



**Southern Grampians**  
SHIRE COUNCIL

# Council Meeting Minutes

Ordinary Meeting  
12 May 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  
Mr Andrew Goodsell, Director Planning and Development  
Ms Marg Scanlon, Director Infrastructure

## 2 Welcome and Acknowledgement of Country

*“Our meeting is being held on the traditional land of the Gunditjmrara, 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 Rainsford led the Meeting in a prayer.

## 4 Apologies

None

## 5 Confirmation of Minutes

### RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 14 April 2021 be confirmed as a correct record of business transacted.

### COUNCIL RESOLUTION

**MOVED:** Cr Calvano  
**SECONDED:** Cr Brown

That the Minutes of the Ordinary Meeting of Council held on 14 April 2021 be confirmed as a correct record of business transacted.

**CARRIED**

## 6 Declaration of Interest

Cr McAdam declared a conflict of interest in item 10.4 - Planning Committee Minutes.

## 7 Questions on Notice

There was one Questions on Notice listed on tonight's agenda.

### 7.1 Mr Ross Simpson, South West Pride

1. "Will Council fly the rainbow pride flag on this 17<sup>th</sup> May to mark International Day Against Homophobia, Biphobia and Transphobia?"
2. If not, will Council fly the rainbow flag on 17<sup>th</sup> of May in future years to mark IDAHOBIT?"

Council is not planning on displaying the Rainbow Pride Flag on IDAHOBIT Day 17 May 2021. Council reviews the Civic Events calendar annually and determines days to be observed, celebrated or commemorated including Reconciliation Day and Week, Volunteer Week, Anzac Day and so on. Council has previously recognised IDAHOBIT Day as part of the annual calendar and also actively supported the Gay Pride AFL Football day led by Hamilton Kangaroos.

Council will consider the next annual calendar later this year for 2022 where this item will be included in considerations.

## 8 Public Deputations

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:

- Briefing Session – 14 April 2021
- Briefing Session – 28 April 2021

This agenda was prepared on 5 May 2021. Any Informal Meeting of Councillors between that date and the date of tonight's Meeting will appear in the agenda for the next Ordinary Meeting of Council.

### RECOMMENDATION

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

### COUNCIL RESOLUTION

**MOVED:** Cr Brown  
**SECONDED:** Cr Rainsford

**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	
<b>Title:</b>	Briefing Session
<b>Date:</b>	14 April 2021
<b>Location:</b>	MJ Hynes Auditorium
<b>Councillors in Attendance:</b>	Bruach Colliton, Mayor David Robertson, Deputy Mayor Mary-Ann Brown Albert Calvano Helen Henry Greg McAdam Katrina Rainsford
<b>Council Staff in Attendance:</b>	Michael Tudball, Chief Executive Officer Evelyn Arnold, Director Community and Corporate Services Andrew Goodsell, Director Planning and Development Belinda Johnson, Acting Director Infrastructure Sherie Bain, Regulatory Services Coordinator Jason Barker, Local Laws Team Leader Natalie Martin, Acting Manager Finance Susannah Milne, Manager Community and Leisure Services Kylie McIntyre, Acting Team Leader Environmental Management, Waste and Aerodrome

The Informal Meeting commenced at 11:00am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
<b>1</b>	Matters Raised by Councillors	Nil
<b>2</b>	Council Meeting Items	Nil
<b>3</b>	Brown Street Reinstatement Update	Nil



<b>4</b>	Annual Plan Quarterly Update	Nil
<b>5</b>	Community Local Law Workshop 1	Nil
<b>6</b>	LRCIP Progress Report	Nil
<b>7</b>	Revenue and Rating Strategy	Nil
<b>8</b>	Future Capital Budget – 2021/2022	Nil
<b>9</b>	Committees – Lake Hamilton/Botanic Gardens/Showgrounds	Nil
<b>10</b>	Electric Vehicle Charging Infrastructure	Nil
<b>11</b>	HRBA Cardboard Recycling Petition	Nil

The Informal Meeting concluded at 4:30pm.

## Southern Grampians Shire Council

## Informal Meeting of Councillors

<b>ASSEMBLY DETAILS</b>	
<b>Title:</b>	Briefing Session
<b>Date:</b>	28 April 2021
<b>Location:</b>	MJ Hynes Auditorium
<b>Councillors in Attendance:</b>	David Robertson, Deputy Mayor Mary-Ann Brown Albert Calvano Helen Henry Greg McAdam Katrina Rainsford
<b>Council Staff in Attendance:</b>	Evelyn Arnold, Director Community and Corporate Services Andrew Goodsell, Director Planning and Development Belinda Johnson, Acting Director Infrastructure Natalie Martin, Acting Manager Finance Daryl Adamson, Strategic Major Projects Coordinator Rohit Srivastava, Manager Assets Natalie Collard, Executive Officer GSC Food and Fibre Alistair McCosh, Deputy Chair GSC Food and Fibre Jonathan Jenkins, Board Member GSC Food and Fibre Jack Luxford, Board Member GSC Food and Fibre

The Informal Meeting commenced at 2:00pm.

<b>MATTERS CONSIDERED</b>		<b>CONFLICTS OF INTEREST DECLARED</b>
<b>1</b>	Councillor Only Meeting	Nil
<b>2</b>	Matters Raised by Councillors	Nil
<b>3</b>	Great South Coast Food and Fibre	Nil
<b>4</b>	Volcanic Masterplan	Nil

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<b>5</b>	Contract Variation 30-20 Hamilton Landfill Rehabilitation	Nil
<b>6</b>	Review Long Term Financial Plan	Nil

The Informal Meeting concluded at 5:00pm.

## 10 Management Reports

### MOTION

That item 10.9 be moved forward and considered before item 10.1 on the agenda.

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### COUNCIL RESOLUTION

**MOVED:** Cr Colliton  
**SECONDED:** Cr Calvano

**That item 10.9 be moved forward and considered before item 10.1 on the agenda.**

**CARRIED**

### 10.1 Annual Plan Quarterly Report

**Directorate:** Evelyn Arnold, Director Community and Corporate Services  
**Author:** Karly Saunders, Governance Coordinator  
**Attachments:** 1. Action and Task Progress Report – 1 January – 31 March 2021

#### Executive Summary

The Action and Task Progress Report for the period 1 January 2021 to 31 March 2021 has been prepared to provide information regarding the performance of the organisation against the Annual Plan.

