



Southern Grampians
SHIRE COUNCIL

Council Meeting Minutes

Ordinary Meeting
23 August 2017

Held at 5:30pm
in the Penshurst Memorial Hall
at Martin St, Penshurst

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The Meeting opened at 5:30pm

1 Present

Councillors

Cr Mary-Ann Brown – Mayor
Cr Chris Sharples – Deputy Mayor
Cr Albert Calvano
Cr Colin Dunkley
Cr Greg McAdam
Cr Katrina Rainsford

Officers

Mr Michael Tudball – Chief Executive Officer
Ms Evelyn Arnold – Director Community and Corporate Services
Mr Michael McCarthy - Director Shire Futures
Mr David Moloney – Director Shire Infrastructure
Ms Tania Quinn – Council Support Officer

2 Acknowledgement of Country

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

“Our meeting is being held on the traditional lands of the Gunditjmarra, 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.”

3 Prayer

Cr Calvano led the meeting in a prayer.

4 Apologies

Cr Cathy Armstrong
Ms Megan Kruger, Governance Coordinator

5 Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 26 July 2017 be confirmed as a correct record of business transacted.

COUNCIL RESOLUTION

MOVED: Cr Sharples

SECONDED: Cr Calvano

That the Minutes of the Ordinary Meeting of Council held on 26 July 2017 be confirmed as a correct record of business transacted.

CARRIED

6 Declaration of Interest

None Declared

7 Questions on Notice

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 no later than **2 days before the Ordinary Council Meeting**.

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 provide 15 copies 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.

8.1 Mr Keith Staff, Southern Grampians Landscape Guardians

Significant Landscape Overlay Submission/Application – See Attachment 1

RECOMMENDATION

That:

1. Council receives the Deputation.
2. In the first instance the submission will be referred to the Planning Scheme Amendment process for the Harmans Valley Significant Landscape Overlay with further advice coming back to Council as part of that process.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Dunkley

That:

1. **Council receives the Deputation.**
2. **In the first instance the submission will be referred to the Planning Scheme Amendment process for the Harmans Valley Significant Landscape Overlay with further advice coming back to Council as part of that process.**

CARRIED

9 Records of Assemblies of Councillors

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

An Assembly of Councillors record was kept for:

- Briefing Session – 26 July 2017
- Industry Visits – 9 August 2017
- Briefing Session – 9 August 2017

This agenda was prepared on 16 August 2017. Any Assemblies 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 Assembly of Councillors be noted and incorporated in the Minutes of this Meeting.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Sharples

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

CARRIED

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	26 July 2017
Location:	Martin J Hynes, Market Place, Hamilton
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Greg McAdam Cr Katrina Rainsford Cr Albert Calvano
Council Staff in Attendance:	Mr Michael Tudball, CEO Mr Michael McCarthy, Director Shire Futures Mr David Moloney, Director Shire Infrastructure Ms Evelyn Arnold, Director Community and Corporate Services

The Assembly commenced at 2:00pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Trees	Nil
2	Bridge Update	Nil
3	Swimming Pools	Nil
4	Martin Bailey and Driver Education Update	Nil

The Assembly concluded at 5:00pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Industry Visits
Date:	9 August 2017
Location:	<ul style="list-style-type: none"> • HUB Building • Permewans Hamilton • Monivae College
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Mr Michael Tudball, CEO Mr Michael McCarthy, Director Shire Futures Mr David Moloney, Director Shire Infrastructure Ms Evelyn Arnold, Director Community and Corporate Services Mr Hugh Koch, Manager Economic Development and Tourism Mr Peter Johnson, Business Development Officer

The Assembly commenced at 10:00am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	HUB Building	Nil
2	Permewans Hamilton	Nil
3	Monivae College	Nil
4		
5		

The Assembly concluded at 1:00pm



ASSEMBLY OF COUNCILLORS

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	9 August 2017
Location:	Martin J Hynes, Market Place, Hamilton
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Greg McAdam Cr Katrina Rainsford Cr Albert Calvano
Council Staff in Attendance:	Mr Michael Tudball, CEO Mr Michael McCarthy, Director Shire Futures Mr David Moloney, Director Shire Infrastructure Ms Evelyn Arnold, Director Community and Corporate Services Mr Hugh Koch, Manager Economic Development and Tourism Ms Megan Kruger, Governance Coordinator Mr Brett Holmes, Manager Community and Leisure Services Mr Lachy Patterson, Manager Community Relations Mr Dale Tonkinson, Biodiversity Officer Ms Nola McFarlane, Manager Flood Recovery

The Assembly commenced at 1:15pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	MAV Update	Nil
2	Interplan	Nil
3	Cricket Hub – Monivae	Nil
4	Swimming Pools	Nil
5	Greater Grants Policy	Nil
6	Lake Linlithgow	Nil
7	MAV Contract purchase NPN04-13 – NPN1.15	Nil
8	Infrastructure Tenders x 2 (22/17 & 23/17)	Nil
9	Capital Works	Nil
10	Road Management Plan	Nil

The Assembly concluded at 5:00pm

10 Management Reports

10.1 Council Plan and Annual Plan Quarterly Report

Directorate: Michael Tudball, Chief Executive Officer
Author: Megan Kruger, Governance Coordinator
Attachments: 2. Action and Task Progress Report

Executive Summary

The Action and Task Progress Report for the period 1 July 2016 to 30 June 2017 has been prepared to provide information regarding the performance of the organisation against the Council Plan and Annual Plan.

Discussion

It was identified in 2015 that Council had a gap in its planning and reporting architecture. Although all Plans which were legislative requirements were in place, there was not an organisational wide Annual Plan. An Annual Plan details what strategies and objectives of the Council Plan will be delivered in a financial year. An Annual Plan can go into more detail than a Council Plan and outline in a specific and measurable way what an organisation plans to achieve in a financial year. An Annual Plan captures more information than an Annual Budget by capturing any goals or objectives of an organisation which are not reflected in the budget, such as project which are being completed in-house.

Previously reports were presented to Council once a quarter at its Briefing Session in relation to the organisations performance against its Council Plan. Following the introduction of an Annual Plan reports will be presented to Council once a quarter, through a public Council Report, against the Annual Plan instead of the Council Plan. Reporting against the Council Plan will occur annually through the Annual Report. This will allow Council to receive more 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.

Although the quarterly reporting to Council is now in relation to the Annual Plan instead of the Council Plan, there are some previous actions relating to the Council Plan from 2015/2016 which were not completed and have been rolled over into the 2016/2017. Therefore all the reporting in 2016/2017 will be a mixture of Annual Plan and Council Plan actions.

There are currently 200 actions from the Annual Plan and Council Plan. Of these 200 actions:

- 126 actions (63%) are on track - at least 90% of the target achieved;
- 23 actions (11%) require monitoring –between 70% and 90% of the target achieved;
- 34 actions (17%) are off track – less than 70% of target achieved; and
- 17 actions (8%) have no target set

Whilst there has been an increase in the number of actions which are on track, and a decrease in the number of actions which are off track from the report at the end of 31 March 2017 unfortunately not all actions were able to be completed by the end of the

financial year. The actions that need to be carried forward as they are still ongoing will be included in the 2017/2018 Annual Plan.

Report Date	31 December 2016	31 March 2017	30 June 2017
On track	53%	58%	63%
Require Monitoring	2%	11%	12%
Off track	40%	26%	17%
No target set	6%	4%	8%

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

Legislation, Council Plan and Policy Impacts

Council is required to adopt a Council Plan in accordance with section 125 of the Local Government Act 1989. 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 direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the Action and Task Progress Report for 1 July 2016 to 30 June 2017 be received.

COUNCIL RESOLUTION

MOVED: Cr Calvano
SECONDED: Cr Sharples

That the Action and Task Progress Report for 1 July 2016 to 30 June 2017 be received.

CARRIED

10.2 Greater Hamilton Outdoor Pools Renewal Works Programme

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Brett Holmes – Acting Manager Community & Leisure Services
Attachments: None

Executive Summary

This Report recommends that Council adopt capital works programme for the six (6) Greater Hamilton outdoor pools. The focus of this programme is to support the identified service of swimming pools - that they are safe, open and reliable. This recommendation has been arrived at after the compilation of a detailed analysis of the condition, current usage and future demand. This involved a review of each pool both from a technical and customer service level.

Discussion

The six (6) Greater Hamilton outdoor swimming pools have undergone an extensive review in the past 3 months. This involved inspections of the condition of the assets by industry experts, an audit of compliance requirements and consultation sessions with pool users and interested community members.

This review highlighted the need to establish a capital renewal programme to invest in the assets. The intention of the investment is to ensure that the asset provides a level of service which means that swimming pools are safe, open and reliable. This service level expectation was also reflected in the feedback and submissions received during the community consultation sessions.

In order to achieve and maintain the required service level that swimming pools are safe open and reliable, resources will be invested in three key areas;

- To address the infrastructure issues
- To resolve the maintenance and compliance issues
- To improve operational effectiveness and communication

Table 1 below summarises the proposed renewal works programme over the next two (2) years order to achieve this. In more detail the proposed renewal works are;

1. The Repaint and Seal proposed for each swimming pool which will address the particular requirements of that pool. Be that fixing cracks, sealing leaks or repainting surfaces;
2. Compliance and Risk Management including signage, and first aid room improvements for all pools and a concrete slab for the pool blankets at Penshurst and new bubble pool blankets and wind skirts for Coleraine.
3. The Pool Plant focusing on the renewal of filtration and pump systems for the respective pools.

