

# SOUTHERN GRAMPIANS SHIRE COUNCIL

## Council Meeting Minutes Wednesday 12 February 2025

Held in Council Chambers  
5 Market Place Hamilton at 5:30 pm



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## 1 Membership

### Councillors

Cr Helen Henry  
Cr Adam Campbell - attended virtually  
Cr Afton Barber  
Cr Albert Calvano  
Cr Dennis Heslin  
Cr Jayne Manning  
Cr Katrina Rainsford

### Officers

Mr Tony Doyle, Chief Executive Officer  
Mr Darren Barber, Director People and Performance  
Mr Rory Neeson, Director Wellbeing, Planning and Regulation  
Ms Marg Scanlon, Director Infrastructure and Sustainability  
Mrs Lisa Grayland, Acting Governance Coordinator

## 2 Welcome and Acknowledgement of Country

The Mayor, Cr Heslin 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 Campbell led the meeting in a prayer.

*"Almighty god, we humbly beseech thee to vouchsafe thy blessing upon this council.*

*Direct and prosper its deliberations to the advancement of thy glory and the true welfare of the people of the Southern Grampians shire."*

## 4 Apologies

Nil

## 5 Confirmation of Minutes

### RECOMMENDATION

That the Minutes of the Council Meeting held on 11 December 2024 be confirmed as a correct record of business transacted.

### COUNCIL RESOLUTION

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

That the Minutes of the Council Meeting held on 11 December 2024 be confirmed as a correct record of business transacted.

**CARRIED**

## 6 Declaration of Interest

None Declared

## 7 Leave of Absence

Nil

## 8 Questions on Notice

There were no Questions on Notice.

## 9 Public Deputations

There was one request to Speak to an Item Listed on tonight's agenda.

### 9.1 Jason Thomas and Dave Hilsdon, Hamilton Running Club

Jason Thomas and Dave Hilson spoke in favour of the recommendation for the following items.

- 12.1 Award of Contract 2024270 - Lake Hamilton Lighting
- 12.5 Athletics Precinct Feasibility Study

## 10 Petitions

There were no Petitions on tonight's agenda.



## 11 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 – 11 December 2024
- Briefing Session – 29 January 2025
- Audit and Risk Committee Meeting – 3 December 2025

This agenda was prepared on 5 February 2025. 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.

## Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 11 December 2024
Date:	
Location:	
Councillors in Attendance:	Cr Barber Cr Calvano Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Nick Templeton, Head of Finance Lisa Grayland, Acting Governance Coordinator Alison Quade, Manager Communications and Engagement
External Presenters	Brian Densem, Audit and Risk Committee Chair
Alex Dyson	Candidate for Wannan

The Informal Meeting commenced at 11:00am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Councillor Only Meeting	Nil
2	Matters Raised by Councillors	Nil
3	Audit and Risk Committee Chair Report	Nil
4	Councillor Induction Program: Budget – Setting the Scene Overview	Nil
5	Finance Report to September 2024	Nil
6	Council Plan 2025 – 2029 Planning	Nil
7	Update s5 Instrument of Delegation – Council to CEO	Nil
8	Lakes Edge Update	Nil

The Informal Meeting concluded at 5:00pm.

## Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 29 January 2025
Date:	29 January 2025
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Calvano Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Alison Quade, Manager Communications and Engagement Susannah Milne, Manager Community Engagement Bill Scott, Manager Project Management Office Tahlia Homes, Manager People and Culture

The Informal Meeting commenced at 11:30am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Gender Equity, Diversity and Inclusiveness	Nil
2	Council Plan 2025 – 2029 Community Engagement Plan	Nil
3	Hamilton CBD Streetscape Draft Concept Design Report Package 1	Nil
4	Glenthompson Outdoor Swimming Pool	Nil
5	Capital Works Program Update October – December 2024	Nil
6	Award Contract – Lake Hamilton Lighting	Nil

The Informal Meeting concluded at 5:00pm.

## Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Audit & Risk Committee Meeting
Date:	3 December 2024
Location:	Martin J Hynes / Teams Meeting
Councillors in Attendance:	Cr Helen Henry Cr Albert Calvano
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Tahlia Homes – Manager People & Culture Darren Barber, Director People & Performance Nick Templeton, Head of Finance Melissa Beaton – HR Coordinator Mike Shanahan – Risk, Health & Safety Coordinator Matthew Tulloch – Manager Business Systems & Transformation Nadine Rhook – Executive Assistant to Director People & Performance
Apologies	

The Informal Meeting commenced at 10.00am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Membership	Nil
2	Committee & Auditors in Camera	Nil
3	Welcome	Nil
4	Apologies	Nil
5	Confirmation of Previous Minutes – 1 October 2024	Nil
6	Conflict of Interest Disclosure	Quarterly Councillor's Expenditure
7	CEO Report	Nil
8	Governance & Risk Management Disclosure	Nil
9	Summary Table of Outstanding Matters	Nil
10	Register of Committee Members Interests	Nil
11	ARC Chair Report Bi-Annual Report to June 2024	Nil
12	ARC Annual Plan 2025	Nil
13	ARC Member Update	Nil
14	Final Financial Statements, Performance Statement & Representation Letter	Nil
15	Quarterly Councillor's Expenditure Report (For Information)	Cr Henry and Cr Colliton
16	New and Revised Accounting Policies and Approved Accounting Standards	Nil
17	Progress Report of Internal Audit Actions (Interplan)	Nil
18	Internal Audit Status Report	

19	Reports & Correspondence of Note: VAGO, Ombudsman & IBAC Reports	Nil
20	Internal Audit Cyber Security	
21	Compliance Framework Review & Quarterly Compliance Reporting	Nil
22	OH&S Quarterly (Summary) Report	Nil
23	Risk Management Quarterly Report	Nil
24	Strategic Risk Register	Nil
25	External Audit - Progress Report of Current Actions	Nil
26	Final Management Letter and Closing Report	Nil
27	Other Items	Nil
28	Next Meeting	Nil

The Informal Meeting concluded at 11.34am.

## 12 Management Reports

### Award of Contract 2024270 - Lake Hamilton Lighting

#### 12.1

<b>Directorate:</b>	Infrastructure and Sustainability
<b>Report Approver:</b>	Bill Scott (Manager Project Management Office), Juan Donis
<b>Report Author:</b>	(Sustainable Community Lead), Marg Scanlon (Director Infrastructure and Sustainability) Rejoice De Vera, Senior Project Manager
<b>Attachment(s):</b>	1. 2024270 Tender Evaluation Report for Solar Lighting at Lake Hamilton-signed-202501151025 [12.1.1 - 11 pages]

#### Executive Summary

The solar lighting project for the Lake Hamilton walking track has been a longstanding aspiration for the community. During the budget submission process for 2024-2025, the Hamilton Running Club submitted a request for lighting around the Lake to improve safety and to encourage further active participation with walking, running and cycling all year round.

As outlined in the [Recreation and Leisure Strategy](#), installation of lighting around the Lake is a key initiative aimed at enhancing public safety, increasing the usability of public facilities during evening hours, encouraging outdoor activities, and promoting healthy lifestyle choices. By illuminating the main pedestrian paths, the project seeks to create a safer, more accessible, and welcoming environment for residents and visitors alike.

Following the issue of the Request for Tender (RFT) for Contract No 2024270, five responses were received and evaluated. This report is seeking endorsement to award Contract No. 2024270 to Leadsun Australia Pty Ltd for the tendered lump sum price of \$618,669.00 (ex GST).

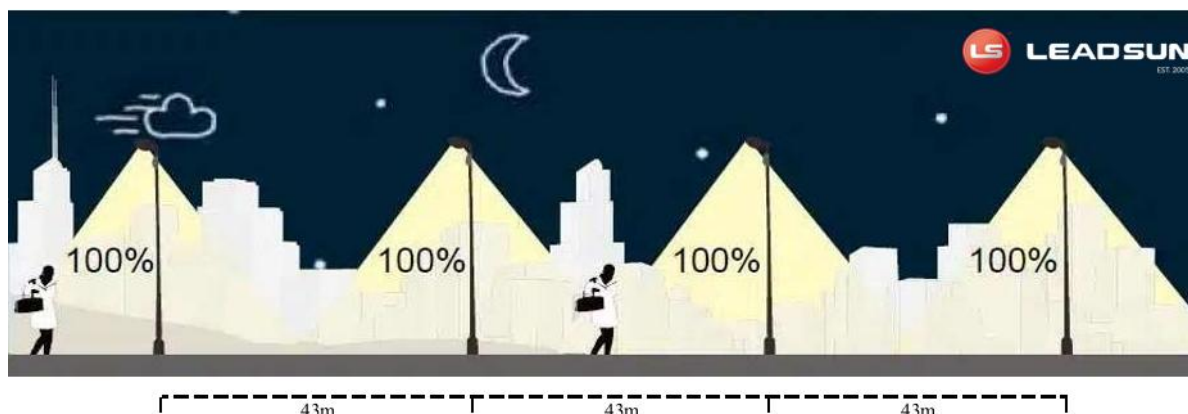
#### Discussion

During the planning stage, various lighting solutions were considered to ensure compliance with Australian Standards for shared pathways specifically the design requirement for this project to enhance safety and visibility for pedestrians and cyclists using shared spaces. This is consistent Australian Standard AS1158.3.1:2020.

After a thorough review of standard parameters, the Council determined to provide suitable lighting for medium pedestrian and cycling activity and with low perceived fear of crime. This emphasizes providing adequate illumination for shared pathways by addressing key factors such as horizontal illuminance, uniformity, glare control, and energy efficiency.

The lighting design incorporates a two-stage operation to balance safety and energy efficiency. From dusk, the lights operate at full brightness (100%) for four hours, ensuring maximum visibility during peak evening activity. After this period, the lights transition to DIM mode at 30% brightness until dawn. During DIM mode, sensors detect motion and illuminate solar lights up to 75 meters, temporarily increasing the brightness to 100% for 30 seconds to provide a safer and well-lit pathway. The lights then return to DIM mode until the next motion

is detected. The dimming timing and extent are remotely adjustable following the install if a decision is made to modify for an event or due to user requests. This lighting arrangement will be in place on Lake Hamilton perimeter trail.



The image above indicates the lighting speed of the the proposed lights to be installed on the Lake parameter.

This proposal also includes solar lighting within Lake Hamilton Dog Park fenced area, which will be programmed, not sensor activated. The programming for this lighting will be set to seasonal daylight-savings, enabling optimal use.

Additionally, an eco-friendly, no-dig EZYFoot footing system and the EZYTilt Medium Duty Pole minimizes disruption and can easily be installed using a winch. LED lights will be engineered to reduce light spills, especially towards the lake, with barrier covers in place to prevent light spills and avoid breeding disturbance on aquatic habitats.

Tenders were invited to submit under a detailed specification highlighting the above listed requirements.

The project is expected to be completed within a 15-week period following the issuance of the letter of award, which will be approximately by the end of May 2025. This timeline includes two weeks for design and prestart documents submission, six weeks for poles fabrication and assembly, six weeks for installation and one week for testing and commissioning.