#### Discussion

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

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

There are currently 59 actions from the Annual Plan and Council Plan. Of these 59 actions:

- 38 actions (64%) are on track - at least 90% of the target achieved;
- 11 actions (19%) require monitoring –between 70% and 90% of the target achieved;
- 10 actions (17%) are off track – less than 70% of target achieved; and

- 0 actions (0%) have no target set

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

### **Legislation, Council Plan and Policy Impacts**

Council is required to adopt a Council Plan in accordance with section 90 of the *Local Government Act 2020* and subsequently determine whether any adjustments are required.

This Plan is supported by the development of an Annual Plan which details the actions that will be undertaken to achieve the strategic objectives in the Council Plan.

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

**Disclosure of Interests**

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

**RECOMMENDATION**

That Council receive the Action and Task Progress Report for 1 January 2021 to 31 March 2021.

**COUNCIL RESOLUTION**

**MOVED:** Cr Brown  
**SECONDED:** Cr Calvano

**That Council receive the Action and Task Progress Report for 1 January 2021 to 31 March 2021.**

**CARRIED**

## 10.2 2020 Election Report

**Directorate:** Evelyn Arnold, Director Community and Corporate Services  
**Author:** Karly Saunders, Governance Coordinator  
**Attachments:** 2. Southern Grampians Shire Council Election Report 2020 Local Government Elections

### Executive Summary

In 2020, general elections were held for 76 of the 79 Victorian Councils on Saturday 24 October 2020.

The attached report provides information on the 2020 Southern Grampians Shire Council general election.

The Local Government (Electoral) Regulations 2020 state the Chief Executive Officer must ensure that the report is submitted to the Council at the earliest practicable meeting of the Council held after the report is received by the Chief Executive Officer. The report was received on 19 April 2021.

### Discussion

The report includes details of the end-to-end service delivery of electoral activities throughout the election timeline and details of post-election items including compulsory voting enforcement.

Highlights of the report include:

- 15 candidate nominations
- 4 redirected ballot packs
- 6 early voters
- 13,058 ballot packs posted
- 242 ballot packs were returned to the election office by Australia Post (return to sender)
- 244 replacement ballot packs
- 9,984 ballot packs returned by close of voting on 6pm Friday 23 October
- 11,293 ballot papers admitted to the extraction process of which 11,274 proceeded to the count
- 88.47% participation (enrolment), which is higher than the State average of 84.12%
- 86.35% voter turnout (voted) compared to the State average of 81.47%
- The VEC received two complaints regarding the VEC's administrative process of conducting the election service.

### Legislation, Council Plan and Policy Impacts

The Chief Executive Officer must ensure that the report is submitted to the Council at the earliest practicable meeting of the Council held after the report is received by the Chief Executive Officer as per the Local Government (Electoral) Regulations 2020.

**Disclosure of Interests**

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

**RECOMMENDATION**

That Council receive the Southern Grampians Shire Council Election Report 2020.

**COUNCIL RESOLUTION**

**MOVED:** Cr McAdam  
**SECONDED:** Cr Robertson

**That Council receive the Southern Grampians Shire Council Election Report 2020.**

**CARRIED**



## 10.3 Finance Report

**Directorate:** Evelyn Arnold, Director Community and Corporate Services  
**Author:** Belinda Johnson, Manager Finance  
**Attachments:** 3. Finance Report to 31 March 2021

### Executive Summary

The Finance Report for the Year to 31 March 2021 is presented for information.

### Discussion

The Finance Report contains the Standard Statements namely:

- Comprehensive Income Statement,
- Balance Sheet,
- Statement of Cash Flows,
- Statement of Capital Work and
- Statement of Human Resources.

The Report also includes information on cash balances, current borrowing ratios and debtor balances.

Detailed narratives accompany each of the statements.

### Legislation, Council Plan and Policy Impacts

#### Council Plan

The finance report provides interim information on the financial progress of the achievement of the Annual Budget. Financial sustainability and compliance with our annual budget are specifically identified as strategies within the Council Plan.

#### Legislation

Section 97 of the Local Government Act 2020 requires that after the end of each quarter, the CEO must ensure that a quarterly budget report is presented to the Council. The report must include a comparison of the actual and budgeted results to date and an explanation of material variations, and any other matters prescribed by the regulations.

In addition, the second quarterly report of a financial year must include a statement by the CEO as to whether a revised budget is, or may be, required.

The June report is indicative only with the final report being Councils official financial report which is audited and then included as part of Council's Annual Report.

Council is also required to implement the principles financial management detailed in Section 101 of the Local Government Act 2020 which states:

- (1) The following are the financial management principles—
  - (a) Revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;

- (b) Financial risks must be monitored and managed prudently having regard to economic circumstances;
  - (c) Financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
  - (d) Accounts and records that explain the financial operations and financial position of the Council must be kept.
- (2) For the purposes of the financial management principles, **financial risk** includes any risk relating to the following—
- (a) The financial viability of the Council;
  - (b) The management of current and future liabilities of the Council;
  - (c) The beneficial enterprises of the Council

### 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 Finance Report for the year to 31 March 2021, be received.

#### COUNCIL RESOLUTION

**MOVED:** Cr Brown  
**SECONDED:** Cr Rainsford

**That the Finance Report for the year to 31 March 2021, be received.**

**CARRIED**

**Cr McAdam declared a conflict of interest in the following item 10.4 – Planning Committee and left the Meeting at 5:48pm.**

## 10.4 Planning Committee

**Directorate:** Andrew Goodsell, Director Planning and Development  
**Author:** Andrew Goodsell, Director Planning and Development  
**Attachments:** 4. Planning Committee Minutes – 25 March 2021.

### Executive Summary

The Minutes from the Planning Committee meeting held on 25 March 2021 and endorsed by members of the Committee are presented to Council for information.

