Minutes

Wodonga Council minutes for the Ordinary meeting of the council held in the Council Chamber – 104 Hovell St, Wodonga on August 20, 2018.

Present

Cr A Speedie (Mayor)
Cr K Bennett
Cr L Hall
Cr D Lowe
Cr R Mildren
Cr T Quilty
Cr J Watson

In attendance

Ms P Harrington  Chief Executive Officer
Ms N Klein  Director Business Services
Ms D Mudra  Director Community Development
Mr L Schultz  Director Planning and Infrastructure
1. Calling to order

The meeting was called to order at 6pm by the Mayor.

2. Statement of acknowledgement

The Mayor read the following:
We acknowledge the traditional owners of the land on which we are meeting. We pay our respects to their Elders and to Elders from other communities who may be here today.

3. Apologies and requests for leave of absence

There were no apologies or requests for leave of absence.

4. Declaration under Acts, Regulations, Codes or Local Laws

Recording of council meeting
The CEO advised that the council’s Meeting Procedure Local Law states that audio, video, or still image recording devices are not to be used, unless prior approval has been given by the chairperson or by council. Members of the public gallery were requested to observe this requirement.

Late Item
The CEO advised that with the agreement of Council it was proposed to introduce a late item of urgent business, Intention to enter into lease at Logic Wodonga - Wodonga Solar Power Pty Ltd, to be numbered in the agenda as item 8.13.

Motion
Crs John Watson / Danny Lowe

That a late item of urgent business – Intention to enter into lease at Logic Wodonga - Wodonga Solar Power Pty Ltd - be included in the agenda as item 8.13. Carried

5. Declaration by councillors of any conflict of interest

Cr Libby Hall disclosed a conflict of interest, being an indirect interest, for item 8.10 - Community Impact Grants and Community Impact Partnership Grants. The nature of the interest is that Cr Hall has volunteered for Friends of Willow Park and the organisation has applied for funding from the community grants scheme.

Cr Libby Hall disclosed a conflict of interest, being an indirect interest due to impact on residential amenity (section 78E of the Local Government Act, 1989), for item 9.1 Planning Report. The nature of the interest is that Cr Hall has properties that back on to the Golf Course.

Cr Libby Hall disclosed a conflict of interest, being an indirect interest due to impact on residential amenity (section 78E of the Local Government Act, 1989),
for item 9.2 Building Report. The nature of the interest is that Cr Hall has an interest in a property in the same street as a property listed in the report.

Cr Ron Mildren disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the Local Government Act, 1989), for item 9.3 Competitive Services Report. The nature of the interest is that Cr Mildren’s business was previously involved in the development of Junction Place, including Richardson Park planning.

6. Confirmation of minutes of previous meeting

<table>
<thead>
<tr>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the minutes of the ordinary meeting of council held on July 16, 2018, as circulated, be confirmed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crs Kat Bennett / John Watson</td>
</tr>
<tr>
<td>That the recommendation be adopted.</td>
</tr>
<tr>
<td><strong>Carried</strong></td>
</tr>
</tbody>
</table>

7. Delegates reports

Nil

8. Officers reports for determination

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>2018 General Revaluation</td>
</tr>
<tr>
<td>8.2</td>
<td>Occupational Health and Safety Policy</td>
</tr>
<tr>
<td>8.3</td>
<td>Tender for pavement digouts and stabilisation 2018-19 (W1348-18)</td>
</tr>
<tr>
<td>8.4</td>
<td>Tender for minor and miscellaneous reseal preparation works 2018-19 (W1349-18)</td>
</tr>
<tr>
<td>8.5</td>
<td>Tender for asphalt program 2018-19 (W1351-18)</td>
</tr>
<tr>
<td>8.6</td>
<td>Tender for High St. (South) landscape works - design, construct &amp; install parking arbours &amp; bollards (W1406-18Q)</td>
</tr>
<tr>
<td>8.7</td>
<td>Tender for High St. (South) reconstruction - feature lighting design (electrical) supply and installation (W1354-18)</td>
</tr>
<tr>
<td>8.8</td>
<td>Transfer of Cafe Grove lease</td>
</tr>
<tr>
<td>8.9</td>
<td>Intention to enter into lease - Hockey Albury Wodonga Incorporated</td>
</tr>
<tr>
<td>8.10</td>
<td>Community Impact Grants and Community Impact Partnership Grants- July 2018 round</td>
</tr>
</tbody>
</table>
8.11 Donation request - City2City
8.12 Speed limit review - various locations
8.13 Intention to enter into lease at Logic Wodonga - Wodonga Solar Power Pty Ltd

9. Officers reports for noting
   9.1 Planning report for July 2018
   9.2 Building report for July 2018
   9.3 Competitive Services Report for July 2018
   9.4 Two Cities One Community Action Plan Progress Report

10. Officers reports for information
    10.1 Assemblies of councillors
    10.2 Status report on council meeting resolutions

11. Notices of motion
    Nil

12. Petitions
    Nil

13. Council seal
    Nil

14. Urgent business

15. Question time and presentation of awards

16. Confidential business
    Nil

17. Confidential urgent business

18. Close of meeting
<table>
<thead>
<tr>
<th>Environment</th>
<th>Minor (4)</th>
<th>Moderate (3)</th>
<th>Major (2)</th>
<th>Catastrophic (1)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Brief, non-hazardous, or contained temporary pollution</td>
<td>Residual pollution requiring cleanup</td>
<td>Significant harm to the environment requiring restorative work</td>
<td>Irreversible damage to the environment</td>
</tr>
<tr>
<td>Financial</td>
<td>Little to no impact on revenue or expenditure</td>
<td>Moderate impact on revenue or expenditure</td>
<td>Major impact on revenue or expenditure that will result in a council budget revision</td>
<td>Total impact on revenue or expenditure that may lead to the organisation being placed into administration</td>
</tr>
<tr>
<td>Service Delivery</td>
<td>Disruption to program, project or service with no downtime. May be dealt with by routine operations or management action and have limited impact on objectives</td>
<td>Require management initiated review and have some impact on the business unit’s program, project or service, or on its strategic objectives. Temporary loss of key data.</td>
<td>Would threaten the continuation of a business unit’s program, project or service, on its strategic objectives. Unrecoverable loss of key data.</td>
<td>Would threaten the organisation’s viability or would not allow the organisation to achieve its objectives</td>
</tr>
<tr>
<td>Reputation</td>
<td>Limited political/community sensitivity. No reputational damage. Resolved in normal operational management</td>
<td>Some political/community sensitivity and local media scrutiny and/or requires external audit</td>
<td>Results in significant political/community sensitivity and media scrutiny and/or parliamentary questions</td>
<td>Results in extreme political/community sensitivity and media scrutiny or may result in a commission of inquiry or request for tender.</td>
</tr>
<tr>
<td>Safety</td>
<td>May result in minor injury or reversible health damage which may be dealt with through primary First Aid.</td>
<td>Result in injury or health impacts that are reversible, but may require medical attention but limited on-going treatment.</td>
<td>Results in life-threatening or serious injury which is irreversible requiring medical attention and on-going treatment.</td>
<td>Results in death or permanent disability of one or more people</td>
</tr>
<tr>
<td>Legislative Compliance</td>
<td>Minor technical non-compliance and breaches of regulations or law with potential for minor damages or monetary penalty.</td>
<td>Minor technical non-compliance and breaches of regulations or law with potential for minor damages or monetary penalty.</td>
<td>Major compliance breach with potential exposure to large damages or awards.</td>
<td>Serious compliance breach with potential prosecution with maximum penalty imposed.</td>
</tr>
</tbody>
</table>

**Consequence**

<table>
<thead>
<tr>
<th>Almost Certain (A)</th>
<th>Significant</th>
<th>High</th>
<th>Extreme</th>
<th>Extreme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Likely (B)</td>
<td>Medium</td>
<td>High</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Possible (C)</td>
<td>Medium</td>
<td>High</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unlikely (D)</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Rare (E)</td>
<td>Low</td>
<td>Low</td>
<td>Significant</td>
<td></td>
</tr>
</tbody>
</table>

**Response based on risk score**

- **Extreme** - Council/CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls
- **High** - Director’s attention required. Consider suspending or ending activity OR implement additional controls
- **Significant** - Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed.
- **Medium** - Manage through usual procedures and accountabilities
- **Low** - No treatment where appropriate
There were no delegates reports.
8.1 - 2018 General Revaluation

Purpose of report

The report details the general revaluation of all rateable and non-rateable properties within the municipal boundaries of Wodonga Council as required pursuant to the Valuation of Land Act 1960.

Background

The council, at its Ordinary meeting of May 15, 2017 resolved to cause a general revaluation of all rateable and non-rateable property within the municipal boundaries of the Wodonga Council.

The valuation date is January 1, 2018 and this will be used for rating purposes as at July 1, 2018.

The contract was signed with LG Valuation Services Pty Ltd on November 19, 2014 for the making and return of the general revaluation for 2016 and 2018 with an option to extend for a further two year term at the discretion of council.

In accordance with the provisions of the Local Government Act 1989 and the Valuation of Land Act 1960, the council must return valuations on all rateable and non-rateable property by June 30, 2018. The valuations to be returned are site value, capital improved value and net annual value.

In accordance with the Cultural and Recreational Lands Act 1963 certain properties are required to be declared as Cultural and Recreational Lands (at the time of the revaluation) for the purposes of consideration of rates payable.

Certificate of Valuation and Return 2018 General Revaluation

Tabled document A dated May 16, 2018 provides the final report and return provided by LG Valuation Services Pty Ltd. The return has a total valuation as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net annual value</td>
<td>$384,972,134</td>
</tr>
<tr>
<td>Capital improved value</td>
<td>$6,791,373,300</td>
</tr>
<tr>
<td>Site value</td>
<td>$2,753,817,700</td>
</tr>
</tbody>
</table>

Tabled document B dated June 17, 2018 provides certification from the Minister of Planning under Section 7AC and 7AD of the Valuation of Land Act 1960 that the valuations are generally true and correct and suitable to be adopted and used.

Tabled document C dated June 22, 2018 provides certification from the Valuer General (VG) that the returned valuation is generally true and correct.

It has been the situation in recent revaluations where the ministerial and VG formal sign off are received after the levying of the rates.

During the revaluation the data is continually being reviewed by the VG appointed supervisor. This is common across the state of Victoria.
8.1 - 2018 General Revaluation (cont’d)

A revaluation will redistribute the burden of rates throughout a municipality. Total rate revenue may stay the same but the change of values will re-apportion rates payable across each property. With the exception of lands declared ‘cultural and recreational lands’, application of differential rates are levied as a general rate and consequently the valuation, levied at the applicable rate in the dollar, plus the applicable waste management and garbage charge will determine rates payable by each property.

Valuations for rating purposes are determined by reference to current market sales and rentals which are then applied to all properties subject to valuation. Income from rates is the product of the Capital Improved Value (CIV) multiplied by the rate in the dollar. Accordingly, there has been a redistribution of rates levied as a result of the new valuations. The purpose of regular property valuations is to match rate liability to changing property valuations.

Future valuations
With the implementation of Valuation Best Practice (VBP) in 2000 councils were required to return revaluations bi-annually, with valuations returned to councils by 30 June 2018 to be used for the financial years 2018/2019 and 2019/2020. However, with recent legislation changes to the Valuation of Land Act 1960, the 2018 revaluation will only be used for 2018/2020. The Valuer-General is now the sole valuation authority for the delivery of annual valuations for the purposes of council rates, land tax and the Fire Services Property Levy.

From 2019, valuations will be conducted annually. The revaluation will be at levels on 1 January 2019 to apply for rating for the 2019/2020 rating period.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Financial management</td>
</tr>
</tbody>
</table>

Council policy / strategy implications
There are no council policy/strategy implications associated with this report.

Risk and opportunity management implications
There are no risk and opportunity management implications associated with this report.
Financial implications

All costs associated with this report have been incorporated into the 2017-2018 and the 2018-2019 budgets.

Environmental implications

There are no environmental implications associated with this report.

Social / cultural implications

There are no social / cultural implications associated with this report.

Legislative implications

The requirements of this report are based upon legislation in the *Valuation of Land Act*, the *Local Government Act*, and the *Cultural and Recreational Lands Act*.

Community engagement and internal consultation

Not applicable.

Options for consideration

It is a legislative obligation for council to receive and apply the revaluation reports.

Conclusion

The revaluation of all rateable and non-rateable properties as outlined above has been completed in accordance with the *Valuation of Land Act 1960*.

Attachments

Nil

Tabled papers

The following documents will be tabled at the meeting:
- Document A: Certificate of Valuation and Return 2018 General Revaluation
- Document B: Declaration of the Minister 2018 Revaluation
- Document C: True & Correct Certificate by Valuer General 2018 Revaluation
Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Team Leader Financial Accounting - Nicola Gleeson Coopes
In providing this advice as the report author, I have no interests to disclose in this report.

Revenue Administrator - Katrina Lappin
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the:

1. General Valuation Return and report be received;

2. Certification of Valuation and Return 2018 General Revaluation Form signed by Marcus L Hann of LG Valuation Services Pty Ltd for the purposes of returning a General Revaluation to be effective from July 1, 2018 be received;

3. Rateable and non-rateable valuations in council’s rate records be amended to take account of the new general valuations returned; and

4. The Certification from the Minister for Planning under Section 7AF of the *Valuation of Land Act 1960* that the valuations are suitable to be adopted and used, be received.

Motion

Crs Danny Lowe / Kat Bennett

That the recommendation be adopted.  

Carried
8.2 - Occupational Health and Safety Policy

Purpose of report

To gain council endorsement of the proposed Occupational Health and Safety (OHS) Policy.

Background

In November 2017, council moved its workers compensation insurance program over to the MAV WorkCare self-insurance scheme.

In order for council to continue to take part in this scheme council is required to maintain an OHS management system (OHSMS) that is compliant to standards.

Council has maintained the OHSMS over a number of years to the SafetyMAP Advanced Level standard and is now required to make adjustments to existing policy and procedures to align with the MAV WorkCare scheme.

Part of this review proposes that the existing council OHS Directive which has an internally focused approach to council operations, be changed to a policy to incorporate our community.

Workplace safety within council operations impacts community through council’s use of contractors and volunteers, as well as community members who visit or use council services and facilities.

Council has a duty to supply a safe environment for those people who interact with council operations and council must also supply a safe working environment for its councillors to carry out their role.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Improvements to council’s safety management system supports council’s OHS strategy and plan.
### 8.2 - Occupational Health and Safety Policy (cont’d)

#### Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council OHS procedures do not comply with the MAV WorkCare scheme, creating system gaps at audit.</td>
<td>3</td>
<td>B</td>
<td>S</td>
<td>Align council OHSMS to WorkCare program.</td>
</tr>
<tr>
<td>A failure in council’s OHSMS results in a workplace injury or incident.</td>
<td>3</td>
<td>B</td>
<td>S</td>
<td>Maintain OHSMS to a high standard and test for compliance.</td>
</tr>
</tbody>
</table>

#### Financial implications

There are no direct financial implications identified.

#### Environmental implications

There are no direct environmental implications identified.

#### Social / cultural implications

Council is able to continually improve its OHSMS to protect employees, contractors, volunteers, visitors and councillors from workplace related harm.

#### Legislative implications

Council is required to provide a safe workplace and systems of work for employees and other persons as per the *Occupational Health and Safety Act 2004*.

#### Community engagement and internal consultation

The proposed *OHS Policy* has been developed in conjunction with the MAV WorkCare team and was provided to the council’s OHS Committee for feedback and comment.

The proposed *OHS Policy* will be made available for public viewing through council’s website.

#### Options for consideration

Option one – Do nothing. This is not recommended as improvement opportunities exist to strengthen council OHS program.

Option two – Approve the proposed policy. This will align council’s OHS program to the MAV WorkCare scheme and demonstrate council’s commitment to workplace safety to employees and the community.
Conclusion

Council is striving to be a strong performer in the area of workplace safety within the community and sets an example for other organisations.

It is envisaged that council’s involvement in the MAV WorkCare scheme will improve the council safe systems of work, reduce injury and workers compensation insurance premiums.

Attachments

The following documents are attached to this report:
- Attachment A: OHS Policy - draft

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the Occupational Health and Safety Policy be approved.

Motion

Crs Ron Mildren / Danny Lowe

That the Occupational Health and Safety Policy be adopted.  

Carried
Purpose

The purpose of this policy is for Wodonga City Council (Council) to recognise and embrace its commitment to all of its employees and other stakeholders to proactively identify and to manage its risks in regard to the health, safety and well-being of all employees, contractors and visitors to its various workplaces.

Scope

This policy applies to all Wodonga Council employees, contractors, volunteers and councillors, as well as community members who visit or use council services and facilities.

Policy

Council will work towards achieving Zero Harm by focusing on four key areas:

1. **Leadership** - Provide direction and support in the pursuit of improved workplace health and safety and environment standards
2. **Systematic approach** - Provide an organised and consistent approach to all Occupational Health and Safety (OHS) matters across the organisation
3. **Active OHS culture** - Ensure continued improvement in performance occurs
4. **Workplaces and equipment** - Ensure there is a deep understanding of the nature of hazards with Council work, activities and undertakings within the workplace

Council will achieve these goals by:

- Implementing, maintaining and reviewing our OHS Management System;
- Continual and effective improvement of OHS performance, through the setting and review of objectives and targets, which relate to key aspects of the business;
- Elimination of, or reduction of risks, as far as reasonably practicable, to employees, contractors and others that may be affected by the undertakings of the council;
- Complying, as a minimum, with all relevant OHS laws and regulations;
- Maintaining a culture of employee consultation and team work in all aspects of health and safety;
- Developing and maintaining an effective program to ensure all employees are trained to carry out their work in a safe manner;
- Encouraging the identification and reporting of hazards;
- Requiring all employees to accept responsibility for their own actions and to behave in a manner that reflects safe work practices and to report workplace incidents and injuries; and,
- Working closely with its employees, contractors, and other stakeholders, as Wodonga City Council recognises the value of these partnerships in improving its OHS performance.
Council will provide adequate and appropriate resources to implement this policy and will ensure it is properly communicated and understood. OHS performance will be regularly reviewed as part of our commitment to continuous improvement.

**Attachments** (if required)

There are none.

**Related policies**

OHS Directive

**Related legislation**

*The Victorian Charter of Human Rights and Responsibilities Act 2006*

**References**

**Review**

Council may review this policy at any time but unless otherwise requested at least every four years from date of adoption. Minor amendments to the policy may be authorised by the CEO at any time where such changes do not alter the substance of the policy eg: typographical errors, a change to the name of a related policy, or a change to the name of legislation.
Purpose of report

To seek council’s determination in awarding the contract for *Pavement digouts and stabilisation works 2018-2019* (W1348-18).

Background

Pavement digouts, stabilisation and associated works are required to be completed in two parts by:


This financial year the council will be addressing preparation works for both the 2018-2019 and the 2019-2020 plus reseal programs. This will enable the council to be in a position to commence future reseal programs earlier as these preparation requirements will have been completed in the previous year.

Locations and limit of works shall be determined on site in consultation with the successful contractor.

The nature of the works is typically limited to small and medium road repairs (patches). The tender documents included a nominal 25,000m² of patching including provisional works for some larger sized patches/sealing in McIntosh’s and Raspseys Road, Bonegilla.

The works are proposed on a schedule of rates basis up to the allocated amount from the council’s approved budget for these works.

Response

Tenders were advertised in the Border Mail and via TenderSearch on June 16, 2018. The closing time and date for the tender was noon on July 17, 2018. Twelve suppliers registered interest and reviewed the tender documents, and two tenders were received. There were no late or non-conforming tenders were received.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Company Name</th>
<th>$ Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>GW &amp; BR Crameri Pty Ltd</td>
<td>Schedule of Rates</td>
</tr>
<tr>
<td>2</td>
<td>Country Wide Asphalt</td>
<td>Schedule of Rates</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.

The Evaluation team members were Conwae Knight, Senior Engineer, John Luftensteiner, Design Engineer, and Andrew Kelly, Graduate Engineer.
8.3 - Tender for pavement digouts and stabilisation 2018-19 (W1348-18) (cont’d)

The following selection criteria were used as advertised in the tender document.

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methodology</td>
<td>20 %</td>
</tr>
<tr>
<td>Ability to meet time frame</td>
<td>5 %</td>
</tr>
<tr>
<td>Relevant Experience</td>
<td>20 %</td>
</tr>
<tr>
<td>Capability</td>
<td>10 %</td>
</tr>
<tr>
<td>Resources</td>
<td>15 %</td>
</tr>
<tr>
<td>Benefit to the local region</td>
<td>10 %</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>10 %</td>
</tr>
<tr>
<td>Occupational health and safety (OH&amp;S)</td>
<td>10 %</td>
</tr>
<tr>
<td>Total</td>
<td>100 %</td>
</tr>
</tbody>
</table>

The following point scoring was applied to the criteria:

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Non compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
<td>Does not meet the requirement to a major degree</td>
</tr>
<tr>
<td>2</td>
<td>Marginally</td>
<td>Does not meet the requirement but may be adaptable or made acceptable</td>
</tr>
<tr>
<td>3</td>
<td>Acceptable</td>
<td>Meets the requirement except in minor aspects Successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
</tr>
</tbody>
</table>

To calculate the weighted score: weighting x score = weighted score. The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process
All tenders were evaluated in adherence with the council’s tendering policy and guidelines. All tenderers have indicated that they can complete the works within the nominated timeframe.