The summary of the tenders received is as follows:

Company	Price (ex GST)	Conforming	Explanation
Tenderer 1	\$619,384.96	No	Stated <u>Yes</u> on declaration but critical aspects of specs are not met
Leadsun Australia Pty Ltd	\$599,505.00	Yes	N/A
Tenderer 3	\$2,024,454.75	No	Stated <u>Yes</u> on declaration but

			critical aspects of specs are not met
Tenderer 4	\$2,531,941.09	No	Stated <u>Yes</u> on declaration but critical aspects of specs are not met
Tenderer 5	\$2,437,548.09	No	Stated <u>Yes</u> on declaration but critical aspects of specs are not met

The evaluation criteria comprised:

- Price - 40%
- Demonstrated performance – 25%
- Methodology – 25%
- Sustainable Procurement – 10%
- Occupational Health and Safety – Pass/Fail

Tenderers	Qualitative Score (%)	Price (ex GST)	Quantitative Score (%)	Total Score (%)
Tenderer 1	24.44%	\$619,384.96	38.72%	63.16%
Leadsun Australia Pty Ltd	45.25%	\$599,505.00	40.00%	85.25%
Tenderer 3	34.26%	\$2,024,454.75	11.85%	46.11%
Tenderer 4	26.55%	\$2,531,941.09	9.47%	36.02%
Tenderer 5	35.56%	\$2,437,548.09	9.84%	45.40%

Five tenders were received ranging in price from \$599,505.00 to \$2,531,941.09 (ex GST).

Tenderer 1 is within budget for Option 1 (fixed pole) but exceeds for their Option 2 (hinged pole) which councils specified. Their submission lacks safety documentation, shows limited experience with solar lighting, proposes concrete bored piers instead of the specified no-concrete footing, and includes an unrealistic schedule.

Tenderer 3 exceeded the budget, submitted a preliminary design featuring an all-in-one lighting system that contradicts the tender specification requiring a split-model system for flexibility and optimal charging performance, limited experience in solar lighting installation, and failed to demonstrate the ability to meet the Practical Completion deadline as required.

Tenderer 4 also over the budget, submitted a preliminary design featuring an all-in-one lighting system that contradicts the tender specification requiring a split-model system for flexibility and optimal charging performance, limited project experience in solar lighting installation, didn't response on serviceability and maintenance support required by Council.



Tenderer 5 exceeded the budget, failed to provide a proper timeline to meet practical completion, and lacked details on the methodology, including information on impact reduction and circular economy practices. While the senior manager has solid experience in solar lighting design and installation, the company itself has not undertaken any similar projects.

Leadsun Australia is recommended contractor for this project due to their full compliance with the tender specifications, ensuring the proposed solution aligns perfectly with the project requirements without the need for additional modifications. Their competitive pricing of \$618,669.00 (ex GST), which includes one provisional item for four additional solar lights at the Dog Park, represents a cost-effective solution within the project's budget while meeting the scope of work.

Furthermore, Leadsun Australia has a proven track record of delivering high-quality solar lighting solutions in similar projects, providing confidence in their ability to achieve the desired outcomes. The inclusion of the provisional item for additional solar lights adds significant value to the tender, addressing future needs at the Dog Park without requiring a separate procurement process.

As detailed in the attached confidential procurement report, Leadsun Australia excelled across all evaluation criteria, including technical compliance, pricing, timeline, and sustainability considerations, making them the most suitable contractor for this project.

### Financial and Resource Implications

The adopted 2024-2025 budget for this project is \$660,000 ex. GST, with \$3,038.00 expended for the site investigation including the Flora and Fauna Assessment. The recommended contract is \$618,669.00 (ex GST) with the contingency of \$23,293.00. The remaining \$15,000.00 will cover the project management cost.

In summary:

Expenditure details	Budget	Expense	Remaining
Preliminary Site Investigation	\$660,000.00	\$3,038.00	\$656,962.00
Design, supply and construction		\$599,505.00	\$57,457.00
Provisional Item for Dog Park Run		\$19,164.00	\$38,293.00
Project management		\$15,000.00	\$23,293.00
<b>Contingency: \$23,293.00</b>			

The contingency maybe required to cover costs associated with the footing depths and additional solar light barriers for residential areas.

## **Council Plan, Community Vision, Strategies and Policies**

### ***Support Our Community***

1.1 An empowered and connected community

1.1.1 Facilitate opportunities for people to participate in community life, through volunteering, civic leadership, social programs, to enable inclusion, social connection and wellbeing.

### ***Support Our Community***

1.2 Support and promote a healthy community

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

### ***Maintain and Renew Our Infrastructure***

3.2 Safe and well-maintained transport routes and infrastructure for all modes of travel

3.2.2 Develop a Pedestrian and Cycling Strategy to prioritise infrastructure implementation.

3.2.3 Provide infrastructure that supports a connected and active community.

## **Legislation**

This report assists the Council in meeting its obligations under the Local Government Act 2020 and the Environmental Protection Act (2017)

## **Gender Equality Act 2020**

A Gender Impact Assessment (GIA) has been undertaken, highlighting that the solar lights project at Lake Hamilton Walking Trail will enhance safety for users, particularly women of all ages. This lighting will address concerns raised specifically in relation to safety especially during the darker winter months, early mornings and evenings. Additionally, the lighting will benefit individuals with mobility challenges by making obstacles or potential hazards, such as changes in the surface or fallen tree branches visible, fostering safer and more inclusive access for everyone.

## **Risk Management**

The physical risks associated with these works will be minimal. Each solar light will be installed and completed before moving on to the next, ensuring the public space remains safe and free from hazards. The contractor will be asked to provide a barricade during and after-hours work. All work will be carried out on weekdays to minimise disruption to casual runners and other weekend activities.

## **Climate Change, Environmental and Sustainability Considerations**

A preliminary site assessment was conducted to evaluate potential construction impacts on the vegetation, determine whether it was native or exotic, and include a desktop review for cultural heritage and threatened flora impacts, with no native vegetation found.

The lighting system will be solar powered to reduce grid energy usage and lower the carbon footprint, utilising LED technology for greater efficiency than traditional bulbs. The design takes into account water wildlife by incorporating adjustable brightness and light barriers to minimize light pollution near the lake area. A non-destructive footing will be installed to preserve the natural ground surface, and the pole is quick to install and easy to adjust during solar panel maintenance, ensuring long-term sustainability.

## **Community Engagement, Communication and Consultation**

Pre-consultation with key stakeholders has been undertaken including Australian Railway Track Corporation (ARTC), Glenelg Hopkins Catchment Management Authority , and Gunditj Mirring Traditional Owners Aboriginal Corporation regarding the project, seeking information on any required permits or specific conditions. All parties have responded, confirming that the work location falls outside their jurisdiction and have no additional requirements or conditions to impose on the project.

A community engagement session will be arranged with the Hamilton Running Club and others, as part of the Project Reference Group, once the final outcome of the tender is resolved.

General project information and updates will be promoted through Councils media streams particularly providing notification to surrounding residents.

## **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.

Rejoice De Vera, Senior Project Manager.

Rory Neeson, Director Wellbeing Planning and Regulation

Bill Scott, Manager Project Management Office.

Juan Donis, Acting Director Infrastructure and Sustainability.

**RECOMMENDATION**

That Council:

1. Award Contract 2024270 Lake Hamilton Solar Lighting Supply and Installation to Leadsun Australia Pty Ltd for the tendered lump sum price of \$618,669.00 (ex GST).
2. Authorise the Chief Executive Officer to execute Contract No. 2024270 and any other documents required by or to give effect the terms of the contract, on behalf of Council; and
3. Approve the allocation of \$23,293.00 (4%) contingency for any potential unknown which can be encountered in the project delivery

**COUNCIL RESOLUTION**

**MOVED: Cr Rainsford**  
**SECONDED: Cr Calvano**

That Council:

1. **Award Contract 2024270 Lake Hamilton Solar Lighting Supply and Installation to Leadsun Australia Pty Ltd for the tendered lump sum price of \$618,669.00 (ex GST).**
2. **Authorise the Chief Executive Officer to execute Contract No. 2024270 and any other documents required by or to give effect the terms of the contract, on behalf of Council; and**
3. **Approve the allocation of \$23,293.00 (4%) contingency for any potential unknown which can be encountered in the project delivery.**

**CARRIED**

## 12.2

### Audit & Risk Committee Meeting Minutes - 3 December 2024

**Directorate:** People and Performance  
**Report Approver:** Darren Barber, Director People and Performance  
**Report Author:** Nadine Rhook, Executive Assistant Director People and Performance  
**Attachment(s):** 1. Final 03-12-2024 - ARC Minutes (1) [12.2.1 - 13 pages]

#### Executive Summary

The Minutes from the 3 December 2024 meeting as endorsed by the Audit and Risk Committee (ARC) are presented to Council for adoption.

#### Discussion

Under Section 53 of the *Local Government Act 2020* the Council must establish an Audit and Risk Committee, as an Advisory Committee of the Council. This Committee fulfils both a statutory and consultative function. It provides feedback, advice and direction to Council on both Risk and Financial matters in accordance with the committee charter.

#### Financial and Resource Implications

Preparation of reports, agenda and minutes of the Audit and Risk Meeting utilises Council resources. Council Officers and Chief Executive Officer attend the Audit and Risk Committee meeting to present reports and provide information to the committee.

Independent members of the Audit and Risk Committee are paid a sitting fee as members of the Committee and internal auditors are engaged to conduct audits in accordance with the endorsed audit schedule throughout the year.

#### Council Plan, Community Vision, Strategies and Policies

##### ***Provide Strong Governance and Leadership***

- 5.1 Transparent and accountable governance
  - 5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role.

##### ***Provide Strong Governance and Leadership***

- 5.3 Committed and skilled staff
  - 5.3.1 Encourage an organisation that values equality, diversity, workplace health, safety and wellbeing.

#### Legislation

The Audit and Risk Committee is established in accordance with the *Local Government Act 2020* (Section 53).

### **Gender Equality Act 2020**

There are no *Gender Equality Act 2020* implications through the noting of the Audit and Risk Committee minutes.

### **Risk Management**

The Audit and Risk Committee has clear function in review of Councils Risks as per the Committee Charter.

### **Climate Change, Environmental and Sustainability Considerations**

Whilst there is no direct implication in this category associated with the report, it should be noted that Council and the committee are committed to producing documentation and data through systems that have the least impact in the environment. Agendas, reports and minutes are produced electronically and distributed via email. Presenters are encouraged to attend meetings virtually to reduce the need for travel.

### **Community Engagement, Communication and Consultation**

Changes in membership will be communicated to the relevant stakeholders when a change in membership has occurred.

### **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.

Darren Barber, Director People and Performance  
Nadine Rhook, Executive Assistant Director People and Performance

## **RECOMMENDATION**

That Council note the Minutes for the Audit and Risk Committee Meeting held on 3 December 2024.

## **COUNCIL RESOLUTION**

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

**That Council note the Minutes for the Audit and Risk Committee Meeting held on 3 December 2024.**

**CARRIED**

## 12.3

## Glenthompson Outdoor Swimming Pool

<b>Directorate:</b>	Wellbeing, Planning and Regulation
<b>Report Approver:</b>	Rory Neeson (Director Wellbeing, Planning and Regulation)
<b>Report Author:</b>	Susannah Milne, Manager Community Wellbeing
<b>Presenter(s):</b>	Susannah Milne, Manager Community Wellbeing
<b>Attachment(s):</b>	Nil

### Executive Summary

This report has been prepared in response to the Notice of Motion #6/24 – Glenthompson Swimming Pool, part 1:

*Officers present a report at the February 2025 Scheduled Council Meeting which considers financial and options to reopen the Glenthompson Memorial Pool.*

This report will present known condition of the swimming pool and make recommendations where further information is needed with respect to condition status, with approximate estimations in costs.

