



Ararat Rural City

# AGENDA

## COUNCIL MEETING

**Tuesday 28 March 2023**

To be held in the Council Chambers, Shire Offices  
(Livestreamed)

Commencing at 6.00pm

Council:

Cr Jo Armstrong (Mayor)

Cr Gwenda Allgood

Cr Rob Armstrong

Cr Peter Beales

Cr Henry Burridge

Cr Bob Sanders

Cr Bill Waterston

A recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the Council Meeting.

The recording is being streamed live via Facebook, to improve transparency between council and the community and give more people the opportunity to view what decisions are being made. You do not require a Facebook account to watch the live broadcast, simply enter [www.facebook.com/araratruralcitycouncil](https://www.facebook.com/araratruralcitycouncil) into your address bar.

Recordings of Council Meetings (excluding closed sessions) are made available on Council's website.

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## SECTION 1 – PROCEDURAL MATTERS

### 1.1 LIVE STREAMING

Council is keen to engage with members of the community and live streams the formal Council Meetings to make them accessible. The stream is available to view on Council's Facebook page from 6pm and on Council's website following the Council Meeting.

### 1.2 TRADITIONAL ACKNOWLEDGEMENT/OPENING PRAYER/COUNCILLORS PLEDGE

#### *Traditional acknowledgement*

We acknowledge the traditional owners of the land on which we meet today, and pay our respects to their elders, past, present and emerging.

#### *Opening Prayer*

Almighty God, we humbly ask you to help us, as elected Councillors of the Ararat Rural City Council. Guide our deliberations. Prosper what is your will for us, to your honour and glory and for the welfare and benefit of the people whom we serve in the Ararat Rural City.

#### *Councillors Pledge*

We will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions invested in us under the *Local Government Act 2020* and any other Act to the best of our skill and judgement.

### 1.3 APOLOGIES

#### RECOMMENDATION (if required)

That the apology of Cr be accepted.

### 1.4 CONFIRMATION OF MINUTES

#### RECOMMENDATION

That the Minutes of the Council Meetings held on 28 February 2023 be confirmed.

## 1.5 DECLARATION OF CONFLICT OF INTEREST

A Councillor who has a conflict of interest in a matter being considered at a *Council meeting* at which he or she:

- 1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Council meeting* immediately before the matter is considered; or
- 2 intends to be present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Council meeting* commences a written notice:
  - (a) advising of the conflict of interest;
  - (b) explaining the nature of the conflict of interest; and
  - (c) detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:
    - name of the other person;
    - nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and
    - nature of that other person's interest in the matter,and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Council meeting* immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

## SECTION 2 – PUBLIC PARTICIPATION

### 2.1 PETITIONS AND JOINT LETTERS

- 1 Unless *Council* determines to consider it as an item of urgent business, no motion (other than a motion to receive the same) may be made on any petition, joint letter, memorial or other like application until the next *Council meeting* after that at which it has been presented.
- 2 It is incumbent on every Councillor presenting a petition or joint letter to acquaint himself or herself with the contents of that petition or joint letter, and to ascertain that it does not contain language disrespectful to *Council*.
- 3 Every Councillor presenting a petition or joint letter to *Council* must:
  - write or otherwise record his or her name at the beginning of the petition or joint letter; and
  - confine himself or herself to a statement of the persons from whom it comes, the number of signatories to it, the material matters expressed in it and the text of the prayer or request.
- 4 Every petition or joint letter presented to *Council* must be in *writing* (other than pencil), typing or printing, contain the request of the petitioners or signatories and be signed by at least 12 people.
- 5 Every petition or joint letter must be signed by the persons whose names are appended to it by their names or marks, and, except in cases of incapacity or sickness, by no one else and the address of every petitioner or signatory must be clearly stated.
- 6 Any signature appearing on a page which does not bear the text of the whole of the petition or request may not be considered by *Council*.
- 7 Every page of a petition or joint letter must be a single page of paper and not be posted, stapled, pinned or otherwise affixed or attached to any piece of paper other than another page of the petition or joint letter.
- 8 If a petition, joint letter, memorial or other like application relates to an operational matter, *Council* must refer it to the *Chief Executive Officer* for consideration.

### 2.1.1 JOINT LETTER FROM ARARAT EARLY LEARNING CENTRE

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO'S OFFICE  
REFERENCE: 9374

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

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#### EXECUTIVE SUMMARY

A joint letter has been received from educators at Ararat Early Learning Centre. The joint letter is requesting additional designated, signposted pedestrian crossings at various locations, which are outlined in detail below.

The educators have stated that the inclusion of additional crossings will increase the safety of our community who choose an active mode of transport.

#### DISCUSSION

The joint letter, which consists of 21 signatures.

The following is a list of locations Ararat Early Learning Centre would like to see Council install designated, signposted pedestrian crossings:

- At the Moore Street/Princes Street intersection (between St Mary's and Marian College)
- Barkly Street at the Marian College median crossing
- Barkly Street, crossing Kings Street at Christians Buses
- On Queen Street outside the Langi Morgala Museum, crossing to the Library
- Barkly Street, crossing Ignore Street from the bus stop to the Post Office

Ararat Early Learning Centre believe that the installation of these crossings would benefit not only their organisation, but all of Ararat Rural City residents, making it a safer environment for active forms of transport.

Clause 55.1 of Council's Governance Rules, states:

Unless *Council* determines to consider it as an item of urgent business, no motion (other than a motion to receive the same) may be made on any petition, joint letter, memorial, or other like application until the next *Council meeting* after that at which it has been presented.

