



**Southern Grampians**  
SHIRE COUNCIL

# Council Meeting Agenda

Ordinary Meeting  
10 March 2021

To be held at 5.30pm  
in the Mirranatwa Hall at  
Mirranatwa School Road, Mirranatwa.

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## 1. Membership

### **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

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 will lead the Meeting in a prayer.

## 4. Apologies

## 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.

## 6. Declaration of Interest

## 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 are 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 are 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.

## Southern Grampians Shire Council

## INFORMAL MEETING OF COUNCILLORS

<b>ASSEMBLY DETAILS</b>	
<b>Title:</b>	Council Planning Day 1
<b>Date:</b>	3 February 2021
<b>Location:</b>	Council Planning Day
<b>Councillors in Attendance:</b>	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
<b>Council Staff in Attendance:</b>	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

<b>MATTERS CONSIDERED</b>		<b>CONFLICTS OF INTEREST DECLARED</b>
<b>1</b>	Governance Evaluator	Nil
<b>2</b>	Session 1 – Introduction, Context, Council Plan: Key Themes	Nil
<b>3</b>	Session 2 – Advocacy Priorities and Integrated Planning Model 2041 and Community Infrastructure Planning	Nil
<b>4</b>	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**

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

The Informal Meeting commenced at 5:30pm

<b>MATTERS CONSIDERED</b>		<b>CONFLICTS OF INTEREST DECLARED</b>
<b>1</b>	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

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

The Informal Meeting commenced at 10:30am

<b>MATTERS CONSIDERED</b>		<b>CONFLICTS OF INTEREST DECLARED</b>
<b>1</b>	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	
<b>Title:</b>	Briefing Session
<b>Date:</b>	10 February 2021
<b>Location:</b>	MJ Hynes Auditorium
<b>Councillors in Attendance:</b>	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
<b>Council Staff in Attendance:</b>	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
<b>1</b>	Matters Raised by Council	Nil
<b>2</b>	Council Meeting Items	Nil
<b>3</b>	Great South Coast Strategy	Nil
<b>4</b>	Schools Crossing	Nil

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

**INFORMAL MEETING OF COUNCILLORS**

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

The Informal Meeting commenced at 4:00pm.

<b>MATTERS CONSIDERED</b>		<b>CONFLICTS OF INTEREST DECLARED</b>
<b>1</b>	Terms of Reference	
<b>2</b>	Structure of Committee - Attendees	

The Informal Meeting concluded at 5:00pm.

## Southern Grampians Shire Council

## INFORMAL MEETING OF COUNCILLORS

ASSEMBLY DETAILS	
<b>Title:</b>	Briefing Session
<b>Date:</b>	24 February 2021
<b>Location:</b>	MJ Hynes Auditorium
<b>Councillors in Attendance:</b>	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
<b>Council Staff in Attendance:</b>	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
<b>1</b>	Councillor Only Meeting	Nil
<b>2</b>	Matters Raised by Councillors	Nil
<b>3</b>	Hamilton Botanic Gardens – Children's Garden	Nil
<b>4</b>	Bushy Creek Windfarm	Nil

<b>5</b>	HRLX Underpass Tender	Nil
<b>6</b>	Annual Plan – 1 October-31 December 2020	Nil
<b>7</b>	Shredding and Chipping of Green Waste Tender	Nil
<b>8</b>	Purchase of Luminaries	Nil
<b>9</b>	Dunkeld Visitor Hub Project Update	Nil
<b>10</b>	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.

## 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.

## 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.

<b>RECOMMENDATION</b>
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That Council receive the Action and Task Progress Report for 1 July 2020 to 31 December 2020.

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

Southern Grampians Shire Council does not make any Council Reports in relation to Tenders public before the Council Meeting. This is to ensure the integrity of the procurement process and limit the potential for any parties to try and influence Council's decision making process based on the recommendations from Council staff. The Report has been distributed to Councillors. The Report will be available to the public in the Council Meeting Minutes.

## 10.5 Tender 35-20 Shredding and Mulching of Green Waste

Southern Grampians Shire Council does not make any Council Reports in relation to Tenders public before the Council Meeting. This is to ensure the integrity of the procurement process and limit the potential for any parties to try and influence Council's decision making process based on the recommendations from Council staff. The Report has been distributed to Councillors. The Report will be available to the public in the Council Meeting Minutes.

## 10.6 Procurement of LED luminaires

Southern Grampians Shire Council does not make any Council Reports in relation to Tenders public before the Council Meeting. This is to ensure the integrity of the procurement process and limit the potential for any parties to try and influence Council's decision making process based on the recommendations from Council staff. The Report has been distributed to Councillors. The Report will be available to the public in the Council Meeting Minutes.

## 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.

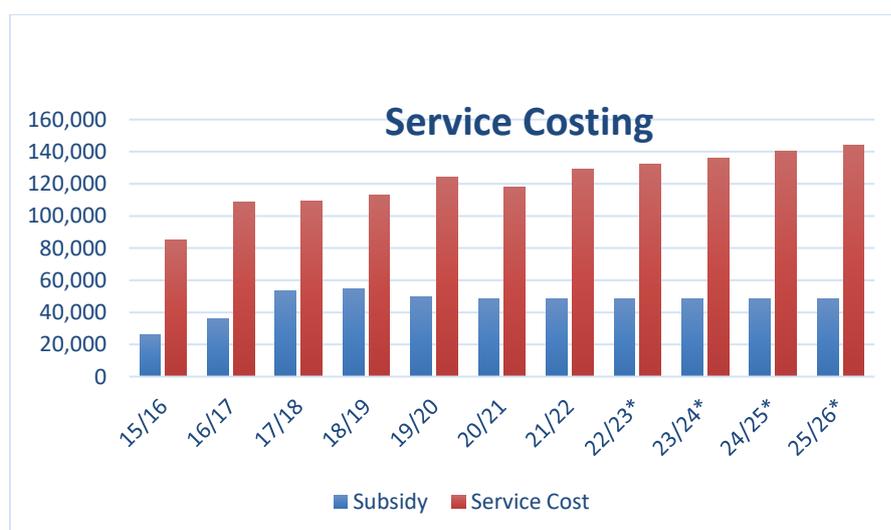
It is recommended that Council consult with all relevant stakeholders being: Department of Education, DoT and local schools to advise that Council will be withdrawing from this service by the end of 2021. This will return the responsibility to the individual schools and DoT.

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.

[Click here to enter text.](#)

### **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.

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

## 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.

## 11. Notices of Motion

There are 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.

## 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 are no Confidential Matters listed on tonight's agenda.

## 15. Close of Meeting

This concludes the business of the meeting.