRF application is successful and the two smaller grants are both unsuccessful, Council will be required to fully fund the matching \$6.4million local contribution to the \$12.8million total project without State government leverage.

This contribution can be funded as follows:

- \$2.6 million from LTFP (30/6/2021)
- \$ 2,856,792 nominated from funding for Council's Capital works program 2022/2023 (Noting that the LRCI Phase 3 funding of \$2,856,792 to be used for Council's approved capital works program for 2022/2023)
- \$943,208 (approximately \$1million) of additional borrowings as discussed above.

Table C further explains the impact on the LTFP and Capital budget

Table C – Impact of Worst Case Scenario on Long Term Financial Plan and borrowings

	Total Project Cost	Funded by:		
		Grant (BBRF)	Loan	Rates Funded Capital Budget
	\$M	\$M	\$M	\$M
Budget Estimate as per LTFP 30th June 21 City Oval and Sawyer Oval Project	10.5	7.9	2.6	
Budget for Stage 1 - Concept Plan adopted November 21 City Oval and Sawyer Park	12.8	6.4	3.6	2.8

* LRCI funding of 2.8million to be used for Capital Budget

This potential funding scenario was presented to Council for discussion on 13 December 2021, noting that the first application must be lodged prior to the January 2022 meeting, with Council agreeing that the applications be submitted, and a formal Council Report provided to the January meeting.

Options to Consider

A range of options are presented in the funding strategy, with varying co-contributions required by Council depending on the success of funding applications.

Sustainability Implications

This project will provide built-for-purpose sporting and community facilities that will contain modern sustainable design features as appropriate.

Community Engagement

Development of the City Oval and Sawyer Park Concept Plan involved an extensive community engagement process from November 2020 to September 2021 and involved collaboration with a Community Reference Group. This included current user groups and general community representatives. Engagement included one-on-one meetings with user groups, face-to-face community engagement and a six week public consultation period.

Innovation and Continuous Improvement

The redevelopment of the City Oval and Sawyer Park precinct includes many innovative concepts, including an accessible grandstand, tiered seating around the oval and the development of an outdoor entertainment stage at the oval to provide for major outdoor events.

Collaboration

Council staff have worked closely with the Community Reference Group, Technical Reference Group and key sporting associations in the development of the Concept Plan

Financial Implications

This report contains a significant financial implications for Council. As outlined earlier in this report, the proposed funding strategy for the Stage 1 project is:

SRV	\$ 800,000
RDV	\$ 2,000,000
BBRF	\$ 6,400,000
<u>Council</u>	<u>\$ 3,600,000</u>
Total	\$12,800,000

If the BBRF application is successful, the impact on the LTFP (June 2021) will be additional borrowing of \$1million, to be repaid over ten years.

If the BBRF application is not successful, but either or both of the SRV Netball application and Regional Tourism application, the Federal LRCI funding will cover the local Council contribution required with the additional allocation of \$343,208 in Council's Capital Budget over the next two years for the Netball project.

Regional, State and National Plans and Policies

The Netball and Events projects has been discussed with Sport and Recreation Victoria and Regional Tourism Victoria who have provided confirmation that the applications are suitable and align with the respective Funding Programs. The total Stage 1 project has also been discussed with Dr Anne Webster, Member for Mallee, Grampians Tourism and Regional Development Victoria.

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 1 – HRCC will develop the municipality as a diverse, inclusive and vibrant community.

Theme 2 – Liveability – HRCC will actively work to create a healthy and connected community that is a great place to live, work, invest and explore for all ages, abilities and backgrounds.

Theme 3 – Sustainability – HRCC will actively lead in sustainable growth and development of the community and the economy.

Theme 4 – Accessibility – HRCC will meet community needs through connected transport networks and the provision of accessible and welcoming places and spaces.

Risk Implications

The risk of this Funding Strategy lies in the uncertainty around which funding applications will be successful in a highly competitive environment. This risk is mitigated by:

- a) Identification of the minimum and maximum funding commitment required by Council
- b) Good track record in successful applications with the three nominated funding bodies i.e. SRV, RDV and BBRF.

There is some additional risk around the need for relocation of some community groups prior to the commencement of construction. This is being mitigated through ongoing open and transparent review of alternative venues with the groups involved and an approximate 12 month lead time.

Conclusion

City Oval is recognised as the Premier Oval in the region, but one that is ageing with sub-standard facilities. The project will address some of the key concerns around current conditions, such as: poor accessibility to key facilities; need for an additional netball court; change rooms that do not reflect current AFL and Netball Victoria guidelines; and lack of large scale outdoor entertainment venue for Horsham.

The City Oval and Sawyer Park Redevelopment project is an exciting \$12.8 Million project that will transform this important sporting and entertainment precinct in central Horsham.

9.2 COUNCILLOR STANDING AS A STATE OR FEDERAL CANDIDATE POLICY

Author's Name:	Michelle Plain	Director:	Kerrie Bell
Author's Title:	Coordinator Governance (Acting)	Directorate:	Director Corporate (Acting)
Department:	Governance and Information	File Number:	F31/A03/000001

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

Draft Councillor Standing as a State or Federal Candidate Policy (**Appendix 9.2A**)

MAV Guidelines - Councillor Standing for State or Federal Elections (**Appendix 9.2B**)

Purpose

To adopt the Councillor Standing as a State or Federal Candidate policy.

Summary

- The Municipal Association of Victoria (MAV) have established a set of guidelines for Councils and Councillors to familiarise themselves with their obligations when a Councillor nominates to stand in a State or Federal election.
- Council has developed a policy to provide additional guidance to Councillors standing as a State or Federal candidate.

Recommendation

That Council adopt the Councillor Standing as a State or Federal Candidate policy attached as **Appendix 9.2A**.

Council Resolution

MOVED Cr David Bowe, Seconded Cr Les Power

That Council adopt the Councillor Standing as a State or Federal Candidate policy attached as **Appendix 9.2A**.

Amendment

Council Resolution

MOVED Cr Ian Ross, Seconded Cr Di Bell

That Council adopt the Councillor Standing as a State or Federal Candidate guidelines attached as **Appendix 9.2A**.

CARRIED

When the amendment was **PUT** it was **CARRIED**. The amendment then became the substantive motion and when it was **PUT** it was **CARRIED**.

Cr Claudia Haenel called for a Division of Council

For the Motion:

Cr Ian Ross

Cr David Bowe

Cr Les Power

Cr Di Bell

Cr Robyn Gulline

Against the Motion:

Cr Claudia Haenel

REPORT

Background

Councillors are elected to perform their duties in a lawful manner and must comply with relevant provisions of the *Local Government Act 2020* including the Standards of Councillor Conduct. When considering standing for Federal or State Parliament, it is recommended Councillors consider their duties and requirements under the *Local Government Act 2020*, including standards of conduct and potential conflicts of interest.

Discussion

In accordance with MAV guidelines, the Councillor Standing as a State or Federal Candidate policy provides principles that must be considered by Councillors nominating to run for office in a State or Federal election. These principles include:

- Councillor's Code of conduct prior to and during the election period
- Declaring their intent to stand to the CEO and Council
- Requesting a leave of absence from Council duties
- Observing staff/Councillor protocols during the election period
- Differentiation of role of Councillor from role as Candidate when making public comments
- Immediate resignation from Council if successfully elected
- Seeking independent legal advice
- Avoiding any Conflict of Interests
- Use of Council resources during the election period

Options to Consider

Council may resolve not to adopt the Councillor Standing as a State or Federal Candidate policy and rely on independent legal advice to guide nominated councillors through the election period protocols and process. All costs associated with the candidate seeking legal advice are borne by the candidate.

Sustainability Implications

Not applicable

Community Engagement

This policy will be made available to the public through Council's website.

Innovation and Continuous Improvement

The Councillor Standing as a State or Federal Candidate policy is a new policy that offers guidance to Council and Councillors. Good governance and continual improvement is measured through the integrity of Council's actions, with the intent to avoid potential conflicts of interest and the perception of misuse of Council resources.

Collaboration

The Councillor Standing as a State or Federal Candidate policy is based on the guidelines developed by the MAV and aligned with the obligations of the *Victorian Local Government Act 2020*. The policy is derived from South Gippsland Shire Council's policy.

Financial Implications

Nil

Regional, State and National Plans and Policies

MAV Guidelines - Councillor Standing as a State or Federal Election

Local Government (Governance and Integrity) Regulations 2020, Regulation 12

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 – Leadership

1. Good governance through leadership and connection with community
2. High organisational standards focussing on continuous improvement
3. Accountable and transparent decision making
4. Position Horsham Rural City Council as a leader in local government

Risk Implications

Not having a policy to guide Councillors through this process may leave Council and Councillors exposed to greater risk of breaching legislation and Acts leading to financial and reputational damage. This policy seeks to reaffirm Council's commitment to good governance.

Conclusion

The Councillor Standing as a State or Federal Candidate Policy is presented to Council for adoption.

