



Council Meeting Minutes

Council Meeting
14 July 2021

Held at 5:30pm in
MJ Hynes Auditorium at
5 Market Place, Hamilton

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The Meeting opened at 5.30pm

1. Present

Councillors

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

Officers

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

2. Welcome and Acknowledgement of Country

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

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

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 Calvano led the meeting in a prayer.

4. Apologies

Cr Brown entered the meeting at 5:50pm during item 10.7.

5. Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Council Meetings held on 9 June 2021 and 23 June 2021 be confirmed as a correct record of business transacted.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr Robertson

That the Minutes of the Council Meetings held on 9 June 2021 and 23 June 2021 be confirmed as a correct record of business transacted.

CARRIED

6. Declaration of Interest

None declared.

7. Questions on Notice

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

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

Questions must:

1. Not pre-empt debate on any matter listed on the agenda of the Council 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 was one Question on Notice listed on tonight's agenda.

7.1 Moira Deeming

"Under Victorian law, is it legal for Local Government Councils to provide sex based/targeted services and facilities separately to gender identity based/targeted services and facilities? If not, why not? For example, can we legally put signs on a set of public toilets declaring that one is for biological males (including males with an intersex condition), one is for biological females (including biological females with an intersex condition) and one is for people with transgender identities (of any biological sex)? If not, why not?"

The *Gender Equality Act 2020* requires Councils to take positive action towards achieving workplace gender equality and to promote equality in its policies, programs and services. Gender equality means the equality of rights, opportunities, responsibilities and outcomes between persons of different genders.

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 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 a copy either electronically or hard copy of the submission to the Chief Executive Officer prior to the 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 Council Meetings policy in relation to meeting procedures and public participation at meetings.

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

9. Informal Meetings of Councillors

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

If there is a meeting of Councillors that:

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

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

An Informal Meeting of Councillors record was kept for:

- Special Briefing Session – 2 June 2021
- Briefing Session – 9 June 2021
- Briefing Session – 23 June 2021
- New Gallery Workshop – 30 June 2021

This agenda was prepared on 14 July 2021. Any Informal Meeting of Councillors between that date and the date of tonight's Meeting will appear in the agenda for the next Council Meeting.

RECOMMENDATION

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

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Robertson

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

CARRIED

Southern Grampians Shire Council

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session and Waste and Climate Forum
Date:	2 June 2021
Location:	Virtual via Zoom
Councillors in Attendance:	Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Marg Scanlon, Director Infrastructure Andrew Goodsell, Director Planning and Development Belinda Johnson, Manager Finance Rohit Srivastava, Manager Assets Kylie McIntyre, Acting Team Leader Aerodrome, Waste and Sustainability
External Presenters:	Phillipa Bakes, BSWWRRG Manager Industry and Infrastructure Belinda Bennett, BSWWRRG Local Government Liaison Sally Jenson, South West Climate Alliance Lauren Schneider, Warrnambool City Council

The Informal Meeting commenced at 11:00am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Budget, Pricing Register and Revenue and Rating Strategy	Nil

2	Good Shepherd Bike Path Extension	Nil
3	Optimum Recycling Infrastructure Model	Nil
4	Barwon South West Climate Alliance Proposal	Nil
5	Landfill Monitoring Tender	Nil
6	Waste Management presentation and Kerbside Transition Model	Nil

The Informal Meeting concluded at 4:00pm.

Southern Grampians Shire Council

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	9 June 2021
Location:	Virtual via Zoom
Councillors in Attendance:	Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Marg Scanlon, Director Infrastructure Andrew Goodsell, Director Planning and Development Hugh Koch, Manager Economic Development and Tourism Susannah Milne, Manager Community and Leisure Services Darren Ames, Coordinator Recreation Services Victoria Holt, Manager Organisational Development Karly Saunders, Governance Coordinator Amy Knight, Manager Cultural Arts
External Presenters	Toni Duka, Consultant

The Informal Meeting commenced at 11:00am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Matters Raised by Councillors	Nil
2	Council Meeting Items	Nil

3	Regional Tourism Partnerships	Nil
4	MCH Service Discussion	Nil
5	Pedrina Park Netball Courts	Nil
6	Gender Equity Act 2020	Nil
7	Cultural Arts Policies	Nil
8	Brief and Hear Budget Submissions Feedback/Officer Comments	Nil

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	23 June 2021
Location:	Virtual via Zoom
Councillors in Attendance:	Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Marg Scanlon, Director Infrastructure Andrew Goodsell, Director Planning and Development Lachy Patterson, Manager Community Relations Susannah Milne, Manager Community and Leisure Services Victoria Holt, Manager Organisational Development Karly Saunders, Governance Coordinator Daryl Adamson, Manager Shire Strategy and Regulation Pauline Porter, Environmental Health Coordinator

The Informal Meeting commenced at 1:00pm.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Matters Raised by Councillors	Nil
2	CVF 2041 – Present Draft Document	Nil
3	Youth Strategic Workshop	Nil

4	Health and Wellbeing Plan	Nil
5	2021 Local Government Community Satisfaction Survey	Nil
6	Child Safe Policy	Nil
7	Council Plan – Present Draft Plan	Nil
8	CEO Employment and Remuneration Committee Policy	Nil
9	Penshurst Adaptive Wastewater Project	Nil

The Informal Meeting concluded at 5:00pm.

Southern Grampians Shire Council

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	New Hamilton Gallery Workshop and Briefing Session
Date:	30 June 2021
Location:	Virtual via Zoom
Councillors in Attendance:	Cr Bruach Colliton, Mayor Cr David Robertson, Deputy Mayor Cr Mary-Ann Brown Cr Albert Calvano Cr Helen Henry Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Marg Scanlon, Director Infrastructure Andrew Goodsell, Director Planning and Development Amy Knight, Manager Cultural Arts
External Presenters	Barry Sweeney

The Informal Meeting commenced at 3:00pm.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	New Hamilton Gallery – Business Case and Concepts	Nil
2	Food and Fibre Membership	Nil
3	HRLX Agents Fees Setting	Nil

The Informal Meeting concluded at 4:30pm.

10. Management Reports

10.1 Food and Fibre Great South Coast Contribution

Directorate: Michael Tudball, Chief Executive Officer
Author: Michael Tudball, Chief Executive Officer
Attachments: 1. Growing Our Regional Futures Strategy 2021 – 2023
2. Food & Fibre – Email from Chair

Executive Summary

The purpose of this report is to seek Council endorsement to continue support to the Great South Coast Food and Fibre Council.

The Food and Fibre Council has written to all Great South Coast Councils along with the Great South Coast group seeking a \$30,000 contribution per year for a three-year term totalling \$90,000. The overall commitment by all contributors (if accepted) would be \$210,000 per year totalling \$630,000 for Food and Fibre initiatives.

The recommendation is that Southern Grampians Shire Council support the delivery of the Food and Fibre Action Plan for 1 year at \$30,000 and an evaluation be conducted on achievements and cost/benefit prior to committing to further support.

Discussion

Food and Fibre Great South Coast Inc (FF GSC) wrote to Councils in February 2020 seeking a three year funding commitment of \$30k pa against a budget of around \$200k pa. Southern Grampians Shire committed to a one-off \$25k contribution in FY20/21, with a request that FF GSC use the current financial year to demonstrate the strategy and value proposition, including improved transparency and communication.

FF GSC appointed an Executive Officer in late August 2020. At the same time, took financial management in-house, allowing greater accountability and transparency, kicked off an internal governance review (including developing financial, risk and general policies), and delivered the first AGM in September 2020. Strong interest was shown in available board positions, and appointed three new directors, including a forestry representative for the first time.

FF GSC have signed off on an inaugural Strategic Plan which was launched with partners on 23 April 2021. The strategic direction is underpinned by the Great South Coast Food and Fibre Action Plan and intrinsically aligned with the Great South Coast Economic Futures Report 2020.

FF GSC aims to grow the value of regional food and fibre production to improve the prosperity and resilience of our local communities. This is achieved by championing food and fibre as the pathway for ongoing prosperity and wellbeing of Great South Coast communities.

Specifically, FF GSC collaborate to drive regional value-add, investment and sustainability; realise the untapped water opportunity; and nurture food and fibre careers and a positive industry image. The FF GSC Strategic Plan 2021 – 2023 highlights the focus and priorities that will promote the viability and attractiveness of Hamilton and surrounds for high-value

agriculture and value-add horticulture projects and pilots to leverage the work already undertaken by SGSC.