There were additional infrastructure improvements identified through the consultation process. However, in the first two (2) years of the works programme the focus is on the essential areas that will directly impact on the identified service level of swimming pools being safe, open and reliable.

Expenditure By Swimming Pool														
	Glenthompson		Hamilton		Penshurst		Dunkeld		Coleraine		Balmoral		Total	
Renewal Works by Year	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19
Repaint and seal	\$13,820		\$42,500		\$26,000		\$22,000		\$34,600		\$24,000		\$162,920	
Compliance and Risk Management	\$5,000	\$5,000	\$5,000	\$10,000	\$8,000	\$15,000	\$10,000	\$10,000	\$25,000	\$10,000	\$5,000	\$5,000	\$58,000	\$55,000
Pool plant							\$100,000	\$375,000		\$100,000		\$100,000	\$100,000	\$575,000
Total	\$18,820	\$5,000	\$47,500	\$10,000	\$34,000	\$15,000	\$132,000	\$385,000	\$59,600	\$110,000	\$29,000	\$105,000	\$320,920	\$630,000

Table 1

The original budget allocation was to spend \$500,000 in the 17/18 year; however, the final proposal is to stage the works over a two year period. There are a number of reasons for this recommendation;

- ✓ It allows renewal works to be planned and staged around the swimming pool seasons to minimise disruption to users;
- ✓ It assists with overall cash flow management;
- ✓ It is proposed that to achieve the best possible result for the community, officers explore external funding opportunities to leverage the investment in swimming pools (as detailed in table 2).

Proposed Funding	17/18	18/19	Total
Council Funds	\$120,920	\$430,000	\$550,920
Grant Funding	\$200,000	\$200,000	\$400,000
	\$320,000	\$630,000	\$950,920

Table 2

Financial and Resource Implications

During the development of the 2017/18 budget an allocation of \$500,000 was made with the expectation that all six outdoor pools require significant investment. This report now clarifies how those resources will be invested. This report assumes the receipt of grant funding of \$200,000 per year over the two year program. In the event this is not successful the program will be amended to ensure the principles re met and funds expended as budgeted.

Legislation, Council Plan and Policy Impacts

The proposed works plan relate directly to the Council budget and works will be delivered in accordance with Council's Procurement Policy and Section 86 of the Local Government Act.

Risk Management

The implementation of the renewal programme will allow for the mitigation of the existing safety and asset management risks.

Environmental and Sustainability Considerations

Nil

Community Consultation and Communication

In completing this report an extensive process of Community consultation was undertaken. All six (6) communities have been given the opportunity to provide feedback and suggestions to assist in the ongoing management of their pool. In addition, a number of areas within the Council have also informed this process including Risk, Building Services and Aquatic Services.

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 resolve to adopt the works renewal plan as itemised in the table below to support the service level that swimming pools are safe, open and reliable.

Expenditure By Swimming Pool														
	Glenthompson		Hamilton		Penshurst		Dunkeld		Coleraine		Balmoral		Total	
Renewal Works by Year	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19
Repaint and seal	\$13,820		\$42,500		\$26,000		\$22,000		\$34,600		\$24,000		\$162,920	
Compliance and Risk Management	\$5,000	\$5,000	\$5,000	\$10,000	\$8,000	\$15,000	\$10,000	\$10,000	\$25,000	\$10,000	\$5,000	\$5,000	\$58,000	\$55,000
Pool plant							\$100,000	\$375,000		\$100,000		\$100,000	\$100,000	\$575,000
Total	\$18,820	\$5,000	\$47,500	\$10,000	\$34,000	\$15,000	\$132,000	\$385,000	\$59,600	\$110,000	\$29,000	\$105,000	\$320,920	\$630,000

MOTION

MOVED: Cr Rainsford
SECONDED: Cr Dunkley

That Council resolve to adopt the works renewal plan as itemised in the table below to support the service level that swimming pools are safe, open and reliable.

Expenditure By Swimming Pool														
	Glenthompson		Hamilton		Penshurst		Dunkeld		Coleraine		Balmoral		Total	
Renewal Works by Year	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19
Repaint and seal	\$13,820		\$42,500		\$26,000		\$22,000		\$34,600		\$24,000		\$162,920	
Compliance and Risk Management	\$5,000	\$5,000	\$5,000	\$10,000	\$8,000	\$15,000	\$10,000	\$10,000	\$25,000	\$10,000	\$5,000	\$5,000	\$58,000	\$55,000
Pool plant							\$100,000	\$375,000		\$100,000		\$100,000	\$100,000	\$575,000
Total	\$18,820	\$5,000	\$47,500	\$10,000	\$34,000	\$15,000	\$132,000	\$385,000	\$59,600	\$110,000	\$29,000	\$105,000	\$320,920	\$630,000

AMENDMENT

MOVED: Cr Calvano
SECONDED:

1. That the proposed expenditure on all six pools go out for public comment and be advertised in our local paper, The Spectator and on our Council Noticeboard.
2. For Council Officers to go through the process in establishing a user group for HILAC and Hamilton Swimming Pool.
3. For Council Officers to bring back to Councillors the feasibility of opening pools on a code red day.
4. In the event that we are unsuccessful in the grant application that the funds allocated in the 17/18 budget are spent in accordance to the 17/18 expenditure by swimming pool, the remainder and further funding to be carried over for the 18/19 expenditure on our pools.

AMENDMENT lapsed for want of a SECONDER

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Dunkley

That Council resolve to adopt the works renewal plan as itemised in the table below to support the service level that swimming pools are safe, open and reliable.

Expenditure By Swimming Pool														
	Glenthompson		Hamilton		Penshurst		Dunkeld		Coleraine		Balmoral		Total	
Renewal Works by Year	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19	17/18	18/19
Repaint and seal	\$13,820		\$42,500		\$26,000		\$22,000		\$34,600		\$24,000		\$162,920	
Compliance and Risk Management	\$5,000	\$5,000	\$5,000	\$10,000	\$8,000	\$15,000	\$10,000	\$10,000	\$25,000	\$10,000	\$5,000	\$5,000	\$58,000	\$55,000
Pool plant							\$100,000	\$375,000		\$100,000		\$100,000	\$100,000	\$575,000
Total	\$18,820	\$5,000	\$47,500	\$10,000	\$34,000	\$15,000	\$132,000	\$385,000	\$59,600	\$110,000	\$29,000	\$105,000	\$320,920	\$630,000

CARRIED

10.3 Greater Grants Policy

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Lachy Patterson, Manager Community Relations
Attachments: 3. Greater Grants Policy

Executive Summary

The Greater Grants program is intended to facilitate and support development of community groups within Southern Grampians Shire by providing a funding source for initiatives, events and projects. The program has seven (7) categories as below:

- Community Infrastructure
- Arts and Culture
- Community Strengthening
- Tourism and Events
- Environmental Sustainability
- Heritage
- General Allocation

A review of the program has been undertaken to provide a streamlined approach to administration and allow a focus on community development and capacity building of community groups.

Discussion

The Greater Grants program now sits under the Community and Corporate Services Directorate. Based on feedback from those previously involved in administering the program, a review of the policy was timely.

The policy review has recommended a two-round approach to the Policy which has specific opening and closing dates. This approach allows for a streamlined administrative approach and a more consistent, strategic and aligned approval and acquittal process.

The proposed changes also focus on the longer-term planning of community groups and a need for groups to be working towards financial sustainability to be considered for future funding. The changes outline a priority being given to applications that have not received previous funding.

Financial and Resource Implications

The funding total will be determined as part of the annual budgeting process across the seven grant categories.

Legislation, Council Plan and Policy Impacts

The Greater Grants Program aligns and supports many strategies in the Council Plan 2017-2021, in particular:

Strategy 1.1.4: Support the community to develop, review and implement their Community Plans.

Strategy 1.2.2: Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities.

Strategy 1.3.2: Encourage and support a more diverse, multicultural community, including recognising and celebrating our cultural heritage.

Strategy 1.3.4: Support the growth, development and capacity of volunteers and community organisations.

Strategy 2.4.3: Develop strategies that not only attract visitors but encourage them to consider living, learning or investing in the Shire.

Strategy 3.3.4: Maintain, promote and celebrate the heritage of built infrastructure in all towns.

Strategy 4.1.1: Promote and support natural resource management and community based initiatives.

Strategy 5.2.1: Advocate for community projects, programs and initiatives.

Risk Management

None.

Environmental and Sustainability Considerations

None.

Community Consultation and Communication

Council Officers responsible for administering the program have advised the review process. In addition, previous grant recipients across all categories are required to complete a grant acquittal. As part of the acquittal, Council seeks feedback from the recipient on ways the delivery of Greater Grants could be improved.

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 adopt the revised Greater Grants Policy 2017 as attached.

COUNCIL RESOLUTION

MOVED: Cr Calvano
SECONDED: Cr McAdam

That Council adopt the revised Greater Grants Policy 2017 as attached.