### Discussion

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

Matters for consideration at a Planning Committee:

- All planning permits valued between \$1million and \$5million (or less if the officer is recommending refusal).
- All planning permits that receive between three (3) and five (5) objections
- All applications where the officer is recommending refusal.
- Power to decide to grant an amendment to a planning permit if the value of the original development exceeds \$1 million or if 3 or more objections were received, or if the officer is recommending refusal.
- All planning permits made pursuant to Section 97C of the *Planning and Environment Act 1987* to request the Minister to decide the application.
- All planning scheme amendment under section s.8A(7) of the *Planning and Environment Act 1987* to prepare the amendment specified in the application without the Minister's authorization if no response received after 10 days.
- All planning scheme amendments that clarify or correct mistakes in the Planning Scheme (applied for under Section 20(4) of the *Planning and Environment Act 1987*).
- Whether applications should be referred to the full Council for a decision.

### Legislation, Council Plan and Policy Impacts

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

### Disclosure of Interests

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

**RECOMMENDATION**

That the Minutes of the Planning Committee Meeting held on 25 March 2021 be received.

**COUNCIL RESOLUTION**

**MOVED:** Cr Henry  
**SECONDED:** Cr Calvano

**That the Minutes of the Planning Committee Meeting held on 25 March 2021 be received.**

**CARRIED**

**Cr McAdam returned to the Meeting at 5:52pm.**

## 10.5 Contract Variation, #30-20 Hamilton Landfill Capping Stages 5 & 6

**Directorate:** Marg Scanlon, Director Infrastructure  
**Author:** Rohit Srivastava, Manager Assets  
**Attachments:** 5. Appendix - A

### Executive Summary

A Contract was awarded to Mibus Bros at September 2020 Council meeting for a value of \$1,089,981.48 (exclusive GST) for Capping works of Stages 5 & 6 of Hamilton Landfill.

Council also increased the project budget from \$1.1million to \$1.28million to accommodate project contingency and other costs.

The contractor has been working at the site and came across waste, that has been landfilled beyond approved EPA waste boundary (refer Appendix – A).

The works were delayed due to, approval being sought from the technical auditor (to cap waste beyond the EPA boundary) and also with asbestos found at site.

The contractor has submitted a Contract Variation of \$107,596.35 (exclusive GST) for approval towards costs of time and material for the extra works.

It is recommended that the Council approve the submitted variation and increase the Contract value to \$1,197,577.83 (exclusive GST).

### Discussion

#### Background

The Elijah Street Landfill, Hamilton operates under EPA Licence 20720. The licence stipulates that the existing Landfill is to be progressively rehabilitated. The method for rehabilitation utilises a type 3 cap (for low risk rural landfills) as an option to satisfy the EPA Best Practice Environmental Management Guidelines for the siting, design, operation and rehabilitation of landfills (BPEM), as found in EPA publication 788.3.

The landfill has been active since the late 1960's; cells of stages 1 – 6 are full and required capping. Capping of Stages 1 & 2 were awarded in 2014/15, and Stages 3 & 4 in 2016/17.

The current Contract and scope of works is to cap cells 5 & 6 with rehabilitation under the BPEM:

A traditional type 3 cap, comprising compacted layers of 300mm earthen cover, 500mm of compacted low permeability clay, 500mm of compacted sub-soil material and 200mm of topsoil. This type of cap seeks to reduce infiltration by a physical barrier in the form of a low permeability clay liner.

The design is consistent with the capping of cells 1 -4. The capping works involve contractor sourcing large quantities of high-quality low permeability clay and other suitable soil materials for construction of the capping layer, cartage and placement of these at the landfill in a manner consistent with the BPEM.

The project has an approved budget of \$1,280,000 (excl. GST) and the project financials are presented below.

Description	Amount (excl GST)
Council's annual adopted budget	\$1,100,000
Contract award (Sep'20 Council Meeting) - (A)	\$1,089,981
Council revised project budget (Sep'20 Council Meeting) – (B)	\$1,280,000
Variation 1 ( <i>Proposed</i> ) – (C)	\$107,596
<b>Revised Contract value – (A) + (C) = (D)</b>	<b>\$1,197,577</b>
<b>Surplus budget remaining under the project – ((B) – (D))</b>	<b>\$82,422</b>

The contractor has completed the works of “earthen cover” and “500mm low permeability clay”. The test results submitted thus far have passed the quality parameters.

The contractor and Council officers do not expect any substantial variations from this stage as the unknowns have been encountered.

If there are any further minor variations then they are expected to be within the delegation of CEO.

### Financial and Resource Implications

- Council has allocated project budget of \$1.28million and the overall project will be within the budget if the variation is approved.
- There are no major financial implications of the variation.

### Legislation, Council Plan and Policy Impacts

The capping works is in accordance with the Environment Protection Act 1970.

It is a legal requirement of the Hamilton Landfill EPA Licence 20720 that the existing Landfill is progressively rehabilitated.

The relevant policy is the State Waste Management Policy (Siting, Design and Management of Landfills)

The licence issued under the Environment Protection Act 1970 requires the rehabilitation. The design and the construction must be undertaken in accordance with the relevant guidelines - the BPEM – Siting, Design, Operation and Rehabilitation of Landfills, Publication 788.1

#### *Council Plan*

The following key elements of the 2017 – 2021 Council Plan are relevant to the Project.

- 1.2.1 Provide appropriate, accessible and equitable Council services, facilities and activities
- 3.1.1 Progress provision of locally and regionally significant projects

3.1.3 Collaborate with State Government and Regional agencies to ensure coordinated provision of regional infrastructure

4.1.3 Work with and support waterway managers to improve water management strategies to support development and ensure the protection of waterways from adverse environmental impacts

4.1.4 Reduce Council's carbon and ecological footprint

### **Risk Management**

The rehabilitation and capping of the landfill is a high risk project.

Construction Quality –

The Rehabilitation of landfills is regulated and must follow an EPA approved Construction Quality Plan (CQP). Quality of material and construction methodology is critical and the CQP requires a number of hold points to enable materials and construction to be regularly checked by independent Environmental auditors.

