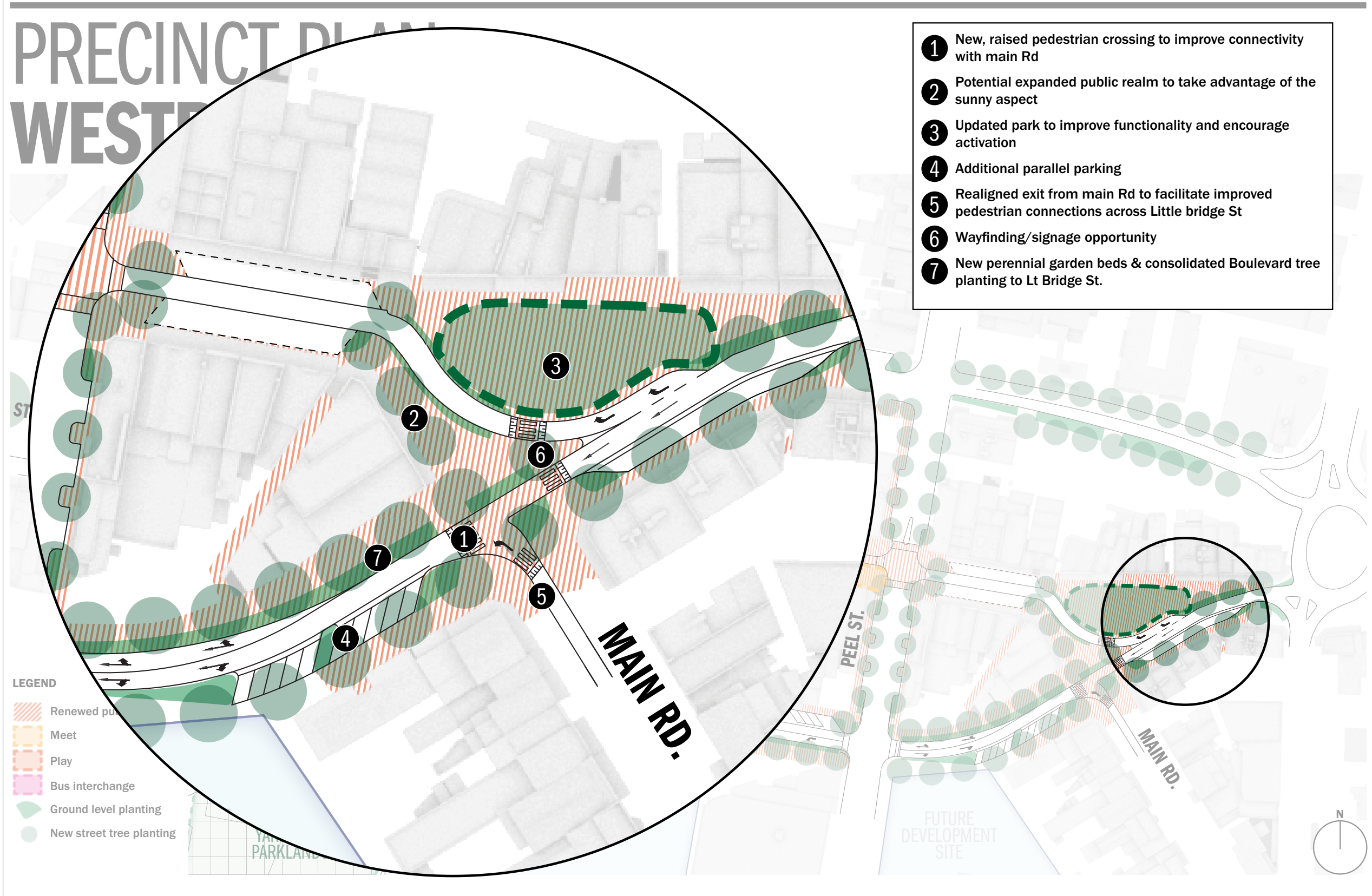


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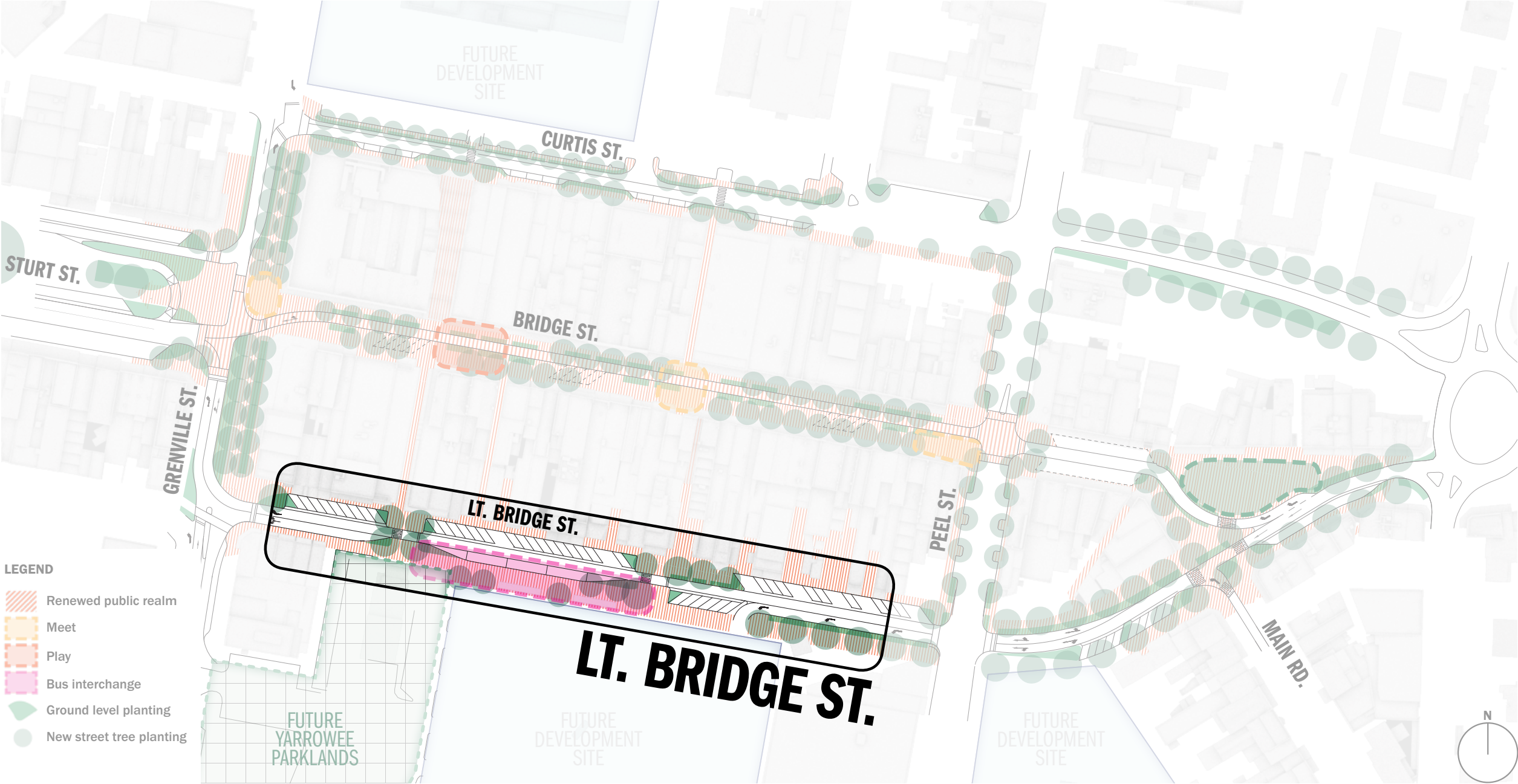


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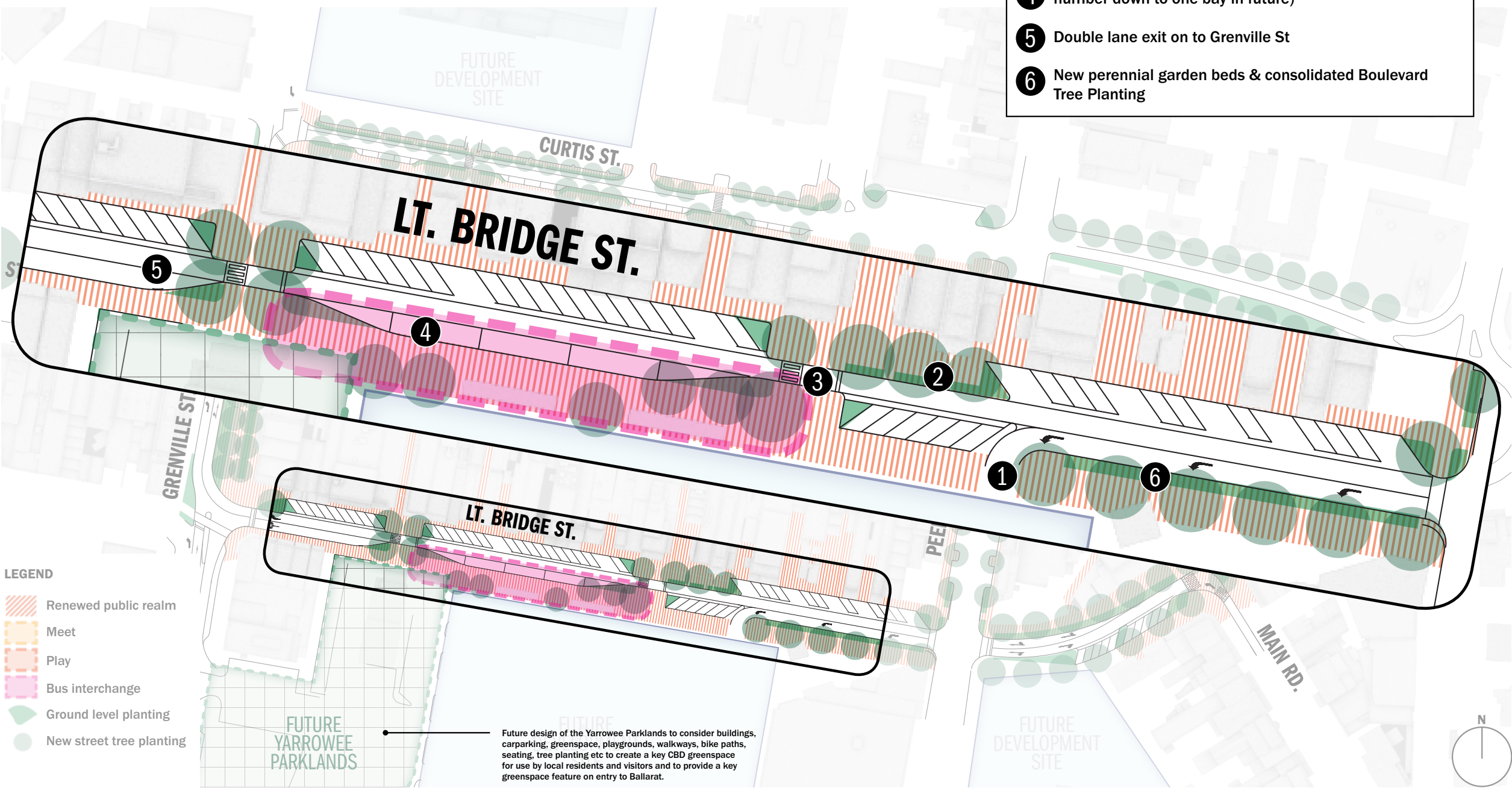