9.3 INVESTMENT ATTRACTION AND GROWTH REPORT

Author's Name:	Fiona Gormann	Director:	Kevin O'Brien
Author's Title:	Manager Investment Attraction and Growth	Directorate:	Communities and Place
Department:	Investment Attraction and Growth	File Number:	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

Purpose

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

Council Resolution

MOVED Cr Di Bell, Seconded Cr Les Power

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

CARRIED

REPORT

Background

An Investment Attraction and Growth Report is tabled monthly at the Council meeting.

Discussion

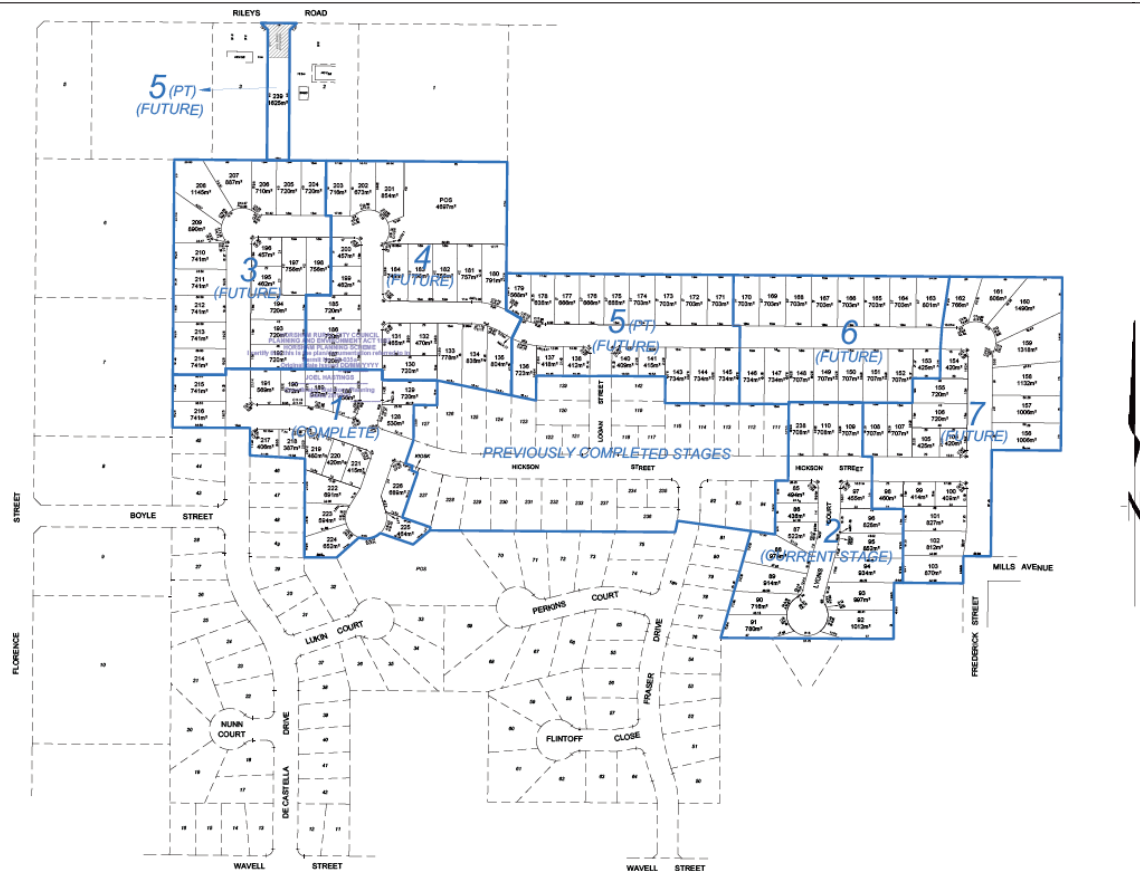
The work undertaken across Investment Attraction and Growth includes Strategic Planning, Statutory Planning, Building Services, Business, Tourism and Events. This report also includes statistical information from the Visitor Services which is now located at the Horsham Town Hall and forms part of the Arts, Culture and Recreation Units.

STATUTORY PLANNING

Subdivision

The subdivision for land for commercial, industrial and residential land is a critical element of the growth of Horsham and strategic and statutory planning ensure the standard of residential neighbourhoods whilst the development sector determines the timing and delivery of developed land.

Horsham Rural City has a number of large approved residential subdivisions across the Horsham which contributes to land supply. Council have recently received a number of requests to amend the proposed staging of development to bring forward construction to meet market demand.



<p>NOTATIONS</p> <p>THE DIMENSIONS SHOWN HEREON ARE APPROXIMATE AND ARE SUBJECT TO SURVEY.</p> <p>7 - INDICATES PROPOSED SUBDIVISION STAGE NUMBER & BOUNDARY</p>	<p>NO. DATE REVISION</p> <p>1 04-03-20 PRE-DESIGN OF LOTS IN STAGE 2 ON THIS PLAN.</p> <p>2 28-03-20 AMEND STAGING OF LOT 228</p> <p>3 21-03-21 AMEND STAGING</p>	<p>DESIGN SCALE: 1:1250</p> <p>DESIGNED: N.J.F. 11/2007</p> <p>DRAWN: B.F. 06/2018</p> <p>APPROVED:</p>	<p>OVERALL DEVELOPMENT PLAN</p> <p>DeCASTELLA ESTATE - HORSHAM</p> <p>SCALE 1:1250</p> <p>1:1250</p> <p>1:1250</p> <p>1:1250</p> <p>DRAWING NO: H002420 REV. 3</p>
	<p>DATE: 21-03-21</p> <p>DESIGNED: N.J.F.</p> <p>DRAWN: B.F.</p>	<p>SCALE: 1:1250</p> <p>1:1250</p> <p>1:1250</p>	
	<p>REVISION: AMEND STAGING</p>	<p>DESIGNED: N.J.F.</p>	
	<p>REVISION: AMEND STAGING</p>	<p>DRAWN: B.F.</p>	

Planning Applications Determined

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

Type	NOVEMBER 2021		NOVEMBER 2020	
	No.	*Value \$	No.	*Value \$
Miscellaneous Domestic	3	318,751	8	1,535,080
Industrial/Commercial	9	1,330,680	3	106,26
Subdivisions	6 (11 lots)	0	0	0
Other	1	1,600,000	0	0
Total	19	3,249,431	11	1,545,706

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

Total number of planning permits issued in the Horsham Rural City Council area from 1 July 2021 to 30 November 2021 is 63 compared to 40 in the same period in 2020-2021.

Planning permits issued for subdivision have permitted 39 new lots from 1 July 2021 to 30 November 2021 compared to 10 in the same period in 2020-2021.

BUILDING SERVICES**Building Permits Issued**

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

Permits issued by Horsham Rural City Council for this Municipality

Type	NOVEMBER 2021		NOVEMBER 2020	
	No.	Value \$	No.	Value \$
Dwellings	-	-	-	-
Alterations to Dwellings	-	-	-	-
Dwelling resiting's	-	-	-	--
Miscellaneous Domestic (Carports, Garages etc)	6	70,197	8	177,235
Removal/Demolish	4	96,700	-	-
Industrial/Commercial	-	-	-	--
Signs	--	-	-	-
Total	10	166,897	8	177,235

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

Type	NOVEMBER 2021		NOVEMBER 2020	
	No.	Value \$	No.	Value \$
Dwellings	5(7*)	2,469,021	9	4,394,926
Alterations to Dwellings	3	86,212	4	932,722
Dwelling resiting's	-	-	-	-
Miscellaneous Domestic (Carports, Garages etc)	9	381,365	7	296,379
Removal/Demolish	-	-	2	29,000
Industrial/Commercial	6	425,291	1	3,740,000
Signs	-	-	-	--
Total	23	3,361,889	23	9,373,027

(*5 permits for 7 dwellings)

A total of 45 Building Permits have been issued by the Horsham Rural City Council at a total value of \$2,394,545 from 1 July 2021 to 30 November 2021 compared to 29 Building Permits at a total value of \$2,606,114 for the same period in 2020-2021.

Private Building Surveyors have issued 124 Building Permits at a total value of \$28,310,604 from 1 July 2021 to 30 November 2021 compared to 122 at a total value of \$30,781,048 for the same period in 2020-2021.

STRATEGIC PLANNING

Heritage Presentation

A heritage adviser presented to Council staff on heritage considerations and responsibilities within different areas of Council. The adviser shared some of her observations of Horsham including a large collection of existing buildings (public and private) of the inter-war style that represent our rural prosperity in the 1920s and 1930s. Some of these buildings include the T & G Building (1940) and dwellings such as 'Leamont' (1926) on Natimuk Road. The inter-war style was architecturally and aesthetically significant for its universal eclecticism, combining styles such as American Spanish Mission, Californian Bungalow, Italian Mediterranean, Arts and Crafts, Georgian Revival, Art Deco, as well as streamline Modernism. Features from styles of hot climates were creatively adapted for the inland heat of the central-western Victorian region.





The advisor also made the observation that Horsham has a strong collection of existing commercial buildings of heritage value within the Central Business District (CAD) extent, however, architectural features such as parapets are concealed by signage but could be easily reinstated and make a strong contribution to streetscape character. The CAD Revitalisation Plan will explore some of the advisor's recommendations for heritage restoration and improvement.



