



Council Meeting Agenda

Linton Customer Service Centre

Tuesday 19 December 2017, 4.00pm

**Embargoed until 5pm on
Friday 15 December 2017**

Our Vision

Golden Plains Shire offers a lifestyle and opportunities that foster social, economic and environmental wellbeing. In partnership with the community we will provide strong leadership, encourage sustainable development and ensure quality services, to continue to improve the quality of life of residents.

Opening Prayer

*Almighty God,
Help us to undertake our duties impartially and honestly,
in the best interests of the people of the Golden Plains Shire.
We make this prayer through Jesus Christ Our Lord.
Amen.*

Acknowledgement of Traditional Custodians

Council acknowledges the traditional Wadawurrung owners of this land. Council pays its respects to Wadawurrung Elders both past and present and extends that respect to all Aboriginal and Torres Strait Islander People who are part of Golden Plains Shire.

Code of Conduct Principles

WORKING TOGETHER

We Councillors will:

- acknowledge and respect that a diversity of opinion exists among us;
- recognise that each of us has different life experience, knowledge and values, and that all of these contribute collectively to our discussions;
- behave with courtesy towards each other, Council officers and our citizens;
- conform to the policy and precedents that guide the conduct of meetings;
- attend punctually and participate in all relevant meetings, workshops and briefings;
- share reasonably in the representation, ceremonial and hosting tasks of the full Council; and
- honour the majority decisions made by the Council, irrespective of our own position, and explain these decisions frankly to the community, once made.

BEHAVING WITH INTEGRITY

We Councillors will:

- identify our financial and personal interest, or potential interest, in any matter that comes before the Council;
- be honest and truthful;
- comply with laws and the regulations deriving there from;
- respect Council property and be frugal in its use, where allowed;
- avoid using our position for personal gain or to achieve advantage over others or to obtain preferential treatment;
- be sympathetic to the legitimate concerns of our citizens;
- act impartially when making decisions and have due regard to the needs of the community as a whole, rather than that of narrow vested interest; and
- acknowledge the role of Council officers in providing advice to us and in implementing Council decisions.

MAKING COMPETENT DECISIONS

We Councillors will:

- without diminishing the short term focus, approach decisions with due regard to the long term needs of the municipality;
- form policies with regard to the needs of the entire Shire;
- direct our attentions to the strategic and statutory needs of the municipality rather than short term, transient, operational issues;
- seek to fully inform ourselves on the issues before Council before making a decision;
- take all reasonable steps to improve our knowledge of matters relevant to our municipal duties; and
- use and respect the professional knowledge of Council officers and other advisers to Council.

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1. PRESENT

Cr Helena Kirby, Mayor
Cr David Evans
Cr Joanne Gilbert
Cr Nathan Hansford
Cr Des Phelan
Cr Les Rowe
Cr Owen Sharkey

Eric Braslis
Greg Anders
Jillian Evans
Richard Trigg
Mike Barrow
Petra Neilson (Minutes)

Chief Executive Officer
Director Assets & Amenity
Director Community Services
Director Corporate Services
Manager Executive Unit
Council Support Officer

Gallery

2. APOLOGIES

3. DECLARATIONS, MINUTES & ASSEMBLIES

3.1. DECLARATIONS OF INTEREST

Councillors must disclose a conflict of interest in accordance with Section 79 of the *Local Government Act 1989*.

3.2. CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary meeting of Council held 28 November 2017, as circulated, be confirmed.

3.3. ASSEMBLIES OF COUNCILLORS

File: 02-03-004

No meeting held.

3.4. ADVISORY COMMITTEES OF COUNCIL

3.4.1 Audit & Risk Committee

Richard Trigg, Director Corporate Services
File: 02-01-001

No meeting held.

3.4.2 Confidential: Chief Executive Officer (CEO) Review Committee

Cr Des Phelan, Chairperson
File: 02-01-002

No meeting held.

4. REPORTS

4.1. KEY RESULT AREA – CITIZEN & CUSTOMER SERVICE

No report.

4.2. **KEY RESULT AREA – CIVIC LEADERSHIP**

4.2.1 **Confidential: 2018 Australia Day Awards**

This report will be heard at item 7.4.1 as it contains confidential information.