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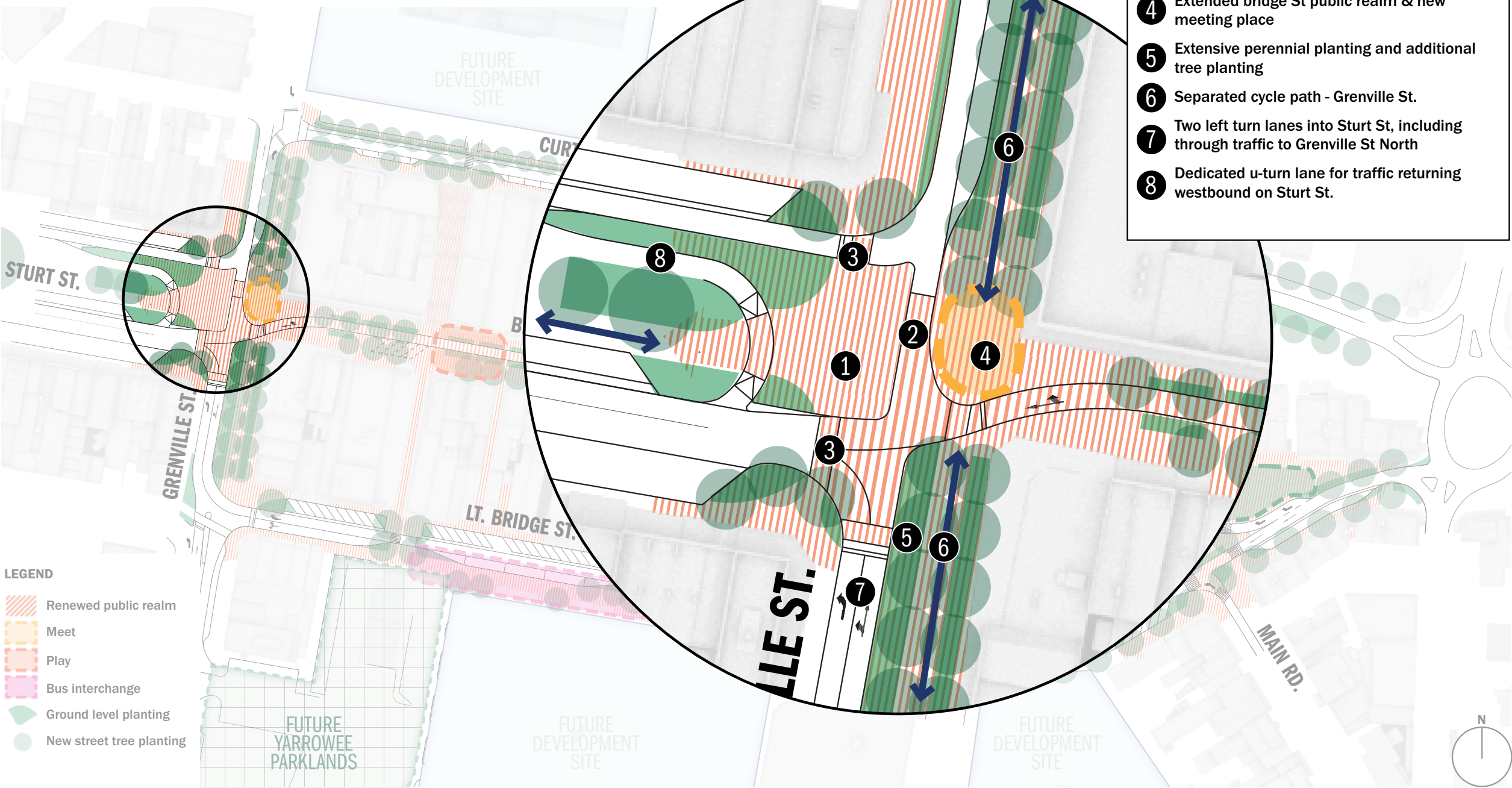
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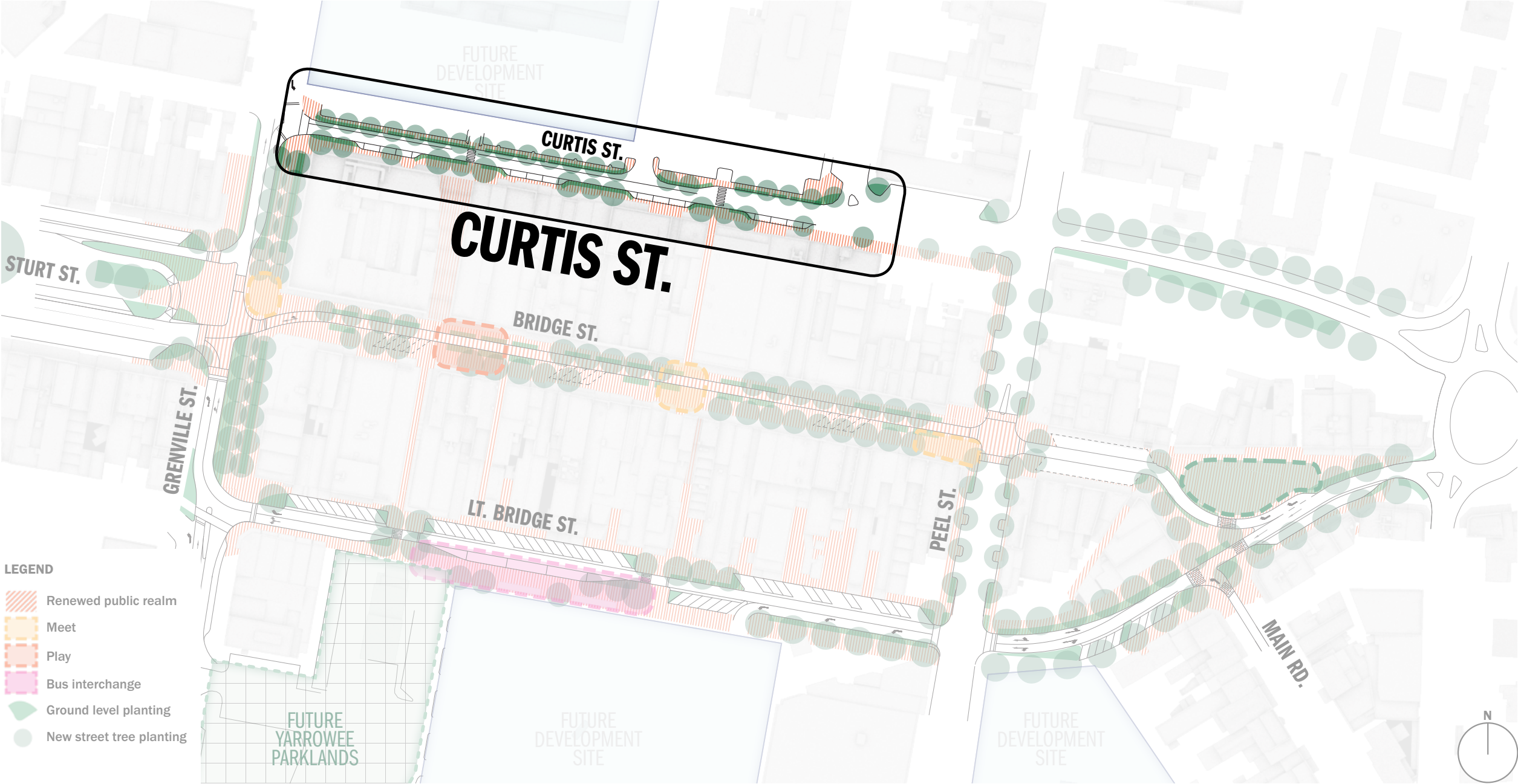
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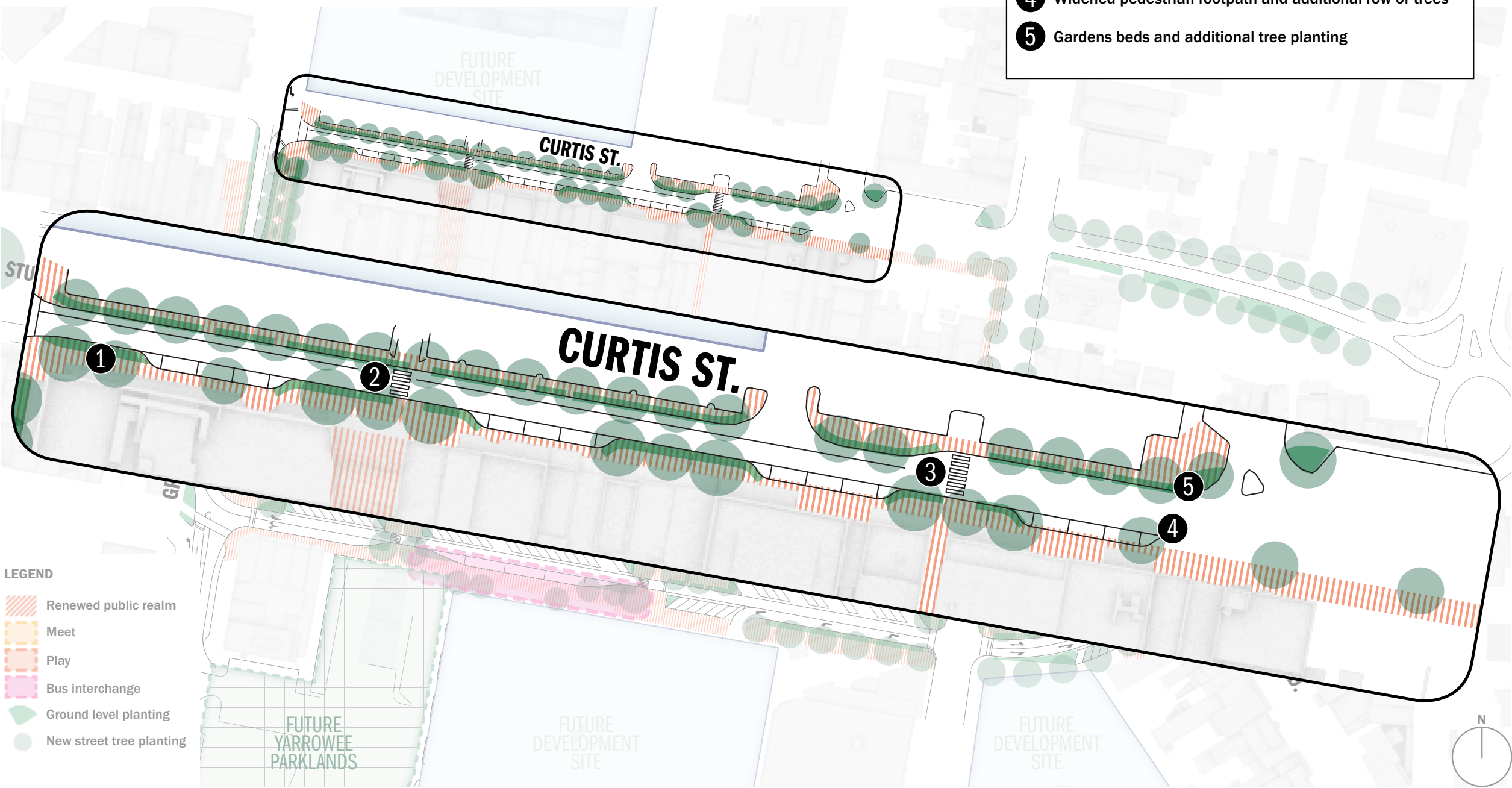
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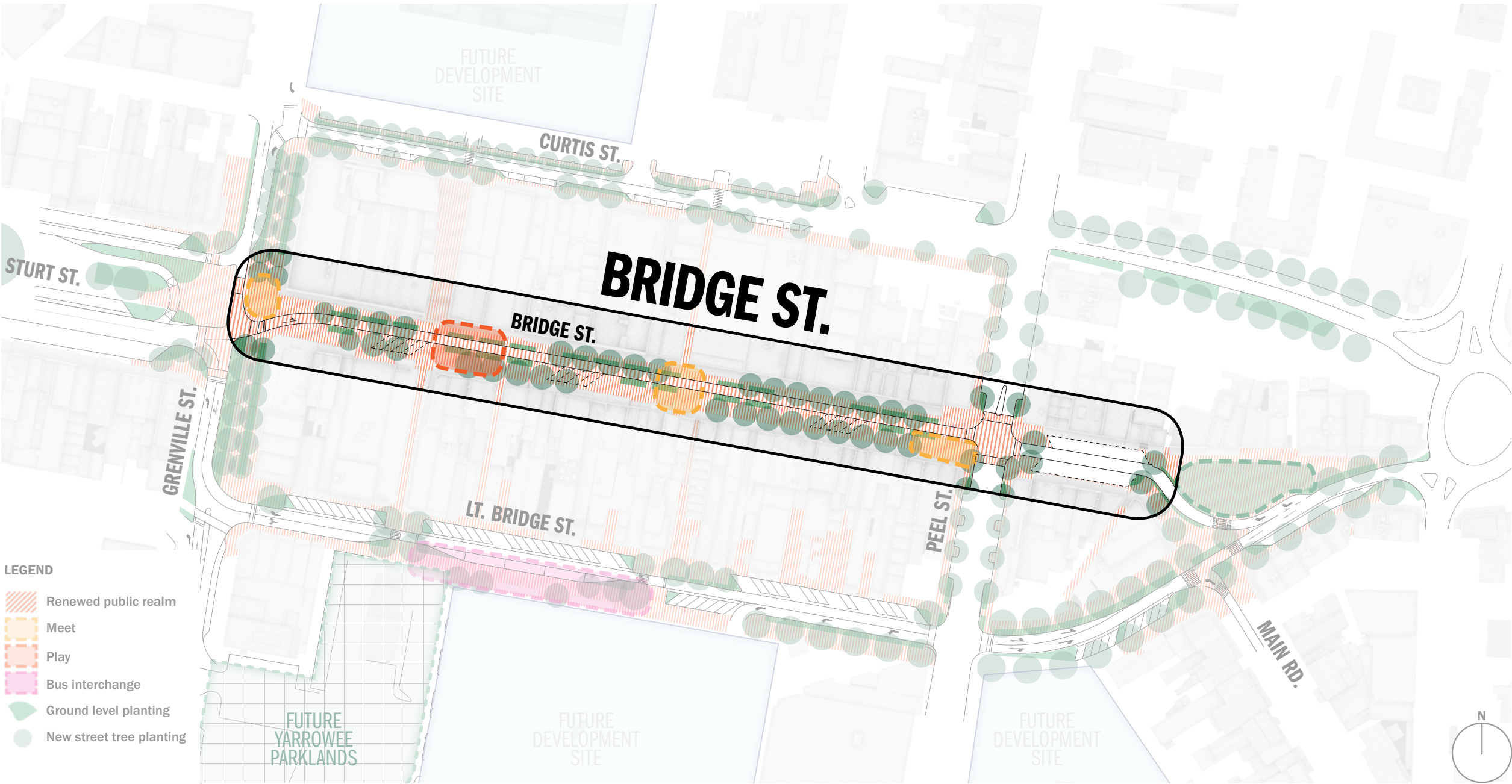
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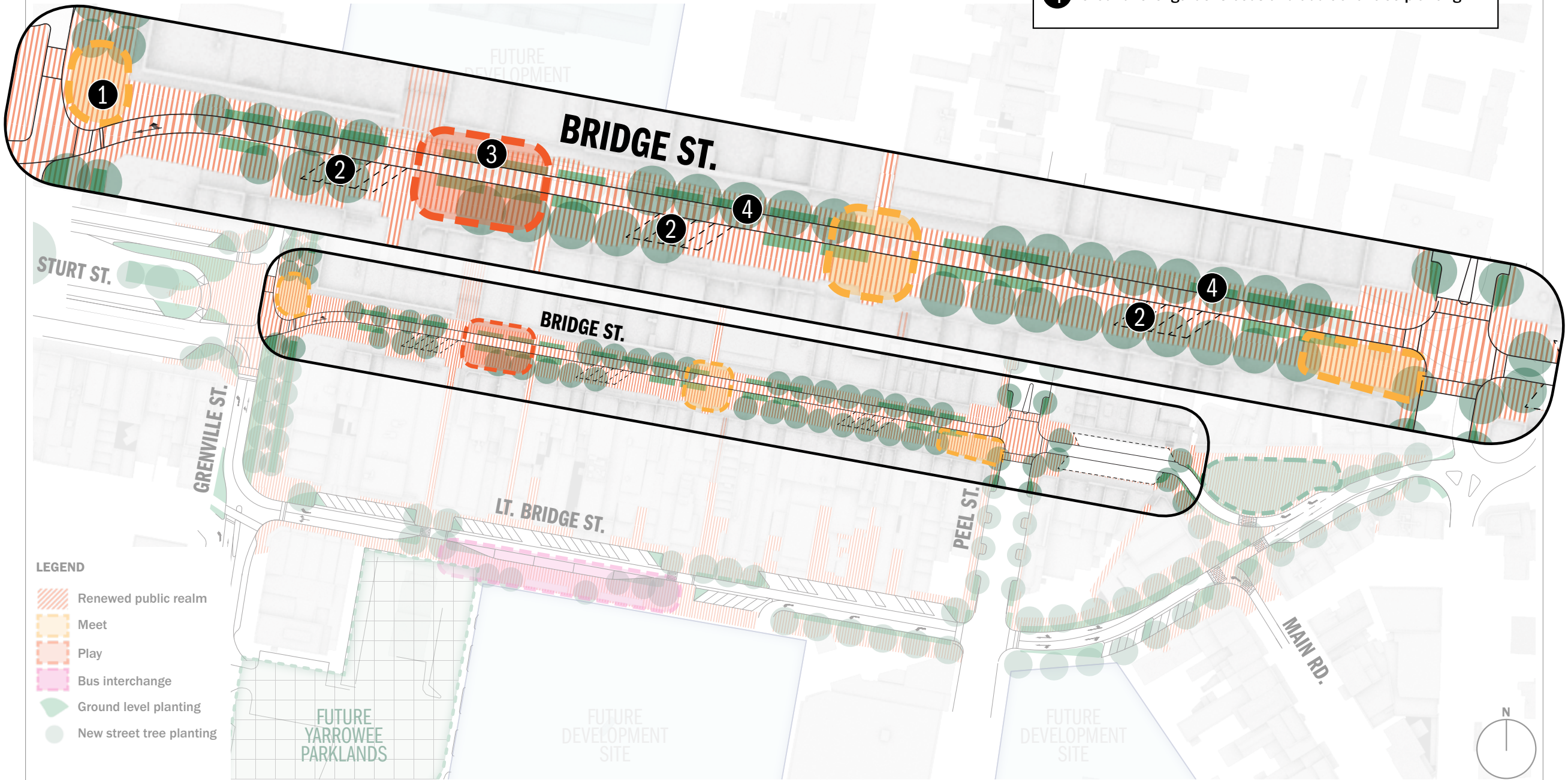


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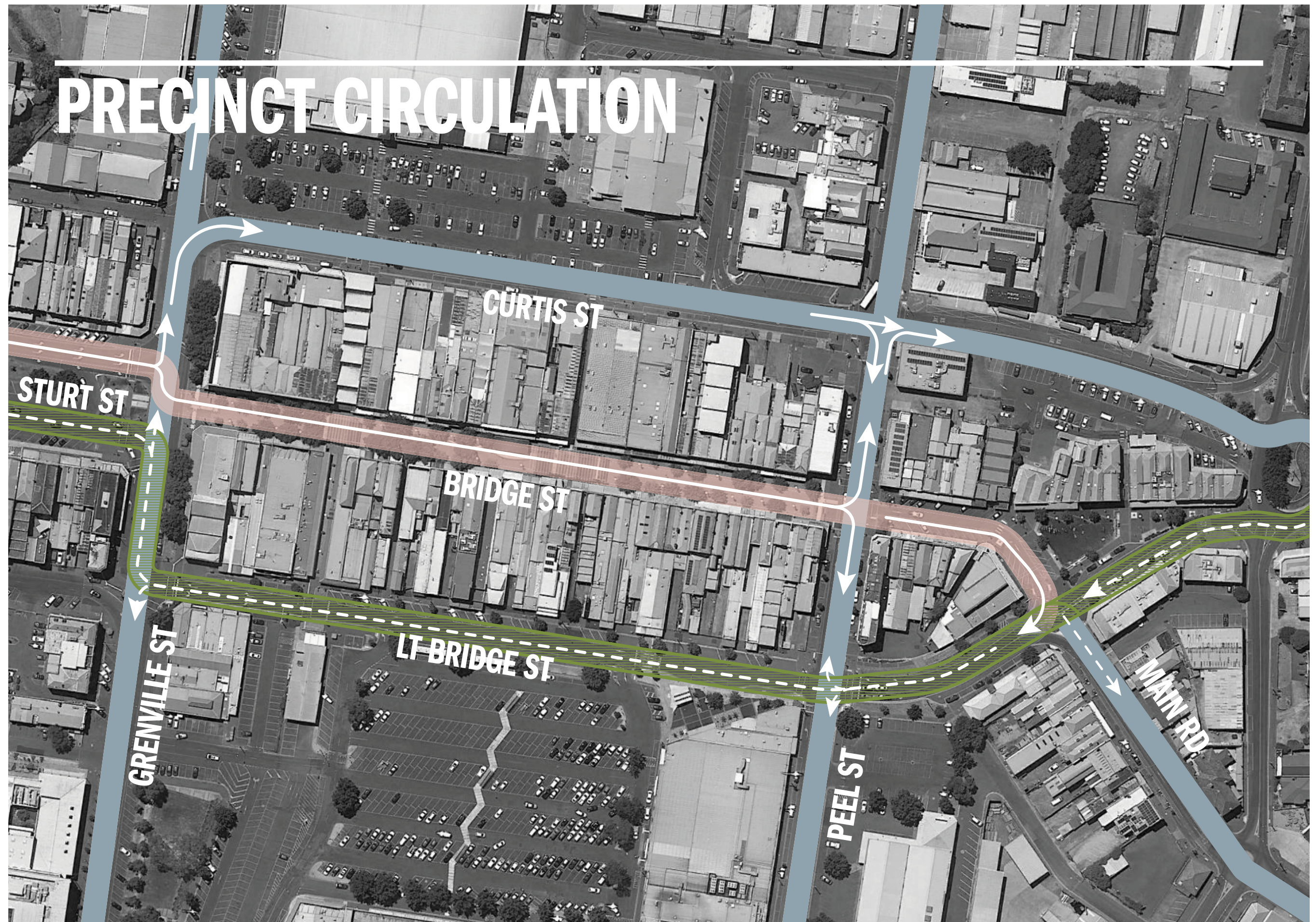
- 1 Increased pedestrian area connecting with Sturt St Gardens
- 2 Angled parking within the mall
- 3 Play zone
- 4 Ground level gardens beds and additional tree planting