CARRIED

10.4 Draft 2016-2017 Financial Statements

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Belinda Johnson, Manager Finance
Attachments: 4. Annual Financial Report 2016/2017, 5. Performance Statement 2016/2017, 6. Governance and Management Checklist 2016/2017

Executive Summary

The Local Government Act 1989 (LGA) requires that Council must pass resolutions giving approval in principle to the annual financial and performance statements and the Local Government Performance Reporting Framework Governance and Management Checklist, and authorise two Councillors to certify the statements in their final form after any changes recommended or agreed to by the Auditor General have been made.

It is recommended that the Mayor and one other Councillor be authorised to certify the statements.

Discussion

The financial statements form part of Council's Annual Report. The Financial Statements, Performance Statement and Governance & Management Checklist are each prepared in accordance with the requirements of the LGA and the applicable accounting standards. They are audited by McLaren Hunt on behalf of the Auditor General Victoria and presented to Council's Risk and Audit Committee. When finalised they are formerly certified by the Auditor General. The statements are also signed by the Chief Executive Officer and the Principal Accounting Officer.

Financial and Resource Implications

There are no financial implications in this process. The statements outline financial performance for the year but costs in their production are part of normal operating expenditure.

Legislation, Council Plan and Policy Impacts

Council Plan – Provide Governance & Leadership – 5.1.2 Ensure responsible, effective and efficient use of Council resources.

Sections 131 and 132 of the LGA and the Local Government (Planning and Reporting) Regulations 2014 outline the process required to be followed in the certification of the annual statements.

Risk Management

The draft statements have been presented to Council's Audit and Risk Committee on Tuesday 22 August 2017.

Environmental and Sustainability Considerations

N/A

Community Consultation and Communication

There is no requirement for community engagement however the documents form part of Council's Annual Report which is a publicly available document. When prepared, the availability of the Annual Report is advertised.

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. Approve in principle the draft 2016/2017 Financial Statements, Performance Statement and Governance & Management Checklist.
2. Appoint the Mayor, Cr Brown and Cr _____ to certify the statements in their final form after any changes recommended or agreed to by the Auditor General Victoria have been made.

COUNCIL RESOLUTION

MOVED: Cr Rainsford

SECONDED: Cr Dunkley

That Council:

1. **Approve in principle the draft 2016/2017 Financial Statements, Performance Statement and Governance & Management Checklist.**
2. **Appoint the Mayor, Cr Brown and the Deputy Mayor, Cr Sharples to certify the statements in their final form after any changes recommended or agreed to by the Auditor General Victoria have been made.**

CARRIED

10.5 Western Country Regional Cricket Hub (WCRCH) at Monivae College

Directorate: Michael McCarthy, Director Shire Futures
Author: Hugh Koch, Manager Economic Development and Tourism
Attachments: 7. Western Country Regional Cricket Hub – Greater Hamilton Site Analysis and Feasibility Study Part A – Project and Site Context Report.
8. Site and Ground concept plans

Executive Summary

The report discusses the proposal for a Western Country Regional Cricket Hub at Monivae College (WCRCH) in Hamilton. It explains the Council support for the proposal that will create a new indoor and outdoor cricket facility for training and competition in Hamilton.

The report discusses the findings of strategic work undertaken. It recommends that Southern Grampians Shire Council endorses the Western Country Regional Cricket Hub (WCRCH) at Monivae College and submit an application to the Community Cricket Program – Regional Priority Projects for \$500,000

Discussion

In 2015, Council supported and auspiced an expression of interest to develop a cricket hub at Monivae College from Sports and Recreation Victoria's (SRV) Community Sports Infrastructure Fund with encouragement from Cricket Victoria (CV). Although unsuccessful, interest remained from CV and SRV to work with Council to establish a regional high performance cricket facility in Hamilton. A new specific fund – The Community Cricket Program - was established to provide cricketers with an appropriate level of facilities and coaching resources. Through the Regional Priority Project initiative, approximately \$4 million was allocated towards the development of major cricket hubs within strategically identified locations.

The Regional Priority Projects initiative provides an opportunity for Councils to access funding up to \$500,000 to establish major cricket hubs serving regional areas across the State. Local Governments throughout Victoria are eligible to receive funding from this initiative on an invitation only basis and will be required to provide matched funding on a \$2:\$1 ratio.

Council was encouraged to apply under this funding but was advised that further strategic justification was required. Inside Edge was employed to prepare a site analysis and feasibility study. The study was managed by Cricket Victoria (funded by Council) to ensure an objective assessment and that the outcomes matched the funding criteria required for the new funding.

An in depth report was prepared that provided strategic justification for Hamilton and after comparison with other facilities (Council-owned), determined that Monivae provided the best, most cost-effective location in Hamilton and that the Western Country Regional Cricket Hub (WCHRH) at Monivae with links to a major education provider with excellent supporting facilities, administration and infrastructure, maintenance experience and capacity will best support the growth and success of regional cricket.

Strategic drivers

The report found that Hamilton is the most central township within the Western Country cricket region, has a sustainable population and a catchment of more than 150,000 people. A Hamilton location allows the RCH to include significant regional populations of the great south coastline (e.g. Portland) and the regional cities of Warrnambool, Horsham and Mt Gambier. No other regional centre location can include all these major population centres within its 150km catchment. The Western Country Cricket Region is inclusive of the local government areas of Glenelg, Southern Grampians, Warrnambool, Moyne, Corangamite, Hindmarsh, West Wimmera, Yarriambiak and Buloke (it excludes Colac Otway which is part of the Barwon Cricket Region), with Hamilton being strategically central across the region.

The strength of cricket within the region is another identified strength of the proposal:

- The Western Country region, has the highest cricket participation to population ratio in Victoria
- The Hamilton and District Women's Cricket Association has one of the strongest female participation regions across the State.

Vision for a Regional Cricket Hub (RCH) in Hamilton

The Western Country Regional Cricket Hub (WCRCH) is a regionally significant indoor/outdoor cricket facility that has the capacity to grow cricket, generate an inclusive cricket culture, contribute to regional visitation and prosperity, and form unique partnerships.

A RCH located in Hamilton will form part of a regional network of similar cricket hubs geographically spread across Victoria.

Project scope

The WCRCH will provide state of the art facilities, a range of competition, training and development programs. It will showcase the first integrated cricket training, education and development centre based in a rural region.

The Project Scope includes:

- main oval pavilion with scorers box, unisex player change rooms and unisex umpires change rooms, public toilets, spectator seating for 100+ spectators, store room and landscaping.
- Pitch, Practice Nets and Building
- Indoor cricket training centre including staff accommodation
- Utilisation of the extensive facilities that already exist at Monivae

See Attachment 2 for site and ground concept plans

Facilities will be provided to a high level which ensures conformance with peak body minimum standards for State-level facility provision. Irrigation, drainage, turf and sealed off-street car parking will be provided to a high standard, and the sporting area will be serviced by a modern and well maintained pavilion and social space, commensurate with the level of competition being played.

Current site support facilities

The Monivae College site already includes some excellent facilities that will be used to enhance the Hub. This includes a brand new 30 station gymnasium, a 56 seat seminar room for coaching/video work, a 25 metre indoor pool, two indoor basketball stadia and two Boarding Houses that can provide accommodation and meals for up to 100 people.

These school facilities are readily made available for all in the local community to use where possible.

As detailed comprehensively in the report four key Hub functions have been identified:

Participation Development

Activities will be provided to offer a mix of programs and competitions from which to leverage growth in the game. Potential opportunities include:

- Venue for HDCA, HDJCA and HDWCA competitions
- In2Cricket and T20 Blast provider and regional centre
- Community cricket gala days
- Local and regional school competition venue
- Premier Cricket country round venue.
- Country Championships and underage carnival and events.
- Indigenous participation
- Regional finals venue and inter-regional match venue
- Regional, State and National school carnivals
- Indoor cricket competition centre for local and regional competitions

Leadership and Education

Connectivity with Monivae provides added value to embed and integrate leadership programs through the curriculum, in partnerships with other schools and the cricket community.

Opportunities include:

- Cricket Victoria coaching and umpire development and accreditation
- Cricket Victoria and regional club and volunteer education programs
- Indigenous education outreach
- Council and community youth and leadership programs and camps
- All Abilities cricket development and coach education
- School holiday program specialising in sports development
- Centre for Region and Association forums, South West Sports Assembly workshops
- Scorers workshops and MyCrickettechnology training
- Turf curator centre
- Inter-school and Monivae sister school player exchange program

Training Centre

A major feature of the Hub is to mirror what takes place at State Training Centres in Melbourne to ensure that the same level of training for all aspects of cricket is available locally.

Training centre opportunities could include:

- Western Waves regional development squad training and academy base
- Diamonds in the Bush Talent Identification program.
- Coach and umpire education centre for the North and West Country Cricket Regions
- Regional umpire training base.
- Fitness, recovery and rehabilitation facilities and programs.
- Training camp base for underage Cricket Victoria squads, Vic Spirit, Western Spirit and Melbourne Renegades
- Indoor training centre for year round community club use.
- Turf Curator resource, training and administration

Shared Regional Services.