4.2.2 Review of Council Policy 5.4 – Recreation Reserves, Public Halls and Building Maintenance

Department	Community Services
Unit	Community Development
Senior Manager	Jill Evans, Director Community Services
Responsible Manager	Louisa White, Community Development Manager
Author(s)	Louisa White, Community Development Manager David Greaves, Works Manager
File References	EDMS file: 02-03-005
Council Plan Link	Managing the Natural & Built Environments We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community.
Relevant Council Strategies	N/A
Relevant Policies & Legislative Frameworks	N/A
Attachments	1. Council Policy 5.4 – Recreation Reserves, Public Halls & Building Maintenance

Declarations of Interest: Councillors & Officers

Jill Evans: In providing this advice as the senior manager, I advise that I have no conflict of interest in this report.

Louisa White: In providing this advice as the responsible manager and author, I have no conflict of interest in this report.

David Greaves: In providing this advice as an author, I have no conflict of interest in this report.

Purpose

The purpose of this report is to discuss the proposed changes to Council Policy 5.4.

Background

The Council Policy regarding recreation reserves, public halls and building maintenance has not been reviewed since 2012. The current policy remains relevant with only minor changes required to bring the document up to date and reflect current maintenance practices.

Discussion

A desktop review of the policy was conducted by the Works and Community Development branches. The review identified the following changes to the current Council policy:

- The addition of Bannockburn Soccer pitch in category 1 maintenance.
- Moving Murgheboluc oval from Category 1 to Category 2 maintenance.
- Additional clarity around Category 1 ovals
- Removal of mowing frequency for category 2 ovals and replaced with “as required basis based on community events”
- Minor wording changes

The updated policy will provide:

- Clarity regarding service delivery on Council managed ovals and facilities
- Improved mapping identifying Council managed land, contracted works, Council works and community expectation.
- Improved accountability for current budgets and future growth requirements

The updated policy does not address the mowing arrangements for Township Maintenance. These are addressed separately through Council Policy – Township Maintenance.

Community Engagement

Council staff have worked closely with community members to determine standards of maintenance.

Financial & Risk Management Implications

Cost implications are expected to be minimal as many of the amendments simply reflect existing work practices that were not recognised in the existing Council Policy.

Economic, Social & Environmental Implications

Maintenance of community facilities is important and is addressed in the policy.

Communications

A communication plan will be developed to inform all committees of Management.

Conclusion

It is believed that this policy will provide further clarification for both Council and Committees of Management on what is expected from both parties.

Recommendation

That Council adopts Policy 5.4 - Recreation Reserves, Public Halls and Building Maintenance as amended.

4.3. **KEY RESULT AREA – ECONOMIC DEVELOPMENT**

No report.

4.4. KEY RESULT AREA – ENVIRONMENT & LAND USE PLANNING

4.4.1 Summary of Victorian Emergency Warning Systems (Flood Events)

Directorate	Assets and Amenity
Unit	Development
Senior Manager	Greg Anders, Director Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Responsible Team Leader	Sarah Fisher, Team Leader Planning
Author	Angela Vary, Strategic Planner
File References	EDMS file: 53-02-004
Council Plan Link	Managing Natural and Built Environments We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community.
Relevant Council Strategies	Environment Strategy
Relevant Policies & legislative Frameworks	<ul style="list-style-type: none"> ▪ Golden Plains Planning Scheme ▪ Clause 13.02-1 (SPPF) Planning must consider as relevant any flood plain management strategy adopted by the relevant responsible floodplain management authority. ▪ Clause 22.11-1 (LPPF) Implements the objectives of the Corangamite Catchment Management Strategy Floodplain Strategy.
Attachments	2. Victorian-Warning Protocol 2013

Declarations of Interest: Councillors & Officers

Greg Anders: In providing this advice as the senior manager, I have no disclosable interests in this report.

Tim Waller: In providing this advice as the responsible manager, I have no disclosable interests in this report.

Angela Vary: In providing this advice as the author, I have no disclosable interests in this report.

Purpose

This report seeks to brief Councillors in response to the motion adopted at the November 2017 Council meeting recommending 'Council engage with the Corangamite Catchment Management Authority (CCMA) to address the issue of a flood early warning system'.