Both contractors are known to council officers and have completed this type, or similar work in the past. Each contractor is considered capable of undertaking the works as required. No follow up with referee(s) was considered necessary. Both contractors are OH&S prequalified with Council.
The rates supplied on which the total price is based account reasonably for the works specified.

Council’s evaluation process was undertaken as a matter of course, including the value for money assessment.

The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. GW &amp; BR Crameri Pty Ltd</td>
<td>1900</td>
</tr>
<tr>
<td>2. LA Vandersluys Pty Ltd t/as Country Wide Asphalt</td>
<td>2366</td>
</tr>
</tbody>
</table>

Therefore, after all assessments, the panel considered that the tender submission from GW & BR Crameri Pty Ltd provided the best value for money option.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Managing assets</td>
<td>Deliver a strategic, resourced and informed program to renew, upgrade and build community assets to meet the current and future needs of the community.</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

The tender was evaluated in adherence with the council’s tendering policy and guidelines

Timely road repair works constitutes a cost effective means of asset renewal by maintaining a valuable community asset in a safe and usable condition, minimising routine operating maintenance costs.

The preferred contractor is located in North East Victoria (Myrtleford) and has advised that some labour, plant and materials shall be sourced from the Wodonga region as required.
8 - Officers reports for determination

**8.3 - Tender for pavement digouts and stabilisation 2018-19 (W1348-18) (cont’d)**

### Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation works fail within the defects liability period</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Ensure good contract management and supervision. Contractor is responsible for rectification works to the satisfaction of the council’s contract superintendent and works are delivered in appropriate climatic conditions.</td>
</tr>
<tr>
<td>Preparation works fail after the defects liability period</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>Ensure good contract management and supervision. Contract includes a defects liability period. Defect inspections are carried out prior to handover.</td>
</tr>
<tr>
<td>Major cost increase due to unforeseen conditions or larger areas requiring treatment</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Program of works can be changed to offset any change.</td>
</tr>
<tr>
<td>Contractor fails to meet obligations</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>Contractors have completed similar work before. Ensure good contract management</td>
</tr>
<tr>
<td>An industrial or traffic accident occurs</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Traffic management plans are part of the contract works. Ensure good contract management and supervision with submitted plans obtained. Contractor has SWMS for all activities and is required to complete JSA for each work site.</td>
</tr>
<tr>
<td>Third party property damage</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Traffic management plans are part of the contract works. Contractor is responsible under the General Conditions of Contract. Insurance is checked as part of routine contract management procedures prior to works undertaken.</td>
</tr>
</tbody>
</table>

### Financial implications

These works are part of the annual roads renewal program. The allocation in its 2018-2019 capital budget is $2,622,000, inclusive of the Roads to Recovery Federal Government Road Funding program allocation and Local Roads to Market grant.

The program includes dig-outs and stabilisation, as well as kerb and channel replacement, minor miscellaneous reseal preparation works, asphalt works and spray sealing.

An allocation of $500,000 for these works has been made based on the engineer’s estimate. The identification and approval of any particular works or any variations will be carried out in accordance with the current purchasing, tendering and contract management procedural guidelines, and be limited to the allocated budget.
Environmental implications

Specifications have been developed to mitigate and minimise local environmental impacts and effects. Contract management and supervision to ensure compliance with requirements will assist with negating these impacts.

Social / cultural implications

Benefits to the local region
Based on the responses to this mandatory criteria:

- GW & BR Carmeri Pty Ltd is located in Myrtleford, North East Victoria, and has advised that some labour, plant and materials shall be sourced from the Wodonga region as required.

Legislative implications

The winning tenderer is required to have suitable insurance and to conduct their activity within State and Federal legislation, local laws, Australian Standards and Codes of Practice, VicRoads standard specifications, supplier/manufacturers recommendation/instructions and any industry standards.

Community engagement and internal consultation

<table>
<thead>
<tr>
<th>Level of public participation</th>
<th>Promises to the public/stakeholders</th>
<th>Techniques to use</th>
</tr>
</thead>
</table>
| Inform                       | Keep informed                       | - Contractor to inform adjacent/affected residents prior to works.  
|                              |                                     | - The progress of works to be monitored and communicated to management.  
|                              |                                     | - Contractor to inform the council of proposed programs of works and approval to be obtained from the council on traffic control plans to suit local environment.  
| Collaborate                  | Feedback will be incorporated into decisions to the maximum level possible | Use CSR system to monitor and log complaints and issues to be followed up and resolved accordingly. |

Options for consideration

Option 1 – Do nothing. This is not recommended as the council has allocated financial resources to preserve the road network for the safety of the community and to maintain council infrastructure assets.

Option 2 – Accept the recommendation and award the tender. This is the recommended option.
8.3 - Tender for pavement digouts and stabilisation 2018-19 (W1348-18) (cont’d)

Conclusion

Two conforming tenders were submitted which has led to a competitive price being obtained. In accordance with the council’s evaluation and tendering procedures, the best valued tender was determined. Accordingly, it is recommended that the council pursue Option 2.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Senior Engineer - Development - Conwae Knight
In providing this advice as the report author, I have no interests to disclose in this report.
## 8.3 - Tender for pavement digouts and stabilisation 2018-19 (W1348-18) (cont’d)

<table>
<thead>
<tr>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>That:</td>
</tr>
<tr>
<td>1. The tender from GW &amp; BR Crameri Pty Ltd for contract W1348-18 <em>Pavement digouts and stabilisation works 2018-2019</em> be accepted, based on the schedule of rates tendered;</td>
</tr>
<tr>
<td>2. The identification and approval of works, or any variations to this contract be carried out in accordance with the council’s current purchasing, tendering and contract management procedural guidelines, and that the total contract value is limited to the allocated budget of $500,000 (excl GST);</td>
</tr>
<tr>
<td>3. Part A of contract W1348-18 <em>Pavement digouts and stabilisation works 2018-2019</em> reseal program be completed by October 26, 2018; and</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crs Danny Lowe / John Watson</td>
</tr>
<tr>
<td>That the recommendation be adopted.</td>
</tr>
</tbody>
</table>

Carried
Purpose of report

To seek council’s determination in awarding the contract for Minor and miscellaneous reseal preparation works 2017-2018 (W1349-18).

Background

Minor and miscellaneous reseal preparation and associated works are required to be completed in two parts by;

- Part A – November 9, 2018, in the preparation of the council’s 2018-2019 reseal program.
- Part B - March 29, 2019, in preparation for the council’s 2019-2020 plus reseal program.

This financial year the council will be addressing preparation works for both the 2018-2019 and the 2019-2020 plus reseal programs. This will enable the council to be in a position to commence future reseal program earlier as those preparation requirements will have been completed in this financial year.

Exact locations and limit of works shall be determined on site in consultation with the successful contractor.

The nature of the works would include, but not limited to:

- Minor road profiling and hotmix;
- Minor road patching;
- Hotmix correction or regulation;
- Patching adjacent newly replaced kerb;
- Removal of RRPM and patching as required; and
- Removal of weed growth (gutter chipping) and any other associated works

The works are proposed on a schedule of rates basis up to the allocated amount from Council’s approved budget for these works.

Response

Tenders were advertised in the Border Mail and via TenderSearch on June 16, 2018. The closing time and date for the tender was noon on July 17, 2018. Eight suppliers registered interest and reviewed the tender documents, and only one tender was received. There were no late or non-conforming tenders were received.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Company Name</th>
<th>$ Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lyons Asphalting Pty Ltd</td>
<td>Schedule of Rates</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.
The Evaluation team members were Conwae Knight, Senior Engineer, Steve Larkin, Infrastructure Officer, and Andrew Kelly, Graduate Engineer.

The following selection criteria were used as advertised in the tender document.

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methodology</td>
<td>20 %</td>
</tr>
<tr>
<td>Ability to meet time frame</td>
<td>5 %</td>
</tr>
<tr>
<td>Relevant Experience</td>
<td>20 %</td>
</tr>
<tr>
<td>Capability</td>
<td>10 %</td>
</tr>
<tr>
<td>Resources</td>
<td>15 %</td>
</tr>
<tr>
<td>Benefit to the local region</td>
<td>10 %</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>10 %</td>
</tr>
<tr>
<td>Occupational health and safety (OH&amp;S)</td>
<td>10 %</td>
</tr>
<tr>
<td>Total</td>
<td>100 %</td>
</tr>
</tbody>
</table>

The following point scoring was applied to the criteria:

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
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<tr>
<td>0</td>
<td>Non compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
<td>Does not meet the requirement to a major degree</td>
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<tr>
<td>2</td>
<td>Marginally</td>
<td>Does not meet the requirement but may be adaptable or made acceptable</td>
</tr>
<tr>
<td>3</td>
<td>Acceptable</td>
<td>Meets the requirement except in minor aspects</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
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</tbody>
</table>

To calculate the weighted score: weighting x score = weighted score. The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process
The tender was evaluated in adherence with the council’s tendering policy and guidelines. The tenderer has indicated that they can complete the works within the nominated timeframe.

The contractor is known to council officers and has successfully completed this type, or similar work in the past. The contractor is considered capable of
undertaking the works as required. No follow up with referee(s) was considered necessary. The contractor is OH&S prequalified with Council.

The rates supplied on which the total price is based account reasonably for the works specified, and are comparable with those of last year.

Council’s evaluation process was undertaken as a matter of course, including the value for money assessment.

The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lyons Asphalting Pty Ltd</td>
<td>779</td>
</tr>
</tbody>
</table>

Despite there only being one tenderer, the panel considered that the tender submission from Lyons Asphalting Pty Ltd provided value for money.

**Council Plan**

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<tr>
<th>Strategic objective</th>
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<th>Key priority activity</th>
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<td>Deliver a strategic, resourced and informed program to renew, upgrade and build community assets to meet the current and future needs of the community.</td>
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</table>

**Council policy / strategy implications**

The tender was evaluated in adherence with the council’s tendering policy and guidelines. Timely road repair works constitute a cost effective means of asset renewal by maintaining a valuable community asset in a safe and usable condition, minimising routine operating maintenance costs.

The preferred contractor is located in Wodonga and has advised that labour, plant and materials shall be sourced from the Wodonga and North East Victoria region as required.
8.4 - Tender for minor and miscellaneous reseal preparation works 2018-19 (W1349-18) (cont’d)

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’thood</th>
<th>Rating</th>
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<tr>
<td>Preparation works fail within the defects liability period</td>
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<td>M</td>
<td>Ensure good contract management and supervision. The contractor is responsible for rectification works to the satisfaction of the council’s contract superintendent and works are delivered in appropriate climatic conditions.</td>
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<td>Preparation works fail after the defects liability period</td>
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<td>H</td>
<td>Traffic management plans are part of the contract works. Ensure good contract management and supervision with submitted plans obtained. The contractor has SWMS for all activities and is required to complete JSA for each work site.</td>
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<td>Third party property damage</td>
<td>4</td>
<td>C</td>
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<td>Traffic management plans are part of the contract works. The contractor is responsible under the General Conditions of Contract. Insurance is checked as part of routine contract management procedures prior to works undertaken.</td>
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Financial implications

These works are part of the council’s annual roads renewal program. The allocation in its 2018-2019 capital budget is $2,622,000, inclusive of the Roads to Recovery Federal Government Road Funding program allocation and Local Roads to Market grant.

The annual roads renewal program includes minor miscellaneous reseal preparation works, as well as kerb and channel replacement, dig-outs and stabilisation, asphalt works and the spray sealing.
An allocation of $250,000 for these particular works has been made based on the engineer’s estimate. The identification and approval of any particular works or any variations will be carried out in accordance with the council’s current purchasing, tendering and contract management procedural guidelines, and will be limited to the allocated budget.

Environmental implications

Specifications have been developed to mitigate and minimise local environmental impacts and effects. Contract management and supervision to ensure compliance with requirements will assist with negating these impacts.

Social / cultural implications

Benefits to the local region

Based on the responses to this mandatory criteria;

- Lyons Asphalting Pty Ltd is a local business based in Wodonga and staff, materials and plant and equipment will be sourced from the Albury Wodonga region; and
- Lyons Asphalting Pty Ltd currently sponsors a local sporting club and the Belvoir Special School and Wodonga Cricket Club.

Legislative implications

The winning tenderer is required to have suitable insurance and to conduct their activity within State and Federal legislation, local laws, Australian Standards and Codes of Practice, VicRoads standard specifications, supplier/manufacturers recommendation/instructions and any industry standards.

Community engagement and internal consultation

<table>
<thead>
<tr>
<th>Level of public participation</th>
<th>Promises to the public/stakeholders</th>
<th>Techniques to use</th>
</tr>
</thead>
</table>
| Inform                       | Keep informed                      | • Contractor to inform adjacent/affected residents prior to works.  
|                              |                                    | • The progress of works to be monitored and communicated to management.  
|                              |                                    | • Contractor to inform the council of proposed programs of works and approval to be obtained from the council on traffic control plans to suit local environment.  
| Collaborate                  | Feedback will be incorporated into decisions to the maximum level possible | Use CSR system to monitor and log complaints and issues to be followed up and resolved accordingly.  |
Options for consideration

Option 1 – Do nothing. This is not recommended as the council has allocated financial resources to preserve the road network for the safety of the community and to maintain council infrastructure assets.

Option 2 – Accept the recommendation and award the tender. This is the recommended option.

Conclusion

Despite only one conforming tender being submitted a competitive schedule of rates, comparable to previous years, was obtained. In accordance with the council’s evaluation and tendering procedures, the best valued tender was determined. Accordingly, it is recommended that the council pursue Option 2.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Senior Engineer - Development - Conwae Knight
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That:

1. The tender from Lyons Asphalting Pty Ltd for contract W1349-18 *Minor and miscellaneous reseal preparation works 2018-2019* be accepted based on the schedule of rates tendered;

2. The identification and approval of works or any variations to this contract be carried out in accordance with the council’s current purchasing, tendering and contract management procedural guidelines, and that the total contract value be limited to the allocated budget of $250,000 (excl GST);

3. Part A of contract W1349-18 Rates for Minor and Miscellaneous Reseal Preparation Works 2018-2019 reseal program be completed by Friday, November 9, 2018; and


Motion

Crs Danny Lowe / Kat Bennett

That the recommendation be adopted.

Carried
### 8.5 - Tender for asphalt program 2018-19 (W1351-18)

#### Purpose of report

To seek the Council’s determination in awarding the contract for provision of the 2018 - 2019 asphalt program (W1351-18).

#### Background

The Council’s local road network consists of approximately 430km of sealed roads, which require regular sealing to provide a safe and trafficable road surface that will also protect the road underlying pavement.

Re SEAL works are planned in three parts, a spray seal program, an asphalt program and sprayed preservation surfacing program. Spray sealing is chosen for the majority of the program as the most cost effective means of waterproofing large areas of road. However, spray seals are challenged in highly/heavily trafficked areas subject to vehicle turning movements. Asphalt overlays of intersections, car parks and court bowls are chosen as the optimum solution for these areas. Surface preservation treatment is a light application applied to already asphalted pavements to enrich the surface and protect against bitumen oxidation extending the service life of the asphalt. The three types of work are unique enough that they could be undertaken by different contractors and also completed within different timeframes. Hence, three tenders were created for spray sealing works, asphalt works and for surface preservation.

This evaluation and review relates to the 2018 – 2019 asphalt program.

The works primarily consist of all labour, materials, plant and equipment and associated overheads, profit and costs to undertake the supply, placement and compaction of asphalt for various intersections, car parking areas and court bowls. Associated works include communication and notification to residents and businesses, traffic control and site safety.

The works are proposed on a schedule of rates basis up to the allocated amount from Councils approved a budget for these works.

#### Response

Tenders were advertised in the Border Mail and via TenderSearch on July 1, 2018. The closing time and date for the tender was noon on July 25, 2018. Six suppliers registered interest and reviewed the tender documents, and two tenders were received. No late or non-conforming tenders were received.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Company Name</th>
<th>$ Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Downer EDI Works Pty Ltd</td>
<td>Schedule of Rates</td>
</tr>
<tr>
<td>2</td>
<td>Evans Asphalt and Earthworks Pty Ltd</td>
<td>Schedule of Rates</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for a commercial for confidence reasons.
The Evaluation team members were Conwae Knight, Senior Engineer, Steve Larkin, Infrastructure Officer, and Andrew Kelly, Graduate Engineer.

The following selection criteria were used as advertised in the tender document.

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methodology</td>
<td>20 %</td>
</tr>
<tr>
<td>Ability to meet time frame</td>
<td>5 %</td>
</tr>
<tr>
<td>Relevant Experience</td>
<td>20 %</td>
</tr>
<tr>
<td>Quality</td>
<td>20 %</td>
</tr>
<tr>
<td>Resources</td>
<td>10 %</td>
</tr>
<tr>
<td>Benefit to the local region</td>
<td>10 %</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>5 %</td>
</tr>
<tr>
<td>Occupational health and safety (OH&amp;S)</td>
<td>10 %</td>
</tr>
<tr>
<td>Total</td>
<td>100 %</td>
</tr>
<tr>
<td>Price</td>
<td></td>
</tr>
</tbody>
</table>

The following point scoring was applied to the criteria:

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Non compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
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<td>3</td>
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<tr>
<td></td>
<td></td>
<td>Successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
</tr>
</tbody>
</table>

To calculate the weighted score: weighting x score = weighted score. The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process
All tenders were evaluated in adherence with the council’s tendering policy and guidelines. All tenderers have indicated that they can complete the works within the nominated timeframe.

Downer EDI Works Pty Ltd operating out of their Wodonga Depot are known to council officers and have completed this type, or similar work in the past. This will be the first year that Evans Asphalt and Earthworks Pty Ltd has tendered for these
Ordinary meeting – August 20, 2018

8.5 - Tender for asphalt program 2018-19 (W1351-18) (cont’d)

particular Council works; however, the proprietor is known to Council officers for other similar contracts.

Each contractor is considered capable of undertaking the works as required. No follow up with referee(s) was considered necessary. Both contractors are OH&S prequalified with Council.

The rates supplied on which the evaluation price is based account reasonably for the works specified.

Council’s evaluation process was undertaken as a matter of course, including the value for money assessment.

The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Downer EDI Works Pty Ltd</td>
<td>1379</td>
</tr>
<tr>
<td>2. Evans Asphalt and Earthworks Pty Ltd</td>
<td>1646</td>
</tr>
</tbody>
</table>

The best value for money score was not the lowest tender. However the difference between the two tenders is less than 3% of the average evaluation price. Some individual rates do vary significantly, however the rates of the principal items for the supply and placement of hotmix are very similar.

After all assessments, the panel considered that the tender submission from Downer EDI Works Pty Ltd provided the best value for money option.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Managing assets</td>
<td>Deliver a strategic, resourced and informed program to renew, upgrade and build community assets to meet the current and future needs of the community.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The tender was evaluated in adherence with the council’s tendering policy and guidelines

Timely road repair works constitutes a cost effective means of asset renewal by maintaining a valuable community asset in a safe and usable condition, minimising routine operating maintenance costs. The quality of asphalt sealing works is
8.5 - Tender for asphalt program 2018-19 (W1351-18) (cont’d)

essential in protecting the underlying costly pavement from moisture ingress and potential failure.

The contractor is located in Wodonga and has advised that labour, plant and materials shall be sourced from the Wodonga and the North East Victoria region as required.

**Risk management implications**

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sealing works fail within the defects liability period</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Ensure good contract management and supervision. Contractor is responsible for rectification works to the satisfaction of the council’s contract superintendent and works are delivered in appropriate climatic conditions.</td>
</tr>
<tr>
<td>Sealing works fail after the defects liability period</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>Ensure good contract management and supervision. Contract includes a defects liability period. Defect inspections are carried out prior to handover.</td>
</tr>
<tr>
<td>Contractor fails to meet obligations</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>Contractors have completed similar work before. Ensure good contract management.</td>
</tr>
<tr>
<td>An industrial or traffic accident occurs</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Traffic management plans are part of the contract works. Ensure good contract management and supervision with submitted plans obtained. Contractor has SWMS for all activities and is required to complete JSA for each work site.</td>
</tr>
<tr>
<td>Third party property damage</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Traffic management plans are part of the contract works. Contractor is responsible under the General conditions of contract. Insurance is checked as part of routine contract management procedures prior to works undertaken.</td>
</tr>
</tbody>
</table>

**Financial implications**

These works are part of the council’s annual roads renewal program. The allocation in its 2018-2019 capital budget is $2,622,000, inclusive of the Roads to Recovery Federal Government Road Funding program allocation and Local Roads to Market grant.

The annual roads renewal program includes dig-outs and stabilisation, as well as kerb and channel replacement, minor miscellaneous reseal preparation works, asphalt works and spray sealing.
An allocation of $400,000 for these particular works has been made based on the engineer’s estimate. The identification and approval of any particular works or any variations will be carried out in accordance with the council’s current purchasing, tendering and contract management procedural guidelines, and will be limited to the allocated budget.

**Environmental implications**

Specifications have been developed to mitigate and minimise local environmental impacts and effects. Contract management and supervision to ensure compliance with requirements will assist with negating these impacts.

**Social / cultural implications**

**Benefits to the local region**

Based on the responses to this mandatory criteria;

- Downer EDI Works Pty Ltd is a national business and has a local works depot based in Wodonga that functions as a standalone business unit.
- Staff and plant & equipment are based in the Albury Wodonga region. 50% of materials will be sourced from the Albury-Wodonga region.
- Downer EDI Works Pty Ltd currently sponsors local school and sporting clubs based in the Albury Wodonga region.