It is essential that the contractor has the capability to construct to a high standard and follow stringent quality controls. Tenderers were requested to respond to a number of technical questions to assist Council to evaluate the Contractors Environment and Safety Systems and their capacity and capability to undertake the works

Material Quality-

The contractor is responsible for the provision of suitable material. It will be the responsibility of the Contractor to test these sources to ensure that sufficient volumes of suitable material are available and hauled to site. Council has made some clay available to the contractor to ensure project costs are achieved.

### **Environmental and Sustainability Considerations**

It is legal requirement of the Hamilton Landfill EPA Licence 20720 that the existing Landfill is progressively rehabilitated

The Project has the potential to cause environmental issues and complaints, particularly with regard to dust and odour. For this reason Tenders were evaluated on Environmental Management criteria.

The capping of the landfill incorporation gas management will provide infrastructure suitable to treat a portion of Council's carbon footprint.

### **Community Consultation and Communication**

There are no plans to conduct community consultation as the rehabilitation is a legislative requirement.

### **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:

1. The variation from Mibus Bros (Aust) Pty. Ltd. for \$107,596.35 exclusive of GST be approved: and
2. The Contract value to be revised to \$1,197,577.83 (exclusive GST).

**COUNCIL RESOLUTION**

**MOVED:** Cr Rainsford  
**SECONDED:** Cr Henry

That:

1. The variation from Mibus Bros (Aust) Pty. Ltd. for \$107,596.35 exclusive of GST be approved: and
2. The Contract value to be revised to \$1,197,577.83 (exclusive GST).

**CARRIED**



## 10.6 Electric Vehicle Charging Infrastructure

**Directorate:** Marg Scanlon, Director Infrastructure  
**Author:** Kylie McIntyre – Acting Team Leader – Environmental Management, Waste & Aerodrome  
**Attachments:** 6. Charging the Regions: Local Government EV Charging Network Study – Component 5- Outcomes report - April 2020

### Executive Summary

Transition from a fleet of internal combustion engine vehicles to one that uses renewable fuels is expected around the world in the coming years. Electric vehicles are expected to increase in popularity in Australia as they become cheaper and charging infrastructure becomes more accessible.

Council is asked to consider what its role in this transition will be, taking into account the benefits to local communities and the environmental benefits of a cleaner fleet, particularly in relation to provision of charging infrastructure. Participation in a regional study on the EV transition has identified Hamilton as a “gap” on the EV charging map.

This report recommends that Council includes considerations of EVs and charging infrastructure in the new Sustainability Strategy (in 21-22 budget), including:

- Supporting the transition to electric vehicles
- Considering the inclusion of EV charging infrastructure in any new developments
- Investigating the phase-in of EVs into Council’s passenger fleet.

### Discussion

Transition from a national fleet of internal combustion engine vehicles to one that uses renewable fuels is expected to take place over the coming decades in Australia. There is a global trend in this direction; for example the UK has banned sale of new petrol and diesel cars from 2030 and Volvo has committed to selling only EVs by 2030. Because there is no vehicle manufacturing in Australia now, with overseas manufacturers focusing on EVs and alternative fuels, particularly hydrogen, local motorists will have no choice but to take up the new modes of transport. The purchase price of EVs is expected to reduce as more competitors enter the market so there is a need for a comprehensive charging network to allow this transition to take place.

Council recently participated in a regional study conducted by the Central Victorian Greenhouse Alliance, “Charging the Regions” completed in 2020. Forty-three rural councils, twelve metropolitan councils and five Climate Alliances joined in the study with Southern Grampians Shire Council’s contribution being \$1000.

The group recognised the need for development of more charging stations in regional areas and country towns so that regional Victoria did not miss out on EV tourism as these vehicles become more common. The study identified gaps in the existing EV charging network and recognised the issue of “range anxiety” as a barrier to regional travel. Hamilton was identified as a suggested priority town for charging infrastructure in the study (Fig. 1).