Recent Heritage Improvement Projects

Council has worked together recently on a number of heritage improvement and investigation projects.

Mechanics Institute

The Mechanics Institute on Pynsent Street has been subject to a transformative facelift. On Monday, 22 November Philip Smyth Visual Creations in Ballarat, who specialise in the heritage craft of gold leaf gilding, worked magic on the raised lettering on the building façade. The building has also been recently painted in accordance with a historic paint colour scheme. 19th and early 20th century buildings usually focused on naturally available ochre colours for decorative architectural features with a stone colour finish.



Horsham Theatre (cinema)

On Tuesday, 16 November Natimuk Access scaled Horsham Theatre's façade to take paint scrapes. Paint scrapes will go under a microscope in order to identify the building's original paint colours and assist Council in developing a new colour scheme that is sympathetic to its era. The building is also listed on the State Heritage Register and requires a permit exemption for any works proposed.

The Horsham Theatre is one of the earliest surviving and largest purpose-built cinemas in rural Victoria and rare for its combined cinema and live performance functions.

It was designed by the Melbourne architecture firm, Bohringer, Taylor and Johnson, who also designed the spectacular Forum Theatre on Flinders Street and the Astor in St Kilda. It is considered the best surviving example of the firm's work in rural Victoria.

It was designed in a subtle neo-Classical revival style in 1926 - simple, classical forms of Greek and Roman architecture and a focus on symmetry, geometry and grandeur.

Victorian Government Small Business Bus

WANT TO GET YOUR BUSINESS MOVING?

Are you looking to start a small business but not sure how?

Do you own a business and need expert advice on how to grow and thrive?

The Victorian Government's Small Business Bus is coming to a location near you.

Outside White Hart Hotel, Roberts Avenue Horsham

10am - 4pm

The Small Business Bus offers:

- **FREE** confidential mentoring provided by a small business specialist
- **ADVICE** on developing your business idea, formulating a business plan, marketing your business, improving your understanding of cash flow management and more
- Friendly **ASSISTANCE** from a Small Business Victoria information officer
- **INFORMATION** about Small Business Victoria's programs and services

Book a session and discover how the Small Business Bus can help you plan, start or grow your business. Visit business.vic.gov.au/sbb or call the Business Victoria Contact Centre on **13 22 15**

Big Help for small business

BUSINESS VICTORIA

The Small Business Bus is visiting Horsham on Thursday 9 December and will be parked outside the White Hart Hotel from 10am-4pm. This is a great opportunity for small businesses to gain advice about starting a business or expanding and growing an existing business.

BUSINESS DEVELOPMENT, TOURISM AND EVENTS

Horsham Christmas Extravaganza



After two years of economic and social hardship, Horsham Rural City is assisting the community to celebrate Christmas with outdoor street activations in the city.

An event was held on Friday 26 November to help kick off the Christmas shopping period and entice people into the central activity district (CBD). Activities were family-focussed and includes a scavenger hunt and free hot chocolate. The Wimmera Woodturners had a 'Santa's Workshop' stall which included mini Christmas tree giveaways for children.

Monthly Spending Summary - Horsham Rural City Council

Peak Spending Day: Friday November 26 2021

Total Local Spend: \$1.4M

Expenditure by Type

Expenditure Type	Total Local Spend	Resident Local Spend	Visitor Local Spend	Resident Escape Spend	Resident Online Spend
November '21 Spending	\$31.5M	\$21.8M	\$9.77M	\$7.17M	\$12M
Change from Oct '21	1.7% increase	1.5% increase	2.3% increase	40.1% increase	12.8% increase

Spending rebounded in November (from October) across almost all Expenditure Types and categories. The only exception was a slight drop in Consumer Staples spending (down 1 per cent overall). But this should come as no surprise. Consumer Staples is dominated by Grocery Stores and Supermarkets spending, and this has been the only consistently thriving category for the last 18 months as people work from home and cafes, restaurants, and bars operate under strict social distancing rules. The percentage increase from October to November 2021 is twice that from October to November 2020. The total value of the increase is also twice that of 2020 and about ten times that of October to November 2019. This means not only did spending rebound from the locked-down low of October 2021, but it has also exceeded recent historical records of typical October to November spending increases.

The biggest rebound was a 52 per cent increase in Resident Escape Spend on Discretionary Goods and Services. This is people getting out and about and splashing out, including Christmas gifts. Services other spending (also Resident Escape Spend) was up by 24 per cent.

Grampians Resident & Workforce Attraction

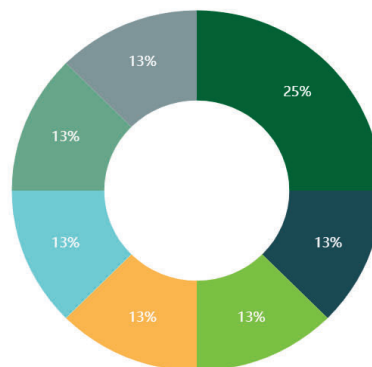
The marketing campaign continues to attract positive numbers to the campaign website.

- 4,479 people visited the Campaign website in November. (Compared to 5,647 in October).
<https://grampianslife.com.au>
 - 62% (2,800) from Melbourne.
 - 342 were from Adelaide.
 - 186 were from Sydney
- Job vacancies 176 listed from the 1 to 30 November (compared to 172 for October) with 4 people hitting the 'apply now' button. <https://grampiansjobs.com.au>
- 71 Registered their skill and interest (compared to 94 for October)
- 63 Employers in the region are now listed on the Shift platform.

Once again, our highest business industry is the agriculture sector followed by building construction.

Business Primary Industry

■ Agriculture
 ■ Building Construction
 ■ Clubs (Hospitality)
 ■ Electrical Services
 ■ Government & Defence
 ■ Healthcare & Medical
 ■ Plumbing Services



Business Development Team – Business Visitations for the Month of November

Month Visitation	Retail Services & Accommodation	Hospitality	Event interaction contacts	Event Notifications	Over all contacts for the month
January	11	12	10	8	41
February	24	77	21	9	131
March	40	61	31	5	137
April	8	10	9	6	33
May	22	11	4	2	39
June	25	12	6	2	45
July	30	12	15	6	63
August	10	2	6	11	29
Sept	35	18	10	2	65
October	45	40	10	4	99
Nov	12	2	20	15	49
Monthly total	262	257	142	70	731 Total YTD

Wimmera Business Centre

Vacant Shops November figures:

Street/ Number of Vacancies	July 2021 FY 21/22	September FY 21/22	November FY 21/22
Darlot Street	4	3	2
Firebrace Street	7	7	6
Hamilton Street	1	1	1
Wilson Street	4	4	5
Pynsent Street	5	5	2
Roberts Ave	3	3	2
McLachlan Street	1	1	0
Total	25	24	18

2021 Visitations to the www.visithorsham.com.au websiteThe [www.visithorsham](http://www.visithorsham.com.au) website continues to draw steady visitation hits per month.

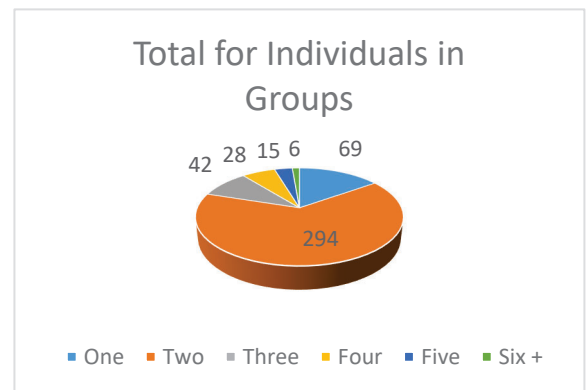
Website Visitation Statistics								
Jan	Feb	March	April	May	June	July	Aug	Sept
5,212	3,438 Resulting in 12% returning visitors and 3,329 new visitors to the site	5,290 Resulting in 12.5% returning visitors and 87.5% (5,154) new visitors to the site	4,971 Resulting in 14% returning visitors and 88% (4,755) new visitors to the site	3,350	3,100 Resulting in 12.5% returning visitors and 87.5% (3,012) new visitor to the site)	2,929 Resulting in 14.6% returning visitors and 85.4% (2,757) new visitors to the site	2,168 Resulting in 11.5% returning visitors and 88.5% new visitors to the site	2,414 Resulting in 12.1% returning visitors and 87.9% new visitors to the site.
Oct	Nov	Dec	YTD 2021		Same period last year 2020			
3,080 Users Resulting in 12.3% returning visitors and 2993 new visitors to the site	4,616 users resulting in 13.2% returning visitors and 4,507 new visitors to the site		Jan 1 to Nov 30 2021 Visitations to the site resulted in 40,025 users		Jan 1 To Nov 30 2020 Visitations to the site resulted in 20,320 users			

	November	Previous Month	YTD (Jan-Nov)	Previous Year
Groups recorded	241	149	2317	N/A
Total for individuals within groups	454	272	4755	N/A
Visithorsham.com.au web visits	4617	3080	40252	N/A
Emails	360	251	2584	N/A
Produce Sales	\$2476.16 (ex. Tax)	\$1344.10	\$12700.46	N/A

Horsham Visitor Services

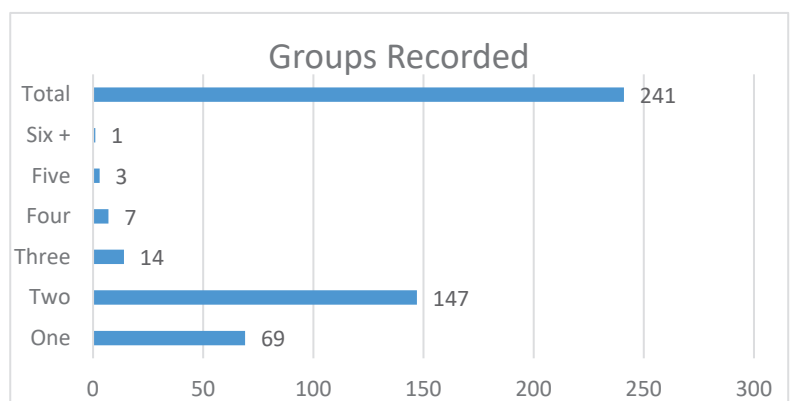
Another month on and numbers continue to improve on all fronts, with the usual singles and couples travelling through Horsham.