This report also outlines pool management options for information and will include approximate costs and detail know risk associated with these options.

This report is provided to Councillors for information with no decision required.

### Discussion

#### The Facility

The Glenthompson pool was built in 1975 and includes a 25-metre x 11.3 metre wide pool that ranges in 0.95 metre to 1.52 metres in depth and a toddler's pool. The pool was built predominately through a State Government grant supported by fundraising, and donations with in-kind labour and equipment used.

The Shire of Mt Rouse appointed the Glenthompson Pool Committee on 15 January 1975, which was responsible for the management, operation, maintenance and insurance of the pool. Later versions of agreements provided support from Council with the more complex plumbing repairs, lifeguard requirement and management. This Committee operated until 24 September 2009, where the president of the committee sited that the running costs associated with the pool were too much pressure for the community to sustain. At this time, the facility was handed back to the Council to maintain and operate.

#### Previous Council Decision

At its Council Meeting on the 10 April 2024, Council considered a report on the future of the Glenthompson Swimming Pool. Upon receiving that report Council resolved to:

1. Close and decommission the Glenthompson Swimming Pool;
2. Continue discussions with the community of future priorities for the town; and
3. Present these priorities to Councillors as part of the 2024-2025 budget process.

### Information provided within the previous report

## Pool Usage

Glenthompson's pool historically has been the one of the lowest utilised pools of Council's six outdoor pools, which is reflective of the population catchment. This impacts the affordability and sustainability of the service, which is demonstrated through the 'cost per swim' data in the table below.

Over the last two seasons, usage at Glenthompson is the lowest of all outdoor pools. The cost per swim in 2022-23 was \$109.95, with a decrease during the 2023-24 pool season to \$65.25 per swim due to the increase in use by the community. While this reduction in costs per swim was encouraging to see, this was a trend across all outdoor swimming pools in the Shire, reflecting the warmer season and the increase in lifeguard numbers following extensive recruitment campaigns completed by staff.

The Victorian Auditor General's Office (VAGO) conducted an independent review in 2016 to examine the cost of swimming pools to the community. It found that across the community the cost of pools in comparison to usage to be very high in rural areas. For example, the City of Greater Bendigo's Raywood Swimming Pool was named by the VAGO report as being unsustainable at \$78 per visit (Raywood is of similar demographic and profile to Glenthompson). In addition, Local Government Victoria's performance reporting framework found that the average costs per visit to pools in Victoria's large rural shires, was \$17.59.

Table 1 and Table 2 shows a summary of the cost and utilisation data for 2022-23 outdoor pool season, and 2023-24 outdoor pool season. In comparison of usage and cost, Glenthompson presents a high cost per visit and low attendance data. Whilst it has been suggested reintroduction of fees for entry to Southern Grampians outdoor pools would bring in an income stream it would also increase operational expenses around money collection, banking, and acquittal.

Cost and utilisation rates are a key consideration for Council's who are facing challenges surrounding ageing infrastructure, decreasing populations and financial pressures associated with limited income streams to maintain and renew community assets. Consequently, how decisions are made around how to prioritise investment and renewal in infrastructure must be based on facts, evidence to identify key investment opportunities and asset rationalisation.

*Table 1 – 2022-23 Outdoor Pool Season*

	Hamilton OP	Coleraine	Balmoral	Dunkeld	Penshurst	Glenthompson
Estimated population within a 10 minute drive of each pool (Census 2016)	10896	1228	650	851	875	316
<b>2023-24 season</b>						
Operating days	85	69	76	67	55	48
Total visits	7636	2135	1996	2777	1061	602
Daily visits	89.8	30.9	26.3	41.4	19.3	12.5
Visits per residents	0.7	1.7	3.1	3.3	1.3	2.1
Total operating costs	\$177,868	\$114,035	\$78,387	\$77,970	\$65,333	\$66,192
Cost per operational day	\$2,093	\$1,653	\$1,031	\$1,164	\$1,188	\$1,379
Cost per visit	\$23.29	\$53.41	\$39.27	\$28.08	\$61.58	\$109.95



*Table 2 – 2023–24 Outdoor Pool Season*

	Hamilton OP	Coleraine	Balmoral	Dunkeld	Penshurst	Glenthompson
Estimated population within a 10 minute drive of each pool (Census 2021)	10896	1228	650	851	875	316
<b>2023-24 season</b>						
Operating days	104	87	92	84	66	66
Total visits	11289	3281	2433	3457	1294	949
Daily visits	106.25	38.25	32.5	51.75	25.75	18.25
Visits per residents	1.03	2.7	3.74	4.1	1.48	3
Total operating costs	\$169,005	\$110,616	\$73,550	\$77,158	\$71,760	\$61,899
Cost per operational day	\$1,625.04	\$1271.45	\$799	\$1,087.30	\$1,087.3	\$937.85
Cost per visit	\$14.97	\$33.70	\$33.23	\$22.32	\$55.45	\$65.25

Community Infrastructure Audit, Provision Targets and Needs Analysis Report 2021-22

Council commenced a strategic Community Infrastructure Planning Process, to formalise an evidence driven approach to planning and investing in community facilities in line with community needs. Stage 1 and 2 of this process gathered data on the infrastructure examining facility, capacity within shire and neighbouring shires, utilisation data, fitness for purpose, population ratios, utilisation targets and travel. Swimming pools were a key consideration of this process.

Key findings found that all townships have access to at least three pools within reasonable travel distance, Glenthompson has one outdoor pool, and access to two outdoor 25 metre pools within 20 minutes.

In 2018-19 where free swimming was provided by the pool committee for residents, a high usage increase was seen, however in 2019-20 and 2020-21 with the introduction of free swimming across all outdoor pools, visitation decreased to Glenthompson pool to approximately a sixth (264 and 310 visits respectively), making the cost per visit \$166.52 in 2019-20 and \$162.54 in 2020-21. The report found that the asset was only in fair condition and had some minor fit for purpose issues. Council has the second highest provision of pools compared to population and land area of surrounding Local Government areas and outside of Hamilton and Dunkeld, all outdoor pools are within areas of forecast population decline. This report and findings did not support investment in the Glenthompson pool based on utilisation data and cost per swim.

Current Pool Condition

The Glenthompson pool is 50 years of age and over time works have been undertaken on plant, pool shell and concourse to maintain the pool in a safe, open, and reliable condition. As the pool has aged and components of the asset are commencing to fail to levels that correspond with asset end of life, intervention is only temporary of nature and asset will

eventually fail. Currently this has meant that the pool is becoming increasingly difficult to keep open and meet the legislative requirements under the *Public Health and Wellbeing Act 2008* and *Public Health and Wellbeing Regulations 2019*.

These legislative requirements relate to chemical disinfection levels, water balance, filtration and turnover rates, microbiological levels, monitoring, amenities as well as minimum operator training requirements. As the pool is open to the public for use whether or not a fee is charged, the operator of the pool is still subject to ensure compliance to protect public health.

The below table is a summary of the pool condition taken from the Glenthompson Pool, technical condition and compliance assessment, as well as known issues through ongoing pool management and operations. The table outlines the problem and the impact that it has with respect to legislative requirements and includes approximate pricing to repair to be operational, would allow for the pool to be operated in a reasonable and safe condition.

Pricing is approximate, gauged from a mixture of recently known costs, historic costings with CPI, consultant estimation with CPI and costs would still need to be quantity surveyed by an appropriate expert.

It should be noted that this report is now two years old and condition due to no intervention is continuing to deteriorate.

*Table 3 Pool Condition with repair costs v make good costs*

Area	Problem	Indication	Legislative requirement	Repair to make operational	Make good
Main Pool Shell	Cracking in the hob, structural	Corroding of reinforcement within hob construction, weakening of the hob structure progress over time.	WorkSafe maintaining a safe workplace and environment for bathers.	\$15,000	\$15,000
	Cracking with shell floor deep end – will progressively get worst – indicate water leakage (suspect groundwater infiltration – need leak detection report to confirm)	Shell damaged.	WorkSafe maintaining a safe workplace and environment for bathers.  Water discharge/ infiltration in environmental significant overlay.  Can impact disinfection/water balance.		\$25,000
	Expansion joint across	Deterioration of expansion joint	WorkSafe maintaining a	\$10,000	\$45,000

	middle of pool rough and only in fair condition	impacts shell integrity, water discharge (leakage) and infiltration of ground water.  Can be hazard for swimmers' feet	safe workplace and environment for bathers.  Water discharge/ infiltration in environmental significant overlay.  Can impact disinfection/water balance.		
	Pool paint below water and hob in poor condition	Can be hazard for swimmer, if sharp and can lead to cuts.  Flaking paint can enter filter and hydraulic systems and cause damage/ blockage.  Aesthetically issue	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met.	\$160,000	\$160,000
	Ceramic scum gutter in average condition – starting to chip.	Aesthetic issue, however, chips and cracks can become hazard for swimmers causing cuts.	WorkSafe maintaining a safe workplace and environment for bathers.  Longer term if not repaired can impact removal of environmental debris and impact water quality.	\$15,000	\$15,000
Toddlers Pool	Significant crack in floor and wall joint	Shell damage	WorkSafe maintaining a safe workplace and environment for bathers.  Water discharge/infiltration in environmental significant overlay.  Can impact disinfection/water balance.	\$5,000	\$5,000

	Vertical wall crack	Shell damage	WorkSafe maintaining a safe workplace and environment for bathers.		
Concourse	Differential settlement and near the NE corner some slab panels have subsided slightly and pulled away from the pool – need to monitor	Shell movement and ground movement – need to monitor for trip/slip hazards and damage to pool.	WorkSafe maintaining a safe workplace and environment for bathers.	\$2,500	\$2,500
Main Water Treatment Plant	Steel filter is aged and in average condition.	Likely corrosion within the inside of the filter – will require upgrade once no longer serviceable	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met.	\$80,000	\$330,000
	Filter medium (sand) reaching end of life and requires replacement	Falling within scheduled timing of routine replacement.  Note: - filter replacement and sand replacement	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met.		
	Pump in poor condition, heavily corroded casing, and base plate.	Indicates pump at the end of life.	Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met		

