

Minutes

Of the Special Council Meeting

Location: Council Chambers, Municipal Offices
62-68 Ovens Street, Wangaratta

Date: Monday 26 June 2017

Time: 6.00pm

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1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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.

2. OPENING PRAYER

Almighty God, we humbly ask thee to bless and guide this council in its deliberations so that we may truly preserve the welfare of the people whom we serve. Amen

3. PRESENT

COUNCILLORS:

MR DAVID FULLER, MR DEAN REES, MR HARRY BUSSELL, MR HARVEY BENTON, MR KEN CLARKE OAM, MR MARK CURRIE, MRS RUTH AMERY

OFFICERS:

BRENDAN MCGRATH, CHIEF EXECUTIVE OFFICER;; ALAN CLARK, DIRECTOR INFRASTRUCTURE SERVICES; ANTHEA SLOAN, ACTING DIRECTOR CORPORATE SERVICES; JAIME CARROLL , DIRECTOR COMMUNITY WELLBEING; BARRY GREEN, DIRECTOR DEVELOPMENT SERVICES.

4. ABSENT

RUTH KNEEBONE , DIRECTOR CORPORATE SERVICES.

5. ACCEPTANCE OF APOLOGIES & GRANTING OF LEAVE OF ABSENCE

ORDER OF BUSINESS

6. CONFLICT OF INTEREST DISCLOSURE

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a '*conflict of interest*' in a decision if they would receive, or could reasonably be perceived as receiving, a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

Disclosure must occur immediately before the matter is considered or discussed.

PRESENTATION OF REPORTS

OFFICERS' REPORTS

7. CORPORATE SERVICES

7.1 ADOPTION OF 2017/18 BUDGET

Meeting Type:	Special Council Meeting
Date of Meeting:	26 June 2017
Author:	Manager Finance
File Name:	Council Budget 2017/18
File No:	51.060.023

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

At the May Ordinary Council Meeting, Council resolved to endorse the Draft 2017/18 Budget. The Draft 2017/18 Budget has been on public exhibition for a period of 28 days and submissions were considered on Monday 19 June 2017. This report is presented to Council to recommend the response to submissions and the adoption of the 2017/18 Budget.

RECOMMENDATION:

(Moved: Councillor D Rees/Councillor R Amery)

That Council:

- 1. considers submissions made regarding the Draft 2017/18 Budget and makes changes to the Draft 2017/18 Budget in accordance with the supported submissions documented in this report;***
- 2. adopts the 2017/18 Budget attached to this report for the purposes of Section 130 of the Local Government Act 1989;***
- 3. notifies in writing each person or persons who made a submission of the decision and the reasons for that decision, in accordance with the responses set out in this report and in accordance with Section 223(1)(d) of the Local Government Act 1989;***
- 4. authorise the Chief Executive Officer to give public notice of Council's decision to adopt the 2017/18 /17 Budget in accordance with section 130(2) of the Local Government Act 1989; and***
- 5. forward a copy of the 2017/18 Budget to the Minister for Local Government by June 30th 2017 in accordance with Section 130 of the Local Government Act 1989.***

Carried

Background

At its Ordinary Council Meeting held on 16 May 2017, Council resolved to give public notice of the preparation of the Draft Budget for the 2017/18 financial year.

In accordance with Section 129 of the *Local Government Act 1989* (the Act) the Draft 2017/18 Budget was placed on public display on Council's website and at the Wangaratta Government Centre.

Public submissions on the Draft 2017/18 Budget were invited via Council's website and in the local media.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial/Economic Implications

The 2017/18 Budget establishes the financial framework of Council including income and expenditure, rating strategy, borrowings and asset management programs necessary for Council operations.

Detailed information on relevant aspects of the 2017/18 Budget are contained in the 2017/18 Budget Report annexed to this report (***refer attachment***).

The implications of the 2017/18 Budget and assumptions made for future years are embodied in Council's Strategic Resource Plan and Long Term Financial Plan.

Legal/Statutory

In accordance with Section 127 of the Act, Council must prepare a budget for each financial year.

The presentation of the 2017/18 Budget is in a format recommended by the Institute of Chartered Accountants as a model of best practice and contains a comprehensive assessment of Council's financial position and proposed expenditures and revenues.

The 2017/18 Budget has taken into consideration the legal requirements of the Act and relevant Regulations.

The statutory process regarding exhibition of the Draft 2017/18 Budget and consideration of submissions has been completed.

Social

The 2017/18 Budget contains financial provision for Council to achieve significant social and community programs which will improve the social sustainability of our population.

Environmental/Sustainability Impacts

The 2017/18 Budget contains financial provision for Council to deliver environmental and sustainability programs and services to the community.