Discussion

Councillors have received a number of reports regarding the development of the regional flood plain strategy and will be aware that Golden Plains Shire is one of seven participating partner Councils. The State funded strategy is required to be completed in February 2018 and Golden Plains Shire Council has a responsibility to assist as a positive contributor to the development of the high level strategic document.

This report seeks to provide clarification on the issue of flood early warning systems. It will explain Council's role in emergency management and the warning of residents (including primary producers) regarding flood risks.

Officers propose to present a report at the January 2018 Council Meeting seeking Council's adoption and endorsement of the regional floodplain strategy. The strategy which is to be presented to Council will not contain any reference to or recommendation pertaining to early warnings procedures or systems.

Background

The CCMA has prepared the 2017 Regional Floodplain Management Strategy and has worked closely with the Golden Plains Shire to determine high risk locations (i.e. where there is risk to life and the built form) within the Shire. These locations include Inverleigh, Teesdale and Shelford.

The CCMA's role in flood warning systems is limited to the provision of flood advice including flood extent and severity during major flood events. Discussions with the CCMA have confirmed that the authority is not involved in management of early flood warning systems.

The Victorian State Emergency Service (VICSES) is the control agency for flood events within Victoria and as the control agency it is responsible for the issuing of emergency warning notifications.

The Black Saturday Royal Commission recommendations have provided the Victorian State Government with an adopted emergency warning position of 'one service one message' as per the Victorian-Warning Protocol 2013 (Attachment 2).

Discussions with CCMA officers indicate their position that the current emergency warning systems are adequate.

Council's role in emergency management is generally associated with relief and recovery activities and sharing emergency warning information on behalf of the control agency (VICSES) through Council's social media platforms.

Council contributes to a regional partnership program with the CCMA for the maintenance of river monitoring infrastructure (station gauges) positioned within the Golden Plains Shire. Council contributes an annual fee of \$2,610.00 for maintenance of river monitoring infrastructure.

Golden Plains Shire has four (4) gauges located at the following locations:

- Barwon River at Pollocksford (160m upstream from Pollocks Rd, Stonehaven)
- Barwon River at Inverleigh (end of McMillan's Lane, 14km upstream from Inverleigh)
- Moorabool River at Batesford (next to Batesford Hotel on Midland Hwy)
- Leigh River at Shelford (Town Bridge) on Hamilton Highway

Not all river monitoring gauges provide flood warning data to the Bureau of Metrology (BoM). Of the 750 river station gauges located in Victoria, 283 are classified as warning gauges providing data directly to the BoM. Golden Plains Shire has one warning gauge located at Batesford. This gauge provides river level data directly to the BoM. Information provided by gauges varies from gauge to gauge. Information is provided on a user pay basis i.e. water quality, water temperature, nutrient levels, river levels etc. Golden Plains Shire gauges provide rain and river level data.

Warning gauges must be BoM approved and are required to have modelling (flood study) associated with the area that accommodates the gauge.

Residents with access to the internet or smart phone technology can access the VICSES app for real time warnings / notifications on a range of issues.

Community Engagement

A formal consultation process is not required.

Financial & Risk Management Implications

It is considered that there are no financial or risk management implications.

Economic, Social & Environmental Implications

It is considered there are no economic, social or environmental implications.

Communications

It is considered that a communication plan is not required.

Conclusion

Discussions with the CCMA indicate emergency warning systems are not a responsibility of the CCMA or Council. The CCMA is responsible for the provision of flood advice including flood extent and severity during major flood events. VICSES is the responsible authority for issuing flood emergency warning notifications. VICSES's position on emergency warning notification is based on the principle of 'one service one message' (Victorian-Warning Protocol 2013). It is therefore not considered to be appropriate for Council to seek the inclusion of actions or objectives regarding warning systems within a regional strategy administered by the CCMA.

Recommendation

That Council notes the officer's report regarding the role of Local Government in Emergency Management and the Victorian Warning Protocols 2013.

4.5. KEY RESULT AREA – FINANCIAL MANAGEMENT

4.5.1 WAN Services Contract

Directorate	Corporate Services
Unit	Corporate Services Finance
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Carolynne Roberts, Acting Finance Manager
Author	Carolynne Roberts, Acting Finance Manager
File References	EDMS file: 33-01-006
Council Plan Link	Delivering Good Governance and Leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	ICT Strategic Plan 2015-2018
Relevant Policies & Legislative Frameworks	NIL
Attachments	3. Confidential WAN Summary Assessment

Declarations of Interest: Councillors & Officers

Richard Trigg: In providing this advice as the senior manager, I have no disclosable interests in this report.