#### RECOMMENDATION

That the joint letter requesting Council to consider the inclusion of additional pedestrian crossings in various locations around Ararat's CBD, be received and lay on the table for consideration at the 25 April 2023 Council Meeting.

#### ATTACHMENTS

There are no attachments relating to this item.



## SECTION 3 – REPORTS REQUIRING COUNCIL DECISION

### 3.1 ADVERTISING FOR THE AUDIT COMMITTEE CHAIR

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 9393

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

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#### EXECUTIVE SUMMARY

Mr Brian Keane has notified the Chief Executive Officer, that he will be retiring as of 31 July 2023 and will not seek another term, as that will take him just over the 9-year term that the Charter stipulates.

The purpose of this report is for Council to endorse that the Chief Executive Officer advertise for the vacant position of the Chair of Council's Audit and Risk Committee.

#### DISCUSSION

The Audit Committee Charter (charter) stipulates Council are to appoint the Chair of the Audit Committee for a period of one year. Mr Brian Keane is the current chair of the Audit Committee with his current term expiring in July 2023, which after Mr Brian Keane will retire.

Mr Brian Keane was first appointed on the Audit Committee in November 2014 for a period of three years expiring 30 November 2017, after this Mr Brian Keane has gone on to serve a further two terms.

Council appointed Ms. Jessica Adler and Mr Robert Tommasini as the independent members of the Audit Committee. Both Jessica and Robert's membership is due to expire on 21/07/2023.

Section 3- Membership and Tenure, of the Audit and Risk Committee Charter states:

- 3.4 Independent members terms of appointment will be set so that as far as possible only one member retires at a time in order to minimise the loss of knowledge of Council's business that may occur on change of membership.

At the March 2023 Audit & Risk Committee meeting, the committee adopted new expiry dates for the independent members, to ensure continuity remains within the group.

Name	Role	Previous expiry	New expiry
Mr Robert Tommasini	Independent Member	21/07/2023	21/07/2025
Ms Jessica Adler	Independent Member	21/07/2023	21/07/2024

The Chief Executive Officer will advertise the vacant position across multiple platforms. These platforms will include local newspapers (The Ararat Advocate, Ararat Advertiser, and the Weekly Times), Council Media Release, social media and Ballarat newspapers (The Courier and Ballarat Times).

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

#### **6 Strong and Effective Governance**

We will work hard to build models of governance that place delivering public value at the centre through effective financial management; well measured risk management; and implementation of effective community engagement practices.

### *Budget Implications*

No change to current financial commitments.

### *Policy/Legal/Statutory*

The Local Government Act requires Council to establish an Audit Committee and the Audit Charter provides the framework to appoint the Chair of the Audit Committee.

### *Risk Assessment*

No risk identified.

### *Stakeholder Consultation and Communication*

Discussions have been held with Audit & Risk Committee members at the 7 March 2023 Audit & Risk Committee meeting.

## RECOMMENDATION

Council endorse that the CEO advertises for the position of a Chairperson for the Audit & Risk Committee and appoints a new Chair prior to the current Chairs expiry date in July 2023

## ATTACHMENTS

There are no attachments relating to this item.

### 3.2 ARARAT RURAL CITY COUNCIL DRAFT BUDGET 2023/2024 – COMMUNITY ENGAGEMENT TIMELINE

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO's OFFICE  
REFERENCE: 9398

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

#### EXECUTIVE SUMMARY

It is recommended that Council endorse a plan for community engagement around the 2023/2024 budget. This will include a number of mechanisms of engagement including:

- use of Engage Ararat
- distribution of plain language budget summaries across the municipality
- face to face "town hall" meetings
- virtual "town hall" meetings
- media posts to encourage community engagement

The process is designed to ensure maximum engagement with key geographic locations and communities of interest across the municipality.

#### DISCUSSION

Section 94 of the Local Government Act 2020 (LGA 2020) requires that Council prepare and adopt a budget for each financial year and the subsequent three financial years by 30 June each year. Section 96 requires that Council undertake community engagement around its budget in a form that is consistent with its Community Engagement Policy.

The following provides a description of the community engagement to be undertaken by Council prior to budget adoption.

Engagement Activity	Timeframe
Posting of Council's 2022/2023 Budget on Engage Ararat	By 5:00pm on Thursday 5 April 2023
Development of a one-page summary of key budget deliverables – available at a number of sites across the municipality	Thursday 5 April 2023
"Town Hall" meetings in the following communities: <ul style="list-style-type: none"><li>• Ararat</li><li>• Elmhurst</li><li>• Tatyoon</li><li>• Lake Bolac</li><li>• Pomonal</li><li>• Willaura</li></ul>	Between Monday 01 May – Friday 12 May 2023

Promotion of key budget elements across mainstream and social media – requesting feedback via Engage Ararat, email or conventional submission	Ongoing during the budget period
Meet with the Rural Roads Group to discuss road network development between 2022/2023 and 2026/2027.	Between Monday 01 May – Friday 05 May 2023

The engagement plan aims to ensure multiple channels of feedback on the budget for the community to utilise.

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

Council's Budget is a key strategic document that resources delivery of the Council Plan. In particular the Budget 2023/2024 relates to the following:

- 6. Strong and effective governance
- 6.1 Deliver responsible budget outcomes, linked to strategy, that deliver value, innovation and rating fairness.

