



Southern Grampians
SHIRE COUNCIL

Council Meeting Minutes

Ordinary Meeting
10 March 2021

Held at 5.30pm
in the Mirranatwa Hall at
Mirranatwa School Road, Mirranatwa.

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The Meeting opened at 5.30pm

1. Present

Councillors

Cr Bruach Colliton, Mayor
Cr David Robertson, Deputy Mayor
Cr Mary-Ann Brown
Cr Albert Calvano
Cr Helen Henry
Cr Greg McAdam
Cr Katrina Rainsford

Officers

Mr Michael Tudball, Chief Executive Officer
Ms Evelyn Arnold, Director Community and Corporate Services
Mr Andrew Goodsell, Director Planning and Development
Ms Belinda Johnson, Acting Director Infrastructure

2. Welcome and Acknowledgement of Country

The Mayor, Cr Colliton, read the acknowledgement of country –

“Our meeting is being held on the traditional lands of the Gunditjmara, Tjap Wurrung and Bunganditj people.

I would like to pay my respects to their Elders, past and present, and the Elders from other communities who may be here today.”

Please note: All Council meetings will be audio recorded, and may be livestreamed to Council's social media platform, with the exception of matters identified as confidential items in the Agenda.

By participating in open Council meetings, individuals consent to the use and disclosure of the information they share at the meeting (including any personal and/or sensitive information).

Other than an official Council recording, no video or audio recording of proceedings of Council Meetings will be allowed without the permission of Council.

3. Prayer

Cr Henry led the Meeting in a prayer.

4. Apologies

Nil

5. Confirmation of Minutes

| |
|-----------------------|
| RECOMMENDATION |
|-----------------------|

That the Minutes of the Ordinary Meeting of Council held on 10 February 2021 be confirmed as a correct record of business transacted.

| |
|---------------------------|
| COUNCIL RESOLUTION |
|---------------------------|

MOVED: Cr Brown

SECONDED: Cr Henry

That the Minutes of the Ordinary Meeting of Council held on 10 February 2021 be confirmed as a correct record of business transacted.

CARRIED

6. Declaration of Interest

None declared.

7. Questions on Notice

Questions from the public must be submitted prior to the commencement of Council Meetings.

All questions must be submitted through completion of the Public Question Time form, and be forwarded to the Chief Executive Officer at 111 Brown Street, Hamilton. All questions must be received by no later than 5pm on the Monday before the Ordinary Meeting of Council.

Questions must:

1. Not pre-empt debate on any matter listed on the agenda of the Ordinary Meeting at which the question is asked
2. Not refer to matters designated as confidential under the Local Government Act 1989.
3. Be clear and unambiguous and not contain argument on the subject.
4. Not be derogatory, defamatory or embarrassing to any Councillor, member of staff, ratepayer or member of the public, nor relate to a matter beyond the power of Council.

If the member of the public is in attendance at the Council Meeting the Mayor will read the question aloud and provide a response. If a question cannot be answered at the meeting, a written response will be prepared and forwarded to the person raising the question.

Residents do not need to attend the meeting for a question to be answered. If they do not attend the meeting a written response will be provided.

There were no Questions on Notice listed on tonight's agenda.

8. Public Deputations

Requests to make a Public Deputation to Council must be submitted prior to the commencement of the Council Meeting.

Anyone wishing to make a deputation to Council must complete the Request to Make a Deputation form and forward it to the Chief Executive Officer at 111 Brown Street, Hamilton by no later than 5pm on the Monday before the Ordinary Meeting of Council.

Speaking time is limited to 3 minutes per person. Organisations may be represented at the deputation to Council by not more than 4 representatives. The names of the representatives to attend must be advised in writing to the Chief Executive Officer and 1 of the representatives to attend must be nominated as the principal spokesperson for the deputation.

Deputations wishing to make a written submission to the Council must a copy either electronically or hard copy of the submission to the Chief Executive Officer prior to the Ordinary Council Meeting. One copy will be made available to the local media representative, if requested.

All members of the public addressing the Council must extend due courtesy and respect to the Council and the processes under which it operates. If a member of the public fails to do this the Chairperson can remove them from the Chambers. All members of the public must also comply with Council's Public Participation at Council Meetings policy in relation to meeting procedures and public participation at meetings.

There were no Public Deputations listed on tonight's agenda.

9. Informal Meetings of Councillors

The Southern Grampians Shire Council Governance Rules require that records of Informal Meetings of Councillors that meet the following criteria:

If there is a meeting of Councillors that:

- a) took place for the purpose of discussing the business of Council or briefing Councillors;
- b) is attended by at least one member of Council staff; and
- c) is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting;

be tabled at the next convenient Council meeting and recorded in the minutes of that Council meeting.

An Informal Meeting of Councillors record was kept for:

- Council Planning Day – 3 February 2021
- Planning Committee – 5 February 2021
- Hamilton P&A Society Meeting – 3 February 2021
- Briefing Session – 10 February 2021
- HRLX Advisory Committee – 17 February
- Briefing Session – 24 February 2021

This agenda was prepared on 3 March 2021. Any Informal Meeting of Councillors between that date and the date of tonight's Meeting will appear in the agenda for the next Ordinary Meeting of Council.

RECOMMENDATION

That the record of the Informal Meeting of Councillors be noted and incorporated in the Minutes of this Meeting.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr McAdam

That the record of the Informal Meeting of Councillors be noted and incorporated in the Minutes of this Meeting.

CARRIED

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|--|
| Title: | Council Planning Day 1 |
| Date: | 3 February 2021 |
| Location: | Council Planning Day |
| Councillors in Attendance: | Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor – arrived 11:30am Cr Mary-Ann Brown Cr Albert Calvano – arrived 11:30am Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford |
| Council Staff in Attendance: | Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Andrew Goodsell, Director Planning and Development Belinda Johnson, Acting Director Shire Infrastructure Jason Cay, Acting Manager Finance Karly Saunders, Governance Coordinator |

The Informal Meeting commenced at 9:30pm

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|--------------------|--|--------------------------------|
| 1 | Governance Evaluator | Nil |
| 2 | Session 1 – Introduction, Context, Council Plan: Key Themes | Nil |
| 3 | Session 2 – Advocacy Priorities and Integrated Planning Model 2041 and Community Infrastructure Planning | Nil |
| 4 | Session 3 – Council Committees: Strategic Outcomes and Service Planning Discussion | Nil |

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|--|
| Title: | Hamilton P & A Society Meeting |
| Date: | 3 February 2021 |
| Location: | Hamilton Showgrounds |
| Councillors in Attendance: | Mayor Bruach Colliton |
| Council Staff in Attendance: | Darren Ames, Coordinator Recreation Services |

The Informal Meeting commenced at 5:30pm

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|---------------------------|--|---------------------------------------|
| 1 | Options for P & A Society's Use of the Showgrounds | Nil |

The Informal Meeting concluded at 6:30pm

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|---|
| Title: | Planning Committee |
| Date: | 5 February 2021 |
| Location: | Martin J Hynes Auditorium |
| Councillors in Attendance: | Cr Helen Henry Cr Greg McAdam |
| Council Staff in Attendance: | Andrew Goodsell, Director, Planning and Development Belinda Johnson, Acting Director, Infrastructure Lachlan Waddell, Statutory Planner |