Carolynne Roberts: In providing this advice as the responsible manager and author, I have no disclosable interests in this report.

Purpose

This report seeks Council approval for the awarding of a contract for the delivery of Wide Area Network (WAN) Services as the total estimated cost is in excess of the CEO's delegation of \$150k for goods and services.

Background

A wide area network (**WAN**) is a telecommunications network or computer network that extends over a large geographical distance. It consists of the data services that provide the links between different sites, internet connectivity for those sites and firewalling to protect and manage access to those sites. GPS has used a WAN to connect our various locations in the shire for over 20 years.

A recent review of data service costs has highlighted an opportunity to improve Councils WAN and decrease the overall cost of the services provided to Council.

The Victorian State Government has released a new contract for Telecommunications Services (TPAMS 2025) of which Data Services is one offering.

TPAMS stands for Telecommunications Purchasing and Management Strategy. This contract whilst aimed at State departments is also available to Councils. The proposed supplier Telstra has been able to significantly improve their pricing offer, due to Bannockburn now being considered "metro" for the purposes of data services billing.

Discussion

Council has used a WAN for in excess of 20 years and the current contract is under review.

The benefits of selecting the TPAMS contract include:

- Improvements in the speed and volume across the network;
- The ability to scale up and down the network links as required;
- Proactive monitoring of links to assist in reducing downtime;
- Increased number of sites with backup links;
- Ability to connect with more of the workforce, including the Shelford Depot; and
- In simple terms, cutting out the “middleman” as the current provider uses Telstra services to on-supply to Council.

The proposed supplier is Telstra, which Council already has an existing agreement with in relation to mobile and fixed voice services. Adding data services to existing agreements will increase the discounts provided to Council.

Council's current provider uses Telstra wholesale fibre services to provide many of the data services to Council and it is considered a low risk changeover as it would not require major connectivity changes to existing services.

The total value of the contract over 3 years is \$351k plus establishment costs of \$8k, compared to existing costs of \$463k, a saving of \$104k over the life of the contract.

Council is not required to undertake a public tender process if it contracts with a provider approved by the State Government tender process however, Council does need to approve the move to the new provider as the value exceeds the CEO purchasing limits.

Community Engagement

A formal consultation process was not required.

Financial & Risk Management Implications

The cost of the current contract is provided for in the budget.

Council will save an estimated \$104k over the life of the agreement (3 years) by moving to the new contract.

The risk management implications are reduced significantly given the proposed supplier is the major provider of such services in Australia and Council is already utilising Telstra infrastructure to deliver its current WAN service.

In addition a detailed implementation plan will be developed and monitored by Council officers.

Economic, Social & Environmental Implications

It is considered that there are no social or environmental implications.

Communications

It is considered that a communication plan is not required.

Conclusion

The opportunity to join the TPAMS 2025 contract, provides for an improved service at reduced cost using a major national supplier.

The ongoing use of a WAN is essential to the efficient operation of Council.

Recommendation

That Council resolves to award its data services to Telstra under the Victorian State Government Contract TPAMS 2025 for a cost of \$351,030.00 over 3 years.

4.6. KEY RESULT AREA – HUMAN SUPPORT SERVICES

No report.

4.7. KEY RESULT AREA – RECREATION & COMMUNITY DEVELOPMENT

No report.

4.8. KEY RESULT AREA – ROADS & STREETS INFRASTRUCTURE

4.8.1 Contract GPS-T19/2017: Gumley Road, Rokewood

Directorate	Assets and Amenity
Unit	Works
Senior Manager	Greg Anders, Director Assets & Amenity
Responsible Manager	David Greaves, Works Manager
Author	Tony Talevski, Team Leader Roads & Waste Services
File References	Contract Number: GPS-T19/2017
Council Plan Link	Managing natural and Built Environments: We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community.
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none"> ▪ Local Government Act 1989 ▪ GPSC Procurement Policy
Attachments	4. GPS-T19/2017 Confidential Tender Evaluation Summary

Declarations of Interest: Councillors & Officers

Greg Anders: In providing this advice as the senior manager, I have no disclosable interests in this report.