### *Budget Implications*

There are no significant direct budget implications in

This year's budget is framed in delivering a community dividend for organisation efficiencies. It is proposed that there will be a zero percent rate rise in 2023/2024, which delivers a net zero percent rate rise over the past five budgets. This has been achieved without a decline in service delivery.

### *Policy/Relevant Law*

Section 94 of the Local Government Act 2020 (LGA 2020) requires that Council prepare and adopt a budget for each financial year and the subsequent three financial years by 30 June each year. Section 96 requires that Council undertake community engagement around its budget in a form that is consistent with its Community Engagement Policy

### *Sustainability Implications*

N/A

### *Risk Assessment*

There is a need to engage the community in development of the budget and seek their feedback on key elements. The budget needs to align with community expectation, directed through implementation of the Council Plan 2021-2025.

### *Innovation and Continuous Improvement*

Improving methods and approaches to engaging the community need to be a key consideration for Council. Implementation of the virtual "town hall" meetings, although not necessarily novel or exciting does represent another channel for engaging the community in budget consideration.

### *Stakeholder Collaboration and Community Engagement*

This agenda item relates directly to a process of community engagement.

## RECOMMENDATION

That Council endorse the community engagement plan for the Draft Budget 2023/2024.

## ATTACHMENTS

There are no attachments relating to this item.

### 3.3 2022/2023 CAPITAL WORKS PROGRAM

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO'S OFFICE  
REFERENCE: 9406

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

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#### EXECUTIVE SUMMARY

Council adopted its 2022/2023 Capital Works Program as a key element of the 2023/2023 Budget. The program is significantly different to previous years in that it is not predominantly made up of larger road and bridge renewals. The 2022/2023 Program is composed of a series of smaller projects, including a focus on renewal and upgrade of community infrastructure.

The flood events in October 2023, provided some disruption to Council's planned capital works program. Work by Council staff and contractors continues to make good significant damage to Council's road and drainage assets, particularly the unsealed road network.

The capital works program has also been impacted by significant volatility in contract pricing. Market uncertainty, cost of materials, logistical issues and price gouging have all created substantial fluctuations in contract pricing and delivery. To mitigate this risk Council has decided to manage a range of projects in-house where cost can be more reliably managed.

Despite the impacts of flooding and market uncertainty it is still anticipated that capital works program for 2022/2023 will approach 100% completion.

#### DISCUSSION

Council's 2022/2023 Capital Works Program is substantially different to the last few years. The program does not have a number of major road or bridge projects. Council believes that during the period of pricing instability being experienced currently, that it was better to undertake a "small target" capital works program in 2022/2023.

The emphasis for 2022/2023 has been on renewal and updating Council assets, undertaking a larger number of smaller projects of lower value in order to avoid the impacts of price volatility in the market. It is hoped that this approach will also provide opportunities to leverage in-house capability, support local employment and engagement of local contractors.

The capital works program has had an emphasis on the following areas:

- Improvements to range of community infrastructure
- An enhanced road reseal program
- Improvement to urban drainage
- Upgrades to the footpath network
- Major patching work to extend the life of heavy use local roads

The October 2022 flood event impacted significantly on Council's capacity to undertake works on the capital works program. This disruption was felt for several months. In spite of this disruption, it is anticipated that Council will go very close to fully expending the capital works budget in 2022/2023.

The 2022/2023 Capital Works Program consisted of the following elements:

Capital Works Program Element	Budget
Helendoite Road bridge replacement	\$ 800,000
Community infrastructure	\$1,500,000
Gravel road resheeting and widening	\$2,100,000
Road reseal program	\$2,100,000
Major patching	\$ 400,000
Urban drainage	\$ 700,000
Footpaths and cycleways	\$ 300,000
Plant and equipment	\$ 810,000
<b>Total</b>	<b>\$8,710,000</b>

The capital work budget is currently 67% spent. This is less than would have been hoped, but it is important to note that the October flood event represented a significant disruption to the smooth roll out of the program. Pricing volatility has also impacted projects such as the Helendoite Rd bridge.

Capital Work Element	Committed expenditure	% complete	Notes
Helendoite Rd Bridge	\$ 475,589	59%	The bridge elements have been purchased through InQuik. Installation was tendered and the pricing was viewed as excessive. This will now be undertaken in-house, with an aim to completion as soon as practicable.
Community Infrastructure	\$ 868,633	58%	This is made up of a series of smaller projects. The most significant of these is the purchase and installation of new playground equipment at Alexandra Gardens and Lake Bolac. Existing gas BBQs have been replaced with new models and the Barkly St public toilet will be replaced. It is expected that the community infrastructure program will be at least 90% expended in 2022/2023.
Gravel Rd resheeting and widening	\$ 610,460	29%	The gravel road resheeting program will be fully expended in 2022/2023. It will be a priority over the April/May 2023 period. Gravel resheeting has suffered maximum disruption from the October 2022 flood event. Works from the "Elmhurst Blitz" have not been accounted for in this amount.
Major patching	\$ 527,951	132%	Major patching has been undertaken on higher volume local roads and includes \$264,851 for targeted asphalt works.
Road reseal program	\$ 1,537,826	73%	The road reseal program will be completed when road widening works are completed on Rhymney Rd. That project has gone to tender.
Urban drainage	\$ 697,477	100%	The urban drainage program will be fully expended in 2022/2023.
Footpaths and cycleways	\$ 277,265	97%	The footpath program will be fully expended in 2022/2023.
Plant and equipment	\$ 835,697	103%	The plant and equipment program will be fully expended in 2022/2023. This includes provision to purchase a mobile speed shredder.
<b>Total</b>	<b>\$ 5,830,903</b>	<b>67%</b>	