Financial and Resource Implications

- A cash commitment of \$30,000 for one year.
- A budget allocation has been allowed in the 2021/22 budget of \$30,000 for Food and Fibre Initiatives
- In-kind support contributing and working with the Food and Fibre Council
- FF GSC have identified a financial risk for their organisation if not funded beyond September 2021 along with the ability to deliver multi-year projects

Legislation, Council Plan and Policy Impacts

Council continues membership of the Great South Coast group and is an active participant at Board level. The FFC GSC was auspiced originally by the GSC Group and supports this organisation. The Great South Coast group recently supported a one-year commitment to FF GSC.

The Council Plan 2017 – 2021 supports this request by:

Objective 2.1 Attract, support and encourage industries that will drive economic growth throughout the Shire and action 2.1.2 Support opportunities for intensification, diversification and value adding within the agricultural and primary industries sector.

Objective 5.2 Effective Advocacy and action 5.2.2 Further develop sound working relationships with external partners and stakeholders at a local, regional, national and international level.

Risk Management

No specific risks to Southern Grampians Shire by being involved and supportive of the FF GSC, however it should be noted the financial and sustainability risk to FF GSC in the event Council does not support them

Environmental and Sustainability Considerations

No specific environmental or sustainability considerations however the strategic plan actions of FF GSC include the future viability of the Food and Fibre sector and more environmentally sensitive approaches to the food and fibre sector.

Community Consultation and Communication

Food and Fibre Great South Coast has briefed Council (28 April 2021) on the Strategic Plan 2021-2023, the achievements to date and the forward directions and projects for future investment (attached).

Disclosure of Interests

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

RECOMMENDATION

That Council support the Food and Fibre Council Great South Coast by:

1. \$30,000 1-year cash contribution;
2. Working with the FF GSC to evaluate year one achievements against the Strategic Plan; and
3. Provide a further report to Council on achievements and any forward or ongoing commitment.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr Rainsford

That Council support the Food and Fibre Council Great South Coast by:

1. \$30,000 1-year cash contribution;
2. Working with the FF GSC to evaluate year one achievements against the Strategic Plan; and
3. Provide a further report to Council on achievements and any forward or ongoing commitment.

CARRIED

10.2 CEO Employment and Remuneration Policy and Charter

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Karly Saunders, Governance Coordinator
Attachments: 3. CEO Employment and Remuneration Policy
4. CEO Employment and Remuneration Committee Charter

Executive Summary

The *Local Government Act 2020* requires Council to adopt a Chief Executive Officer (CEO) Employment and Remuneration Policy.

Council resolved to establish a CEO Employment and Remuneration Advisory Committee on 13 March 2019 and last approved the Committee's Charter on 12 August 2020.

Both the Charter and the Policy are attached for consideration.

Discussion

At the Council Meeting held on 12 December 2018 Council resolved to establish an Advisory Committee, the CEO Employment and Remuneration Committee, to deal with contractual, performance and remuneration matters and be constituted to include Mayor, Deputy Mayor (where applicable) and two (2) Councillors. The Committee Charter has been updated and the membership includes the Mayor, Deputy Mayor and one (1) Councillor.

A Charter was developed to provide details of the Committee's purpose and responsibilities.

Section 45 of the *Local Government Act 2020* states:

(2) A Chief Executive Officer Employment and Remuneration Policy must:

- (a) Provide for the Council to obtain independent professional advice in relation to the matters dealt with in the Chief Executive Officer Employment and Remuneration Policy; and
- (b) Provide for the following:
 - i. The recruitment and appointment process;
 - ii. Provisions to be included in the contract of employment
 - iii. Performance monitoring
 - iv. An annual review process; and
 - v. Any other matters prescribed by the regulations.

(3) The Council must have regard to:

- (a) Any statement of policy issues by the Government of Victoria which is in force with respect to wages policy (or equivalent); and
- (b) Any determination that is currently in effect under section 21 of the Victoria Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 in relation to remuneration bands for executives employed in public service bodies.

The Policy has been developed in accordance with the legislation and the Charter has been updated to complement the Policy.

Financial and Resource Implications

There are no financial implications in the development of this Report.

Legislation, Council Plan and Policy Impacts

A CEO Employment and Remuneration Policy is required within 6 months of Section 45 of the *Local Government Act 2020* commencing, being by 31 December 2021.

Risk Management

The Policy ensures compliance with the *Local Government Act 2020* and provides a consistent approach.

Environmental and Sustainability Considerations

The adoption of the recommendations in this report do not have any environmental or sustainability impact.

Community Consultation and Communication

None undertaken.

Disclosure of Interests

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

RECOMMENDATION

That Council:

1. Adopt the Chief Executive Officer Employment and Remuneration Policy;
2. Adopt the Chief Executive Officer Employment and Remuneration Committee Charter; and
3. Appoint Mayor Cr Colliton, Deputy Mayor Cr Robertson and Cr Brown to the Committee.

COUNCIL RESOLUTION

MOVED: Cr Robertson

SECONDED: Cr McAdam

That Council:

1. **Adopt the Chief Executive Officer Employment and Remuneration Policy;**
2. **Adopt the Chief Executive Officer Employment and Remuneration Committee Charter; and**
3. **Appoint Mayor Cr Colliton, Deputy Mayor Cr Robertson and Cr Brown to the Committee.**

CARRIED

10.3 Child Safe Policy

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Karly Saunders, Governance Coordinator
Attachments: 5. Child Safe Policy

Executive Summary

A review of Council Child Safe Policy has been undertaken and is attached for consideration.

Discussion

On 17 April 2012, the Victorian Government initiated an *Inquiry into the Handling of Child Abuse by Religious and Other Organisations (Betrayal of Trust Inquiry)*.

The *Betrayal of Trust* report was tabled in Parliament on 13 November 2013 and made 15 recommendations including compulsory minimum standards for creating child-safe organisations.

On 26 November 2015, the Victorian Parliament passed the *Child Wellbeing and Safety Amendment (Child Safe Standards) Act 2015* (The Act) to introduce Child Safe Standards into legislation.

Council has a legislated responsibility to implement the seven Child Safe Standards to help our organisation prevent child abuse, encourage reporting of abuse and increase the effectiveness of our responses to allegations of child abuse.

The attached Child Safe Policy outlines Southern Grampians Shire Council's commitment to child safety by creating and maintaining a child safe organisation that supports the health and wellbeing of all children in our community.

This policy reflects Council's legislative responsibility in meeting the requirements of the Child Safe Standards, and our commitment to the community to create and sustain an environment where children are safe and protected from abuse.

Council is committed to creating a culture of child safety and recognises that protecting children and preventing and responding to child abuse is an organisation wide responsibility.

Council is committed to embedding the prevention of child abuse in everyday thinking and practice of all Councillors, employees, contractors and volunteers.

Financial and Resource Implications

There are no financial risks in relation to recommendations made in this report.

The resource implications of adopting the Child Safe Policy are within existing adopted budget and are business as usual in terms of compliance.

Legislation, Council Plan and Policy Impacts

This Policy meets Council's obligations under Standard 2 of the Child Safe Standards – 'A *child safe policy or statement of commitment to child safety*' and provides the opportunity for Council to improve their existing processes and practices and enhance the culture of child safety for the Shire of Southern Grampians.

Risk Management

Southern Grampians Shire Council is responsible for ensuring that appropriate behaviour with children is clearly defined and expectations are accessible and understood by all persons associated with Council.

This policy guides our Councillors, staff, contractors and volunteers on how to behave with children in our organisation. All must agree to abide by Council's *Codes of Conduct*, which includes standards of conduct required when working with children.

Environmental and Sustainability Considerations

There are no environmental or sustainability considerations in relation to this Policy.

Community Consultation and Communication

The Child Safe Policy will be made available on the Council website.

Disclosure of Interests

All Council Officers in this report affirm that no general or material interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council adopt the Child Safe Policy.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr Rainsford

That Council adopt the Child Safe Policy.

CARRIED

10.4 Review of Instrument of Delegation - s5 Instrument of Delegation from Council to CEO and s18 Instrument of Delegation from Council to Staff

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Karly Saunders, Governance Coordinator
Attachments: 6. s5 Instrument of Delegation from Council to the Chief Executive Officer;
7. s18 Instrument of Delegation from Council to Staff

Executive Summary

The *Local Government Act 2020*, and a variety of other legislation, makes express provision for the appointment of delegates to act on behalf of Council. The delegation of powers is essential to enable day to day decisions to be made and for the effective operation of the organisation.