**Legislative implications**

The winning tenderer is required to have suitable insurance and to conduct their activity within State and Federal legislation, local laws, Australian Standards and Codes of Practice, VicRoads standard specifications, supplier/manufacturers recommendation/instructions and any industry standards.

**Community engagement and internal consultation**

<table>
<thead>
<tr>
<th>Level of public participation</th>
<th>Promises to the public / stakeholders</th>
<th>Techniques to use</th>
</tr>
</thead>
</table>
| Inform                       | Keep informed                       | • Contractor to inform adjacent/affected residents prior to works.  
                                 |                                      | • Progress of works to be monitored and communicated to management.  
                                 |                                      | • Contractor to inform the council of proposed programs of works and approval to be obtained from the council on traffic control plans to suit local environment. |
| Collaborate                  | Feedback will be incorporated into decisions to the maximum level possible. | Use CSR system to monitor and log complaints and issues to be followed up and resolved accordingly. |
8.5 - Tender for asphalt program 2018-19 (W1351-18) (cont’d)

Options for consideration

Option 1 – Do nothing. This is not recommended as the council has allocated financial resources to preserve the road network for the safety of the community and to maintain council infrastructure assets.

Option 2 – Accept the recommendation and award the tender. This is the recommended option.

Conclusion

Two conforming tenders were submitted which has led to a competitive price being obtained. In accordance with the council’s evaluation and tendering procedures, the best valued tender was determined. Accordingly, it is recommended that the council pursue Option 2.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Senior Engineer - Development - Conwae Knight
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That:

1. The tender from Downer EDI Works Pty Ltd for contract W1351-18 provision of 2018 - 2019 asphalt program be accepted, and based on the schedule of rates tendered;

2. The identification and approval of works, or any variations to this contract be carried out in accordance with the council’s current purchasing, tendering and contract management procedural guidelines, and that the total contract value is limited to the allocated budget of $400,000 (excl GST) based on the schedule of rates submitted; and,

3. The 2018 - 2019 asphalt program works are to be completed by March 29, 2019.

Motion

Crs Danny Lowe / John Watson

That the recommendation be adopted.

Carried
Purpose of report

To seek the council’s determination in awarding the tender W1406-18Q High Street South landscape works – design, construct and install parking arbours and bollards.

Background

The reconstruction of High Street south is the final component to creating a city heart for Wodonga, revitalising the central business area (CBA).

This project is part of the National Stronger Regions Funding (NSRF) program.

This report deals only with the design, construct and installation of parking arbours and bollards to be used for the landscaping project in High Street south.

Response

Tenders were advertised in the Border Mail and via TenderSearch on Saturday, June 16, 2018 and closed at noon on Tuesday, July 3, 2018. Thirteen documents were issued. Five were received. There were no late or non-conforming tenders received. Tenders were received from:

<table>
<thead>
<tr>
<th>Name / company</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Steel Skill Sheetmetal and Engineering Specialists</td>
</tr>
<tr>
<td>2. AWS Services Pty Ltd</td>
</tr>
<tr>
<td>3. JC Butko Engineering</td>
</tr>
<tr>
<td>4. Ultra Project Services Pty Ltd</td>
</tr>
<tr>
<td>5. Stoddart Infrastructure</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.

The Evaluation team members were Matthew Fleet, Landscape Architect, Anne Visser, Team Leader Projects & Design, and Steve Larkin, Infrastructure Officer.

The following selection criteria were used as advertised in the tender document.

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methodology</td>
<td>20%</td>
</tr>
<tr>
<td>Ability to meet Timeframes</td>
<td>5%</td>
</tr>
<tr>
<td>Relevant Experience</td>
<td>10%</td>
</tr>
<tr>
<td>Quality</td>
<td>10%</td>
</tr>
<tr>
<td>Compliance with Specifications</td>
<td>15%</td>
</tr>
<tr>
<td>Customer Service</td>
<td>10%</td>
</tr>
</tbody>
</table>
8.6 - Tender for High St. (South) landscape works - design, construct & install parking arbours & bollards (W1406-18Q) (cont’d)

<table>
<thead>
<tr>
<th>Benefit to the Local Region</th>
<th>10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Sustainability</td>
<td>10%</td>
</tr>
<tr>
<td>Occupational Health &amp; Safety</td>
<td>10%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

The following point scoring was applied to the criteria:

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Non compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
<td>Does not meet the requirement to a major degree</td>
</tr>
<tr>
<td>2</td>
<td>Marginally</td>
<td>Does not meet the requirement but may be adaptable or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>made acceptable</td>
</tr>
<tr>
<td>3</td>
<td>Acceptable</td>
<td>Meets the requirement except in minor aspects</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor</td>
</tr>
<tr>
<td></td>
<td></td>
<td>aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
</tr>
</tbody>
</table>

To calculate the weighted score: weighting x score = weighted score. The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process
All tenders were evaluated in adherence with the council’s tendering policy and guidelines.

Three of the tenderers are regionally based; Steel Sheetmetal & Engineering Specialists, J.C. Butko Engineering and Ultra Projects Services Pty Ltd. They have all completed similar work previously for council, to satisfactory standard, and are considered capable of completing this project.

J.C. Butko Engineering and Ultra Projects Services Pty Ltd are both OH&S prequalified with council.

Steel Sheetmetal & Engineering Specialists rated well with their submission in the non-financial component of the assessment; however, their quoted price did impact on the final value for money assessment.

J.C. Butko Engineering, Ultra Projects Services Pty Ltd and Stoddart Infrastructure all provided a very good standard of submission; however, the price quoted by Ultra Project Services was a determining factor in the final value for money assessment.
Due to the price difference; contact was made with Ultra Projects Services Pty Ltd to determine if all required items, as part of tender, were costed. Confirmation was received that all items had been allowed for within the supplied tender price.

AWS Services Pty Ltd (Melbourne based) and Stoddart Infrastructure (Brisbane based) have not worked with council previously and offer limited benefit to the region. Neither are OH&S prequalified with council.

The AWS Services Pty Ltd submission was lacking in methodology, detailed relevant experience and customer service and were assessed accordingly.

**Value for money**
The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Steel Skill Sheetmetal &amp; Engineering Specialists</td>
<td>680</td>
</tr>
<tr>
<td>2. AWS Services Pty Ltd</td>
<td>1514</td>
</tr>
<tr>
<td>3. JC Butko Engineering</td>
<td>904</td>
</tr>
<tr>
<td>4. Ultra Project Services Pty Ltd</td>
<td>671</td>
</tr>
<tr>
<td>5. Stoddart Infrastructure</td>
<td>957</td>
</tr>
</tbody>
</table>

Therefore, after all assessments, the panel considered that the tender submission from Ultra Project Services Pty Ltd provided the best value for money option for the council.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Vibrant city centre</td>
<td>Complete the reconstruction of South, Bond and High streets as part of the City Heart project</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

All submitted tenders were evaluated in adherence with the council’s tendering policy and guidelines.
**8.6 - Tender for High St. (South) landscape works - design, construct & install parking arbours & bollards (W1406-18Q) (cont’d)**

### Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials not supplied on time may delay the commencement and completion of the landscape works and the overall project as a whole.</td>
<td>2</td>
<td>C</td>
<td>S</td>
<td>Award the supply contract and strictly stipulate delivery dates and undertake regular checks to ensure timeframes are met.</td>
</tr>
</tbody>
</table>

### Financial implications

These works are co-funded through the National Stronger Regions Funding Program. Council has a total budget of $11,938,511 for this project of which $6,672,111 has been allocated within the 2017-2018 budget and $5,266,400 allocated within the 2018-2019 budget.

<table>
<thead>
<tr>
<th></th>
<th>2018-2019 approved budget $</th>
<th>This proposal $ (Ex GST)</th>
<th>Variance to approved budget $</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$5,266,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$191,037</td>
<td>$191,037</td>
<td></td>
<td>This Contract</td>
</tr>
<tr>
<td>Expense</td>
<td>$284,564</td>
<td></td>
<td>Natural Stone Pavers</td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$2,368,647</td>
<td></td>
<td>Civil Contract Awarded</td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$1,243,575</td>
<td></td>
<td>Landscape Contract Award</td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$77,502</td>
<td></td>
<td>Street Furniture</td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$972,075</td>
<td></td>
<td>Other landscape items, including trees, lighting etc.</td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$129,000</td>
<td></td>
<td>Project Management</td>
<td></td>
</tr>
<tr>
<td>Net result</td>
<td>$0</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Environmental implications

Not applicable

### Social / cultural implications

The project will improve traffic and pedestrian linkages around the central business area, contributing to Wodonga’s central business area becoming a destination in its own right and supports local business.

**Benefits to the local region**

Based on the responses to this mandatory criteria:

Ultra Project Services Pty Ltd is a local North East company based in Rutherglen.

Currently all staff are locally based within the North East area with the majority of the supplies and materials also provided by local businesses.
8.6 - Tender for High St. (South) landscape works - design, construct & install parking arbours & bollards (W1406-18Q) (cont’d)

Ultra Project Services Pty Ltd also provides ongoing work place training for all staff members which will assist greatly in future of this industry within the North East.

**Legislative implications**

The successful contractors are required to have suitable insurances and to conduct their activities within State and Federal legislation, local laws, Australian Standards, codes of practice, as well as VicRoads and council standards, specifications, supplier and industry standards.

**Community engagement and internal consultation**

There is a full engagement process underway for the reconstruction of High Street south.

**Options for consideration**

Option one – Do nothing. This is not recommended as the council has committed to finalise the reconstruction of High Street as part of the National Stronger Regions Funding program. These works are contributing to the creation of a city heart for Wodonga and revitalising the central business area.

Option two – Accept the recommendation and award the tender to Ultra Project Services Pty Ltd for the project High Street South Landscape Works – Design Construct and Install Parking Arbours and Bollards for the tendered price of $191,037 (excluding GST)

**Conclusion**

Five conforming tenders were lodged, in which four of the quoted prices were very similar but the fifth was considerably less expensive and therefore best value to council.

Written confirmation was received from Ultra Project Services Pt Ltd that all items had been allowed for within the supplied tender price.

Accordingly it is recommended that the council pursue option 2.

**Attachments**

Nil

**Tabled papers**

Nil
Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Landscape Architect - Matthew Fleet
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

1. That the tender from Ultra Project Services for W1406-18Q High Street South Landscape Works – Design, Construct and Install Parking Arbours and Bollards for the contract sum of $191,037 (excluding GST), based on the schedule of rates tendered, be accepted.

2. Design works to be completed and approved by council by no later than December 15, 2018.

3. Contract works, including installation, to be completed by no later than May 31, 2019.

Motion

Crs John Watson / Kat Bennett
That the recommendation be adopted.

Carried
Purpose of report

To seek the council’s determination in awarding the tender W1354-18 High Street (South) Reconstruction – Feature Lighting (Electrical) Supply and Installation.

Background

The reconstruction of High Street (South) is another component to creating a city heart for Wodonga, revitalising the central business area.

The overall project will improve traffic and pedestrian linkages around the central business area, ensure Wodonga’s central business area becomes a destination in its own right and support local business.

This report deals with the electrical supply to High Street and the supply and installation of LED feature lighting within the centre median and LED colour change feature lighting within the side pavement verges of High Street.

The feature lighting will improve the appearance of the central business area, providing lighting outcomes that will create a welcoming area to visit by day and night.

This project is part of the National Stronger Regions Funding program.

Response

Tenders were advertised in The Border Mail and tender search on Saturday, June 2, 2018 and closed at noon, Tuesday, July 3, 2018. A total of 15 documents were issued. Two tenders were received. There were no late or non-conforming tenders received. Tenders were received from:

<table>
<thead>
<tr>
<th>Name / company</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Watters Electrical Pty Ltd</td>
</tr>
<tr>
<td>2. GPE Electrical &amp; Communications Contractor Pty Ltd</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.

The Evaluation team members were Matthew Fleet, Landscape Architect, John Luftensteiner, Design Engineer, and Dheeraj Kandel, Project Engineer.

The following selection criteria and weighting were used to evaluate the tender document.

The following selection criteria were used as advertised in the tender document.
The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process
All tenders were evaluated in adherence with the council’s tendering policy and guidelines.

The two submissions were from local electrical contractors and both submitted a methodology that considered how the project would be constructed, the resources required, coordination with the civil construction contractor and the public interface considerations to minimise impacts on business and the community.

Both Watters Electrical Pty Ltd (Watters) and GPE Electrical & Communications Contractor Pty Ltd (GPE) have previously completed similar work for council to a very high standard. GPE has completed the recent section of High Street (between Elgin Boulevard and South Street).

### Evaluation criteria

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Non compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
<td>Does not meet the requirement to a major degree</td>
</tr>
<tr>
<td>2</td>
<td>Marginally</td>
<td>Does not meet the requirement but may be adaptable or made acceptable</td>
</tr>
<tr>
<td>3</td>
<td>Acceptable</td>
<td>Meets the requirement except in minor aspects, successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
</tr>
</tbody>
</table>

To calculate the weighted score: weighting x score = weighted score.
8.7 - Tender for High St. (South) reconstruction - feature lighting design (electrical) supply and installation (W1354-18) (cont’d)

As noted all tenders are locally based businesses and are OH&S pre-qualified with council.

On completing a detailed analysis and comparison of each tenderer’s schedule of rates a discrepancy was found with the number of LED in ground light fittings, to be supplied and installed, Section 2.3.

It was determined that Watters had reduced the quantity of light fittings in section 2.3.1 and 2.3.2 from that specified in the tender documentation. Watters was contacted and questioned about these changes and provided the following reason. “The quantities in section 2.3.1 and 2.3.2 were amended to match the number lights indicated on the plan provided in the tender documentation and formed part of their methodology for design.”

Watters provided a unit rate for each of the two different light fittings and confirmed that their price would change based on any change in quantity of these two items.

With this information section 2.3.1 and 2.3.2 of Watters submission was amended to reflect the quantities in the tender documentation along with a new total price.

This adjustment meant that both tenders now included the same number of in ground light fittings. A value for money score was then calculated.

**Value for money**
The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Watters Electrical Pty Ltd</td>
<td>1426</td>
</tr>
<tr>
<td>2. GPE Electrical &amp; Communications Contractor Pty Ltd</td>
<td>1316</td>
</tr>
</tbody>
</table>

After the assessment process, the panel considered that the tender submission from GPE Electrical & Communications Contractor Pty Ltd provided the best value for money option for the council.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a city that is well-connected, informed and engaged, which supports people to</td>
<td>Integrated and well-connected transport</td>
</tr>
<tr>
<td>meet, participate and move safely and easily to access services and opportunities.</td>
<td>network</td>
</tr>
</tbody>
</table>
Council policy / strategy implications

The tenders received were evaluated in adherence with the council’s tendering policy and guidelines. This electrical and feature lighting supply and installation tender is part of the overall streetscape works.

The project will continue to improve traffic movements and pedestrian links around the Wodonga central business area and develop a stronger pedestrian focussed shopping precinct.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unsafe work practices resulting in death of worker.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Work Method Statements for job activities created and used. Continued monitoring of worksite by Project Manager and HSR. OHSMS received and checked as part of tender conditions.</td>
</tr>
<tr>
<td>Pedestrian and public safety – site management.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Work Method Statements for job activities created and used. Traffic management plan created and in place. Continued monitoring of worksite by Project Manager and HSR.</td>
</tr>
<tr>
<td>Contractor unable to complete works within construction time.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Continued monitoring and meetings with contract to track the progress of works by Project Manager. Council may grant extension of time. It is anticipated however that delays will only be caused by weather interventions, in which case we believe, satisfactory reasons exist for time extensions to be granted.</td>
</tr>
<tr>
<td>Contractor unable to undertake or complete works due to financial or staff related problems and changes amongst key staff.</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>The preferred contractor has a satisfactory performance record on previous works and no indications are present to suggest that this would change.</td>
</tr>
<tr>
<td>Flaws in the design or delay in obtaining necessary permits.</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Design changes can quickly be made, limiting cost variations to the project. There are no outstanding permits to be issued.</td>
</tr>
<tr>
<td>Changes to the design</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Prior consultation with all</td>
</tr>
</tbody>
</table>
8.7 - Tender for High St. (South) reconstruction - feature lighting design (electrical) supply and installation (W1354-18) (cont’d)

<table>
<thead>
<tr>
<th>Financial implications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
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<tr>
<td><strong>Expense</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
</tr>
<tr>
<td><strong>Net result</strong></td>
</tr>
</tbody>
</table>

The works are co-funded through the National Stronger Regions Funding program. Council has a total budget of $5,266,400 for this project allocated within the 2018-2019 budget.

**Environmental implications**

The contract requires that environmental protection works are to be adhered to.

**Social / cultural implications**

*Benefits to the local region*

Based on the responses to this mandatory criteria: GPE Electrical and Communications Contractor Pty Ltd employs 100% of staff from the local area, is based in Albury, sponsors local sporting groups and charities.

They also employ apprentices as part of their workforce.

**Legislative implications**

The successful tenderer is required to have suitable insurance and to conduct their activities within State and Federal legislation, local laws, Australian Standards,
Community engagement and internal consultation

There is a full engagement process under way for the reconstruction of High Street.

Comprehensive community and business engagement has been undertaken over the past two years for works occurring under National Stronger Regions Funding.

Business engagement and support has been boosted in 2018 for businesses who will be directly affected by the reconstruction of High Street.

Upon appointment of the successful contractors, civil works and landscape, a more detailed program of works will be developed that considers all aspects of the project. Upon completion of this program, further engagement with affected businesses will occur with a view of minimising disruption as much as possible.

The impacts on project timing and completion together with community/business

Options for consideration

Option one – Do nothing. This is not recommended as the council has committed to the reconstruction of High Street (between Elgin Boulevard and Lawrence Street) with associated landscaping as part of the National Stronger Regions Funding program. These works are contributing to creation of a city heart for Wodonga, and revitalising the central business area.

Option two – Accept the recommendation and award the tender.

Conclusion

Two conforming tenders were lodged which has led to a competitive price being obtained. The recommended tenderer has completed similar work for council to an acceptable standard.

Accordingly it is recommended that the council pursue option two.

Attachments

Nil

Tabled papers

Nil
Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Design Engineer - John Luftensteiner
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

1. That the tender from GPE Electrical and Communications Contractor Pty Ltd for W1354-18 *High Street (South) reconstruction – feature lighting (electrical) supply and installation* for the contract sum of $494,458 (excluding GST), based on the schedule of rates tendered, be accepted.

2. The contract works to commence by January 14, 2019 and be completed by June 30, 2019.

Motion

Crs Kat Bennett / Tim Quilty
That the recommendation be adopted. Carried
8.8 - Transfer of Cafe Grove lease

Purpose of report

To seek a council decision on a request to transfer the remaining term of the lease for Café Grove to a new owner/operator.

Background

Council has a Crown lease for land being Allotment 13A, Section Q, CP119816 on which the café is built. The lease was entered into on July 1, 2005 and expires June 30, 2020.

In 2011 Westcott Pty Ltd, the tenants requested an extension to the lease term to coincide with council’s long term lease until June 30, 2020. This request was made at the time that the business was being sold and the lease transferred to a new operator.

At the ordinary meeting of August 15, 2011, council granted the extension of the term of the lease to June 30, 2020. The lease was transferred to the new operator, Leigh John Esler on July 1, 2011 with an initial term of three years and a further two by three year options, bringing the expiry of the lease to 30 June 2020.

The business was then sold and transferred to the current operator Woodland Grove Pty Ltd and a transfer of lease was approved at a council meeting on March 16, 2015.

Woodland Grove Pty Ltd is now selling the business with the remainder of the lease term and wishes to transfer the lease to the new operator Graham Allan Lawrence before settlement date which has been scheduled for September 3, 2018. The sale is dependent on the transfer of lease.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Business and investment</td>
<td>Continue to attract new and diverse business to Wodonga.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Council has, on two previous occasions in 2011 and 2015, agreed to a transfer of the lease at Cafe Grove.
Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>The extension to the option is not granted, causing the sale of the business to be unsuccessful and possible loss of rent to council.</td>
<td>4</td>
<td>C</td>
<td>High</td>
<td>Grant extension of the option to the lease.</td>
</tr>
</tbody>
</table>

Financial implications

The annual rental income received from this lease is $69,489.60 excluding GST per annum. The rental income increases by CPI each year.

Environmental implications

Not applicable.

Social / cultural implications

The cafe, being situated in the CBD provides vibrancy, activity and a destination for social and work interaction.

Legislative implications

As this is a transfer of the current lease, with no changes to the term, there are no legislative implications or requirements under the *Local Government Act 1989* (the Act).

A transfer of deed document is currently being drafted to document the transfer of the lease to Graham Allan Lawrence. As this document is a deed, it will require the council seal at the council meeting of August 20, 2018.

Under the Victorian Law Institute terms and conditions, a tenant is permitted to seek a transfer of the lease to a new operator. The landlord may not unreasonably withhold consent to a transfer.

Given this is a name change only, and not a new or extension to a lease, a sections 190 and 223 process under the Act is not required.

Community engagement and internal consultation

No consultation is required under the Act as the term remains unchanged.