	Pipework – aged, mixture PVC, galvanized steel, and asbestos cement, including a ‘Gibault joint.’	Aged pipework and Gibault joint, possible failure under pressure – pipe blow out.	WorkSafe maintaining a safe workplace and environment  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met	\$15,000	
	Pump and pipework configuration – air entrapment	Old configuration that has the potential to trap air, with no air release valve - reducing hydraulic capacity.	WorkSafe maintaining a safe workplace and environment  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met		
	Space in pump shed	Small size limits capacity of pump and pipework upgrade	WorkSafe maintaining a safe workplace and environment	n/a	
	Balance tank and pump well – main pool drains directly into pump well, acts a balance tank – pipework corroded and in poor condition	Inadequate and outdated balance tank/pump well.  Providing a very low amount of ‘balance’ volume for the pool.	WorkSafe maintaining a safe workplace and environment for bathers.	n/a	
	Chemical storage and dosing - acid pump failed	Hydrochloric acid is used for pH control.	WorkSafe maintaining a safe workplace and environment  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and	\$2000	

			microbiological levels not being met		
	Chemical storage – size of plant room and condition make it difficult to store chemicals appropriately	Plant room configuration does not allow for correct chemical storage, control measures and safe chemical handling practices implemented by trained staff.	WorkSafe maintaining a safe workplace and environment	n/a	
	Emergency Shower – does not comply with current standards	OHS risk to staff if incident occurred WorkSafe issue.	WorkSafe maintaining a safe workplace and environment	\$2,000	
	Dinotect automatic dosing and dosing Unit – probe faulty and requires replacement	Faulty probe – means that the automatic dosing and monitoring of chemical levels will not be occurring	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met	\$2,000	
	Water leaks on floor	Leaking pipe work across the wastewater treatment plant	WorkSafe maintaining a safe workplace and environment	n/a	
	Calcium Hypo dosing Unit – overflow not plumbed into waste pipe	Plant room size and space makes it difficult to achieve this.	WorkSafe maintaining a safe workplace and environment	n/a	
	Backwash discharged directly into the environment.	Discharge of backwash water directly to environment is breach of EPA legislation, impacts on property owners downstream of the pool.	All wastewater must be treated and retained onsite or discharged to reticulated sewerage (not available)  WorkSafe maintaining a	\$15,000	\$15,000

			safe workplace and Environment.		
Water distribution in pools	Filtered water inlet delivered on east side of wall retro fitted, to remediate centerline filtration failure previously.	Poor water circulation and filtration – leading to minimum filtration rates not being met, impacting on water removal and treatment process.	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met	n/a	Included in water treatment upgrade cost
Water Leakage	Not a reported problem as water level maintained, however suspected infiltration from ground water.	If the pool was to reopen then leak detection testing would be required to understand if there was an issue with the pool and remediation items identified.	WorkSafe maintaining a safe workplace and environment for bathers.  Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met	\$10,000	\$10,000
Changeroom and amenities	Rudimentary and basic.	No baby change facilities as required under Water quality guidelines for public aquatic facilities.  No DDA compliant facilities.	Building Code of Australia	n/a	\$160,000
	Bird/pest entry	Structure and openings allow bird and pest entry during off season.	WorkSafe maintaining a safe workplace and environment for bathers	\$5,000	
Water Treatment Building	Building is in overall poor condition, small in size impacts operation and		WorkSafe maintaining a safe workplace and environment for bathers.	n/a	Included in water treatment upgrade cost

	chemical storage.		Impact effectiveness of water treatment and disinfection – resulting in disinfection, water turnover and microbiological levels not being met		
	Roof rafters – structurally inadequate		Building Code of Australia  WorkSafe maintaining a safe workplace and environment	n/a	
	Metal framed and sheeted door corroded	Caused by water/chemical use – requires replacement	WorkSafe maintaining a safe workplace and environment	n/a	
	Bricks in the rear wall dislodged	Indicates poor mortar condition which will continue to degrade	Building Code of Australia  WorkSafe maintaining a safe workplace and environment	\$5,000	
	Timber windowsill – rot	Indicates degrading and water entry	Building Code of Australia  WorkSafe maintaining a safe workplace and environment	\$1,500	
Pool Covers	Pool covers and reel associated with safe removal – end of life and need replacement	End of life – require replacement	WorkSafe maintaining a safe workplace and environment	\$45,000	\$45,000
Shade Structure	Shade structure over toddler pool has structurally failed	Either repair or replace	WorkSafe maintaining a safe workplace and environment	\$10,000	\$10,000
			Total	\$406,000	\$667,500
			<b>Totals including contingency and project management costs</b>	<b>\$479,000</b>	<b>\$787,650</b>



Previously it was reported that capital repair costs associated with the Glenthompson Pool, technical condition and compliance assessment was approximately \$223,000, which included a contingency. It should be noted that the Glenthompson Swimming Pool, technical condition and compliance assessment, is based on visual assessment and no intrusive testing was undertaken at the time.

What this means is that if works were undertaken and more intrusive testing undertaken such as pressure testing, leak investigation it is probable that more issues would arise with respect to integrity of the pool, impacting the estimated cost of works and life expectancy of the pool.

Council should note that there is no leak detection report for Glenthompson Pool, as the decision to close the pool had been made by Council at the time that the investigations were undertaken.

The current condition of the pool particularly around the water treatment and building condition present significant risk around management and maintenance, to keep the pool operational would also require careful site management and to ensure employee/volunteer safety, through site specific training and knowledge on pool operations and plumbing.

The first costing above to '*repair to make operational*' includes repair and works that would ensure that the pool is functional and operates within legislative requirements but would include recommended works that would remove risks and maintenance issues for Council staff to continue to operate the pool.

The second costing to '*make good*' repair and works which would make the asset at a reasonable condition that it could be handed to community to operate without putting volunteers at risk and community at use due to the asset being at a failing standard unable to meet legislative requirements.

#### Legislative Non-Compliance

Throughout previous discussion there has been focus on the pool's physical asset condition but not its regular failure to meet routine microbiological testing. The aged and poor conditioned water treatment system and including filtration process impacts regularly impacts the water quality, with the 25m pool failing microbiological testing, which is concerning considering the low bather level (low visitation).

*Table 4- Permitted microbiological levels for aquatic facilities*

Parameter	Value
E-Coli	0 CFU(1)/100ml
Pseudomonas aeruginosa	0 CFU(1)/100ml
Heterotrophic colony count	Less than 100CFU/ml

Table 5- The table below is a summary of micro results 2022-23 and 2023-24 seasons for the 25m pool

Date	Coliforms	E coli	Plate count	Ps aeruginosa
10/01/23	40	0	>300	0
18/01/23	1	0	>300	0
01/02/23	0	0	46	0
22/03/23	0	0	>300	0
10/01/24	0	0	0	0

This often results in staff needing to super chlorinate the pool to ensure the microbiological parameters return to acceptable levels.

#### Pool Operating Costs

Operating costs of the Glenthompson Swimming Pool were previously budgeted approximately \$66,000 plus with a \$15,000 allowance for running repairs of plant. This included utilities, chemicals, minor maintenance, grounds servicing, equipment replacement, employee costs and corporate costs (human resources, information technology, finance).

The allowance was to pay for unforeseen minor plumbing and equipment repair costs, which occurred during the pool season such as pump replacement, plumbing works, or replacement of faulty probes.

#### Pool Operating Requirements

Royal Life Saving Society – Australia have developed Guidelines for Safe Pool Operations (GSPO's) that are a set of detailed specifications and recommendations establishing best practice design and operations of pools nationwide. These are a national industry standard that describes and makes recommendations as to the appropriate minimum standards of safety that are attached to design, ownership and operations of aquatic facilities. They set the minimum standard that publicly accessed pools should be operated and supervised by. This requires that a person, organisation or committee operating a public facility should be operating in compliance with these guidelines to ensure a duty of care is met with respect to the public.

For example, the GSPO's specify minimum training, qualifications, approach, and supervision for lifeguards. It also requires that people operating the pool must have experience and knowledge of water treatment process and equipment, understanding of legislative requirements and the ability to problem solve minor equipment problems and water balancing approaches.

Council as a part of due diligence process, would need to ensure that a committee who operates a pool on their behalf or independently from purchasing an asset has the capacity and skills to do so to remove any liability issues.

#### Options for Operation of Glenthompson Pool

A limited number of governance options are available to enable the Glenthompson Pool to reopen. The options would all require Council to invest in the infrastructure to ensure that it was in a safe and reliable state before continuing, advice from Council's insurers with respect to the disposal of assets is that passing on the responsibility of the asset or the sale

of the asset with the knowledge that it is not fit for purpose does not void all responsibilities and Council could still be liable for a claim against it for injury or death.

Option 1: Council reopen and operate

Option 2: Community Asset Committee

Option 3: Sell to community for nominal fee, but make good the condition of the facility

Option 4: Sell to community for nominal fee, in its current condition

Option 5: Contract pool operations i.e., YMCA

#### Option 1 – Council Reopen Glenthompson Pool

For Council to resume operating the Glenthompson Swimming Pool, a number of elements of the infrastructure would require investment as previously identified within this report.

Council would resume the operational management of the pools including lifeguard supply; however, Council should be aware of the continual challenges around lifeguard provision for the outdoor pool season.

Table 6 below shows the number of lifeguards required to staff all pools. It should be noted that when lifeguard availability is impacted resources are directed towards the higher usage pools and that this practice would continue to be implemented.

*Table 6 – Lifeguard numbers past seasons, current and required*

<b>Lifeguards</b>	<b>21/22 Season</b>	<b>22/23 Season</b>	<b>23/24 Season</b>	<b>24/25 Season</b>	<b>Required</b>
Senior >18	35	36	32	<b>27</b>	<b>45</b>
Junior < 18	12	14	13	<b>8</b>	<b>15</b>
Total	47	50	46	<b>35</b>	<b>60</b>

#### *1.1 Asset impact*

Council reopening the Glenthompson Pool will require investment in the operating infrastructure that is currently considered end of life and hazardous, this would involve the estimated investment of \$479,000. This investment would ensure the safe and more reliable operation of the asset for an expected period of 5 to 10 years.

#### *1.2 Staff and other resources Impact*

Council has recently had significant difficulty in sourcing local lifeguards to support the Glenthompson Pool, even with the offer to pay for training to meet minimum qualification requirements. This has required Council to send staff from Hamilton to operate the pool, with travel and time costs being borne by the lifeguard with feedback from staff stating they prefer not to work there due to costs such as petrol.

#### *1.3 Operational Financial Impact*

The operational budget is currently not budgeted in Council's operational budget and would be an expected cost of approximately \$66,000 plus CPI on an annual basis. An operation maintenance allowance of approximately \$15,000 plus CPI on an annual basis, would also be required to ensure running repair of plant and equipment.

This would have a financial impact of \$81,000 plus CPI over the annual budget process (or \$810,000 plus CPI for under the long-term financial plan.)

Council could further investigate options to re-introduce fees to visit the swimming pool using 'tap and go' technology or having a second staff member at the swimming pool to staff the facility as patrons enter. There would however be a significant cost impact through either increased staffing costs or the infrastructure installation required to allow the 'tap and go' technology to be installed.

This would then need to be something that was implemented across the other five outdoor swimming pools in the Shire creating a significant operational cost increase to Council, as well as a potential detrimental impact to usage rates due to the reintroduction of fees.

#### *1.4 Capital Financial Impact*

To 'repair to make operational' would involve an investment of approximately \$479,000 (inclusive of contingency and project management costs) to address safety and legislative noncompliance concerns. As mentioned earlier in this report, further work would be required to ensure these figures are correct. There is also no funding currently available to Council through State or Federal Government funding program to apply to complete works.

#### *1.5 Pros and Cons Summary*

##### Pros

- Council maintains compliance with pool operational guidelines

##### Cons

- Continued strain on limited lifeguard and pool operations resourcing.
- Additional investment required to ensure pool is maintained in an operational state with no external funding available.
- Additional operational costs to re-introduce fees for entry to the facility.
- Council retains asset renewal and depreciation issues.
- Long-term Financial Plan viability.

#### Option 2- Community Asset Committee

Under Section 65 of the *Local Government Act 2020*, Council may establish a Community Asset Committee (S65 committee) for the purpose of managing a community asset. This model would require a functional and appropriately skilled committee to be formed by the local community to operate the pool in line with all the legislative requirements.