FLYTHROUGH

EASTBOUND





PRECINCT PLAN: EASTBOUND

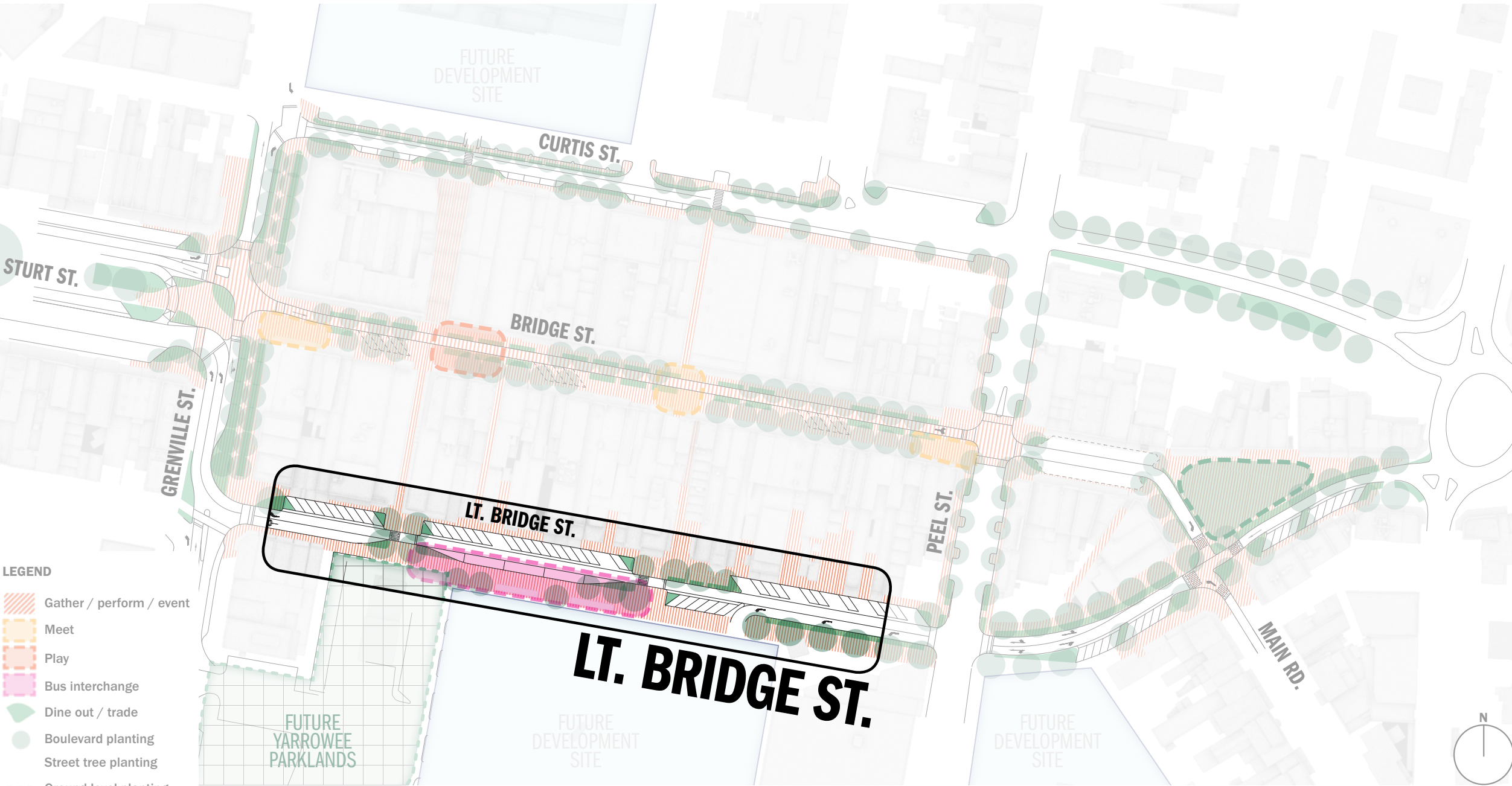


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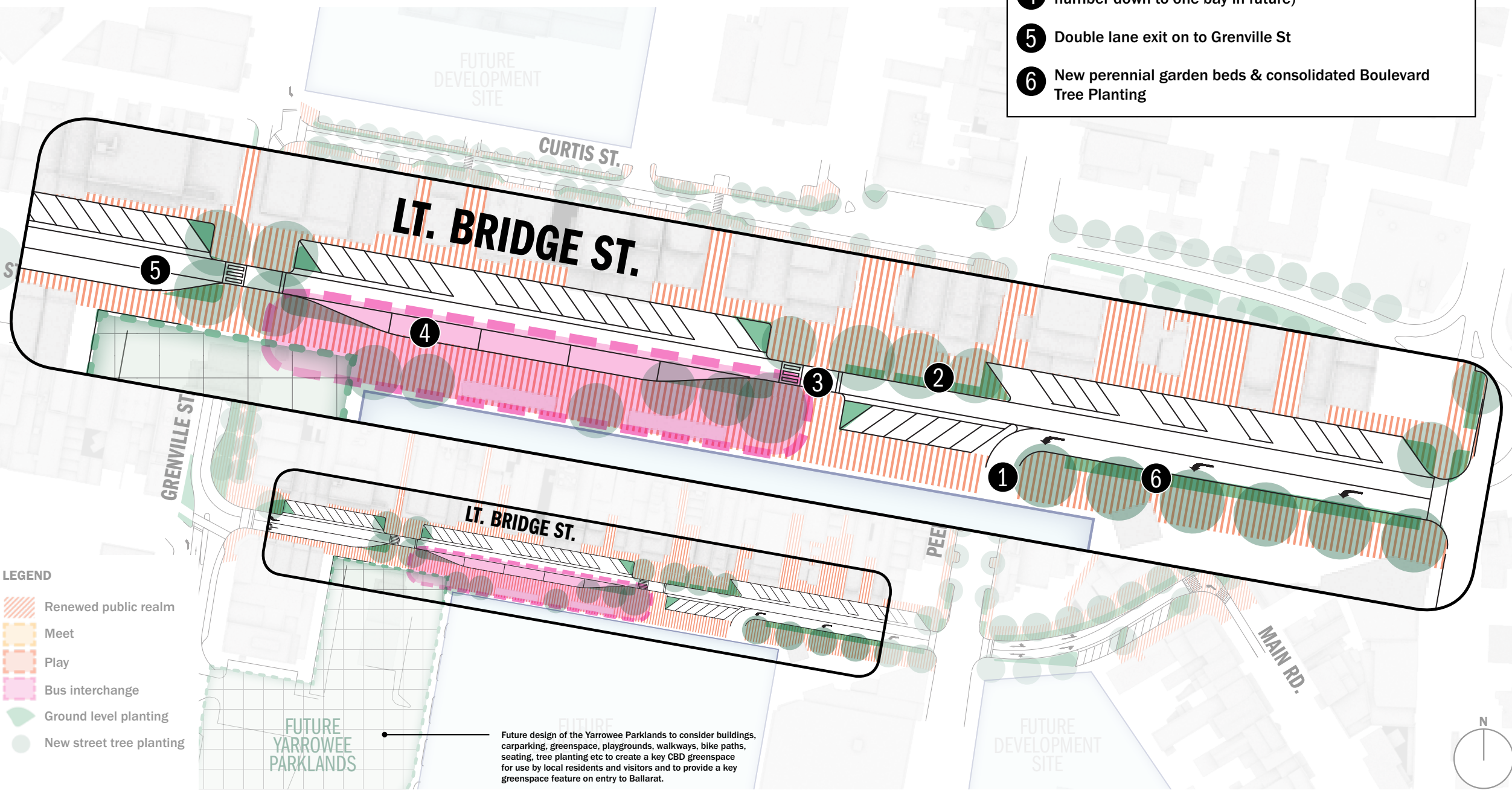




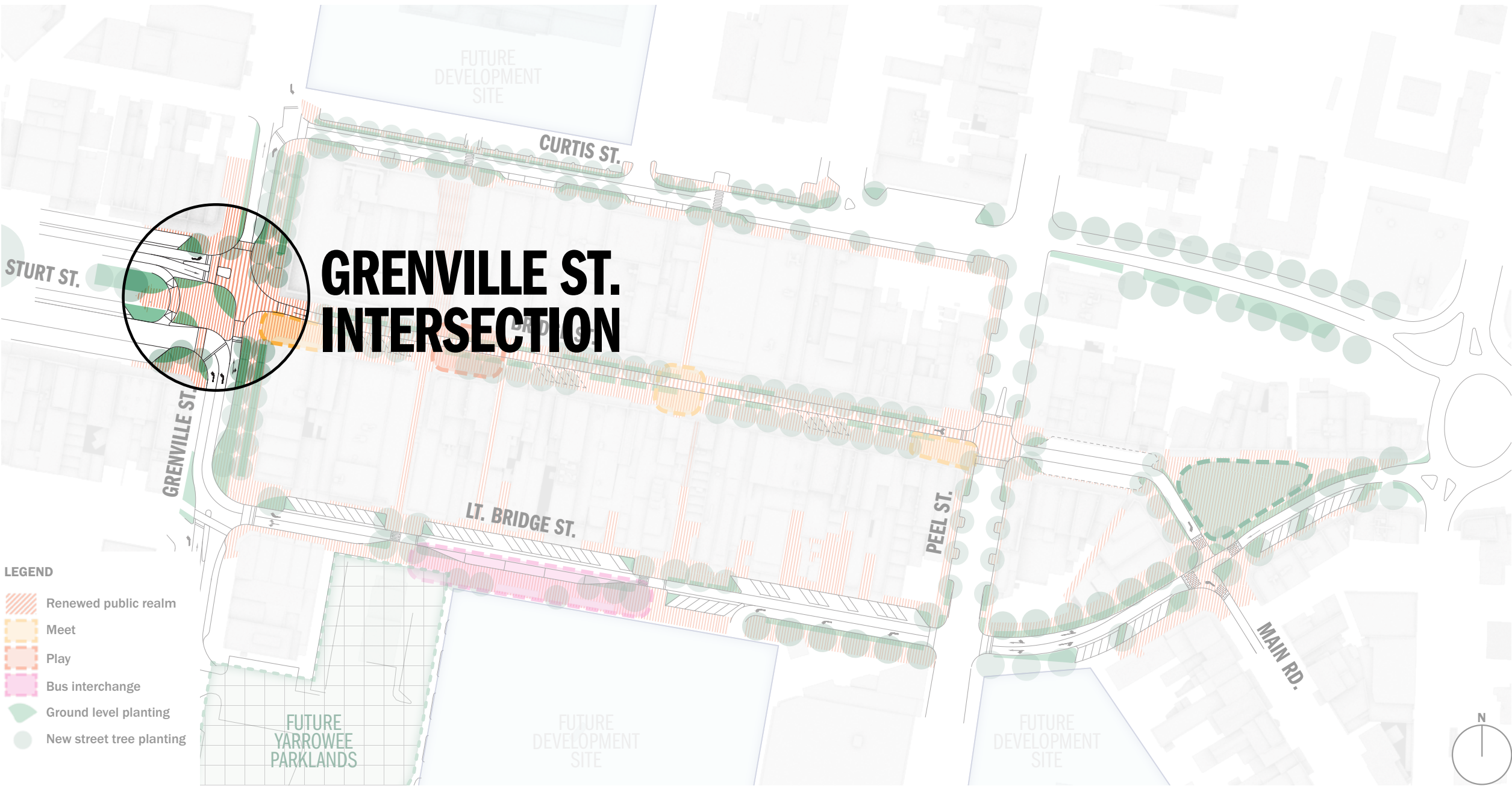
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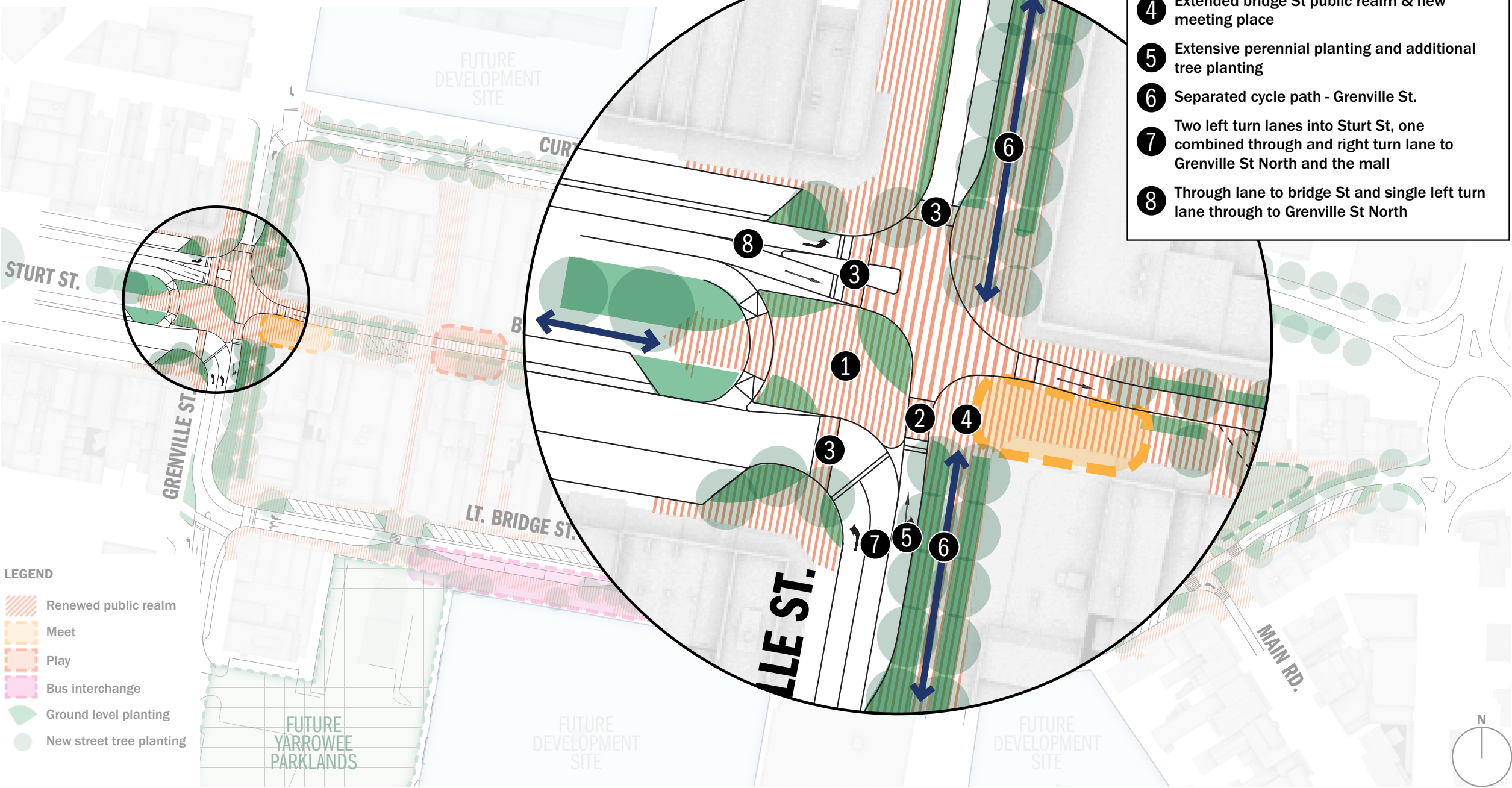
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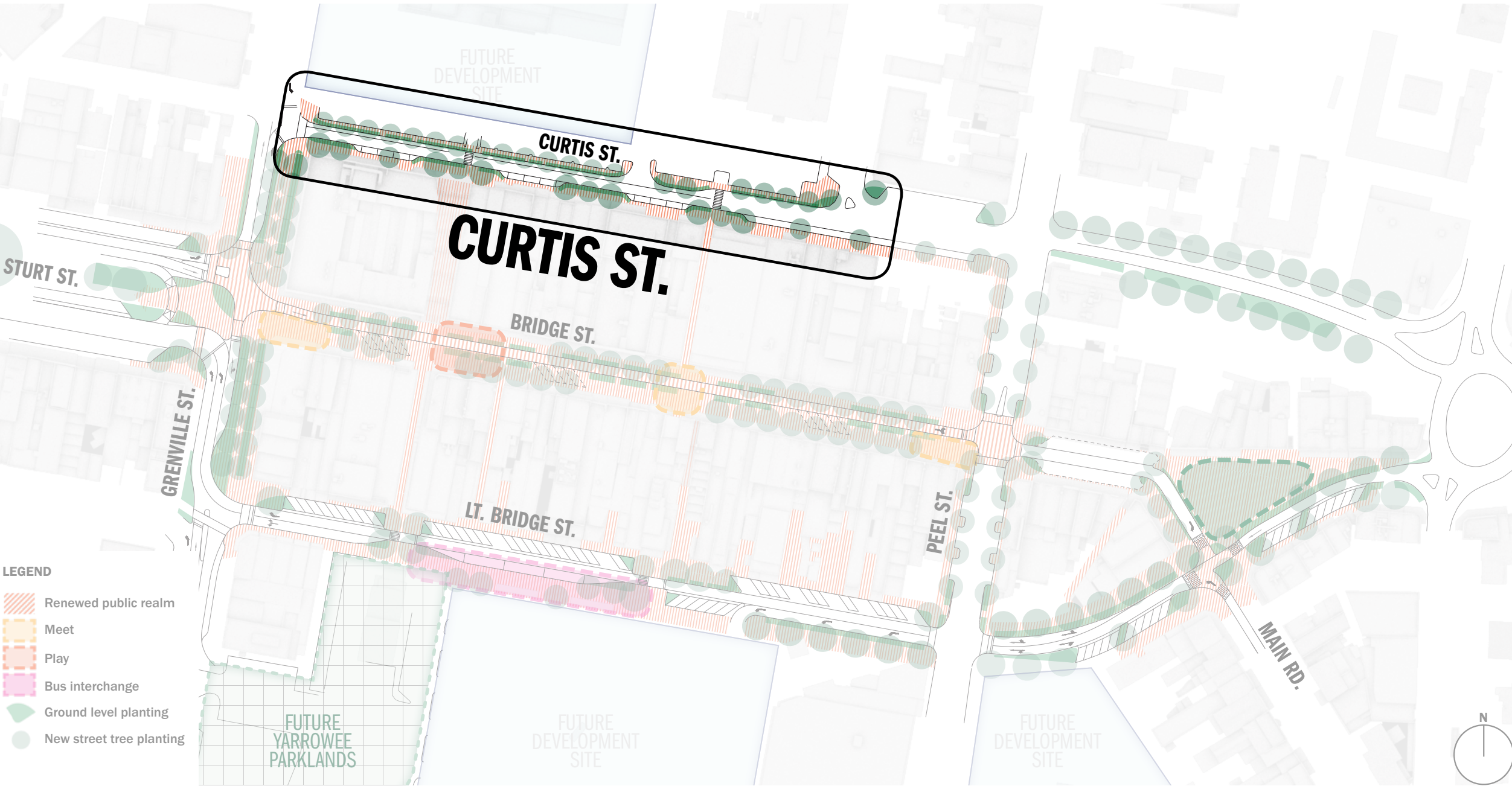
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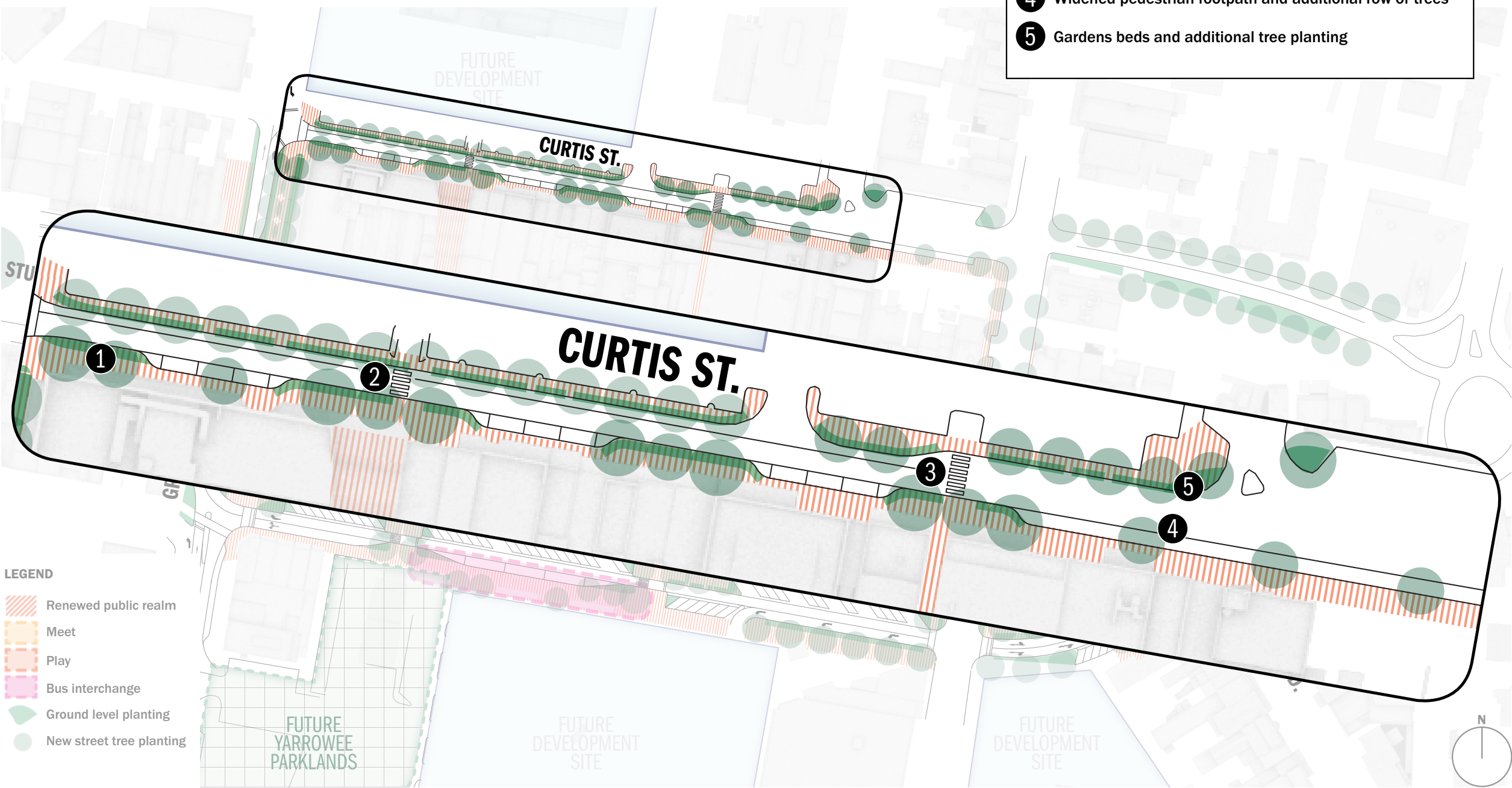
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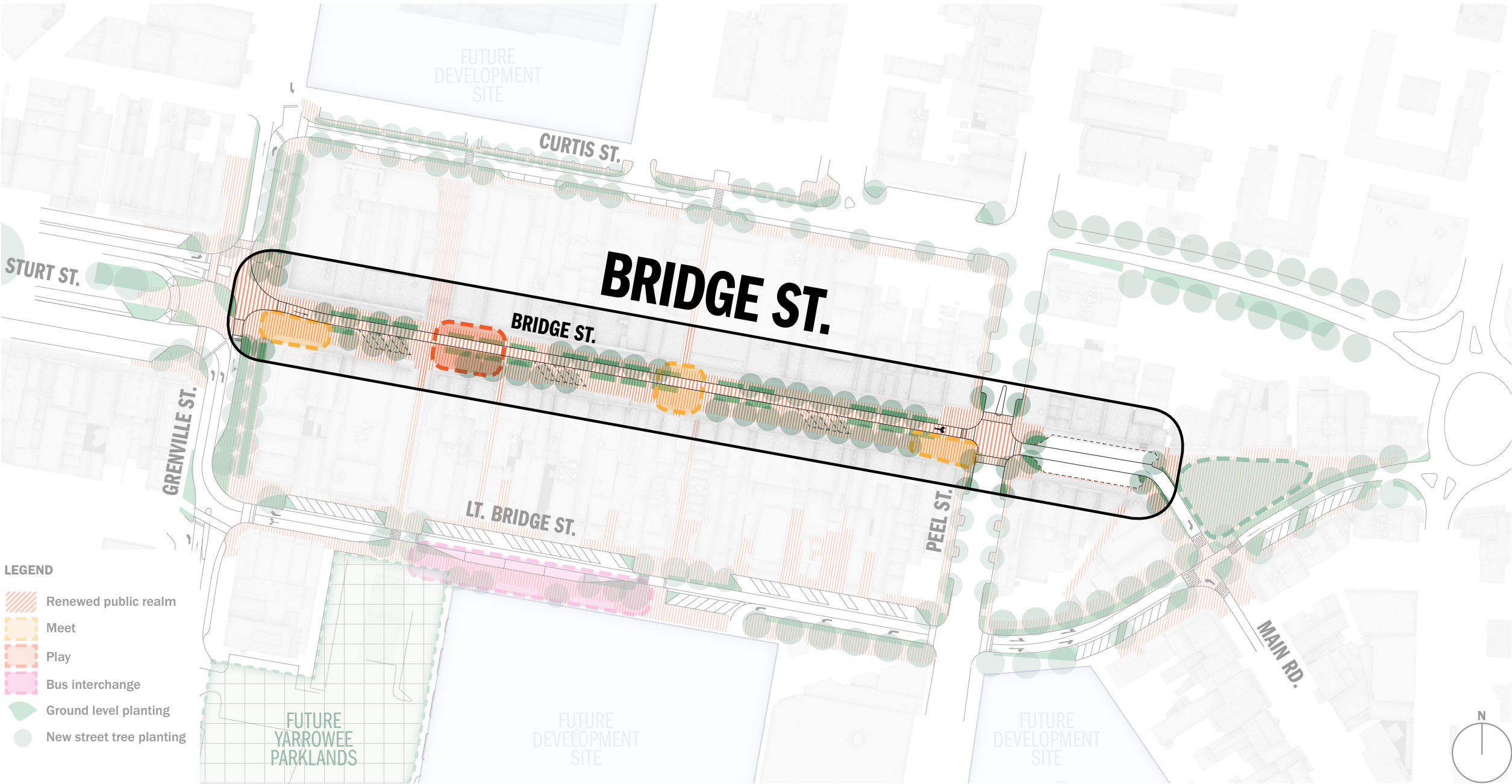
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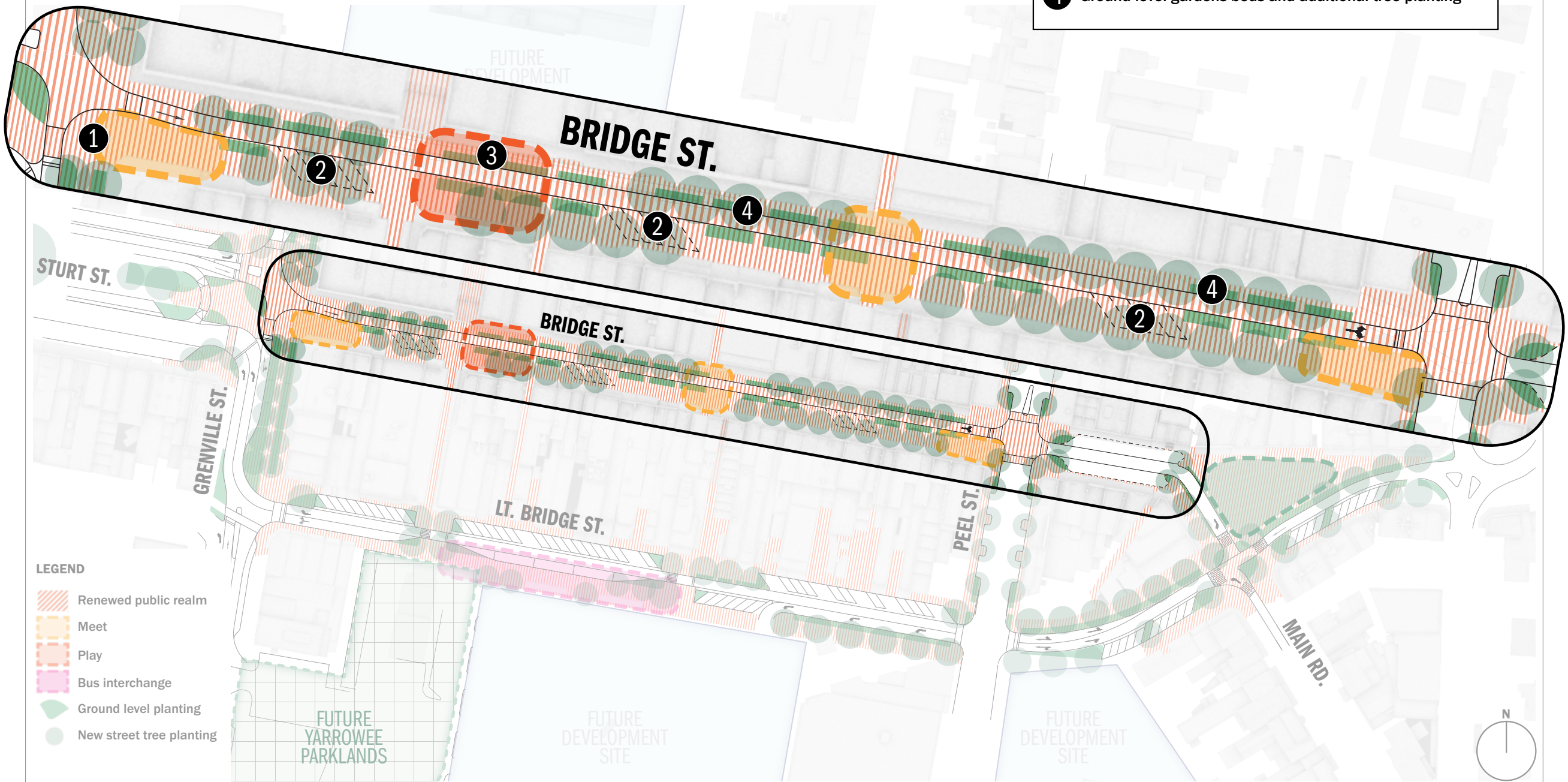