There are also recreation facilities projects that were funded in the 2021/2022 budget that have extended beyond the single financial year. The committed expenditure includes contracts entered into for construction of various elements of the projects. The table below provides a summary of these projects:

Capital Work Element	Committed expenditure	% complete	Notes
Gordon St Recreation Reserve	\$4,472,677	97%	The project is running on time and very close to budget. The remaining elements yet to be procured is construction of the rectangular playing fields.
Buangor Recreation Reserve Kitchen Extension	\$ 89,144	33%	Project halted due to huge variations in construction pricing.
Lake Bolac Golf Club Kitchen	\$ 7,735	4%	Project designed and progressing to tender.
Lake Bolac Hall Design Project	-	0%	No progress on project.
<b>Total</b>	<b>\$ 5,830,903</b>	<b>67%</b>	

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

The key financial drivers align strongly with the thrust of the Council Plan 2021-2025, particularly the following:

- 4.1 Ensure that asset development and renewal during the planning period matches that identified in Council's Asset Plan 2021-2031.
- 4.2 Work directly with asset users to manage and develop new and existing assets.
- 4.3 Deliver infrastructure outcomes that support economic growth, promote community wellbeing and safety and align with Council's financial sustainability.
- 6.1 Deliver responsible budget outcomes, linked to strategy, that deliver value, innovation, and rating fairness.

### *Budget Implications*

The 2022/2023 Capital Works Program represents a significant element of Council's 2022/2023 Budget. In the current volatile civil construction market, it is essential that Council manages capital works expenditure carefully to ensure budget outcomes are met. Although there have been market and natural disaster impacts it is anticipated that Council will go very close to fully expending the capital works budget.

### *Policy/Relevant Law*

The 2022/2023 Capital Works Program complies with the program funded in the 2022/2023 Budget.

### *Sustainability Implications*

There are no environmental sustainability implications.

### *Risk Assessment*

The 2022/2023 Capital Works Program was developed as a mitigation of the financial risks associated with market volatility currently being experienced in the civil and building construction sectors.

### *Innovation and Continuous Improvement*

Development of the 2022/2023 Capital Works Program represented an agile response to market conditions. A capacity to rework strategy based on a changing environment is a critical element in developing an innovative organisation.

*Stakeholder Collaboration and Community Engagement*

The 2022/2023 Capital Works Program was developed as an element of the 2022/2023 Budget. There was extensive community engagement undertaken prior to adoption.

**RECOMMENDATION**

That Council:

1. Receive the 2022/2023 Capital Works Program report
2. Require the CEO to provide capital works program updates at the April, May and June 2023 Council meetings to ensure transparent reporting of achievement of the 2022/2023 Capital Works Program.

**ATTACHMENTS**

There are no attachments in relation to this report.



## SECTION 4 – INFORMATION REPORTS

### 4.1 COUNCIL PLAN 2021-2025 YEAR 3 ACTION PLAN UPDATE (MARCH 2023)

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO'S OFFICE  
REFERENCE: 9382

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

#### EXECUTIVE SUMMARY

The Council Plan 2021-2025 contains actions to be undertaken during the 2022/2023 (Year 2) financial year under the strategic objectives:

1. Growing our place
2. Building robust local economies
3. Preserving the environment
4. Developing and maintaining key enabling infrastructure
5. Enhancing community life; and
6. Strong and effective governance

The Council Plan 2021-2025 Year 2 Action Plan is presented to Council and highlights the actions identified against the strategic objectives.

#### DISCUSSION

This report outlines the actions to be undertaken for Year 2 of the Council Plan 2021-2025 and as of 23 March 2023 Council Officer updates.

The Council Plan for 2022/2023 (Year 2) contains 60 actions, which the following table outlines:

Council Plan Objective	Action	Officer Update	Progress
1.1 Develop a new planning scheme for Ararat Rural City that is clear in its intention, supports growth and builds confidence and certainty around land use.	Complete key strategic reports and reviews.	Strategic reviews and reports are underway. The environmental study is being undertaken by a team led by Professor Peter Gell from Federation University Australian and this is progressing well.	In progress 0-50%
	Recruit and implement community reference group.	There have been some delays in recruiting the community reference group due to changes in planning personnel and flooding impacts. It is anticipated that this will	In progress 0-50%

Council Plan Objective	Action	Officer Update	Progress
		be completed by May 2023.	
	Complete draft zoning review for broad public and stakeholder consultation.	This is a key element of the project. It will be completed following completion of all strategic reports and reviews. The impact of the Victorian State Government's Windfall Gains Tax will have very practical impacts on Council's capacity to undertake major rezoning activity on the back of the land use studies.	In progress 0-50%
	Complete the economic and social development study for the Aradale site.	The Aradale Study has been completed and will be presented to the November 2022 Council meeting.	Complete
	Develop a population growth model for ARCC based on lead measures.	A report by Value Advisory Partners and Databank Australia has been completed. It will be presented to Council during September 2022.	Complete
1.2 Support innovative housing models that work to overcome market failure and create the capacity to increase the population of Ararat Rural City.	Sign an agreement for first tranche of housing under the Transitional Worker Housing program.	Agreement has been reached on the first tranche of 16 beds of Transitional Worker Housing with developers. Negotiation for construction of a further 40 beds is currently underway with another developer.	In progress 51-99%
	Complete negotiations with potential investors around implementation of a beneficial enterprise to support affordable housing development.	A beneficial enterprise has been formed to support development of affordable housing in Ararat.	Complete
	Continue to work with Development Victoria to explore opportunities for development of state-owned land, including opportunities identified through the economic and social development strategy for Aradale.	The Aradale consultant's report has been completed and will be presented to Council at its November Council Meeting. Substantial work has been undertaken with Development Victoria for development of a crown land site for affordable housing.	Complete