The Informal Meeting commenced at 10:30am

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|---------------------------|---|---------------------------------------|
| 1 | TP/82/2020. Use and development of a Medical Centre and business signage at 20 French Street, Hamilton, Crown Allotment 4, Section 17A, Township of Hamilton, Parish of Hamilton North. | Nil |

The Informal Meeting concluded at 11:30am

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|--|
| Title: | Briefing Session |
| Date: | 10 February 2021 |
| Location: | MJ Hynes Auditorium |
| Councillors in Attendance: | Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford |
| Council Staff in Attendance: | Michael Tudball, Chief Executive Officer Russell Bennett, Acting Director Community and Corporate Services Andrew Goodsell, Director Planning and Development Belinda Johnson, Acting Director Shire Infrastructure Sherie Bain, Regulatory Services Coordinator Jason Barker, Team Leader Local Laws |

The Informal Meeting commenced at 2:30pm.

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|--------------------|----------------------------|--------------------------------|
| 1 | Matters Raised by Council | Nil |
| 2 | Council Meeting Items | Nil |
| 3 | Great South Coast Strategy | Nil |
| 4 | Schools Crossing | Nil |

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|---|
| Title: | HRLX Advisory Committee |
| Date: | Wednesday, 17 February 2021 |
| Location: | Microsoft Teams |
| Councillors in Attendance: | Cr Greg McAdam Cr Mary Ann Brown |
| Council Staff in Attendance: | Michael Tudball, Chief Executive Officer Belinda Johnson, Acting Director Infrastructure Karly Saunders, Governance Coordinator |

The Informal Meeting commenced at 4:00pm.

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|---------------------------|------------------------------------|---------------------------------------|
| 1 | Terms of Reference | |
| 2 | Structure of Committee - Attendees | |

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

INFORMAL MEETING OF COUNCILLORS

| ASSEMBLY DETAILS | |
|-------------------------------------|--|
| Title: | Briefing Session |
| Date: | 24 February 2021 |
| Location: | MJ Hynes Auditorium |
| Councillors in Attendance: | Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford |
| Council Staff in Attendance: | Michael Tudball, Chief Executive Officer Russell Bennett, Acting Director Community and Corporate Services Andrew Goodsell, Director Planning and Development Belinda Johnson, Acting Director Infrastructure Susannah Milne, Manager Community and Leisure Services Rohit Srivastava, Manager Assets Hugh Koch, Manager Tourism and Economic Development Daryl Adamson, Strategic Major Projects Coordinator |

The Informal Meeting commenced at 12:00pm.

| MATTERS CONSIDERED | | CONFLICTS OF INTEREST DECLARED |
|--------------------|--|--------------------------------|
| 1 | Councillor Only Meeting | Nil |
| 2 | Matters Raised by Councillors | Nil |
| 3 | Hamilton Botanic Gardens – Children's Garden | Nil |
| 4 | Bushy Creek Windfarm | Nil |

| | | |
|-----------|--|-----|
| 5 | HRLX Underpass Tender | Nil |
| 6 | Annual Plan – 1 October-31 December 2020 | Nil |
| 7 | Shredding and Chipping of Green Waste Tender | Nil |
| 8 | Purchase of Luminaries | Nil |
| 9 | Dunkeld Visitor Hub Project Update | Nil |
| 10 | Proposed Sale Moodie Avenue | Nil |

The Informal Meeting concluded at 5:00pm.

10. Management Reports

10.1 Audit and Risk Committee - Minutes

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Russell Bennett, Director Community and Corporate Services
Attachments: 1. Minutes – 16 February 2021

Executive Summary

The Minutes from the December meeting as endorsed by the Audit and Risk Committee (ARC) are presented to Council for adoption.

Discussion

The Audit and Risk Committee (ARC), as an Advisory Committee of Council, fulfils both a statutory and consultative function. It provides feedback, advice and direction to Council. The intention is not to focus on financial risk which is adequately addressed by the external auditors, but rather to review internal processes in line with the culture of continuous improvement.

Legislation, Council Plan and Policy Impacts

The Local Government Act 1989 section 139.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the Minutes for the Audit and Risk Committee meeting held on 16 February 2021 be noted.

COUNCIL RESOLUTION

MOVED: Cr Brown
SECONDED: Cr Robertson

That the Minutes for the Audit and Risk Committee meeting held on 16 February 2021 be noted.

CARRIED

10.2 Audit & Risk Committee External Membership and Chair Appointment

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Russell Bennett, Acting Director Community and Corporate Services
Attachments: None

Executive Summary

Council's Audit Committee is established in accordance with section 139 of the Local Government Act 2020. Membership comprises three independent members and two Councillors.

The membership of the Chair, Mr Mick Murphy is due to expire on 13 March 2021, it is recommended that Council appoint Mr Brian Densem to be the next Chairperson for the Audit and Risk Committee for a term of two years, expiring on 12 March 2023 and extend Mr Mick Murphy's independent membership for a further two years expiring 13 March 2023.

Discussion

The Audit & Risk Committee Charter states that the Chairperson of the Committee must be appointed by Council resolution and be an independent member. The Chairperson will be appointed for two years.

After serving two years, the Committee may choose to appoint the Chairperson for a further one year term or the Committee may choose to nominate another Chairperson from the independent membership for a one year term. The process will be dependent on the Committee seeking nominations from the current independent membership and providing a report for noting to the Council.

Below is an overview of the current membership:

| Member | Independent Member Details | Chairperson Details | Action |
|-----------------------|----------------------------|--|---|
| Mr Mick Murphy | Expiring 13 March 2021 | Expiring 13 March 2021 | Appoint Mr Murphy's independent membership for a two year, expiring 13 March 2023 |
| Mr Brian Densem | Expiring 12 March 2023 | Appoint for a two-year term, expiring on 12 March 2023 | Appoint as chairperson. |
| Ms Aisling Cunningham | Expiring 9 September 2023 | N/A | No action required. |

As per the above, the membership of Mr Mick Murphy as both an independent member and the Chair is due to expire on 13 March 2021.

Mr Murphy's membership as both an Independent Member and Chair has been since 2016.

We would like to acknowledge and thank Mr Murphy for his significant contribution as Chair to the Committee over the last 5 years.

After discussions with Mr Brian Densem, one of the current External Members, it is recommended that Council appoint Mr Densem to be the Chairperson for the Audit and Risk Committee for a term of two years, expiring on 12 March 2023.

Financial and Resource Implications

There are no financial or resource implications resulting from the recommendation in this report.

Legislation, Council Plan and Policy Impacts

Section 54 of the Local Government Act 2020 (“the Act”) states that Council must establish an Audit and Risk Committee.

Risk Management

The primary objective of the Audit & Risk Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and compliance and facilitating the organisation’s governance development.

In achieving its primary objective, the Committee in turn ensures that Council achieves its social, economic and environmental objectives in a fair, transparent and open manner.