Charging the Regions: Local Government EV Charging Network Study

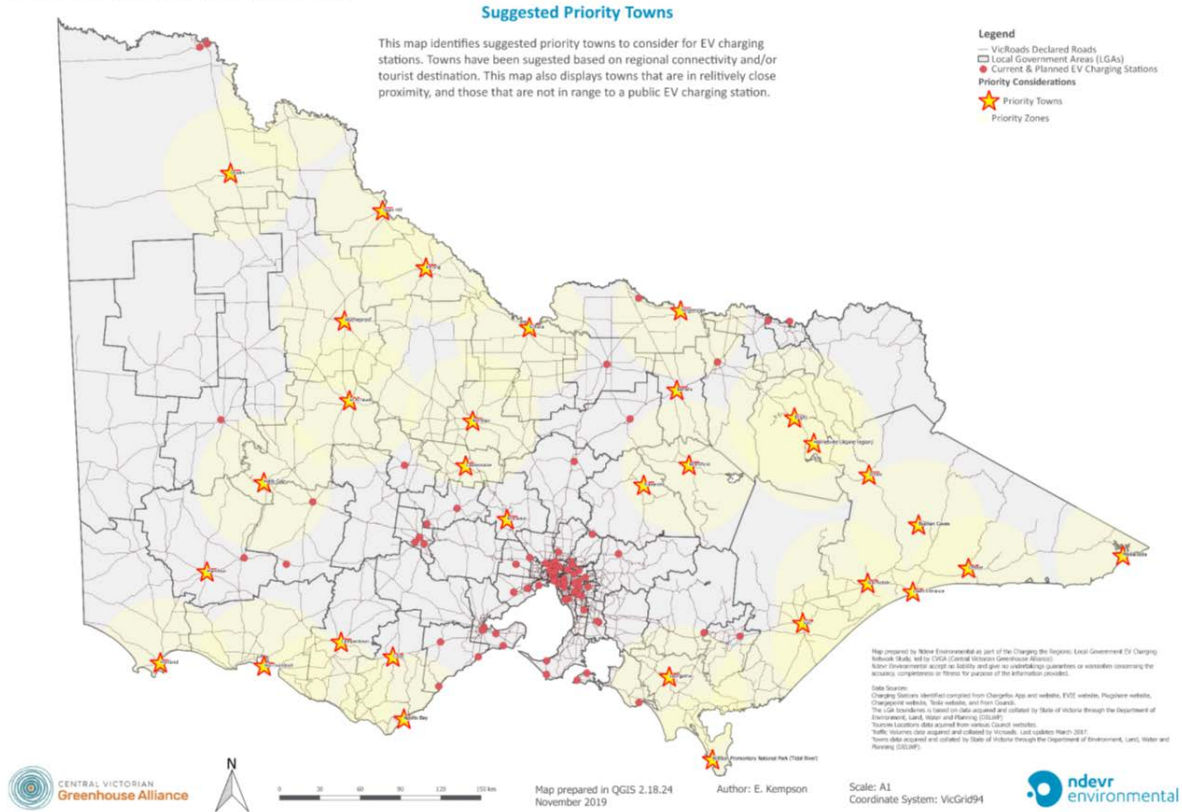


Fig. 1 – Suggested priority towns for charging infrastructure in Victoria

There is a range of chargers available, summarised in Fig. 2. Charging time varies from a few minutes to over eight hours with the speed of the charger proportional to its cost. Different brands of EVs require different charging infrastructure too, with Tesla chargers being unsuitable for non-Tesla vehicles.



	Level 1 Trickle	Level 2 AC Destination Charging			Level 3 DC Fast Charging			
	2.3kW AC	7kW AC	11kW AC	22kW AC	25kW DC	50kW DC	100kW DC	350kW DC
 Locations	General Power Point	Homes, Hotels, Council Offices	Shopping Centres, Car parks, Destinations		Destination	Transport Corridor	Transport Corridor/Highway	Superhighway
 Electrical Inputs	Single Phase, 10A	Single Phase, 32A	Three Phase, 32A		Three Phase, 40A	Three Phase, 80A	Three Phase	Three Phase
 EV Limitations	None	None	The majority of EVs on the market cannot charge at more than 7kW AC		Some older model EVs and PHEVs cannot use DC		Tesla Only	The majority of EVs currently on the market cannot charge at this rate.
 For 100 km	In theory: 8.7 hr For most of the current day EVs: 8.7 hr	2.7 hr	1.7 hr	55 min	50 min	24 min	10 min	5 min
 Approximate Hardware Cost	\$\$\$	,\$\$\$	,\$\$\$	,\$\$\$	\$\$,\$\$\$	\$\$,\$\$\$	\$\$,\$\$\$	\$\$,\$\$\$

Fig. 2. Charging infrastructure options

The most appropriate role for local government in the transition to EVs is a matter that is not agreed upon.

Where sufficient demand exists it is expected that the private sector will install charging infrastructure; however this is likely to be in large cities and on the major highways, at least in the early years of the EV transition. There is potentially a role for Councils to bridge the gap in smaller towns by installing chargers, but this raises a number of questions around the capacity/speed of the charger and whether to provide it as a free service to encourage visitation, or to charge commercial rates. There are benefits to local communities of Councils providing a free charging site so that EV drivers will stop and spend time and money in the municipality. However some Councils who have already done this have reported difficulties when they later decided to charge a fee. A fast charger will be generally more attractive to EV drivers but provide less benefit to local businesses.

Another role for local government in supporting the transition to EVs is to include them in the Council fleet. As the purchase price of new EVs comes down and the range increases this will become a more attractive option.

**Financial and Resource Implications**

The costs involved in installing EV charging infrastructure include the purchase price of the charger, installation costs, electrical costs if upgrades to network or switchboard are required, ongoing software costs if a platform for payment is to be used, signage, ongoing electricity costs and general maintenance of the site. A slow 7 kW AC charger can be purchased and

installed for around \$2300 and a faster 25-50 kW DC charger would cost up to \$35,000 excluding any network or switchboard upgrades.

There have been no funds allocated or budgeted for in 2021/22 for EV infrastructure and there are no immediate resource implications of using the recommendations in this report to guide Council decision making in this area.

### **Legislation, Council Plan and Policy Impacts**

The Local Government Act 2020 requires local governments to: give priority to achieving the best outcomes for the municipal community, including future generations; promote the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, innovation and continuous improvement is to be pursued; and collaboration with other Councils and Governments and statutory bodies is to be sought.

A number of actions in the Council Plan 2017-21 relate to this topic:

- 2.3.1 Facilitate and encourage business capacity and development
- 2.4.3 Develop strategies that not only attract visitors but encourage them to consider living, learning or investing in the Shire
- 3.1.2 Review and adopt Asset Management Plans to align with future service levels and prioritise sustainability
- 3.1.3 Collaborate with State Government and Regional agencies to ensure coordinated provision of regional infrastructure
- 4.1.4 Reduce Council's carbon and ecological footprint
- 5.4.3 Be recognised as an organisation that provides excellent customer service

### **Risk Management**

The benefits to the local community of embracing the transition to EVs are that EV drivers will be encouraged to visit the shire, stay and spend money in local businesses. Over time there will be other general benefits of a cleaner national fleet such as reduced air pollution from the combustion of petrol, diesel and gas and less traffic noise. Benefits to EV users are cheaper travel costs and more convenient access.

The risks will depend on what, if any, involvement Council chooses to have in the EV transition. The risk of doing nothing is reputational and may result in EV users avoiding Southern Grampians towns until the private sector becomes involved when there are many more EVs on the road. The risk of installing an expensive fast charger is that while these may be more attractive to EV drivers, there may not be vast benefits to local businesses if visitors are only here for a short time. There would be minimal risks associated with Council installing a slow (cheap) charging station in a central location to encourage visitation by EV drivers, with appropriate signage to demonstrate a commitment to environmental sustainability and local business support.