Shared services is focused on providing an administration base for regional cricket operations. A central location that can house staff, be used for consistent communications and regular programs and activities helps to build a profile for cricket and a professional and structured support network for cricket within the region. Opportunities include:

- Regional competition, club and operational administration centre
- Office accommodation and service centre for HDCA, HDJCA and HDWCA, and potentially PDCA
- Western Waves operations and administration, including video conferencing and digital capability
- Region coaching centre and School Ambassador and Club Programs In-servicing (In2Cricket and T20 Blast)
- Regional umpires administration
- Great South Coast Regional Cricket Hub site management office
- Regional cricket event management
- Regional club development resource centre
- Satellite sports science and digital lab technology hub to support VIS outreach work
- Separate on-site male and female accommodation options to support broader regional and interstate service provision

The Western Country Regional Cricket Hub partners represent the full cricket development pathway – from In2Cricket to State representative and every on and off-field program, activity, coaching course, accreditation certificate and club education opportunity in between.

Hub management overview

The report provides a recommendation regarding the governance of the facility. The proposed Governance structure includes a Committee of Management that includes Monivae College Southern Grampians Shire and Cricket Victoria with specified roles for each member: Monivae (Facilities management), Council (Community benefit) and Cricket Victoria (Service management). This is shown in more detail within the attached report.

Community Access to the facility

Existing Community Access agreements have been updated and endorsed by the Monivae Board.

Financial and Resource Implications

The report highlights a range of costs associated with a Hub development and preliminary costs identified for development of a RCH at Monivae College. Stage 1 facilities are those considered to be core facilities, amenities and services to be provided within regional cricket hubs across Victoria. Proposed facilities take into account existing infrastructure already in place on-site, and consider upgrading existing and development of new facilities.

Core components of Stage 1 for which the application for funding support is recommended include:

- Pavilion with player and umpire change rooms, toilets, storage, social facilities including kitchen/catering (already provided), and spectator accommodation
- Indoor cricket facility with practice nets, change rooms, toilets, storage, office accommodation, training/education room
- Main playing field improvements (with turf wickets, fencing, drainage, irrigation and scoreboard)

- Outdoor turf practice wickets (8 fully enclosed turf)
- Car parking for 50 cars and 4 buses (already provided)

The total cost of providing all of these facilities is estimated at approximately \$2.22 million, noting that some of this is already provided at the Monivae site. Detailed costings are being prepared for submission with the application. Monivae College's contribution to stage 1 of the project will be \$750,000 plus a substantial in-kind contribution to the project management and main field playing improvements.

Stage 2 or secondary facilities are those considered to be facilities, amenities and services to be provided in subsequent stages of development. It was recommended that these facility components be scoped into future site master planning and are costed along with Stage 1 components. Where preliminary works can be undertaken to support Stage 2 development, this will be factored into Stage 1 to ensure that future works can be implemented without future significant impact on facilities and site operations. Main playing lights (included in the original criteria) have been removed from the second stage and would only be considered at Melville Oval if the need and business case was demonstrated in the future. The estimated cost for Stage 2 items such as a second playing field, support amenities such as gymnasium, first aid/medical, recovery facilities, and outdoor practice wickets are estimated to cost up to \$612,000. Monivae has already invested in supporting infrastructure such as its indoor swimming pool.

An independent surveyor has reviewed Stage one of the project and the cost estimates for the project will be included in the application. The estimates were not available at the time this report was written and as such have not been included.

Monivae College has indicated that an extension of their existing management and maintenance practices to existing school facilities and buildings will provide the most cost effective and sustainable practices.

Monivae College already has on-site staff and contracts in place to facilitate the integration of additional Hub facilities and increased usage. Management and maintenance on school buildings and the main cricket playing field and turf wicket are already undertaken by the school, with the extension of building management practices to include the proposed Indoor Cricket Centre.

Monivae College owns the property and will manage the Hub with the support of a Management Committee. There is no capital contribution or ongoing costs required from SGSC which is auspicing the funding application as a requirement of the State Government's funding program. Project Management of the facility will be by Monivae College.

Legislation, Council Plan and Policy Impacts

Council Plan 2017-2021

1.2 A healthy and vibrant community

1.2.1 Provide appropriate, accessible and equitable Council services, facilities and activities

1.2.2 Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities

2.4 Support, encourage and promote a strong, innovative and distinctive tourism sector that grows the visitor economy

2.4.1 Improve the reputation of the Shire as a destination of choice for events and conferences

2.4.2 Support the shared goals for growing the Region's visitor economy

2.4.3 Develop strategies that not only attract visitors but encourage them to consider living, learning or investing in the Shire

5.2 Effective advocacy

5.2.1 Advocate for priority community projects, programs and initiatives

Leisure Services Strategic Plan will be used to help guide future development and operations of a Regional Cricket Hub in Hamilton:

The **Shire's Economic Development Strategy 2011-2021** identifies a range of drivers of growth, of which Hamilton forms a central factor in terms of industry and business development, as well as being a key population, employment, health and education centre with Hamilton's superior education facilities identified as a propulsive industry with the potential to drive growth in events and population.

The **Tourism Strategic Plan 2010-2015** identifies a strong focus on event attraction and delivery, A key identified target market for visitors to the Shire is the Secondary Schools market, with visitation mainly related to recreational events and sports championships.

The **Shire's Health and Wellbeing Plan 2013-2017** specifically identifies continuing to support and partner with sporting groups to create healthy sporting environments for people to make physical activity part of their lives.

In the **Great South Coast Regional Strategic Plan** recognises Hamilton's significant education facilities

Risk Management

A detailed risk assessment was undertaken and detailed extensively in Attachment 1. Refer to the report for further details

Environmental and Sustainability Considerations

Rain water will be collected and stored onsite for the oval, change rooms, and fire management. Solar building and window design will optimize light and heat for all seasons. High standards of roof and wall insulation will reduce heating and cooling loads.

Community Consultation and Communication

Inside Edge's authoring of the report has reinforced earlier engagement of potential users and other stakeholders. Consultation and collaboration has occurred with a number of project stakeholders including Cricket Victoria, Sport and Recreation Victoria, Western Waves (Region 2) Cricket Region Inc, Hamilton and District Cricket Association, Hamilton and District Junior Cricket Association, The Hamilton District Women's Cricket Association (HDWCA), Each has provided a letter of support for the project.

Following adoption by Council a media release will be prepared in conjunction with Monivae College. A copy of this report will also be sent to Cricket Victoria and SRV notifying of our intention to apply.

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 Southern Grampians Shire Council:

1. Endorses the Western Country Regional Cricket Hub (WCRCH) at Monivae College Hamilton proposal
2. Submits an application to the Community Cricket Program – Regional Priority Projects for \$500,000

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Rainsford

That Southern Grampians Shire Council:

1. **Endorses the Western Country Regional Cricket Hub (WCRCH) at Monivae College Hamilton proposal**
2. **Submits an application to the Community Cricket Program – Regional Priority Projects for \$500,000**

CARRIED

10.6 Clarifying Management Arrangements in the Linlithgow Wetland Complex

Directorate: Michael McCarthy, Director Shire Futures
Author: Dale Tonkinson – Biodiversity Officer
Attachments: 9. Map: Lake Linlithgow, Council Committee of Management

Executive Summary

At the March 2017 meeting a resolution was passed **“That Council seek from the State Government, agencies and other stakeholders clarity of the complex management arrangements, stressing the need to consider the wetland complex as a whole.”**

This report summarises the response received from State Government and the implications for Council. Consideration is given to Council’s on-going involvement in the Lake Linlithgow wetland complex and the implications for Council’s response to requests for advocacy around competing uses of these wetlands.

Council has been confirmed as Committee of Management, appointed by the Minister for Lands, for three disjointed parcels around the southern half of the Lake Linlithgow Lake Reserve, notably not including the section supporting recreational infrastructure such as the boat ramp.

It is recommended that Council continue to liaise with other land managers and relevant agencies while investigating the process to relinquish its Committee of Management role on the basis that Council bears a number of risks as land manager, with little ability to influence the management of both Lake Linlithgow and the complex of wetlands as a whole.

It is also recommended that Council advocate to State Government for a reassessment of land use priorities in the wetland complex.

Discussion

Unclear and complex land management arrangements around the Linlithgow wetland complex have made it difficult for both Council and the community to understand or influence management issues. A deputation to Council seeking advocacy support for banning duck shooting on Lake Linlithgow and Bullrush Swamp led to Council resolving to seek clarification of management responsibilities for this and surrounding Lakes.

Other agencies with management responsibilities or regulatory control for some aspects of the wetland complex were informed of Council’s intent in seeking clarification around management responsibilities. In response, all agencies contacted were supportive of Council’s action, and most expressed a desire to understand the outcomes of the enquiries.

The Department of Environment, Land, Water and Planning (DELWP) provided a response that confirmed Southern Grampians Shire Council (as successor to the Shire of Mount Rouse) is Committee of Management for three parcels along the southern foreshore of Lake Linlithgow but not for any part of Bullrush Swamp (common understanding had the area of Bullrush Swamp used for boat launching to be under Council control as Committee of Management). The areas shown in green, yellow and orange on the accompanying map (Attachment 1) are those for which Council is advised to act as Committee of Management.