Council Plan Objective	Action	Officer Update	Progress
	Complete construction of McLellan Street extension to provide alternate access to the Ararat East Development Zone.	CHMP has held up works for construction. No Cultural Heritage was found on site. The evaluation period on the CHMP is almost at an end. The project has gone to tender and been contracted - so it will be able to progress once the CHMP is clear.	In progress 51-99%
1.3 Work with other levels of government, business, and not-for-profits to develop programs to increase in-migration to Ararat Rural City to grow our population.	Extend the RDV funded Workforce Pilot Program, based on existing funding sources, until 30/06/2022 to enhance project outcomes.	Discussions with RDV have progressed well and a model for extending the Workforce Pilot program until 30/06/2023 has been developed.	Complete
	Develop a model to continue to support the in-migration work of the Workforce Pilot Program into 2023/2024, drawing on resources from Jobs Victoria, RDV and ARCC.	A model to extend the in-migration project beyond 30/06/2023 is being developed with key stakeholders.	In progress 0-50%
2.1 Partner with Federation University Australia to deliver the Ararat Jobs and Technology Precinct.	Work with Federation University Australia to refit the Laby Street site as a joint use location.	Refit works complete and handover due by 31 March 2023.	Complete
	Recruit an additional two PhD and one masters candidate to join the AJTP.	Recruitment of PhD and masters students is under way with three PhD and one masters student are already recruited. IBM has funded an additional PhD place bringing the total to 4 PhD and 2 masters places.	Complete
	Implement the Digital Twin Ararat project.	The digital twin project has been funded at \$2.2mill. Work has commenced on developing the project plan and implementing key outcomes. Successful field days have been held to engage agri-business in the project and subsidised technology will begin rolling out in coming months.	In progress 51-99%
	Develop a Council Economic Development and Innovation Strategy.	The draft Economic Development and Innovation Strategy will	In progress 51-99%

Council Plan Objective	Action	Officer Update	Progress
		be adopted for consultation at the April 2023 Council meeting.	
	Develop and implement a model for embedding research students in local industry through internship programs.	The model will be fully developed once the AJTP becomes fully operational.	In progress 0-50%
2.2 Work with other levels of government, local business, and private investors to develop a business park within Ararat Rural City, focused on agricultural value adding and advanced manufacturing, potentially leveraging "behind the meter" power.	Seek funding from State and Federal Governments and/or private sector partnerships, to develop an industrial park based on renewable energy and agricultural value adding.	Council was unsuccessful in obtaining an election promise in regard to development of an energy park. Council will continue to lobby for funding through the State and Federal budget processes in 2023.	In progress 0-50%
	Continue to support the development of biomass power facility.	The Grampians Gas project continues to progress well. There is significant local agri-business buy in and the project continues to move through engineering and financing gates.	Ongoing
2.3 Engage with Grampians Tourism and local businesses to drive growth in high yield tourist outcomes.	Work with Grampians Tourism, investors and local operators to leverage outcomes of the Grampians Strategic Investment Strategy.	The Grampians Strategic Investment Plan has been completed. Potential investors are being engaged to develop projects into the ARCC footprint.	Complete
	Seek opportunities to attract a four-star accommodation option to ARCC.	Developers are currently working with Council, Victorian State Government and landowners to finalise development of a significant 4 Star complex.	Ongoing
3.1 Position Ararat Rural City Council as a prime mover in driving circular economy policy in waste management, including local processing and management of recyclables, and in use of renewable energy for Council purposes.	Fully implement four bin materials collection system for ARCC.	The four-bin model has been rolled out.	Complete
	In partnership with Gaia Inviro Tech implement local organics processing capability for household materials collection.	The Gaia Enviro Tech local organics processing units are in place and operational.	Complete
	Implement local processing of the glass materials stream and explore uses of it in civil construction.	Glass crusher is operational. High value uses for the crushed glass product are being explored. Currently the crushed glass uses are	Complete

Council Plan Objective	Action	Officer Update	Progress
		limited to lower value sand substitutes.	
	Undertake a staged implementation of the energy saving initiatives identified from EcoSave's report on Council owned assets.	EcoSave's report has been completed and discussion around potential energy saving projects will commence early in 2023.	In progress 51-99%
3.2 Develop innovative energy solutions utilising locally produced waste.	Support the ongoing development of the Grampians Gas project.	The Grampians Gas project continues to progress well. There is significant local agri-business buy in and the project continues to move through engineering and financing gates.	In progress 0-50%
	Support Pomonal Power to implement community-based energy solutions for the community.	ARCC will provide ongoing support to community power concepts. A proposal has been developed by Pomonal Power which is being considered.	Ongoing
3.3 Partner with local organisations and scientific experts to develop an appropriate and pragmatic local government Environment Strategy, focussed on the circular economy, emission reduction through renewable energy and management of Council assets.	Working with the Environment Working Group, develop Environment Strategy 2022-2032.	Two meetings of the Environment Working Group have been held and a review of Council's previous Environment Strategy is being undertaken. A third meeting is scheduled for 4 April 2023. One of the AJTP PhD students will undertake development of the plan in conjunction with the working party as an element of their internship program.	In progress 0-50%
	Develop an implementation plan for Council's Environment Strategy.	A review of the previous plan has been completed and this will form the basis for the work of the Environment Working Group.	In progress 0-50%
	Produce an annual scorecard outlining Council's progress on environmental outcomes.	This will be developed in conjunction with the Environment Working Group and the researchers from the AJTP.	In progress 0-50%
4.1 Ensure that asset development and renewal during the planning	Develop an Asset Plan 2022-2032 Implementation Plan 2022/2023.	The asset plans have been completed and adopted by Council.	Complete