### **Environmental and Sustainability Considerations**

There are enormous environmental benefits to an electrified fleet including reduced air pollution and reduced greenhouse gas emissions, if the electricity used to charge vehicles is sourced from a clean supply such as wind or solar. Greenhouse gas emissions from transport are Australia's third largest source, creating 96 million tonnes of CO<sub>2</sub>-e per year or 17% of total emissions with cars responsible for half of this amount so transitioning to a clean passenger fleet is a significant opportunity for Australia to improve its environmental performance.

## Community Consultation and Communication

Discussions have been held with Council's Economic Development and Engineering departments about the inclusion of EV infrastructure in new developments such as the Dunkeld precinct redevelopment and the Cox St upgrade.

Council's decision on this matter will be important in the development of the new Sustainability Strategy for which money is requested in the forthcoming budget.

## 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 includes considerations of EVs and charging infrastructure in the development of the next Sustainability Strategy by:

1. Supporting the transition to electric vehicles,
2. Considering the inclusion of electric vehicle charging infrastructure in any new developments, and
3. Investigating the phase-in of electric vehicles into Council's passenger fleet.

### MOTION

**MOVED:** Cr McAdam  
**SECONDED:** Cr Rainsford

**That Council includes considerations of EVs and charging infrastructure in the development of the next Sustainability Strategy by:**

- 1. Supporting the transition to electric vehicles,**
- 2. Considering the inclusion of electric vehicle charging infrastructure in any new Shire developments, and**
- 3. Investigating the phase-in of electric vehicles into Council's passenger fleet.**

**THE MOTION WAS PUT AND LOST**

**COUNCIL RESOLUTION**

**MOVED:** Cr Henry  
**SECONDED:** Cr Brown

That Council includes considerations of EVs and charging infrastructure in the development of the next Sustainability Strategy by:

1. Supporting the transition to electric vehicles,
2. Considering the inclusion of electric vehicle charging infrastructure in any new developments, and
3. Investigating the phase-in of electric vehicles into Council’s passenger fleet.

**CARRIED**

A division was called

<b>DIVISION</b>	
<b>FOR</b>	<b>AGAINST</b>
Cr Brown Cr Calvano Cr Colliton Cr Henry Cr Rainsford Cr Robertson	Cr McAdam

## 10.7 Tender 08-21 Construction of Pedestrian Refuge - Parker Street, Dunkeld

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

### Executive Summary

The Dunkeld Visitor Information Centre is proposed for an upgrade to attract more tourists and to enhance the economy by creating opportunities for the local community.

This project is primarily divided into three locations; upgrade of Dunkeld Visitor Information Centre (Precinct A), upgrade of Dunkeld and District Memorial Park (Precinct B) and construction of pedestrian facilities at the Corner of Adams and Sterling Streets (Precinct C). The infrastructure will allow visitors to enjoy the local artwork, indigenous planting, native garden, photo spots and a distinct shelter with additional public toilet including a shower area.

The scope of this contract is limited to development of a new pedestrian refuge as per approved plans from Department of Transport (DoT) near Dunkeld Visitor Information Centre (VIC) to provide the safe human traffic on Parker Street.

Tender was publicly advertised on 1 April 2021 for Contract 08-21, Construction of Pedestrian Refuge - Parker Street, Dunkeld.

Three tender submissions were received and evaluated based on price, demonstrated experience on similar projects, methodology, occupational health and safety and Environmental criteria.

The recommendation is to award Tender No 08-21 to Mibus Bros (Aust) Pty Ltd for the GST inclusive price of \$167,732.43.

### Discussion

#### Background

The pedestrian Refuge is one of the components within Dunkeld Visitor Hub (DVH) project. For past 10 years Council was seeking an approval from DoT, to have better and safe passage to continue the journey of the visitors from Dunkeld Memorial Park to the Visitor Information centre via Parker Street.

In the month of February 2021, the DVH project was advertised as one package including Precinct A, B, C and pedestrian refuge. The advertised tender had no submissions.

Council engineers analysed the issues from the previous attempt and re-tendered the works by diving the scope of project into various packages, which has resulted in good participation and interest from the contractors.

#### *Tender Discussion*

The overall project of DVH has an allocated budget of \$1,250,000 (excl. GST). A tender was publicly advertised for the construction of a pedestrian refuge on 1 April 2021 and the Tenders was closed on 27 April 2021.

The following tender submissions were received:

<b>Tenderer</b>	<b>Price (Incl. GST)</b>
Tenderer 1	\$240,098.00
Tenderer 2	\$206,306.05
Tenderer 3	\$167,732.43

The tender evaluation criteria were set as follows:

<b>Criteria</b>	<b>Weightage</b>
Price	40%
Demonstrated experience on similar projects	20%
Methodology	20%
Occupational health and Safety	10%
Environmental	10%

All tenderers submitted high quality of bids, the local content was also assessed as per the Procurement Policy/Guidelines.

Tender evaluation by the panel and the rank-wise list is presented below.

<b>Tenderer</b>	<b>Qualitative Score</b>	<b>Quantitative Score</b>	<b>Total Price (Incl. GST)</b>	<b>Total Score</b>
<b>Tenderer 3</b>	<b>43.23%</b>	<b>40.00%</b>	<b>\$167,732.43</b>	<b>82.23%</b>
Tenderer 2	38.59%	32.52%	\$206,306.05	71.11%
Tenderer 1	41.71%	27.94%	\$240,098.00	69.65%

Considering the evaluation result presented above, Tenderer 3 is the preferred Tenderer.

It is therefore, the recommendation of the Tender Evaluation Panel that the tender submitted by Tenderer 3 (Mibus Bros (Aust) Pty. Ltd.) for the GST inclusive price of \$167,732.43 be accepted.

### **Financial and Resource Implications**

- Council is responsible for supervision of the works and arranging works to the satisfaction of the design, and achieving the goal to have visitors a safe passage to cross the road. Council is seeking an approval from Powercor for the electrical design and Work Within Road Reserve permit (WWRR) from DoT, the conditions of these may have some cost implications. The anticipated tentative costs are further to the tender cost:
  - Project Management cost = \$10,000
  - Project contingency = \$20,000
- The contractor is responsible for carrying out the works under specified conditions in technical and general specification of the contract document, and has priced these within the tender.
- The contract was developed with approved design by DoT. Cost schedules have been provided in the tender submissions for the purpose of valuing variations. Whilst cost risk exists to Council due to the nature of works, this risk is balanced by achieving a reasonable risk profile to the contractor thus enabling suitable pricing. Any variations



will be assessed through the standard approval process, which will minimise cost risk to Council.