The s5 Instrument of Delegation from the Council to the Chief Executive Officer and the s18 Instrument of Delegation from Council to Staff are attached for consideration.

Discussion

The s5 Instrument of Delegation from Council to the CEO was last made on 9 June 2021.

There have been no changes to this Instrument but given the changes to the *Environment Protection Act 2017*, Maddocks lawyers have advised Councils that the instrument needs to be remade from 1 July 2021 and dated as such to ensure it captures the new powers conferred by the Environment Protection Authority on 4 June 2021.

The Instrument allows the Chief Executive Officer the power to determine any issue; take any action; or do any act or thing arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act, except for the items listed under conditions and limitations.

This power generally includes appointing authorised officers and delegates under legislation but the s5 Instrument of Delegation requires a resolution and signing date of 1 July 2021 or later to make these instruments under the *Environment Protection Act 2017*.

The s18 Instrument of Delegation is new and must be made by Council. Through this delegation, Council delegates certain statutory provisions directly to the relevant Council staff within the organisation where their roles relate to functions under the *Environment Protection Act 2017*.

Financial and Resource Implications

Council subscribes to the Delegations and Authorisations service provided by Maddocks Lawyers, the cost of which is provided for in Council's budget.

There are no other financial implications in reviewing the Instrument of Delegation.

Legislation, Council Plan and Policy Impacts

These Instruments are required to be made to ensure that staff within the organisation have authorisations and delegations under the *Environment Protection Act 2017* and the

Environment Protection Regulations 2017, so they can undertake duties relating to statutory provisions in a timely manner.

Risk Management

The use of the Maddocks service alleviates the potential risk of staff not being appropriately authorised in the exercise of various powers and functions. The updates are done regularly and capture any legislative changes. The service is available to all Victorian Councils which enables consistency.

Environmental and Sustainability Considerations

Many of the activities undertaken by staff on behalf of Council have social, economic or environmental effects, including many of the powers included in the instruments of delegation. The Instruments of Delegation ensure that the decisions are made by the most appropriate person or persons within the organisation.

Community Consultation and Communication

There is no requirement for community consultation in relation to the review of the Delegations.

The Instrument is available for viewing on Council's website and is also available for public inspection.

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

In the exercise of the powers conferred by the legislation referred to in the attached instruments of delegation, Council resolves that -

1. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached *Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.
2. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
3. The instruments come into force immediately the common seal of Council is affixed to the instruments.
4. On the coming into force of the instruments, all previous delegations are revoked.
5. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Calvano

In the exercise of the powers conferred by the legislation referred to in the attached instruments of delegation, Council resolves that -

1. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached *Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.
2. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
3. The instruments come into force immediately the common seal of Council is affixed to the instruments.
4. On the coming into force of the instruments, all previous delegations are revoked.

5. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CARRIED

10.5 2021 Community Satisfaction Survey

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Karly Saunders, Governance Coordinator
Attachments: 8. 2021 Community Satisfaction Survey Research Report

Executive Summary

Results of the 2021 Community Satisfaction Survey carried out by independent market research consultancy, JWS Research, have been provided to Council.

Each year the Department of Jobs, Precincts and Regions (DJPR) coordinate this Community Satisfaction Survey throughout Victoria. This coordinated approach allows for far more cost effective surveying than would be possible if Councils commissioned surveys individually.

Participation in the Community Satisfaction Survey is optional and participating Councils have a range of choices as to the content of the questionnaire. However, some of the data required for the Local Government Performance Reporting Framework is only available through this survey.

The main objectives of the survey are to assess the performance of Southern Grampians Shire Council across a range of measures and to seek insight into ways to provide improved or more effective service delivery.

This report outlines the relevant and significant survey results and recommends they be noted by Council.

Discussion

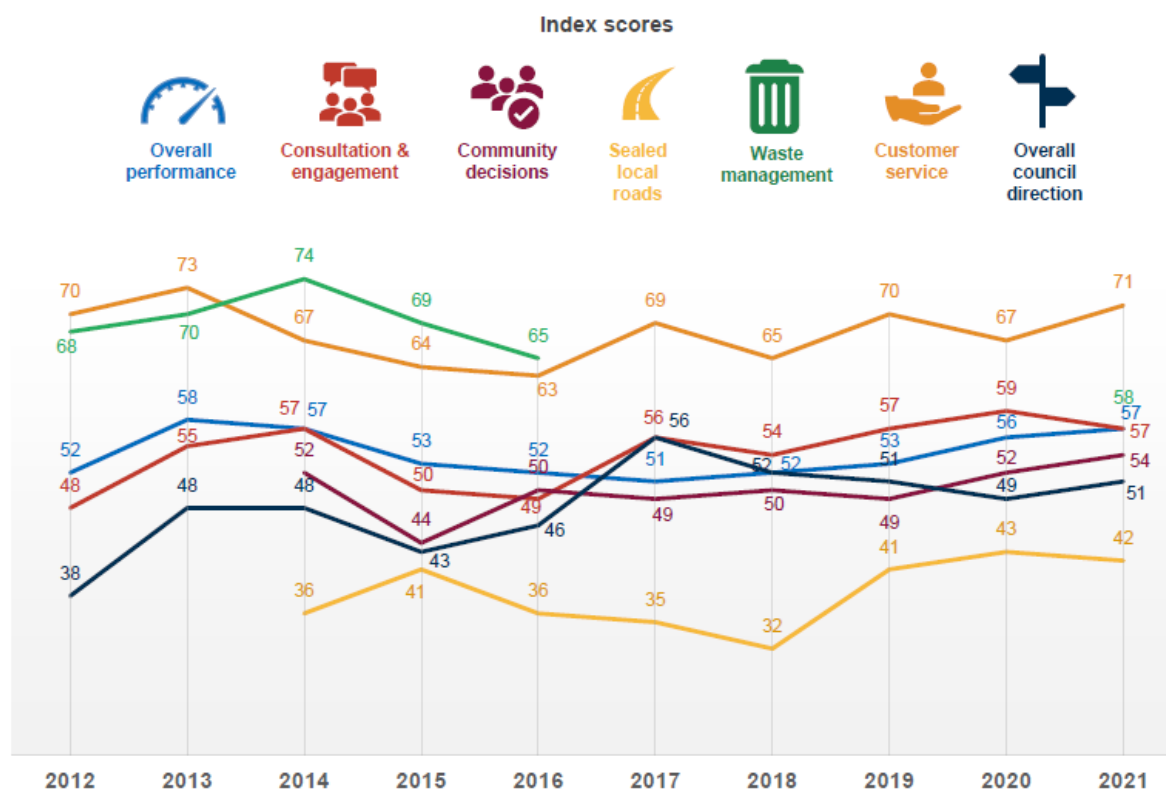
Summary of Southern Grampians Shire Council performance



Services	Southern Grampians 2021	Southern Grampians 2020	Large Rural 2021	State-wide 2021	Highest score	Lowest score
Overall performance	57	56	58	61	Aged 18-34 years	Aged 35-49 years
Overall council direction	51	49	51	53	Aged 65+ years, Women	Aged 35-49 years
Customer service	71	67	68	70	Aged 18-34 years	Aged 35-49 years
COVID-19 response	77	-	74	73	Aged 65+ years	Aged 35-49 years
Appearance of public areas	63	-	70	73	Aged 18-49 years	Aged 65+ years
Waste management	58	-	66	69	Aged 18-34 years	Aged 35-49 years
Consultation & engagement	57	59	54	56	Aged 18-34 years	Aged 35-49 years
Community decisions	54	52	54	56	Women, Aged 18-34 years	Aged 35-49 years
Sealed local roads	42	43	50	57	Aged 65+ years	Aged 35-49 years

Council's Overall Performance has increased by one point in 2021 to 57. The Overall Performance score of 57 is one point below the Large Rural average of 58 and four points below the State-wide average of 61. Council's performance has been improving steadily since 2017, and is now closer to Council's peak result of 58 achieved in 2013.

Council's Performance Measures in Overall Council Direction (51), Customer Service (71) and Community Decisions (54) have all increased whilst Consultation and Engagement (57) and Sealed Local Roads (42) have decreased.



More than half (55%) of residents had contact with Council in the last 12 months, down four percent from 2020, this would be reflective of COVID-19 restrictions. Residents aged 35-49 years had the most contact with Council (65%) in 2021.

Reflecting COVID-19 restrictions, telephone became the dominant method of contact with Council over the last 12 months (34%, up six points). In person contact declined (25%, down 10 points), whilst use of email increased (20%, up four points and trending up over time).