Council Plan Objective	Action	Officer Update	Progress
period matches that identified in Council's Asset Plan 2021-2031.	Complete preliminary planning for the North-South Heavy Vehicle Route.	This has been identified as a key outcome in engagement with Department of Transport and Planning.	In progress 0-50%
	Complete 2022/2023 Capital Works Program.	The Council Capital Works program process and first tranches by asset class have been adopted by Council. Implementation of some projects has been impacted by storm and flood events.	In progress 0-50%
	Plan and complete the 2022/2023 Urban Drainage Upgrade program.	The urban drainage program has been adopted by Council at the August 2022 Council meeting. IT is projected that the full budget will be expended in the 2022/2023 financial year.	In progress 51-99%
	Complete the 2022/2023 footpath and cycleway maintenance program.	Planning has commenced. The program will be completed during 2022/2023.	In progress 0-50%
4.2 Work directly with asset users to manage and develop new and existing assets.	Develop 10-year Capital Works Strategy to inform 2023/2024 Budget.	This work will be undertaken as an element of the implementation of the 2022/2023 Assets plan.	In progress 51-99%
	Develop a detailed two-year Capital Works Plan 2023/2024-2024/2025 to inform 2023/2024 Budget.	This work will be undertaken as an element of the implementation of the 2022/2023 Assets plan.	In progress 51-99%
	Working with Fitness Centre stakeholders refine a four-year development plan to implement key recommendations of the Ararat Fitness Centre Feasibility Study.	The Fitness Centre Feasibility Study has been completed, this includes preliminary plans and costings. Final planning for execution of the plan is being delayed by concern over market volatility.	In progress 51-99%
	Complete works to basketball courts, indoor swimming pool, gymnasium floor and drainage/ventilation identified as Stage 0 of Fitness Centre works.	Basketball Court replaced, drainage and ventilation works are complete and gymnastics floor has been replaced. Roofing works have been identified and the heated swimming pool will be	Complete

Council Plan Objective	Action	Officer Update	Progress
		painted in summer 2022/2023.	
4.3 Deliver infrastructure outcomes that support economic growth, promote community wellbeing and safety, and align with Council's financial sustainability.	Deliver key outcomes from Council's Asset Plan 2022-2032 during the planning period.	Council has adopted an Asset plan 2022/2023 as an element of implementing the Asset Plan 2022-2032.	In progress 0-50%
	Complete the Ararat Free Wi-Fi Project	The Ararat Free Wi-Fi project is complete. Implementation of additional IoT opportunities is currently underway.	Complete
	Complete Stage 1 of Pomonal Tunnel Track Linkage Plan.	This project has experienced some significant challenges around planning. Part of the track has been constructed.	In progress 51-99%
	Complete Gordon Street Recreation Reserve Redevelopment.	The project is progressing with some rain delays in construction.	In progress 51-99%
	Undertake renovation and extension of the Buangor Recreation Reserve kitchen.	Due to pricing volatility this project has been placed on hold for 2022/2023	Ongoing
	Complete renovation of the Lake Bolac Complex kitchen.	Design is Complete and awaiting Building permit approval then works can start.	In progress 51-99%
5.1 Open up Council's arts and culture assets to greater community participation, ownership and engagement in decision-making.	Continue to support the Friends of Gum San during the first full year of operating Gum San.	The transition to management of the site by the Friends of Gum San is complete.	Complete
	Implement a Council funded Digital Literacy function at the Ararat Library.	Council funded this role in the 2022/2023 budget and it continues to be well received in the community.	Complete
5.2 Develop models of volunteering that recognise, support and properly utilise the skills that community volunteers bring to community life.	Promote the benefits and achievements of volunteers to encourage participation.	This will continue to be a focus of Council. A volunteer forum will be held in April 2023 to develop a model for supporting and encouraging volunteerism in the municipality	In progress 0-50%
	Undertake community research on motivations for volunteering.	This will be finalised in early 2023.	In progress 0-50%