#### *2.1 Assets impact*

Community Asset Committees are designed to manage the daily operational activities for their appointed asset. While the Committee is in operation, the long-term asset management, asset risk, liability and renewal still rest with Council. Under this model Council would be required to invest more significant funds to 'make good' the asset prior to hand over to the Committee, to remove operation risks and risk to volunteers working at the site.

#### *2.2 Staff and other resources impact*

Based on Council's recent difficulty with sourcing local lifeguards to operate the Glenthompson Swimming Pool, it is expected that this would continue to be an issue for a S65 Committee. This would place the committee in competition with Council for qualified staff to operate the pool.

The committee would also require the development of pool operations knowledge to maintain the facility in line with the regulations, which would need to be demonstrated to Council as a part of any agreement to operate and open the facility.

As a S65 Committee is delegated by Council, all risk and liability for the pool still rests with Council.

### *2.3 Operational Financial Impact*

Based on historical usage, a S65 Committee would not raise the required funds to operate the pool. Council would be required to provide operational funding to the committee to enable the pool to operate. This would require to be an annualised contribution to the operational budget, the committee would be responsible for meeting all operational expenses from this allowance and fundraising to cover any shortfall.

As practice with other S65 committees, the Committee would be responsible for general maintenance and repair to the facility. Any capital investment would be subject to Council budgetary processes.

This would have a financial impact of approximately \$45,000 plus CPI over the annual budget process (or \$450,000 plus CPI for under the long-term financial plan).

There are limited opportunities available for external funding for operational activities at a swimming pool that the community could apply to.

### *2.4 Capital Financial Impact*

Before this option could be enacted Council would also have to 'make good' the facility to ensure that it was in a fit for purpose condition this would involve an investment of approximately \$787,650 (inclusive of contingency and project management costs) to address safety, legislative noncompliance concerns and remove potential liability claims to Council. There is also no funding currently available to Council through State or Federal Government funding program to apply to complete works.

### *2.5 Pros and Cons Summary*

#### Pros

- Operational aspects of the pool are undertaken by the S65 committee

#### Cons

- Adds an additional level of management dealing with the S65 committee.
- Council retains all risk and liability issues for the pool.
- Additional investment required to ensure pool is maintained in an operational state.
- Limited opportunities for external funding for operational activities.
- Council retains asset renewal and depreciation issues.
- Creates additional competition for lifeguards.

#### Option 3- Sell to community for nominal fee, but make good the condition of the facility

Council could elect to sell the pool facility to the community for a nominal fee. In this instance, Council should not knowingly pass the facility on to the community with the knowledge that it was not in an operable state. Rectification works would need to be undertaken to 'make good the facility.'

### *3.1 Asset Impact*

Once the facility is in a safe and operable state, Council would have no further involvement with the state of the asset and would reduce its renewal liability with respect to this asset.

### *3.2 Staff and other resources impact*

Based on Council's recent difficulty with sourcing local lifeguards to operate the Glenthompson Swimming Pool, it is expected that this would continue should the community purchase the pool. This would place the pool in competition with Council for qualified staff to operate the pool. The community would also require the development of pool operations knowledge to maintain the facility in line with the legislative requirements, as the asset would still be a public facility the community will be required to meet the same requirements as Council operated facilities.

### *3.3 Operational Financial Impact*

After an initial financial allocation to bring the pool to an operational standard, Council would no longer have any operational financial commitment to the Glenthompson Pool.

There are limited opportunities available for external funding for operational activities at a swimming pool that the community could apply to.

### *3.4 Capital Financial Impact*

Before this option could be enacted, Council would also have to 'make good' the facility to ensure that it was in a fit for purpose condition this would involve an investment of approximately \$787,650 (inclusive of contingency and project management costs) to address safety, legislative noncompliance concerns and remove potential liability claims to Council. There is also no funding currently available to Council through State or Federal Government funding program to apply to complete works.

### *3.5 Pros and Cons Summary*

#### Pros

- Glenthompson community has full control over the future of the pool.

#### Cons

- Creates additional competition for lifeguards.
- Requires infrastructure investment to bring pool to a safe and operable level with no external funding opportunities currently available.
- Limited external funding opportunities to fund operational activities for the community to apply for.
- If the Committee folds and the pool no longer operates the site would be owned by the community and not be redeveloped and has the potential to become a safety hazard.

#### Option 4- Sell to community for nominal fee in its current condition

Council could elect to sell the pool facility to the community for a nominal fee, without any improvement/repair works. In this instance, Council would knowingly pass the facility on to the community with the knowledge that it was not in an operable state. This option would not absolve Council of potential liability issues should a person using/working at the facility be injured or killed.



#### *4.1 Asset Impact*

Council would have no further involvement with the state of the asset and would reduce its renewal liability with respect to this asset.

#### *4.2 Staff and other resources impact*

Based on Council's recent difficulty with sourcing local lifeguards to operate the Glenthompson Swimming Pool, it is expected that this would continue should the community purchase the pool. This would place the pool in competition with Council for qualified staff to operate the pool. The community would also require the development of pool operations knowledge to repair and maintain the facility in line with the legislative requirements, as the asset would still be a public facility the community will be required to meet the same requirements as Council operated facilities.

#### *4.3 Operational Financial Impact*

Council would no longer have any operational financial commitment to the Glenthompson Pool.

#### *4.4 Capital Financial Impact*

There would be no capital investment under this option.

#### *4.5 Pros and Cons Summary*

##### Pros

- Glenthompson community has full control over the future of the pool.

##### Cons

- Creates additional competition for lifeguards.
- Potential liability issues to Council for knowingly selling an asset that is not fit for purpose and selling to community that does not have the skill or resources to bring the facility to fit for purpose status.
- Limited external funding opportunities to fund operational activities for the community to apply for and no funding opportunities to fund required capital works.
- If the Committee folds and the pool no longer operates the site would be owned by the community and not be redeveloped, and has the potential to become a safety hazard

#### Option 5 – Contract out pool operation

Council could go to the market to find a service provider who would operate the Glenthompson pool. This option has not been fully explored as it is unlikely that a third party would look to operate the Glenthompson Pool as a standalone contract or within its current condition.

#### *5.1 Assets Impact*

Based on previous discussions around pool operations, a contract would be likely to only undertake the operation of the pool. This means the long-term asset management, asset risk, liability and renewal still sits with Council.

#### *5.2 Staff and other resources impact*

Based on Council's recent difficulty with sourcing local lifeguards to operate the Glenthompson Swimming Pool, it is expected that this would continue for a contractor. This would place the contractor in competition with Council for qualified staff to operate the pool. Risk and liability for the operations of the pool would be passed to the contractor.

### *5.3 Operational Financial Impact*

The cost to engage a contractor to operate the pool would be expected to increase the operational impact to Council. A contractor would require a profit margin, along with covering additional travel costs that would be involved with them attending the site. This is estimated to have a financial impact of approximate \$90,000 plus CPI over the annual budget process (or \$900,000 plus CPI for under the long-term financial plan).

### *5.4 Capital Financial Impact*

Before this option could be enacted Council would also have to 'make good' the facility to ensure that it was in a fit for purpose condition this would involve an investment of approximately \$787,650 (inclusive of contingency and project management costs) to address safety, legislative noncompliance concerns and remove potential liability claims to Council. There is also no funding currently available to Council through State or Federal Government funding program to apply to complete works.

### *5.5 Pros and Cons Summary*

#### Pros

- Operational aspects of the pool are undertaken by a contractor

#### Cons

- Adds additional level of contract management
- Council retains all risk and liability issues for the pool
- Additional infrastructure investment required to ensure pool is maintained in an operational state with no current external funding opportunities available.
- Council retains asset renewal and depreciation issues
- Creates additional competition for lifeguards

#### Summary

In summary, from a return to service perspective, there are the known issues as outlined above with respect to asset condition, repair and renewal, legislative compliance (pool regulations and WorkSafe requirements), which would need to be attended to prior to reopening the Glenthompson Swimming Pool.

To operate a publicly accessible pool, the operator must be aware and competent to ensure that they meet the duty of care that sets out to protect the community members who are using the pool. The level of legislative requirements from public health, WorkSafe and pool water safety will not be negated by the fact that the pool is operated by a community lead committee of management. In recent times WorkSafe have found that a community run facility was at fault for the death by drowning at a pool in Port Fairy, as the school swimming activity was not adequately monitored and the assessment of the child's ability to swim was not made by the facility operators and school.

Aquatic facilities must be run and managed by persons with knowledge and a background in this area, otherwise the facility would become a liability to both the Council (owner) and community group (operator).



Council is provided the information contained within this report for consideration with respect to discussions with the Glenthompson community to review the Glenthompson Community Plan and for discussions with the Council Working Group for the Glenthompson Swimming Pool.

### Financial and Resource Implications

Table 7 – Financial and resources implications

Option	Annual Operating Budget	Capital Investment	Total Investment	Long-term Operating Financial Plan Impact
1: Council Operated	\$81,000	\$479,000	\$560,000	\$810,000 + annual CPI
2. Community Asset Committee	\$45,000	\$787,650	\$832,650	\$450,000 + annual CPI
3. Sell to community, fit for purpose	\$0	\$787,650	\$787,650	\$0
4. Sell to community current condition	\$0	\$0	\$0	\$0
5. Contract pool operations	\$90,000	\$787,650	\$877,650	\$900,000 + annual CPI

### Council Plan, Community Vision, Strategies and Policies

#### **Support Our Community**

1.1 An empowered and connected community

1.1.1 Facilitate opportunities for people to participate in community life, through volunteering, civic leadership, social programs, to enable inclusion, social connection, and wellbeing.

#### **Support Our Community**

1.2 Support and promote a healthy community

1.2.1 Provide and advocate for accessible, inclusive, and equitable Council services, facilities, activities, and participation practices.

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

### Legislation

The *Local Government Act 2020 Section 9 Overarching governance principles and supporting principles* outlines several principles that Council's must follow with respect to making decisions and providing services to the community to ensure good and transparent governance. The following principles have been taken into consideration when conducting community engagement and decision making with respect to the future of the Glenthompson pool.

*Local Government Act 2020:*

s9(2)(b) priority is to be given to achieving best outcomes for the municipal community including future generations;

- s9(2)(g) the ongoing financial viability of the Council is ensured;
- s9(2)(i) the transparency of Council decisions, actions and information is to be ensured.

### **Gender Equality Act 2020**

This decision does not have a negative bias towards gender impact, therefore there has been no gender impact assessment conducted in relation to this report.

### **Risk Management**

Council must consider the options above all which do have reputational, liability and financial risks associated with them.

There is greater risk associated with the options that fall within the realms of community management/ownership due to the capacity of the community to have the skills and resources to operate the pool within the legislative requirements in a heavily regulated industry.

With the community management options, Council would have limited options to manage the risk associated with the operation of the pool, but in of the options, Council would have a pecuniary interest to monitor the capacity of the committee operating the facility. Monitoring and regulating the capacity of the Committee would also present challenges particularly where improvement or intervention was required.

In the event of serious injury or death incident occurred at the pool, if it was found that there was negligence on the operator or even on the capacity of the operator to run the facility there could be negative implications to Council regardless of the management options in place.

Council should also consider the risk that the investment level described in the above report with respect to 'repair to make operational' and to 'make good' will potentially only extend the assets life cycle to 5-15 years.

Council should also consider operational investment in a facility that has a limited operational capacity of approximately three months on an annual basis, and if this investment is supported by the whole community as their 'township priority'.