Options for consideration

1. Option one - Do not grant the transfer of the lease. This is not recommended.
2. Option two - Grant the approval to transfer the lease. This option is recommended.
8.8 - Transfer of Cafe Grove lease (cont’d)

Conclusion

The current tenant of Café Grove, Woodland Grove Pty Ltd, has requested that council agree to transfer the remaining term of the café lease to Graham Allan Lawrence. There have been two previous transfers of this lease and the sale process is dependent on the transfer of the lease. Therefore it is recommended that the transfer be approved.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Economic Development - Adam Wiseman
In providing this advice, I have no interests to disclose in this report.

Property Officer - Kerrianne Bradbery
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That, subject to the sale of the business, the transfer of the Cafe Grove lease situated at 198A High Street, Wodonga from Woodland Grove Pty Ltd to Graham Allan Lawrence be approved and the transfer deed be signed and sealed.

Motion

Crs John Watson / Danny Lowe

That the recommendation be adopted.

Carried
8.9 - Intention to enter into lease - Hockey Albury Wodonga Incorporated

Purpose of report

To seek council’s approval to grant a new 20 year lease to the Hockey Albury Wodonga Incorporated (HAW), who currently operate the Wodonga hockey facilities.

Background

Wodonga Hockey field, (on part of the land contained in Certificate of Title Volume 10362 Folio 364) is owned by Wodonga Council and located at Silva Drive within the Birallee Park sporting precinct.

The council has leased the hockey facility to Hockey Albury Wodonga Incorporated HAW who run the sport competition at the Albury and Wodonga hockey facilities. Wodonga Hockey Club who are based at the Wodonga facility is a subtenant of Hockey Albury Wodonga Incorporated.

Council and HAW recently completed works to upgrade the playing surface at a cost of more than $575,000. Council contributed $345,000 and HAW self-funded $175,000 and a further $55,000 through in-kind donations.

During the delivery of the resurfacing project council were negotiating a new lease for the Silva Drive hockey facility with HAW. A five year lease with two further terms of two years was offered, in line with current facility guidelines.

However, HAW declined this offer and requested a longer term lease. In April, 2018 council offered HAW a fixed nine year lease, and were advised that any term over ten years would trigger section 190 and section 223 of the Local Government Act 1989 (the Act) and would need council approval.

On May 11, 2018 the HAW board wrote to request a lease term of 20 years, consisting of an initial term of ten years with two x five year options to extend.

The club’s justification for this request is to align the lease with the total expected life of the new surface which is 20 years. In addition, HAW are investigating the construction of mini warm up fields and a club house. With a longer term lease, HAW will be able to have security and confidence to invest further in additional capital improvements and see a return on their investment.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve the health and social outcomes for all people in Wodonga to create a healthy, safe, equitable and inclusive community</td>
<td>Being active</td>
<td>Explore options for a physical activity network to connect providers and interested agencies of sport and recreational opportunities</td>
</tr>
</tbody>
</table>
Council policy / strategy implications

The Wodonga Sport and Recreation Plan outlines the recommendation that council consider the replacement of the synthetic surface. In addition, the Birallee Park masterplan states the synthetic pitch is beyond its useful asset life, and recommends the Hockey facility be relocated to Baranduda Fields. Due to the decision not to proceed with the Baranduda Fields project the current hockey field was resurfaced to cater for the sport to continue operations in Wodonga. The proposed lease is now required as the current lease has expired and is in over holding for this facility.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hockey Albury Wodonga is unable to obtain a longer lease.</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>Consideration would need to be given to how the facility would be managed.</td>
</tr>
<tr>
<td>HAW and members unhappy with the council’s decision.</td>
<td>2</td>
<td>C</td>
<td>M</td>
<td>Hold discussions with club, to negotiate a new position, consider any feedback and present any new information back to the council.</td>
</tr>
<tr>
<td>Council left to explore alternate options in managing the facility.</td>
<td>2</td>
<td>C</td>
<td>S</td>
<td>Negotiate a mutually suitable lease term with Hockey Albury Wodonga or consider alternate ways to manage the facility.</td>
</tr>
</tbody>
</table>

Financial implications

Currently the rental charges for the lease held by HAW is $52.00 excluding GST per annum.

The new proposed rental charge for the lease to be held by HAW is $100.00 excluding GST per annum for the first year. The rent payable is to increase by a fixed amount of $10 per annum plus GST for each year thereafter for the duration of the lease.

Under the lease HAW is responsible for all outgoings (water, electricity etc), management duties and maintenance costs. There will be significant maintenance costs associated with a new surface.

Environmental implications

Not applicable
Social / cultural implications

Sporting facilities are places where people can engage in, conduct a range of community, recreational, social or health related activities that enhance community wellbeing.

Wodonga Hockey facility is the only hockey field located in Wodonga and services junior and senior competition for HAW as well as training needs for both Wodonga Hockey Club and Beechworth Hockey Club as follows:

- Hockey Albury Wodonga has nine clubs with 13 competition divisions and a variety of sports participation programs which operate out of the Albury and Wodonga hockey facilities;
- Wodonga Hockey Club has 13 teams (eight senior and seven junior) based at the Wodonga hockey facility; and
- Beechworth Hockey Club has 12 teams with eight teams training at the Wodonga hockey facility.

Legislative implications

A new 20 year lease triggers section 190 of the Act which states that if the rent for the period of the lease is $50,000 or more a year or a lease is to be for a period of 10 years or more then the council must, at least four weeks before the lease is executed, publish a public notice of the proposed lease. A person has a right to make a submission on the proposed lease under section 223 of the Act.

Community engagement and internal consultation

Ongoing communication has been undertaken with HAW in regards to the lease negotiations. They have been advised that a report outlining their request for a 20 year lease term will be presented to council for consideration.

Options for consideration

Option 1: Do nothing. The lease will remain in over holding and Hockey Albury-Wodonga Incorporated will be a monthly tenant which is not recommended.

Option 2: Resolve to enter into a new lease for a 20 year term made up of an initial ten year term and a further two by five year terms at a rental charge of $100.00 excluding GST per annum for the first year. The rent payable is to increase by a fixed amount of $10 per annum plus GST for each year thereafter for the duration of the lease.
Option 3: Resolve to continue to negotiate a lesser term lease with HAW. The lease will remain in over holding and Hockey Albury Wodonga Incorporated will be a monthly tenant which is not recommended.

**Conclusion**

Hockey Albury Wodonga Incorporated is currently operating the Wodonga hockey facility and is seeking a 20 year lease for the purposes of providing junior and senior competition for HAW as well as training needs for both Wodonga Hockey Club and Beechworth Hockey Club. The site is well equipped to cater for this competition with a new surface recently being installed.

**Attachments**

Nil

**Tabled papers**

The following documents will be tabled at the meeting:
- Document A: Attachment A proposed lease

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Community Development - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Active Communities Officer - Liona Edwards
In providing this advice as the report author, I have no interests to disclose in this report.

Property Officer - Kerrianne Bradbery
In providing this advice as the report author, I have no interests to disclose in this report.
8.9 - Intention to enter into lease - Hockey Albury Wodonga Incorporated (cont’d)

Recommendation

That council resolves to enter into a new lease for a 20 year term made up of an initial ten year term and a further two by five year term options with Hockey Albury Wodonga Incorporated at a rental charge of $100.00 excluding GST per annum for the first year. The rent payable is to increase by a fixed amount of $10 per annum plus GST for each year thereafter for the duration of the lease.

1. In accordance with Section 190 and 223 of the Local Government Act 1989 ("the Act") public notice be given in the Border Mail of the intention to grant the current Tenant, Hockey Albury Wodonga Incorporated a 20 year lease of Wodonga hockey facilities at Silva Drive within the Birallee Park sporting precinct on part of the land contained in Certificate of Title Volume 10362 Folio 364 which is council owned land.

2. The public notice shall stipulate that persons may make a submission on the proposed lease in accordance with Section 223 of the Act and that written submissions be received on a date that is at least 28 days after the publication of the notice.

3. The Chief Executive Officer is authorised to undertake the administrative procedures necessary to enable council to carry out its functions under section 223 of the Act in relation to this matter.

4. That if submissions are received under section 223 of the Act;
   a) A special meeting of council be convened on a date to be determined to hear from any person or persons who request to be heard in support of a section 223 written submission.
   b) A report on any section 223 submissions received by council along with a summary of any hearings held, be provided to the next ordinary council meeting.

5. If no submissions are received within the prescribed period the council resolves to grant a new lease outlined in clause 1 without further resolution of council and that the Chief Executive Officer be authorised to sign any documents required to evidence the grant of the new lease.

Motion

Crs Danny Lowe / Tim Quilty

That the recommendation be adopted.

Carried
Purpose of report

To seek the council’s determination on applications submitted in the July 2018 round of the:

- Community Impact Grant Programs; and
- Community Partnership Grant.

Background

Wodonga Council’s Community Impact and Community Partnership grants programs were introduced in 2015 to support eligible community organisations and groups for projects, programs, events and activities that meet the social, cultural, economic, and environmental needs of Wodonga residents.

The Community Impact Grants are a funding program, awarded twice a year, that provide direct financial contributions up to $3000, from the council, to eligible organisations or groups towards a program, service or event that will benefit the community. The community impact grants are awarded under four categories:

- Building stronger communities
- Environmental sustainability
- Community events
- Arts and culture

The Community Partnership Grants are a funding program that provides direct financial contributions, up to $10,000 for three years, from Council, to organisations or groups towards a program or services through memorandums of understanding or contractual agreements. These agreements are over one, two or three years.

All community grants are subjected to an independent quantitative assessment by a minimum of five assessors and subsequent discussion at a panel assessment meeting. Recommendations are then provided to the council for their determination.

At the ordinary council meeting on November 20, 2017, the council resolved to adopt the community grants policy, requiring all grant applications to be reported to the council for final approval before the grants are awarded.

There are two grant rounds administered per year in February and July.

July 2018 grant round
In the July 2018 grant round 18 organisations applied for funding through the Community Impact Grants program and 2 organisations applied for funding through the Community Impact Partnership Grants Program.
Assessment Process

All community grants are independently appraised, by a minimum of five council officers, with diverse expertise. The following quantitative assessment criteria is used to assess grant applications:

- **Project rationale (25%)**: Provides supporting data or research, needs are identified by community, other providers and/or media and the project is based on evidence and good practice.
- **Evidence that the project meets grant aims (25%)**: The grant aims are outlined in the community impact grants and community impact partnership guidelines. The community grants aims aligned with the focus areas of the outlined in the Wodonga Council Plan 2017-2018 to 2020-2021 and are aimed at maximising an organisations capacity and sustainability.
- **Demonstrates sound project planning and financial management (25%)**: Provides project plan, explanation of planning undertaken, budget items clearly identified, volunteer hours included, quotes are provided, % of project/event cost applied for.
- **The project is aligned with a key strategy area for council (25%)**: being active, mental health, healthy and safe food, community safety, inclusion, participation and access, environmental management, sustainable practices, arts and culture, history and heritage, prospering tourism sector and education, training and employment.

After each reviewer has independently make their assessment a group panel meeting is then held to determine funding recommendations.

Recommendations are then provided to the council for their determination.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a city that is well-connected, informed and engaged, which supports people</td>
<td>Inclusion, participation and access</td>
<td>Support local organisations through the provision of a community grants program to assist groups to meet identified community needs</td>
</tr>
<tr>
<td>to meet, participate and move safely and easily to access services and opportunities.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

The community grants program has been developed to align with the Council Plan, Municipal Public Health and Wellbeing Plan, the revisited Community Vision 2033 and relevant adopted strategies and plans of the council.
8.10 - Community Impact Grants and Community Impact Partnership Grants- July 2018 round (cont’d)

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants disagree with grant outcomes.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide consistent and transparent process for decision making.</td>
</tr>
<tr>
<td>Community councillors / council officers directly for financial assistance.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide information regarding the relevant process to inform community of eligibility and application process and timelines.</td>
</tr>
<tr>
<td>Grant funds are used in a way that is detrimental to the public interest or to council’s reputation.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Council’s policy provides a position on appropriate grant activities.</td>
</tr>
</tbody>
</table>

Financial implications

<table>
<thead>
<tr>
<th>Grant program</th>
<th>2018-2019 approved budget $</th>
<th>YTD actuals $</th>
<th>YTD Remaining funds $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Impact Grants</td>
<td>$100,000</td>
<td>$0</td>
<td>$100,000</td>
</tr>
<tr>
<td>Community Impact Partnership Grants</td>
<td>$45,000</td>
<td>$32,000</td>
<td>$13,000</td>
</tr>
</tbody>
</table>

Community Impact grants
In total $51,486.50 was requested in the July 2018 funding round, with a total of $29,991.50 recommended by the panel to be awarded under both grant programs.

Community Impact partnership grants
In total $19,000 was requested in the first year with $14,000 being requested in the 2nd year and $9,500 in the 3rd year. The panel has not recommended either of these requests. The total amount available in this financial year is $13,000.

The funding recommendations for 2018-2019 financial year are within budget.

As indicated in the revised policy the maximum funding available per round has been reduced from $5,000 to $3,000 per application and the funding rounds have been reduced from four times a year to twice a year.

It is important to note that investment into the community (across all categories) of volunteer hours, in-kind contributions and other project funding sources make many of the proposed projects viable.

The events, that are funded through this grant program that attract visitors from outside the region, contribute to economic stimulus, as well as promote Wodonga as a tourist and major event destination.
Environmental implications

Positive environmental benefits are expected through the provision of the environmental sustainability community grants, this includes:

- Maintenance and enhancement of public open spaces
- Improve sustainability, to not rely on council’s ongoing maintenance or upkeep.

Social / cultural implications

Positive social and cultural outcomes include:

- Community participation and cultural expression;
- Share and improve the skills of the community;
- Support for vulnerable community members;
- Cultural and artistic expression; and
- Maximise access to programs, activities and events by the people of Wodonga.

Legislative implications

Section 195A of the Act.
Section 3C (1), 3C (2) (b), 3D (2) (c), of the Act.

Community engagement and internal consultation

As outlined in the assessment process of this report, an assessment panel of council staff are bought together each round to assess the applications. Staff are chosen from areas that relate to the applications in order to draw on their experience and expertise in these areas.

Options for consideration

1. Do nothing.
2. Approve all of the Community Grant recommendations as listed.
3. Decline or amend the Community Grant recommendations.

Conclusion

The community grants support a diverse range of community organisations, to develop a range of innovative ideas, projects and events, improve the skills of the community, enrich our arts and culture, create environmental benefit and drive economic growth of the city.
The community grants are competitive, subjected to a rigorous process and give significant consideration to the benefits for the community. Through providing seed funding to community organisations the panel anticipates meaningful benefits to a diverse range of people in Wodonga through economic, social and environmental impacts.

**Attachments**

The following documents are attached to this report:
- Attachment A: Community Impact Grants July 2018 Round
- Attachment B: Community Impact Partnership Grants July 2018 Round

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Community Development - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Manager Community Planning and Well-Being - Claire Taylor
In providing this advice, I have no interests to disclose in this report.

Community Planning and Development Co-ordinator - Anthea Maher
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That the council make a determination of the:
• community impact grants; and
• community partnership grant applications.

Motion

Crs John Watson / Kat Bennett

That the council:
• Award the community impact grants as recommended; and
• Award the community partnership grant applications as recommended.

Carried

Conflict of interest disclosure

Prior to the commencement of item 8.10 Cr Hall disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.

Cr Hall left the meeting at 6.16pm. Cr Hall returned to the meeting room at 6.29pm after the resolution for item 9.3 was carried.
## Community Impact Grants, August 2018- Panel recommendations

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project Summary</th>
<th>Amount requested</th>
<th>Total project cost</th>
<th>Amount recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category: Community Events</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. The Bhutanese Australian community support group Inc.</td>
<td>Bhutanese Cultural Women Empowerment Event</td>
<td>Event to celebrate Special Women Day in Bhutanese and Nepali calendar. Event to be held at cube and will include 4 international Nepali singers, as well as local elder traditional dancers and activities for children. The event is aimed at empowering women and promoting Bhutanese and Nepali culture.</td>
<td>$3000.00</td>
<td>$4,982.00</td>
<td>N/A</td>
</tr>
<tr>
<td>2. Brave Hearts Dragon Boat Club</td>
<td>Brave Hearts Dragon Boat Club 11th Annual Community Regatta</td>
<td>One day community Dragon Boating event held at Gateway Lakes, for 24 corporate and community teams (480 paddlers), including up to 4 school teams, 2 multi-cultural teams and 4 cancer survivor teams.</td>
<td>$3000.00</td>
<td>$13,100.00</td>
<td>N/A</td>
</tr>
<tr>
<td>3. The Rotary Club of Bellbridge Lake Hume Inc.</td>
<td>Lake Hume Cycle Challenge</td>
<td>Two day cycling event, to be held on February 2019. The event consists of five rides ranging from 2- 126.09 km (it is not a race), with the start and finish at the Wodonga Racecourse. The previous event saw 800 people participate.</td>
<td>$3000.00</td>
<td>$25,000.00</td>
<td>$2,000</td>
</tr>
<tr>
<td>4. Association of Ukrainians in Victoria</td>
<td>Back to Bonegilla</td>
<td>Two day event to celebrate 70 years of Ukrainian settlement in Australia. Planned activities include a group lunch, a dinner event and visitation to the Bonegilla Migrant Experience. Grant funding will be used to purchase materials that will be exhibited at the Bonegilla Migrant Reception and Training Centre as part of the event.</td>
<td>$500.00</td>
<td>$26,000.00</td>
<td>$500</td>
</tr>
</tbody>
</table>
### 8. Officers reports for determination

**Item 8.10 - Attachment A**

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project Summary</th>
<th>Amount requested</th>
<th>Total project cost</th>
<th>Amount recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Rotary Club of Wodonga Central</td>
<td>Wodonga Senior Citizens Christmas Luncheon</td>
<td>A Community Christmas lunch, entertainment and activities for 300 elderly citizens of Wodonga. Many of the guests are widowed, on low incomes, socially disconnected and/or in frail health.</td>
<td>$3000.00</td>
<td>$5,000.00</td>
<td>$3000.00</td>
</tr>
</tbody>
</table>

#### Category: Building Stronger Communities

| 6. University of the Third Age (U3A) | Basic Concepts in Economics                      | U3A provides education and stimulation to older people in Wodonga. This grant will provide funding for materials for a new course, *Basic Concepts in Economics*. The course aims to increase financial literacy and skills managing financial resources. | $3000.00          | $9,500.00          | $3000.00           |

| 7. Sport North East (The Centre for Continuing Education) | Learn Support Lead: Activating female leaders in sport | 12 month female leadership program designed to activate the untapped skills and experience of local Wodonga women in sport.                                                                                                                                                                           | $3000.00          | $27,350.00         | N/A                |

<p>| 8. Life Saving Victoria | Open Water Learning Experience (OWLE) - An Aquatic Survival Program | OWLE aims to reduce the number of aquatic related injuries and drowning deaths in Wodonga through outdoor aquatic education (e.g. Hume weir and Noreuil River). The program will targets Wodonga children and youth between 8-18 years, with a focus on identifying potential water dangers and making safe choices in and around the aquatic environment. | $2961.00          | $5,837.65          | $2961.00           |</p>
<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Australian Turner Syndrome friends</td>
<td>Regional Victoria Turner Syndrome Awareness Conference</td>
<td>Turner's syndrome is a random genetic disorder that affects females, causing short stature and infertility. Grant seeking funding to hold a conference in Wodonga to help raise GP awareness and to bring people with turners together to build community connection and support.</td>
</tr>
<tr>
<td>10. St John Ambulance Australia (Vic)</td>
<td>Improving Community Access at Events</td>
<td>St Johns ambulance is a provider of first aid services, training and equipment. Grant seeking funding to purchase new signage to improve visibility of St johns at events.</td>
</tr>
<tr>
<td>11. Birallee Park Neighbourhood House Inc.</td>
<td>Our Table to Yours - Community Cooking</td>
<td>'From Our Table to Yours' prepares, cooks, packages, labels and freezes healthy, nutritional meals for vulnerable community members requiring food relief. Kalianna (provides employment for adults with disabilities) and volunteers prepare the meals. Funding from this grant will provide equipment and resources to make more meals and extend the shelf life of food.</td>
</tr>
</tbody>
</table>
| 12. Services for the Treatment and Rehabilitation of Torture and Trauma Survivors (STARTTS) | Congolese Women's Gathering                           | STARTTS provides culturally appropriate psychological treatment and support to help to refugees overcome trauma and rebuild their lives in Australia. Based in Wagga Wagga, STARTTS has identified a need to establish a support group for African women in Wodonga. The aims of the group, developed in collaboration with representatives from the target community, are to create a safe space for women to share their settlement
## Applicant | Project name | Project Summary | Amount requested | Total project cost | Amount recommended