Council Plan Objective	Action	Officer Update	Progress
	Facilitate networks/partnerships with community groups.	This is developing as a focus for Council across a number of project areas.	In progress 0-50%
5.3 Partner with community groups, not-for-profits, and traditional owner organisations to develop Ararat Rural City as a more inclusive and diverse community.	Engage with key stakeholders to redevelop Council's Access and Inclusion Policy.	A working group will be established to progress this work by 31/04/2023	In progress 0-50%
	Develop a Diversity and Inclusion Strategy.	Completed in February 2023.	Complete
	Commence a process of establishing respectful and productive relationships with traditional owner organisations.	This is an increasingly important goal for Council and it will become a whole of organisation priority.	Ongoing
6.1 Deliver responsible budget outcomes, linked to strategy, that deliver value, innovation and rating fairness.	Develop a 2023/2024 Council Budget that delivers public value and returns dividends to the community where appropriate.	Budget will be workshopped with Council in early April 2023. Community engagement will be undertaken through Engage Ararat and face-to-face community sessions during April and May 2023 with adoption at the May 2023 Council Meeting.	In progress 51-99%
	Develop a set of underpinning financial management principles that drive Council's financial strategy.	Council adopted the underpinning financial management principles at its July 2022 Council meeting.	Complete
	Council completes a project to develop and implement a performance dashboard providing reporting to the CEO, Council and Community.	The final elements of developing the three required portals are underway.	In progress 51-99%
6.2 Ensure appropriate risk management is applied to Council and organisational decisions. Council's internal audit function is applied to areas of perceived risk.	Undertake an annual review of Council's Business Continuity Plan and Disaster Recovery Plan	This will be completed by 30/04/2023 in order to incorporate findings of an internal auditors report.	In progress 51-99%
	Undertake an Annual review of Council's Risk Management Policy and Framework	T This will be completed by 31/05/2023. An internal audit is about to commence on the risk management framework.	In progress 0-50%
	Respond to all issues raised through Council's Internal Audit function	Each internal audit report is responded to by management and an improvement plan put in place. The recommendations from these reports is put into the Audit Committee Resolutions spreadsheet	Ongoing



Council Plan Objective	Action	Officer Update	Progress
6.3 Continuously improve Council's community engagement process and practices in line with deliberative engagement practices, while acknowledging the need for a range of different techniques to ensure effective engagement.	Build a new Council website that provides easy navigation, promotes community engagement and access to key information	A new website has been developed using Symphony9 software. There will be an ongoing process of refinement of content and options for use of eForms.	Complete
	Implement the Community Engagement Policy to support and development Council's strategies and projects.	New models of community engagement will be developed and implemented on an ongoing basis.	Ongoing

Further reports will be presented to Council in June and September outlining the progress of the Council Plan 2021-2025 Year 2 actions.

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

- 1.1 Develop a new planning scheme for Ararat Rural City that is clear in its intention, supports growth and builds confidence and certainty around land use.
- 1.2 Support innovative housing models that work to overcome market failure and create the capacity to increase the population of Ararat Rural City.
- 1.3 Work with other levels of government, business, and not-for-for profits to develop programs to increase immigration to Ararat Rural City to grow our population.
- 2.1 Partner with Federation University Australia to deliver the Ararat Jobs and Technology Precinct.
- 2.2 Work with other levels of government, local business, and private investors to develop a business park within Ararat Rural City, focused on agricultural value adding and advanced manufacturing, potentially leveraging "behind the meter" power.
- 2.3 Engage with Grampians Tourism and local businesses to drive growth in high yield tourist outcomes.
- 3.1 Position Ararat Rural City Council as a prime mover in driving circular economy policy in waste management, including local processing and management of recyclables, and in use of renewable energy for Council purposes.
- 3.2 Develop innovative energy solutions utilising locally produced waste.
- 3.3 Partner with local organisations and scientific experts to develop an appropriate and pragmatic local government Environment Strategy, focussed on the circular economy, emission reduction through renewable energy and management of Council assets.
- 4.1 Ensure that asset development and renewal during the planning period matches that identified in Council's Asset Plan 2021-2031.
- 4.2 Work directly with asset users to manage and develop new and existing assets.
- 4.3 Deliver infrastructure outcomes that support economic growth, promote community wellbeing and safety, and align with Council's financial sustainability.
- 5.1 Open up Council's arts and culture assets to greater community participation, ownership and engagement in decision-making.
- 5.2 Develop models of volunteering that recognise, support and properly utilise the skills that community volunteers bring to community life.
- 5.3 Partner with community groups, not-for-profits, and traditional owner organisations to develop Ararat Rural City as a more inclusive and diverse community.
- 6.1 Deliver responsible budget outcomes, linked to strategy, that deliver value, innovation and rating fairness.
- 6.2 Ensure appropriate risk management is applied to Council and organisational decisions. Council's internal function is applied to areas of perceived risk.

- 6.3 Continuously improve Council's community engagement process and practices in line with deliberative engagement practices, while acknowledging the need for a range of different techniques to ensure effective engagement.

***Budget Implications***

Initiatives and projects listed in the Council Plan Action Plan have an allocation in the 2022/2023 Budget.

***Policy/Relevant Law***

The Local Government Performance Reporting Framework – Governance and Management Checklist No 17 – Council Plan Reporting - Report reviewing the performance of the Council against the Council Plan including the results in relation to the strategic indicators for the first six months of the financial year.

Where Council has a report, it must also provide details of the report, where Council has no report, it must provide a reason.

***Sustainability Implications***

None identified for this report.

***Risk Assessment***

Not meeting the requirements of the Local Government Performance Reporting Framework will result in negative feedback on the Know Your Council website.

***Innovation and Continuous Improvement***

The list presented to Council shows the innovation and continuous improvement that Council is providing both the organisation and the community.

***Stakeholder Collaboration and Community Engagement***

The Chief Executive Officer along with relevant officers will continue to work to ensure that Council Plan actions meet expected milestones and timeframes where possible.

**RECOMMENDATION**

That the Council Plan 2021-2025 Year 2 Action Plan Update Report be received.

**ATTACHMENTS**

There are no attachments in relation to this item.

## SECTION 5 – COMMITTEE MINUTES/REPORTS

### 5.1 AUDIT AND RISK COMMITTEE MEETING

AUTHOR'S TITLE: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO'S OFFICE  
REFERENCE: 9383

#### OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

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#### EXECUTIVE SUMMARY

This report contains the minutes of the Audit and Risk Committee meeting held on 07 March 2023.