### **Climate Change, Environmental and Sustainability Considerations**

Whilst there is no direct implication in this category associated with this report, it should be noted that Council is committed to producing documentation and data through systems that have the least impact on the environment.

It is noted that the asset's age and condition make it difficult to implement climate change and sustainable considerations to reduce the environmental footprint of the pool.

## **Community Engagement, Communication and Consultation**

No additional community engagement has been undertaken with respect to this requested report.

Council is advised that the previous report was written after the prior elected Councillors and Council staff have conducted three separate community meetings in Glenthompson in relation to the future of the Glenthompson Swimming Pool and future community investment priorities.

Further engagement on refining community priorities will be completed if Councillors resolve to close the swimming pool.

## **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.

Rory Neeson, Director Wellbeing, Planning and Regulation  
Susannah Milne, Manager Community Wellbeing.

### **RECOMMENDATION**

That Council note this report in response to Notice of Motion #6/24 – Glenthompson Swimming Pool, part 1 - which considers the financials and options to reopen the Glenthompson Swimming Pool.

### **COUNCIL RESOLUTION**

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

**That Council note this report in response to Notice of Motion #6/24 – Glenthompson Swimming Pool, part 1 - which considers the financials and options to reopen the Glenthompson Swimming Pool.**

**CARRIED**

## 12.4 Council Plan Quarterly Reporting - 1 July 2024 -31 December 2024

<b>Directorate:</b>	Chief Executive Office
<b>Report Approver:</b>	Tony Doyle (Chief Executive Officer)
<b>Report Author:</b>	Lisa Grayland, Acting Governance Coordinator
<b>Presenter(s):</b>	Lisa Grayland, Acting Governance Coordinator
<b>Attachment(s):</b>	1. Council Plan Action report July - December 2024 [12.4.1 - 32 pages]

### Executive Summary

The Action and Task Progress Report for the period 1 July to 31 December 2024 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 69 actions in the report of which:

- 60 actions (87%) are on track - at least 90% of the target achieved;
- 5 actions (7%) require monitoring –between 70% and 90% of the target achieved;
- 4 actions (6%) are off track – less than 70% of target achieved; and
- 0 action (0%) has no target set.

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

This is the first report on the Annual Plan for the 2024-2025 financial year.

The Actions that weren't completed in the 2023-2024 year of the Council Plan have been reviewed and 19 items were rolled over into the 2024-2025 financial year.

## **Financial and Resource Implications**

Financial implications will have been accounted for in Council's adopted Budget.

## **Council Plan, Community Vision, Strategies and Policies**

### ***Provide Strong Governance and Leadership***

- 5.1 Transparent and accountable governance
  - 5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role.
  - 5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

### ***Provide Strong Governance and Leadership***

- 5.2 Effective advocacy
  - 5.2.2 Advocate on behalf of the community in line with identified and agreed priorities.

## **Legislation**

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.

## **Gender Equality Act 2020**

*Gender Equality Act 2020* will be taken into consideration on all the current Council Plan Actions.

## **Risk Management**

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

## **Climate Change, Environmental and Sustainability Considerations**

There are no implications for Climate Change, Environmental and Sustainability considerations but will be taken into consideration on all Council Plan actions.

## **Community Engagement, Communication and Consultation**

The Report is publicly available and accessible to the public to ensure regular updates are required regarding the implementation of the Council Plan.

### **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.

Lisa Grayland, Acting Governance Coordinator.

### **RECOMMENDATION**

That Council receive the Action and Task Progress Report for 1 July – 31 December 2024

### **COUNCIL RESOLUTION**

**MOVED:** Cr Barber  
**SECONDED:** Cr Henry

**That Council receive the Action and Task Progress Report for 1 July – 31 December 2024**

**CARRIED**

## 12.5 Athletics Precinct Feasibility Study

<b>Directorate:</b>	Wellbeing, Planning and Regulation
<b>Report Approver:</b>	Susannah Milne (Manager Community Wellbeing), Rory Neeson (Director Wellbeing, Planning and Regulation)
<b>Report Author:</b>	Wellbeing, Planning and Regulation
<b>Presenter(s):</b>	Roger Rook, Coordinator Recreation Services INSERT NAME, INSERT TITLE
<b>Attachment(s):</b>	<ol style="list-style-type: none"><li>1. SGSC Athletics Precinct Feasibility Study [12.5.1 - 53 pages]</li><li>2. SGSC Athletics Precinct Feasibility Study Demand and Consultation Findings [12.5.2 - 42 pages]</li><li>3. SGSC Athletics Precinct Feasibility Issues and Opportunities [12.5.3 - 37 pages]</li><li>4. CONFIDENTIAL REDACTED - Hamilton Running Club Feasibility Response [12.5.4 - 1 page]</li></ol>

### Executive Summary

Through the 2023-2024 budget process, representatives from Hamilton Running Club and Hamilton Kangaroos Football and Netball Club made a deputation to Council regarding the potential to invest in additional lighting infrastructure at Pedrina Park to assist the Hamilton Kangaroos with training during the redevelopment works at Melville Oval while also providing ongoing benefits to other users of the facility.

Council resolved to allocate \$100,000 in the 2023-2024 budget to Pedrina Park for the design and construction of lighting project on Oval 1 as per the Pedrina Park Master Plan and directed staff to work with Michell Park User groups to determine the best allocation of the \$150,000 renewal budget allocated to Michell Park, with the suggestion that the Hamilton Running Club relocate to Pedrina Park and all future investment by Council at Mitchell Park cease.

Whilst the lighting project proceeded, the Hamilton Running Club indicated that they felt that the current facilities, number of users and use at Pedrina Park would not cater for their members' needs. They requested as part of a deputation that Council undertake a running track feasibility study to determine what the most suitable track type, size and location is within Hamilton for a running track that supports participation at the current growth rate and into the future. The funding to support the feasibility study was requested to be drawn from any funds left over from the Pedrina Park Lighting Project.

At the Council meeting on 8 May 2024, Council resolved to allocate \$40,000 to undertake an Athletics Precinct Feasibility Study to recommend a preferred long-term location for athletics within Hamilton. Officers undertook a quotation process in line with the Procurement Policy and appointed @leisure planners to undertake the study. The study was to determine the following:

- The most suitable location for an athletics precinct within Hamilton
- The feasibility of an all-weather running track within the precinct
- A site specific concept plan for the preferred location

Following extensive consultation and review, it was determined that Mitchell Park is the preferred location for an athletics precinct incorporating a 400m grass track. While it is acknowledged that the precinct development at this stage is not feasible, the study and

associated concept plan provide clear options for future development should external funding become available.

This report recommends that Council formally receive these documents to enable them to be utilised to support any future direction of the site.

## Discussion

As part of the discussions regarding the reallocation of the Mitchell Park renewal funding for the Pedrina Park lighting project, a request was made by the Hamilton Running Club that remaining funds be allocated to a feasibility study for a permanent running track to be allocated within Hamilton. The intent of the feasibility study is to determine the feasibility of a synthetic surface track, the best location for the track, and the optimum distance of the track.

Council officers undertook a competitive quotation process to engage a consultant to undertake the study and provide the study, including an Issues and Opportunities Analysis document, and a Demand and Consultation Findings document. @leisure Planners were appointed to undertake the study.

The consultants undertook an initial desktop review of potential sites in and around Hamilton to determine the suitability of each location to provide an ongoing athletics precinct. The review assessed the available space, conflicting usage and accessibility of each site prior to site visits to assess the suitable sites. The sites identified for additional assessment were Mitchell Park, Pedrina Park, Ray Middleton Reserve, Monivae College, Hamilton Recreation Reserve and Kennedy Oval. The remaining locations of Melville Oval, Patterson Park, Hamilton and Alexandra College, Hamilton Showgrounds, Hamilton Racecourse, Good Shepherd College and the Hamilton Harness Racing Club were not considered for further analysis as they were either too small, had conflicting facility usage, or were not located centrally enough to be considered suitably accessible.

While undertaking physical site assessments of the short-listed venues, the consultants met with the Hamilton Running Club and Hamilton Little Athletics to receive their feedback and insights into the requirements of an athletics precinct. This was incorporated into additional consultation including direct communication with local schools and State sporting organisations, along with general community feedback received via an online survey and social media posts.

Appendix 3 in the Issues and Opportunities Analysis provides the scoring matrix and site selection criteria for the suitable sites, with Mitchell Park assessed by the consultants as the most suitable location. Items considered for suitability included the following:

• Site dimensions	• Land Ownership and tenure
• Catchment accessibility	• Topography
• Utilities	• Parking availability
• Prevailing weather conditions	• Environmental constraints
• Planning constraints	• Existing user groups



Once Mitchell Park was assessed as the most suitable location, a concept plan was developed identifying the capacity to incorporate a 400m track, along with the additional required field elements to support an athletics precinct. The ability to retain a cricket oval within the track at its existing dimensions was also incorporated.

The design standards for athletics is governed by the following documents:

- World Athletics Track and Field Facilities Manual 2019
- Athletics Australia Brief for an Athletics Stadium 2020
- World Athletics Competition and Technical Rules 2022

These documents enable consistency for athletes on a training or competition basis. There is no specific guidelines for a local level development, and while the concept plan identifies provision of these facilities, there is no requirement to implement any specific infrastructure.

As part of the study, the consultants also undertook analysis of recreational running and walking within Hamilton. This analysis utilised recorded data from Strava mapping, along with feedback and consultation collected as part of the athletics precinct engagement. This analysis identified the key existing routes as expected with Lake Hamilton, the Grange Burn trail, and the Hamilton-Tarrington track being the key existing used infrastructure. The analysis identified the Portland Road end of the Grange Burn trail to be a problem area with no connection further along to the wetlands between Digby Road and Mount Baimbridge Road. Additionally, the spill way at Lake Hamilton was identified as a problem during winter periods when the water levels are elevated.

Future development opportunities were identified to connect the Hamilton Tarrington track with the Grange Burn trail along the southwestern edge of Mitchell Park, along with providing a connection from Hensley Park Road to the Lake Hamilton track. Connecting the Grange Burn trail to the Hamilton Coleraine Rail Trail at the Dunn Road intersection is seen as an opportunity to increase the network. A final development opportunity was identified to continue the Grange Burn trail across Portland Road and Digby Road and extend it to the railway bridge that crosses Young Street, connecting in with the wetlands along the way.

Officers are not requesting Council to adopt the study as this will provide a commitment to implementing the developments identified, but to receive the study. This will acknowledge the analysis and preparatory work completed should external funding or demand arise that would progress any works.

### **Financial and Resource Implications**

The completion of the athletics precinct feasibility study does not create any direct financial or resource implications. The receiving of the study may create funding expectations in the future which are not incorporated within the Council Long-Term Financial Plan.

### **Council Plan, Community Vision, Strategies and Policies**

#### ***Maintain and Renew Our Infrastructure***

3.2 Safe and well-maintained transport routes and infrastructure for all modes of travel

3.2.3 Provide infrastructure that supports a connected and active community.

***Maintain and Renew Our Infrastructure***

3.3 Attractive Council-owned and managed community and open spaces

3.3.1 Continue to invest in and activate open spaces within Southern Grampians.

**Legislation**

There are no legislative implications for this report.

**Gender Equality Act 2020**

Athletics is a general equitable recreational pursuit. The design brief included the requirement to incorporate universal design principles for elements such as all gender change/toilet facilities. While the concept design does not have the detail to identify specific change/toilet facilities, these will be incorporated into detail designs when required in the future.