In light of the clarification provided by DELWP, the following details of Council's involvement are considered problematic:

- Responsibility for fragmented areas of the Lake shore
- Relatively minor level of influence on land management outcomes even within one wetland of the complex
- Limited capacity to influence strategic directions amongst the range of relevant agencies
- Limited capacity to influence public use and interactions as any regulations need Ministerial approval

Whilst the potential values of the wetlands for tourism, recreation and biodiversity are significant, the resources required to realise such potential would be very substantial. Any investment would need to consider the significant uncertainty surrounding the frequency and duration of adequate water levels in these wetlands given the likely impacts of a drying climate and the potential for greater demands on both surface and groundwater resources in the region.

Advocacy for any significant change in State Government land management is very likely to result in a response along the lines of "Does Council intend to take on all aspects of management of these reserves, including responsibilities for pest plants and animals, fire and policing rubbish dumping and the like?"

At present the only public land wetland in this complex excluded from hunting is the small (20 ha) Krause Swamp Wildlife Reserve (to the south of Lake Linlithgow) that provides very limited habitat for waterbirds. The remaining wetlands, totalling 1457 hectares, are all accessible for hunting (including duck shooting in season). It would therefore seem reasonable that Council supports a reassessment of the balance of land use priorities across the wetland complex given the range of community interests and positions evident in recent submissions.

On available information it would seem that Lake Linlithgow might offer opportunities to provide refuge for local bird populations subject to hunting pressure while closing an area of minor significance to duck shooters (as stated by Mr Hallam in his submission to Council); closing Lake Linlithgow to shooters would also remove potential conflicts with other recreational users. Whilst this option would considerably redress the balance mathematically, in essence the real area of contention is around Bullrush Swamp (Lake Bullrush on some maps); Bullrush supports the highest biodiversity values and accordingly the best duck shooting opportunities.

Council should consider advocating to State Government for a reassessment of the land use in the wetland complex through the independent process that Victorian Environment Assessment Council (VEAC) could provide, but should avoid terminology such as sanctuary status so as not to pre-empt the VEAC process.

Financial and Resource Implications

See Risk Management below.

Legislation, Council Plan and Policy Impacts

Delegations for management functions, duties and powers may be delegated through section 98 of the Local Government Act 1989 but have not been maintained in recent years. If Council were to remain as Committee of Management for lands in this area, these delegations would need to be enacted to allow on-going management.

Council is appointed as Committee of Management under Section 14 (2) of the Crown Land (Reserves) Act 1978 and the Minister may revoke this appointment at any time.

Risk Management

The recommendation to relinquish Council's Committee of Management role would relieve Council of a range of largely undocumented and poorly understood risks, both financial and reputational.

Environmental and Sustainability Considerations

The biodiversity values of the Linlithgow Wetlands Complex have been well documented with very significant usage by waterbirds in some seasons, including large number of Brolga in recent years and sizeable flocks of migratory shorebirds from time to time. The wetlands clearly function as a drought refuge.

Development and implementation of policies and actions for Biodiversity Conservation is almost entirely controlled by State Governments with land managers (especially at a local level) having little capacity to deviate.

Community Consultation and Communication

On-going communication with other agencies involved in the wetland complex should include notification of the outcome of Council's clarification enquiries and Council determines to relinquish its Committee of Management role, this should also be explained.

Individuals and groups that have advocated to Council around land management should be informed of the clarification of Committee of Management status and Council's intended course of action. These interest groups should also be informed of Council's position to advocate for reassessment of land use priorities.

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. Acknowledges the Department of Environment, Land, Water and Planning's advice relating to Council's Committee of Management status, and
2. Advises the Department of its intention to relinquish its responsibilities as Committee of Management on the foreshore of Lake Linlithgow and enquires as to the process for its Committee of Management appointment to be revoked, and
3. Advocates to State Government for a reassessment of the land use in the wetland complex through the independent process that Victorian Environment Assessment Council (VEAC) could provide.

COUNCIL RESOLUTION

MOVED: Cr Dunkley
SECONDED: Cr Sharples

That Council:

- 1. Acknowledges the Department of Environment, Land, Water and Planning's advice relating to Council's Committee of Management status, and**
- 2. Advises the Department of its intention to relinquish its responsibilities as Committee of Management on the foreshore of Lake Linlithgow and enquires as to the process for its Committee of Management appointment to be revoked, and**
- 3. Advocates to State Government for a reassessment of the land use in the wetland complex through the independent process that Victorian Environment Assessment Council (VEAC) could provide.**

CARRIED

10.7 Restoration Works to Flood Affected Roads – North East and South West Sectors

Directorate: David Moloney, Director Shire Infrastructure
Author: Nola McFarlane – Manager Flood Recovery
Attachments: None.

Executive Summary

The Flood and Storm event of September and October 2016, resulted in widespread damage to the essential public infrastructure network within the Southern Grampians Shire. Roads that were known to have been significantly impacted were inspected by Shepard Services using a proprietary system known as RACAS (Road Asset Condition Assessment System) to evaluate damage arising from the event.

These contracts will deliver the reinstatement of the damage identified through the RACAS process to pre flood condition, in accordance with the Natural Disaster Relief and Recovery Arrangements and Guidelines established by the State and Federal Governments.

Costs associated with this contract will be claimed under the National Disaster Relief and Recovery Arrangements for providing Natural Disaster Financial Assistance to Local Government for event AGRN728 Victorian Floods and Storms (September/October 2016).

Tenders were publicly advertised on 9 June for two contracts to restore flood impacted road damage being: 22-17 Restoration Works to Flood Affected Roads – North West Sector, and 23-17 Restoration Works to Flood Affected Roads – South East Sector.

Tender submissions were received and evaluated based on: tender price, demonstrated performance in the provision of similar services, experience in road construction and maintenance procedures, OH&S systems, methodology of quality and environmental systems, and environmental sustainability.

4 submissions were received for tender 22-17 North West Sector and 5 for 23-17 South East Sector.

The recommendation is to award the Tenders as follows:

22-17 to Quality Roads based on their submitted schedule of rates provided in Appendix A

23-17 to Quality Roads based on their submitted schedule of rates provided in Appendix B

Discussion

The events of September and October have been recognised as having a significant impact on public, private and community assets within the Southern Grampians Shire. As a result the National Disaster Relief and Recovery Arrangements were activated to enable Council and impacted residents to access funding to support the recovery process.

Funding is provided, under strict eligibility criteria, which needs to be expended and works completed by June 2019. The works will largely be completed through contracted resources, as works completed by staff within normal hours of operation are not able to be claimed for reimbursement. The level of damage to essential infrastructure across Southern Grampians Shire is beyond the capacity of Council to reinstate using their own

resources and hence there is a requirement to engage contractors to complete the works. These contracted works will reinstate the portion of the damaged roads inspected by Shepard Services, which will see 72 roads reinstated of the 296 identified with flood damage.

Two contracts were advertised based on a geographical distribution of the proposed works, to encourage competition as well as offer a volume of work that was able to be delivered by local suppliers.

As the Contract is a Schedule of Rates, Council awards on this basis. To allow the comparison of pricing, Council officers pre-determined the estimated quantities for each scheduled rate and from these extend the tendered rates to provide an indicative total cost based on those quantities.

The following tender submissions were received and the evaluation tabled below:

Tender 22-17:

- Balmoral Excavations Pty Ltd
- Bitu-mill Pty Ltd
- James Milne Pty Ltd
- Quality Roads Pty Ltd

The total contract value estimated by officers for this work was \$4,191,585 (inc GST)

Weightings	Yes/No	25%	25%	25%	5%	10%	10%	Total
	Specification Conformance	Tendered Price	Demonstrated Performance and Provision of a similar service	Experience in Road Construction and Maintenance Procedures	Methodology of quality and Environmental Systems	OH&S Systems	Environmental Sustainability Considerations	
Balmoral Excavations		0 0.00	0 0.00	0 0.00	0 0.00	0 0.00	0 0.00	0.00
Bitu-mill		8.29						
		\$3,998,844	7.25	7.5	6.75	5.21	5.75	7.19
James Milne		2.39						
		\$13,888,341	5	5.25	6.5	5.58	5.38	4.58
Quality Roads		10.00						
		\$3,314,467	8.25	7.75	8.25	8	7.94	8.51
		2.50	2.06	1.94	0.41	0.80	0.79	

Tender 23-17

- Ableworks
- Balmoral Excavations Pty Ltd
- Bitu-mill Pty Ltd
- James Milne Pty Ltd
- Quality Roads Pty Ltd

The total contract value estimated by officers for this work was \$3,453,303 (inc GST)

Weightings	Yes/No	30%	25%	25%	30%	5%	10%	Total
	Specification Conformance	Tendered Price	Demonstrated Performance in the Provision of a Similar Service	Experience in Road Construction and Maintenance Procedures	Proposed Methodology for completing the work to minimise environmental damage and provide a stable and effective outcome	Environmental Considerations	OH&S	
Able Works	Yes	9.81						
		\$2,218,258	4	5.5	3.5	2.25	3.84	6.48
		2.94	1.00	1.38	1.05	0.11	0.38	
Balmoral Excavations	No	0.00						
		\$0	0	0	0	0	0	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	
Bitu-Mill	No	7.56						
		\$2,879,740	7.25	7.5	6.75	5.75	5.51	8.27
		2.27	1.81	1.88	2.03	0.29	0.55	
James Milne	Yes	1.69						
		\$12,877,049	5	5.25	6.5	5.38	5.5	5.29
		0.51	1.25	1.31	1.95	0.27	0.55	
Quality Roads	Yes	10.00						
		\$2,176,187	8.25	7.25	8.25	7.94	8.15	9.75
		3.00	2.06	1.81	2.48	0.40	0.82	

The tendered price was calculated against an estimated use rate for each of the requested services provided in the schedules of rates. One submission for each tender was considered non-conforming as the schedule of rates was not completed and the offer was only made to the provisional day works rate. In both tenders the received submissions were close to the estimate calculated by officers, with one submission in each case significantly higher.