PRECINCT PLAN: EASTBOUND



PRECINCT PLAN: EASTBOUND

- 1 Increased pedestrian area connecting with Sturt St Gardens
- 2 Angled parking within the mall
- 3 Play zone
- 4 Ground level gardens beds and additional tree planting



- LEGEND
- Renewed public realm
 - Meet
 - Play
 - Bus interchange
 - Ground level planting
 - New street tree planting

FLYTHROUGH

SUMMARY

SUMMARY

	BOTH	RECOMMENDED EASTBOUND	WESTBOUND
OPPOR-TUNITIES	<ul style="list-style-type: none">→ Grenville St. intersection optimised for strong pedestrian, cycle & vehicle connections between Sturt St & Bridge St→ Improved pedestrian connection between Bridge St. and Main Road→ Extension of the Sturt St Boulevard experience into Bridge St	<ul style="list-style-type: none">→ Improved local access into the precinct (locals outspend visitors by \$3 : \$1)→ Retention of existing Bridge St. East traffic direction and parking→ Retention of existing Bridge St East Public Space, with the opportunity for minor updates to improve usability→ Potential future connection from Bridge St East through to Victoria St roundabout at the top of Little Bridge St	<ul style="list-style-type: none">→ Gateway opportunity at eastern end of Bridge St.→ Arriving visitors can connect to Sturt St. via Bridge St.→ Bridge Mall as memorable arrival experience, whilst Lt. Bridge St. remains an 'everyday' link into the CBD
CHALLENGES	<ul style="list-style-type: none">→ Acquainting locals with new traffic flows and movements	<ul style="list-style-type: none">→ Enhancement & upgrade of Little Bridge St required to improve arrival experience from the East through to Sturt St→ Arriving visitors have to circulate through the precinct to access the mall, this will require good wayfinding and signage	<ul style="list-style-type: none">→ Reversal of traffic and parking in Bridge St. East→ Reconfiguration of existing Bridge St East public Space required→ May encourage through traffic to use mall to cut through CBD→ Limited vehicular connections from Sturt St. into the precinct→ Services smaller local catchment to the east of Ballarat→ Difficulty entering the precinct from the east



8.4. INTERCULTURAL AMBASSADOR PROGRAM 2019-2022

Division: Community Wellbeing
Director: Matt Wilson
Author/Position: Frances Salenga – Coordinator Intercultural Services

PURPOSE

1. This report provides Council with an overview of the Intercultural Ambassador Program and seeks Council consideration of an extension of the current 2019-21 term to March 2022 of the ten Intercultural Ambassadors.

BACKGROUND

2. The City of Ballarat Multicultural Ambassador Program (MAP) was established as an outcome of the Migrant Attraction and Retention Population Strategy 2005. The inaugural program operated within the Ballarat community in 2006-08 and was resourced and driven by a strong commitment of Council. The ambassadors are tasked to provide community leadership and to assist Council, migrants and the wider community in ensuring that interculturalism is a productive and positive experience for all citizens.
3. The second MAP was launched on 16 November 2009 which coincided with the launch of Council's first Cultural Diversity Strategy 2009-14. The third MAP was launched in February 2012. The fourth MAP was launched in March 2014 which coincided with the celebration of Harmony Fest 2014.
4. The fifth, rebranded to Intercultural Ambassador Program (IAP) 2018-21, was launched on 21 September 2018 which coincided with the launch of Council's Intercultural City Strategic Plan 2018-21. The current Ambassadors were appointed for the period commencing 2019 and concluding 2021.
5. The following are the current Intercultural Ambassadors 2019-21:
 - Rosita Boquida (Female) - Philippines
 - Jingjing Huang (Female) – China
 - Sarabjit Kaur (Female) – India
 - Magdalena Kazmierczak (Female) – Poland
 - Verinder (Bobby) Metha (Male) – United Kingdom
 - Isaac Thok Moses (Male) – South Sudan
 - Rachael Muir (Female) – Australia
 - Ita Rahmawati (Female) – Indonesia
 - Ashlee Rogers (Female) – Australia
 - Annakaren Young (Female) - Mexico
6. Covid19 has caused challenges in the delivery of the program, and also delayed any steps required to refresh the ambassador program. It is anticipated that the process to determine representation by a group of new ambassadors will commence later in the 2021 calendar year, and therefore this report is seeking Council consideration of an extension of the current term until March 2022.

KEY MATTERS

7. The IAP has been instrumental in developing the connections and capacity of local leaders from multicultural backgrounds to engage with Council and the broader community in civic leadership.
8. The IAP is also a key support to Council in the implementation of the Intercultural City Strategic Plan 2018-21, which is itself scheduled to be reviewed this calendar year.
9. Engagement in the previous years of the program has been strong, with at least ten past and outgoing Ambassadors expressing their desire to assist the Intercultural Services team and to support / act as mentors to incoming Ambassadors as Intercultural Ambassador Advisers. Continued commitment from past Ambassadors has been valuable in assisting the current Ambassadors in the development, planning and implementation of their various community projects.
10. Harmony Fest 2020 featured the 10 Years Anniversary celebration of the Intercultural Ambassador Program/Multicultural Ambassador Program. This marked Council's engagement and support of a total of 50 Ambassadors who have been trained to be community leaders in their respective areas of influence, having driven various significant and meaningful projects that have benefitted the Ballarat intercultural community and beyond.
11. In order for the program to continue throughout 2021, it is necessary to extend the term of the current Ambassador group until March 2022. Therefore, officers are seeking Council's endorsement to extend the term of the current ten Ambassadors to conclude on 31 March 2022.

OFFICER RECOMMENDATION

12. That Council:

- 8.1 Endorse the extension of the term of the current 10 Intercultural Ambassadors to 31 March 2022.**

ATTACHMENTS

1. Governance Review [8.4.1 - 3 pages]
2. 10 years Ambassadors Program [8.4.2 - 1 page]
3. Intercultural City Strategic Plan 2018-2021 May 2018 WEB - Copy [8.4.3 - 20 pages]

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. Council Plan 2017-2021
2. Health & Wellbeing Plan 2017-21
3. Intercultural City Strategic Plan 2018-21

COMMUNITY IMPACT

4. The delivery of the Intercultural Ambassador Program through a 'Community of Practice' framework is a response to the following Priority Areas of the Intercultural City Strategic Plan 2018-21: (1) Responsive Service Delivery; (2) Active Citizenship (3) Leadership & Advocacy; (4) Maximising & Valuing Diversity.
5. The Intercultural Ambassadors through their leadership have formed a supportive network amongst themselves to include past Ambassadors and the wider Ballarat community. They have been proactive in providing cultural awareness, assisting the growing new and existing migrant communities in Ballarat. They are a community link through information sharing, intercultural communication and understanding, partnerships and community engagement.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

6. The Intercultural Ambassador Program training modules cover adherence to principles of sustainability, adaptation policies and interventions in confronting socio-environmental processes and climate change in ways that contribute to sustainable development.

ECONOMIC SUSTAINABILITY IMPLICATIONS

7. The Intercultural Ambassador Program is made up of 10 volunteer individuals from a migrant background representing the culturally, linguistically and religiously diverse demographic profile of Ballarat. Council resources the year-long comprehensive and intensive training program that they undertake. The objective of the training is to increase their capacity and to prepare them for leadership roles and consequently, enabling them to deliver/conduct various community projects. Council's investment has been proven to provide positive community impact in the areas of education, business, employment, health and social inclusion.

FINANCIAL IMPLICATIONS

8. The Intercultural Ambassador Program has been allocated an annual operational budget of \$16,000 under Intercultural Services.

LEGAL AND RISK CONSIDERATIONS

9. The Intercultural Ambassador Program participants adhere to all relevant Council Policies and Procedures as applicable per their City of Ballarat Induction Training.

HUMAN RIGHTS CONSIDERATIONS

10. Freedom of Speech, association and assembly, religion, discrimination (age, race, culture, gender, disability), and the right to vote are all relevant matters addressed through the IAP.
11. The program has provided an opportunity to promote social inclusion, intercultural harmony and to develop synergies across groups and communities.

COMMUNITY CONSULTATION AND ENGAGEMENT

12. The IAP 'Community Practice' framework is concretely operationalised in community consultation and engagement. It is observed as 'core business' of the Intercultural Ambassador Program. Activities and initiatives are community driven from reflection, development, planning, implementation and evaluation.

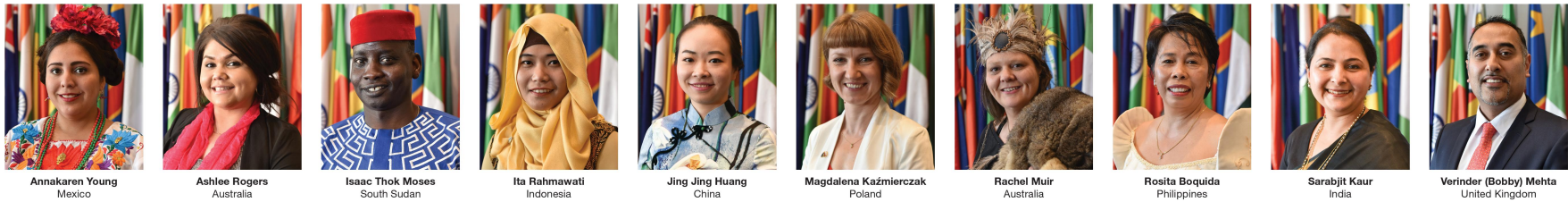
CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

13. Council Officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

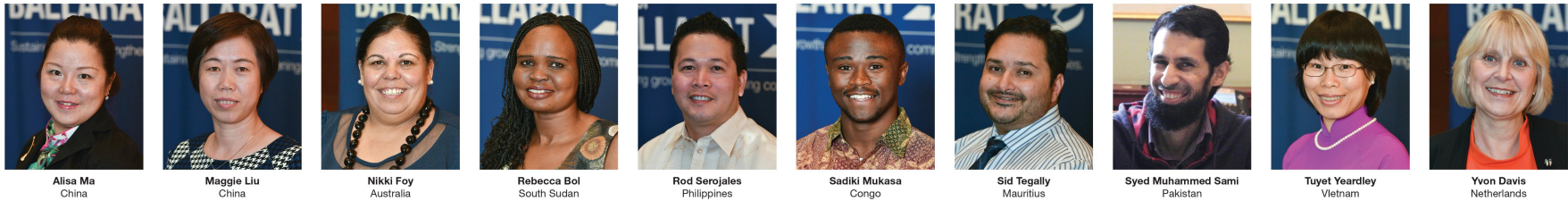
Intercultural Ambassador Program

- Celebrating 10 years -

Intercultural Ambassadors 2019



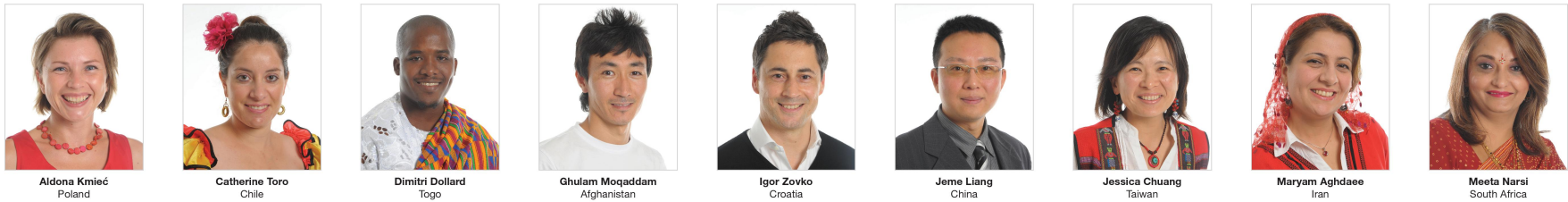
Intercultural Ambassadors 2016–2019



Intercultural Ambassadors 2014–2016



Intercultural Ambassadors 2012–2014



Intercultural Ambassadors 2010–2012







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2. Introduction	06
3. Background to our Intercultural City	08
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DEFINING AN INTERCULTURAL CITY

The Intercultural City is where 'diversity' is deemed to be the norm. It is a place where there is communication, interaction and exchange between diverse cultural groups. People from various backgrounds communicate, understand and learn from each other and establish 'connections'.