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project Summary</th>
<th>Amount requested</th>
<th>Total project cost</th>
<th>Amount recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category: Arts and Culture</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. Projection Dance Company Inc.</td>
<td>Summer Dance Forum</td>
<td>Grant to fund a dance forum with open access classes, public performances, workshops and a 'Flash mob' type event at Junction Square.</td>
<td>$3,000.00</td>
<td>$5,000.00</td>
<td>N/A</td>
</tr>
<tr>
<td>14. Friends of Willow Park Inc. [<a href="https://manage">https://manage</a> smartygrants.com.au /application/902474 /contacts](<a href="https://manage">https://manage</a> smartygrants.com.au /application/902474 /contacts)</td>
<td>Connecting, Embracing and Respecting Community mural in Willow Park.</td>
<td>Refurbishment works on exiting public artwork created by local Aboriginal artist David Dunn (paint has faded).</td>
<td>$3000.00</td>
<td>$6,000.00</td>
<td>N/A</td>
</tr>
<tr>
<td>15. Murray Conservatorium Inc.</td>
<td>Murray Conservatorium Music Education and Performances</td>
<td>The project proposed by Murray Conservatorium is a broad music education and performance program, including: music therapy for Belvoir Special School students, Early Childhood workshops for Wodonga Children’s Fair and performance at Grange Aged Care in Wodonga.</td>
<td>$3000.00</td>
<td>$4,744.00</td>
<td>$3000.00</td>
</tr>
<tr>
<td>16. Speedforce Sessions [<a href="https://manage">https://manage</a> smartygrants.com.au/application/908995/contacts](<a href="https://manage">https://manage</a> smartygrants.com.au/application/908995/contacts)</td>
<td>Speedforce on Screen</td>
<td>Speedforce Sessions is an ensemble of theatre makers with and without disabilities who live in the Albury-Wodonga region. Grant funding will create a short film which will showcase the skills of the group, celebrate the groups' love of superheroes and explore notions of invincibility. Speedforce will meet weekly for 22 weeks to rehearse and film this project. Members will be supported to participate with</td>
<td>$3000.00</td>
<td>$7,326.36</td>
<td>$3000.00</td>
</tr>
</tbody>
</table>
### Category: Environmental Sustainability

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project Summary</th>
<th>Amount requested</th>
<th>Total project cost</th>
<th>Amount recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>17. Our Native Garden Nursery Inc.</td>
<td>Local Native Plants Grown By Volunteers</td>
<td>Our Native Garden Nursery is a volunteer run, indigenous plant nursery dedicated to developing balanced ecosystems which help create and maintain a healthy environment for plants, creatures and people. This project will purchase equipment and tools, we will maximise our organisation’s potential, and build capacity to become self-sustaining.</td>
<td>$3000.00</td>
<td>$3000.00</td>
<td>$1000.00</td>
</tr>
<tr>
<td>18. Clyde Cameron Reserve Group</td>
<td>Install interpretive signs</td>
<td>Within Clyde Cameron Reserve, there are many natural features that are not widely understood or appreciated. This project is to erect interpretive signage to highlight these features and promote community awareness and care. Signs will outline the age and history of 600 year old Red Gum trees on the creek bank, the use and benefits of nest boxes and identification of local bird species.</td>
<td>$3000.00</td>
<td>$3000.00</td>
<td>$3000.00</td>
</tr>
<tr>
<td>19. Wodonga Urban Landcare Network Inc.</td>
<td>Supporting new Friends Groups in Wodonga's Parks</td>
<td>The project will provide 'start up' support for new Landcare focused 'Friends of' groups. Prospective groups include Bandiana, Baranduda and Whenby Grange.</td>
<td>$3000.00</td>
<td>$7,300.00</td>
<td>$3000</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>19 applicants</strong></td>
<td></td>
<td><strong>$51,486.50</strong></td>
<td><strong>$29,990.70</strong></td>
<td></td>
</tr>
</tbody>
</table>
## Community Impact Partnership Grants, August 2018 - panel recommendations

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project name</th>
<th>Project summary</th>
<th>Amount requested</th>
<th>Panel rec’daton</th>
<th>Amount recom’ded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projection Dance Company Inc.</td>
<td>Summer Dance Forum</td>
<td>Grant to fund 3 x dance forums (1 forum per year) with open access classes, public performances, workshops and a 'Flash mob' type event at Junction Square.</td>
<td>Year 1: $10,000</td>
<td>No</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Year 2: $5000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Year 3: $5000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parklands Albury Wodonga Ltd.</td>
<td>Regional Parklands Internship Program</td>
<td>The establishment of a three year Environmental Planner Internship program, employing 6 youths, will support the aspirations of over 12 community groups by providing much needed planning resources to ensure that events, park and environmental projects protect the environment, cultural heritage and meet all statutory obligations.</td>
<td>Year 1: $9,000</td>
<td>No</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Year 2: $9000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Year 3: $4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>2 applicants</td>
<td></td>
<td>Available budget year 1: $13,000</td>
<td></td>
<td>$0</td>
</tr>
</tbody>
</table>
8 - Officers reports for determination

8.11 - Donation request- City2City

Purpose of report

To seek Council’s determination on the donation request submitted by The City2City committee for the annual 2019 Hume Bank City2City RunWalk.

Background

In accordance with Council’s sponsorship donations policy, sponsorship is any financial or in kind assistance that is provided by Council to any individual, group, organisation to support a service, program or initiative.

The council will only pursue sponsorship and donation opportunities that clearly deliver one or more of the following outcomes:

- Provide opportunities to drive social, environmental, cultural and economic outcomes;
- Provide a net benefit to the community with no detriment to the public interest;
- Support agencies or groups that help address issues affecting the community; and,
- Deliver strong engagement opportunities, enabling the council to connect with its community in a meaningful and relevant way that would not be possible without sponsorship or a donation.

The CEO has delegated authority to approve sponsorship and donation request up to $1000. All other requests, above this amount require the councillor approval.

Project background

City2City RunWalk is an annual event aimed at promoting community health and wellbeing, while raising funds for Albury Wodonga Health.

The City2City RunWalk has three objectives:

1. To be the major annual event for the community to celebrate and fundraise for Albury Wodonga Health. This is measured by delivering a positive financial return to the health service.

2. To promote better health and wellbeing of the Albury Wodonga and surrounding community through participation in a run or walk for better health. This is measured by increasing participant numbers year-on-year.

3. To drive sustainable, shared, economic outcomes. This is measured by:

   a) Actively engaging the business community to partner in and promote the event, increasing sponsorship investment year-on year; and

   b) Increasing the number of visitors to Albury Wodonga.
Project Summary

City2City is an annual two course fun walk and run that starts in Albury and finishes at the water tower in Wodonga.

Proceeds of the event go towards Albury Wodonga Health (AWH).

The event over the past four years has attracted 16,600 participants and has raised $420,000 for AWH.

2018
There was $107,000 (accessed Border Mail 18/2/18) raised for Albury Wodonga Health in 2018. The funds will be used to fund life-saving chronic lung disease equipment and 100 per cent of the events registration fees will go to support the purchase of an Endo Bronchial Ultra Sound Scope (E-BUS).

2017
The $110,000 raised in 2017 for Albury Wodonga Health were directed to Albury Wodonga Maternity Unit and Special Care Nursery. This helped pay for the refurbishment of the nursery and patient rooms, improving facilities and amenities for both babies and parents.

2016
The 2016 Hume Bank City2City RunWalk raised $110,000 for the Albury Wodonga Health Mental Health Services. This helped fund nine preventative mental health programs.

2015
The $100,000 raised in 2015 went toward cardiac services at AWH. The money helped to fund further mobile cardiac monitoring of patients.


Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve the health and social outcomes for all people in Wodonga to create a healthy, safe, equitable and inclusive community</td>
<td>Families, children and young people</td>
</tr>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>
8 - Officers reports for determination

8.11 - Donation request- City2City (cont’d)

Council policy / strategy implications

At the ordinary council meeting on November 20, 2017, the council resolved to adopt the sponsorship policy requiring all requests for donations or sponsorships over $1,000 to be determined by resolution of the council.

The sponsorship and donations program needs to align with the Council Plan, the community vision 2033 and relevant adopted strategies and plans of the council.

Separate to this report the councillors have been provided with a copy of the application form.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants disagree with sponsorship / donation outcomes.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide consistent and transparent process for decision making.</td>
</tr>
<tr>
<td>Community approach councillors / council officers directly for donations and sponsorship.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide information regarding the relevant process to inform community of eligibility and application process and timelines.</td>
</tr>
<tr>
<td>Sponsorship funds are used in a way that is detrimental to the public interest or to council’s reputation.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Council’s policy provides a position on appropriate sponsorship/donations activities.</td>
</tr>
</tbody>
</table>

Financial implications

<table>
<thead>
<tr>
<th>Grant program</th>
<th>2018-2019 approved budget $</th>
<th>YTD actuals $</th>
<th>YTD Remaining funds $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsorship/Donations</td>
<td>$20,000.00</td>
<td>$4,000.00</td>
<td>$16,000.00</td>
</tr>
</tbody>
</table>

Request and past contributions

The council has previously funded City2City $2,000 in 2018. (Report went to Ordinary council meeting January 22, 2018 for event on February 18, 2018).

The council has previously funded City2City $1,000 in 2016.

There was no funding request made in 2017.
Environmental implications

There are no environmental impacts identified at this time.

Social / cultural implications

Positive implications of the event include:
- Net benefit to the community;
- Community participation; and
- Support agencies or groups that help address issues affecting the community.

Legislative implications

Section 195A of the Act.
Section 3C (1), 3C (2) (b), 3D (2) (c), of the Act.

Community engagement and internal consultation

Not applicable.

Options for consideration

1. Award City2City donation request of $3000;
2. Partially fund City2City (amount to be determined by the council); or
3. Decline the donation request for City2City Albury Wodonga.

Conclusion

Council provides sponsorship and donations to a diverse range of individuals, groups and organisations aimed at improving social, environmental, cultural and economic outcomes for Wodonga residents.

The council acknowledges that it is accountable to the community for the responsible and prudent management and disbursement of its funds and that this must be undertaken in a fair, transparent, and equitable manner that maximises community benefit.

Attachments

Nil
8.11 - Donation request- City2City (cont’d)

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Community Development - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Manager Community Planning and Well-Being - Claire Taylor
In providing this advice, I have no interests to disclose in this report.

Community Planning and Development Co-ordinator - Anthea Maher
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the council make a determination of the donation request from City2City of $3,000.

Motion

Crs Danny Lowe / John Watson

That the council award the donation request from City2City of $3,000.

Carried
8.12 - Speed limit review - various locations

Purpose of report

The purpose of this report is to present feedback to council and seek a resolution relating to the changing the speed limits on various municipal (local) roads.

Council is requested to consider the feedback received and endorse the proposed speed limit changes prior to referral to VicRoads for final approval.

Background

This report was considered at the April 16, 2018 council meeting where it was resolved to place on public exhibition all the proposed speed limit changes. The proposed changes were posted on the Make Wodonga Yours website on April 18 and closed on May 14. The changes were also widely promoted through council’s other media outlets including Instagram, Twitter, Facebook and E-Newsletters.

A total of 21 formal submissions were made to the Make Wodonga Yours Website, 3 individual emails were received and 96 comments (including tags) were made on the Facebook post.

Speed limits throughout Victoria are determined by VicRoads with consultation undertaken by council. Council has an established Traffic Liaison Committee (TLC) that considers all matters relating to road safety, including speed limits.

The committee is comprised of representatives from VicRoads, Victoria Police, Transport for Victoria and Council. Cr Mildren is the councillor representative. A number of council’s infrastructure unit also attend the TLC meetings.

The sites and changes, including the formal feedback received is as follows.

There were two respondents that agreed with all the proposed changes and one respondent that disagreed with all the proposed changes. The assessments below have considered these responses but will not be detailed individually for each specific location. Only specific comments on each location have been included in the feedback summaries.

Huon Creek Rd – attachment A

With the recent residential development of the Huon Park Estate and the construction of a new intersection to access the estate it is proposed to extend the existing 60km/h speed limit 400m westwards.

This will also require the existing 80km/h speed limit to be moved an equal amount in a westerly direction.

This change will provide safer access to the development and a slower speed environment for the anticipated potential increase in both pedestrian and cyclist traffic in the area.

Feedback received
One specific submission was received on this proposal and it was in support of the proposed speed limit change.

Officers recommendation
Based in the feedback received, it is recommended to make formal application to VicRoads on this proposed speed limit change being:

*To extend the existing 60km/h speed limit 400m westwards on Huon Creek Road. This will also require the existing 80km/h speed limit to be moved an equal amount in a westerly direction.*

**Felltimber Creek Rd – attachment B**
Local residents have raised concerns about the safety of Felltimber Creek Rd with the increased pedestrian and cyclist use between McGaffins Rd and Coyles Rd.

It is proposed to extend the 70km/h speed limit, which terminates west of the McGaffins Rd intersection, through this entire section of approximately 800m. The current speed limit in this location is 100km/h.

The TLC was divided on the merits of this proposal. It was however agreed that the proposal be put to the community for their consideration and feedback.

This matter is contemplated in the adopted Planning for the Wodonga Hills Strategy (Klings Hill Masterplan, Section 2.2 Specifications for Klings Hill, Action 3, page 6), where the reduction in the speed limit along Felltimber Creek Rd is to be investigated to improve the safety of access to the Hunchback Hill Complex for walkers and cyclists.

Feedback received
Five specific comments were received in relation to this proposal. They were:

- Two respondents were in support of the proposed reduction to 70km/h.
- One respondent requested a further reduction to 50km/h.
- One respondent requested a reduction to 60km/h at most.
- One respondent suggested leaving the speed limit as is and proposed the introduction of a cycle path or cycle lane.

Officers recommendation
Based in the feedback received, it is recommended to make formal application to VicRoads on this proposed speed limit change being:

*To extend the 70km/h speed limit on Felltimber Creek Rd, which currently terminates west of the McGaffins Rd intersection, a distance of approximately 800m to south of Coyles Rd.*
Kinchington Rd – attachment C
With the recent residential developments along Kinchington Rd, and the construction of a new intersection to access these developments, it is proposed to extend the existing 50km/h speed limit 300m past the intersection of Hampshire Blvd.

This change is in line with State policy of 50km/h speed zones in built up areas.

Kinchington Rd is currently made up of a 40km/h time-based school zone from the intersection with Streets Road to 200m past the south east boundary of the school (50km/h outside school times). The 50km/h zone then extends a further 200m before changing to an 80km/h speed zone that continues all the way through to the intersection with Baranduda Boulevard.

It is proposed to extend this 50km/h speed zone 480m.

The remainder of Kinchington Rd through to Baranduda Blvd would remain at 80km/h.

Feedback received
One specific submission was received stating that the 50km/h speed zone extends too far and should terminate at the new intersection of Kinchington Rd with Hampshire Blvd.

Officers recommendation
Based in the feedback received, it is recommended to make formal application to VicRoads on this proposed speed limit change being:

To extend the existing 50km/h speed limit 300m past the new intersection of Hampshire Blvd.

Baranduda Blvd – attachment D
It is proposed to remove the existing time based 60km/h speed zone adjacent to St Francis of Assisi Primary School and to extend the existing permanent 60km/h speed limit 900m to the intersection with Boyes Rd.

The proposed speed zone will cover the new access point that services the new residential development opposite John Schubert Drv.

The TLC discussed the merits of extending the 60km/h speed zone to the north west boundary of Westmont, however it wasn’t considered appropriate as the entry/exit point to Westmont has dedicated left and right turn lanes and sight distance is excellent. It was considered that this extension of the 60km/h speed zone would have limited benefit, and as such, was not supported by the TLC.

Feedback received
This proposal received the most amount of feedback of all the proposals put to the community.
From some of the submissions received it was evident that the interpretation of the proposal was that the full length of Baranduda Blvd from Baranduda to the Beechworth Wodonga Rd was proposed to be reduced in speed limit from 100km/h to 60km/h. This was also evident on commentary on Facebook. This is certainly not the proposal at this time.

A summary of the submissions received in reference to Baranduda Blvd is as follows:

- Six respondents agree with the proposed changes.
- One respondent suggested that the school zone that is currently in place is sufficient. Two other respondents agreed that the status quo should remain.
- Two respondents suggested the 60km/h zone extend only to John Schubert Drv.
- Submission from Westmont requested that the 60km/h zone be extended further to the north west boundary of the site.
- Three respondents appeared to believe the 60km/h speed zone would extend the full length of Baranduda Blvd.

Whilst not directly related to the speed limit change, one respondent suggested a roundabout at the John Schubert Drive intersection.

There was also significant feedback, including on Facebook, relating to the ‘End 80’ sign on Baranduda Boulevard near Westmont. There was a level of confusion, and frustration relating to this sign and what it actually means.

**Officers recommendation**

Based in the feedback received, it is recommended to make formal application to VicRoads on this proposed speed limit change being:

*To extend the existing permanent 60km/h speed limit 900m to the intersection with Boyes Rd.*

Whilst opinion on the speed limit change in this location was divided based on the submissions received, a reduction in speed limit will have a positive impact on road safety.

Subsequent to the conclusion of the consultation period, two crashes have been recorded at the intersection of John Schubert Drv and Baranduda Blvd further reinforcing the need to reduce the speed limit in this location.

In relation to the ‘End 80’ sign, council officers will seek approval from VicRoads for this sign to be replaced with a 100km/h sign.
The arrangement for the intersection of John Schubert Drv and Baranduda Blvd will be resolved as part of the Leneva Baranduda development contributions plan should the planning scheme amendment be approved. Timing for these works is dependant of the rate of the residential development in this area.

**Lawrence St (West)/Parkers Rd/Drage Rd – attachment E**

It is proposed to implement a timed 40km/h school speed zone that covers an area of high use by students attending Victory Lutheran College.

The proposal includes Lawrence Street from Campaspe Street through to Drage Rd. Parkers Rd from 100m south of Lawrence St into Moorefield Park Drv to the intersection with Ambrose Court and Drage Rd from the roundabout to the existing 40km/h timed school speed zone east of Iron Way.

As a result of the significant and ongoing growth of the college, pedestrian numbers during school pick up and drop off periods are expected to continue to increase and the implementation of this 40km/h timed zone will increase the safety for both motorists, cyclists and pedestrians.

The TLC was divided on the merits of this proposal and it was agreed that the proposal be put to the community for their consideration and feedback.

**Feedback received**

Five submissions were received supporting the change in speed limit in this location. One submission didn’t support the proposed speed limit change.

A summary of the submissions received is as follows:

- Two respondents agree with the proposed change.
- One respondent agreed with the proposed change but felt it’s not the complete solution to improve safety. No further measures were suggested.
- One respondent agreed with the proposed change but suggested the change wouldn’t work unless speed cameras were installed, noting trouble with speeding vehicles between midnight and 3am.
- One respondent agreed with the proposed change but suggested a complete redesign of the Lawrence St/Parkers Rd/Drage Rd intersection.

**Officers recommendation**

Based in the feedback received, it is recommended to make formal application to VicRoads on this proposed speed limit change being:

*To implement a timed 40km/h speed zone in Lawrence St from Campaspe St through to Drage Rd. Parkers Rd from 100m south of Lawrence St into Moorefield Park Drv to the intersection with Ambrose Court and Drage Rd from the roundabout to the existing 40km/h timed school speed zone east of Iron Way.*
The majority of responses relating to this change were supported by the community.

It has been noted that there is a level of congestion in this location during school drop-off and pick-up times and a submission to the 2018/2019 budget by Victory Lutheran College to rectify this issue was received. Council officers together with the TLC will further investigate the opportunities to improve traffic flow in this location at these times. Regardless of the outcomes of this investigation, the introduction of a timed 40km/h school speed zone in this location is considered beneficial and will increase safety for all road users.

Other items raised
As part of the consultation process, a number of other issues unrelated to the speed changes proposed were raised in both the formal submissions and on Facebook. A summary of these items is as follows:

- Opposed to lowering of speed limits in general (two responses).
- University Drive is a problem area for speeding vehicles.
- Include cycle lanes on Lawrence St from Melrose Drv to Parkers Rd.
- Construct a shoulder on Drage Road for cyclists.
- Reduce speed limit on John Schubert Drv to 60km/h (two responses).
- Concerned about the intersection works at Mckoy St on the Hume Freeway.
- Watson Street – install 50km/h signs.
- Improve line marking at the Thomas Mitchell Drv / Chapple St roundabout.
- High St – South St to the Freeway to be reduced from 60km/h to 50km/h.
- All school crossings to be 40km/h.
- Traffic signals at Melrose Drv / Lawrence St intersection.
- Traffic signals or roundabout at Brockley St / Trudewind Rd intersection.
- Reduce speed limit on Anzac Parade at Goshawk Way roundabout – a few agree.
- Murray Valley Highway / Victoria Cross Parade – 60km/h on Wodonga side, 80km/h on Killara side.
- Beechworth Road was mentioned for a speed reduction, but no location was provided.
8.12 - Speed limit review - various locations (cont’d)

- Reduction of the speed limit on the Murray Valley Hwy at Killara was raised by a number of respondents, a few agreed with a reduction and a few disagreed with a reduction.

- Fix quality and condition of roads first.

- More enforcement to get people actually doing the speed limit (two responses).

- A request to reduce the speed limit on Turnberry Circ to 40km/h and consider children playing signage.

- Construct an overpass at the Parkers Rd / Drage Rd intersection.

- Speed humps in Moonya Drv should be removed.

All the feedback received will be discussed and reviewed at the next meeting of the Traffic Liaison Committee or by council officers as is appropriate.

The process

The current process for determining speed limit changes is as follows.

- The proposal is discussed at the TLC meeting. If there is majority agreement, by informal vote, council officers prepare a report for Council consideration; completed.

- Should the Council adopt the recommendation, VicRoads require that community consultation on the proposed speed limit change is undertaken. Consideration on the area of effect will determine the level of consultation required; completed.

- Report back to an ordinary meeting of Council the results of the consultation and provide recommendations on the proposed changes and seek a resolution of council; this report.