Environmental and Sustainability Considerations

There are no environmental or sustainability implications resulting from the recommendation in this report.

Community Consultation and Communication

Not applicable, appointment of Chair is a Council function.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Appoint Mr Brian Densem as the Chairperson of the Audit & Risk Committee for a term of two years concluding on 12 March 2023; and
2. Extend Mr Mick Murphy's external membership for two years, concluding 13 March 2023.

COUNCIL RESOLUTION

MOVED: Cr Brown
SECONDED: Cr Robertson

That Council:

1. **Appoint Mr Brian Densem as the Chairperson of the Audit & Risk Committee for a term of two years concluding on 12 March 2023; and**
2. **Extend Mr Mick Murphy's external membership for two years, concluding 13 March 2023.**

CARRIED

10.3 Annual Plan Quarterly Report

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Karly Saunders, Governance Coordinator
Attachments: 2. Action and Task Progress Report – 1 October 2020 – 31 December 2020

Executive Summary

The Action and Task Progress Report for the period 1 July 2020 to 31 December 2020 has been prepared to provide information regarding the performance of the organisation against the Annual Plan.

Discussion

The Annual Plan is developed each year to assist in the delivery of the Council Plan objectives and to demonstrate to the community the key projects to be delivered that year. The Annual Plan sets out the specific actions and includes a detailed list of Council's activities and initiatives for the upcoming financial year. These initiatives are projects that are undertaken over and above normal service delivery and are intended to attain important outcomes for Council and the community.

Reports on the progress of the Annual Plan are reported to Council quarterly. This allows Council to receive timely, relevant and measurable information about how the organisation is performing. This in turn allows Council an opportunity to raise concerns about performance in a timely manner. The Annual Plan reporting will also help formulate the Annual Report and support the reporting against the Council Plan each year.

There are currently 58 actions from the Annual Plan and Council Plan. Of these 58 actions:

- 42 actions (72%) are on track - at least 90% of the target achieved;
- 6 actions (10%) require monitoring –between 70% and 90% of the target achieved;
- 10 actions (17%) are off track – less than 70% of target achieved; and
- 0 actions (0%) have no target set

Details about the specific performance of the Annual Plan actions is detailed in the attached Action and Task Progress Report.

In light of the current environment relating to the impacts of COVID-19, when the annual plan report was prepared for this quarter, staff took into consideration any known or potential impacts of COVID-19 on existing annual plan actions.

Legislation, Council Plan and Policy Impacts

Council is required to adopt a Council Plan in accordance with section 90 of the *Local Government Act 2020* and subsequently determine whether any adjustments are required. This Plan is supported by the development of an Annual Plan which details the actions that will be undertaken to achieve the strategic objectives in the Council Plan.

Reporting on the Annual Plan is to be presented to Council quarterly so that Council can regularly monitor the performance of the organisation.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council receive the Action and Task Progress Report for 1 July 2020 to 31 December 2020.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr Rainsford

That Council receive the Action and Task Progress Report for 1 July 2020 to 31 December 2020.

CARRIED

10.4 Tender 37-20: Hamilton Regional Livestock Exchange (HRLX) Cattle Underpass-Design and Construct

Directorate: Belinda Johnson, Acting Director Infrastructure
Author: Rohit Srivastava, Manager Assets
Attachments: None

Executive Summary

Southern Grampians Shire Council proposes to construct a cattle underpass structure beneath the Henty Highway to transfer the sheep and cattle across the road. It provides safe access between the Hamilton Regional Livestock Exchange (HRLX) and the roadside property used for agistment.

Council had a budget of \$100,000 towards the project in the 2020/21 Budget and requires additional funding to complete the project.

Tender 37-20 was advertised on tender search on 15 Nov 2020 and closed on the 07 Dec 2020. Three submissions were received and the evaluation panel have assessed the tenders in accordance with the procurement policy.

The preferred contractor submitted two options: Option 1: Non-conforming (4.2m Tunnel) for the value of \$ 323,100.19 (incl. GST), which requires site investigation to ensure feasibility and Option 2: Conforming (3.3m Tunnel) for the value of \$302,703.07 (incl. GST); conditional to professional indemnity insurance which must be clarified and arranged.

It is proposed that the project be funded as below:

- Allocated budget: \$100,000
- Savings from HRLX roof: \$75,000
- Savings from HRLX solar panels: \$75,000
- LRCIP- Stage 1 (replacement of Blackwood Bridge to HRLX underpass): \$100,000
- Total revised project budget = \$350,000

It is recommended to award the contract to the preferred tenderer, Mibus Bros (Aust) Pty Ltd. towards Option 1 for the value of \$323,100.19 (incl. GST).

Background

Southern Grampians Shire Council proposes to construct a cattle underpass structure to transfer the livestock easily and safely within daily operations and sales at HRLX. Transferring of livestock through the underpass would reduce traffic hazards on the road and increases the capacity of collecting livestock. The project had a budget of \$100,000 under the Council's current annual budget.

Project Works involve the installation of Cattle underpass structures, road reinstatement, approach road, drainage work with storage tank, fencing, and solar lighting near the intersection of South Boundary Road and Wedge Street. The work starts from Mid-March and expects to complete by the end of June 2021.

The tenderer is local and indicated to achieve practical completion and delivery within the current financial year.

The tender for the underpass works was advertised via Council's e-Tendering Portal with the following timelines:

- Tender advertised: 15 Nov 2020
- Tender Closing: 07 Dec 2020
- Submissions Received: 03 Nos.

Discussion

This project is part of Council's annual plan commitment with a budget of \$100,000. The following confirming tenders were received:

| Tenderer | Price (Incl. GST) |
|------------|-------------------|
| Tenderer 1 | \$596,500.00 |
| Tenderer 2 | \$309,852.00 |
| Tenderer 3 | \$302,703.07 |

The tender evaluation criteria were set as follows:

| Criteria | Weightage |
|---|-----------|
| Price | 50% |
| Demonstrated experience on similar projects | 20% |
| Works methodology | 20% |
| Environmental | 10% |

Tenders were evaluated by the panel and the rank-wise list is presented below.

| Tenderer | Qualitative Score | Quantitative Score | Total Price (Incl. GST) | Total Score |
|---------------------------|-------------------|--------------------|-------------------------|-------------|
| James Milne Pty Ltd | 22.00% | \$596,500.00 | 25.37% | 47.37% |
| Gradian Projects | 39.70% | \$309,852.00 | 48.85% | 88.55% |
| Mibus Bros (Aust) Pty Ltd | 41.83% | \$302,703.07 | 50.00% | 91.83% |

Tenderers submitted high-quality bids and two submissions were local. The evaluation panel have completed the evaluation as per the Procurement Guidelines. In the tender, the tenderer is expected to have professional indemnity insurance for the works (including the design of the Underpass and construction work). Considering, the underpass will be design & construct contract and construction completed by a sub-contractor, Council would seek clarity from the contractor on ensuring all the necessary insurances are in place. Council officers discussed with the preferred tenderer on options with non-confirming tender with a bigger size of the underpass width.