All these 'connections' spur understanding, creativity, innovation and growth by bringing people of all cultures together for the benefit of the whole community.

'Ballarat: an inclusive intercultural city' is a community that examines what its people already share. We may all come from diverse backgrounds and cultures, but as a community, we share the same schools, businesses, work places and public spaces. Our intercultural city builds on the concept of mutual respect and 'shared values' of freedom, democracy, social inclusion, the rule of law and equal opportunity.

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

City of Ballarat respectfully acknowledges the Wadawurrung and Dja Dja Wurrung people as Traditional Owners and custodians of the land on which we work and live, and pays respect to their Elders past and present.

We acknowledge their significant cultural heritage, their fundamental spiritual connection to Country, and value their contribution to a diverse community.

1. Message from the Mayor



The City of Ballarat's Intercultural City Strategic Plan 2018–2021 celebrates our city's 'diversity advantage' and the significant contributions made by successive waves of migrants to the municipality. This Strategic Plan details how the City of Ballarat works in partnership with culturally and linguistically diverse (CALD) communities to meet the challenges associated with immigration and settlement.

This Intercultural City Strategic Plan 2018–2021 reinforces the City of Ballarat's commitment to its various ethnic communities through leadership and advocacy. It recognises that it has a significant role to play in promoting wellbeing, empowering and providing opportunities for everyone regardless of their cultural, linguistic or religious backgrounds. In effect, this Strategic Plan will guide the City of Ballarat in facilitating the delivery of both responsive and proactive services, promoting inclusion and intercultural exchange, celebrating diversity and welcoming people of all cultures.

Ballarat's culturally diverse communities bring a wealth of global skills, experiences and innovative ideas. They enrich the social, civic, economic and cultural fabric of our intercultural city.

Ballarat's growing diversity presents numerous opportunities to enhance social cohesion. The planning of employment, leadership and community information programs builds upon the strengths of our culturally, linguistically and religiously diverse communities. Through community partnerships and engagement, all members of our community can participate in the development of Ballarat.

This Strategic Plan builds on the success of the 2009–14 Cultural Diversity Strategic Plan. It has been developed following continuous research, community engagement and consultation with City of Ballarat's staff, stakeholders, CALD groups and other organisations.

The 2018–2021 Strategic Plan identifies key actions that will enhance and promote social cohesion and inclusion of our CALD communities and the contributions they make to the development of Ballarat. These include the Multicultural Ambassador Program, which trains and supports individuals to represent their communities and build their capacity. The Multicultural Information Place (MIP) located at the Ballarat Library, where individuals can volunteer. Through the MIP Desk, existing and new migrants can be assisted to build their skills and networks by gaining information regarding various services that they can access. In addition, the Intercultural Employment Pathways (IEP) Program is yet another initiative that is creating real career outcomes for migrants and refugees. Plus, Harmony Fest – an annual intercultural celebration which brings people of various cultures together to celebrate Ballarat's diversity.

Our recent membership to the Council of Europe's Intercultural Cities Programme commits the City of Ballarat to working meaningfully and strategically to bring people together, migrants and existing communities to engage in dialogue and create relationships. Along with the Intercultural City Strategic Plan, this will create a stronger and more harmonious Ballarat.

I am delighted to endorse our Intercultural City Strategic Plan 2018–2021 and look forward to Council's continued collaboration with our community and stakeholders to build on Ballarat's success in developing an inclusive and cohesive community. A proud city that is **bold, vibrant and thriving.**

Cr Samantha McIntosh
Mayor of Ballarat

City of Ballarat Vision Statement – Ballarat the Intercultural City

‘An inclusive intercultural community that celebrates diversity and is welcoming to people of all cultures’

Organisational Goal

The City of Ballarat will progress its vision of being an intercultural city by providing leadership, advocacy and culturally inclusive services. This will be achieved through communication, exchange, interaction, understanding and learning that facilitate inclusive engagement and collaboration with its culturally, linguistically and religiously diverse communities.

2. Introduction

The City of Ballarat's Intercultural City Strategic Plan 2018-2021 provides direction for the City of Ballarat in planning for the needs of its diverse groups, in consultation with the community and stakeholders over the next five years.

This 2018–2021 Strategic Plan is about building social inclusion by pursuing and enhancing the social, economic, cultural, health and wellbeing of the city's culturally and linguistically diverse (CALD) communities.

This Strategic Plan has been developed in response to Ballarat becoming an increasingly culturally diverse community. It is an important framework for the City of Ballarat's ongoing services:

- Cultural diversity enriches and strengthens a community through the promotion of social justice, equality and the exchange of global ideas
- Cultural diversity is a resource where individuals are supported to adapt to change, to be innovative, entrepreneurial and productive, thereby boosting the city's economic prosperity
- Evidence indicates that people from CALD communities experience discrimination, inequalities in health outcomes and social exclusion, which create social outcomes that are not to the individual's or to Ballarat's advantage.

A whole-of-Council approach was taken in the development of this Strategic Plan, which aims to:

- continue building on the success of the Cultural Diversity Strategic Plan 2009–2014
- value and promote the advantages of cultural diversity
- engage CALD community members to provide leadership to support the City of Ballarat to create culturally inclusive policies and programs

- develop and enhance collaboration between CALD communities, organisations and businesses to further Ballarat's economic, social and cultural fabric
- engage CALD members to work with the City of Ballarat to create an interculturally enriched community.

This Strategic Plan is underpinned by these Federal and State Government policies and legislations:

- **Multicultural Australia – United, Strong Successful – Australia's Multicultural Statement 2017:** enshrines the principles of multiculturalism and provides a rationale for this Strategic Plan. This policy renews and reaffirms the Government's commitment with a clear message on the values and responsibilities that underpin Australian society. It seeks a safe and secure Australia; a shared vision for the future; encouraging economic and social participation of new arrivals; harnessing the advantages of our diversity and shared national interest; continuing to build harmonious and socially cohesive communities.
- **Victoria's Multicultural Policy Statement 2017:** provides a 'whole of government framework' that recognises and values the cultural, racial, religious and linguistic diversity of the people of Victoria. This policy is underpinned by the Victorian Values Statement: one law for all; discrimination is never acceptable; freedom to be yourself; a fair go for all; it is up to us to contribute to a Victoria we can be proud of.

- **Racial and Religious Tolerance Act 2001:** prohibits behaviour that incites or encourages hatred, serious contempt, revulsion or severe ridicule against another person or group of people because of their race and/or religion.
- **Equal Opportunity Act 2010:** all Victorian Government departments and service providers have a positive duty to take reasonable and proportionate measures to identify and eliminate discrimination.
- **Charter of Human Rights and Responsibilities Act 2006:** sets out the basic rights of Victorians to live with freedom, respect, equality and dignity; and requires public authorities to act compatibly with the Charter.

In addition, the Strategic Plan draws from:

- The Australian Intercultural Standards and Index: identifies the baseline quality of the City of Ballarat's activities to promote intercultural relationships between all members of the Ballarat community in the following identified areas: education, neighbourhoods, public services, employment and labour market, cultural life, public space, intercultural mediation, language, public sphere, open and international outlook, intercultural competence, welcoming new arrivals, leadership, citizenship and representation, economic collaboration, entrepreneurship, economic development, anti-discrimination.

- The Ballarat City Council Benchmarking Report in which the City of Ballarat undertook a benchmarking exercise, which provided information about the quality of services and programs in relation to those offered by 80 Intercultural Cities around the world. The Benchmarking Report positioned Ballarat **1st** amongst cities with 15% of residents born overseas and scored an aggregate Intercultural City Index of **84%**. Ballarat has been ranked **2nd** among cities with less than 200,000 inhabitants.

The development of this Strategic Plan has involved research, policy analysis and an intercultural community engagement process to ensure it reflects the needs and aspirations of the CALD communities living in Ballarat. Community needs that arise during the life of this encompassing Strategic Plan will be responded to in the context of the identified priorities, goals and objectives.

3. Background to our Intercultural City

The Ballarat region has a rich and diverse history that has shaped who we are today. Long before white settlers arrived, the region was home to at least 25 Aboriginal tribes known as the Wathaurong people (Redwood K. 2009).

In 1835, the first Anglo-Saxon pastoralists began to arrive. The discovery of gold in 1851 led to a dramatic influx of people seeking their fortune - while 75 per cent were British subjects, there was also a significant Chinese population, as well as European Jewish, Germans, Russians, Polish, Danish, Italian, French, Americans and Canadians (Redwood K. 2009). At least 22 nations were represented on the Ballarat goldfields. Thus, Ballarat was one of the most cosmopolitan cities in the world at that time.

In the twentieth century, the Federal Government's immigration program and post war reconstruction resulted in one million new settlers arriving in Australia. By 1955, hundreds of migrants from the United Kingdom, Poland, the Netherlands and Southern Europe had settled in Ballarat. Consistent with the integration policies of the time, these groups became part of the fabric of the community and their experiences as migrants were largely forgotten (Redwood K. 2009).

Since the 1960s, the Federal Government approval of migration from a widening range of countries has made Australia one of the most ethnically and culturally diverse countries in the world. As recently as 15 years ago, rural and regional areas were often less diverse than metropolitan areas, however Ballarat has become increasingly diverse with between 90 and 130 new migrants arriving to settle each year (Redwood K, 2009). Migrant settlement trends suggest new and emerging communities in Ballarat include Indian, Chinese, Filipino, Sudanese, Togolese, Pakistani, Thai and other people from African, Asian and Middle Eastern backgrounds.

This significant demographic change has seen an evolving social, economic and cultural fabric across the municipality - a positive outcome for Ballarat. However, with growth comes the responsibility for ensuring the City of Ballarat's services and programs are culturally appropriate, sensitive as well as inclusive, to enhance the wellbeing of all CALD communities.

3.2 The Role of Council

Local government is the level of government closest to the people - it has the greatest opportunity to lead the development of inclusive and equitable policies and strategies that recognise, respect and value cultural, linguistic, ethnic and religious diversity.

It must work to ensure cultural diversity is used as an advantage to assure community harmony, a sense of belonging and a place for all.

In recent years, the City of Ballarat has demonstrated its support for cultural diversity through several initiatives and programs, including:

- **Cultural Diversity Strategic Plan 2009-14:** aimed at sustaining and strengthening its continuously growing multicultural communities
- **Multicultural Information Place – Ballarat Library:** aimed at providing information on numerous services and programs that are available for our indigenous communities, immigrants including refugees and asylum seekers
- **Ballarat Multicultural Ambassador Program:** aimed at enhancing community awareness and fostering social acceptance rather than social tolerance in Ballarat
- **CALD Education and Employment Pathways (CEEP) Program:** aimed at addressing education and employment gaps through the provision of various pathways such as training, further university education, volunteering and employment
- **Ballarat Regional Settlement and Advocacy Committee:** aimed at bringing key service providers together to attract and support new immigrants including refugees and asylum seekers with their settlement needs
- **Destination Ballarat White Paper 2016:** aimed at making Ballarat a leading regional settlement destination through existing, well-embedded capabilities, coordinated and integrated approaches to strategic planning of various agencies
- **Reconciliation Action Plan 2014–2017:** aimed at meeting Council's commitment to supporting the reconciliation process and closing the gap in disadvantage between Aboriginal and Torres Strait Islander peoples and other Australians
- **Koorie Engagement Action Group (KEAG):** aimed at bringing a group together to enhance the opportunities for Aboriginal and Torres Strait Islander residents of Ballarat to contribute, participate and benefit from Ballarat's community life
- **Ballarat Friends of Ainaro Community Committee (BFACC):** aimed at promoting education, mutual respect, municipal cooperation and working with the community to achieve economic, social and environmental sustainability for the people of Ainaro, Timor-Leste.

The Cultural Diversity Strategic Plan 2009–2014 and its Action Plan were further progressed in 2015–2016 and have now been fully realised. The extent of the goals that were achieved were presented to the community at the Ballarat Multicultural Summit 2014 (Summit Report 2014, Strategic Outcomes - page 5). This Intercultural City Strategic Plan 2018–2021 aims to scaffold on the initiatives and programs developed to date. Ballarat's emerging cultural diversity is now recognised as requiring a broader social inclusion approach.

3.2 The Role of the City of Ballarat



This Strategic Plan is aligned to the City of Ballarat's Plan 2017–2021, which aims to stimulate liveability, prosperity, sustainability and accountability now and in the future. It builds on the Liveability portfolio's goal of *a safe, healthy, environmentally sustainable, innovative and well-serviced community* - one that is welcoming, inclusive, socially connected and values a powerful sense of community. Cultural diversity is relevant to all areas of the City of Ballarat. Business units across the organisation will work with the Cultural Diversity area to implement the identified actions in this Strategic Plan.

The City of Ballarat employs specialist staff to support cultural diversity in the organisation and in the community - the role of the Intercultural City Coordinator is to facilitate the development, execution, monitoring and evaluation of this Strategic Plan. The Cultural Diversity unit is the primary point of contact for community groups that represent CALD communities.

Key City of Ballarat officers promote inter-cultural practice in program delivery. Working across different units include:

- Business Unit Directors and Executive Managers
- Key Responsible Officers and Staff
- Library Leadership Team and Staff
- Cultural Partnerships Officers
- Cultural Diversity Officers
- Intercultural Employment Pathways Program Officers and Consultants
- Economic Development Officers
- Urban and Social Planners
- Open Space Planners

3.3 The Intercultural Strategic Plan links to other City of Ballarat Strategies/Plans

This Strategic Plan is linked to the different services that operate in the City of Ballarat:



4. Ballarat's changing and diverse community

4.1 Census snapshot:



Total population
of Ballarat at August 2016

101,686

From the 2016 Census
9.6% (9655 people)
were **born overseas** and of
these **5.4%** (5,499)
spoke a **language other
than English** at home
1.4% (1,470) identified
as Aboriginal or Torres Strait
Islander

A further
6,963 residents
(6.8% of total population)
**did not state which
country they were born in**
so cannot be included in the data

52% are female
48% are male

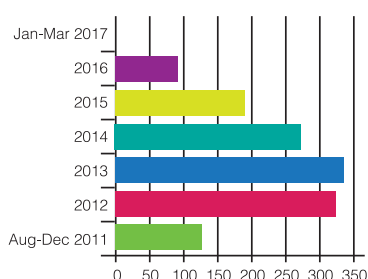
There are immigrants in
Ballarat from at least
89 different countries
219 ancestries

7% of migrants are **aged 0-14**
9% are **aged 15-24**
29% are **aged 25-44**
13% are **aged 45-54**
29% are **aged 55-74** and
12% are **aged 75 and over**

Main countries of birth
other than Australia were:
England (2,080), **India** (860),
New Zealand (763), **China** (717),
Netherlands (537), **Philippines**
(415), **Scotland** (355), **Germany**
(288), **USA** (233), **South Africa**
(210), **Malaysia** (183), **Italy** (179)

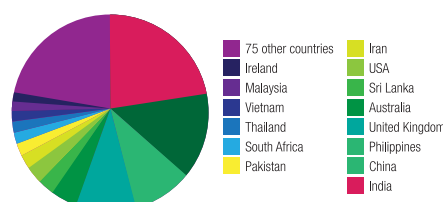
Main countries of birth for people
moving to Ballarat since 2011:
China (369), **India** (284),
Philippines (181),
United Kingdom (180),
New Zealand (113)

Figure 1: Number of migrants
arriving and settling in Ballarat
by year



5.4% of people living in
Ballarat **speak a language
other than English** at home

Figure 2: Country of birth (top 4)
of migrants arriving in Australia
between August 2011 and March
2017, and currently living in Ballarat



Main languages spoken
(other than English):
**Mandarin, Filipino, Tagalog,
Punjabi, Hindi, Italian, Dutch,
Cantonese, German, Arabic,
Japanese, Greek**

710 people born overseas were
not proficient in English, the
largest group
(27%) spoke **Mandarin**

52% (4,985 people) of
residents living in Ballarat
and born overseas, **arrived
in Australia after 1996**

Since 2011, **67%** of migrants
came through the **skilled
migration** stream, **32%** came
through the **family migration**
stream and **2%** came through the
humanitarian stream

**Catholic, Anglican, Uniting
Church, Presbyterian** and
Reformed Church are the
major religious denominations
in Ballarat

5. Community Engagement and Consultation

City of Ballarat Multicultural Ambassadors 2016–2018



Alisa Ma
(China)



Maggie Liu
(China)



Nikki Foy
(Australia)



Rebecca Bo
(South Sudan)



Rod Serojales
(The Philippines)



Sadiki Mukasa
(Congo)



Yvonne Paulina
Davis
(The Netherlands)



Syed Muhammad
Sami
(Pakistan)



Tuyet Yeardley
(Vietnam)



Sid Tegally
(Mauritius)

An extensive community engagement process has been undertaken to inform the development of this Strategic Plan. The process included the following actions:

- Internal consultation workshops were held with 20 Multicultural Ambassadors bi-monthly from January 2016 to December 2016
- Consultations with the Intercultural Advisory Committee in relation to the Cultural Diversity Strategy – Action Plan 2014–2016 were tabled in the meeting agendas held bi-monthly from January 2016 to December 2016
- A Multicultural Summit was convened on 6 August 2014 to discuss the key actions of this Strategic Plan. Made up of key stakeholders - listed as 'Partners in Action' in this plan - represented a range of sectors including: ethno-specific services, community services, health, education and employment agencies. The group identified the priority areas and the action component of this Strategic Plan
- Several consultations with the Ballarat Regional Settlement and Advocacy Committee (BRSAC) made up of key stakeholders and CALD communities took place in the 12 months leading up to the completion of this Strategic Plan. These sessions focussed on informing established and new Ballarat residents about the development of this Strategic Plan and invited feedback through discussions about CALD issues and current service availability
- Data collection and evaluation of programs including: Multicultural Ambassador Program, CALD Education and Employment Pathways Program and the BRSAC research paper *Destination Ballarat: A Leading Regional Settlement Destination*.