The area that stands out as being most in need of Council attention is Sealed Local Roads. With a score of 42, this is the area where Council is performing least well and is lower than the Large Rural and State-wide group averages (being 50 and 57 respectively).

Feedback from residents on what they consider Council most needs to do to improve its performance in the next 12 months supports this finding, with Sealed Road Maintenance mentioned by 20% of residents. This has not changed since 2020.

The top five categories for the 'Best Things about Council' and the 'Areas for Improvement' are as follows:

What is the best thing about Council?

- | | |
|--|----|
| 1. Customer Service | 9% |
| 2. Parks and Gardens | 6% |
| 3. Recreational and Sporting Facilities | 6% |
| 4. Public Areas | 5% |
| 5. Community / Community Feeling / Neighbourhood | 4% |

What does Council most need to do to improve its performance?

- | | |
|----------------------------|-----|
| 1. Sealed Road Maintenance | 20% |
| 2. Community Consultation | 14% |
| 3. Financial Management | 9% |
| 4. Waste Management | 8% |
| 5. Rates Too Expensive | 6% |

Financial and Resource Implications

There are no financial implications in the development of this Report.

There may be some resource implications based on the issues which have been identified in this report. Resources in relation to communication, engagement and service planning may be focused differently to ensure that the issues identified in this Report are a focus of the organisation for the next 12 months.

Legislation, Council Plan and Policy Impacts

Some of the results from this survey are used as part of the reporting under the Local Government (Planning and Reporting) Regulations 2014.

The information is essential to future policy and strategy development and particularly service planning. It gives comparable data for several years over which Council can identify trends and areas which need attention.

Risk Management

There is a risk to Council's reputation if attention is not paid to matters of community concern. Beyond the matters of specific services, the approach to the condition of local sealed roads is of clear concern. Whilst Council takes this feedback seriously regarding our local roads, we also have a strong advocacy role with the State & Federal road network which is arguably in a far worse condition than Council Local Roads and our residents cannot differentiate (nor should not) between local and other roads.

Environmental and Sustainability Considerations

The adoption of the recommendations in this report do not have any environmental or sustainability impact.

Community Consultation and Communication

A total of 400 completed interviews of residents aged were made in the Shire during the period 4 February 2021 – 21 March 2021.

The Community Satisfaction Survey results for 2021 will be released to the community.

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. Receive the 2021 Local Government Community Satisfaction Survey Southern Grampians Shire Council Research Report; and
2. Communicate the results of these Reports and identify ways of improving performance and communication in relation to the issues which have been identified.

COUNCIL RESOLUTION

MOVED: Cr Henry
SECONDED: Cr Robertson

That Council:

1. Receive the 2021 Local Government Community Satisfaction Survey Southern Grampians Shire Council Research Report; and
2. Communicate the results of these Reports and identify ways of improving performance and communication in relation to the issues which have been identified.

CARRIED

10.6 HRLX Stock Agents Fees

Directorate: Marg Scanlon, Director Infrastructure
Author: Marg Scanlon, Director Infrastructure
Attachments: None

Executive Summary

As a part of the 2021/2022 Council Budget process the Hamilton and District Stock Agents Association (HDSAA) made a submission to Council objecting to the proposed 10% fee increase (from \$147,145 to \$161,953). The HDSAA support an increase of 3% (which equates to \$151,559 in 2021/2022).

Discussion

The Hamilton Livestock Exchange (HRLX) services cattle and sheep vendors throughout the region and interstate specifically New South Wales and Queensland. In May 2021 HRLX reached the milestone of the one millionth sheep sold through the recently upgraded exchange. This achievement is attributed to favourable conditions early in the lamb and mutton 2021 season.

As a part of the 2021/2022 Council Budget process the Hamilton and District Stock Agents Association (HDSAA) made a submission to Council and subsequently attended to strongly object to the proposed 10% fee increase (from \$147,145 to \$161,953) but support an increase of 3% (which equates to \$151,559 in 2021/2022).

The success of the HRLX relies on the support provided by the regional agricultural sector including the Stock Agents Association. Council supports the 3% fee increase for the HDSAA noting Councils operational and capital investment and ongoing expenditure to provide this regional facility. This increase of \$4,414 in the 2021/2022 financial year will contribute to the ongoing operations and maintenance of this important regional facility.

Financial and Resource Implications

The 2021/22 Budget was prepared based on the previous decision of Council to set the fee at \$161,953. Council will reduce its operating revenue forecast for the HRLX to reflect the proposed amount of revenue to be collected (\$10,394 reduction).

Legislation, Council Plan and Policy Impacts

Councils Pricing Register will be amended to show the adopted fee.

Risk Management

There are no specific risk management issues associated with this matter.

Environmental and Sustainability Considerations

There are no specific environmental or Sustainability considerations associated with this matter.

Community Consultation and Communication

The development of the 2021/2022 Budget, Revenue & Rating Plan and Pricing Register was available for public comment during May and June 2021.

Disclosure of Interests

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

RECOMMENDATION

That Council increase the Hamilton and District Stock Agents Association 2021/2022 fee to \$151,559 which reflects a 3% increase from 2020/2021 and that this fee be further reviewed as a part of the 2022/2023 annual budget process and the overall financial management structure of the Hamilton Region Livestock Exchange.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Calvano

That Council increase the Hamilton and District Stock Agents Association 2021/2022 fee to \$151,559 which reflects a 3% increase from 2020/2021 and that this fee be further reviewed as a part of the 2022/2023 annual budget process and the overall financial management structure of the Hamilton Region Livestock Exchange.

CARRIED

10.7 Tender 15-21: Cox Street Hamilton - Redevelopment

Directorate: Marg Scanlon, Director Infrastructure
Author: Rohit Srivastava, Manager Assets
Attachments: None

Executive Summary

The Cox Street “Front Door” Precinct Project design was completed in March 2019 and the tender was advertised in June 2019. Five submissions were received and the submitted prices ranged between \$8.8M to \$14M, significantly over Councils’ overall project budget and hence the procurement process was cancelled.

At the February 2021 Ordinary Council Meeting, Council resolved to proceed with option – 2 with a reduced project scope to remain deliverable within available resources. The amended option 2 scope includes only the eastern side of Cox Street including the median strip, new road pavement (east side only), new kerb and channel, 3m wide footpath, 3 pocket parks and 2 roundabouts including undergrounding of existing power lines and new Telstra lines (east side only).

Council continues to work directly with Powercor and Telstra to ensure the respective services are managed accordingly to enable the streetscape works to be undertaken without impact to the project timelines or scope.

The option 2 revised project tender was re-advertised with six submissions received. The evaluation panel has assessed all the tenders and,

It is recommended that Council:

Award Tender 15-21 to Tenderer 3 (MACA Civil Pty Ltd) to the value of \$3,182,744.77 (GST inclusive).

Background

The Hamilton CBD Liveability and Economic Revitalisation Project – Cox Street Project is jointly funded by Council and Regional Development Victoria (RDV) with an overall budget of \$4.6M. The key objectives of the project are:

Objective 1: To facilitate economic development:

- Supporting diverse business development;
- Revitalising the entrance street to Hamilton CBD;

Objective 2: To improve regional access and interconnectedness:

- Improving amenity, access and connectivity between retail, local government services
- Delivering key smart city digital infrastructure

Objective 3: The project will seek to achieve the following project outcomes:

- The Project will create an additional 3,400m² of commercial space
- Leverage private sector investment
- Creation of jobs – during construction and then retail
- Increased gross regional product – during construction and then via retail investment/renewal post construction

A concept design was completed in 2015 by Michael Smith and Associates and Council

engaged Meinhardt Engineering in November 2018 to complete the detailed design. Council advertised the tender in June 2019 and received five submissions, ranging from \$8.8M to \$14M. The received tenders were considerably higher than the Councils' budgeted amount.

Council at its October 2019 meeting resolved to continue re-zoning works on the east-side of Cox Street and seek further financial assistance to complete the overall project. No additional financial assistance was secured.

Council resolved at the February 2021 Ordinary Council Meeting to proceed with option 2, including the median strip, new road pavement for the east side of the pavement, new kerb and channel, 3m wide footpath, three pocket parks and two roundabouts including undergrounding of existing power lines and new Telstra lines.

In May 2021 a public tender process was conducted with six tenders received.

Discussion

Council officers continue to work directly with Powercor and Telstra on the relocation of services. The cost estimate for the services to be undergrounded and relocated is \$700,000. This cost estimate is managed within the overall project budget.