It is therefore the recommendation of the Tender Evaluation Panel that the tender submitted by Tenderer 3 (Mibus Bros (Aust) Pty Ltd), Option 1: Non-conforming (4.2m Tunnel) for the value of \$323,100.19 (incl. GST) be awarded.

Considering the allocated project budget is \$100,000, it is proposed that the project be funded as below:

- Allocated budget: \$100,000
- Savings from HRLX roof: \$75,000
- Savings from HRLX solar panels: \$75,000
- LRCIP- Stage I (replacement of Blackwood Bridge to HRLX underpass): \$100,000
- Total revised project budget = \$350,000

Financial and Resource Implications

- The project is budgeted within the Council's capital works programme for the financial year 2020/21;
- The budget \$100,000 is the approved budget under the Council's annual plan and the project is to be funded from the savings of HRLX roof, solar work savings and LRCIP- Stage I* Blackwood Bridge funding.;
- Considering the above, there are no known financial implications to the Council.

Legislation, Council Plan and Policy Impacts

This report assists Council in meeting its obligations under the Local Government Act 1989.

This report also relates to the:

- 2020-2021 Southern Grampians Shire Council Budget.
- 2017-2021 Council Plan – 5.1.2 Ensure responsible, effective and efficient use of Council resources
- SGSC Procurement Policy and Guidelines

Risk Management

What are the benefits/risks:

- The risks of price variation have been considered while recommending non-confirming underpass size.
- Preliminary Planning and design have been discussed with VIC roads engineers for the approval.
- Project requires temporary Heavy Vehicle Detour during work. Additional cost is identified for managing the Kerb and heavy patching work in the intersection of Portland road and South Boundary road.
- The selected contractor would provide the design to the VIC roads approvals and Council officers for implementation and satisfaction of the Superintendent.
- All risks are being mitigated by having a robust project management practices and checklist before starting physical works.

Environmental and Sustainability Considerations

Environmental Sustainability has been considered in Tender Evaluation. Environmental Management Plan will be prepared before starting the physical works and will be implemented during construction.

Community Consultation and Communication

The Council officers will contact the affected residents in the neighbouring areas and VIC roads approvals for any road closures. Officers will also contact emergency services, affected bus routes (if any) as part of the communications plan.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

The evaluation will panel affirm that no direct or indirect interests need to be declared in relation to any matters in this Report:

RECOMMENDATION

That:

1. Council award Tender 37-20, Hamilton Regional Livestock Exchange Cattle Underpass-Design and Construct to Mibus Bros (Aus) Pty Ltd, non-conforming (4.2m Tunnel) for the value of \$323,100.19 (incl. GST) (Option 1); and
2. The contracts be signed and sealed when prepared.
3. The underpass be included in Council's LRCIP project list for \$100,000 replacing the Blackwood Road Bridge.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Rainsford

That:

1. Council award Tender 37-20, Hamilton Regional Livestock Exchange Cattle Underpass-Design and Construct to Mibus Bros (Aus) Pty Ltd, non-conforming (4.2m Tunnel) for the value of \$323,100.19 (incl. GST) (Option 1); and
2. The contracts be signed and sealed when prepared.
3. The underpass be included in Council's LRCIP project list for \$100,000 replacing the Blackwood Road Bridge.

CARRIED

10.5 Tender 35-20 Shredding and Mulching of Green Waste

Directorate: Belinda Johnson, Acting Director Infrastructure
Author: Kylie McIntyre, Acting Team Leader Environmental Management, Waste and Aerodrome
Attachments: None

Executive Summary

The purpose of this report is to request Council approval to award Contract 35-20 *Shredding and Chipping of Green Waste*, because the value of the contract may exceed \$150,000 over the three-year period.

Tenders were publicly advertised on 18th December 2020.

Two tender submissions were received and evaluated based on price, demonstrated experience on similar projects, methodology, environmental sustainability and OHS.

The recommendation is to award Contract 35-20 to Tenderer 2 for the GST inclusive price of \$9.90 m³ per year over 3 years.

Discussion

Green waste comprised of garden materials, branches, grass clippings and weeds is collected at all Council's transfer stations as a service to the community. It is necessary to process the material by chipping or shredding to reduce the volume and promote decomposition. Council does not own the appropriate equipment to shred green waste so it is necessary to procure the required service.

It is estimated that between all eight transfer stations Council receives around 5000 cubic metres of green waste per year. This volume may vary depending on seasonal conditions but is also affected by the gate fee charged.

A three-year contract for shredding is recommended to enable Council to secure the service at a competitive price and to improve efficiency by having a known contractor for a long period which saves staff time in coordinating the service and going to market numerous times.

The following tender submissions were received:

| Company Name | Qualitative Score(%) | Moderated Total Price | Quantitative Score(%) | Total Score |
|--------------|----------------------|-----------------------|-----------------------|-------------|
| Tenderer 1 | 23.87% | \$15.00 | 39.60% | 63.47% |
| Tenderer 2 | 21.43% | \$9.90 | 60.00% | 81.43% |

Evaluation scoring was completed individually by a panel of evaluators. Where the panel's individual scores fell ≤ 2 for any one question, the panel agreed to accept the average without further consideration. Evaluation scoring outside this range was jointly reviewed and discussed, with a final score agreed during a panel meeting.

The higher scoring tenderer's price per cubic meter is \$9.90 therefore the annual processing cost of green waste, based on the estimated volume of 5,000 m³ per year, is expected to be around \$49,500.00/year including GST. With consideration of the significant backlog at

various sites, volume may exceed 5000 m³ per year so the total expenditure over three years may exceed \$150,000 GST inclusive.

The Tender Evaluation Panel recommends that Contract 35-20 *Shredding and Chipping of Green Waste* is awarded to Tenderer 2 for the GST inclusive price of \$9.90 m³.

Financial and Resource Implications

The estimated cost of the contract over the three year period is expected to be less than if the processing of the green waste were carried out on an ad hoc basis. A more competitive rate can be expected for a three-year commitment by Council. Staff time can be saved by selecting one processor for a longer period rather than going to market each time the service is needed.

Legislation, Council Plan and Policy Impacts

Council's Procurement Policy requires Council to approve contract expenditure over \$150,000 and if the volume of green waste exceeds 5000 cubic metres per year this may be the case.

Risk Management

Evaluators passed both submissions based on a simple pass/fail criteria for OH&S but as the works have a level of risk associated with delivery, the panel requested the council's Health and Safety Coordinator to further review the preferred tenderer's submission. Recommendations followed and will be actioned following awarding of works.

Environmental and Sustainability Considerations

Environmental Sustainability has been considered in Tender Evaluation, particularly the possible spread of weeds through the movement of equipment from one site to another.

Community Consultation and Communication

There has been no formal community engagement, however there is awareness of community feedback regarding the gate fee for green waste which will affect the volume received.