The evaluations were confirmed through reference checks with two other Councils. Referees were asked for assessment against applied performance of OH&S and Quality systems, compliance with work schedules, relationship with the contractor, variations sought by the contractor, and type of work performed. The recommended contractor scored 86% which was considered by the evaluation panel to be a high score with demonstrated capacity meeting or exceeding all required standards.

It is therefore the recommendation of the Tender Evaluation Panel that both tenders be awarded to Quality Roads Pty Ltd.

Financial and Resource Implications

The works contracted through this tender will be funded through the NDRRA for AGRN 728 Victorian Floods and Storms (September/October 2016). The costs will be forecast into the budget documents once awarded but will be budget neutral – not requiring the allocation of Council funds. These works have in principle support from Vic Roads as the auditors for the State Government of expenditure against the funding arrangements. The works are considered an essential part of the recovery and reinstatement process and are unlikely to be rejected as an allowable expense.

The works program covered by these contracts have been audited and approved by Vic Roads on behalf of the Department of Treasury and Finance as eligible and appropriate reinstatement meeting the guidelines of the Natural Disaster Relief and Recovery Arrangements.

The contract will be managed and administered by the Flood Recovery staff. These positions are also supported with funding from the natural disaster recovery fund, resulting in little impact on Council resources.

Legislation, Council Plan and Policy Impacts

Costs associated with this contract will be claimed under the National Disaster Relief and Recovery Arrangements for providing Natural Disaster Financial Assistance to Local Government.

Risk Management

The Flood and Storm event of September /October 2016 resulted in widespread damage to the essential public infrastructure network within the Southern Grampians Shire. These contracted works will reinstate 72 flood impacted roads to their pre flood condition, ensuring the safety of the traveling public within the Shire. The completion of these works will allow the removal of a number, but not all, traffic management arrangements currently limiting speed on the local road network.

Environmental and Sustainability Considerations

The recommended tenderer provided information on their sustainable buying considerations and environmental management systems, which support this work being completed with minimal impact on the environment.

Community Consultation and Communication

Public notice was given of the tender in accordance with section 186 of the Local Government Act 1989 and the tender process complied with Council's Procurement Policy.

Tenderers will be notified by the Procurements Officer of the decision made by Council at its meeting on 23 August 2017.

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

- David Moloney (Director Shire Infrastructure)
- Ian Mitchell (Recovery Infrastructure Project Manager)
- Nola McFarlane (Manager Recovery)
- Paula Gardiner (Infrastructure Recovery Project Officer)
- Janelle Dahlenberg (Contracts/Procurement Officer).

RECOMMENDATION

1. That the tender submission to 22-17 received from Quality Roads Pty Ltd for the schedule of rates inclusive of GST for \$3,314,467.
2. That the tender submission to 23-17 received from Quality Roads Pty Ltd for the schedule of rates inclusive of GST for \$2,176,187.
3. That the Contract documents be signed and sealed when prepared.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr McAdam

1. That the tender submission to 22-17 received from Quality Roads Pty Ltd for the schedule of rates inclusive of GST for \$3,314,467.
2. That the tender submission to 23-17 received from Quality Roads Pty Ltd for the schedule of rates inclusive of GST for \$2,176,187.
3. That the Contract documents be signed and sealed when prepared.

CARRIED

10.8 Road Management Plan 2017 - 21

Directorate: David Moloney, Director Shire Infrastructure
Author: Aten Kumar
Attachments: 10. Draft Road Management Plan

Executive Summary

The Road Management Plan is a legislative requirement of the Roads Management Act 2004 (the Act). The Road Management Plan is a document which describes the road assets within road reserves and identifies which assets Council is responsible for. In accordance with the Act, the Road Management Plan is required to be reviewed every 5 years.

The intent of the Road Management Plan is to detail how the Council as a Road Authority intends to manage its road network. In accordance with the Services and Assets Policy the road network is divided in to categories based on the service it delivers. It details the inspection regimes and response times as well as stating management systems which Council will implement to ensure that its responsibilities within the Act, are met. Particular attention is given to managing the demand for asset maintenance with the proposed level of resources made available through the Council budget.

It is recommended that the Council approve the draft Road Management Plan 2017-21 for public consultation.

Discussion

The Road Management Plan is a legislative requirement under the Roads Management Act 2004. In accordance with the Act, the Road Management Plan must be reviewed every 5 years.

An internal working group was set up to review the current RMP which included Director Shire Infrastructure, Manager Assets, Sector Supervisors, Health & Safety Officer and Asset Inspectors.

The working group discussed the current Road Management Plan and any areas which required adjusting. From this group several recommendations were made including the adding of additional information to clarify Council, VicRoads and Property Owners responsibilities.

Proposed changes to road inspection timeframes, intervention threshold and repair response times are as listed in Table 1 to Table 4 below.

Road Inspection Timeframes					
Inspection Type	Link	Collector	Access	Limited Access	Fire Access
Routine					
Asset Protection - Routine	3 months	6 months	1 year	1 year	1 Year
Bridges (Level 1)	6 12 months	6 12 months	1 year	2 years	N/A
Bridges (Level 2)	3 years	3 years	3 years	3 years	N/A
Night	1 year	1 year	2 3 years	4 years N/A	N/A
Reactive					
Asset Protection Reactive	1 week	1 week	2 weeks	6 weeks	3 months

Table 1 Road Inspection Timeframes

Pathway Inspection Timeframes			
Inspection Type	Commercial	Thoroughfare	Residential
Routine			
Sealed - Routine	3 6 months	6 12 months	1 year
Unsealed - Routine	4 6 months	2 12 months	4 12 months
Reactive			
Reactive	2 weeks	4 weeks	-

Table 2 Pathway Inspections Timeframes

Hazard Description & Intervention Threshold	Repair Response Time			
	Link	Collector	Access	Limited Access
1. Sealed Pavement				
1.3 Deformation greater 100mm under a 3 metre long straightedge	1 month	3 months	1 year 6 months	1 year
1.4 Low skid resistance involving observed slick surfaces over a full lane width and over a length of 50 m or greater, on the approach to, departure from or on a curve, where there is limited or no crossfall, or where the slick surface represents a danger to the travelling public. Initial response to be signage or other treatment to reduce risk.	2 weeks 1 month	2 weeks 1 month	4 2 months	3 months
3. Obstruction & Substances in Traffic Lane				
3.3 Materials fallen from vehicles, dead animals, wet clay and other slippery substances, hazardous materials.	72 hours 2 days	3 2 days	1 week	2 weeks

Table 3 Hazard Description & Intervention Threshold

Hazard Description & Intervention Threshold	Repair Response Time
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Pathway	Commercial	Thoroughfare	Residential
4. Vegetation			
4.1 Vegetation which presents a physical hazard to the public intruding into a clearance envelope between edges of pathway & a 2.5 metre height clearance over pathway.	6 months	1 year	1 year
4.2 Encroachment of grass	6 months	1 year	1 year

Table 4 Hazard Description & Intervention Threshold

Financial and Resource Implications

Compliance with the plan and undertaking regular planned inspections and meeting defect response times means that Council can reduce any potential public liability claims. Changes highlighted in the revised RMP will not have any impact in the budget. The resources required to meet inspection schedule and response times are developed and budgeted for in the annual budget cycle.

Legislation, Council Plan and Policy Impacts

Council adopted the current Road Management Plan on 26 June 2013 which establishes a system for the road management functions of the Southern Grampians Shire. It also identifies the relevant standards or policy decisions in relation to the discharge of duties including inspection, maintenance and repair of public roads for which Council is responsible.

Council's Road Management Plan (RMP) must be reviewed every five years in accordance with sections 303 and 304 of the *Road Management (General) Regulations 2005*.

Council, as a Road Authority, has a range of functions, powers and duties conferred or imposed on it through a range of legislation that includes:

- (i) The Road Management Act 2004;
- (ii) The *Road Safety Act 1986* ;
- (iii) The *Local Government Act 1989* (referred to in section 5(2); and
- (iv) The *Transport (Compliance and Miscellaneous) Act 1983*.
-

The following sections from the above legislation are particularly relevant to this Road Management Plan:

- 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.
- This Road Management Plan is prepared in accordance with Division 5, Sections 49 to 55 of the *Road Management Act 2004*.

This RMP is an integral part of the management system to be implemented by Council in the performance of road management functions.