- Prepare an application to VicRoads for their consideration and approval to install the required speed limit signage in accordance with the resolution of Council; and

- Should the feedback received from Council or VicRoads not support the changes, the matter would be returned to the TLC for further consideration.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a city that is well-connected, informed and engaged, which supports people to meet, participate and move safely and easily to access services and opportunities.</td>
<td>Integrated and well-connected transport network.</td>
</tr>
</tbody>
</table>
Council policy/strategy implications

Council does not have a specific policy or strategy that deals directly with speed limits, however the Wodonga Integrated Transport Strategy, the CBA Revitalisation Plan and the recently adopted Planning for the Wodonga Hills Strategy include actions relating to pedestrian and cyclist safety. Reduction in speed limits in high pedestrian areas is one of the documented actions.

The State Government of Victoria has released its Towards Zero 2016-2020 – Victoria’s Road Safety Strategy & Action Plan. This strategy aims to reduce deaths on our roads and one of the strategies is to make speeds safer in high pedestrian and cyclist areas.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lack of community support for the proposed speed zone changes.</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Clearly communicate the reasons for the change in speed limit with reference to stated goal of improving safety for all road users.</td>
</tr>
<tr>
<td>Speed zone changes not supported by VicRoads.</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>Provide all relevant consultation results that support the application to vary the speed limit.</td>
</tr>
</tbody>
</table>

Financial implications

There are limited financial implications associated with these proposed speed changes. The cost of signage and installation would be absorbed into existing operating budgets.

The costs associated with the installation of variable speed signs in the Parkers Rd / Drage Rd / Lawrence St area are budgeted for in the 2017-2018 financial year.

Environmental implications

There are limited environmental implications associated with the adoption of this report.

Slower vehicle speeds could be seen to encourage alternative modes of transport, particularly bicycles. Any measures that reduce the reliance on the motor vehicle have a positive impact on the environment.

Social/cultural implications

Speed limits are often the cause of debate within the community, particularly when speed limits are proposed to be reduced.
The effect of the proposed changes to travel times for each of the above proposals can be measured in seconds, however the positive effect of improved safety for other road users is significant.

The community has provided feedback on the proposed changes. The consideration of this feedback, by Council, is the subject of this report and subject to acceptance of the recommendations an application will be forwarded to VicRoads seeking their approval of the proposed changes.

It is a well-researched fact that lowered vehicle speeds contribute significantly to fewer cases of severe trauma or death associated with vehicle/pedestrian conflicts.

VicRoads as an example has stated that “...for pedestrians aged between 25 and 64, countries with an urban speed limit of 50 km/h or less have an average death rate 30% lower than countries where the urban limit is 60 km/h. Each year on Victorian roads, pedestrians comprise around 16 per cent of deaths and 11 per cent of serious injuries.”

**Legislative implications**

*Road Safety (Traffic Management) Regulations 2009 – Section 10 (1)(a)*

This section defines the power of responsible road authorities to erect traffic control devices on roads. Speed limit signs are a major traffic control device.

VicRoads has not delegated the authority to councils to install speed signs, therefore VicRoads approval is required to install a speed limit sign.

*Local Government Act 1989 – Schedule 11, Clause 13*

Schedule 11 of the *Local Government Act 1989* details Council’s powers over traffic. Clause 13 enables Council to determine the speed limit of a road. This is not delegated to the CEO or officers and remains with Council.

Although council does have the power to determine the speed limit, the authority to physically install the sign requires approval of VicRoads.

**Community engagement and internal consultation**

The proposed changes to the speed limits have been discussed by the TLC and community feedback has now been received as outlined in this report.

This feedback will be provided to VicRoads who will make the final decision on the proposed changes subject to adoption of this report by council.

**Options for consideration**

**Option 1 – Do nothing**

This is not considered an appropriate option as the TLC has determined that reduced speed limits in these locations would provide a safety benefit.
Ordinary meeting – August 20, 2018

Officers reports for determination

Planning and Infrastructure

8.12 - Speed limit review - various locations (cont’d)

The community has provided their feedback on all the proposals and there is generally support for all the changes recommended.

Option 2 – Adopt all the changes
Adopt all the recommended speed limit changes as presented in this report following the extensive community consultation that has been undertaken.

Forward a formal application of speed limit change to VicRoads for their consideration.

This is the preferred option.

Option 3 – Adopt some of the changes
Adopt only some of the recommended speed limit changes as presented in this report following the extensive community consultation that has been undertaken.

Forward a formal application of speed limit change of only the recommended locations to VicRoads for their consideration.

This is not a preferred option as the community has provided their feedback on all the proposals and there is generally support for all the changes recommended.

Conclusion

Road safety in the Wodonga community is a significant focus and the review of speed limits is a key factor in maintaining high road safety requirements.


The changes proposed in this report all relate to the improvement of safety for all road users and supports all other strategies and policies in this regard.

From the feedback received from the community, all the proposed speed changes should be supported as there was in general support for them. Of all the formal submissions received, 14 (58%) agreed with some or all of the proposed speed changes and 8 (33%) disagreed with some or all of the proposed speed changes. Of the remaining 2 (9%), one was for an unrelated speed zone and one was neither in support nor against the proposal.

Attachments

The following documents are attached to this report:

- Attachment A: Huon Creek Rd
- Attachment B: Felltimber Creek Rd
- Attachment C: Kinchington Rd
- Attachment D: Baranduda Blvd
- Attachment E: Lawrence St (west) / Parkers Rd / Drage Rd
**8.12 - Speed limit review - various locations (cont’d)**

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Infrastructure and Projects - Theo Panagopoulos
In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**

That the Chief Executive Officer be authorised to make application to VicRoads to seek approval for the speed limit changes as set out within this report, being:

1. To extend the existing 60km/h speed limit 400m westwards on Huon Creek Road. This will also require the existing 80km/h speed limit to be moved an equal amount in a westerly direction.

2. To extend the 70km/h speed limit on Felltimber Creek Rd, which currently terminates west of the McGaffins Rd intersection, a distance of approximately 800m to south of Coyles Rd.

3. To extend the existing 50km/h speed limit 300m past the new intersection of Hampshire Blvd.

4. To extend the existing permanent 60km/h speed limit 900m to the intersection with Boyes Rd.

5. To implement a timed 40km/h speed zone in Lawrence St from Campaspe St through to Drage Rd. Parkers Rd from 100m south of Lawrence St into Moorefield Park Drv to the intersection with Ambrose Court and Drage Rd from the roundabout to the existing 40km/h timed school speed zone east of Iron Way.
Motion

Crs John Watson / Danny Lowe

That the Chief Executive Officer be authorised to make application to VicRoads to seek approval for the speed limit changes as set out within this report, being:

1. To extend the existing 60km/h speed limit 400m westwards on Huon Creek Road. This will also require the existing 80km/h speed limit to be moved an equal amount in a westerly direction.

2. To extend the 70km/h speed limit on Felltimber Creek Rd, which currently terminates west of the McGaffins Rd intersection, a distance of approximately 800m to south of Coyles Rd.

3. To extend the existing 50km/h speed limit 300m past the new intersection of Hampshire Blvd.

4. To extend the existing permanent 60km/h speed limit 1200m to the end of the Westmont development.

5. To implement a timed 40km/h speed zone in Lawrence St from Campaspe St through to Drage Rd. Parkers Rd from 100m south of Lawrence St into Moorefield Park Drv to the intersection with Ambrose Court and Drage Rd from the roundabout to the existing 40km/h timed school speed zone east of Iron Way.

Carried
8 - Officers reports for determination

Item 8.12 - Attachment C
Purpose of report

The purpose of this report is for council to give public notice in accordance with sections 190 and 223 of the Local Government Act 1989 ('the Act') of its intention to lease the land at the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Logic to Wodonga Solar Power Pty Ltd.

Background

Wodonga Solar Power Pty Ltd (WSP) has been working with Wodonga Council for the past 12 months on site identification for the development of a solar farm facility. WSP identified Logic as the preferred location because of the size of the land and strategic location on the Hume Freeway.

The land sought is:

- corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691
- Lot B and Lot C PS7269615 and Lot 3B TP709965S on part of the land contained in Certification of Title Volume 10962 Folio 730 and Volume 11610 Folio 180 (excluding a 0.95ha triangular piece of land in the south east corner, beginning at the corner of Lady Franklin Road and Tom Tanners Road).

The principal terms of the lease will be:

1. Rental charge of $352,002.45 excluding GST per annum for the first year.
2. Rent to increase by a rate of 4.85% plus CPI for each year thereafter for the duration of the lease.
3. An initial 25 year term with an option for a further 24 year term.

A copy of the lease, summary document, and variation to the lease are included in the confidential attachments.

These attachments are confidential under section 89(2) of the Local Government Act 1989 as they includes contractual matters [s.89(2)(d)] and refer to a proposed development [s.89(2)(e)].
Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Business and investment</td>
<td>Continue to attract new and diverse industry to Logic Wodonga.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The council plan supports the facilitation of growth for new businesses.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council does not adhere to the requirements of section 190 and 223 of the Act.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Adhere to the requirements of the section 190 and 223 process as specified in this report.</td>
</tr>
</tbody>
</table>

Financial implications

The first year of the lease is $352,002.45 indexed year on year by 4.85% plus CPI, plus GST.

Environmental implications

There are no environmental implications associated with the section 190 process.

Social / cultural implications

There are no social / cultural implications associated with the section 190 process.

Legislative implications

A new 25 year lease with an option for a further 24 year term would trigger sections 190 of the Act which states that:

- If the rent for the period of the lease is $50,000 or more a year; or
A lease is to be for a period of 10 years of more,

then the council must, at least four weeks before the lease is made, publish a public notice of the proposed lease.

A person has a right to make a submission under section 223 of the Act on the proposed lease.

Community engagement and internal consultation

As per sections 190 and 223 of the Act, at least four weeks before the lease is made, council must publish a public notice of the proposed lease. A person has a right to make a submission under section 223 of the Act on the proposed lease.

Options for consideration

Option one  Do nothing. This is not recommended.

Option two  Resolve to enter into a new 25 year lease with an option for a further 24 year term at a rental charge of $352,002.45 per annum plus GST for the first year. The rent payable is to increase by a rate of 4.85% plus CPI per annum.

Conclusion

Wodonga Solar Power Pty Ltd is seeking a 25 year lease with an option for a further 24 year term for the purpose a solar farm facility.

The site is strategically placed and of significant size to cater for such a facility and a long term lease will enable the company to invest significant capital for this venture. Therefore it is proposed that council give public notice of its intention to lease the land.

Attachments

The following documents are attached to this report:

- Attachment A: Draft public notice (with a map), Wodonga Solar Power Pty Ltd
- Attachment B: Lease summary - containing matters that are commercial in confidence (Confidential)
- Attachment C: Copy of lease document (Confidential)
- Attachment D: Variation to lease (Confidential)
8.13 - Intention to enter into lease at Logic Wodonga - Wodonga Solar Power Pty Ltd (cont’d)

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Economic Development - Adam Wiseman
In providing this advice, I have no interests to disclose in this report.

Property Officer - Kerrianne Bradbery
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That council resolves to enter into a new lease for a 25 year term with an option for a further 24 year term with Wodonga Solar Power Pty Ltd for a proposed rental charge of $352,002.45 per annum plus GST for the first year. The rent payable is indexed year on year by 4.85% plus CPI.

1. In accordance with Section 190 and 223 of the Local Government Act 1989 ("the Act") public notice be given in the Border Mail of the intention to grant a 25 year lease with a further one by 24 year term for the land on the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691, which is Lot B, Lot C and Lot 3B on part of the land contained in Certification of Title Volume 10962 Folio 730 and Volume 11610 Folio 180 which is council owned land (excluding a 0.95ha triangular piece of land in the south east corner, beginning at the corner of Lady Franklin Road and Tom Tanners Road).

2. The public notice shall stipulate that persons may make a submission on the proposed lease in accordance with Section 223 of the Act and that written submissions be received on a date that is at least 28 days after the publication of the notice.

3. The Chief Executive Officer is authorised to undertake the administrative procedures necessary to enable council to carry out its functions under section 223 of the Act in relation to this matter.

4. That if submissions are received under section 223 of the Act:
   a) A special meeting of council be convened on a date to be determined to hear from any person or persons who request to be heard in support of a section 223 written submission; and
   b) A report on any section 223 submissions received by council along with a summary of any hearings held, be provided to the next ordinary council meeting.

5. If no submissions are received within the prescribed period the council resolves to grant a new lease outlined in clause 1 without further resolution of council and that the Chief Executive Officer be authorised to sign any documents required to evidence the grant of the new lease.

Motion

Crs Danny Lowe / John Watson

That the recommendation be adopted.

Carried
NOTICE OF INTENTION TO LEASE

At its meeting of August 20, 2018, Wodonga City Council (Council) resolved to give public notice under Section 190 of the Local Government Act 1999 (Act) that it intends to enter into a lease with Wodonga Solar Power Pty Ltd as described below.

The land which is the subject to the lease is corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Benarawhe North, Victoria 3691 which is Lot B, Lot C and Lot 3B, excluding 0.95HA triangular piece of land at the south eastern corner / between Lot B and C on part of the land contained in Certificate of Title Volume 10902 Folio 730 and Volume 11010 Folio 180 which is council owned land.

The principal terms of the lease will be:

1. Rental charge of $352,002.45 excluding GST per annum for the first year.
2. Rent to increase by a fixed rate of 4.85% per annum plus GST, plus CPI for each year thereafter for the duration of the lease.
3. Initial 25 year term and a further one by 24 year term.

A person may make a submission on the Proposal. Any person proposing to make a submission under section 223 of the Act must do so by Thursday, September 20, 2018.

All submissions will be considered in accordance with section 223 of the Act.

Submissions should be addressed to the Chief Executive Officer, and can be hand delivered to Council’s Office at 16 Hindley St, Wodonga or posted to the following address:

Chief Executive Officer
Wodonga City Council
PO Box 923
WODONGA VIC 3699

Any person requesting to be heard in support of his or her submission is entitled to be heard before Council (or a Committee established by Council for this purpose) or be represented by a person acting on his or her behalf. A Special Meeting of the Council will be convened, if required, to hear from persons who wish to be heard in support of their written submission. The special meeting to be held on a date to be advised/determined at the Council Chambers, ground floor, Hovell St, Wodonga.
9.1 - Planning report for July 2018

Between July 1 and July 31, 2018, the planning unit determined 14 planning permits under delegation.

Determined applications are summarised in attachment A.

Attachments

The following documents are attached to this report:
- Attachment A: Determined Planning Applications for July 2018

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Planning and Building - John Sidgwick
In providing this advice, I have no interests to disclose in this report.

Team Leader Statutory Planning - Simon Maughan
In providing this advice, I have no interests to disclose in this report.

Subdivison Planner - Antonia Wiltjer
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the planning report for July 2018 be received and noted.

Motion

Crs Ron Mildren / Kat Bennett
That the recommendation be adopted.

Carried
Conflict of interest disclosures

Prior to the commencement of item 9.1 Cr Hall disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.

Cr Hall also disclosed a conflict of interest for item 9.2, the details of which are recorded in these minutes at item 5.

As Cr Hall had conflicts of interest for consecutive items, she remained outside the meeting room for both items.

Cr Hall left the meeting room at 7.01pm prior to consideration of item 9.1, and returned to the meeting room at 7.07pm after the resolutions for items 9.1 and 9.2 had been carried.
**DETERMINED PLANNING APPLICATIONS FOR THE MONTH OF JULY 2018**

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Use / Development</th>
<th>Site address</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/2017</td>
<td>Use and development of a residential hotel with associated facilities of gymnasium, restaurant, food and drink premise (café), swimming pool, car parking and a retail shop (golf pro shop)</td>
<td>Clubhouse Place, West Wodonga</td>
</tr>
<tr>
<td>68/2018</td>
<td>Use and development of the land for stone extraction in the Farming Zone. Works in association with the use of the land for stone extraction in the Significant Landscape Overlay and development of the land for an earth and energy resources industry</td>
<td>Quarry Road, Barnawartha North</td>
</tr>
<tr>
<td>79/2018</td>
<td>Use of a dwelling under construction as a Display Home, Outdoor Advertising Signage (Business Identification and Promotional Signs) and car parking provided on another site</td>
<td>25 &amp; 27 Woodbridge St, Killara</td>
</tr>
<tr>
<td>80/2018</td>
<td>Buildings and Works in the Rural Living Zone within a prescribed setback (within 100 metres of a waterway)</td>
<td>76 Bullington Way, Baranduda</td>
</tr>
<tr>
<td>81/2018</td>
<td>Buildings and Works to construct a carport in association with a Section 2 Use (Medical Centre)</td>
<td>55 Wilson St, Wodonga</td>
</tr>
<tr>
<td>87/2018</td>
<td>Use and Development of an Education Facility – removal of transportable classrooms and addition of new classrooms</td>
<td>63 High St, Wodonga</td>
</tr>
<tr>
<td>98/2018</td>
<td>Subdivision of land into three lots in the General Residential Zone</td>
<td>9 McFarland Rd, Wodonga</td>
</tr>
<tr>
<td>100/2018</td>
<td>Use of a dwelling under construction as a Display Home, Outdoor Advertising Signage (Business Identification and Promotional Signs) and car parking provided on another site</td>
<td>23 Woodbridge St, Killara</td>
</tr>
<tr>
<td>101/2018</td>
<td>Use of a dwelling under construction as a Display Home, Outdoor Advertising Signage (Business Identification and Promotional Signs) and car parking provided on another site</td>
<td>21 Woodbridge St, Killara</td>
</tr>
</tbody>
</table>
## Officers reports for noting

### Item 9.1 - Attachment A

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Use / Development</th>
<th>Site address</th>
</tr>
</thead>
<tbody>
<tr>
<td>102/2018</td>
<td>Use and development of the land for a display homes. To erect and display one Business Identification Sign and three Promotion Signs</td>
<td>10 Keysor Way, Wodonga</td>
</tr>
<tr>
<td>106/2018</td>
<td>Use of the land for an Education Centre (tutoring) in the Activity Centre zone</td>
<td>Shop 5/4 Stanley St, Wodonga</td>
</tr>
<tr>
<td>109/2018</td>
<td>Development associated with a single dwelling in the General Residential Zone (carport on common property)</td>
<td>Common 20 Buckland Ct, West Wodonga</td>
</tr>
<tr>
<td>119/2018</td>
<td>Development associated with a single dwelling in the Bushfire Management Overlay</td>
<td>13 Baldock St, Baranduda</td>
</tr>
<tr>
<td>121/2018</td>
<td>Development associated with a single dwelling in the General Residential Zone (carport on common property)</td>
<td>11 Griffith St, Wodonga</td>
</tr>
</tbody>
</table>
Planning permits issued

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>2014/2015</td>
<td>12</td>
<td>35</td>
<td>47</td>
<td>73</td>
<td>93</td>
<td>111</td>
<td>124</td>
<td>154</td>
<td>162</td>
<td>182</td>
<td>202</td>
<td>211</td>
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<td>2015/2016</td>
<td>18</td>
<td>35</td>
<td>55</td>
<td>69</td>
<td>77</td>
<td>85</td>
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<td>104</td>
<td>113</td>
<td>122</td>
<td>136</td>
<td>153</td>
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<tr>
<td>2016/2017</td>
<td>18</td>
<td>35</td>
<td>48</td>
<td>62</td>
<td>78</td>
<td>91</td>
<td>104</td>
<td>116</td>
<td>130</td>
<td>139</td>
<td>147</td>
<td>153</td>
</tr>
<tr>
<td>2017/2018</td>
<td>17</td>
<td>38</td>
<td>48</td>
<td>61</td>
<td>71</td>
<td>87</td>
<td>100</td>
<td>123</td>
<td>146</td>
<td>174</td>
<td>189</td>
<td>205</td>
</tr>
<tr>
<td>2018/2019</td>
<td>18</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**9.2 - Building report for July 2018**

The value of building permits issued in Wodonga from 1 July to 31 July 2018 was $15,260,453. Details of the building approvals in excess of $100,000 are:

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Value</th>
<th>Construction</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018/335/Coa</td>
<td>$110,000</td>
<td>Tenancy Fit out - Harmony Natural Therapy</td>
<td>Shop 32/55-71 Elgin Boulevard Wodonga</td>
</tr>
<tr>
<td>2018/368/Coa</td>
<td>$150,000</td>
<td>Tenancy Fit Out - Butcher On Rise</td>
<td>Shop 9/1-13 South Street Wodonga</td>
</tr>
<tr>
<td>2018/233/Dwell</td>
<td>$658,000</td>
<td>Dwelling</td>
<td>76 Bullington Way Baranduda</td>
</tr>
<tr>
<td>2018/299/Dwell</td>
<td>$367,000</td>
<td>Dwelling</td>
<td>42 Brewer Drive West Wodonga</td>
</tr>
<tr>
<td>2018/314/Dwell</td>
<td>$263,800</td>
<td>Dwelling</td>
<td>32 Ruthven Circuit Wodonga</td>
</tr>
<tr>
<td>2018/322/Dwell</td>
<td>$236,948</td>
<td>Dwelling</td>
<td>12 Edgar Road Leneva</td>
</tr>
<tr>
<td>2018/338/Dwell</td>
<td>$640,000</td>
<td>Dwelling</td>
<td>69 Whitestone Place West Wodonga</td>
</tr>
<tr>
<td>2018/341/Dwell</td>
<td>$304,396</td>
<td>Dwelling</td>
<td>11 Flinders Way West Wodonga</td>
</tr>
<tr>
<td>2018/342/Dwell</td>
<td>$246,685</td>
<td>Dwelling</td>
<td>14 Grieve Way Wodonga</td>
</tr>
<tr>
<td>2018/343/Dwell</td>
<td>$247,280</td>
<td>Dwelling</td>
<td>10 Ponting Way Baranduda</td>
</tr>
<tr>
<td>2018/344/Dwell</td>
<td>$343,040</td>
<td>Dwelling</td>
<td>23 Arwon Road Huon Creek</td>
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<tr>
<td>2018/350/Dwell</td>
<td>$329,245</td>
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<td>4 Grieve Way Wodonga</td>
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<tr>
<td>2018/352/Dwell</td>
<td>$295,000</td>
<td>Dwelling</td>
<td>102 Drage Road West Wodonga</td>
</tr>
<tr>
<td>2018/357/Dwell</td>
<td>$331,152</td>
<td>Dwelling</td>
<td>15 Throssell Crescent Wodonga</td>
</tr>
<tr>
<td>2018/359/Dwell</td>
<td>$306,707</td>
<td>Dwelling</td>
<td>47 Kenneth Watson Drive Bandiana</td>
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<tr>
<td>2018/360/Dwell</td>
<td>$241,000</td>
<td>Dwelling</td>
<td>14 Steele Road Wodonga</td>
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<tr>
<td>2018/361/Dwell</td>
<td>$260,330</td>
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<td>3 Throssell Crescent Wodonga</td>
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<tr>
<td>2018/363/Dwell</td>
<td>$246,230</td>
<td>Dwelling</td>
<td>14 Edgar Road Leneva</td>
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<tr>
<td>2018/382/Dwell</td>
<td>$275,217</td>
<td>Dwelling</td>
<td>16 Esposito Street Killara</td>
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<tr>
<td>2018/384/Dwell</td>
<td>$235,120</td>
<td>Dwelling</td>
<td>24 Grieve Way Wodonga</td>
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<tr>
<td>2018/387/Dwell</td>
<td>$319,574</td>
<td>Dwelling</td>
<td>5 Esposito Street Killara</td>
</tr>
<tr>
<td>2018/389/Dwell</td>
<td>$292,807</td>
<td>Dwelling</td>
<td>34 Esposito Street Killara</td>
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<tr>
<td>2018/390/Dwell</td>
<td>$236,000</td>
<td>Dwelling</td>
<td>13 Baldock Street Baranduda</td>
</tr>
<tr>
<td>2018/237/Pbsadd</td>
<td>$209,000</td>
<td>Dwelling Addition, Patio, Deck And Garage</td>
<td>16 Brockley Street Wodonga</td>
</tr>
<tr>
<td>2018/219/Pbscoa</td>
<td>$604,785</td>
<td>Retail Tenancy Fit Out To Shop Mm04 (Cotton On)</td>
<td>Shop M4/55-71 Elgin Boulevard Wodonga</td>
</tr>
<tr>
<td>2018/226/Pbscoa</td>
<td>$234,625</td>
<td>Extension To Year 3/4 Centre</td>
<td>137 Brockley Street Wodonga</td>
</tr>
<tr>
<td>2018/140/Pbsdwl</td>
<td>$239,298</td>
<td>Dwelling</td>
<td>19 Baldock Street Baranduda</td>
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<tr>
<td>2018/157/Pbsdwl</td>
<td>$230,010</td>
<td>Dwelling</td>
<td>21 Cardiff Drive Wodonga</td>
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<tr>
<td>2018/158/Pbsdwl</td>
<td>$300,000</td>
<td>Dwelling</td>
<td>337a Castle Creek Road Leneva</td>
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<tr>
<td>2018/159/Pbsdwl</td>
<td>$195,030</td>
<td>Dwelling</td>
<td>2 Erlandsen Circuit Wodonga</td>
</tr>
</tbody>
</table>
Ordinary meeting – August 20, 2018

9 - Officers reports for noting

Planning and Infrastructure

9.2 - Building report for July 2018 (cont’d)

<table>
<thead>
<tr>
<th>Permit No.</th>
<th>Cost</th>
<th>Type</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018/187/Pbsdwl</td>
<td>$393,090</td>
<td>Dwelling</td>
<td>1 Ballyneal Terrace West Wodonga</td>
</tr>
<tr>
<td>2018/191/Pbsdwl</td>
<td>$277,893</td>
<td>Dwelling</td>
<td>45 Murray Way West Wodonga</td>
</tr>
<tr>
<td>2018/198/Pbsdwl</td>
<td>$273,960</td>
<td>Dwelling</td>
<td>15 Baldock Street Baranduda</td>
</tr>
<tr>
<td>2018/199/Pbsdwl</td>
<td>$251,019</td>
<td>Dwelling</td>
<td>11 Grieve Way Wodonga</td>
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<tr>
<td>2018/200/Pbsdwl</td>
<td>$286,310</td>
<td>Dwelling</td>
<td>7 Chester Circuit Huon Creek</td>
</tr>
<tr>
<td>2018/207/Pbsdwl</td>
<td>$467,500</td>
<td>Dwelling</td>
<td>4 Arwon Road Huon Creek</td>
</tr>
<tr>
<td>2018/208/Pbsdwl</td>
<td>$293,750</td>
<td>Dwelling</td>
<td>3 Keighran Avenue Wodonga</td>
</tr>
<tr>
<td>2018/209/Pbsdwl</td>
<td>$309,661</td>
<td>Dwelling</td>
<td>28 Grieve Way Wodonga</td>
</tr>
<tr>
<td>2018/212/Pbsdwl</td>
<td>$286,050</td>
<td>Dwelling</td>
<td>4 Willett Drive Wodonga</td>
</tr>
<tr>
<td>2018/215/Pbsdwl</td>
<td>$322,785</td>
<td>Dwelling</td>
<td>15 Thomas Mitchell Drive Wodonga</td>
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<tr>
<td>2018/216/Pbsdwl</td>
<td>$218,215</td>
<td>Dwelling</td>
<td>7 Canon Street Leneva</td>
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<tr>
<td>2018/222/Pbsdwl</td>
<td>$220,000</td>
<td>Dwelling</td>
<td>2 Peony Court Baranduda</td>
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<tr>
<td>2018/225/Pbsdwl</td>
<td>$393,073</td>
<td>Dwelling</td>
<td>17 Grieve Way Wodonga</td>
</tr>
<tr>
<td>2018/230/Pbsdwl</td>
<td>$617,443</td>
<td>Dwelling</td>
<td>101 Coyles Road West Wodonga</td>
</tr>
<tr>
<td>2018/233/Pbsdwl</td>
<td>$246,806</td>
<td>Dwelling</td>
<td>13 Canon Street Leneva</td>
</tr>
<tr>
<td>2018/235/Pbsdwl</td>
<td>$499,740</td>
<td>Dwelling</td>
<td>7 Galilee Court Huon Creek</td>
</tr>
<tr>
<td>2018/245/Pbsdwl</td>
<td>$265,633</td>
<td>Dwelling</td>
<td>9 Chatham Road Leneva</td>
</tr>
</tbody>
</table>

Building Activity

- Total number of building permits issued in Wodonga: **89** (63)
- Total number of dwellings approved in Wodonga (Dwellings & Units): **42/0** (27/5)
- Total number of permits relating to commercial & industrial works in Wodonga: **8** (4)
- Percentage of work approved by Council: **60.67%** (50.79%)
- Number of permits approved outside Wodonga – VIC. **: **10** (13)
- Number of permits approved outside Wodonga – NSW **: **12** (10)

*** Registered Building Practitioner, Registration No: BS-U 1369

# Accredited Certifier, Registration No: BPB 0368 Building Professionals Board, Sydney
9.2 - Building report for July 2018 (cont’d)

Attachments
Nil

Tabled papers
Nil
Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Planning and Building - John Sidgwick
In providing this advice, I have no interests to disclose in this report.

Manager Building Services - David Seal
In providing this advice, I have no interests to disclose in this report.

Building Administrative Officer - Vicki Teschner
In providing this advice as the report author, I have no interests to disclose in this report.

Building Administrative Officer - Emma Sharp
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation
That the building report for July 2018 be received and noted.

Motion
Crs Kat Bennett / John Watson
That the recommendation be adopted.

Conflict of interest disclosures

Prior to the commencement of item 9.1 Cr Hall disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.

Cr Hall also disclosed a conflict of interest for item 9.2, the details of which are recorded in these minutes at item 5.

As Cr Hall had conflicts of interest for consecutive items, she remained outside the meeting room for both items.

Cr Hall left the meeting room at 7.01pm prior to consideration of item 9.1, and returned to the meeting room at 7.07pm after the resolutions for items 9.1 and 9.2 had been carried.
### 9.3 - Competitive Services Report for July 2018

<table>
<thead>
<tr>
<th>Quotation / tenders issued</th>
<th>July</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contracts awarded to local suppliers</td>
<td>11</td>
<td>11</td>
</tr>
<tr>
<td>Value of contracts awarded</td>
<td>$1,888,233.00</td>
<td>$1,888,233.00</td>
</tr>
</tbody>
</table>

#### Tenders advertised / quotations issued

- **W1364-18Q** Refurbishment of City Office Ground Floor East wing – Carpentry, Joinery and Glazing works
- **W1366-18Q** Refurbishment of City Office Ground Floor East wing – Electrical Lighting Data and Fire Services works
- **W1367-18Q** Refurbishment of City Office Ground Floor East wing – Internal Lining and Floor Coverings works
- **W1369-18Q** Refurbishment of City Office Ground Floor East wing – Design and Construct of Mechanical Services
- **W1370-18Q** Refurbishment of City Office Ground Floor East wing – Painting works
- **W1381-18** Provision of Architectural Services for a new Wodonga Gallery and Library
- **W1406-18Q** High Street South Landscape Works - Design, Construct & Install Parking Arbors & Bollards
- **W1415-18Q** Provision of tree audit remedial works
- **W1435-18** Marketing Services – Advertising and Media
- **W1438-18Q** Provision of Concrete Safety Median Strip for Traffic Islands
- **W1439-18Q** 2018 Children’s Fair Infrastructure Requirements
- **W1442-18Q** Spreading Topdressing Sand on Sports Ovals

#### Tenders / quotations under evaluation

- **W1348-18** Rates for Reseal Preparation Works – Pavement Dig outs and Stabilisation Program 2018-2019
- **W1349-18** Rates for Reseal Preparation Works - Minor Miscellaneous Works 2018-2019
- **W1351-18** Provision of 2018-2019 Asphalt Program
- **W1387-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - demolition and concreting
- **W1388-18Q** Pat Parker Athletic Park - Athletics Pavilion change room reconstruction - plumbing
- **W1389-18Q** Pat Parker Athletic Park - Athletics Pavilion change room reconstruction - carpentry
- **W1390-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - electrical
- **W1391-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - mechanical
- **W1392-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - internal lining
- **W1403-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - tiling
- **W1404-18Q** Pat Parker Athletics Park - Athletics Pavilion change room reconstruction - painting
### 9.3 - Competitive Services Report for July 2018 (cont’d)

<table>
<thead>
<tr>
<th>Contract ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1408-18Q</td>
<td>Panel for the supply of street trees for planting year 2018 - 2019 Parks and Gardens</td>
</tr>
<tr>
<td>W1416-18</td>
<td>Footpath Renewal Program 2018-2019</td>
</tr>
<tr>
<td>W1417-18</td>
<td>Recreational Path Renewal Program 2018-2019</td>
</tr>
<tr>
<td>W1418-18</td>
<td>Baranduda Path connection works from Pro Hart Drive to Westmont Aged Care Facility</td>
</tr>
<tr>
<td>W1423-18Q</td>
<td>Construction of new footpath at three locations</td>
</tr>
<tr>
<td>W1424-18Q</td>
<td>Construction of new footpath at two locations</td>
</tr>
<tr>
<td>W1432-18Q</td>
<td>Provision of consultancy services for Master Plan Update, Project Brief and Consult Plan for Birralee and Kelly Parks</td>
</tr>
</tbody>
</table>

#### Contracts awarded

<table>
<thead>
<tr>
<th>Contract ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1301-18</td>
<td>High Street South Landscape Works - Supply of Pavers</td>
</tr>
<tr>
<td>W1347-18</td>
<td>Rates for Miscellaneous Removal and Replacement of Kerb and Channel 2018-2019</td>
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<tr>
<td>W1350-18</td>
<td>Rates for Crack Sealing services 2018-2019</td>
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<tr>
<td>W1352-18</td>
<td>Provision of 2018-2019 Surface Preservation &amp; Rejuvenation Program</td>
</tr>
<tr>
<td>W1356-18</td>
<td>Richardson Park - Landscape Works</td>
</tr>
<tr>
<td>W1357-18</td>
<td>Richardson Park - Civil Works</td>
</tr>
<tr>
<td>W1358-18</td>
<td>Richardson Park - Electrical Works</td>
</tr>
<tr>
<td>W1365-18Q</td>
<td>Refurbishment of City Office Ground Floor East Wing- Demolition works</td>
</tr>
<tr>
<td>W1377-18Q</td>
<td>Printing, bundling and lodgement of City Life newsletter</td>
</tr>
<tr>
<td>W1393-18Q</td>
<td>Supply of Australian Animal Illustrations for Aboriginal Picture Book</td>
</tr>
<tr>
<td>W1396-18Q</td>
<td>Environmental Auditor for verify the reports of the old Wodonga landfill, Beechworth Road Wodonga</td>
</tr>
<tr>
<td>W1398-18</td>
<td>Provision of technical services and consumables (including both Equipment and Technical support)</td>
</tr>
<tr>
<td>W1414-18Q</td>
<td>Demolition of residences and outbuildings on Lemke Road Gateway Island</td>
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</tbody>
</table>

#### Contracts not awarded

<table>
<thead>
<tr>
<th>Contract ID</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>W1240-18</td>
<td>Operation of the re-use retail shop at the Wodonga Waste Transfer Station (requirements to be reviewed and new tender issued)</td>
</tr>
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</table>
9.3 - Competitive Services Report for July 2018 (cont’d)

Contracts awarded to local suppliers

<table>
<thead>
<tr>
<th></th>
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<td>67</td>
<td>75</td>
<td>66</td>
<td>85</td>
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</tbody>
</table>

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Contracts Officer - Melanie Holschier
In providing this advice as the report author, I have no interests to disclose in this report.
9.3 - Competitive Services Report for July 2018 (cont’d)

**Recommendation**
That the *Competitive Services Report* for July 2018 be received and noted.

**Motion**
Crs John Watson / Tim Quilty
That the recommendation be adopted.  

*Carried*

**Conflict of interest disclosure**

*Prior to the commencement of item 9.3 Cr Mildren disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.*

*Cr Mildren left the meeting at 7.08pm. Cr Mildren returned to the meeting room at 7.09pm after the resolution for item 9.3 was carried.*
9.4 - Two Cities One Community Action Plan Progress Report

Purpose of Report

To present the Two Cities One Community six-monthly progress report to Council for noting.

Background

On 13 October 2017 the Two Cities One Community partnership agreement was signed between AlburyCity and Wodonga Council. The partnership is supported by the Two Cities One Community Strategic Plan and Action Plan which were developed through a review of community aspirations for the Albury and Wodonga community.

The initiative provides a unique opportunity to develop a way forward that benefits both communities through a combined focus on the four pillars of leadership, economy, environment and community.

The Two Cities One Community Strategic Plan shares the long-term vision of the partnership and establishes the goals for the future. The Two Cities One Community Action Plan is an implementation plan showing the actions we propose to achieve those goals. The Action Plan is reviewed annually as part of our Councils' budget process to ensure it remains consistent with our community needs.

Action Plan Progress reports provide updates to both Council and the community. We want to be clear on the progress we have made in achieving the aspirations of the Two Cities One Community Strategic Plan and demonstrate our commitment to the partnership agreement of working collaboratively.

Issues

The Two Cities One Community Action Plan progress report provides an update of commenced projects up until 30 June 2018.

The report is developed through consultation with both AlburyCity and Wodonga Council.

Risk

- Business Risk – From a business perspective, the regular progress reports are an important method to monitor progress against the scheduled projects under the Action Plan. This process can identify issues in relation to resources (human and financial) and continuity and allow changes to be made where required.
- Corporate Risk – There is a corporate risk if the community are not provided with timely updates of the progress of the actions under the Two Cities One Community initiative. Our Councils must act on the commitment made to our communities through the Two Cities One Community Strategic Plan.
- Work Health Safety and Public Risk – No risk identified
9.4 - Two Cities One Community Action Plan Progress Report (cont’d)

- Delivery Program Risk – The four-year Delivery Program can be affected if projects identified for completion in years one-four are delayed.

**Community Engagement**

Significant community engagement was undertaken to develop the community strategic plans for Albury and Wodonga – Albury 2030 and Wodonga 2033 respectively. The results of this engagement were then used to develop the Two Cities One Community Strategic Plan.

The presentation of the Progress Report to Council forms part of the engagement with the community by informing the community as to progress on the Action Plan implementation.

**Conclusion**

On 13 October 2017 the Two Cities One Community partnership agreement was signed between AlburyCity and Wodonga Council. As part of the commitment to the community, our Councils agreed to provide six-monthly progress reports on the implementation of the Two Cities One Community Action Plan. The Two Cities One Community progress report has been developed through consultation with relevant officers in both AlburyCity and Wodonga Council and is tabled for noting.

**Attachments**

Nil

**Tabled papers**

The following documents will be tabled at the meeting:
- Document A: Two Cities One Community Action Plan Progress Report

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act 1989* officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Economic Development - Adam Wiseman
In providing this advice as the report author, I have no interests to disclose in this report.
9.4 - Two Cities One Community Action Plan Progress Report (cont’d)

Recommendation
That the Two Cities One Community Action Plan be received and noted.

Motion
Crs John Watson / Danny Lowe
That the recommendation be adopted. Carried

This report was developed with the assistance of AlburyCity who have taken this report, the Two Cities One Community Action Plan Progress Report, to the council meeting on 9 July 2018 for noting.
10.1 - Assemblies of councillors

Under section 3 of the *Local Government Act 1989* an assembly of councillors (however titled) means a meeting of an advisory committee of the Council, if at least one councillor is present, or a planned or scheduled meeting of at least half of the councillors and one member of Council staff which considers matters that are intended or likely to be:

a. the subject of a decision of the Council; or

b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

An assembly of councillors does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation.

The written record of each assembly is, as soon as possible, required to be incorporated in the minutes of the council meeting. The written records of the assemblies recently held are attached.

**Attachments**

The following documents are attached to this report:

- Attachment A: Written record of assemblies of councillors

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act 1989* officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

This report is for information only.
Written record of assembles of councillors – report to August 20, 2018 council meeting

Councillor briefing of Monday, July 16, 2018, commencing at 8.30am and concluding at 11.40am.

Venue Council Chamber, ground floor, Council Offices, Hovell Street, Wodonga.

In attendance

<table>
<thead>
<tr>
<th>Name</th>
<th>Role/Position</th>
<th>Items Discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>Leave of absence</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>Items 4c to 4g only</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Spencer Rich</td>
<td>Acting Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Ken Chan</td>
<td>Team Leader Strategic Planning</td>
<td>Item 4a</td>
</tr>
<tr>
<td>Bridie Guy</td>
<td>Senior Strategic Planner</td>
<td>Item 4a</td>
</tr>
<tr>
<td>Liona Edwards</td>
<td>Acting Manager Recreation</td>
<td>Item 4b</td>
</tr>
<tr>
<td>Kerrianne Bradbery</td>
<td>Property Officer</td>
<td>Item 4b</td>
</tr>
<tr>
<td>Adam Wiseman</td>
<td>Manager Economic Development</td>
<td>Item 4d</td>
</tr>
<tr>
<td>Ryan Hastie</td>
<td>Business Engagement Facilitator</td>
<td>Item 4d</td>
</tr>
</tbody>
</table>

Conflict of interest disclosures

Did the councillor leave the meeting?

- Libby Hall: Item 3 – that part dealing with 17 Krueger Street, Baranduda. - Yes
- Ron Mildren: Item 3 – that part dealing with Richardson Park - Yes

Items discussed

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The CEO gave an update of strategic issues.
3. Review of agenda for ordinary council meeting
4. Briefing reports were provided on the following:
   a. Improving Environmentally Sustainable Design (ESD) through planning - Findings of Regional Victorian study
   b. Intention to enter into Lease - Hockey Albury Wodonga Incorporated
   c. Occupational Health and Safety (OHS) Policy
   d. Memorandum of Understanding between Wodonga City Council and Business Wodonga.
   e. 30 Jarrah Street and 41 Pearce Street - outcome of proposed State Government rezoning - Advisory Committee findings and Ministerial decision
   f. Wodonga Housing Strategy – A Place to Call Home
   g. Finance Report for June 2018
Written record of assemblies of councillors – report to August 20, 2018 council meeting

Councillor briefing of Monday, July 30, 2018, commencing at 8.30am and concluding at 11.30am.