The Visit Horsham website continues to show an increase in the number of users. November saw an even bigger increase of nearly 50 per cent in the number of new users compared to October. As mentioned in October's report this is most likely due to Melbourne finally coming out of lockdown.



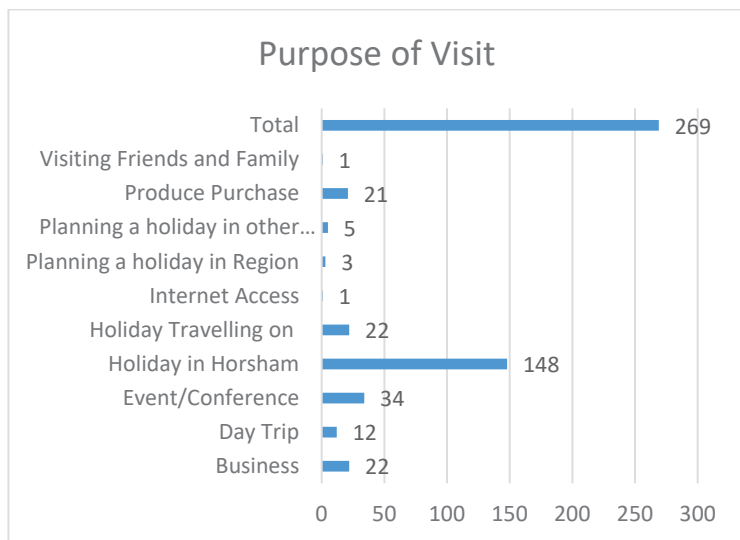
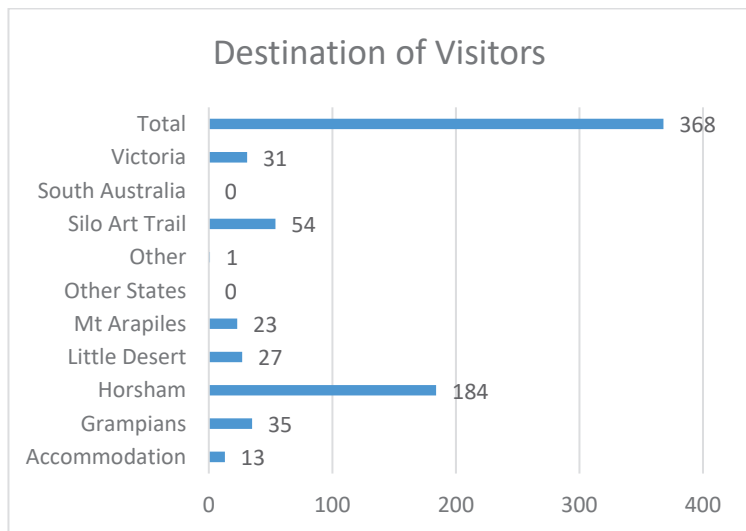
Again the majority of visitors were coming to Holiday in Horsham, followed by the popular Silo Art Trail.

October had showed the highest produce sales per month for the whole year. November has topped that again with an increase in sales by nearly 85% compared to October. This has coincided with the replacement of our old POS system with the

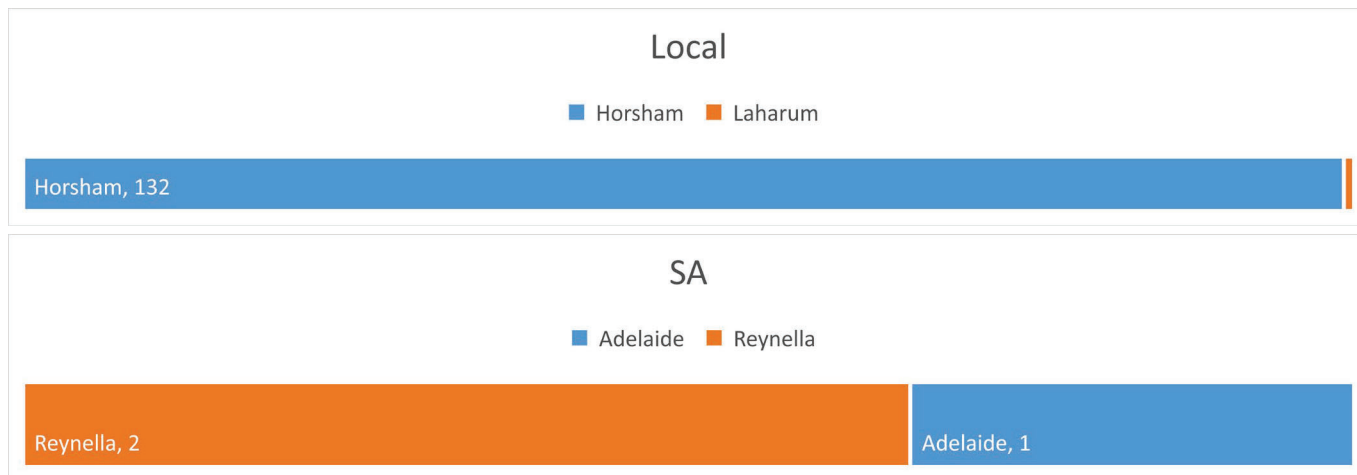


new online Hike system. As with all things new, it has provided a few teething problems as we navigate our way through. Interestingly, the new sales figures do not include Tax which the previous POS system did, therefore the figures would be even higher. The liquor license turned up at the end of November just in time to prepare for Christmas hampers. With the lead up to Christmas the sales figures for December are expected to be through the roof.

With the opening of the Dressmaker Exhibition in the Gallery at the beginning of the month, The top three purposes for visitation to Horsham saw an increase in numbers for event/conferences. In order of most popular reasons for visiting, first was; to Holiday in Horsham with 148, followed by Event/Conference – 34 and Business and Holiday travelling on – both 22. The most popular destinations were Horsham – 184, followed by the Silo Art Trail - 54 and the Grampians – 35.



Where people travelled from across Victoria and Australia to visit Horsham’s Visitor Services



NSW

2300 Newcastle, 2	2031 Clovelly, 1	2252 Central Coast, 1	2261 Blue bay, 1	2281 Swans..., 1	2322 Black Hill, 1	2443 West Haven, 1	2548 Merim..., 1	2551 Eden, 1	2640 Albury, 1	2680 Griffth, 1	2879 Menin..., 1
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Country Victoria

3350 Ballarat, 7	3280 Warrnambool, 3	3215 Ge...	Bell Park, 1	3777 Healesville, 2		3931 Mornington, 2		3300 Hamilt..., 1	3305 Portland, 1	3311 Castert..., 1		
	3228 Torquay, 3	3337 Melton, 2		3334 Mount Doran, 1	3385 Glenor..., 1	3460 Daylesf..., 1	3480 Areegra, 1	3523 Ladys Pass, 1	3527 Dumosa, 1	3546 Manan..., 1		
		3340 Rus Marsh, 1	3387 Callaw..., 1	3216 Belmont, 1	3568 Cohuna, 1	3644 Cobram, 1	3226 Ocean Grove, 1	3671 Benalla, 1				
	3550 Bendigo, 5	3754 Mernda, 2	3220 Geelong, 2		3351 Cape Clear, 1	3393 Warra..., 1	3678 Wang..., 1	3227 Clifton springs, 1	3250 Colac, 1	3803 Halla..., 1	3806 Berw..., 1	3807 Beac..., 1
		Doreen, 1	3660 Sey...	Hill..., 1	3355 Wend..., 1	3418 Nhill, 1	3689 Wodo..., 1	3747 Beech..., 1	3818 Drouin, 1	3844 Black..., 1	3860 Boisd..., 1	3862 Dargo, 1
	3977 Cranbourne, 4	3820 Warragul, 2	3730 Yarrawonga, 2		3377 Ararat, 1	3429 Sunbu..., 1	3698 Tawo..., 1	3230 Angle..., 1	3264 Terang, 1	3875 Bairns..., 1	3282 Koro..., 1	3995 Won..., 1
		Moe, 1	3380 Stawell, 1		3458 Black..., 1	3722 Mans..., 1	3757 Whittl..., 1	3840 Morw..., 1	3266 Cobden, 1	Inverloch, 1		