**Risk Management**

There is a risk that the acceptance of the Athletics Feasibility Study may create an expectation that Council will immediately invest in the development of the site.

**Climate Change, Environmental and Sustainability Considerations**

While the preparation of the athletics feasibility study does not likely to have any environmental impacts, these should be considered in detail as part of any future development.

**Community Engagement, Communication and Consultation**

This request to complete this project came to the Council from the Hamilton Running Club. The Hamilton Running Club conducted an open community meeting on the 30 November 2023 which identified a synthetic running track as the running community's highest priority. This feasibility study engaged with the broader community including local schools, and regional and state sporting entities such as Athletics Victoria and Sport and Recreation Victoria on the future of running at what style and size of facility is feasible at public and private locations across Hamilton.

The Athletics Precinct Feasibility Study has been passed to the Hamilton Running Club (HRC) and Hamilton Little Athletics Club (HLA) for final feedback. Combined feedback was received from the groups which is provided as an attachment and summarised below;

- Mitchell Park is supported as the home of athletics for the Hamilton region
- Supportive of the general layout of the masterplan concept with some minor operational adjustments
- Not supportive of the scale of the changerooms, preference is for a smaller amenity building
- Staging to be amenities block, followed by field area renewal. No further timeframes identified

- The HRC are happy with the current 300m track for the foreseeable future
- Seek prioritising linking major running trails to support recreational running
- Investigate lifting the spillway level at lake hamilton
- Improve Lake Hamilton track maintenance

### **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.

Please list all officers who were involved in providing advice or approving this Report.

Roger Rook – Coordinator Recreation Facilities  
Susannah Milne – Manager Community Wellbeing  
Rory Neeson – Director Wellbeing, Planning & Regulation

### **RECOMMENDATION**

That Council receives the Hamilton Running Track Feasibility Study.

### **COUNCIL RESOLUTION**

**MOVED:** Cr Manning  
**SECONDED:** Cr Henry

**That Council receives the Hamilton Running Track Feasibility Study.**

**CARRIED**

## 12.6 Capital Works Program Update - October-December 2024

<b>Directorate:</b>	Infrastructure and Sustainability
<b>Report</b>	Marg Scanlon (Director Infrastructure and Sustainability)
<b>Approver:</b>	Bill Scott, Manager Project Management Office
<b>Report Author:</b>	Bill Scott, Manager Project Management Office
<b>Presenter(s):</b>	Bill Scott, Manager Project Management Office
<b>Attachment(s):</b>	1. Attachment 1 [12.6.1 - 3 pages] 2. Attachment 2 [12.6.2 - 8 pages]

### Executive Summary

This report provides Council with a status report of the 2024/2025 Capital Works Program for the period October to December 2024 including projects carried over from 2023/2024 as identified in the 2024/2025 budget.

Based on the current position and works programmed for the coming months, it is anticipated that the delivery at the end of this financial year will exceed 2023/2024 total capital expenditure of \$18M which represented the highest capital expenditure for Council within the past six years. The currently forecast for 2024/2025 is \$23M. This is an ambitious target however with growing maturity of the renewal program together with major projects, this forecast is considered achievable.

All programs are on track with progress and delivery.

Program Category	Current Budget	Current Expenditure	Expenditure Complete %	Total Adopted projects
Renewals	\$13,127,020	\$3,003,828	23%	86
Compliance	\$6,255,674	\$1,359,248	22%	141
New & Upgrade	\$12,227,538	\$4,823,076	39%	28

*Note the larger renewal programs such as rural & urban reseal have 60 & 55 line items respectively however they are being counted as 2 projects.*

Attachment 1 provides details of each program category.

- **Renewals:** The program is on track with most of the works and expenditure to be undertaken over the summer season.
- **Compliance:** Projects relating to compliance are progressing well with 90% of the program to be achieved.
- **New and Upgrade:** The program is on track.

This report will be included in the monthly reporting cycle for Council with the next report tabled for the March Council Meeting summarising the capital program progress up to the end of January.

### Discussion

A summary of the 2024/2025 Capital Works program as at the end of the December is:

- Adopted Budget: \$31,625,232.
- End of December actual expenditure: \$9,152,126 (29% of the adopted budget)
- End of December commitments: \$ 6,793,348
- As at the end of December 2024, the total 2024/2025 expenditure plus commitment is \$15,976,573, which equates to 50.4% of the current 2024/2025 adopted budget.

The total 2024/2025 capital budget includes 250 capital projects which includes individual items captured within the asset renewal programs. Of the 250 projects, 11 are now complete, including 60 rural reseal items which make up the Rural reseals project.

Attachment 2 details the projects and programs included in the 2024/2025 Capital Works Program, including the carry forwards.

## **Completed Projects**

### Regional Town Road Safety Audit

Road safety audit focusing on line marking and signage with council roads and their interaction with DTP roads. This audit work has been completed.

### Roof repairs, heating and cooling - Coleraine Mechanics Institute

Roof replacement, plaster entire ceiling and paint work and new heater and cooling. Works were predominantly completed in 2023/2024, with final payment to contractor carried forward to 2024/2025.

### Martin J Hynes Former Council Office – roof and windows

Renewal works, roof and external paint renewal predominantly completed in 2023/2024, with final payment to contractor carried forward to 2024/2025.

### Mill Road/Lakes Edge Road Connection Business Case

Develop business case to support future grant applications for the design stage of the road link between the Lakes Edge Development and Mill Road. The project includes confirming a more definitive location of the creek crossing and bridge, geotechnical investigation to support pavement design for the road link project, flora and fauna assessment, cultural heritage assessment and quantity surveyor cost estimate based on the technical specification.

### Parking meter renewal

Installation of nine additional parking meters in the Hamilton Central Business District (CBD). In 2023/2024 Council replaced 204 coin-operated parking meters throughout the Hamilton CBD with seventeen new digital meters. Based on community feedback, a second stage was implemented installing the additional nine parking meters.

### Electric Vehicle (EV) Fleet Charger

In 2023/2024 a project was undertaken to install EV chargers at Market Place and Hamilton Depot Council facilities for Council fleet. Following negotiation with the funder the remaining funds were carried forward to increase power pits at the corner of Market Place and Coleraine Rd which will support electrical works within Market Place.

#### Pedrina Park – Carpark upgrade and footpath construction

Construct stage 1 of the designed carpark, this includes two gravel carparks adjacent to the soccer field and one on the northwest end of the primary football field. A footpath has also been constructed providing a concrete path connecting between the pavilion, soccer fields and the gravel car park.

#### Pedrina Park – Soccer Drainage

Finalise the design plans and construct new drainage to effectively manage stormwater on the soccer field including subsoil drainage, reshape the existing surface to more effectively drain and complete the ground with sand in fill.

#### Hamilton Outdoor Pool – Leak investigation, shell repairs, painting and expansion Joints

Replace all leaking expansion joints, remove existing paint and apply new epoxy paint, and conduct necessary shell repairs to fix leaks. Solve issues of water leakage and deteriorating finishes, ensuring the pool remains safe, compliant, and visually appealing for public use.

#### Coleraine – Silvester Oval – Sewerage Works

Installation of a new wastewater management system including a new pressure sewer system that meets current environmental health standards and enhances the wastewater management capabilities of the site.

#### HRLX Cattle Yard Upgrade

Replacement of older railway iron and timber cattle yards with new galvanised steel fencing. In designing the cattle yards, additional rails were added to make yards sheep proof at the same time, enabling pens to be multi-purpose.

### **Projects In Progress**

#### **Major Projects**

56.3% of expenditure completed for Major projects. See below for the list of the program work completed percentage:

- Hamilton Community Hub – Design Development: 0%
- New Hamilton Gallery – Design Development: 25%
- Hamilton CBD revitalisation - Hamilton Streetscape Revitalisation Design 37%

Previously the following three projects were listed as Major Projects, however for future reporting these will be included within the general project updates under the asset category.

- Melville Oval – Facilities Upgrade Project: 80%
- Cox Street Redevelopment Project: 74%
- Hamilton Industrial Land Development: 57%

### **Land Improvements**

0% of expenditure completed, 30% of work completed for the Land Improvements program which comprises Lakes Edge Hamilton Land Sales

### **Buildings & Building Improvements**

42% of expenditure completed, 36.33% of work to complete projects undertaken for the Building Renewal program. This Program comprises:

- Ansett Museum – Building Extension
- Changing Places – Hamilton Botanic Gardens
- EV Charger (Fleet): Complete
- Glenthompson Public Toilet
- Roof Cladding Replacements – Silvester Oval (Pavilion & Change Room Veranda)
- Roof repair and heating and cooling – Coleraine Mechanics Institute: Complete
- Coleraine Caravan Park Amenities Block Renewal
- Martin Hynes Council Suite - roof & windows: Complete
- Dunkeld Hub Public Toilets
- Performing Arts Centre Repair Work
- Purchase and Renovate former School – Glenthompson
- Lonsdale Street – Building Demolition and Site Remediation

### **Plant, Machinery and Equipment**

70% of expenditure completed, 35% of work to complete projects undertaken for the Plant, Machinery and Equipment program. This program comprises Plant Replacement.

### **Fixtures, Fittings and Furniture**

0% of expenditure completed, 46.2% of work to complete projects undertaken for the Fixtures, Fittings and Furniture program. This Program comprises:

- PAC - Front of House Lighting Bridge
- Outdoor Activation – RDV Grant 95%

### **Computers and Telecommunications**

8% of expenditure completed, 9% of work to complete projects undertaken for the Computers and Telecommunications program. This program comprises:

- Business Systems: IT Network Infrastructure

### **Library Books**

18% of expenditure completed, 50% of work to complete projects undertaken for the Library Acquisitions program. This program comprises:

- Library Acquisitions
- Library Acquisitions – Benson Trust

### **Art Collection**

0% of expenditure completed, 76% of work to complete projects undertaken for the Art Gallery purchases. This program comprises:

- Art Gallery - Purchases



## Roads

28% of expenditure completed, 41% of work to complete projects undertaken for the Roads Capital projects. This program comprises:

- Mill Road/Lakes Edge Road Connection Business Case
- Development contribution – St Marys Lane Hamilton
- Road Safety Audit – Hamilton CBD (TAC Grant) (operational)
- Flood Recovery Asset Restoration October 2022
- Flood recovery October storm event betterment (increased resilience)

## Footpaths and Cycleways

64.4% of expenditure completed, 20% of work to complete projects undertaken for the Footpath Capital program. This program comprises:

- Dunkeld Loop Walking Track
- Rail Trail Crossings
- Links, Renewal for Hamilton, Coleraine, Penshurst

## Drainage

0% of expenditure completed, 39% of work to complete projects undertaken for the Drainage program. This program comprises:

- 54 Park Street, Hamilton – Drainage
- Chamberlain Street – Drainage
- Cox Street – Drainage
- Smith Street - Drainage

## Recreational, Leisure and Community Facilities

38% of expenditure completed, 52.6% of work to complete projects undertaken for the Footpath Capital program. This program comprises:

- Pool Filtration System & Pumps – Hamilton, Balmoral, Coleraine
- Outdoor Pool – Hamilton, Balmoral, Coleraine, Dunkeld, Penshurst
- Lake Hamilton – Dam Wall Reinstatement, Solar Lighting Installation
- Pedrina Park – Carpark Upgrade, Soccer Drainage
- Silvester Oval – Carpark Drainage, Power & Lighting Upgrade
- Melville Oval – Irrigation Upgrade, Internal pathways & seating
- Playgrounds – General Renewal
- Swimming Pools – Annual Renewal

## Parks, Open Space and Streetscapes

36% of expenditure completed, 46% of work to complete projects undertaken for the Parks, Open Spaces and Streetscapes program. This program comprises:

- Botanical Gardens – Fountain renewal works, Skene Street Gates
- Hamilton Entrance Signs - Ballarat & Coleraine Road
- Streetscapes - Cox Street median irrigation
- Wetlands Loop Walk Track CFSF
- Hamilton Showground Carpark & Pedestrian Crossing
- Council Flood Support Fund
  - Nigretta Falls Stairs and Platform Replacement



### Other Infrastructure

0% of expenditure completed, 61% of work to complete projects undertaken for this program:

- Hamilton Depot - EV Charger Installation
- HRLX - Walkway Modifications

### Financial and Resource Implications

The adopted budget is \$31,625,232, currently \$9,152,126 has been expended with a further \$6,793,348 committed this gives a current total expended and committed of \$15,976,573 or 50.4% of the current budget with \$23million projected to be expended this financial year.