#### DISCUSSION

Minutes of Audit and Risk Committee meetings are provided to Council at the first available opportunity after clearance by the Audit and Risk Committee Chairperson. The report contains the Audit and Risk Committee Meeting held on 07 March 2023.

Council Committees	Councillor representative	Current meeting (as presented)	Next scheduled meeting/s
Audit and Risk Committee	Cr Jo Armstrong	07 March 2023	06 June 2023
Audit and Risk Committee	Cr Henry Burrridge	07 March 2023	06 June 2023

#### KEY CONSIDERATIONS

##### *Alignment to Council Plan Strategic Objectives*

The report supports the strategic objective of the Council Plan 2021-2025:

6 Strong and Effective Governance

##### *Budget Implications*

No budget impact for the receiving of minutes.

##### *Policy/Legal/Statutory*

Section 53 of the *Local Government Act 2020* states that Council must establish an Audit and Risk Committee.

Section 6.1 of the *Audit and Risk Committee Charter* states that minutes of Committee meetings will be provided to Council at the first available opportunity after clearance by the Committee Chairperson following each Committee meeting.

##### *Risk Assessment*

Council needs to be aware of issues raised in the minutes.

##### *Stakeholder Consultation and Communication*

Audit and Risk Committee members.

Councillor representation on Council Committees.

Chief Executive Officer and relevant Council officers.

#### RECOMMENDATION

That the Audit and Risk Committee Meetings minutes of 07 March 2023 be received.

#### ATTACHMENTS

The Audit and Risk Committee minutes as listed above are provided as Attachment 5.1.

## SECTION 6– INFORMAL MEETINGS

### 6.1 INFORMAL MEETINGS

**AUTHOR'S TITLE:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT** CEO'S OFFICE  
**REFERENCE:** 13039074

#### OFFICER'S DECLARATION OF INTEREST

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

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#### EXECUTIVE SUMMARY

The Governance Rules state that if there is a meeting of Councillors that:

- 1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
- 2 is attended by at least one member of Council staff; and
- 3 is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting, the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting

are:

- a) tabled at the next convenient *Council meeting*; and
- b) recorded in the minutes of that *Council meeting*.

#### DISCUSSION

As a requirement of the Governance Rules, a summary of matters discussed at the Council Briefings held since the last Council Meeting are presented to Council and will be recorded in the minutes.

INFORMAL MEETINGS
Council Briefing held on 06 February 2023
Council Briefing held on 21 February 2023

#### Issues discussed at the briefing:

- Ararat Pistol Club
- Yalla-Y-Poorra Tennis Club
- Blue Ribbon event
- Seasonal User Agreement charges
- Rainbow Local Government Equality Index
- Budget 2023/2024
- Urban drainage update
- Revisions to Road Management Plan
- Ararat Hills Mountain Bike Track update
- Capital Works 2022/2023 update
- Aradale Project update
- CEO key result areas
- Appointment of Audit & Risk Chair Committee Chair

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

The report supports the strategic objective of the Council Plan 2021-2025:

- 6.3** Continuously improve Council's community engagement process and practices in line with deliberative engagement practices, while acknowledging the need for a range of different techniques to ensure effective engagement.

### *Financial*

There are no financial impacts for the receiving of Informal Meetings of Councillors.

### *Policy/Relevant Law*

Reporting of Informal Meetings is in line with the requirements of the Governance Rules.

### *Risk Assessment*

Following the requirements of the Governance Rules will ensure that Council meets its legislative requirements.

### *Stakeholder Collaboration and Community Engagement*

A summary of matters discussed at the Council Briefings are presented for community information.

## RECOMMENDATION

**That the Informal Meetings of Councillors Report be received.**

## ATTACHMENTS

The Summary of Council Briefings are provided as Attachment 6.1.

## SECTION 7 – NOTICES OF MOTION

A *notice of motion* must be in writing signed by a Councillor and be lodged with or sent to the *Chief Executive Officer* no later than 12.00pm (noon) and at least six (6) days prior to the Council Meeting to allow sufficient time for the *Chief Executive Officer* to include the *notice of motion* in agenda papers for a *Council meeting*.

## SECTION 8– URGENT BUSINESS

Items cannot be admitted as urgent business other than by resolution of *Council* and only then if it:

- 1 relates to or arises out of a matter which has arisen since distribution of the *agenda*; and
- 2 cannot safely or conveniently be deferred until the next *Council meeting*.



## SECTION 9 – CLOSE SESSION (CONFIDENTIAL)

In accordance with section 66(2)(a), 3(1) *Confidential Information* (a) of the Local Government Act 2020, the following agenda items are listed for consideration in the confidential section:

- **Item 9.1-** CEO Employment & Remuneration Committee Meeting update

## CLOSURE OF COUNCIL MEETING TO THE PUBLIC

The Open Council Meeting will now be closed, but members of the public are welcome to rejoin the Council Meeting following the recommencement of the meeting.

### RECOMMENDATION

That the meeting be closed to members of the public pursuant to section 66(2)(a) of the Local Government Act 2020 to consider confidential reports.

## OPEN COUNCIL MEETING RECOMMENCEMENT

### RECOMMENDATION

That the Open Council Meeting recommence.

Gallery invited to return to Council Chamber.

## LIFTING OF CONFIDENTIALITY OF CLOSED SESSION RESOLUTIONS

### RECOMMENDATION

That the Confidentiality of the report and decision in relation to 9.1 not be lifted on adoption of the motion