Economic Impacts

The establishment of the 2017/18 Budget is a critical component in the financial management of Council's operations to ensure the delivery of appropriate services, programs and infrastructure to residents and ratepayers.

2013 – 2017 Council Plan (2016 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable

We will plan and make decisions for the future:

maintaining a responsible and transparent Long Term Financial Plan.

The non-negotiables

All legislative and compliance requirements are met.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

Council's 2017/18 Budget is linked to the Rural City of Wangaratta 2030 Community Vision through the Council Plan.

b) Other strategic links

The 2017/18 Budget provides the financial resources to prepare and deliver a number of key strategic programs.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Budget compliance requirements not met	L	H	M	Completion of compliance check list by Manager Finance

Consultation/Communication

Council has undertaken a series of community presentations regarding the Draft 2017/18 Budget. The format has been a presentation by Council officers followed by a period of public question time. The forums were held in the following locations:

16 May	2017-21 Council Plan and 2017/18 Budget Information Session - Probus	Wangaratta
17 May	2017-21 Council Plan and 2017/18 Budget Information Session – Business Wangaratta After Hours	Wangaratta
30 May	2017-21 Council Plan and 2017/18 Budget Information Session – Agriculture and Agribusiness Advisory Committee	Wangaratta

Further, Council responded to public questions on Council's Facebook page.

Key Changes from the Draft 2017/18 Budget

Public submissions on the Draft 2017/18 Budget were invited via the community presentations, Council's website and in the local media. Submissions closed on 16 June 2017.

Set out below are the submissions received and recommended changes to the 2017/18 Budget.

One of the submissions also contained a petition from traders, property owners, ratepayers and citizens regarding the development of Moloney's Square and the closure of the carpark. In accordance with Local Law No. 2 of 2016, the petition will be tabled at the next Ordinary Meeting, being 18 July 2017.

Submitter	Nature of submission	Funds requested	Officer recommendation
Submitter 1	Upgrade to Glenrowan Lions Park toilets	\$350,000	No changes made Review request following the July 2017 Ordinary Council meeting upon completion of the review of public facilities within the Rural City of Wangaratta and Policy endorsed by Council
Submitter 2	Additional financial support for the 2017 Jazz Festival	\$15,000	Accept request for increased funds for the 2017/18 year only
Submitter 3	Funds of up to \$4,000 for Wangaratta 2017 Youth Parliament group	\$4,000	No changes made Refer submitter to Council's Community Grants program
Submitter 4	Contribution of \$1,500 for Municipal Engineering Foundation of Victoria scholarship program	\$1,500	No changes made
Submitter 5	Cost of Council kiosk hire be made exempt for Not for profit organisations and fundraising Auxiliaries	Change to fees and charges	Accept. Changes made in Fees and Charges schedule
Submitter 6	Seeking long term, funded partnership arrangement of \$15,000 per house per year for the Neighbourhood Houses Valleys to Rivers Partnership	\$45,000	Accept request in part Recommend \$15,000 contribution in total for all houses. Refer to Community Grants program for remainder of funds sought
Submitter 7	Request for carpark improvements at the Wangaratta Bowls and Sports Club	Unquantified	No changes made Consultation and design works will be subject to the current developments at the Barr Reserve and progression of Aquatics Strategy.

Submitter	Nature of submission	Funds requested	Officer recommendation
Submitter 8	Request for bus parking area at the Wangaratta District Specialist School	\$30,000	No changes made Council will implement clearway for traffic management in short term and work with Wangaratta District Specialist School for future solutions in coordination with the Department of Education and Training
Submitter 9	Development of pedestrian access and mobility strategy for Wangaratta's CBD Construction of safe crossing points along the Murdoch Road corridor between Cathedral College and Ryley Street/Warby Street intersection	Unquantified	No change made Council will continue to engage with VicRoads for improvements to pedestrian movement in CBD and around municipality. Pedestrian access improvements are also reflected in design of CBD masterplan projects
Submitter 10	Commentary on Council Plan and Budget documents. Requested disclosure of a combined capital works schedule in the budget document		Accept, refer to Section 6.4 of the 2017/18 Budget Report
Submitter 11	Objection to Draft 2017/18 Budget amount for Moloney's Square works. Prioritise footpaths and gutters above Moloney's square development		No changes made Community consultation with respect to the proposed design of the Moloney's Square redevelopment will take place and guide carparking solutions for the area
Submitter 12	Oppose removal of car parks for Moloney's Square and the project itself		No changes made Community consultation with respect to the proposed design of the Moloney's Square redevelopment will take place and guide carparking solutions for the area