Melbourne

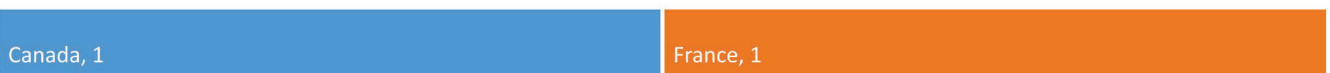


TOTAL, 66

3000	3079	3155	3039	3084	3093	3095	3103	3121	3122
Melbourne, 4	Ivanhoe, 2	Boronia, 2	Moonee Ponds, 1	Eaglemont, 1	Lower Plenty, 1	Eltham, 1	Balwyn, 1	Richmond, 1	Hawthorn, 1
	3138		3051 North melbourne, 1	3124	3132	3133	3006	3127	3140
3016	Mooroolbark, 2	Bentleigh East, 2	3056	3125	3145	3154	3015	3020	3160
Williamstown, 3	3128		3076	Brunswick, 1	Bennetswood, 1	Caulfield East, 1	The Basin, 1	Newport, 1	Sunshine, 1
	3186	Box Hill, 2	3175	3076	3099	3148	3163	3178	3156
Dandenong, 2			Epping, 1	Hurstbridge, 1	Chadstone, 1	Carnegie, 1	Rowville, 1	Ferntree Gully, 1	Avondale Heights, 1
Brighton, 3	3136	Castle maine, 1	3078	3002 East Melbourne, 1	3149 Mount Waverley, 1	3029	3189	3195	3201
			Alphington, 1	3083	3130	3150 Glen Waverly, 1	Werribee, 1	Moorabbin, 1	Mordialloc, 1
	Croydon, 1	3037 Taylors Hill, 1	Bundoora, 1	Blackburn North, 1	Point Cook, 1	3191	Sandringham, 1	Scoresby, 1	

Overseas

Canada France



Options to Consider

Not applicable – no decision required

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 Wimmera Development Association, West Vic Business and on HRCC 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

Nil

Regional, State and National Plans and Policies

Not applicable – no direct relationship or requirements

Council Plans, Strategies and Policies

2021-2025 Council Plan

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 Christmas Extravaganza held on 26th November was well supported by the community with a large crowd attending the switching on of the Christmas tree lights. Spend Map data indicated that the 26 November was the peak spending day in Horsham for November 2021.

9.4 AUDIT AND RISK COMMITTEE UPDATES AND ANNUAL APPOINTMENT OF CHAIR

Author's Name:	Diana McDonald	Director:	Kerrie Bell
Author's Title:	Acting Manager Governance & Information	Directorate:	Acting Director Corporate Services
Department:	Governance and Information	File Number:	F18/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:

Audit and Risk Committee Meeting Minutes 18 November 2021 (**Appendix 9.4A**)

Purpose

To receive and note the minutes of the Audit and Risk Committee meeting held on 18 November 2021.

Summary

- Audit and Risk Committee meeting was held 18 November 2021
- A range of matters were discussed as detailed below
- Significant items were the Final Management Letter and Closing Report 2021 and the Annual Report 2021
- Reappointment of independent member Mr Richard Trigg as Chair for a 1 year term

Recommendation

That Council:

1. Receive and note the Audit and Risk Committee meeting minutes of 18 November 2021 **Appendix 9.4A**.
2. Appoint Mr Richard Trigg as the Independent Chair of the Committee for an additional one year term.

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr Di Bell

That Council:

1. Receive and note the Audit and Risk Committee meeting minutes of 18 November 2021 **Appendix 9.4A**.
2. Appoint Mr Richard Trigg as the Independent Chair of the Committee for an additional one year term.

CARRIED

REPORT**Background**

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

Discussion

The Audit and Risk Committee meeting was held on 18 November 2021 and details of the items discussed were as follows:

- Final Management Letter and Closing Report 2021
- HRCC Annual Report 2021
- Quarterly Performance Report (Quarter ending 30 September 2021)
- Internal Audit Project Scope – Human Resources
- Internal Audit Project Scope – Service and Business Planning
- Council's Internal Audit Actions Report
- HRCC Response to the Local Government Inspectorate: Personal Interests Returns – Encouraging disclosure and increasing transparency report
- CEO Update on Emerging Issues
- Business Continuity Policy (Draft)
- Fraud and Corruption Control Policy (Draft)
- Fraud and Corruption Control Procedure (Draft)
- Risk Management Committee Updates
- Rural Council's Corporate Collaboration (RCCC) Project Update
- Council's ICT Disaster Recovery Plan and associated processes
- Annual Self-Assessment
- Reappointment of Committee Member Richard Trigg
- Zero Net Emissions Plan Report
- Annual Election of the Chair
- Membership Renewal (Councillor Members – following Statutory Meeting)
- Meeting program for 2022

There is a requirement under the Audit and Risk Committee Charter section (4.7.2) that council approve the annual appointment of Committee Chair.

Richard Trigg, current Committee Chair was nominated for an additional one year term in accordance with the Audit and Risk Committee Charter, noting that Richard has been the Committee Chair for the past 2 years and this would be his third annual appointment as Chair.

Options to Consider

Council to receive and note the Audit and Risk Committee meeting minutes of 18 November 2021 and to endorse the annual Chair recommendation.

Sustainability Implications

Not applicable

Community Engagement

Council's Audit and Risk Committee is comprised of councillors and independent members. Consultation and communication is undertaken with Internal Auditors and external (Victorian Auditor-General's Office – VAGO) Auditors.

Innovation and Continuous Improvement

Not applicable

Financial Implications

Operations of Council's Audit and Risk Committee is covered within the 2021-2022 operational budget allocation.

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 – Leadership

Strategies 1. Good governance, through leadership and connection with community

2. Good management for financial sustainability

4. Accountable and transparent decision making

Risk Implications

The Audit and Risk Committee is an important committee of council required under the *Local Government Act 2020*. To not have a properly functioning or constituted committee would be in breach of the requirements of the Act. The committee has an important role in monitoring Council's financial governance and risks, to not have such a committee could increase Council's to potential for fraud and corruption to occur.

Conclusion

The Audit and Risk Committee is a legislated requirement under the *Local Government Act 2020* and Minutes and relevant information is provided to council in-line with good governance and record keeping.

9.5 COMMUNITY DEVELOPMENT GRANTS POLICY REVIEW

Author's Name:	Susan Surrige	Director:	Kerrie Bell (Acting)
Author's Title:	Co-ordinator Community Relations and Advocacy	Directorate:	Corporate Services
Department:	Governance and Information	File Number:	F20/A01/000012

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

Draft Community Development Grants Policy (tracked changes) (**Appendix 9.5A**)

Draft Community Development Grants Policy (Clean) (**Appendix 9.5B**)

Community Development Grants Program Funding Guidelines 2022-2023 (**Appendix 9.5C**)

Community Development Grants Program Application Form 2022-2023 (**Appendix 9.5D**)

Purpose

To adopt the amended Community Development Grants Policy.

Summary

- A review of the Community Development Grants Policy is undertaken annually.
- Several changes have been recommended to the Community Development Grants Policy to reflect current operational practices and the new Council Plan.

Recommendation

That Council:

1. Adopt the amended Community Development Grants Policy (**Appendix "9.5B"**).
2. Set aside \$10,000 from the grants allocation in the 2022-2023 budget to implement an annual Youth Funding Stream to be delivered as a new program commencing from 1 July 2022.

Council Resolution

MOVED Cr Ian Ross, Seconded Cr Di Bell

That Council:

1. Adopt the amended Community Development Grants Policy (**Appendix "9.5B"**).
2. Set aside \$10,000 from the grants allocation in the 2022-2023 budget to implement an annual Youth Funding Stream to be delivered as a new program commencing from 1 July 2022.

CARRIED

REPORT

Background

The Community Development Grants Policy is reviewed and updated each year as part of the annual budget process.

The Community Development Grants Policy provides the framework for the delivery of Council's annual Community Development Grants Program. It outlines the funding priorities, eligibility, application process, assessment criteria and process, timelines and reporting.

Guidelines and an application form are also produced to assist community groups in completing an application. These have also been updated and amended to reflect the any policy changes and the 2022-2023 application period (**Appendix 9.5B and 9.5C**).