Tenderers will be notified by the Procurement Officer of the decision made by Council at its meeting on 10th March 2021.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

The evaluation panel affirm that no direct or indirect interests need to be declared in relation to any matters in this Report:

- Belinda Johnson, Acting Director Infrastructure
- Kylie McIntyre, Acting Team Leader – Environmental Management, Waste & Aerodrome
- Mark Hornibrook – Waste and Aerodrome Supervisor

- Janelle Dahlenburg – Senior Contracts / Procurement Officer

RECOMMENDATION

That:

1. Council approves the awarding of Contract 35-20 *Shredding and Chipping of Green Waste* to Tenderer 2 – Mulching Technologies Pty Ltd - for the price of \$9.90 per m³ (GST inc.) for a 3 year period commencing 1 April 2021.
2. The Contract documents be signed and sealed when prepared.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr McAdam

That:

1. Council approves the awarding of Contract 35-20 *Shredding and Chipping of Green Waste* to Tenderer 2 – Mulching Technologies Pty Ltd - for the price of \$9.90 per m³ (GST inc.) for a 3 year period commencing 1 April 2021.
2. The Contract documents be signed and sealed when prepared.

CARRIED

10.6 Procurement of LED luminaires

Directorate: Belinda Johnson, Acting Director Infrastructure
Author: Kylie McIntyre, Acting Team Leader Environmental Management, Waste and Aerodrome
Attachments: None

Executive Summary

The purpose of this report is to request Council approval to purchase LED luminaires from Sylvania-Schreder utilising the MAV procurement Vendor panel. The expected value of the purchase is \$175,736 inc. GST.

Discussion

The opportunity has arisen to replace a number of old street lights with energy-efficient LED alternatives through the Local Roads and Community Infrastructure Program (LRCIP) in 2021. The project will reduce greenhouse gas emissions, operating costs and ongoing maintenance costs due to the change to LED fittings. All costs will be covered by the LRCIP grant so there is no requirement for a monetary contribution from Council.

Council has been able to join in with a regional bulk changeover of street lights being auspiced by the Central Victorian Greenhouse Alliance. A group of other Councils including Ballarat, Mildura and Swan Hill are undertaking a similar replacement program to reduce their operational costs and greenhouse gas emissions, project managed by industry experts Ironbark Sustainability. Participation in a bulk replacement program significantly reduces staff time required as well as risk to Council.

The project will replace around 330 street lights, comprised of 59 standard major road lights for which Council bears the full operating cost, 80 standard major road lights that are cost-shared with the Transport for Victoria or TfV (formerly VicRoads), 144 standard minor road lights and 47 decorative minor road lights, all of which are fully at Council's cost for operation. It must be noted that even though Council and TfV pay for the operation of the lights, they will all be installed on the Powercor grid and thus will become Powercor assets.

| Standard Major Road (full-cost) | Standard Major road (cost-share) | Decorative Major Road | Standard Minor Road | Decorative Minor Road | Total Project Scope |
|---------------------------------|----------------------------------|-----------------------|---------------------|-----------------------|---------------------|
| 59 | 80 | 0 | 144 | 47 | 330 |

The funding will also allow replacement of some Council-owned lights (Thompson St & Brown St). These were first installed in the 1980s and are reaching the end of their life. They are maintained by Council but because of their age it is becoming difficult or impossible to procure parts. They are also high energy users so their replacement with LED will reduce Council's operating costs and greenhouse gas emissions. The exact cost of the replacements is still somewhat uncertain because there are some unknowns when replacing decorative lights such as additional adaptors that may be required and extra costs involved in matching paint colours.

All the light fittings (luminaires), both standard and decorative, are to be purchased from Sylvania-Schreder through the MAV vendor panel program (Contract SL3911). This brand of luminaire was selected because of their competitive price but also because of their low

wattage, lighting performance and the ability to generate carbon credits. The luminaires are approved by Powercor for use on their distribution network.

The total project costs are shown below. The value of the transaction with Sylvania-Schreder is likely to exceed \$150,000 inc. GST once the Council-owned lights are added for Thompson and Brown Streets. The expected value of the contract is therefore expected to be around \$175,736 inc. GST.

| | Powercor Installations | Sylvania- Schreder Materials | Ironbark Project Management | TOTAL | Budget |
|--|-----------------------------------|---|--|---------------------|---------------------|
| <i>Ex GST</i> | \$114,315.00 | \$133,480.00 | \$36,495.00 | \$284,290.00 | \$320,000.00 |
| <i>GST</i> | \$11,431.50 | \$13,348.00 | \$3,649.50 | \$28,429.00 | \$32,000.00 |
| <i>Total</i> | \$125,746.50 | \$146,828.00 | \$40,144.50 | \$312,719.00 | \$352,000.00 |
| <i>Additional CBD lights (inc GST)</i> | | \$28,908.00 | | | |
| <i>New total (inc GST)</i> | \$125,746.50 | \$175,736.00 | \$40,144.50 | \$341,627.00 | \$352,000.00 |

Financial and Resource Implications

Eighty of the lights to be replaced are cost-shared with Transport for Victoria (formerly VicRoads). Council is funding the total cost of the upgrade including around \$176,000 for cost-shared lights. TfV is responsible for 60% of costs therefore their share of the upgrade would be \$105,600. Council has signed an agreement with TfV which provides for TfV to make annual repayments to Council based on the savings they will accrue from converting to LED technology. TfV will repay Council for their share over the next ten years. The estimated annual repayment amount is \$16,000 so their total repayment will be around \$160,000.

The annual income from 2021 to 2030 will need to be included in Council budgets.

Council will need to invoice TfV annually for \$16,000 from 2021 through 2030.

All the other Councils involved in this bulk changeover are entering into a similar agreement with TfV.

Legislation, Council Plan and Policy Impacts

Council's Procurement Policy requires Council to approve contract expenditure over \$150,000 including GST and the expected cost of LED luminaires is \$175,736 inc. GST.

Risk Management

Risks (including financial, OHS, reputational and service related) have been minimised throughout this street lighting project by participating in a joint regional project auspiced by the Central Victorian Greenhouse Alliance who engaged reputable street lighting consultants Ironbark Sustainability to conduct the project. Financial risk has further been minimised by

taking advantage of the MAV panel contracts program for procurement of street lighting hardware (Contract number SL3911).

Environmental and Sustainability Considerations

Environmental Sustainability is the main driver of this project which will reduce Council's greenhouse gas emissions through the installation of more energy efficient lighting and will remove mercury-containing luminaires from the grid for safe recycling.

Community Consultation and Communication

There has been no formal community engagement by Council at this stage.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

The staff involved in procurement of the luminaires affirm that no direct or indirect interests need to be declared in relation to any matters in this Report:

- Belinda Johnson, Acting Director Infrastructure
- Kylie McIntyre, Acting Team Leader – Environmental Management, Waste & Aerodrome
- Janelle Dahlenburg – Senior Contracts / Procurement Officer

RECOMMENDATION

That:

1. Council approves the purchases of LED luminaires from Sylvania-Schreder utilising the MAV procurement panel with an expected value of \$175,736 (inc. GST).
2. The Contract documents be signed and sealed when prepared.