Risk Management

This Plan details the management system that the Council proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which the Council is responsible.

For Council to achieve liability protection through the Road Management Act 2004 there is a legal obligation to adopt an RMP. Failure to comply with the Road Management Plan, Council would be liable for full costs to the public due to injury.

Environmental and Sustainability Considerations

Inspection intervals and response times to repair road defects directly impacts on Council's ability to manage resources and can heavily impact on expenditure levels. This type of infrastructure represents a significant investment by the community and is vital to its health and wellbeing.

Community Consultation and Communication

Council will advertise that the draft RMP has been reviewed and invite submissions on the revised Plan for a period of 28 days.

This will occur through a public notice in the local newspaper, media release, Council's Website and through our electronic social media. Copies of the proposed draft plan will be made available on the website, at the Market Place and Brown Street Customer Services Centre's, Post Offices in outlying townships and the Library.

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. That Council give notice of its proposal to adopt the draft Road Management Plan 2017-21.
2. That following the expiration of the public notice period a further report be presented to Council.

COUNCIL RESOLUTION

MOVED: Cr Calvano
SECONDED: Cr Sharples

That Council:

1. **That Council give notice of its proposal to adopt the draft Road Management Plan 2017-21.**
2. **That following the expiration of the public notice period a further report be presented to Council.**

CARRIED

10.9 Review of 2016-2017 Capital Program

Directorate: David Moloney, Director Shire Infrastructure
Author: David Moloney, Director Shire Infrastructure
Attachments: 11. Capital Works Summary Report – FY 2016-2017

Executive Summary

The capital program forms a significant proportion of Council's budget. In 2016-2017, \$15.58M was allocated to capital works projects across the Shire. The assessment of the capital program delivery is determined by two measures:

- Delivery on time of the program
- Delivery to cost/budget

This report looks at how the Southern Grampians Shire Council has delivered the 2016-2017 Capital works program.

Southern Grampians Shire Council has delivered 74% of the capital program including 26 projects which were started but not financially completed for the financial year and 41 projects deferred.

This report is for noting by the Council.

Discussion

The capital program forms a significant proportion of Council's budget. In 2016-2017, \$15.58M was allocated to capital works projects across the Shire. The works included:

- Road and Bridge Upgrades
- Footpaths
- Playgrounds
- Building Maintenance
- Art Gallery/PAC Maintenance
- Library
- Culverts
- Kerb and Channel
- Recreation Centres and Facilities
- Cox St Upgrade
- Industrial Land Project
- Landfill
- Livestock Exchange Project Stage 1 and 2

The aim of the capital program is to provide targeted expenditure on projects to maintain or improve Council's infrastructure, assets and services.

The review of the program is important to ensure the projects are delivered on time and budget. This report looks at the 2016-2017 performance of Council in the delivery of the Capital program.

There are two main criteria to be used in assessing the delivery of the capital program. These are:

- Delivery on time
- Delivery to cost/budget

Time is measured by the number of projects delivered over the 2016-2017 financial year while the costs are assessed by the project budget against the actual cost.

Time

The 2016-2017 Budget listed 254 projects up from 112 in the previous financial year, to be delivered across the range of areas listed above. These projects range from \$1,000 to \$2.5M. For the purpose of the assessment any project that was deferred or not financially or physically completed (whether started or not) by the end of the financial year was deemed to have been not completed.

Figure 1 Project Status 2016-2017

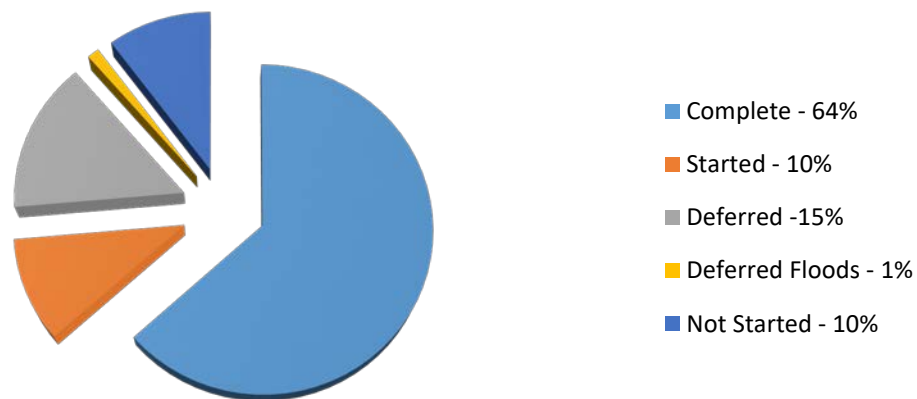


Figure 2 Project Status 2015-2016

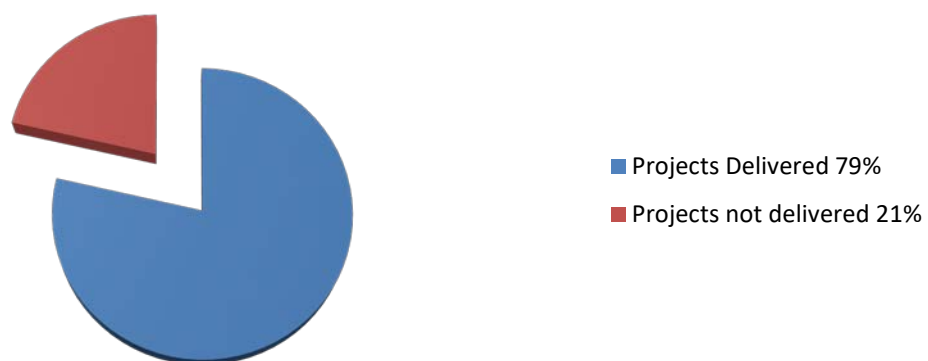


Figure 1 Project Completion Chart indicates that Council has delivered 64% of projects on time which is down from 79% in 2015-2016. In terms of number of projects, Council delivered 88 projects in 2015-2016 compared to 163 projects in 2016-2017.

A further 10% have been started and 16% of projects have been deferred with 10% not started. While the floods did not have a big impact on the Capital programme with just 1% of projects deferred due to flood damage, Council delivered 4% of the Capital program which did have flood damage but approval was given to rectify the damage while undertaking the Capital Works.

There is a variety of reasons why projects have not been delivered. Of the 24 projects the main reasons for non-delivery were:

- Floods in September and October deferred the start of the Capital Works season
- Projects started but not completed by the end of the financial year (10%)
- Project deferred to be completed next financial year or matching grants not being obtained (15%)
- Projects deferred due to insufficient funds for works

If the 26 projects started in the financial year had been completed then 74% of the projects budgeted for in the 2016-2017 financial year would have been delivered and if the deferred projects are added then 88% of the Capital Projects.

Budget

The 2016-2017 Budget allocated \$15.58M to the 254 projects to be delivered. For the purpose of this assessment any project's actual cost that was either on or under the budget allocation was deemed to be delivered on budget. Any project that was greater than the allocated budget was deemed to be over budget.

The total capital expenditure for the 2016-2017 Financial year was \$12.1M which was 90.3% of the budget allocation.