6. The Intercultural City Strategic Plan

In the development of this Strategic Plan, the City of Ballarat played an active role in working with the community and in promoting successful and inclusive partnerships. Actions were in the context of ‘collaborative approaches to achieve collaborative impact’ which reflect the realistic aspirations of the community and of our various stakeholders.

Key Priority Area 1 Responsive Services

Goal

Provide services/programs with easy access points for CALD and newly arrived communities

Objectives

1. Enhance coordination, delivery of local services
2. Increase cultural competence of Council staff and service providers

Key Priority Area 2 Active Citizenship

Goal

Create opportunities for CALD people with other communities to exercise their rights and responsibilities to influence public life

Objectives

1. Make Ballarat a place where people fulfill their rights and responsibilities
2. Create opportunities for CALD people with other communities to exercise their rights and responsibilities to influence public life

Key Priority Area 3 Leadership and Advocacy

Goal

Engage CALD communities and other residents in finding solutions to addressing specific community needs

Objectives

1. Build capacity of CALD and other residents to advocate to Council in relation to their needs
2. Represent and support CALD communities and other residents on issues impacting them to governments and the broader community

Key Priority Area 4 Maximising and Valuing Diversity

Goal

Celebrate the ‘diversity advantage’ of the Ballarat Intercultural City

Objectives

1. Enhance CALD community participation in social, employment, education, training, arts, sports and recreation opportunities
2. Provide opportunities for all residents and visitors to enjoy an intercultural, cosmopolitan Ballarat

7. Critical Success Indicators



The City of Ballarat will achieve successful implementation of this Strategic Plan by:

- developing a whole-of-organisation approach to building intercultural relationships and social cohesion through cross-unit collaboration across program development and delivery
- supporting and empowering City of Ballarat staff to engage in genuine intercultural consultation with CALD people and all communities in the municipality, to understand the issues, opportunities and challenges of living in Ballarat
- building long-term partnerships/collaborations with government, agencies, community groups, organisations and local businesses, such as engagement with the Ballarat Regional Advocacy and Settlement Committee (BRSAC) in project delivery
- allocating resources to implement the Strategic Action Plan and to deliver effective, tailored programs to meet needs of local CALD communities
- providing resources to areas identified in the Intercultural Cities benchmarking report as opportunities for enhancement
- ongoing monitoring and evaluation of the Strategic Plan and its outcomes, and reporting back to the City of Ballarat and the community.

8. Implementation and Evaluation

The Intercultural City Strategic Plan 2018–2021 will provide the City of Ballarat with the necessary framework to achieve outcomes for CALD communities over the next five years. The Community Development Division - Learning and Community Hubs is the lead business unit that will advocate for and facilitate delivery of this Strategic Plan. As a whole-of-organisation approach has been adopted, associated City of Ballarat business units will also be responsible for delivering and evaluating the objectives and actions of the Strategic Plan.

An annual Action Plan will be developed against the four identified key priority actions of the Strategic Plan to guide specific program actions that need to be initiated. The City of Ballarat will work in partnership with the community, government and non-government agencies, business/industry and the education sector to develop and implement appropriate responses to the Strategic Plan. The Strategic Plan will adopt some elements of existing City of Ballarat strategies where relevant and appropriate, to facilitate delivery of intercultural programs and services.

The City of Ballarat's Cultural Diversity team will also:

- provide support, advice, training resources and information to assist the City of Ballarat and stakeholders
- promote the Strategic Plan throughout the organisation and the community
- monitor and review the Strategic Action Plan annually.

This Strategic Plan is intended to be a 'living' document. It will be monitored and reviewed each year by the Community Development - Learning and Community Hubs team to ensure it remains responsive and relevant. A full review will be undertaken every second year and will consider positive changes that could improve the Strategic Plan.

The Intercultural Advisory Committee has been established to provide support and advice on key intercultural issues and to enhance the implementation of this Strategic Plan.

9. Partners in Action

Community, business and government partnerships will play a crucial role in supporting the City of Ballarat to achieve quality outcomes in all key priority areas of this Strategic Plan.

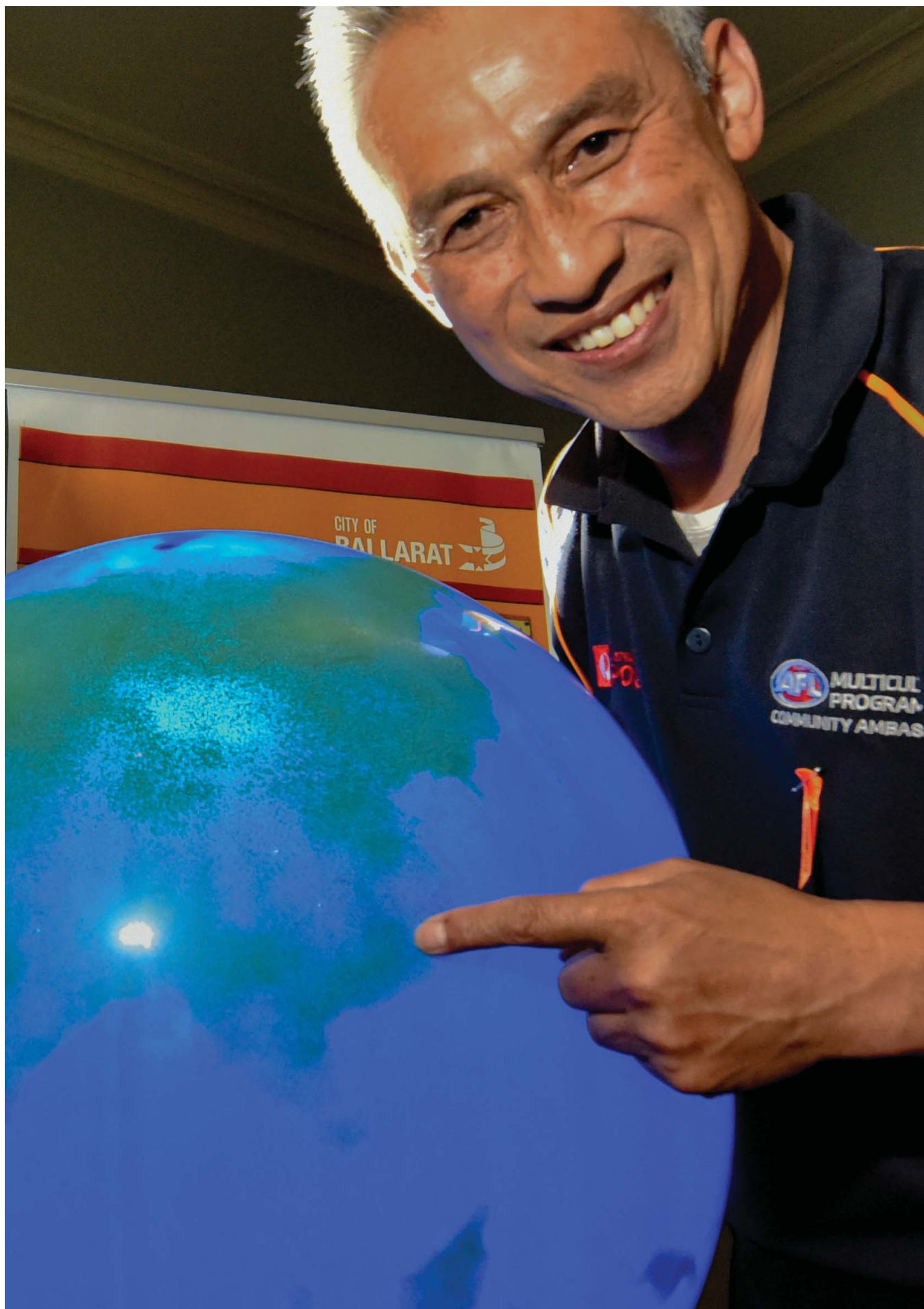
The City of Ballarat acknowledges the following government, non-government entities, communities, service providers and various committees/organisations which are all potential partners in implementing Intercultural City Strategic Plan 2018-2021.

Australian Catholic University	Department of Education and Training	Mt Clear College
AFL Goldfields – Indigenous and Multicultural Steering Committee	Department of Economic Development, Jobs, Transport and Resources	Office of Multicultural Affairs and Citizenship
Ballarat Community Health Services	Ethnic Communities' Council of Victoria	Refugee Support Service Networks
Ballarat & District Aboriginal Co-operative	Federation of Ethnic Communities' Council of Australia	Regional Development Victoria
Ballarat Friends of Ainara Community Committee	Federation University	Rotary Club of Alfredton
Ballarat Neighbourhood Centre	iGen Foundation Limited	Rotary Club of Wendouree Breakfast
Ballarat Health Services	Inagawa Board of Education	Settlement Humanitarian and Refugee Enhancement Working Group
Ballarat Regional Multicultural Council	Inagawa International Association	The Courier
Ballarat Regional Settlement and Advocacy Committee	Intercultural Cities Network	The Miner
CAFS Ballarat	Intercultural Advisory Committee – City of Ballarat	Victoria Police
Central Highlands Regional Partnership	Koorie Engagement Action Group	Victorian Local Government Multicultural Issues Network
Central Highlands Sports Assembly	Koorie Services Hub	Victorian Multicultural Commission
Centre for Multicultural Youth	Local Government Victoria	VMC – Regional Advisory Committee
Centrelink	Municipal Association of Victoria	Voice FM - 99.9
Department of Human Services	Multicultural Arts Victoria	AFL Western Bulldogs
Department of Home Affairs	Multicultural Ambassadors – City of Ballarat	Women's Health Grampians

10. REFERENCES

1. *Australian Bureau of Statistics, Census of Population and Housing, 2016*
2. *Building Social Cohesion in our Communities (Online Resource) Australian Centre of Excellence for Local Government for the Australian Human Rights Commission, 2015*
3. *City of Ballarat Council Plan 2017 –2021*
4. *Local Government Act 1989*
5. *Municipal Public Health and Wellbeing Plan 2013 –2017*
6. *Redwood K., 2009 'A Short History of Migration to Ballarat' and 'City of Ballarat Cultural Diversity Issues Paper', Kate Redwood Consulting*
7. *SCOA National Settlement Services Outcomes Standards, June 2015*
8. *Settlement Data Base, August 2011-June 2016, Department of Immigration and Border Protection*
9. *The Intercultural City Step by Step, Council of Europe, January 2013*
10. *Multicultural Australia 2017 – United, Strong, Successful – Australia's Multicultural Statement*
11. *Victoria's Multicultural Policy Statement 2017*







8.5. CONTRACTS APPROVAL DELEGATED COMMITTEE MINUTES

Division: Corporate Services
Director: Sean Portelli
Author/Position: Lorraine Sendall – Executive Assistant Director Corporate Services

PURPOSE

1. The purpose of this report is to provide Council with copies of minutes of Council's Contracts Approval Delegated Committee in accordance with the adopted Terms of Reference. At the meetings of these Committees held on 13 January, 2021 and 10 February, 2021, ten contracts were approved by the Committee. This report provides a copy of the minutes of these meetings as well as detailing summary information in relation to these Contracts.

BACKGROUND

2. To ensure good governance and transparent decision making, minutes of meetings of the Delegated committees are presented to Council and kept in accordance with the adopted Terms of Reference and Common Seal and Meeting Conduct Local Law. This report advises that minutes of the Contracts Approval Delegated Committee (the Committee) are attached to this report for the meetings held on 13 January and 10 February, 2021.
3. The Committee has been established to more effectively facilitate Council's Capital Works Program. To that end, the Committee has been established and will meet weekly, as required, in order to provide Council Officers with necessary decisions of Council to enable procurement processes to be completed.

KEY MATTERS

4. Local Content

Contract	Awarded to	Value	Outcomes	Local Content Outcome
2020/21-222	Conservation Studio Australia Pty Ltd	\$830,250.00 (excluding GST)	Design services Her Majesty's Theatre Stage 3	No
2020/21-260	S.J. Weir (Ballarat) Pty Ltd	\$637,593.00 (excluding GST)	Football Changeroom Refurbishment – Marty Busch Reserve	Yes
2020/21-261	Masterson Builders Pty Ltd	\$610,915.00 (excluding GST)	Soccer Changeroom Refurbishment	Yes

			Trekardo Park Reserve	
2020/21-105	Panel of 14 approved suppliers	Estimated total spend \$150,000 (excluding GST)	Digital Marketing	Partial
2020/21-303	DeAraugo and Lea Electrical Contractors (VIC) Pty Ltd	\$512,500.00 (excluding GST)	Wendouree West Recreation Reserve Sports Lighting and Electrical Infrastructure Football (Soccer)	No
MAV VP210575	Ballarat Hino	\$304,050.30 (including GST)	Road Maintenance Truck purchase	Yes
2019/20-556	Panel of suppliers		Professional Services – Planning and Associated Services	Partial
2020/21-287	Bitu-Mill Pty Ltd	\$509,910.90 (excluding GST)	Gillies Road Reconstruction (Schwarz Rd to Bald Hills Rd)	Yes
2020/21-211	Eltham Excavations Pty Ltd t/a Field Form	\$635,119.06 (excluding GST)	North Ballarat Netball Courts (2 courts and lighting)	No
2020/21-240	T.J. Coutts Pty Ltd	\$317,625.00 (excluding GST)	Victoria Park LED Sports Lighting	Yes

OFFICER RECOMMENDATION

5. That Council:

5.1 Note, as per the *Local Government Act 2020* Section 66 that this matter is designated confidential.

5.2 Receive the Contracts Approval Delegated Committee minutes of the meeting held on 13 January, 2021 and 10 February 2021.

ATTACHMENTS

1. Confirmed Contracts Minutes Wednesday 10 February 2021 [**8.5.1** - 6 pages]
2. Confirmed Contracts Minutes Wednesday 13 January 2021 [**8.5.2** - 7 pages]

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***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

10 February 2021

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**MINUTES OF THE MEETING OF THE SPECIAL CONTRACTS APPROVAL DELEGATED
COMMITTEE OF THE BALLARAT CITY COUNCIL, HELD BY A VIRTUAL MEETING
ON WEDNESDAY 10 FEBRUARY 2021 AT 12:30PM**

**Janet Dore
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Daniel Moloney

IN ATTENDANCE

Mr Sean Portelli (Director Corporate Services)
Ms Bridget Wetherall (Director Infrastructure and Environment)
Mr Vaughn Notting (Executive Manager Infrastructure)
Mr Phillip Barnett (Project Manager)
Mr Trevor Harris (Procurement Co-ordinator)
Ms Lorraine Sendall (Minutes)

Ms Natalie Robertson (Director Development and Growth) from 12:42pm

APOLOGIES

Cr Tracey Hargreaves

DECLARATIONS OF INTEREST

No conflicts of interest were recorded.

CONFIRMATION OF MINUTES

RESOLUTION:

That the minutes of the Contracts meeting held on 13 January, 2021 as circulated, be confirmed.

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

CARRIED

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves, pursuant to Section 66 of the Local Government Act 2020, that the meeting be closed to members of the public, whilst the Committee is dealing with the following matters, that may include matters that are Commercial in Confidence that may prejudice Council: -

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

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	PAGE(S)
5.1 CONTRACT 2019/20-556 PROVISION OF PROFESSIONAL SERVICES - STATUTORY AND STRATEGIC PLANNING (RO NATALIE ROBERTSON / TERRY NATT)	4
5.2 CONTRACT 2020/21-287 GILLIES ROAD RECONSTRUCTION (RO BRIDGET WETHERALL / ROBIN HAND)	4
5.3 CONTRACT 2020/21-211 NORTH BALLARAT NETBALL COURTS (RO NATALIE ROBERTSON / MARK POWELL)	5
5.4 CONTRACT 2020/21-240 VICTORIA PARK LED SPORTS LIGHTING TENDER (RO BRIDGET WETHERALL / PHILLIP BARNETT)	6

**5.1 CONTRACT 2019/20-556 PROVISION OF PROFESSIONAL SERVICES
- STATUTORY AND STRATEGIC PLANNING**
(RO – Natalie Robertson / Terry Natt)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a panel of Contractors to the Planning and Heritage Approved Suppliers panel in accordance with Council's Procurement Policy.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. **Award Contract 2019/20 – 556 for the provision of Professional Services – Planning and Associated Services with:**
 - i. **Diamatic Planning Pty Ltd**
 - ii. **Divergent Planning**
 - iii. **Glossop Town Planning Pty Ltd**
 - iv. **Louise Lunn Planning**
 - v. **Niche Planning Studio Unit Trust (T/A Niche Planning Studio Pty Ltd)**
 - vi. **Planit Consulting**
 - vii. **Planned Resources**
 - viii. **Ricardo Energy Environmental Planning**
 - ix. **SD Strategy and Development Pty Ltd t/a/ SD Planning**
 - x. **Tomkinson Group**
 - xi. **Town Matters**
 - xii. **Tract Consultants Pty Ltd atf Tract Consultants Unit Trust**
 - xiii. **KH Planning Services (Bushfire)**
 - xiv. **Movement Place Pty Ltd (Transport)**
 - xv. **SGS Economics and Planning Pty Ltd (Economics/Demographics)**
 - xvi. **Skyfall Farms Landscape Architecture (Design)**
 - xvii. **Water Tech**
 - xviii. **Ash Tree Projects Pty Ltd**
 - xix. **Authentic Heritage Services Pty Ltd**
 - xx. **Biosis Pty Ltd**
 - xxi. **GML Heritage Victoria Pty Ltd t/a Context**
 - xxii. **Extent Heritage Pty Ltd**
 - xxiii. **Trustee pf Gard'ner Jaeman Martin Trust t/a/ GJM Heritage**
 - xxiv. **Heritage Insight**
 - xxv. **Landmark Heritage Pty Ltd**
 - xxvi. **Plan Heritage**
 - xxvii. **Way Back When Consulting Historians Pty Ltd**
 - xxviii. **Wendy Jacobs Architects and Heritage Consultant**
 - xxix. **Westvic Heritage Management**
2. **The contract term is for two (2) years with the provision of two (2) x one (1) years extension subject to an annual review of performance at Council's sole discretion.**
3. **Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

5.2 CONTRACT 2020/21-287 GILLIES ROAD
(RO – Bridget Wetherall / Robin Hand)**SUMMARY**

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of the reconstruction of Gillies Road, between Schwarz Road and Bald Hills Road of approximately 0.6km, widened, stabilised and reconstructed with a sealed surface and new open drains formed to channel water.

Gillies Road consists of a narrow-sealed pavement in this section that is failing with areas of localised ponding and potholing with no formed shoulders.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. **Award Contract 2020/21-287 for the provision of Gillies Road Reconstruction (Schwarz Road to Bald Hill Road) to Bitu-Mill Pty Ltd for the total tendered price of \$509,910.90 (GST exclusive).**
2. **Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

CARRIED**5.3 CONTRACT 2020/21-211 NORTH BALLARAT NETBALL COURTS**
(RO – Natalie Robertson / Mark Powell)**SUMMARY**

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of North Ballarat Netball Courts (2 Courts and Lighting).