COUNCIL RESOLUTION

MOVED: Cr Rainsford

SECONDED: Cr Henry

That:

1. **Council approves the purchases of LED luminaires from Sylvania-Schreder utilising the MAV procurement panel with an expected value of \$175,736 (inc. GST).**
2. **The Contract documents be signed and sealed when prepared.**

CARRIED

10.7 School Crossing Service

Directorate: Andrew Goodsell, Director Planning and Development
Author: Jason Barker, Local Laws Team Leader
Attachments: None.

Executive Summary

In 2019 the Local Laws Service Review highlighted the need to examine the school crossing service agreement between Council and the Department of Transport (DoT). Local Governments have traditionally provided this service on behalf of the State Government as an intermediary between DoT and Department of Education and Training, however there is no legislative requirement for Council to perform this role.

Council currently receives a 45% subsidy to provide the school crossing service from the Department of Transport (DoT). The variance in the cost of providing the service and funding support from DoT has grown significantly in recent years.

Council already lets certain schools run their own crossing service, receiving the DoT funding without an additional Council subsidy. This arrangement with Tarrington Lutheran School has operated for some years now without issue. Other councils including Northern Grampians Shire removed itself from school crossings responsibilities in 2015/16. Mansfield Shire did the same in 2017. Macedon Ranges is considering a similar move now.

It is recommended:

- Council endorse the motion to return the responsibility of the school crossing service back to DoT and the schools.
- Council Officers work closely with DoT and schools to ensure a smooth transition of the service with minimal impact and in a timely manner.
- Once the transition period is completed Council removes itself from the service completely.
- Council will still retain the responsibility of maintenance of these crossings as per the *Road Management Act 2004* and Councils Road Management Plan.

Discussion

After the completion of the Local Laws Service Review in 2019, it highlighted the need to examine the school crossing service agreement between Council and the Department of Transport (DoT).

In April 2020 a secondary report was provided following the Victorian State Governments Budget forecast for the service for the next four years. The budget forecast highlighted the increasing costs incurred by Council due to the diminishing subsidy provided by DoT for the eight school crossings currently manned and managed by Southern Grampians Shire Council. Local Governments have traditionally provided this service on behalf of the State Government however there is no legislative requirement to do so.

List of schools and crossings impacted:

| Location | School | Arrangement |
|--|---|---|
| Gray St, Hamilton | Gray St Primary | Council employed |
| Kennedy St, Hamilton | Gray St Primary | Council employed |
| French St, Hamilton | Gray St Primary | Council employed |
| George St, Hamilton | George St Primary | Council employed |
| Ballarat Dr (near Rippon Rd), Hamilton | All schools via bus service and George St Primary | Council employed |
| Ballarat Rd (Monivae), Hamilton | Monivae College & St Mary's Primary | Council employed |
| Martin St, Penshurst | St Joseph's & Penshurst Primary | Council employed |
| Hamilton Hwy, Tarrington | Tarrington Lutheran School | Council forward funding to school to manage and staff |

The subsidy provided for the service is based on the number of students and vehicles utilising the road. Due to lower student numbers it is suggested that several of the current crossings will be removed from the subsidy therefore increasing the cost to Council in providing the service.

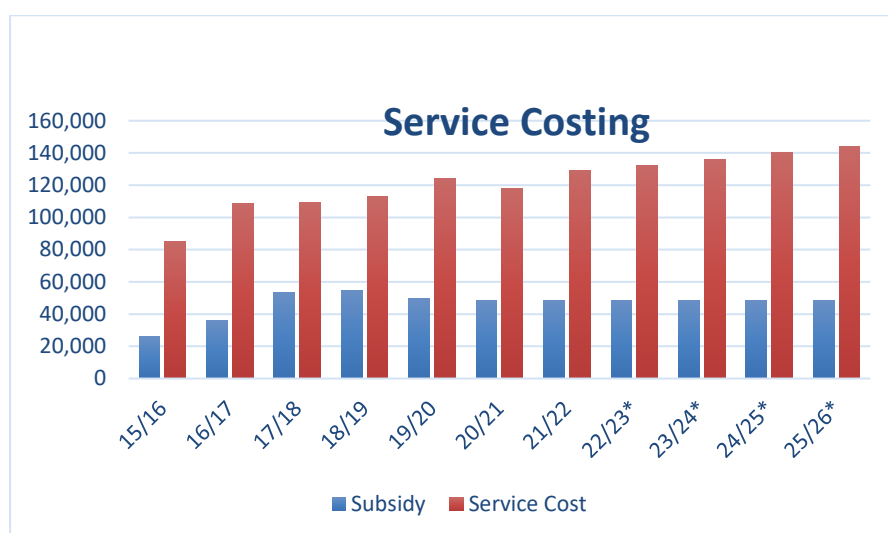
It is recommended that Council consult with all relevant stakeholders being: Department of Education, DoT and local schools to advise that Council will be withdrawing from this service by the end of 2021. This will return the responsibility to the individual schools and DoT.

Council will still retain the responsibility of maintenance of these crossings as per the *Road Management Act 2004* and Council's Road Management Plan.

Financial and Resource Implications

Over the years Council has maintained the upkeep and providing the required warning flags and equipment for the eight school crossings. Council will continue to provide this service and an estimated cost of \$5,000 a year as per Councils Road Management Plan.

If Council continues to provide the service it is anticipated in the next 5 years the service will cost Council over \$100,000 annually, as shown below.



***This highlights projected subsidy is to remain static although there will be an increase in expenditure.**

Redundancy payments for the current crossing supervisors is estimated to be \$55,000.

Legislation, Council Plan and Policy Impacts

Section 40 of the *Road Management Act 2004* places a statutory duty on Council to inspect, maintain and repair public roads for which it is responsible.

Section 205 of the *Local Government Act 1989*, requires that Council has the care and management of municipal roads within its responsibility.

Council's Road Management Plan 2017-2021:

Road-related infrastructure means infrastructure which is installed or constructed by the relevant road authority for road-related purposes to: (a) facilitate the operation or use of the roadway or pathway; or (b) support or protect the roadway or pathway;

Risk Management

Council will work closely with the affected schools to ensure the transition period has minimal disruption to the service.

Environmental and Sustainability Considerations

There are no environmental or sustainability impacts with returning the service to DoT.

Community Consultation and Communication

Once Council has endorsed this motion, representatives from DoT and impacted schools will be invited to meet with Council Officers to discuss the endorsement and the proposed process moving forward.

Current staff employed in the position of School Crossing Supervisors have been informed of the motion to Council.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That:

1. Council endorse the motion to return the responsibility of the School Crossing Service back to DoT and the affected schools.
2. Council Officers work closely with DoT and affected schools to ensure a smooth transition of the service with minimal impact and in a timely manner.
3. Once the transition period is completed Council removes itself from the service completely.