<table>
<thead>
<tr>
<th>Venue</th>
<th>Council Chamber, ground floor, Council Offices, Hovell Street, Wodonga and Wadsworth Barracks, Bandiana.</th>
</tr>
</thead>
</table>

**In attendance**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Items discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>Leave of absence</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Acting Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
<td>Item 1 and 2 only</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>Item 1 and 2 only</td>
</tr>
</tbody>
</table>

**Conflict of interest disclosures**

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Item</th>
<th>Did the councillor leave the meeting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Mildren</td>
<td>Item one – that part of item one relating to Central Place.</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Items discussed**

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The Acting CEO gave an update of strategic issues.
3. Visit to Wadsworth Barracks, Bandiana.
Written record of assemblies of councillors – report to August 20, 2018 council meeting

Councillor briefing of Monday, August 6, 2018, commencing at 8.30am and concluding at 1.10pm.

Venue Council Chamber, ground floor, Council Offices, Hovell Street, Wodonga.

In attendance
<table>
<thead>
<tr>
<th>Councillor</th>
<th>Role</th>
<th>Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Acting Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
<td>All items</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>Items 1 &amp; 2</td>
</tr>
<tr>
<td>Chris da Silva</td>
<td>Mesh Planning</td>
<td>Item 3</td>
</tr>
<tr>
<td>Kate Breen</td>
<td>Affordable Development Outcomes</td>
<td>Item 3</td>
</tr>
<tr>
<td>John Sidgwick</td>
<td>Manager Planning &amp; Building</td>
<td>Item 3</td>
</tr>
<tr>
<td>Claire Taylor</td>
<td>Manager Community Planning &amp; Wellbeing</td>
<td>Item 3</td>
</tr>
<tr>
<td>Ken Chan</td>
<td>Team Leader Strategic Planning</td>
<td>Item 3</td>
</tr>
</tbody>
</table>

Conflicts of interest disclosures

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Item</th>
<th>Did the councillor leave the meeting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Mildren</td>
<td>That part of item one dealing with Junction Place.</td>
<td>Yes.</td>
</tr>
</tbody>
</table>

Items discussed

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The Acting CEO gave an update of strategic issues.
3. Wodonga Housing Strategy workshop
Written record of assemblies of councillors – report to August 20, 2018 council meeting

Councillor briefing of Monday, August 13, 2018, commencing at 8.30am and concluding at 11.45am.

<table>
<thead>
<tr>
<th>Venue</th>
<th>Council Chamber, ground floor, Council Offices, Hovell Street, Wodonga, and site visit to HotHouse Theatre, Gateway Village, Lincoln Causeway, Wodonga.</th>
</tr>
</thead>
<tbody>
<tr>
<td>In attendance</td>
<td></td>
</tr>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Manager Tourism &amp; Cultural Development</td>
</tr>
</tbody>
</table>

Conflict of interest disclosures

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Item</th>
<th>Did the councillor leave the meeting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Mildren</td>
<td>Item one – that part dealing with Development Victoria and Central Place discussions.</td>
<td>Yes</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Item one – that part dealing with Kinchington Rd and Riverside Estate</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Items discussed

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The CEO gave an update of strategic issues.
3. Review of draft agenda for ordinary council meeting
4. Briefing reports were provided on the following:
   a. Discuss Murray Darling Basin membership Renewal
   b. HotHouse Theatre Update and MOU
   c. Murray Arts Update & MOU
   d. Speed Limit Review - Various Locations
### 10.2 - Status report on council meeting resolutions

The attached report provides an update on the status of council resolutions from previous meetings.

#### Attachments

The following documents are attached to this report:
- Attachment A: Status report on council meeting resolutions

#### Tabled papers

Nil

#### Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

#### Recommendation

That the report on the membership of the Rating Strategy Reference Group, scheduled for July 2018, be deferred until the September 2018 council meeting.

#### Motion

Crs Tim Quilty / Libby Hall

That the recommendation be adopted.  

*Carried*
## Status report on council meeting resolutions – August 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Havelock St Valuation (18/01/2016)</th>
</tr>
</thead>
</table>
| **Resolution** | That:  
1. The land identified as Precinct 3, Havelock Street Extension, Wodonga Victoria, 3690 (VicRoads Edition 9 Maps 653 OS) be purchased at valuation; and  
2. The CEO be authorised to sign on the council’s behalf any documents that are required to be signed in connection with the purchase of the land. |
| **Status** | Invoice paid, awaiting finalisation of land titles. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Recreational Vehicle and Caravan Parking Study (21/08/2017)</th>
</tr>
</thead>
</table>
| **Resolution** | That:  
1. Long vehicle parking signage in the CBD be improved;  
2. Parking bays and limits for recreational vehicles and caravans be reviewed;  
3. Recreational vehicle overnight car parking not be provided on council owned land in the CBD;  
4. Regional and local tourism and visitation trends continue to be monitored; and  
5. The council liaise with Murray Tourism Board to look at a regional approach to recreational vehicle parking, including data availability. |
| **Status** | The RV Car Park is to be addressed in the Car Parking Study presently out for public comment. |

<table>
<thead>
<tr>
<th>Item</th>
<th>115 Kinchington Road - request to vary section 173 agreement (20/11/2017)</th>
</tr>
</thead>
</table>
| **Resolution** | 1. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road be changed/reworded to suit:  
7.1 Bears Hill Reserve  
7.2 Public Open Space  
2. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road be removed:  
7.4.1 Roundabout at the intersection of Beechworth Road and Yarralumla Drive/Streets Road  
7.4.3 Extension of Yarralumla Drive from Huon Creek Road to Beechworth Road  
7.5 Drainage  
7.8 Site Master Plan  
3. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road not be removed or changed as sought:  
7.3.3 Development Contributions  
7.4.2 Duplication of Beechworth Road from the intersection of Yarralumla Drive to Huon Creek Road  
7.6 Playing Fields  
7.7 Community Facilities  
4. That the property owners of 115 Kinchington Road be advised of council’s decision and a Deed of Variation entered into; and  
5. A report be brought to a future council meeting regarding any similar section 173 agreements which may be impacted by this decision. |
| **Status** | Deed of variation drafted. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Energy Procurement Australia 2106/0634 Retail Electricity, Natural Gas and Associated Services (W1244-18) (19/02/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolution</strong></td>
<td>That the awarding of the contract, Energy Procurement Australia Tender 2106/0634 Retail Electricity, Natural Gas and Associated Services for the period commencing July 1, 2018 and concluding June 30, 2021 be delegated to the CEO.</td>
</tr>
<tr>
<td><strong>Status</strong></td>
<td>Completed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Planning Scheme Amendment C121 - Leneva - Baranduda Precinct Structure Plan and Development Contributions Plan (19/02/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolution</strong></td>
<td>1. That in accordance with Section 23(1) of the Planning and Environment Act</td>
</tr>
</tbody>
</table>
**Status report on council meeting resolutions – August 2018**

<table>
<thead>
<tr>
<th>Item</th>
<th>Proposed sale of Council land - 35 Huon Creek Road (19/02/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. In accordance with sections 189 and 223 of the Local Government Act 1989 (the Act) public notice be given of the council’s intention to sell the parcel of land abutting 35 Huon Creek Road, being part of a public reserve (lot 1, PS317133) and comprising an area of 256m², (refer tabled document A) to the owners of 35 Huon Creek Road for an amount of $33,000 plus GST. 2. The public notice stipulate that persons may make a submission on the proposed land sale in accordance with section 223 of the Act and that written submissions must be received within 28 days of publication of the notice. 3. The Chief Executive Officer (CEO) be authorised to undertake the administrative procedures necessary to enable the council to carry out its functions under section 223 of the Act in relation to this matter. 4. That if submissions are received under section 223 of the Act: a. A special meeting of the council be convened to hear from any person or persons who request to be heard in support of a section 223 written submission, the meeting to be held in March 2018 on a date to be determined; and b. A report on the section 223 process, including a summary of all submissions and of any hearings held, be submitted to the next scheduled ordinary council meeting. 5. If no submissions are received within 28 days of the notice: a. The council resolve to sell the subject land on the terms and condition stipulated in part 1 above, and subject to the owners of 35 Huon Creek Road paying the valuation costs and legal fees of the council; and a) The CEO be authorised to commence the sale process and execute all necessary documentation pertaining to the sale of the land without further resolution of the council.</td>
</tr>
</tbody>
</table>

| Status | The submission period closed on 14 August - there were no submissions and the sale is proceeding. Completed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Recreation Facilities Governance Review (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That a six week public engagement process for the draft Wodonga Recreation Facilities Governance Review Report be undertaken with a further report on the results of the engagement process to be presented to a future ordinary council meeting.</td>
</tr>
</tbody>
</table>

| Status | Consultations completed and feedback is being assessed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Baranduda Fields Master Plan (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That a public engagement process for the draft Baranduda Fields Master Plan be undertaken with a further report on the results of the engagement process to be presented to a future ordinary council meeting.</td>
</tr>
</tbody>
</table>

| Status | Consultations completed and feedback is being assessed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Speed Limit Review - Various Locations (16/04/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. The proposed speed limit changes detailed within this report be placed on public exhibition for a period of 28 days to enable the community to provide feedback. 2. If there is community feedback that is opposed to any of the changes a further report be provided to council for its consideration.</td>
</tr>
</tbody>
</table>

| Status | |
### Ordinary meeting – August 20, 2018

#### 10 - Officers reports for information

#### Item 10.2 - Attachment A

**Status report on council meeting resolutions – August 2018**

<table>
<thead>
<tr>
<th>Item</th>
<th>Ombudsman's Report (14/05/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>To be considered at the August 2018 council meeting. <strong>Completed.</strong></td>
</tr>
<tr>
<td>Resolution</td>
<td>3. If there is no community feedback, the Chief Executive Officer be authorised to make application to VicRoads to seek approval for the changes as set out within this report.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Rating Strategy (14/05/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>The adoption of the 2018-2019 budget commenced the implementation of the Ombudsman's recommendation.</td>
</tr>
<tr>
<td>Resolution</td>
<td><strong>Resolution</strong></td>
</tr>
<tr>
<td></td>
<td>1. That:</td>
</tr>
<tr>
<td></td>
<td>a) A process to review Council’s Rating Strategy be commenced with a view to including the outcomes of such a review in the 2019-2020 Budget process;</td>
</tr>
<tr>
<td></td>
<td>b) A Rating Strategy Reference Group be established;</td>
</tr>
<tr>
<td></td>
<td>c) The attached Terms of Reference for the Rating Strategy Reference Group be approved;</td>
</tr>
<tr>
<td></td>
<td>d) The Chief Executive Officer be authorised to advertise to seek public nominations for membership of the Rating Strategy Reference Group; and</td>
</tr>
<tr>
<td></td>
<td>e) The CEO provide a report to the July Council Meeting to determine appointments to the Rating Strategy Reference Group.</td>
</tr>
<tr>
<td></td>
<td>2. That councillors Hall and Quilty be the councillor representatives on the Rating Strategy Reference Group, with the position of chairperson to be determined at the July Council meeting.</td>
</tr>
<tr>
<td></td>
<td><strong>Status</strong></td>
</tr>
<tr>
<td></td>
<td>With the Director Business Services on leave, and Cr Quilty on leave of absence interviews will be not be scheduled until early August. It is hoped that the report will be finalised in time for the August council meeting. In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Proposed sale of former saleyards site (14/05/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td><strong>Resolution</strong></td>
</tr>
<tr>
<td></td>
<td>1. That Council authorises the Chief Executive Officer to give public notice under ss 189 and 223 of the Local Government Act 1989 of Council’s intention to:</td>
</tr>
<tr>
<td></td>
<td>• sell the following land:</td>
</tr>
<tr>
<td></td>
<td>Lot 1 on proposed plan of subdivision no. PS816689F, being part of the land contained in certificate of title volume 10114 folio 425 and being (part) 96 Whytes Road, Bandiana, Victoria 3691 (<strong>Land</strong>).</td>
</tr>
<tr>
<td></td>
<td>in accordance with the terms of the public notice, being Attachment A, as tabled.</td>
</tr>
<tr>
<td></td>
<td>2. That the public notice stipulate that persons may make a submission in respect of the proposal in accordance with Section 223 of the Local Government Act 1989 and that written submissions must be received by no later than June 13, 2018.</td>
</tr>
<tr>
<td></td>
<td>3. That the Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable Council to carry out its functions under section 223 of the Act in relation to this matter.</td>
</tr>
<tr>
<td></td>
<td>4. That Council hold a Special Meeting of Council to hear from any persons who ask to be heard in support of their written submission at a meeting to be held at 3pm on Friday, June 15, 2018 in Council's offices, 104 Novell Street, Wodonga in relation to the proposed sale of the Sale Land and the proposed grant of option to sell and proposed sale of the Option Land.</td>
</tr>
</tbody>
</table>
### Status report on council meeting resolutions – August 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan &amp; Parking Overlay (14/05/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. The Wodonga CBA Car Parking Plan, as tabled be adopted; and 2. Officers seek authorisation from the Minister for Planning to prepare and exhibit the Planning Scheme Amendment C98 to the Wodonga Planning Scheme.</td>
</tr>
<tr>
<td>Status</td>
<td>In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Park Names (25/06/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. The following park names (location in brackets) be adopted:  - Jack Dunstan Park (Jacka Street, Wodonga)  - Henrika Kuljurgies Reserve (Charlton Road, Killara)  - Ernie May Park (Corner Samantha Terrace &amp; Lighthood Drive, Wodonga)  - Kosovar Park (Bandicoot Lane, Bandiana)  - Bidgood Park (Between Basil Court and Comfrey Court, Baranduda)  - Ida Schubert Park (Corner Jamison Drive &amp; Barton Drive, Baranduda)  - Mel Read Park (Simon Lane, Baranduda)  - Baranduda Fields (160 Kiewa Valley Highway, Baranduda)  - Brian Callanan Park (Elmwood Circuit, Wodonga)  - Wilhelm Koschel Reserve (Off Beechworth-Wodonga Road, Wodonga) 2. Advice be forwarded to the Registrar of Geographic Names to undertake the gazettal procedure</td>
</tr>
<tr>
<td>Status</td>
<td>Forwarded to the Registrar. In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Draft Gateway Island Master Plan (25/06/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the Draft Gateway Island Master Plan be endorsed for formal exhibition for the period 25 June 2018 to 10 August 2018</td>
</tr>
<tr>
<td>Status</td>
<td>Exhibition has closed with councillors to be briefed early in September 2018. Likely to be presented to the October 2018 council meeting for consideration for adoption.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Refugee Community Sponsorship Program (25/06/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That Wodonga Council: 1. Confirms its supports for an expanded and improved Community Sponsorship Program; and 2. Calls on the federal government to improve and expand the Community Sponsorship Program to ensure the program: a. Does not take places from others in need; b. Provides adequate support and services; c. Limits the costs on sponsors; and d. Allows community, family and businesses to act as sponsors.</td>
</tr>
<tr>
<td>Status</td>
<td>In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Tender - pavers for High Street landscaping (16/07/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. The tender from Wan Jia Australia t/as Glory Marble and Granite and Building Innovation Centre (Albury) Pty Ltd t/as Buildpro be jointly awarded contract W1301-18 High Street, South Landscape Works – Supply of Pavers, based on</td>
</tr>
</tbody>
</table>
## Status report on council meeting resolutions – August 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
</table>
| Status report on council meeting resolutions – August 2018          | the schedule of rates provided as follows:  
- Wan Jia Australia t/as Glory Marble and Granite – All pavers tendered from items 1-7 inclusive, for the value of $233,564 (excluding GST);  
- Building Innovation Centre (Albury) Pty Ltd t/as Buildpro – item 8 only, Red Clay Pavers, for the value of $51,000 (excluding GST);  
- Being a joint contract total of $284,564 (excluding GST)  
2. The pavers to be delivered to Wodonga by October 1, 2018. | Completed. Contracts awarded and returned. |
| Item Public Liability Insurance Renewal (16/07/2018)                | That the payment of $202,807 (ex GST) for renewal of council’s public liability insurance policy in 2018-2019 through the MAV LMI Scheme be approved.                                                                 | Completed. |
| Item Councillor Briefing Policy (16/07/2018)                        | That:  
1. The resolution of May 14, 2018 - that effective from August 2018 councillor briefings be open to the public, subject to the CEO presenting a report to the July council meeting recommending an appropriate policy and / or guidelines around public attendance at councillor briefings - be rescinded.  
2. The CEO and councillors conduct a comprehensive review of how the Council conducts its processes and procedures at both Council meetings and councillor briefings to improve their transparency, efficiency and effectiveness for informing the community;  
3. The review include consideration of:  
   a. A draft policy for councillor briefings;  
   b. The provision of all information, including timeframes, to councillors and the public;  
   c. Models of debate permitted under the Meeting Procedure Local Law;  
   d. Best practice within the local government sector to make council more transparent with its practices at council meetings and councillor briefings, including options for public participation; and  
   e. A timeline for either the adoption of a new Meeting Procedure Local Law under the Local Government Act 1989 (the Act), or adoption of a Governance Rule as prescribed by the Local Government Bill 2018 and which is currently before State Parliament; and  
4. A report on the review to be submitted to a future council meeting, but no later than November 2018. | Discussions held with Exec on 6 August. In progress. |
| Item Donation Requests (16/07/2018)                                 | That the donation requests from Tots2teens of $2,000 and Border Trust of $2,000 be approved.                                                                                                                     | Completed. |
| Item Birallee Park tennis courts (16/07/2018)                       | That the resolution of March 18, 2018 be rescinded and that the council land comprised in the Birallee Park Tennis Courts be dealt with in accord with the overall Birallee Park Master Plan.                                      | Completed. |
### Status report on council meeting resolutions – August 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Wodonga Industrial Land Strategy (16/07/2018)</strong></td>
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**Resolution** That the *Wodonga Industrial Land Strategy*, as tabled, be adopted.  
**Status** Document loaded to Web site as an adopted strategy. **Completed**. |
| **Tender - Richardson Park Construction (16/07/2018)** | 
**Resolution** That the construction tenders for Richardson Park be awarded as follows:  
1. Tender W1356-18 – Landscape Works to Stuart Gordon Landscaping & Paving Specialist in the revised tender sum of $830,000 excluding GST;  
2. Tender W1357-18 – Civil Works to AP Delaney Pty Ltd in the tender sum of $156,834 excluding GST or such revised tender sum as negotiated;  
3. Tender W1358-18 – Electrical Works to Watters Electrical, Albury in the tender sum of $146,636 excluding GST or such revised tender sum as negotiated;  
4. The contract period for all three contracts be from Monday, 23 July 2018 to Friday, 14 December 2018, or as negotiated;  
5. That council officers continue to seek project savings which could further be used to enhance the landscape outcomes and that any such scope changes and associated costs, limited to $200,000, be delegated to the Chief Executive Officer for approval.  
**Status** Completed. |
| **Planning permit for 17 Krueger St, Baranduda (16/07/2018)** | 
**Resolution** The resolution is too large to reproduce here  
**Status** Notice of Decision issued, as per council resolution. **Completed**. |
| **Rating Strategy Reference Group (16/07/2018)** | 
**Resolution** That the report on the membership of the Rating Strategy Reference Group, scheduled for July 2018, be deferred until the August 2018 council meeting  
**Status** In progress. Due to periods of leave the report will not be available until the ordinary council meeting in September. |
| **Circuses and carnivals on council owned land (16/07/2018)** | 
**Resolution** That council officers prepare a report that provides policy options for the use of Council owned land for the performance and display of exotic animals in circuses and carnivals.  
2. The scope of this piece of work:  
   a) Only applies to circuses and carnivals requesting permission to operate on council owned land and does not apply to circuses operating on privately owned land; and,  
   b) Does not apply to mobile petting farms or mobile animal rides such as pony rides.  
**Status** In progress. |
There were no notices of motion.
There were no petitions.
There were no documents listed for this council meeting that required the affixing of the council seal, other than those listed at item 8.8.
There was no urgent business.
Clause 61 of the council's Meeting Procedure Local Law (no. 1 of 2009) states:

61.1 There shall be a public question time at every Ordinary meeting to enable members of the public to submit written questions to Council.
61.2 Public Question Time will have a duration as determined by Council from time to time.
61.3 Questions submitted to Council must be prefaced by the name and address of the person submitting the question and generally be in a form approved or permitted by Council.
61.4 Persons submitting questions must be present in the gallery at the time the question is due to be read, or the question will not be addressed by Council.
61.5 No person may submit more than two questions at any one meeting.
61.6 If a person has submitted two questions to a meeting, the second question:
   a) may, at the discretion of the Chairperson, be deferred until all other persons who have asked a question have had their questions asked and answered; or
   b) may not be asked if the time allotted for public question time has expired.
61.7 A question may be disallowed by the Chairperson if the Chairperson determines that it:
   a) relates to a matter outside the duties, functions and powers of Council;
   b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
   c) deals with a subject matter already answered;
   d) is aimed at embarrassing a councillor or a member of Council staff;
   e) relates to personnel matters;
   f) relates to the personal hardship of any resident or ratepayer;
   g) relates to industrial matters;
   h) relates to contractual matters;
   i) relates to proposed developments;
   k) relates to matters affecting the security of Council property; or j) relates to legal advice;
   l) relates to any other matter which Council considers would prejudice Council or any person.
61.8 Questions will be answered either at the Council meeting or as soon as possible after the Council meeting, subject to such policy or guidelines that Council may adopt from time to time.
61.9 No debate on questions asked or answers given is permitted.

There were no questions.
There was no confidential business.
There was no confidential urgent business.
18 – Close of meeting

- **Closure of the meeting.**

  There being no further business the meeting closed at 7.13pm.

  Minutes confirmed this ...................... day of ............................... 2018.

  .......................................
  Chairperson