The Victorian State Government through Regional Development Victoria (RDV) under the Regional Infrastructure Fund, Productive and Liveable Cities and Centres program are contributing \$2,702,650 towards this project.

Agency	Funding		
Council	\$1,897,350		
RDV	\$2,702,650		
Total	\$4.6M (A)		
	Existing Tender Budget (Option – 2) (B)	Undergrounding/ Relocation of Services (C)	Other, Project Management Costs (D)
	\$3.3M B = [A – C – D – E]	\$700k (As per quotes received)	\$600k

The available budget for completing option – 2 is \$3.3M out of a total budget of \$4.6M.

A tender was advertised with option – 2 on 14 May 2021 and closed on 15 June 2021. Council received six submissions and a summary of the tender evaluation is presented as follows:

Tenderer	Quantitative Score	Qualitative Score	Total Score	Tender price
Tenderer – 1	28.16%	44.90%	73.06%	\$4,521,583.48
Tenderer – 2	37.99%	32.16%	70.15%	\$3,350,698.81
Tenderer – 3	40.00%	38.96%	78.96%	\$3,182,744.77
Tenderer – 4	30.63%	44.05%	74.68%	\$4,156,917.91
Tenderer – 5	22.92%	41.47%	64.39%	\$5,553,410.81
Tenderer – 6	29.38%	33.11%	62.49%	\$4,333,633.49

As reflected in the evaluation table above, Tenderer 3 is the preferred tenderer.

The project team has identified a key risk associated with this project, being completion of the services relocation before the contracted works commence. This is heavily reliant on the project team, including the awarded contractor and service authorities, working together to ensure the project progresses consistent with the project program. There are options within the project methodology if services relocation works is delayed however this is likely to result in additional project costs.

It is worth noting that Tenderer 3 submitted the lowest cost (\$3,182,744.77) compared to Tenderer 4 (\$4,156,917.91) who scored higher in the local supplier provision of Council's Procurement Policy. Council's adopted Procurement Policy (December 2019) states that the aim of the Policy is to "ensure that the proportion of Council's spend into the local economy is the maximum possible in line with achieving Best Value by giving preference to the procurement of goods, services and works from local businesses where price, quality, service standards and delivery is comparable to other suppliers".

In this case, the tender cost estimate difference of \$1M is significant and is reflected in the tender scores. In light of the identified project risk, it is recommended that this remain within the project budget to manage any necessary variations. It should be noted that further reports would be tabled with Council should these funds need to be accessed for the purposes of a project variation.

Recommend awarding the works to Tenderer – 3 for the value of \$3,182,744.77 (GST inclusive).

Financial and Resource Implications

Council has allocated overall project budget of \$4.6M and the project scope will be achieved within the budget based on the recommendation.

Council's project manager and the contractors project team will be located at 88 Cox Street, Hamilton for the duration of the project.

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:

- 2017-2021 Council Plan – 5.1.2 Ensure responsible, effective and efficient use of Council resources
- Southern Grampians Shire Council Procure Policy and Guidelines

Risk Management

The key identified risk within this project is possible time delays attributed to the service relocation requirement before construction works commence. An alternative construction approach could include the relocation of services as civil works are progressing. This option relies heavily on project co-ordination across works, service authorities, contractors and Council.

Environmental and Sustainability Considerations

Specific environmental and sustainability considerations pertinent to this project include noise and dust management, being centre of town and around residential and businesses.

Community Consultation and Communication

Council officers have established a project governance which includes a project control group which comprises representatives from Regional Development Victoria, Department of Transport and Council officers. A communications and engagement plan will be established for the project. It is proposed that a project hub will be established at 88 Cox Street, Hamilton.

Disclosure of Interests

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

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

RECOMMENDATION

That Council award Tender 15-21: Cox Street Hamilton – Redevelopment to the preferred Tenderer 3 (MACA Civil Pty Ltd) to a lump sum value of \$3,182,744.77 (GST inclusive) pending agreement of the contract terms and conditions.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Robertson

That Council award Tender 15-21: Cox Street Hamilton – Redevelopment to the preferred Tenderer 3 (MACA Civil Pty Ltd) to a lump sum value of \$3,182,744.77 (GST inclusive) pending agreement of the contract terms and conditions.

CARRIED

10.8 Adaptive Wastewater Solutions for Small Towns – Penshurst

Directorate: Andrew Goodsell, Director Planning and Development
Author: Pauline Porter, Environmental Health Coordinator
Attachments: 9. Adaptive Wastewater Solutions for Small Towns – Penshurst Functional Design Report, Final Report, Benefits Analysis, 2021

Executive Summary

The Adaptive Wastewater Solutions for Small Towns Penshurst Functional Design, Benefit Analysis and Final Reports (2021) have been prepared to meet the Resilient and Liveable Cities and Town Strategic Project grant milestones. These reports detail the functional design, governance modelling, funding modelling and benefits for Penshurst's township proposed new wastewater system.

The proposed system involves raw sewage from 270 existing properties being directed to one of 12 cluster sewerage system and treated recycled water to irrigate public open space via irrigation below ground. For 12 larger properties, sewage treatment will remain onsite with an upgraded onsite wastewater management system as part of the scheme.

These reports recommend Wannon Water owning and managing the new system. Council's role would be to undertake ongoing sewerage system irrigation area management including mowing in roadside reserves.

The project requires \$13.8M investment with a benefit of \$41.6M to Penshurst township, comprising economic value, environment and human health protection. In comparison, the business as usual (BaU) approach will cost Council and the community \$7M (comprising septic maintenance, environmental costs etc). BaU hinders developments, population and economic growth. Retaining the Penshurst septic systems will continue to generate major environmental and human health risks.

This report is for Council to endorse Penshurst Functional Design Report, Benefit Analysis Report and Adaptive Wastewater Solutions for Small towns Final Report (2021). In-principle support for the pilot (subject to engagement with the community) for a preferred pilot precinct identified is recommended. The final funding model will be addressed thereafter.

Discussion

Southern Grampians Shire Council resolved on 13 May 2020 to endorse:

1. Adaptive Wastewater Solutions for Small Towns – Penshurst and Cudgee: Options Analysis Report (2020).
2. Solution 2, local cluster management system as the preferred option documented in the Adaptive Wastewater Solutions for Small Towns – Penshurst and Cudgee: Options Analysis Report (2020).

Three key reports have been prepared with respect to domestic wastewater challenges faced in the region. These comprise:

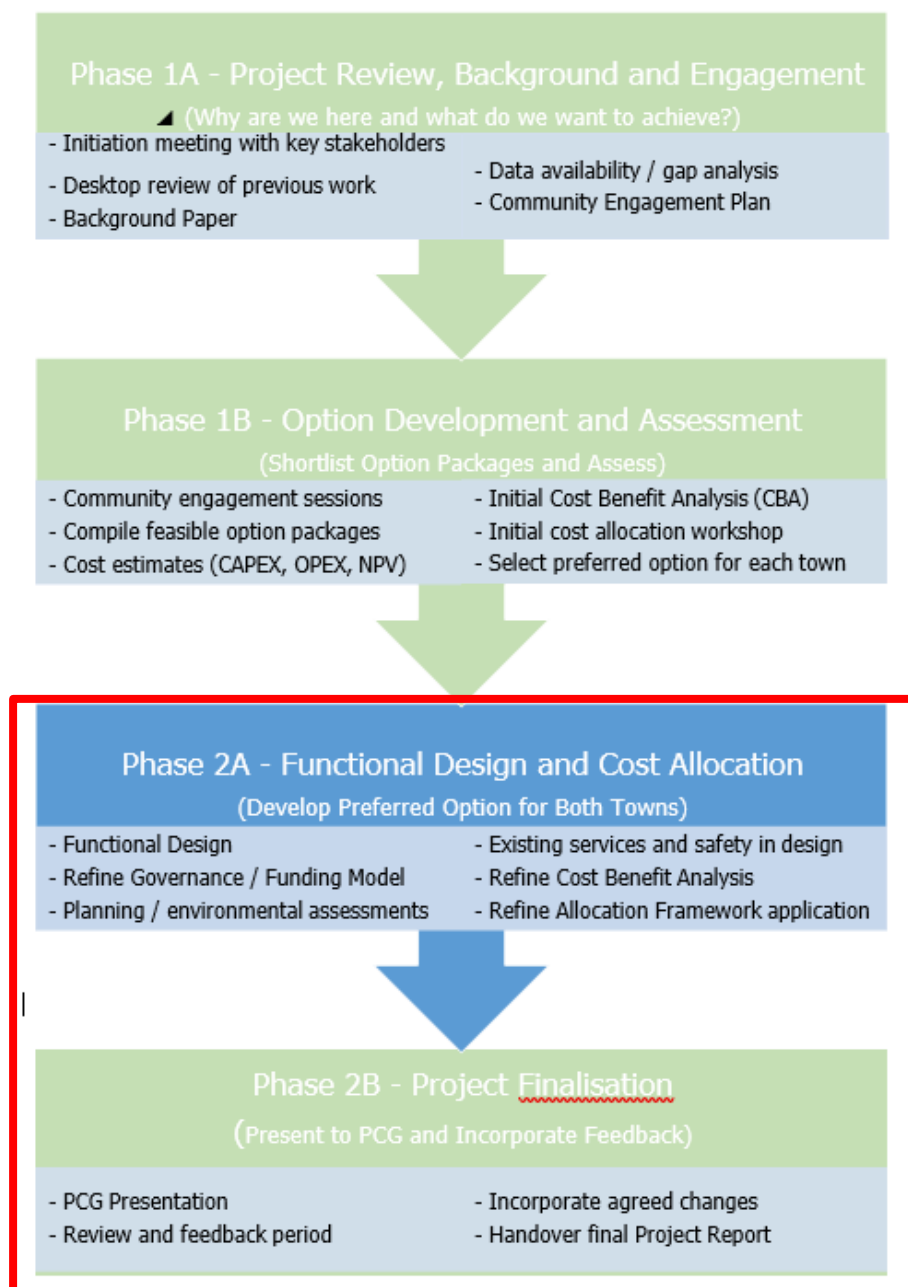
- Adaptive Wastewater Solutions for Small Towns Penshurst Functional Design (2021) contains a Functional Design for preferred Penshurst township Wastewater Management and Water Recycle solution including governance and funding modelling.