COUNCIL RESOLUTION

MOVED: Cr Calvano

SECONDED: Cr Brown

That:

1. **Council endorse the motion to return the responsibility of the School Crossing Service back to DoT and the affected schools.**
2. **Council Officers work closely with DoT and affected schools to ensure a smooth transition of the service with minimal impact and in a timely manner.**
3. **Once the transition period is completed Council removes itself from the service completely.**

CARRIED

10.8 Melville Oval Project – Endorsement

Directorate: Andrew Goodsell, Director of Planning and Development
Author: Hugh Koch, Manager Economic Development and Tourism
Daryl Adamson, Strategic Major Project Coordinator
Attachments: None

Executive Summary

In May 2020 Southern Grampians Shire Council adopted the Hamilton Central Business Area Activation Master Plan 2020. This plan is the second stage of the Hamilton CBD Revitalisation project. This plan looks at increasing participation and activation of the Hamilton CBD through investment in public places and spaces that promote activity for both recreation and economic stimulus. The Melville Oval redevelopment has been identified as a key part of the implementation of this strategy. Not only does it relocate the current netball courts to allow a better connection to Lonsdale St and Gray St but has wide spread benefits for both structured and passive recreation, through the creation of green and active community spaces and safe linkages to the central business district that creates a sense of community and economic transfer.

This project will also develop female friendly, unisex change facilities for players and umpires as well as social function space to the northern end of the facility, which will in turn allow for all the issues to be addressed that have been identified. The development in a central location will also provide the ability to address accessible spectator shelter, seating and pathways and allow for the creation of a centralised all abilities playground for use during recreation and wider general community use.

The redevelopment of this facility including the social function space also creates a multifunctional space that would be accessible to the community and community groups as a universal designed modern facility that supports community activity and connection.

Design development for the new netball courts, nature play space and Market Plaza have been completed allowing Council to respond to funding that could be made available for 'shovel ready' projects. In Dec 2019 Council received Federal Government funding of \$2.843M towards the netball courts female changes rooms and function centre, to initiate the project and allow the project to progress. Additionally, a further funding announcement of \$1.2M from the Commonwealth Government in November 2020 has increased the total federal commitment to \$4.043m. Council has also received \$100,000 from Cricket Australia towards the project. Council has applied twice to the Victorian Government's Community Sports Infrastructure Fund but have been unsuccessful on both occasions.

Application has been made to the Victorian Government's Community Sports Infrastructure Loans Scheme (CSILS) for \$4.14M to fund the remainder of the \$8.28M project cost.

This report seeks Council's endorsement to commence the project and refer it to the 2021/2022 budget, endorse the Commonwealth funding agreement, endorse the signing of the Victorian Government CSILS application should the SGSC be successful and commence the planning application for the Melville Oval Precinct.

Discussion

The 2011 Hamilton Structure Plan highlighted this heritage precinct as a priority to improve community amenity, unlock space for integrated connectivity linking sporting, civic, arts, cultural and pedestrian spaces.

Significant strategic planning and community consultation for the Melville Oval complex has been achieved over the past 2 years through the completion of the Hamilton CBD Activation Masterplan. Strategically it was identified that design development for the new netball courts, nature play space and Market Plaza should be undertaken to enable Council to respond to 'shovel ready' projects should funding opportunities become available. These early design works have been completed and positioned the Melville Oval project schedule to deliver in a short timeframe. This strategy has also provided the flexibility to design the building space while the netball courts and play space are being delivered.

It is important to note that each component of the project will need to be completed as part of the one stage. By relocating the netball courts, the current change rooms will need to be demolished and re-established within the grandstand. The placing of the netball courts will facilitate road and landscaping works around the Market Plaza. Strategically, the project needs to be constructed holistically due to the cumulative effect of developing the netball courts.

Council endorsed the Hamilton CBD Activation Master Plan in May 2020, providing Council officers with clear strategic direction to implement a pipeline of projects within the Melville Oval precinct.

Extensive community and stakeholder consultation and principle understanding, has provided social capital for the project to advance. A scoping document for inclusion in the tender to design pavilion and change room facilities is developed and will be executed quickly once funding is confirmed.

Melville Oval Sporting Precinct:

New clubrooms, function centre + heritage grandstand

- Refurbished grandstand + extension for football clubrooms and change rooms
- New function centre annexe with netball clubrooms and change rooms
- Visual hierarchy between heritage and new to be maintained
- Viewing remains from the grandstand
- Existing clubrooms adaptively re-used as football change rooms

Relocate Netball Courts

- Two new netball courts to competition standard
- Viewing areas
- Landscaping

Nature Playground

- Indigenous 'Marngrook' story elements
- Universal designed

- Nature based play

Market Plaza

- New events space
- New accessible parking for oval precinct – Multi functional for Recreational, Shire Offices and Community
- Smart digital infrastructure, Way-finding and interpretive signage

The draft federal funding agreement has the following project timelines:

| Stage | Scope | Milestone Completion Date | Payment Excl. GST |
|---------------------------|---|---------------------------|-------------------|
| Progress Report 1 | <ul style="list-style-type: none"> •confirmation of final cost estimates •confirmation of final designs of netball courts and that the tender document for the detailed design for the balance of the project has been completed •confirmation of partner funding; •5% of the Project is completed and certified by the Project Manager, Quantity Surveyor, or similar. | 1 May 2021 | \$500,000 |
| Progress Report 2 | <ul style="list-style-type: none"> •Planning permit received •Detailed designs complete •10% of the Project is completed and certified by the Project Manager, Quantity Surveyor, or similar. | 1 December 2021 | \$500,000 |
| Progress Report 3 | <ul style="list-style-type: none"> •Tender Awarded •Demolition complete, Site prepared and Earthworks complete •Construction commenced •30 per cent of the Project is completed and certified by the Project Manager, Quantity Surveyor, or similar. | 30 June 2022 | \$1,000,000 |
| Progress Report 4 | <ul style="list-style-type: none"> •Netball Courts Complete •Pavilion, Change rooms and Grandstand extension constructed to lock up stage •an Event Invitation has been submitted to the Department as required at Item H of the Schedule; •80per cent of the Project is completed and certified by the Project Manager, Quantity Surveyor, or similar. | 30 April 2023 | \$600,000 |
| Project Completion Report | <ul style="list-style-type: none"> •the Activity, at Item A.5 of the Schedule, is complete; •the Project, at Item A.2 of the Schedule, is complete; •all approvals required to enable public access and use of the facility have been met; and •the Project is fully Operational. | 1 December 2023 | \$243,000 |

Financial and Resource Implications

Through endorsement of this project, the Southern Grampians Shire will commit to provide funding for the redevelopment of Melville Oval and as the Committee of Management. We have also received verbal support from the Department of Environment, Land Water and Planning for the project to proceed.

Council was also delighted to receive Federal Government funding of \$2.843M towards the netball courts female changes rooms and function centre, to initiate the project and allow the

project to progress. Additionally, a further funding announcement of \$1.2M from the Commonwealth Government in November 2020 has increased the total federal commitment to \$4.043m.

Council officers have applied to the Victorian Government through the Community Sports Infrastructure Loans Scheme (CSILS) for \$4.14M to fund the remainder of the \$8.28M project cost.

Should the loan application be unsuccessful Council will need to budget for the balance of the funding required.

Legislation, Council Plan and Policy Impacts

This project links directly to the Southern Grampians Shire Council Plan 2017-2021:

- 3.3.1 Invigorate and activate public places and spaces
- 3.2.3 Provide infrastructure that supports an active community
- 3.3.2 Develop the CBD of Hamilton and commercial precincts in all towns.
- 3.4.1 Ensure appropriate social infrastructure is provided to support all families and communities across the Shire.