- Total committed budget for overall project of DVH is \$1,250,000 (excl. GST) exist for this project.

### **Legislation, Council Plan and Policy Impacts**

The Tender value was over \$150,000 (GST Inc.) and therefore went to competitive tender in accordance with the Local Government Act 1989. The Procurement Policy requires any tender over \$150,000 to require a decision of Council.

### **Risk Management**

The construction of Pedestrian Refuge is minor risk project.

#### Construction Quality –

The construction of Pedestrian Refuge shall follow as per approved design by DoT and must follow the relevant Australian Standard as well as VicRoads guidelines.

It is essential that the contractor has the capability to construct to a high standard and follow stringent quality controls. Tenderers were requested to respond to a number of technical questions to assist Council to evaluate the Contractors Environment and Safety Systems and their capacity and capability to undertake the works.

#### Construction Timing-

The project must be completed as stated in the contract before the end September 2021. It is therefore essential that the tender be awarded and contract documents are signed in advance for the works to commence as early as possible.

#### Material Quality-

The contractor is responsible for the provision of suitable and material that will suffice the Australian standards.

### **Environmental and Sustainability Considerations**

The project is considered as low impact on environmental parameters, the contractor's Environmental and sustainability plan will be assessed and approval process will be conducted by internal team.

### **Community Consultation and Communication**

Community consultation has been completed prior to concept phase of this project.

A letter drop will be conducted to notify nearby neighbours of the proposed works nearing commencement.

Tenderers will be notified by the Procurement Officer of the decision made by Council at its meeting of 12 May 2021.

**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:

1. The tender received from Mibus Bros (Aust) Pty. Ltd. for \$167,732.43 inclusive of GST be accepted, and
2. The Contract documents be signed and sealed when prepared.

**COUNCIL RESOLUTION**

**MOVED:** Cr Brown  
**SECONDED:** Cr Robertson

That:

1. **The tender received from Mibus Bros (Aust) Pty. Ltd. for \$167,732.43 inclusive of GST be accepted, and**
2. **The Contract documents be signed and sealed when prepared.**

**CARRIED**

## 10.8 Capital Works Report

**Directorate:** Marg Scanlon, Director Infrastructure  
**Author:** Belinda Johnson, Manager Finance  
**Attachments:** 7. Capital Works Report to 31 March 2021

### Executive Summary

The Capital Works Report for the Year to 31 March 2021 is presented for information.

### Discussion

The Capital Works Report contains the Standard Statements namely:

- Statement of Capital Works by Asset Classification,
- Statement of Capital works by individual Project, and
- Statement of Capital works grants and asset sales.

### Legislation, Council Plan and Policy Impacts

#### Council Plan

The capital works report provides interim information on the progress of the achievement of the Annual Capital Works Budget. Financial sustainability and compliance with our annual budget are specifically identified as strategies within the Council Plan.

#### Legislation

Section 97 of the Local Government Act 2020 requires that after the end of each quarter, the CEO must ensure that a quarterly budget report is presented to the Council. The report must include a comparison of the actual and budgeted results to date and an explanation of material variations, and any other matters prescribed by the regulations.

In addition, the second quarterly report of a financial year must include a statement by the CEO as to whether a revised budget is, or may be, required.

The June report is indicative only with the final report being Council's official financial report which is audited and then included as part of Council's Annual Report.

Council is also required to implement the principles financial management detailed in Section 101 of the Local Government Act 2020 which states:

- (1) The following are the financial management principles—
  - (a) Revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
  - (b) Financial risks must be monitored and managed prudently having regard to economic circumstances;
  - (c) Financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;

- (d) Accounts and records that explain the financial operations and financial position of the Council must be kept.
- (2) For the purposes of the financial management principles, **financial risk** includes any risk relating to the following—
- (a) The financial viability of the Council;
  - (b) The management of current and future liabilities of the Council;
  - (c) The beneficial enterprises of the Council

### 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 Capital Works Report for the year to 31 March 2021, be received.

### COUNCIL RESOLUTION

**MOVED:** Cr Rainsford  
**SECONDED:** Cr Robertson

**That the Capital Works Report for the year to 31 March 2021, be received.**

**CARRIED**

**The following item 10.9 was considered before item 10.1.**

## 10.9 HRBA Recycling Petition

**Directorate:** Marg Scanlon, Director Infrastructure  
**Author:** Kylie McIntyre Acting Team Leader Environmental Management  
Waste & Aerodrome  
**Attachments:** None

### Executive Summary

The Hamilton Regional Business Association delivered a petition and letter to Council in November 2020 requesting Council to remove the transfer station charge of \$110 per tonne for recyclables.

Council's policy on waste charges is that its waste management services should be cost-neutral and that generators of waste should be responsible for the cost of its disposal.

However there are potentially more cost-effective methods of dealing with some waste streams than what is currently taking place so Council should investigate options, particularly relating to cardboard, in order to reduce the cost to users.

It is therefore recommended that:

1. the recycling fee at transfer stations is maintained in the immediate term on the basis that Council's waste services are run on a cost-recovery basis and that generators of waste should be responsible for the cost of disposal and further management of their waste materials.
2. Council investigates alternative systems for recovering cardboard and paper that will reduce or eliminate costs to users of the recycling service.

### Discussion

A petition from the Hamilton Regional Business Association was received by Council on 23 November 2020. The group was concerned about the introduction of a cost to drop off recycling, in particular paper and cardboard, at Council's transfer stations. In the letter that accompanied the petition, HRBA stated that the increase had a negative effect on local businesses and impacted their ability to sponsor local charities and sporting groups and to employ local staff. It was further stated that the charge encourages businesses to burn cardboard and paper, that the fee change was hidden in the schedule of fees and not flagged in the budget and that the members believed that the increase in Council rates should have covered Council's costs to dispose of recyclables. HRBA requested Council to rescind the fee increase.