- Benefit Analysis Reports, outline the economic benefits of implementation of Penshurst Adaptive Wastewater solution.
- Adaptive Wastewater Solutions for Small Towns – Penshurst & Cudgee: Final Project Report, that summarises key learning, funding and governance outcomes and provides recommended next steps.

The above listed reports were prepared to meet Resilient and Liveable Cities and Town Strategic Project Phase 2A & 2B grant milestones. These reports were undertaken in partnership with Wannon Water, Moyne Shire Council, the Greater South Coast Integrated Water Management Forum, Department Environment, Land Water and Planning (DELWP), Decentralised Water Consulting, Frontier Economics, SED Regional Advisory, Penshurst and Cudgee communities.

The Victorian Environmental Protection Authority (EPA) were consulted with the reports development. Funding from DELWP Resilient and Liveable Cities and Town Strategic Project grant, Southern Grampians Shire Council, Moyne Shire Council and Wannon Water have enabled the reports to proceed.

The Penshurst / Cudgee Adaptive Wastewater Solutions for Small Towns Project involves two stages as follows:



The reports provided (attached) detail the functional design, governance modelling, funding modelling and benefits for the proposed sewerage system. The Functional Report identifies the capacity to provide sewerage recycle service scheme to all Penshurst township properties as identified in the following diagram.



Figure 2: Penshurst Water Recycling Scheme - Servicing Layout

Legend

-  Property Boundary
-  Intermittent Watercourse
-  Service Area
-  Service Area Properties (Current Properties)
-  Vacant Lots (Potential Future Growth Properties)



Summary of the Penshurst adaptive wastewater solution components is described below.

Component	Description
On-property	Decommission existing on-site wastewater (septic) systems for properties identified within the Service Area (~270 lots). Discharge of all wastewater to new gravity sewer. Approximately 18 properties will require a Grinder Pump or Septic Tank Effluent Pump (STEP) system to lift sewage into gravity sewers. Upgrade onsite wastewater systems to achieve full on-site containment on 12 lots – secondary treatment system with subsurface irrigation or evapotranspiration absorption (ETA) trenches to meet regulatory (EPA CoP) requirements. These properties are large enough to continue to rely on an on-site wastewater management system that meets EPA CoP requirements. As Penshurst grows, some of these properties will eventually have the opportunity to connect to a PRS.
Collection	Twelve (12) gravity sewers collecting all wastewater from properties within Service Area. Conveyance to twelve (12) local cluster treatment / reuse systems. Three (3) small STEP (i.e. package) pump stations will be required to enable a small number of properties to be connected due to topographical constraints and cost considerations. Sewage will be transferred from these STEP pump stations via pressure sewer.
Treatment	Treat sewage utilising vegetated evapotranspiration treatment (e.g. Rhizopod™) systems at nominated reserves / public open spaces for restricted access subsurface irrigation reuse (greening of public open space – total 19.25 hectares based on future growth) at sustainable rates. Winter storage and enhanced evapo-transpiration of Rhizopod™ enables discharge to the environment to be prevented. Class C treatment (minimum) to be achieved as per EPA Guidelines (2003). Additional irrigation reuse sites are to be constructed adjacent to the main Township Zone to manage excess recycled water from Precinct 3,4 and 5 during winter periods (Land Treatment System). Precinct Recycling Systems (PRS) will feature remote monitoring and control to enable a high level of control without the need for on-site operators. Significant potential for smart control via automation and machine learning.
Water Reuse	Establish local precinct reuse (irrigation) for greening and planting of road reserves and other public open space at feasible locations. Subsurface irrigation with restricted access and overnight irrigation to minimise public exposure and risk. As risk based approach to managing excess recycled water has been developed that involves the irrigation of incremental depths of recycled water above plant water requirements for ~2-4 months of the year (typically July-October). This strategy has been modelled on a daily timestep for 60 years of climate data to confirm suitability. Nutrient and pathogen attenuation modelling has also been completed to confirm a high level of health and environmental protection.
Long-term growth	Capacity for town renewal / growth to better match long-term community and Council expectations. Precinct systems based on existing dwellings increasing to four-bedroom dwellings on existing lots in the long-term. Capacity to service development of all existing vacant land parcels within the Township land use zone. Growth allowance details provided in Section 4.2.

Element	Description
End Use	Subsurface irrigation of local public open space with restricted access via overnight irrigation and subsurface irrigation system.
Irrigation Method	Pressure compensating subsurface drip irrigation in pressurised, automated zones with total size of 12.7ha (Ultimate size of 19.25ha including future growth). Irrigation pipes will be 200mm below ground and automatically / remotely monitored for breaks and leaks.
Irrigation Schedule	<u>Beneficial Reuse (Deficit) schedule (typically Nov-June)</u> Irrigation trigger: 5mm soil water deficit Irrigation depth (max): 2mm Rainfall shut off: >5mm Controlled by on-site weather station and soil water monitoring. <u>Partial Beneficial Reuse (Land Treatment) schedule (Typically July-October) Only when recycled water storage tank is full (approx. 100 days/yr):</u> Land application loading rate (max):
Recycle water storage	Total 12ML storage tank volume (22ML Ultimate) across the Service Area to provide recycled water storage for each Precinct as necessary.
Loading Rates	245 mm/year irrigation depth (equates to average of 0.7mm/day). 220 mm/year is beneficial reuse (plant water demand) 25 mm/year is land treatment of excess recycled water Nitrogen Loading Rate: 100 kg/ha/year Phosphorus Loading Rate: 30 kg/ha/year

Irrigation of treated recycled water from treated sewerage is further described below:

It is proposed that 270 existing Penshurst properties direct their sewage to one of 12 cluster sewerage system for treatment and treated recycled water, irrigated via subsurface irrigation. The cluster sewerage system infrastructure components including the 'septic tank', treatment, recycled water storage tank and treated recycled water irrigation infrastructure are located on public open space, for ease of access management and monitoring.

An overview of the Penshurst adaptive wastewater treatment and recycle system is illustrated below.