The scope of this project will deliver 2 new Netball Victoria compliant netball courts with four pole match standard LED lighting system at Northern Oval 2 for North Ballarat Football Netball Club.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. **Award Contract 2020/21-211 for the provision of North Ballarat Netball Courts (2 Courts and Lighting) to Eltham Excavations Pty Ltd t/a/ Field Form for the total tendered price of \$635,119.06 (GST exclusive).**
2. **Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

CARRIED

5.4 CONTRACT 2020/21-240 VICTORIA PARK LED SPORTS LIGHTING TENDER
(RO – Bridget Wetherall / Phillip Barnett)**SUMMARY**

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of Victoria Park LED Sports Lighting 100 Lux.

The scope of this project will deliver the supply and installation of all Sports Lighting and Electrical Infrastructure Services to deliver a 100 Lux LED Sports Lighting upgrade at Victoria Park which will support the soccer pitch/cricket oval redevelopment.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. Enter into Contract 2020/21-240 for the provision of Victoria Park 100 Lux LED Sports Lighting and Electrical Infrastructure Services Football (Soccer) with TJ Coutts Pty Ltd for the total tendered price of \$317,625.00 (excl GST).
2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

SECTION 66 MATTERS**RESOLUTION:**

That the Committee resolves to come out of Section 66 and adopt the resolutions made therein.

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

There being no further business, the Chairperson declared the meeting closed at 12.54pm

Confirmed this 24th day of February, 2021

Cr Ben Taylor
.....
Cr Ben Taylor
Chairperson



***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

13 January 2021

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**MINUTES OF THE MEETING OF THE SPECIAL CONTRACTS APPROVAL DELEGATED
COMMITTEE OF THE BALLARAT CITY COUNCIL, HELD BY A VIRTUAL MEETING
ON WEDNESDAY 13 JANUARY 2021 AT 4:30PM**

**Janet Dore
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Tracey Hargreaves
Cr Daniel Moloney

IN ATTENDANCE

Mr Sean Portelli (Director Corporate Services)
Mr Vaughn Notting (Acting Director Infrastructure and Environment)
Mr Matthew Wilson (Director Community Wellbeing)
Mr Trevor Harris (Procurement Co-ordinator)
Ms Lorraine Sendall (Minutes)

APOLOGIES

Ms Janet Dore (Chief Executive Officer)

DECLARATIONS OF INTEREST

No conflicts of interest were recorded.

CONFIRMATION OF MINUTES

RESOLUTION:

That the minutes of the Contracts meeting held on 16 December, 2020 as circulated, be confirmed.

Moved Cr Tracey Hargreaves
Seconded Cr Ben Taylor

CARRIED

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves, pursuant to Section 66 of the Local Government Act 2020, that the meeting be closed to members of the public, whilst the Committee is dealing with the following matters, that may include matters that are Commercial in Confidence that may prejudice Council: -

Moved Cr Ben Taylor
Seconded Cr Tracey Hargreaves

CARRIED

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5.2 CONTRACT 2020/21-260 FOOTBALL CHANGEROOM REFURBISHMENT - MARTY BUSCH RESERVE (RO NATALIE ROBERTSON / MARK POWELL)	4
5.3 CONTRACT 2020/21-261 SOCCER CHANGEROOM REFURBISHMENT - TREKARDO PARK RESERVE (RO NATALIE ROBERTSON/ MARK POWELL)	5
5.4 CONTRACT 2020/21-105 PANEL APPROVED SUPPLIERS – DIGITAL MARKETING (RO MATTHEW WILSON / ALICIA THOMAS)	5
5.5 CONTRACT 2020/21-303 WENDOUREE WEST RECREATION RESERVE 100 LUX LED SPORTS LIGHTING AND ELECTRICAL INFRASTRUCTURE SERVICES FOOTBAL (SOCCER) (RO VAUGHN NOTTING/ TRENT BURSILL)	6
5.6 TENDER MAV VP210575 ROAD MAINTENANCE TRUCK PURCHASE (RO SEAN PORTELLI / ADRIAN SMITH)	7

Cr Maloney left the meeting.

**5.1 CONTRACT 2020/21-222 HER MAJESTY'S THEATRE STAGE 3
ARCHITECTURAL SERVICES**
(RO – Matthew Wilson / David Ash)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of all design service requirements, including engagement of all sub-consultants, Heritage Victoria consultation and stakeholder engagement for Her Majesty's Theatre. This will ensure that Stage 3 design meets as many key deliverables as strategically possible from the compliance, facilities and operational feasibility report as the funding allows.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. **Award Contract 2020/21-222 for the Design Services, Her Majesty's Theatre Stage 3 to Conservation Studio Australia Pty Ltd for the total tendered price of \$830,250.00 (GST exclusive).**
2. **Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Ben Taylor
Seconded Cr Tracey Hargreaves

CARRIED

**5.2 CONTRACT 2020/21-260 FOOTBALL CHANGEROOM REFURBISHMENT
- MARTY BUSCH RESERVE**
(RO – Natalie Robertson/ Mark Powell)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of Football Changeroom Refurbishment at the Marty Busch Reserve. This involves the refurbishment of the existing ground floor changerroom building and supporting areas. The project will also encompass the upgrade of the first floor male and female amenities.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. **Award Contract 2020/21-260 for the provision of Football Changeroom Refurbishment – Marty Busch Reserve to S.J. Weir (Ballarat) Pty Ltd for the total tendered price of \$637,593.00 (GST exclusive).**
2. **Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Tracey Hargreaves
Seconded Cr Ben Taylor

CARRIED

**5.3 CONTRACT 2020/21-261 SOCCER CHANGEROOM REFURBISHMENT
TREKARDO PARK RESERVE**
(RO – Natalie Robertson / Mark Powell)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of soccer changeroom refurbishment at Trekardo Park Reserve. The scope of this contract involves the refurbishment of soccer change rooms to Football Victoria (FV) standard as well as additional storage areas and public toilets.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. Award Contract 2020/21-261 for the provision of Soccer Changeroom Refurbishment – Trekardo Park Reserve to Masterson Builders Pty Ltd for the total tendered price of \$610,915.00 (GST exclusive).
2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.

Moved Cr Ben Taylor

Seconded Cr Tracey Hargreaves

CARRIED

5.4 CONTRACT 2020/21-105 PANEL APPROVED SUPPLIERS – DIGITAL MARKETING
(RO – Matthew Wilson / Alicia Thomas)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a panel of approved suppliers for digital marketing to undertake tasks on an as-needs basis to support the marketing, communications and creative department.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. Enter into Contract 2020/21-105 for the provision of Panel Approved Suppliers – Digital Marketing with the following fourteen (14) agencies for the estimated total annual spend of \$150,000 (excluding GST). The contract term is for twelve (12) months with the provision of a further two (2) year extension at the City of Ballarat's sole discretion:-
 - AKA Promotions Pty Ltd
 - The Trustee for Bossman Media Unit Trust t/a BossMan Media Pty Ltd
 - Cyclone Communications Pty Ltd t/a/ Cyclone Creative
 - R K Media Pty Ltd t/a/ Leonards Digital
 - Mass Motion
 - The Trustee for the Stratham Family t/a/ Media Mortar Pty Ltd
 - ROEMIN Creative Technology Pty Ltd

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Contracts Special Committee Minutes

13 January 2021

- **Ruck Agency Pty Ltd**
- **Collaborative Solutions and Design Pty Ltd**
- **Town Square Agency Pty Ltd**
- **TOFU Agency Pty Ltd**
- **We The People Agency Pty Ltd**
- **HP Deane and AE Deane t/a We are Purpose**
- **Firemark Promotions Pty Ltd Firemark Promotions Unit Trust t/a Yoke**

2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.

Moved Cr Ben Taylor

Seconded Cr Tracey Hargreaves

CARRIED

Cr Maloney re-entered the meeting

**5.5 CONTRACT 2020/21-303 WENDOUREE WEST RECREATION RESERVE
100 LUX LED SPORTS LIGHTING AND ELECTRICAL INFRASTRUCTURE
SERVICES FOOTBALL (SOCCER)
(RO – Vaughn Notting / Trent Bursill)**

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the provision of sports lighting and electrical infrastructure services football/soccer. The scope of this contract involves the supply and installation of 6 x light poles and electrical infrastructure services to deliver a 100 Lux LED Sports Lighting upgrade at the Wendouree West Recreation Reserve to support the soon to be completed Soccer Pitch redevelopment.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

- 1. Award Contract 2020/21-303 for the provision of Wendouree West Recreation Reserve 100 Lux LED Sports Lighting and Electrical Infrastructure Services Football (Soccer) to DeAraugo and Lea Electrical Contractors (VIC) Pty Ltd for the total tendered price of \$512,500.00 (GST exclusive).**
- 2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Daniel Moloney

Seconded Cr Tracey Hargreaves

CARRIED

5.6 MAV CONTRACT VP210575 ROAD MAINTENANCE TRUCK PURCHASE
(RO – Sean Portelli/ Adrian Smith)**SUMMARY**

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a tender for the supply of one Road Maintenance Truck to replace existing truck, fleet number 7571 which has been in service since 2010.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. Award through MAV Contract VP210575 the purchase of one Hino 500 Series FE 1426 Cab Chassis Road Maintenance Truck fitted with Flocon Road Maintenance Body to Ballarat Hino for the total tendered price of \$304,050.30 (GST inclusive).
2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.

Moved Cr Daniel Moloney
Seconded Cr Tracey Hargreaves

CARRIEDMove out of Section 66**RESOLUTION:**

That the Committee resolves to move out of Section 66 and adopt the resolutions made therein.

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

There being no further business, the Chairperson declared the meeting closed at 4.52pm

Confirmed this day of 10th day of February, 2021

Cr Ben Taylor

**Cr Ben Taylor
Chairperson**

8.6. AUDIT AND RISK COMMITTEE BI-ANNUAL REPORT

Division: Executive Unit
Director: Evan King
Author/Position: Rachelle Tippet – Business Advisor – Risk and Quality Assurance

PURPOSE

1. To present the Audit and Risk Committee's biannual report for the period July to December 2020.
2. Regular reporting to Councillors and the community is a key principle of transparency and good governance.

BACKGROUND

3. In accordance with Part 2, division 8, clause 54(5) of the *Local Government Act 2020*, requires the Audit and Risk Committee to:
 - a) Prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and
 - b) Provide a copy of the biannual audit and risk report to the Chief Executive Officer (CEO) for tabling at the next Council meeting.

KEY MATTERS

4. This report was tabled at the 3 March 2021 Audit and Risk Committee meeting which outlined the Committee's activities from July to December 2020. The Committee approved for the report to be provided to the CEO to table at the 24 March 2021 Council meeting.

OFFICER RECOMMENDATION

5. That Council:

- 5.1 Notes the biannual report forwarded by Council's Audit and Risk Committee, to the Chief Executive Officer outlining the Committee's activities and providing and findings and recommendations in relation to the functions of the Committee.**

ATTACHMENTS

1. Governance Review [8.6.1 - 1 page]
2. Bi-Annual Report to Council [8.6.2 - 3 pages]

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Audit and Risk Committee biannual report is a requirement of the *Local Government Act 2020*; and links to the Council Plan goal: Accountability.

COMMUNITY IMPACT

2. There is no community impact identified for the subject of this report.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. There are no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. There are no economic and sustainability implications identified for the subject of this report.

FINANCIAL IMPLICATIONS

5. There are no financial implications identified for the subject of this report.

LEGAL AND RISK CONSIDERATIONS

6. In accordance with Part 2, Division 8, Clause 54 (5) of the *Local Government Act 2020* (the Act), requires the Audit and Risk Committee to prepare a biannual audit and risk report.
7. The report complies with the Act.

HUMAN RIGHTS CONSIDERATIONS

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. No community consultation and engagement are required for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

10. No council Officer that has provided advice in relation to this report has a conflict of interest.

Audit and Risk Committee Biannual Report July – December 2020



In accordance with Part 2, Division 8, clause 54 (5) of the *Local Government Act 2020*, the Audit and Risk Committee presents its biannual audit and risk report that describes the activities of the Audit and Risk Committee. This report is for the period July to December 2020.

The Committee's activities for the reporting period are summarised below:

Area of Focus	Outcome					
Compliance and Legislative Requirements						
Overarching governance principles and Local Government Act 2020	A standing agenda item was the update on Local Government Act 2020 implementation					
Consideration of the impact on Council of the outcomes of integrity body reports	Regular updates provided to the Committee on the self-assessment of integrity body reports					
Policy and Procedure Log	An update on the status of Council policies and procedures					
Hardship Applications	An update on the actions taken by Council in response to hardship applications and rate relief					
COVID response to Municipal Recovery	An update regarding COVID impact on bushfire and municipal recovery					
Audit Recommendation Status Register	A standing agenda item for every meeting. Report shows progress of actions to implement recommendations, Committee to monitor progress					
	Audit Type	Audit Title	Open	Add	Close Out	Final
	Internal Audit	Accounting System Architecture	2	0	0	2
		Business Continuity and IT Disaster Recovery Planning	0	10	0	10
		Follow-up: Asset Management	0	1	0	1
		Follow-up: Developer Contributions	0	3	0	3
		Follow-up: Accounting System Architecture	0	3	0	3
		Follow-up: HR Management	0	8	0	8
		Follow-up: IT Environment	0	4	0	4
		Follow-up: Tendering and Contract Management	0	9	0	9
		Rates Management	0	3	0	3
		Total	2	3	0	43
	Follow up Audit recommendations replaced existing audit recommendations.					
	External Audit	VAGO Management Letter	3	8	0	11

Audit and Risk Committee

Biannual Report July – December 2020

Oversight of the monitoring activity of high-risk areas by Council	Governance and Risk Report includes OHS performance data, updates on risk management, statutory compliance and integrity agency reporting.
Council Financial and Performance Reporting	
Review draft of the Annual Financial Report and Annual Performance Statement	The Committee reviewed and endorsed the 2019-20 Financial Statements and the Performance Statements following the external audit conducted by VAGO and presented at the September 2020 meeting. The Committee recommended that Council record its approval 'in principle' to the Annual Financial Statements and Performance Statement for the year ended 30 June 2020.
Risk Management and Fraud Prevention	
Risk Update	The following risk items were provided to the committee in the past 6 months: <ul style="list-style-type: none"> • Risk Appetite Statement; and • Enterprise Risk Profile.
Internal Audit	
Review of the 2020/21 internal audit plan	2020/21 internal audit plan presented to the September and December 2020 Committee meeting. No changes.
Consideration of the outcomes of internal audits	Internal audits presented to the Audit and Risk Committee: <ul style="list-style-type: none"> • Business Continuity and Disaster Planning; • Rates Management; • Business Function Risk Assurance Map; and • Follow-up Recommendations Audit.
Consideration of the upcoming internal audit scope	Internal audit scopes presented to the Audit and Risk Committee: <ul style="list-style-type: none"> • Cyber Security; and • Asset Management – Buildings.
Audit Plan and Status	Internal Audit Plan Status Report and Strategic Three-Year Internal Audit Plan presented to the Committee.
Pitcher Partners Issues Brief	Update provided to the December 2020 committee meeting.
External Audit	
Consideration of VAGO management letter	2019-2020 Management Letter presented to Committee in September and December meetings.
VAGO Roads to Recovery Audit	Audit report presented to the December 2020 committee meeting.
VAGO Local Government Audit Update	Update provided to the December 2020 committee meeting.
Audit and Risk Committee	
Review the Committee Charter	Charter was endorsed by Council August 2020.
Involvement in the recruitment of new Committee Member	Appointment of existing Committee Member Mr John Watson as the independent Chairperson. Member Appointment of Mr Jeff Rigby as the replacement independent member of the Audit and Risk committee for a period of 3 years ending 30 November 2022 was adopted by Council at the December 2020 Council meeting.
Workplan 2021	The 2021 Workplan was presented to the December 2020 committee meeting. A standing agenda item to update status of action items.

Audit and Risk Committee Biannual Report July – December 2020

Committee Attendance			
Committee Member	7 August 2020	9 September 2020	9 December 2020
John Watson	✓	✓	✓
Linda McNeill	✓	✓	✓
Jason Hargreaves	✓	✓	✓
Jeff Rigby *commenced 2 Dec 2020			✓
Cr Ben Taylor	✓	✓	✓
Cr Belinda Coates * ceased 2 Dec 2020	×	✓	
Cr Grant Tillett cease 24 Oct 2020 (not re-elected)	✓	✓	
Cr Amy Johnson *commenced 2 Dec 2020			✓
Cr Mark Harris *commenced 2 Dec 2020			✓

8.7. S5 INSTRUMENT OF DELEGATION - COUNCIL TO CEO

Division: Executive Unit
Director: Evan King
Author/Position: Sarah Anstis - Statutory Compliance Officer

PURPOSE

1. The purpose of the report is for Council to adopt the S5 Instrument of Delegation to the Chief Executive Officer.

BACKGROUND

2. In accordance with section 11(1) of the *Local Government Act 2020* (the Act), the S5 Instrument of Delegation to the Chief Executive Officer must be approved by Council.
3. In accordance with section 11(7) of the Act, Council must review all delegations within the period of 12 months after a general election.

KEY MATTERS

4. Following the review of the S5 Instrument of Delegation from Council to the CEO, the following changes have been made.
 - Removal of the \$5,000,000 financial delegation to approve contracts if the Contracts Delegated Committee and Council cannot meet due to COVID-19 restrictions. This financial delegation is no longer required as Council has the capacity to meet virtually, and it will not impact Council business.
 - “Inclusive of GST” has been included in reference to the \$250,000 expenditure for clarity that the Chief Executive Officer cannot approve contracts above that amount.

OFFICER RECOMMENDATION

5. In the exercise of the powers conferred by section 11(1)(b) of the *Local Government Act 2020*, Ballarat City Council resolves that:
 - 5.1 There be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.
 - 5.2 The Instrument comes into force immediately the common seal of Council is affixed to the Instrument.
 - 5.3 On the coming into force of the Instrument all previous delegations to the Chief Executive Officer are revoked.
 - 5.4 The duties and functions set out in the Instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

ATTACHMENTS

1. Governance Review [8.7.1 - 1 page]
2. S5 Instrument of Delegation [8.7.2 - 4 pages]

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The C4 Instruments of Delegations from Council to members of Delegated Committees are requirement of the *Local Government Act 2020* (the Act).

COMMUNITY IMPACT

2. There has been no community impact identified for the subject of this report.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. There have been no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. There have been no economic sustainability implications identified for the subject of this report.