Discussion

As there is a new Council Plan in place for 2021-2025, it is an opportune time to undertake a collaborative review of the Community Development Grants Policy. A group of Council staff met in early November to review the current Community Development Grants Policy. Key recommendations of this group included the following:

1. Change the Funding Criteria to reflect the key themes of the new Council Plan and other key strategic documents. 13 key criteria have been listed in the policy
2. Explicit requirement for Land Owner consent for all building and external works on Crown Land
3. All applications relating to building and external works on Crown land to be reviewed by the Co-ordinator of Recreation and Open Space Planning and the Co-ordinator Facilities Management
4. Addition of diversity and inclusion as a weighted assessment criteria – extra weighting to applications that are genuinely inclusive by nature
5. Nomination of members for the internal assessment panel
These changes are included in the tracked changes to the Community Development Grants Policy.
6. Recommendation that Council set aside funding for an annual Youth Funding Stream to be delivered as a separate program from 1 July 2022 (this is a recommendation of the Youth Strategy). This new funding program will complement the activities of the Youth Council and The Station.

Options to Consider

Council may choose to accept all, part or none of the recommended changes

Sustainability Implications

There are no direct financial implications relating to the changes to the Community Development Grants Policy.

Community Engagement

The Community Development Grants policy was reviewed by a group of relevant Council staff, discussed with the Senior Leadership Team and at the Councillor Briefing on 17 January 2022. This is an established Council program.

Innovation and Continuous Improvement

Continuous annual review and update of the Community Development Grants Program in line with best practice. The recommendation to add weighting to diversity and inclusion, plus the addition of specific funding criteria relating to our First Nations people are examples of continuous improvement and prioritise the strategies in the Council Plan.

The recommendation to establish a separate Youth Funding Stream is a new innovation.

Collaboration

Not applicable

Financial Implications

There are no direct financial implications relating to the changes to the Community Development Grants Policy.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

Community Development Grants Policy funding priorities align directly with the 2021-2025 Council Plan and Health and Wellbeing Plan.

Risk Implications

Not applicable

Conclusion

A review of the Community Development Grants Policy is undertaken annually. Some changes have been recommended to the Community Development Grants Policy.

9.6 QUARTERLY COMMUNITY ENGAGEMENT UPDATE

Author's Name:	Martin Bride	Director:	Kerrie Bell (Acting)
Author's Title:	Community Facilitator	Directorate:	Corporate Services
Department:	Community Relations and Advocacy Team	File Number:	F06/A23/000001

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

Engagement Details (**Appendix 9.6A**)

Purpose

To receive and note an update on the Community Engagement undertaken in the past 3 months, since October 2021 and the proposed activities for the next 9 months.

Summary

- Council had 19 community engagements partially or completely undertaken during the quarter
- 2608 responses have been received across all of these activities
- 13 Projects involving engagement are still ongoing as at the end of this quarter
- 8 Additional engagements are currently planned to take place in the coming 9 month period

Recommendation

That Council, receive and note the Quarterly Community Engagement report and summary of activities to date.

Council Resolution

MOVED Cr David Bowe, Seconded Cr Ian Ross

That Council, receive and note the Quarterly Community Engagement report and summary of activities to date.

CARRIED

REPORT

Background

Community engagement is a continual challenge for Council and our relatively small community. There are many activities underway at any particular time and this is dependent upon the Council Planning cycle the Council term, and legislative requirements. There are some engagements that are not included in this report, these are smaller operational engagements usually at the inform level. This includes the ordinary notification processes involved in works such as footpath repairs, and road repairs and upgrades.

The level of engagement will be different for different projects but also for different stakeholders within individual projects. The level of engagement will impact on the exact type of activities that will occur and the particular response from Council. This is guided by the IAP2's Public Participation Spectrum and this is what will be used for determining the required response.

IAP2 Spectrum of Public Participation



IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Discussion

A. Highlight for the Quarter – Waste and Recycling changes initial survey

Council is planning for additional recycling services for urban and rural households across the municipality which will divert thousands of tonnes of waste from landfill each year.

Under the State Government's Circular Economy Policy, released in February 2020, all Victorian councils must introduce Food and Garden Organics (FOGO) collection for all urban households by 2030, and separate glass recycling collection by 2027. A four-bin waste system will be introduced across the State.

To appreciate the communities understanding and expectations of waste services, we conducted a survey asking questions about recycling, green waste, service levels and cost. We received in excess of 1000 responses and are currently preparing a detailed engagement report for Council. This is the first part of the extensive community engagement planned for this project.

The key concerns raised in the free text responses were: fortnightly waste and organic services were not sufficient and a weekly service was preferred; smell and hygiene were a concern with less frequent services; cost of service; and bin storage.

The survey results confirmed the need to provide additional information and education on the environmental benefits of the changed service and the analysis of the quantitative questions will provide further useful insight.

B. General Statistics from all engagements:

Summary information is provided in **Appendix 9.6A**, on all engagement currently finished, underway or planned for the previous quarter and the next nine months. The following summary statistics are provided for those engagement activities:

Sum of No of Recorded Engagements				
	Inform	Consult	Involve	Grand Total
Underway				
Council Initiative				
Bike and Walking Paths	50			50
Creative Horsham Plan		602		602
Natimuk Economic and Social Plan		2		2
Horsham CAD Revitalisation Project		15		15
Horsham North Local Area Plan		0		0
City Entrance Signage				
Infrastructure				
Rural Road Network Plan		65		65
Land Use Planning				
Horsham South Structure Plan			73	73
Wimmera Regional multi-sport precinct feasibility s		80		80
Recreation & Openspace				
Haven Precinct Planning		25		25
Skate Park Precinct Planning		120		120
Sunnyside Park Precinct Planning		6		6
Legislated/ Admin				
Waste- Four Bins	1,029			1,029
Underway Total	1,079	915	73	2,067
Finished				
Council Initiative				
Council Committees review		150		150
Greening Greater Horsham	A	129		129
Legislated/ Admin				
Asset Plan		53		53
Council Plan		103		103
Health & Wellbeing Plan		53		53
Longterm Financial Plan		53		53
Finished Total	279	262		541
Not yet started				
Council Initiative				
Implementation of Parking Management Plan				
Aquatic Centre Accessible Change Room				
Public Place Recycling Plan				
Recreation & Openspace				
Dudley Cornell Park				
Legislated/ Admin				
Domestic Animal Management Plan				
Annual Action Plan				
Budget 2022-2023				
Council Plan				
Alternative Truck route				
Not yet started Total				
Grand Total	1,358	1,177	73	2,608

C. Approximate Timelines for Engagement Activities underway or planned:

The following GANTT Chart summarises all of the planned engagement activities for the previous quarter and the next nine months (October 2021 – October 2022). All attempts are made to spread these activities out across the year and to avoid important times of the year such as Christmas holiday periods and any specific activities that may impact on a particular sector who are key stakeholders in the engagement e.g. harvest and sowing period for the farm sector. Although this is often challenging as many engagements are driven by legislated requirements that set the specific timeframes and need to consider many operational requirements as well.

Financial Implications

All engagement activities involve costs, many projects work within the resources already within departmental budgets. When planning large projects or projects with widespread impacts individual projects should have within their budget an appropriate allowance for engagement.

Regional, State and National Plans and Policies

Local Government Act 2020 Part 3 Division 1 S.55 and 56

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme One – Community

Communicate and engage effectively with our community to understand their needs and advocate on their behalf

Theme Five – Leadership

Build trust through meaningful community engagement and transparent decision making; and

Engage with community early on in projects and throughout to promote efficiencies and awareness of external funding opportunities

Risk Implications

The effective delivery of community engagement should reduce the risk of poorly designed projects and lessen reputational risk.

Conclusion

This quarterly community engagement report has been developed to help inform Council and the Community of the past and future engagements that Council has and is conducting. It will evolve to meet the needs of Council and the community as required.

9.7 CONTRACT VP 275060 SUPPLY AND DELIVERY OF ONE (1) NEW MOTOR GRADER WITH OPTIONAL TRADE-IN

Author's Name:	Warren Kennedy, Krishna Shrestha, Raghda Al-Ameri	Director:	John Martin
Author's Title:	Fleet Coordinator, Strategic Asset Manager, Assets Engineer	Directorate:	Infrastructure
Department:	Infrastructure	File Number:	VP275060

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 VP 275060 for the supply and delivery of a new John Deere 672GP AWD/6WD Motor Grader with a 4.26 metre blade, rippers, scarifiers and GPS, including trade-in of a John Deere 772GP 6WD Motor Grader.

Summary

- Council approved the award of the tender for supply of a new grader at its December 2021 meeting.
- Subsequent to that meeting, it was identified that the price submitted by the preferred tenderer did not include the provision of the GPS unit, although it had been reasonably inferred from the nature of the submission that it was included.
- The re-evaluation of tenders with this amended price has led to the same conclusion for the preferred tenderer, being RDO Equipment.
- This report has been updated to reflect the change in the overall cost of the recommended purchase.
- One of Council's graders, a John Deere 772GP 6WD, was purchased and delivered on February 2012 and has been used for 9,500 hours.
- 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 2021-2022 financial year.
- The tender was advertised through the MAV Vendor Panel with four companies providing responses.
- The tender evaluation panel recommends replacement of the grader with a new John Deere 672GP AWD/6WD grader with a 14' blade (4.26 metre) rippers, scarifiers and GPS.
- The replacement is to be funded from the plant reserve within the 2021-2022 plant budget allocation.