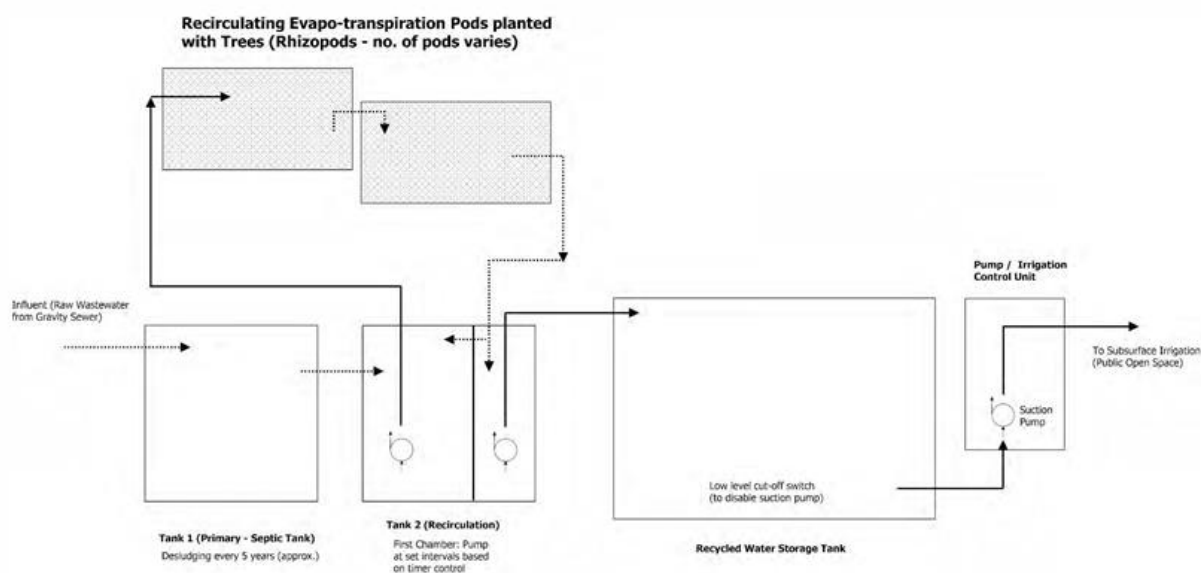
Figure 9: Penshurst Recycled Water Scheme Overview

Legend

- Public Open Space Subsurface Irrigation
- Precinct Recycling Systems
- Potential Land Treatment Facility for Excess Recycled Water
- Property Boundaries
- Precinct Boundaries
- Pump Station (Septic Tank Effluent Pump - STEP)
- Sewer Alignment
- Elevation Contours (approx. 0.5m)



The Penshurst adaptive wastewater system process schematic diagram is provided below:



Penshurst wastewater recycle functional designs have scope for 75% development growth within the Township Zone for Penshurst. The benefit of a precinct and module wastewater solution are that the adaptive wastewater infrastructure can be installed as required, in stages.

The Functional Design Report recommends Wannon Water owning and managing the proposed sewage scheme. Council would be required to undertake ongoing irrigation area management e.g mowing.

The Benefits Analysis Report estimates the Penshurst adaptive wastewater solution has an economic benefit comprising \$41.6M due to economic, environmental and human health protection benefit for a \$13.4M investment spend. An operation or OPEX cost of \$17,170 p.a is calculated for the new system once installed.

The business as usual (BaU) approach costs Council and community approximately \$7M to continue with the present approach, being individual septic systems on each development site. BaU suppresses developments, population and economic growth and does not address the issue of 90% of Penshurst township septic systems having the potential for major environment and human health risks. This is a particular concern and opportunity cost given the heritage character of the town and its strategic location on a designated tourist route – Great Southern Touring Route that connects Dunkeld with Great Ocean Road via Penshurst.

The Penshurst adaptive wastewater solution functional design delivered capital expenditure estimate is summarised below.

	CAPEX (Lower)	CAPEX (Upper)
On Property Infrastructure	\$444,000	\$444,000
Collection Infrastructure	\$3,511,420	\$4,967,220
Treatment & Storage	\$2,437,247	\$2,437,247
Effluent Management / Reuse	\$1,100,000	\$1,100,000
Total Estimated Costs	\$7,492,667	\$8,948,467
Investigation & Design (20%)	\$1,498,533	\$1,789,693
Contingency / Overheads (30%)	\$2,247,800	\$2,684,540
TOTAL DELIVERY COST	\$11,239,000	\$13,422,700

The Penshurst adaptive wastewater solution annual operational and maintenance operation expenditure estimate is summarised below.

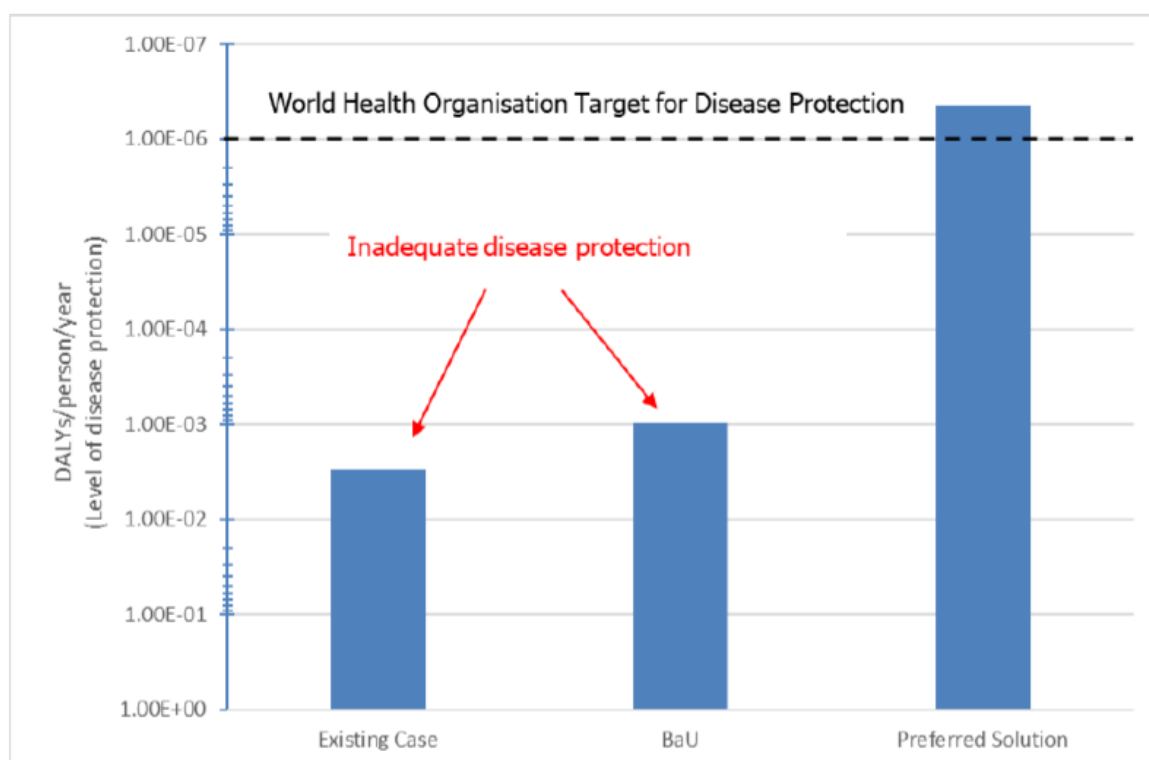
	OPEX (Lower)	OPEX (Upper)
On-site Wastewater System Upgrades (x 12)	\$11,760	\$15,290
On-property STEP units (transfer to gravity) (x 18)	\$5,515	\$7,170
Gravity sewer	\$18,800	\$24,440
STEP Pump Stations (x 3)	\$4,425	\$5,750
Cluster Rhizopods™ and RW Storage	\$30,270	\$39,350
POS Subsurface Irrigation	\$21,565	\$28,030
RW Transfer System	\$5,900	\$7,670
Central Land Treatment System (Recreational Reserve)	\$34,985	\$45,480
TOTAL OPERATING COSTS (per annum)	\$133,210	\$173,170

64% of respondents to the Penshurst adaptive wastewater survey reported there is limited business and development opportunities due to existing wastewater management constraints.

The reports expects if the project is delivered, the Penshurst population will increase by 67 people (14% of existing population) prior to 2046. The project implementation creates additional 33 full time equivalent employment positions in Penshurst.

Implementation of the project will enhance Penshurst via both greening of public open space via irrigation and removal of public health and environmental non-compliant septic systems. Health benefit will also accrue through reduced illness and associated economic impacts from failing septic and wastewater management systems discharging partially treated effluent offsite. Ground and surface waters entering Penshurst's wetland and water leaving will no longer contain wastewater with concentrated nutrients such as nitrogen which give rise to water pollution issues.

The data (next page) demonstrates the level of health protection for Penshurst wastewater of the new installed system relative to the existing situation or (BaU).