Risk Management

The implementation of this project is crucial to stimulate population and economic growth in Hamilton and the wider Southern Grampians Shire Region. It has been many years since significant investment has been made in the Melville Oval Precinct.

By endorsing, the Melville Oval Project Council will be able to respond to the Great South Coast Regional Growth Plan and Hamilton Structure Plan with the ability to leverage funding from both the State and Federal Governments to achieve the greatest impact the wider Southern Grampians Shire community.

The project budget includes contingencies and an allocation for project management to assist council deliver a project of this magnitude. Due to the current demand in the economy for the construction industry, a current quantitative surveyor's estimate will be sought prior to tendering.

Environmental and Sustainability Considerations

Environmental and Sustainability principles are integrated throughout the project design and approach, including the following:

- The project includes the construction of a new sports and function facility at Melville Oval. This presents an opportunity to showcase the Council's sustainability aspirations and connection with the environment through a green star building design
- The landscape design includes natural materials (timber, stone, bamboo) and natural forms to provide connection with nature (biophilic design principles).
- Water sensitive urban design is continued throughout the design, with water features and stormwater management. Plantings are native and drought tolerant.

- Signage takes visitors on a sustainability journey throughout the precinct, with information on sustainability, health and wellbeing.
- Solar PV panels integrated into shade structures or public lighting.
- Provide bins for general waste, recycling and compostable organic waste.
- Use of below ground drip irrigation for landscaping and irrigation.

Community Consultation and Communication

This project had its genesis in 2012 when the Hamilton Structure Plan was adopted. This document laid out the principles and framework for future development in Hamilton and in essence was the business plan for the town. The Southern Grampians Shire Recreation and Leisure Strategy was adopted in 2019 and in relation to this project outlines the need for Melville Oval and how it will be used into the future. Council in May 2020 endorsed the Hamilton Central Business Area Activation Master Plan. The focus for the new concept designs is Melville Oval, Lonsdale Street and Gray Street, as well as other connecting streets and lane-ways.

Design Guidelines on all the necessary elements to implement a successful public realm master plan are included, including materials, planting, lighting, and many other aspects. More than 800 people have attended a variety of engagement sessions and another 275 providing feedback through a digital portal.

Hamilton Kangaroo Football and Netball Club and Hamilton and District Cricket Association representatives joined Councillor's and senior staff on a bus tour to Adelaide to investigate the design and function of similar projects. Both HKFNC and HDCA have been, and continue to be engaged right through the process and are strong advocates for the project. The following communications and consultations methods are referenced:

- Draft Master Plan online - The Draft Master Plan report publically available online for comment before adoption
- Community engagement event - Community members were invited to attend an open forum held at an open studio in the HUB Shopping Centre, 136 Gray Street, Hamilton on Thursday 20th February 2020. Community members were able to provide feedback directly to members from Jensen Plus, MRCagney and Southern Grampians Shire Council.
- Virtual tour - A 'virtual tour' of proposed upgrades using the latest virtual reality technology is available and used at community engagement events and through the Council's website.
- Street posters - Master Plans for Melville Oval, Gray Street, Lonsdale Street in the form of posters were displayed throughout the CBD during February 2020 for community viewing.
- Targeted stakeholder meetings - Meetings were held with sporting clubs and the Hamilton Regional Business Association to present the Melville Oval plan and receive feedback.

- Social Pinpoint, Facebook & email - The Master Plan report has is available online for public viewing. Community members were encouraged to participate and provide their feedback through Social Pinpoint, email and/or the South Grampians Shire Council's Facebook page.
- Community engagement events attributed to 600 people attending over two sessions with 275 online interactions. Stakeholder engagement sessions where well attended and supported.
- Continuing stakeholder engagement with the Melville Oval user groups.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Endorse commencement of the project and refer it to the 2021/2022 budget.
2. Endorse the Commonwealth funding agreement.
3. Endorse the signing of the Victorian Government CSILS application should the SGSC be successful.
4. Commence the planning application for the Melville Oval Precinct.

COUNCIL RESOLUTION

MOVED: Cr Brown
SECONDED: Cr Calvano

That Council:

1. **Endorse commencement of the project and refer it to the 2021/2022 budget.**
2. **Endorse the Commonwealth funding agreement.**
3. **Endorse the signing of the Victorian Government CSILS application should the SGSC be successful.**
4. **Commence the planning application for the Melville Oval Precinct.**

CARRIED

10.9 Planning Committee

Directorate: Andrew Goodsell, Director Planning and Development
Author: Andrew Goodsell, Director Planning and Development
Attachments: 3. Planning Committee Minutes – 5 February 2020.

Executive Summary

The Minutes from the Planning Committee meeting held on 5 February 2021 and endorsed by members of the Committee are presented to Council for information.

Discussion

This committee was established as a Delegated Committee of Council on 12 August 2020 in accordance with Section 64 of the *Local Government Act 2020*.

All planning permits valued between \$1million and \$5million (or less if the officer is recommending refusal).

All planning permits that receive between three (3) and five (5) objections

All applications where the officer is recommending refusal.

Power to decide to grant an amendment to a planning permit if the value of the original development exceeds \$1 million or if 3 or more objections were received, or if the officer is recommending refusal.

All planning permits made pursuant to Section 97C of the *Planning and Environment Act 1987* to request the Minister to decide the application.

All planning scheme amendment under section s.8A(7) of the *Planning and Environment Act 1987* to prepare the amendment specified in the application without the Minister's authorization if no response received after 10 days.

All planning scheme amendments that clarify or correct mistakes in the Planning Scheme (applied for under Section 20(4) of the *Planning and Environment Act 1987*).

Whether applications should be referred to the full Council for a decision.

Legislation, Council Plan and Policy Impacts

The *Planning and Environment Act 1987* provides that certain local government authority, responsibility and functions can be delegated to Committees of Council or Council Officers.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the Minutes of the Planning Committee Meeting held on 5 February 2021 be received.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr McAdam

That the Minutes of the Planning Committee Meeting held on 5 February 2021 be received.

CARRIED

11. Notices of Motion

There were no Notices of Motion listed on tonight's agenda.

12. Delegated Reports

Reports on external Committees and Representative Bodies for which Councillors have been appointed as a representative by Council.

12.1 RAIL FREIGHT ALLIANCE COMMITTEE

Cr Calvano reported on his attendance at the Rail Freight Alliance Committee Meeting held virtually on 19 February 2021.

12.2 BARWON SOUTH WEST WASTE AND RESOURCE RECOVERY GROUP

Cr Henry reported on her attendance at the Barwon South West Waste and Resource Recovery Group Forum held on 18 February 2021.

13. Mayors and Councillors Reports

Address from the Mayor and Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

14. Confidential Matters

There were no Confidential Matters listed on tonight's agenda.

15. Close of Meeting

This concludes the business of the meeting.

Meeting closed at 6:32 pm.

Confirmed by resolution 14 April 2021.

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Chairman