The following requested changes to the Capital Program and associated financial changes are reported for Council consideration and approval;

<b>Project</b>	<b>Rationale</b>	<b>Status</b>
PAC Stage lighting	<p>Stage lights are required to operate the PAC, currently lights are borrowed from Warrnambool Performing Arts Centre with the risk of damage and replacement costs if damaged.</p> <p>The proposal is to replace all stage lighting with a total budget allocation of \$106,000.</p> <p>This will be funded through savings to be identified within the Capital Budget, proposed, current major savings items are:</p> <ul style="list-style-type: none"> <li>- MJ Hynes Roof &amp; Windows Complete \$80,509 savings</li> <li>- Silvester oval Sewerage Upgrade \$118,993</li> </ul>	Request Council approval.
Hamilton Landfill Cap Audit completion	This audit has been underway for multiple years and has an outstanding commitment of \$8K, this was not carried forward, but expense will be incurred.	Request Council approval.

	Planned to draw \$10K from the Hamilton landfill Leachate bore budget \$75K, as this project now scoped will come in under budget.	
Cox Street Hamilton Redevelopment	This variation relates to civil works and the removal of redundant services at the driveway entrance to Cutting Edge. These works are complete.	Request Council approval for \$13,330.85 for the completed works.

## Council Plan, Community Vision, Strategies and Policies

### ***Maintain and Renew Our Infrastructure***

3.1 Plan and maintain sustainable assets and infrastructure

3.1.2 Maintain infrastructure to the agreed standard and ensure the principles of sustainability and universal design are considered in the planning and development of infrastructure to support community access and connection meeting the needs of the communities.

3.1.4 Strategically plan a sustainable long-term capital program with identification of funding and partnership opportunities.

### **Legislation**

The key legislative requirement relating to Capital Works Program reporting is defined within the *Local Government Act 2020*. Specific capital projects requirements relate to various legislative requirements such as the *Environment Protection Act 2017*.

### **Gender Equality Act 2020**

There are not any Gender Equality Act implications specifically in the development of this report, however gender equality implications and requirements are considered in the planning and delivery of specific capital projects and programs.

The Gender Equality Act is also taken into consideration in the implementation of the program development and implementation including such processes as procurement, communications and engagement.

### **Risk Management**

Risk management is a key aspect of the capital program development, ensuring risks are identified, mitigated and managed accordingly. More specifically, each capital project has a

risk management plan pertinent to the project details. This is also a component of the Project Management Framework.

### **Climate Change, Environmental and Sustainability Considerations**

In accordance with Council's commitment to sustainability, various environmental and climate change considerations are considered in the planning and delivery of capital works including Build WELL principles, material selection and works methodologies.

### **Community Engagement, Communication and Consultation**

The adopted 2024/25 Capital Works Program has been published. Project specific media releases are distributed through Council's standard media streams.

### **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.

Lee Jones, Project Management Office Support Officer  
Howard Tu, Project Management Office Business Partner  
Bill Scott, Manager Project Management Office  
Marg Scanlon, Director Infrastructure & Sustainability

**RECOMMENDATION**

That Council:

1. Receive the October – December 2024 Capital Works Program Update Report
2. Approve additional budget \$106,000 from overflow funds for PAC Front of house lighting
3. Approve additional budget for \$10,000 from overflow funds for the Hamilton Landfill Cap Audit report
4. Approve Contract variation for 15-21 Cox Street Hamilton Redevelopment to the value of \$13,330.85(GST ex)

**COUNCIL RESOLUTION**

**MOVED:** Cr Calvano  
**SECONDED:** Cr Barber

That Council:

1. **Receive the October – December 2024 Capital Works Program Update Report**
2. **Approve additional budget \$106,000 from overflow funds for PAC Front of house lighting**
3. **Approve additional budget for \$10,000 from overflow funds for the Hamilton Landfill Cap Audit report**
4. **Approve Contract variation for 15-21 Cox Street Hamilton Redevelopment to the value of \$13,330.85(GST ex)**

**CARRIED**

## 13 Notices of Motion

### 13.1 Notice of Motion #1/25 - Cr Henry - Mobile Phone App

**Councillor:** Cr Henry

**Attachment(s):** Nil

I hereby give notice of my intention to move the following motion at the Council Meeting to be held on 12 February 2025.

#### MOTION

That Southern Grampians Shire Council create a business case to establish a SGS Mobile Phone App to service and foster community connection

#### COUNCIL RESOLUTION

**MOVED:** Cr Henry

**SECONDED:** Cr Manning

**That Southern Grampians Shire Council create a business case to establish a SGS Mobile Phone App to service and foster community connection**

**CARRIED**

### 13.2 Notice of Motion #2/25 - Cr Henry - Cat Curfew

**Councillor:** Cr Henry

**Attachment(s):** Nil

I hereby give notice of my intention to move the following motion at the Council Meeting to be held on 12 February 2025.

#### MOTION

That Council Officers present a report at a future Council Meeting on:

1. further implementation of a cat curfew in line with Council's Local Law
2. the impact of feral cats in the Shire and what further measures could be implemented to control them"

#### COUNCIL RESOLUTION

**MOVED:** Cr Henry  
**SECONDED:** Cr Barber

That Council Officers present a report at a future Council Meeting on:

1. further implementation of a cat curfew in line with Council's Local Law
2. the impact of feral cats in the Shire and what further measures could be implemented to control them
3. Shire to investigate cat desexing

**CARRIED**

13.3 Notice of Motion #3/25 - Cr Henry - Youth Policy,  
Charter and Council

**Councillor:** Cr Henry

**Attachment(s):** Nil

I hereby give notice of my intention to move the following motion at the Council Meeting to be held on 12 February 2025.

**MOTION**

**MOVED:** Cr Henry

**SECONDED:** Cr Manning

**That Officers present a report at the April Scheduled Council Meeting that provides Council with options and funding required to:**

1. Review Council's Youth Policy
2. Develop a Youth Charter
3. Establish a Youth Council

**AMENDMENT**

**MOVED:** Cr Rainsford

**That Officers present a report at the April Scheduled Council Meeting that provides Council with options and funding required to:**

1. Review Council's Youth Policy
2. Develop a Youth Charter
3. Establish a Youth Council
4. Review our current activities and expenditure after the implementation of the current policy

**The AMENDMENT was included in the original MOTION as an ALTERATION**

**COUNCIL RESOLUTION**

**MOVED: Cr Henry**  
**SECONDED: Cr Manning**

**That Officers present a report at the April Scheduled Council Meeting that provides Council with options and funding required to:**

- 1. Review Council's Youth Policy**
- 2. Develop a Youth Charter**
- 3. Establish a Youth Council**
- 4. Review our current activities and Expenditure after the implementation of the current policy**

**CARRIED**



## 14 Urgent Business

There was no Urgent Business.

## 15 Mayor, Councillors and Delegate 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 and delegates committees, advocacy on behalf of constituents and other topics of significance.

### 15.1 Cr Afton Barber

Cr Barber provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.2 Cr Albert Calvano

Cr Calvano provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.3 Cr Adam Campbell

Cr Campbell provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.4 Cr Helen Henry

Cr Henry provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.5 Cr Dennis Heslin

Cr Heslin provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.6 Cr Jayne Manning

Cr Manning provided a verbal report which can be viewed in the livestream of the Meeting on Council's Facebook page.

### 15.7 Cr Katrina Rainsford

Cr Rainsford provided the following report:

*Rail Freight Alliance*

*AGM February 14th Melbourne Successful nomination for Deputy Chair alongside Chair nomination Cr Mike Carr (Glenelg Shire Council)*

*Hamilton Regional Livestock Exchange*

*2025 Chair alongside Cr Adam Campbell. The next Meeting on 20 February. Excellent stock throughput figures for 2024 and 2025 January Weaner sales. Budget planning for next stage of implementation of Masterplan to improve facilities and market HRLX.*

*Hamilton Showgrounds Advisory Committee*

*Monday 17th February next meeting to discuss future structure, governance, budget bids in next step in implementing the new 2024 Hamilton Showgrounds Masterplan and progress with drainage study and works.*

*Glenthompson Community Plan Working Group*

*Delegate alongside Cr Barber and Chair Cr Manning. First meeting attended in Jan very well attended. Next meeting tomorrow Thursday 13th February I will be attending. As an Action I met with planning officers 29th January who were very helpful in providing mapping and technical support to contribute to the community plan.*

*Australia Day*

*I attended our local Cavendish Community Event with Lions BBQ and guest speaker Mr Don McNaughton providing a detailed history of the area. The Red Gum Festival Committee received a SGSC Community Event Award.*

*I then attended the Balmoral Community Event and enjoyed another delicious Lions BBQ brunch and enjoyed the guest speaker Mr Neville Trottman, a life of commitment to supporting club sport and community volunteering.*

*I was then able to attend the Wannon & Nigretta Community event at the Wannon Falls park with a good crowd from communities. The CEO Mr Tony Doyle also present as a local resident. The Wicked Wildlife presentation which was appropriate and well received.*

*I then I came into Hamilton to participate in the local indigenous Survival event alongside three other councillors.*

*Grampians Fires Community Information Forum 30th January*

*Cavendish Memorial Hall, overflowing attendance to receive updates from Fire front management and agency support for community if required. ABC interview as local landholder preparing for the worst and hoping for the best. Another ABC drive interview Friday 31 and referred ABC to other local community members for further comment.*

*Congratulations to all the volunteers, agencies, our SGS response team and especially the communities in and around the Grampians for pulling together in this time of adversity. I had my first drive through Victoria Valley and over to the Tourist road yesterday and the extent and ferocity of the fire is evident. Heartened to see green shoots appearing on trees but the landscape was bereft of wildlife.*

*Finally Brian & I enjoyed attending the Branxholme Wallacedale Football Netball Club annual Rodeo. There was a good crowd, well run and checking the Club facilities especially the Netball facilities its definitely fulfilling a need to hear of the successful reception of Federal Funding to build new toilets and changerooms*

## 16 Confidential Reports

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

## 17 Close of Meeting

This concludes the business of the meeting.

The Council Meeting - 12 February 2025 closed at 7:24pm.

To be confirmed by Resolution at the next Council Meeting.