The transfer station fee increase from \$0 to \$110 per tonne for recyclables including paper and cardboard was introduced on 1 July 2020. Kerbside fees had already been increased in 2019 as a consequence of the increase in the recycler's gate fee. The cost to Council of disposing of recyclables increased in 2018 due to the China Sword Policy which prevented the export of mixed recyclables to China and had a series of significant impacts on the recycling sector in Australia. These included substantial gate fee increases and rejection of some loads that led to a large volume of kerbside recyclables being sent to landfill across Australia.

The gate fee Council pays to its contracted recycler plus the transport cost of taking the materials to the recycler is currently \$120.45 inc GST per tonne. This additional cost was absorbed by Council until 30 June 2020, then the new fee of \$110.00 inc GST per tonne was introduced.

Council's policy regarding waste charges is that Council waste services are run on a cost-neutral basis so that the generator of the waste pays for the cost of its disposal and further management, hence the introduction of the new recycling fee. The new fee was included in Council's Pricing Register which was advertised for public inspection and comment on 16 May 2020 until 15 June 2020.

Cardboard and paper are the recyclable materials specifically mentioned in the HRBA petition so these are the items that will be considered further in this report.

Council has the option of segregating recyclable items such as cardboard and paper if they are dropped off at the transfer stations (ie. not delivered mixed in the kerbside bins). Materials could be baled and sold which may remove the need to charge for receipt of the recyclable items. This option would require some capital expenditure to construct a suitable building where the cardboard and/or paper can be baled and stored out of the weather.

### **Financial and Resource Implications**

The amount of cardboard dropped off at the transfer stations annually is estimated to be around 100 tonnes. The cost to Council to transport and recycle this material is therefore around \$12,045 inc GST.

Based on current commodity process the projected sale value of baled cardboard annually is around \$1,560, excluding the labour cost of baling but including the hire cost of a suitable baler and transport. Whilst the annual benefit would therefore be around \$13,500 assuming there is no additional labour needed to carry out the baling, this option would also require capital expenditure to construct or modify a suitable building which could range from around \$40,000 to \$100,000 depending on specific requirements.

### **Legislation, Council Plan and Policy Impacts**

The following Council Plan 2017-21 objectives relate to this issue:

- 2.3.1 Facilitate and encourage business capacity and development
- 4.3.1 Examine and provide comprehensive waste collection services including incentives to maximise community awareness and participation in waste diversion strategies
- 4.3.3 Examine ways to maximise re-use of waste as a resource

### **Risk Management**

The benefit of collecting and baling the drop-off cardboard would be a reduced cost to the customer (from \$100 per tonne to zero). It would produce a cleaner stream of cardboard than what is generated in the co-mingled system where cardboard can be contaminated by glass and other contaminants so would be of benefit to the end user.

The major risks are:

1. that the baling cannot be done effectively without employing additional labour
2. that funds cannot be sourced to build a suitable shed for baling
3. that the price of baled cardboard may decrease thus affecting the economics of collecting and baling cardboard.

The above risks may be mitigated by:

1. Siting the proposed baling facilities appropriately so that no additional labour is needed and existing staff can carry out the baling, or advertising the opportunity to third parties

2. Seeking external funding through state government or other avenues
3. Investigating a contract for receipt of baled materials.

### **Environmental and Sustainability Considerations**

There are environmental benefits to baling of paper and/or cardboard. The material recovered will be of higher quality than what is recovered through the co-mingled system and the greenhouse gas emissions and water requirements of recycled materials are less than from virgin materials.

### **Community Consultation and Communication**

The details of Council's resolution must be communicated to HRBA in response to the petition.

### **Disclosure of Interests**

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

## **RECOMMENDATION**

That:

1. The recycling fee at transfer stations is maintained in the immediate term on the basis that Council's waste services are run on a cost-recovery basis and that generators of waste should be responsible for the cost of disposal and further management of the waste materials, and
2. Council investigates alternative systems for recovering cardboard and paper that will reduce or eliminate costs to users of the recycling service.

## **COUNCIL RESOLUTION**

**MOVED:** Cr Henry  
**SECONDED:** Cr McAdam

That:

1. **The recycling fee at transfer stations is maintained in the immediate term on the basis that Council's waste services are run on a cost-recovery basis and that generators of waste should be responsible for the cost of disposal and further management of the waste materials, and**
2. **Council investigates alternative systems for recovering cardboard and paper that will reduce or eliminate costs to users of the recycling service.**

**CARRIED**

## 11 Notices of Motion

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



## 12 Delegated Reports

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

### 12.1 RAIL FREIGHT ALLIANCE

Cr Calvano reported on his attendance at the Rail Freight Alliance Committee Meeting held virtually on 7 May 2021.

### 12.2 BARWON SOUTH WEST RESOURCE RECOVERY GROUP

Cr Henry reported on her attendance at the Barwon South West Local Government Waste Forum on 15 April 2021.

### 12.3 MUNICIPAL ASSOCIATION OF VICTORIA (MAV)

Cr Colliton reported on his attendance at the MAV Strategic Plan Update.

### 12.4 GREAT SOUTH COAST BOARD

Cr Colliton reported on his attendance at the Great South Coast Board Meeting in Warrnambool on 23 April 2021.

## 13 Mayors and Councillors Reports

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

## 14 Confidential Matters

### RECOMMENDATION

That the following items be considered in Closed Council as specified in section 66 (2) (a) and referenced in section 3(1), Confidential Information (f) personal information of the *Local Government Act 2020*.

### COUNCIL RESOLUTION

**MOVED:** Cr Brown  
**SECONDED:** Cr Robertson

That the following items be considered in Closed Council as specified in section 66 (2) (a) and referenced in section 3(1), Confidential Information (f) personal information of the *Local Government Act 2020*.

**CARRIED**

### 14.1 CEO Performance Review

## 15 Close of Meeting

This concludes the business of the meeting.

Meeting closed at 6:40pm.

Confirmed by resolution 9 June 2021.

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Chairman