David Greaves: In providing this advice as the responsible manager, I have no disclosable interests in this report.

Tony Talevski: In providing this advice as the author, I have no disclosable interests in this report.

Purpose

This report seeks Council approval for the awarding of a contract for the upgrading of 8.83 kilometres of Gumley Road, Rokewood under the State Government's Local Roads to Market Program.

Background

The Golden Plains Shire Council wish to upgrade Gumley Road, Mt Mercer (near Rokewood) in order to support the future expansion of Western Plains Pork. Council is seeking to appoint a suitably qualified and experienced contractor to construct 8.83km of road to support a safer and more efficient transportation network resulting in significant productivity gains for the local primary producers.

An amount of \$900,000 has been included in the 2017-18 Budget for this project. The funding sources are as follows:

- Council\$150,000
- Western Plains Pork contribution..... \$150,000
- Victorian State Government contribution of\$600,000
provided to Council under the Agriculture Infrastructure and Jobs Fund's Local roads to Market Program.

Over the next three to four years, Western Plains Pork plans to expand the operation to increase sow numbers to 5,000 with an annual production of 92,000 pigs for the market. The expansion cost is expected to be \$7.5M to \$8M. The operation will introduce world first technology for automated feeding of sows out in the paddock. The expansion will allow the business to cater for export opportunities into Singapore and Hong Kong and will increase staffing numbers to 40 permanent workers plus casuals and local contractors.

The expansion will inject a further \$8M into the local economy by increasing local spending from \$10M to \$18M. The on-site manufacture of feed will increase to 28,000 tonnes with all raw materials purchased locally. The purchase of straw bales will increase by 8,000 bales from 10,000 to 18,000. Traffic generation will increase to approximately 100 vehicles per day with up to 10 trips per day by heavy vehicles.

The specification called for all civil works to complete the scope of works as defined in the construction drawings and the schedule of quantities. Furthermore, the specification requires the contractor to manage the work site as to minimise the disruption to the operations of Western Plains Pork.

Tender Description

The tender process was conducted by public tender due to the expected costs. As this was a specific project with multiple construction interfaces there was no opportunity to use joint procurement or a procurement aggregator, such as MAV Procurement or Procurement Australia. Public tender was determined to provide best value for money based on a competitive market process.

Tenders Received

As summarised in the following table, there were a total of three tenders received.

No.	Tenderers
1	Quality Roads Pty Ltd
2	Begbie's Contracting
3	Bitu-mill Civil Pty Ltd

Further detail on pricing is included in the confidential tender evaluation summary attached.

Tender Evaluation:

The Tender Evaluation Panel (TEP) was formed by the following personnel:

1. David Greaves, Works Manager
2. Ray Hundt, Works Engineer
3. Tony Talevski, Team Leader Roads and Waste

Chairperson: Joanne Bettiol, Contract & Procurement Officer

In determining best value for money, tenders were rated using the following criteria and weightings:

A	Compulsory Criteria	Weighting
	OH & S	Pass/Fail
	Insurance	Pass/Fail
	Risk Management Policy	Pass/Fail
	Quality Policy and Management System	Pass/Fail
B	Qualitative Assessment	
	Capability – Scope of Works	30%
	Capability - Experience	30%
C	Quantitative Assessment	
	Pricing	40%

The four items under Compulsory criteria must all be met for tenders to be considered conforming. This is a pass/fail process. Any tenders that fail one or more of these items is considered non-conforming and no further assessment is completed.

Weighting of assessment criteria is a critical aspect of the tender evaluation process. It must balance the quality of service being delivered to ratepayers with the cost, to ensure value for money.

Qualitative Assessment

To ensure best value for Council, a total of 60% weighting was attributed to the Qualitative Assessment. This weighting is critical in reducing the risks of engaging a contractor who is not capable of completing the project to a satisfactory standard or within the desired timeframe. The capability criteria was split between Scope of Works (30%) and Experience (30%)

Capability – Scope of Works

Given the timeframes, location and visibility of this project it was critical that contractors were able to demonstrate their capability to deliver all facets of the project to a high standard, on time and with minimal disruption to the public.