FINANCIAL IMPLICATIONS

5. There have been no financial implications identified for the subject of this report.

LEGAL AND RISK CONSIDERATIONS

6. Section 11(7) of the Act requires Council to review all delegations within 12 months of a general election.

HUMAN RIGHTS CONSIDERATIONS

7. It is considered that this report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

8. The S5 Instrument of Delegation from Council to the Chief Executive Officer does not require any community consultation and engagement.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

9. Council officers that have prepared the report do not have any general or material conflicts of interests.



S5 Instrument of Delegation to Chief Executive Officer

Ballarat City Council

Instrument of Delegation

to

The Chief Executive Officer



Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020 (the Act)* and all other powers enabling it, the Ballarat City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on ##date;
2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

Date:

The Common Seal of Ballarat City Council)
 was affixed by authority of the Council in the)
 presence of:)

..... Mayor/Councillor

..... Chief Executive Officer



SCHEDULE

The power to

1. determine any issue;
 2. take any action; or
 3. do any act or thing
- arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

1. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 1.1 entering into a contract exceeding the value of \$250,000 (inclusive GST);
 - 1.2 making any expenditure that exceeds \$250,000 (inclusive GST) (unless it is expenditure made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make in which case it must not exceed \$250,000 (inclusive GST));
 - 1.3 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 1.4 electing a Mayor or Deputy Mayor;
 - 1.5 granting a reasonable request for leave under s 35 of the Act;
 - 1.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
 - 1.7 approving or amending the Council Plan;
 - 1.8 adopting or amending any policy that Council is required to adopt under the Act;
 - 1.9 adopting or amending the Governance Rules;
 - 1.10 appointing the chair or the members to a delegated committee;
 - 1.11 making, amending or revoking a local law;
 - 1.12 approving the Budget or Revised Budget;
 - 1.13 approving the borrowing of money;
 - 1.14 subject to section 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;

S5. Instrument of Delegation to Chief Executive Officer



3. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
4. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 4.1 policy; or
 - 4.2 strategyadopted by Council;
5. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
6. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

8.8. C4 INSTRUMENT OF DELEGATION TO DELEGATED COMMITTEES

Division: Executive Unit
Director: Evan King
Author/Position: Sarah Anstis - Statutory Compliance Officer

PURPOSE

1. The purpose of the report is to adopt the C4 Instruments of Delegation for the following Delegated Committees.
 - Contracts Approval Delegated Committee;
 - Community Grant Allocations Delegated Committee;
 - Her Majesty's Theatre Board Delegated Committee; and the
 - Planning Delegated Committee.

BACKGROUND

2. In accordance with section 11(1) of the *Local Government Act 2020* (the Act), the C4 Instruments of Delegation to members of the Delegated Committees must be approved by Council, rather than the Chief Executive Officer.
3. In accordance with section 11(7) of the Act, Council must review all delegations within the period of 12 months after a general election.

KEY MATTERS

4. Following the review of the C4 Instruments of Delegation, the following changes have been made:
 - Contracts Approval Delegated Committee:
Inclusive of GST has been added to section 2 in the powers and functions and exceptions, conditions and limitations. This ensures clarity that contracts over \$1,000,000 will not be approved by the Contracts Committee and it also ensures consistency with Council's Procurement Policy.

OFFICER RECOMMENDATION

5. That Council exercise the powers conferred by s63 of the Act:

- 5.1 Adopt the following C4 Instruments of Delegations to members of the Delegated Committees the powers, duties and functions set out in the attached delegation (the Instruments):

- Contracts Approval Delegated Committee;
- Community Grant Allocations Delegated Committee;
- Her Majesty's Theatre Board Delegated Committee; and
- Planning Delegated Committee.

5.2 The Instruments:

- a. comes into force immediately the Common Seal of Council is affixed to the Instrument; and
- b. remains in force until Council determines to vary or revoke it.

1.

5.3 The powers, duties and functions conferred on the members of the Delegated Committee by the Instruments must be exercised in accordance with any guidelines or policies Council may from time to time adopt.

5.4 The Instruments be sealed.

5.5 Revoke the C4 Instrument of Delegation for the Delegated Committees endorsed by Council on 22 July 2020 (R180/20):

- **Contracts Approval Delegated Committee;**
- **Community Grant Allocations Delegated Committee;**
- **Her Majesty's Theatre Board Delegated Committee;**
- **Planning Delegated Committee.**

ATTACHMENTS

1. Governance Review [8.8.1 - 1 page]
2. C4 Instrument of Delegation - Contracts Committee [8.8.2 - 3 pages]
3. C4 Instrument of Delegation - Community Grant Allocations [8.8.3 - 3 pages]
4. C4 Instrument of Delegation - Her Majesty's Theatre [8.8.4 - 3 pages]
5. C4 Instrument of Delegation - Planning [8.8.5 - 3 pages]

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The C4 Instruments of Delegations from Council to members of Delegated Committees are requirement of *the Local Government Act 2020* (the Act).

COMMUNITY IMPACT

2. Inclusion of community members in Delegated Committee increases awareness of Council.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. There are no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. There are no economic sustainability implications for the subject of this report.

FINANCIAL IMPLICATIONS

5. There are no financial implications identified for the subject of this report.

LEGAL AND RISK CONSIDERATIONS

6. Section 11(7) of the Act requires Council to review all delegations within 12 months of a general election.

HUMAN RIGHTS CONSIDERATIONS

7. It is considered that this report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

8. The revocation and conferring of delegations does not require any public consultation, however, Council is required to keep a public register of all delegations.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

9. Council Officers affirm that no material or general conflicts of interests need to be declared in relation to the matter of this report.



C4 Instrument of Delegation (Delegated Committees)

Ballarat City Council

Instrument of Delegation

Contracts Approval Delegated Committee



SCHEDULE

Powers and functions

To exercise Council's functions and powers to perform Council's duties in relation to the management of streamlining Council's contracts procurement process and improve Council's ability to deliver its capital works program and for these purposes:

1. to function in accordance with the Council Terms of Reference;
2. the power to consider and/or approve contracts between the values of \$250,000 and \$1,000,000 (inclusive of GST) that form part of the Council budget;
3. The power to refer any contract submitted to the Committee to the full Council for decision;
4. to do all things necessary or convenient to be done for or in connection with the performance of those functions, duties and powers.

Exceptions, conditions and limitations

The members of the Delegated Committee are not authorised by this Instrument to:

1. Consider and/or approve contracts greater than the value of \$1,000,000 (inclusive of GST);
2. Consider and/or approve contracts which are not within the Council approved budget for the relevant year;
3. Consider and/or approve contracts for which full evaluation reports have not been prepared in accordance with Council's Procurement Policy, including the consideration of local content;
4. Consider and/or approve contracts which have not been authorised by the relevant Director and the Chief Executive Officer of Council; and
5. exercise the powers which, under section 11(2) of the *Local Government Act 2020*, cannot be delegated.



C4 Instrument of Delegation (Delegated Committees)

Ballarat City Council

Instrument of Delegation

Community Grant Allocations Delegated Committee





SCHEDULE

Powers and functions

To exercise Council's functions and powers to perform Council's duties in relation to the management of the community funds in the form of grants and for these purposes:

1. to function in accordance with the Council Terms of Reference;
2. the power to establish an evaluation framework and/or policy for the assessment of all applications for funding (to be approved by Council's Audit and Risk Committee);
3. to engage community expertise in the planning and development of funding programs;
4. the power to apportion and disburse all funds allocated to the Delegated Committee each year as part of Council's budget;
5. the power to evaluate variation request of funding allocations above \$500.00 to grant recipients as, and when, requested by grant applicants;
6. to do all things necessary or convenient to be done for or in connection with the performance those functions, duties and powers.

Exceptions, conditions and limitations

The members of the Delegated Committee are not authorised by this Instrument to:

1. enter into contracts, or incur expenditure, for any amount which exceeds the approved budget; and;
2. exercise the powers which, by force section 11(2) of the *Local Government Act 2020*, cannot be delegated.



C4 Instrument of Delegation (Delegated Committees)

Ballarat City Council

Instrument of Delegation

**Her Majesty's Theatre Board
Delegated Committee**



Instrument of Delegation

Ballarat City Council (**Council**) delegates to each person who is from time to time appointed as a member of the Delegated Committee established by resolution of Council passed on [insert date] and known as the *Her Majesty's Theatre Board* Delegated Committee (**the Committee**), the powers and functions set out in the Schedule, and declares that:

1. this Instrument of Delegation is authorised by a resolution [insert resolution number] of Council passed on [insert date];
2. a delegate can only exercise the delegations contained in this Instrument of Delegation while acting as a member of the Committee at a meeting of the Committee;
3. the delegation:
 - 3.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.2 remains in force until Council resolves to vary or revoke it; and
 - 3.3 is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
4. all members of the Delegated Committee will have voting rights on the Delegated Committee.
 - 4.1 Council Officers who attend the meetings of the Committee are to provide advice and support the Committee and are not classed as Committee members.

Date:

The Common Seal of Ballarat City Council)
 was affixed by authority of the Council in the)
 presence of:)

..... Mayor/Councillor

..... Chief Executive Officer



SCHEDULE

Powers and functions

To exercise Council's functions and powers to perform Council's duties in relation to the management of the Her Majesty's Theatre Board Delegated Committee, and for those purposes:

Her Majesty's Theatre Board Delegated Committee has been established by Council to provide industry advice regarding the Her Majesty's Theatre and on priorities for performing arts and activities that will enhance the role of Ballarat as a place for performing arts. The Board also makes recommendations to Council for funding projects through the Arts Grants program.

1. to function in accordance with the Council Terms of Reference;
2. to provide advice and recommendations to Council on the development of strategies, policies and projects pertaining to Her Majesty's Theatre and the performing arts in Ballarat;
3. to promote the participation of Her Majesty's Theatre and the performing arts in strategic planning and development activities within the municipality;
4. to support the City of Ballarat in its leadership role in the performing arts;
5. to support the work of the Council, in particular Her Majesty's Theatre and the performing arts in developing partnerships with the wider community and government sector to promote and develop the performing arts in the municipality;
6. to make recommendations regarding the expenditure of grant monies and contracts undertaken to further Her Majesty's Theatre and the performing arts activities in the municipality; and
7. to do all things necessary or convenient to be done for or in connection with the performance of those functions, duties and powers.

Exceptions, conditions and limitations

The members of the Delegated Committee are not authorised by this Instrument to:

1. enter into contracts, or incur expenditure, for an amount and;
2. exercise the powers which, under section 11(2) of the *Local Government Act 2020*, cannot be delegated.



C4 Instrument of Delegation (Delegated Committees)

Ballarat City Council

Instrument of Delegation

Planning Delegated Committee



Ballarat City Council (**Council**) delegates to each person who is from time to time appointed as a member of the Committee established by resolution of Council passed on [insert date] and known as the *Planning Delegated Committee (the Committee)*, the powers, discretions and authorities set out in the Schedule, and declares that:

1. this Instrument of Delegation is authorised by a resolution [insert number] of Council passed on [insert date];
2. the delegation:
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 remains in force until Council resolves to vary or revoke it; and
 - 2.3 is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
3. all members of the Delegated Committee will have voting rights on the Delegated Committee.
4. Council Officers who attend the meetings of the Committee are to provide advice and support the Committee and are not classed as Committee members.

Date:

The Common Seal of Ballarat City Council)
was affixed by authority of the Council in the)
presence of:)

..... Mayor/Councillor

..... Chief Executive Officer



SCHEDULE

Powers and functions

To exercise Council's powers, discretions and authorities to perform Council's functions under the *Planning and Environment Act 1987* in accordance with relevant policies and guidelines of the Council and do things necessary or convenient to be done for or in connection with the performance those functions, duties and powers.

1. to function in accordance with the Planning Committee Terms of Reference;
2. to assess and determine any applications for planning permits that are referred to it as the responsible authority under the *Planning and Environment Act 1987*;
3. in relation to strategic planning matters, the power to:
 - 3.1 consider strategic planning matters;
 - 3.2 hear from submitters;
 - 3.3 seek authorisation from the Minister for Planning to proceed with a proposed Planning Scheme amendment;
 - 3.4 refer submissions to a panel under Part 8 of the *Planning and Environment Act 1987*;
 - 3.5 make recommendations to Council in respect of strategic planning issues; and
4. to refer any submission to Council for further consideration and decision.

Exceptions, conditions and limitations

The members of the Delegated Committee are not authorised by this Instrument to:

1. enter into contracts.
2. exercise the powers which, under section 11(2) of the *Local Government Act 2020*, and section 188 of the *Planning and Environment Act 1987*, cannot be delegated.

8.9. S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION (PLANNING AND ENVIRONMENT ACT 1987)

Division: Executive Unit
Director: Evan King
Author/Position: Sarah Anstis - Statutory Compliance Officer

PURPOSE

1. The report is to revoke the S11A Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* for Ashley Pollerd

BACKGROUND

2. The Chief Executive Officer appoints the majority of authorised officers under section 224 of the *Local Government Act 1989*, through Council's delegation to the Chief Executive Officer. However, the appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated by the Chief Executive Officer and must be made through a resolution of Council.

KEY MATTERS

3. At the Council Meeting held on 2 December 2020, Council resolved R280/20 to endorse the authorisation of Ashley Pollerd under the *Planning and Environment Act 1987*. Ashley Pollerd is no longer in the position of Principal Statutory Planner and the authorisation requires revocation by Council resolution.

OFFICER RECOMMENDATION

4. That Council:
 - 4.1 Revoke the S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) for Ashley Pollerd (R280/20).

ATTACHMENTS

1. Governance Review [8.9.1 - 2 pages]

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Instrument of Appointments and Authorisations are a statutory requirement of Council.

COMMUNITY IMPACT

2. Council will make the register of authorised officers available on Council's website in accordance with Council's Public Transparency Policy.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. There are no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. There are no economic sustainability implications identified for the subject of this report.

FINANCIAL IMPLICATIONS

5. There are no financial implications identified for the subject of this report.

LEGAL AND RISK CONSIDERATIONS

6. It is essential that Council's authorisations are constantly maintained and periodically monitored so that appropriate officers have the power to carry out their duties lawfully. This is a key component in Council meetings, as legislation requires Council to approve authorised officers under the *Planning and Environment Act 1987*.

HUMAN RIGHTS CONSIDERATIONS

7. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

8. There has been consultation with relevant managers and officers to ensure the correct officers have been authorised to complete tasks.
9. The revocation and conferring of authorisations does not require any public consultation, however, Council is required to keep a register of all authorised officers available for public inspection.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

10. Council Officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

8.10. OUTSTANDING QUESTION TIME ITEMS

Division: Executive Unit
Director: Evan King
Author/Position: Sarah Anstis – Statutory Compliance Officer

PURPOSE

1. This report provides Council with an update of responses to questions taken on notice and outstanding unanswered questions from public question time.

BACKGROUND

2. The City of Ballarat Governance Rules, section 3.7.1 calls for a standard agenda item at each Council Meeting that reflects unanswered questions from question time.

KEY MATTERS

3. Nil

OFFICER RECOMMENDATION

4. That Council:

- 4.1 Endorse the Outstanding Question Time report.

ATTACHMENTS

1. Outstanding Question Time Items [8.10.1 - 1 page]
2. QT06/21 - Miriam Robinson [8.10.2 - 1 page]

Outstanding Question Time Items					
Meeting	Status	Requested	Question	Officer Responsible	Response
24/02/2021 QT05/21	Open	Dr Elisa Zentveld	On January 30 2021, the Halliday report was reported in The Courier, flagging that culture and management must change. On the same day, BALC redundancies were reported. This strikes me as rather thoughtless timing; ironic in the face of a report signalling cultural problems. What care will Council take going forward to ensure proposed changes are handled in a more humane and thoughtful manner?	Evan King, Chief Executive Officer	Written response to be provided
24/02/2021 QT06/21	Closed	Miriam Robinson	<p>We respectfully remind Councillors of Ballarat's declaration of a climate emergency in 2019. Since that time the climate emergency has only become more urgent. We propose that Ballarat sets up a Citizens Assembly on Climate. Citizens Assemblies provide a positive and empowering way to involve citizens in developing solutions, appropriate for our region. Will the council review the documents we have presented on Citizens Assemblies and consider implementing this in Ballarat?</p> <p>Will the Council put this on their agenda for next month's meeting? Alternatively, can we arrange a time to brief council on Citizens Assemblies and how that might be implemented in Ballarat?</p>	Bridget Wetherall, Director Infrastructure and Environment	Bridget Wetherall, Director Infrastructure and Environment provided a written response (see attached)

PO Box 655
Ballarat Vic 3353
AUSTRALIA

Telephone: 03 5320 5500
Facsimile: 03 5333 4061



Ms Miriam Robinson
Extinction Rebellion Ballarat
[REDACTED]

Date: 02 March 2021
Our Ref: BW:tct:bk
Your Ref: Public Question QT06/21
Enquiries: (61) 03 5320 5500
Email: info@ballarat.vic.gov.au

Dear Ms Robinson

RE: CITIZENS ASSEMBLIES ON CLIMATE

I refer to your question asked at the Council meeting held on Wednesday 23 February 2021 as follows: *"We respectfully remind Councillors of Ballarat's declaration of a climate emergency in 2019. Since that time the climate emergency has only become more urgent. We propose that Ballarat sets up a Citizens Assembly on Climate. Citizens Assemblies provide a positive and empowering way to involve citizens in developing solutions, appropriate for our region. Will the council review the documents we have presented on Citizens Assemblies and consider implementing this in Ballarat?"*

During the 21 November 2018 Council meeting, Council acknowledged the Climate Emergency and the need for urgent action by all levels of government, including local councils, to reduce carbon emissions. The City of Ballarat's *Carbon Neutrality and 100% Renewables Action Plan* (the *Action Plan*) was subsequently developed and adopted by Council in 2019. The *Action Plan* contains almost 60 actions to reduce the City of Ballarat's corporate greenhouse gas (GHG) emissions while also providing community support to achieve carbon emission reductions.

In particular, Action 5.4a the *Action Plan* states that the City of Ballarat to develop Community Greenhouse Gas Emissions profile succinct with Global Protocol for Community-Scale Greenhouse Gas Emission Inventories and set aspirational targets for whole of the city and monitor progress. An update on development of a community-wide net-zero emissions target for the City of Ballarat will be presented to the Council meeting on 24 March 2021.

Please contact Ching Tiong Tan, Council's Sustainability Officer–Carbon Neutrality, on [REDACTED] if you wish to discuss this matter further.

Yours sincerely

A handwritten signature in dark ink, appearing to read "Bridget W".

Bridget Wetherall
Director Infrastructure and Environment

CC: Mayor and Councillors
Agenda Preparation
Civic Support
Ching Tiong Tan, Sustainability Officer-Carbon Neutrality

9. NOTICE OF MOTION

10. REPORTS FROM COMMITTEES/COUNCILLORS

11. URGENT BUSINESS

12. SECTION 66 (IN CAMERA)

8.6 CONTRACTS APPROVAL DELEGATED COMMITTEE

Division: Corporate Services

Director: Sean Portelli

Author/Position: Lorraine Sendall - Executive Assistant, Director Corporate Services

(Confidential information)

13. CLOSE