Recommendation

That Council:

1. Set aside its decision from the 13 December 2021 meeting to award the tender for supply of a new grader to RDO Equipment at the nett changeover price of \$366,400 ex GST.
2. Accept the tender of RDO Equipment for supply and delivery of a new John Deere 672GP AWD/6WD Motor Grader with a 4.26m blade, rippers, GPS and scarifiers at a total cost of \$455,000 ex GST, representing a new grader purchase price of \$499,900 less trade in of \$133,500, plus a Topcon 3D GPS system priced at \$88,600.

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr David Bowe

That Council:

1. Set aside its decision from the 13 December 2021 meeting to award the tender for supply of a new grader to RDO Equipment at the nett changeover price of \$366,400 ex GST.
2. Accept the tender of RDO Equipment for supply and delivery of a new John Deere 672GP AWD/6WD Motor Grader with a 4.26m blade, rippers, GPS and scarifiers at a total cost of \$455,000 ex GST, representing a new grader purchase price of \$499,900 less trade in of \$133,500, plus a Topcon 3D GPS system priced at \$88,600.

CARRIED

REPORT

Background

Council's grader, a John Deere 772GP 6WD, was purchased and delivered on February 2012, has 9,500 engine hours of use, and is due for replacement. This replacement was included in the 2021-2022 plant replacement program. Delaying replacement of this plant could result in major component failures and increased maintenance costs and reduced fuel efficiency.

The tender was advertised through the MAV Vendor panel portal.

Discussion

A detailed tender evaluation is provided in the appendix to the confidential report on this subject. That appendix is an updated evaluation reflecting the corrected pricing. Key aspects of the report include:

Tender returns were received from the following three companies;

- RDO Equipment
- William Adam Pty Ltd
- Komatsu Australia

The evaluation found, in summary:

- Three companies submitted six different tenders for a motor grader.
- 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 alone.
- Council's fleet team and maintenance team conducted a detailed assessment of the plant as part of the tender evaluation process.
- The four submissions by William Adams were based around two core grader products.
- Komatsu Australia submitted a tender for a product that was slightly lower in engine capacity. The wheel configuration of this plant didn't meet the preferred specification, being only tandem drive and not all wheel drive. The GPS proposed would need an additional \$40,000 to be suited to Council's needs compared to the listed price (to ensure a like-for-like comparison).

The tender of RDO Equipment for a new John Deere 672GP AWD/6WD Motor Grader with a 14' blade (4.26 metre) rippers, Topcon 3D GPS and scarifiers with trade-in has been assessed as the best value to Council due to its conformance with the tender specification, price, warranty provisions and least cost to Council over its whole of life.

Options to Consider

There are three tendered options to consider. However, the evaluation favoured the new John Deere 672GP AWD/6WD Motor Grader tendered by RDO Equipment.

Sustainability Implications

Nil

Community Engagement

Not applicable

Innovation and Continuous Improvement

The GPS system proposed to be included with this grader will assist in construction of roads to comply with computer prepared designs, increasing the efficiency and quality of works.

Collaboration

This product is procured using MAV Vendor Panel, which is a state level collaboration.

Financial Implications

The recommended tender changeover value is priced at \$455,000, which is \$95,000 over the estimated budget. The over-expenditure on this item is being offset by savings from other plant purchases throughout the year. This includes a recent saving of \$61,200 in the procurement of a self-propelled smooth drum roller, and purchase of a medium truck with a saving of \$26,000 against its item.

While these two savings very nearly match the over-expenditure in the grader budget, overall program expenditure will continue to be tracked progressively, and if necessary, a delay in the replacement of another plant item will be proposed should there be a shortfall in the overall allocated budget for 2021-2022. As of early January, the year-to-date budget for the plant replacement program is approx. \$90,148 less than budget (underspent), out of \$1.3 M of committed expenditure.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2015 Council Plan

Theme 4 - Accessibility

Strategies 1. Improved and connected transport services and networks in and around the region

This motor grader is required to deliver Council's road construction, general earth, gravel and shoulder grading programs in support of this strategy.

Risk Implications

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

Conclusion

The tender evaluation process has assessed that the preferred replacement of Motor Grader unit is a new John Deere 672GP AWD/6WD Motor Grader with a 14' blade (4.26 metre) rippers and scarifiers tendered by RDO Equipment.

9.8 PROCUREMENT OPERATIONS – PREPARATION OF OPERATING PROCEDURES AND SYSTEMS COUNCIL WORKS PROGRAM – DEPOT CONTRACT 11-022

Author's Name:	Robyn Evans	Director:	John Martin
Author's Title:	Operations Manager	Directorate:	Infrastructure
Department:	Operations	File Number:	11-022

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

Refer to the tender evaluation in the confidential report on this subject.

Purpose

To appoint a provider to deliver “Fit-for-Purpose Operating Procedures and Systems” for Council’s works program.

Summary

As the Operations Department constitutes approximately 40% of Council staff and approximately one-third of Council’s budget, and a significant component of Council’s most visible services, the potential clearly exists to create savings and improvements in these services.

A recent review of the Operations Department suggests efficiencies could be significantly achieved through productivity improvements, creating financial savings. The ongoing savings, from year two of implementation onwards, can be reinvested into improved services and/or savings on Council’s expenditure.

Opportunities for HRCC through the Efficiencies project include:

- Improved services,
- Improved alignment of day-to-day services to the Council Plan,
- Integration of current HRCC systems, (Assetic, Reflect etc)
- Investigating options to uptake new technologies,
- Reinvestment of savings for further improved services, improved delivery and further efficiencies,
- Review of processes to reduce any obsolete or un-necessary administrative processes.

A public tender process was undertaken, which identified Field Force 4 as the preferred company to undertake this next stage of the Efficiencies project.

Recommendation

That Council approve the appointment of Field Force 4 for the Efficiencies Fix project, *Fit-for-Purpose Operating Procedures and Systems for Council’s Works Program*, Contract 21-011 for a lump sum payment of \$370,000 ex GST.

Council Resolution

MOVED Cr Les Power, Seconded Cr David Bowe

That Council approve the appointment of Field Force 4 for the Efficiencies Fix project, *Fit-for-Purpose Operating Procedures and Systems for Council's Works Program*, Contract 21-011 for a lump sum payment of \$370,000 ex GST.

CARRIED

Cr Ian Ross left the meeting at 7.22pm and returned at 7.23pm

REPORT

Background

From October 2020 Operations staff commenced formal identification of inefficiencies in their working environment, supporting systems and services.

A procurement process for an external review was instigated in December 2020 with an appointment of the successful provider, Field Force 4, appointed in February 2021.

Following an organisational wide review, a status report with recommendations for the next steps was provided. A report on the assessed status of Council's operations was presented in mid-2021 in the areas of:

- Processes
- People
- Systems, and
- Data.

The assessed status highlighted shortcomings but also potential savings through realising efficiencies.

The efficiencies realised through a variety of interventions could be reinvested in Council through:

- Increased services
- Reduced costs, and/or
- Investment in Council's future service delivery improvements.

The business case identified the investment to realise that efficiencies could be made from the savings themselves. A briefing report on this was presented to Council in May 2021.

Discussion

The outcomes from the earlier assessment by Field Force 4 were used as the basis of preparing a request for tender for delivery of the implementation phase of the Efficiencies project.

The request for tender was advertised via Council's normal processes, with four submissions being received. Details of the evaluation process are provided in the confidential report on this subject. In summary:

- The evaluation panel assessed the Field Force 4 tender as the most appropriate for Operations' aspirations for improved efficiencies. The Field Force 4 outcome is more aligned with Council's short-term and long-term direction. Field Force 4 provided quantifiable, projected savings.
- An optional element of the Field Force 4 scope is the inclusion of a range of ongoing support processes and systems. The merit of these will be assessed as the implementation phase progresses.
- The methodology employed by Field Force 4 has been successfully implemented at a number of other Councils and utilities, although all had slightly different requirements from Horsham's brief.

Sustainability Implications

Nil

Community Engagement

Not applicable

Innovation and Continuous Improvement

The outcomes of this project will deliver innovation and continuous improvement in Council's Operations processes.

Collaboration

Collaboration across many parts of Council will be essential to maximise the benefits of the Efficiencies project.

Financial Implications

The cost of the preferred tender is \$370,000 ex-GST.

This contract will be primarily funded from W7830 – Business Efficiency Improvements, for which \$160,000 is available in the 2021-2022 budget. Funding for this program is sourced from savings from the recently implemented fuel supply contract, from which \$80,000 per year is identified in the Plant Replacement Reserve to fund business efficiency processes, such as this project.

The balance of the contract costs will be funded through the savings that will be delivered through this project, and which are expected to start to commence during the 2022-2023 financial year.

Regional, State and National Plans and Policies

Not applicable

Council Plans, Strategies and Policies

2021-2025 Council Plan

Theme 5 – Leadership

Strategy 3. High organisational standards focussing on continuous improvement

This project aims to address that strategy.

Risk Implications

The main risk of the project is not achieving the full extent of the targeted efficiencies. This is mitigated through:

- A Project Control Group including members of key non-Operations areas of Council
- A dedicated project manager, and
- Thorough substantiation of the tenderers proven capacity to delivery.