Figure 3 Projects on Budget 2016-2017



Figure 4 Projects on Budget 2015-2016

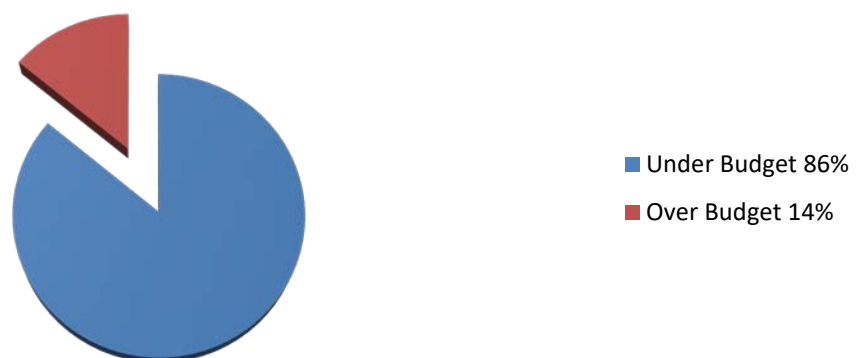
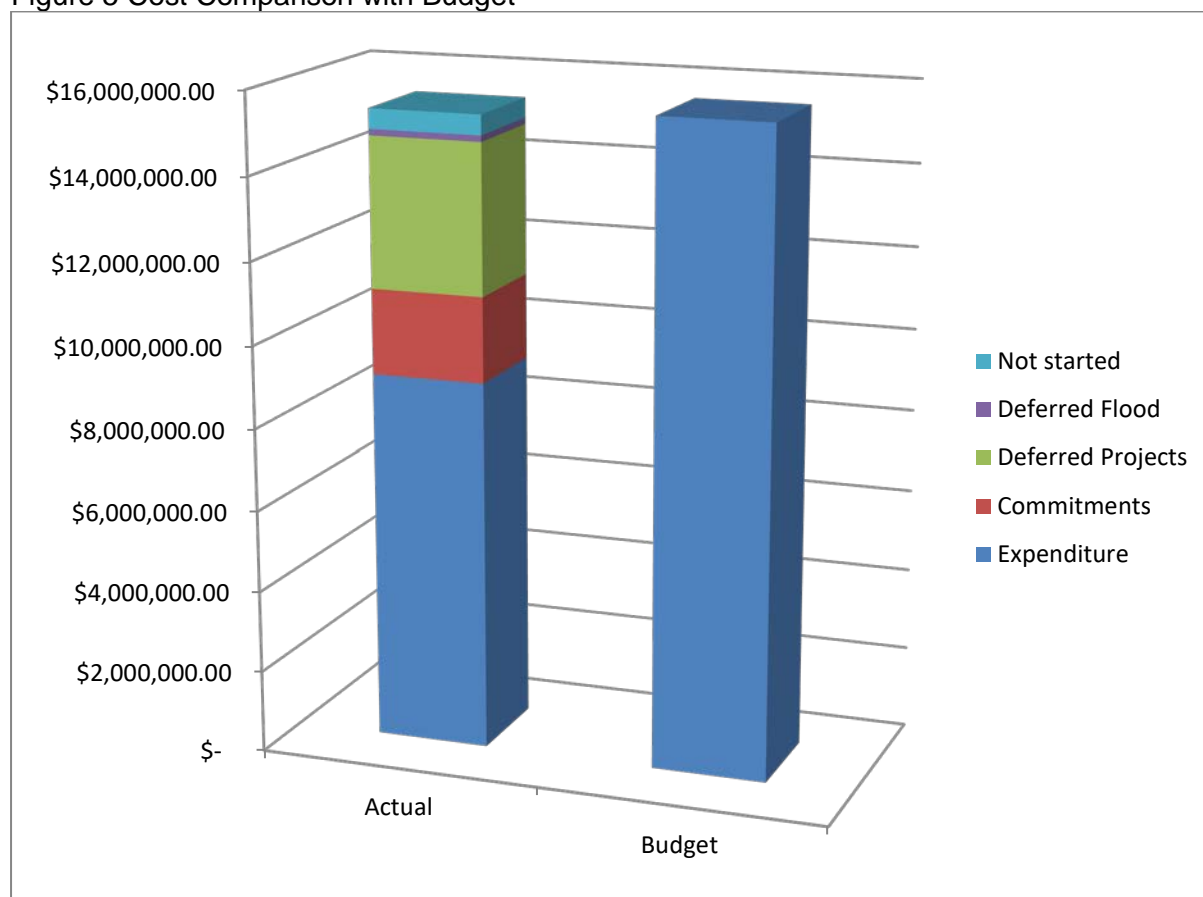


Figure 3 shows that 87% of projects being delivered were on budget and 13% were delivered over budget. The percentage of projects on budget is up by 1% on the 2015-2016 program. Of those projects the projects over budget, 17 projects were delivered within \$5,000 of the original budget of which, 11 were within \$3,000 of the original budget.

Expenditure Against Budget

The Capital Works budget in 2016-2017 was 15.58M. Table 1 based on actual costs, commitments, deferred projects and those not started shows the effect on the overall budget would have been to deliver the Capital Works program \$200,000 under budget.

Figure 5 Cost Comparison with Budget



	Actual	Budget
Expenditure	\$ 9,027,542.21	\$ 15,584,219.00
Commitments	\$ 2,074,070.63	\$ -
Deferred Projects	\$ 3,648,304.62	\$ -
Deferred Flood	\$ 150,416.00	\$ -
Not Started	\$ 489,344.00	\$ -
Total	\$ 15,389,677.46	\$ 15,584,219.00

Table 1 Comparison of Cost against Budget

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:

- Southern Grampians Shire Council – 2013-2017 Council Plan and;
- 2016-2017 Southern Grampians Shire Council Budget.

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 review of the 2016-2017 Capital Program be received by Council.

COUNCIL RESOLUTION

MOVED: Cr Dunkley
SECONDED: Cr McAdam

That the review of the 2016-2017 Capital Program be received by Council.

CARRIED

11 Notices of Motion

11.1 Notice of Motion # 5/17

Cr Rainsford

I hereby give notice of my intention to move the following motion at the Ordinary Council Meeting to be held on 23 August 2016

MOTION

1. That Southern Grampians Shire Council develop a position on the future celebration of Australia Day which can be then be communicated to the Federal Government and provided as a response to any requests for support or otherwise on the timing and nature of Australia Day Celebrations.
2. That Southern Grampians Shire Council would not make any decision on a position on the future celebrations of Australia Day without extensive community consultation which may require developing a model to enable a respectful, inclusive and informed debate and evaluation of the Southern Grampians Shire community.

Background

There is a growing debate about the choice of the date to celebrate Australia Day as failing to be inclusive and sensitive to the parallel perspectives of indigenous communities.

In January 2017 in a Letter to the Editor of the local Hamilton newspaper The Spectator I raised the issue that it was probably about time to consider the inclusive nature of the choice of the date to celebrate our country and to have a conversation on the issue.

In May the Australian Local Government Association debated a motion at their annual conference in Canberra on changing the date of Australia Day. The motion gained a narrow support without every council representative in attendance or casting a vote.

At the time when I heard the radio reports and feedback on this controversial motion I wondered how our Mayor had voted and what that vote would have been based on.

With the recent metropolitan council deciding not to hold Australia Day celebrations and the subsequent communication from the Federal Government on the legal responsibilities of Local Government in citizenship ceremonies it is clear this issue despite being divisive is an issue that all levels of Government must address.

Local Government is implicated by their role in delivery of Australia Day ceremonies and community awards. Citizenship ceremonies are also held on Australia Day as well as routinely throughout the year in Local Council Chambers.

The purpose of this motion is to recognise this role of Local Government in the current celebrations of Australia Day, to give the community confidence that Southern Grampians Shire Council would only develop a position on any proposed changes through community consultation.

The developed position would then be this Council's current policy on any requests for Mayors or council representatives when they are asked for a vote or a response on the issue to changes to Australian Day celebrations so as to accurately reflect their council and community.

Officers Comments

Not available

MOTION

MOVED: Cr Rainsford

1. That Southern Grampians Shire Council develop a position on the future celebration of Australia Day which can be then be communicated to the Federal Government and provided as a response to any requests for support or otherwise on the timing and nature of Australia Day Celebrations.
2. That Southern Grampians Shire Council would not make any decision on a position on the future celebrations of Australia Day without extensive community consultation which may require developing a model to enable a respectful, inclusive and informed debate and evaluation of the Southern Grampians Shire community.

The MOTION lapsed for want of a **SECONDER**

COUNCIL RESOLUTION

MOVED: Cr Sharples
SECONDED: Cr McAdam

That Southern Grampians Shire Council retain its celebrations of Australia Day on 26 January.

CARRIED

12 Delegated Reports

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

12.1 HAMILTON REGIONAL LIVESTOCK EXCHANGE ADVISORY COMMITTEE

Cr McAdam reported on his attendance at the Australian Livestock and Saleyards Seminar and AGM on 10 and 11 August

12.2 GREAT SOUTH COAST ICE CHALLENGE STAKEHOLDERS MEETING

Cr Rainsford reported on her attendance and participation in the working group on 23 August.

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.

Cr Calvano reported on his attendance at:

- MAV Development weekend on 28 – 30 July 2017
- Opening of Sheepvention on 7 August 2017
- Glenthompson Recreation Reserve AGM on 6 August 2017

Cr McAdam reported on his attendance at:

- Sheepvention Wool Monarch Crowning on 27 July 2017
- Balmoral Arts Group live performance in the Balmoral Hall on 29 July
- Lost Diggers of Vignacourt Exhibition in the Hamilton Art Gallery on 1 August 2017
- MAV Land Use Planning Workshop on 4 August 2017
- Opening of Sheepvention on 7 August 2017
- Industry Visits to the Hub, Permewans and Monivae on 9 August 2017

Cr Sharples reported on his attendance at:

- Hamilton Community Church Dinner
- Turn the Tide – The Voice at the PAC
- Industry Visits to the Hub, Permewans and Monivae on 9 August 2017
- Radio interview with MixxFM
- Crazy Ideas College Workshop
- Coleraine Art Show
- Vietnam Veteran Memorial Ceremony
- Balmoral RSL Dinner

Cr Rainsford reported on her attendance at:

- Sheepvention Wool Monarch Crowning on 27 July 2017
- Sheepvention
- Lost Diggers of Vignacourt Exhibition in the Hamilton Art Gallery on 1 August 2017
- Crazy Ideas College Workshop
- MAV Land Use Planning Workshop
- Industry Visits to the Hub, Permewans and Monivae on 9 August 2017
- Mary Poppins Musical at The Hamilton and Alexandra College
- Hamilton Dramus Theatre production of Hotel Sorrento
- Turn the Tide – The Voice at the PAC
- HIRL AGM
- Hamilton Regional Business Association AGM

Cr Brown reported on her attendance at:

- Sheepvention with the Mayor of The City of Warrnambool City Council, Kylie Gatin.
- Balmoral and District Development Association AGM on 22 August 2017.

14 Confidential Matters

There were no Confidential Matters on tonight's agenda.

15 Close of Meeting

This concludes the business of the meeting.

Meeting closed at 7:08 pm.

Confirmed by resolution 28 September 2016.

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