The adaptive wastewater solution is an innovative simple, low maintenance, cost effective, adaptable and sustainable proposal.

However, the Penshurst adaptive wastewater solution is largely an untested servicing concept for a small town. The Adaptive Wastewater Solutions for Small Towns Adaptive Wastewater Solutions for Small Towns Final Report recommends that the cluster adaptive wastewater management system be trialled at a smaller measurable and lower risk scale via a pilot project prior to broader roll out across Penshurst and other similar unsewered townships. Recent amendments to the *Environmental Protection Act* include provisions for the Victorian Environmental Protection Authority to issue of 'Pilot' Licences for to and measure new sewerage technologies and servicing approach.

Financial and Resource Implications

The Reports does not commit Council or Wannon Water to construct or maintain the precinct cluster sewerage system with sub surface irrigation or upgrade onsite wastewater management systems.

However, endorsing the reports and providing in-principle support for implementation of the proposed project positions the town so as to likely gain grant support from State Government in the future. Funding availability is evolving. When funding opportunities arise, the timeframes are short and 'functional design' and multiagency projects are often favourable considered. Construction of the project enables many existing lots with little or no development potential to be capable of future development, a benefit to the landowner, Council, the water authority and the environment more generally. If this project succeeds the scope to deliver better environmental, health, social and economic outcomes in other non-sewered townships is significant.

Legislation, Council Plan and Policy Impacts

The Adaptive Wastewater Solutions for Small towns Project is deemed consistent with the following legislation:

Environmental Protection Act 2017

Public Health and Wellbeing Act 2008

Local Government Act 1989

Planning and Environment Act 1987

Water Act 1989

Council's Domestic Wastewater Management Plan (2019)

Council's Climate Change Adaptation Plan 2017-2027

Council's Health and Wellbeing Plan 2017-2021

Council's Sustainability Strategy 2010 - 2020

State Environment Protection Policy (Waters)

Water for Victoria Water Plan (2016)

Risk Management

The project provides Council and Wannon Water with a framework to work collaboratively with community and agencies to implement the proposed project.

The decision to adopt the reports and support the recommendations contained within, provides an opportunity for the community to be fully engaged on future adaptive wastewater solution construction projects. In turn, this will enable the seeking of further funding and gaining of approvals from relevant agencies. Scope to provide options for wastewater management issues in other unsewered townships within in the Shire is also likely to follow – if successful.

Environmental and Sustainability Considerations

This project provides an opportunity for Penshurst's community health and natural environment to be protected, improved and promoted through the management of wastewater management issues facing the township. In addition to the new General Environmental Duty (GED) requirement under the Environmental Act 2017, requiring all Victorians to reduce the risk of harm to human health and the environment.

The reports address integrated water management and unsewered township wastewater management feasibility actions documented in Council's Climate Change Adaptation Plan 2017-2027 and Sustainability Strategy 2010 – 2020. The reports align with Public Health and Wellbeing Plan 2017 – 2021 outcomes, in particular, the protection and maintenance of natural environment and interconnection between healthy environment and healthy people.

Community Consultation and Communication

This report seeks a Council resolution to endorse the Penshurst adaptive wastewater Functional Design, Final and Benefit Analysis reports and provide principle support in the implementation of detail within the attached reports.

In preparing the reports provided, consultation was undertaken with Wannon Water, DWELP, EPA, Council staff and Penshurst community. The endorsement sought now of Council will enable the community to be engage on the next steps with this project.

Disclosure of Interests

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

RECOMMENDATION

That Council:

1. Endorses the Adaptive Wastewater Solutions for Small Towns – Penshurst Functional Design, Final and Benefit Analysis reports (2021).
2. Support in-principle, the implementation of adaptive wastewater solutions for small towns contained within Endorses Adaptive Wastewater Solutions for Small Towns - Penshurst Functional Design, Final and Benefit Analysis reports (2021).
3. Support in-principle, the Penshurst township adaptive wastewater pilot, subject to engagement with the community, a preferred pilot precinct being identified and further reporting on a suitable funding model being confirmed.

COUNCIL RESOLUTION

MOVED: Cr Brown
SECONDED: Cr Henry

That Council:

1. **Endorses the Adaptive Wastewater Solutions for Small Towns – Penshurst Functional Design, Final and Benefit Analysis reports (2021).**
2. **Support in-principle, the implementation of adaptive wastewater solutions for small towns contained within Endorses Adaptive Wastewater Solutions for Small Towns - Penshurst Functional Design, Final and Benefit Analysis reports (2021).**
3. **Support in-principle, the Penshurst township adaptive wastewater pilot, subject to engagement with the community, a preferred pilot precinct being identified and further reporting on a suitable funding model being confirmed.**

CARRIED

10.9 Art Acquisition and Collection Policy

Directorate: Andrew Goodsell, Director Planning and Development
Author: Amy Knight, Manager Cultural Arts
Attachments: 10. Council Policy – Art Acquisition and Collection Policy

Executive Summary

As part of Council's policy review guidelines, the Acquisition and De-Accession policies, relating to Council's permanent art collection, were due for review. The review has been undertaken and a revised Art Acquisition and Collection Policy has been prepared to encompass both existing policies. No legislative requirements are attached to this policy or this review.

This report recommends that the revised Art Acquisition and Collections Policy (previously the Acquisition Policy) be approved by Council and the standalone De-Accession Policy be rescinded.

Discussion

As part of Council's policy review guidelines, the Acquisition and De-Accession policies relating to Council's permanent art collection were due for review. No legislative requirements are attached to these policies or this review. The last policy review was undertaken in 2017 and 2014 respectively.

The two policies concern the accession and deaccession of works of art into Council's permanent art collection, govern its process and provide guidance for Council staff to care for and develop this significant asset.

Both policies referenced the same asset (being the permanent collection) and define a process which is fundamentally linked. As such, the two policies have been combined into a single document to allow for more clarity in the administration of the both the accession and deaccession process concerning the permanent collection.

Review of the policy, renamed the Art Acquisition and Collections Policy, also allowed for the following proposed changes:

- Governance was not clearly defined and reference to existing committees included. Governance has been amended to be implemented via the Works of Art Committee to provide transparency on decisions regarding the growth of the collection. Previously this was based on independent decision making via Gallery staff.
- Linkage to Council asset policy and procedure has been included. This is referenced in the areas of acquisition process and the recommendation for de-accession. These include the Accounting for Assets Policy and Asset Disposal Procedure.
- Provides suitable framework concerning collection items contained within Council's permanent collection as well as transparency in the inclusion and removal of objects.
- Clearly defines the process and approval for deaccession of an item from the permanent collection including those acquired via the Cultural Gifts program.
- Works of art terminology redefined to include objects which fall outside of typical visual arts eg. Cultural heritage items including the cricket scorebook.
- Areas of collecting have been removed. Collection areas are referenced in Council's Collection Strategy, which provides analysis and strategic direction for building the

permanent collection, either through purchases, gifts or donation of funds for acquisitions.

- Defines the exclusion of works of art not accessioned into the permanent collection.

Financial and Resource Implications

There are no financial or resource implications.

Legislation, Council Plan and Policy Impacts

This policy aligns with the Southern Grampians Shire Council - Council Plan 2017-2021. In particular:

1.2 A healthy and vibrant community

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

3.1 Plan and provide for sustainable assets and infrastructure

3.1.4 Develop the Shire's facilities, programs and services to increase usage.

Risk Management

The policy reduces risk by increasing transparency and accountability in the management of Council's permanent art collection.

Environmental and Sustainability Considerations

There are no environmental or sustainability considerations in relation to this report.

Community Consultation and Communication

Consultation has been undertaken via the Works of Art Committee and Hamilton Gallery Trustees. It is not required under legislation to be advertised.

Disclosure of Interests

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

RECOMMENDATION

That Council

1. Resolve to adopt the Art Acquisition and Collection Policy (previously Acquisition Policy).
2. Rescind the De-Accession Policy.

COUNCIL RESOLUTION

MOVED: Cr McAdam

SECONDED: Cr Henry

That Council

1. **Resolve to adopt the Art Acquisition and Collection Policy (previously Acquisition Policy).**
2. **Rescind the De-Accession Policy.**

CARRIED

11. Notices of Motion

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

12. Delegated Reports

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

There were no delegated committees reported on at tonight's meeting.

13. Mayors and Councillors Reports

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

14. Confidential Matters

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

15. Close of Meeting

This concludes the business of the meeting.

Meeting closed at 6:19 pm.

Confirmed by resolution 11 August 2021.



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Chairman