Conclusion

The appointment of Field Force 4 will benefit the Council in several ways, including realising efficiencies in a key area of Council, i.e. the Operations Department.

The services provided by the Operations Department, including road maintenance, parks and gardens and kerbside waste, are visible and valued by community. Notwithstanding, community expects quality services to represent value for money.

This appointment will enable continued improvement and realisation of efficiencies to support improved services and the improved ability to account back to the community.

10. COUNCILLOR REPORTS AND ACKNOWLEDGEMENTS

Cr Robyn Gulline, Mayor

- 14 December 2021 - ABC Wimmera radio interview (phone)
- 14 December 2021 – Audit and Risk Committee (virtual)
- 14 December 2021 – WDA AGM
- 15 December 2021 - Tour of St Brigid’s College
- 15 December 2021 - 3WM radio interview
- 16 December 2021 - WDA Ltd Board meeting (virtual)
- 16 December 2021 - Regional Cities Victoria (RCV) AGM in Shepparton with CEO
- 23 December 2021 - Depot Christmas Lunch
- 24 December 2021 - Triple H radio interview (phone)
- 7 January 2022 - Inter-regional Tennis Championship
- 9 January 2022 - Inter-regional Tennis Championship
- 10 January 2022 - WDA Ltd Board meeting (virtual)
- 14 January 2022 – met with David Clark, MAV President
- 17 January 2022 - Met Minister for Agriculture and Northern Australia, Hon David Littleproud, MLA and Dr Anne Webster, MLA with CEO re WIFT

Cr David Bowe

- 16 December 2021 - The Station Sneak Peek (Formally ‘Nexus Youth Centre’)
- 8 January 2022 – Tennis Victoria 66th Country Inter-Regional Championship – Horsham Lawn Tennis Club (attended in the morning)
- 17 January 2022 – Council Briefing Meeting – online via zoom

SUSPEND STANDING ORDERS

MOVED Cr David Bowe, Seconded Cr Ian Ross

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

CARRIED

The time being 7.24pm, the Council meeting was suspended.

RESUME STANDING ORDERS

MOVED Cr Les Power, Seconded Cr Claudia Haenel

That Standing Orders resume.

CARRIED

The time being 7.31pm, the Council meeting resumed.

MOVED Cr Les Power, Seconded Cr Claudia Haenel

That the Councillor Reports and Acknowledgements be received.

CARRIED

11. URGENT BUSINESS

Nil

12. PETITIONS AND JOINT LETTERS

Nil

13. PROCEDURAL BUSINESS

13.1 INFORMAL MEETINGS OF COUNCILLORS – RECORD OF MEETINGS

- Council Briefing Meeting held on Monday 17 January 2022
- CEO Employment and Remuneration Committee Meeting held on Wednesday 19 January 2022
- Flood Amendment map viewing session held on Wednesday 19 January 2022

Refer to **Appendix “13.1A”**

13.2 SEALING OF DOCUMENTS

Nil

13.3 INWARD CORRESPONDENCE

Nil

13.4 COUNCIL COMMITTEE MINUTES

Nil

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.

Council Resolution

MOVED Cr Di Bell, Seconded Cr Claudia Haenel

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.

CARRIED

14. NOTICE OF MOTION

Nil

15. CONFIDENTIAL MATTERS

Council Resolution

MOVED Cr Claudia Haenel, Seconded Cr Les Power

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

CARRIED

The time being 7.36pm, the meeting closed to the public.

Council Resolution

MOVED Cr Di Bell, Seconded Cr David Bowe

That the names of the 72 companies listed in Item 15.1 (Consultancy Panel) be made public.

CARRIED

(Refer to **Attachment 1** for names of the 72 companies to form the Consultancy Panel for three one-year periods commencing 1 February 2022.)

Council Resolution

MOVED Cr Les Power, Seconded Cr David Bowe

That Council:

1. Adopt the following principles for the undertaking of external works for agencies such as Regional Roads Victoria, other municipal councils or similar bodies:
 - a. That Council has the capacity to undertake the works, i.e. Council's priority is to its core service provision.
 - b. That the full costs are recovered, including an overhead of 20% and a margin of 15%.
 - c. That the costs include provision for risks associated with the nature of the works.

2. Submit the tender for the Horsham Noradjuha Road construction job on the basis of points 1a - 1c above.

CARRIED

CARRIED

CLOSE

After dealing with Confidential Matters, the meeting closed at 8.23pm

DocuSigned by:

Robyn Gulline

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The Mayor, Cr Robyn Gulline
Chairperson

Discipline

Archaeology & Heritage
 Archaeology & Heritage
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 Archaeology & Heritage
 Archaeology & Heritage
 Assets
 Assets
 Engineering
 Engineering
 Engineering - Electrical
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 Engineering
 Flood Study
 Flood Study
 Water Management
 Flood Study
 Flood Study
 Infrastructure - Project Mgt
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 Infrastructure
 Infrastructure
 Landscaping - Landscape Design
 Landscaping - Principal Architect
 Landscaping
 Native Vegetation Assessment
 Native Vegetation Assessment
 Native Vegetation Assessment
 Native Vegetation Assessment
 OH&S
 Operational
 Operational - Audit, Land contam'tion
 Operational
 Operational
 Planning & Subdivisions

Professional Service Provider

Ecology and Heritage Partners Pty Ltd
 Miglic Macleod
 Context Pty Ltd
 DECON TECHNOLOGIES
 Heritage Insight
 Samantha Westbrooke Pty Ltd
 Cooper Heritage Management
 Archaeology At Tardis
 Anthemion Consultancies
 Rural Works Pty Ltd
 Water Modelling Solutions
 Bridgeford Group
 JTA Health, Safety and Noise Specialists
 LIGHTRET PTY LTD
 JJ Ryan Consulting Pty Ltd
 Balpara
 Bridgeford Group
 BRT Consulting Pty Ltd
 JJ Ryan Consulting Pty Ltd
 Water Modelling Solutions
 Engeny Water Management
 WMA Water
 Dryside Engineering
 JJ Ryan Consulting Pty Ltd
 PM Design Group
 Miglic Macleod
 Tomkinson Group
 Ratio Consultants
 Anditi
 Westvic Civil Structural Engineering
 DECON TECHNOLOGIES
 ABH Consulting Group
 UrbanFold
 SMEC Australia
 Planit Consulting
 LRM Global
 Berkowitz & Associates Quantity Surveyors
 JF Studio Pty Ltd
 JF Studio Pty Ltd
 Design Table Landscape Arch & Urb Design
 JJ Ryan Consulting Pty Ltd
 Indigenous Design Enviro Management
 Alluvium Consulting Australia
 Laimiga design studio
 Safety Xperts
 Resolve Environmental
 JJ Ryan Consulting Pty Ltd
 Greencap Pty Ltd
 FIELDFORCE4
 Northern Land Solutions

Planning & Subdivisions	Planning and Environmental Design
Planning & Subdivisions	Hatch Planning Pty Ltd
Planning & Subdivisions	Ferguson Perry Surveying Pty Ltd
Road & Drainage Design	Elevate Consulting Engineers
Road & Drainage Design	Driscoll Engineering Services Pty Ltd
Road & Drainage Design	Pavement Management Service
Road & Drainage Design	Institute for Sensible Transport
Road & Drainage Design	Midbrook Pty Ltd
Road & Drainage Design	Price Merrett
Town Planning & Urban Design	Tract
Town Planning & Urban Design	Mesh Planning
Town Planning & Urban Design	Michael Smith and Associates
Town Planning & Urban Design	Grieve Gillett Andersen
Town Planning & Urban Design	Pinion Advisory
Town Planning & Urban Design	Rivertech Env'ment & Cultural Heritage
Traffic Analysis	JJ Ryan Consulting Pty Ltd
Traffic Analysis	Institute for Sensible Transport
Traffic Analysis	One Mile Grid
Waste & Aerodrome	Resolve Environmental
Waste & Aerodrome	GHD
Waste & Aerodrome - Struc'ral Design	JJ Ryan Consulting Pty Ltd
Waste & Aerodrome - Landfill Audit	JJ Ryan Consulting Pty Ltd
Waste & Aerodrome - L. Contamination	JJ Ryan Consulting Pty Ltd
Waste & Aerodrome	EESI Remediation
Waste & Aerodrome - Audit	EHS Support Pty Ltd
Waste & Aerodrome - Contamination	EHS Support Pty Ltd
Waste & Aerodrome	DBD Environmental
Waste & Aerodrome	Tonkin Consulting
Waste & Aerodrome	SPT Environmental Pty Ltd
Waste & Aerodrome	Edge Group
Waste & Aerodrome	MRA Consulting Group
Waste & Aerodrome	Kleinfelder Australia Pty Ltd
Waste & Aerodrome	Leading Edge Aviation Planning Prof'ls
Waste & Aerodrome	EnviroCom Australia
Waste & Aerodrome	Nolan Consulting Pty Ltd
Waste & Aerodrome	Douglas Partners Pty Ltd
Waste & Aerodrome	Australian Environmental Auditors Pty Ltd
Waste & Aerodrome	Landserv