Capability – Experience

In addition to documenting their capability of delivering the scope of works, contractors were required to support this through providing evidence of where they have achieved this with past construction projects of similar size and nature. Previous work completed for GPSC was also considered.

Quantitative Assessment

Of the three assessment criteria, pricing was given the highest weighting of 40% to ensure that, above all else, the project could be delivered at a competitive price.

Scoring

The tender evaluation panel conducted a thorough evaluation of all tenders. The evaluation panel determined a consensus for each weighted criteria to allow an evaluation score for each tender, out of ten.

Further detail is included in the confidential tender evaluation summary attached.

Should Council require additional information or discussion on the financial details of this tender contained in the confidential attachment, then this is to be discussed in camera as per below:

“Council, in accordance with Section 89 of the Local Government Act 1989, close the meeting to members of the public to discuss contractual matters”

Community Engagement

Adjoining property owners impacted by the constructions works will be given formal notification prior to work commencing.

Financial & Risk Implications

Please note, the following figures relating to the budget are GST **exclusive**.

Available funding		
9068	Gumley Road Reconstruction	\$900,000.00
	Total Ex GST	\$900,000.00
Anticipated Expenditure		
	GPS-T19/2017: Gumley Road	\$885,000.00
	Total Ex GST	\$885,000.00

The tendered price from Bitu-mill Civil Pty Ltd of 885,000.00 (Ex GST) is within the available budget for this project.

Risk Management Implications

The risks associated with a construction project of this nature are largely mitigated by the process in establishing and applying the evaluation criteria to ensure only suitably qualified, experienced and accredited contractors are considered. Hence, reducing risks such as public injury, poor workmanship, Council reputation and cost and time overrun.

Economic, Social & Environmental Implications

It is considered that there are no economic implications, social implications or environmental implications.

Communications

It is considered that a communication plan is not required.

Conclusion

Based on the tender information received and the detailed assessment by the tender evaluation panel Bitu-Mill Civil Pty Ltd was deemed to provide Best Value to Council with a weighted score of 9.4/10.

Recommendation

That Council resolves to award Contract GPS-T19/2017, for the Gumley Road Reconstruction to Bitu-Mill Civil Pty Ltd for the tendered amount of \$885,000.00 (Excluding GST).

4.9. KEY RESULT AREA – WASTE MANAGEMENT

No report.

5. NOTICES OF MOTION

File: 02-03-004 &

6. PETITIONS

7. OTHER BUSINESS

7.1. MAYOR'S REPORT

Cr Helena Kirby, Mayor
File: 02-03-003

The Mayor reported on a range of meetings and activities that he was engaged in over the past month.

Date	Details
29/11/17	G21 Art, Heritage & Culture Pillar meeting
4/12/17	End of year volunteer celebration
7/12/17	MAV 2017 Mayoral Induction Day
10/12/17	Photographic History Linton
14/12/17	Meeting Ballarat Mayor Samantha McIntosh

7.2. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) REPORT

Cr Nathan Hansford, MAV Delegate
File: 03-05-001

7.3. COUNCILLOR REPORTS

7.4. IN CAMERA MEETING

7.4.1 Australia Day Awards

Recommendation

That Council, in accordance with Section 89(2)(h) of the Local Government Act 1989, close the meeting to members of the public to discuss matters which the Council considers would prejudice the Council or any person.

8. ATTACHMENTS

Attachment 1	Item 4.2.2	Council Policy 5.4 – Recreation Reserves, Public Halls and Building Maintenance
Attachment 2	Item 4.4.1	Victorian-Warning Protocol 2013
Attachment 3	Item 4.5.1	Confidential Summary Assessment
Attachment 4	Item 4.8.1	Confidential GPS-T19/2017 Tender Evaluation Summary
Attachment 5	Item 4.7.1	Confidential Australia Day nominations

Attachments are available upon request.

9. CLOSE OF MEETING

Next Ordinary Meeting

The next Ordinary meeting of Council will be held on Tuesday 23 January 2018 at the Bannockburn Shire Hall. The meeting is open to the public.

Close of Meeting

It is recorded that the meeting closed at ____ pm.

10. CERTIFICATION

In accordance with Section 93(5) of the Local Government Act 1989, I hereby certify that the minutes of this Council meeting have been confirmed as a true and correct record.

Confirmed, Mayor, Cr Helena Kirby

Date