Submitter	Nature of submission	Funds requested	Officer recommendation
Submitter 13	Oppose removal of car parks for Moloney's Square and the project itself		No changes made Community consultation with respect to the proposed design of the Moloney's Square redevelopment will take place and guide carparking solutions for the area
Submitter 14	Request for further investment in Aerodrome facilities	\$50,000	Draft 2017/18 Budget included development of Aerodrome Masterplan and \$50,000 towards capital works for the implementation of the Masterplan
Submitter 15	Request for improved facilities at Murmungee Hall	\$50,000	Draft 2017/18 Budget included capital works program of \$50,000 for improvements to the amenities and storeroom at the Murmungee Hall
Submitter 16	Seeking continuation of \$5,000 annual sponsorship for the Agricultural Society	\$5,000	Draft 2017/18 Budget included \$5,000 sponsorship
Submitter 17 - Officer submission			
Capital works program	Net increase in 2016/17 capital works programs for project variations	\$121,699	Changes made in 2016/17 Forecast position in the 2017/18 Budget
Capital works program	Deferral of part of 2016/17 capital works program into 2017/18 year	\$1,605 million	Changes made in 2017/18 Budget
Capital works program	Reallocation of renewal funding to specific funding based on detailed design outcomes.	Nil – reallocation of budget only	Changes made in 2017/18 Budget Refer to Section 6 of the 2017/18 Budget Report for detailed information of capital works

Submitter	Nature of submission	Funds requested	Officer recommendation
Changes due to State & Federal Budgets, operating conditions and recent Council resolutions	A range of changes to income, expenses and capital works due to announcements in the State & Federal budgets, together with changes from recent Councillor briefing forums, Council meetings, negotiation of Enterprise Agreement and successful grant applications.		Changes made in 2017/18 Budget
Fees & Charges	Change to fees and charges for case management, private agency services, respite and home care services, halls, WISAC and other community facilities		Changes made in 2017/18 Budget

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Public notification on the adoption of the 2017/18 Budget will be given in the local media and on Council's website.

Advice will be forwarded to budget submitters of the outcome of their submissions to Council in relation to the Draft 2017/18 Budget.

A copy of the Adopted 2017/18 Budget will be forwarded to the Minister for Local Government as required by Section 130(4) of the Act.

Options for Consideration

The adoption of Council's Annual Budget is a mandatory requirement of the *Local Government Act 1989*.

Council has the following options available:

1. Adopt the 2017/18 Budget in full as attached to this report, with the changes following the submission process included
2. Adopt the 2017/18 Budget without the submission changes
3. Council may elect to not adopt the 2017/18 Budget and continue consultation and revision until the extended due date of 31 August 2017. Whilst the Minister has extended the due date for adopting the 2017/18 Budget under

Section 125(4) of the Act, this extension is designed to support those councils seeking a higher rate cap application. Council has not sought a higher rate application.

Conclusion

Following a period of public consultation and consideration of submissions, it is proposed that the 2017/18 Budget be adopted with amendments.

Attachments

- 1 2017/18 BUDGET

8. COMMUNITY WELLBEING

8.1 FINAL ENDORSEMENT - COUNCIL PLAN 2017 - 2021

Meeting Type: Special Council Meeting
Date of Meeting: 26 June 2017
Author: Director - Community Wellbeing
File Name: COUNCIL PLAN 2017 - 2021
File No: S17/589

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

At its May 2017 Council meeting, Council resolved to endorse the draft 2017 – 2021 draft Council Plan and place on public exhibition for a period of 28 days. Following this period, this report is presented to Council to recommend the response to submissions and the adoption of the 2017 – 2021 Council Plan.

RECOMMENDATION:

(Moved: Councillor D Fuller/Councillor H Benton)

That Council:

- 1. Adopts the 2017 - 2021 Council Plan attached to this report for the purposes of Section 125 of the Local Government Act 1989; and***
- 2. Notifies in writing each person or persons who made a submission in writing of the decision and the reasons for that decision, in accordance with the responses set out in this report; and***
- 3. Forward a copy of the 2017 – 2021 Council Plan to the Minister for Local Government by 30 June 2017 in accordance with Section 125 of the Local Government Act 1989.***

Carried

Background

Under section 125 of the *Local Government Act 1989* (the Act) requires that Council must develop a new Council Plan and submit it to the Minister for Local Government by June 30 following Council elections.

The draft 2017 – 2021 Council Plan was developed after extensive consultation over a five month period. Two separate consultation processes generated over 600 comments that were reviewed for incorporation into the draft Council Plan.

At the May Ordinary Meeting of Council, Council resolved to give public notice of the preparation of the draft 2017 – 2021 Council Plan and to invite submissions in respect of this matter in accordance with Section 223 of the Act. Council resolved to publicly advertise and make available the plan for public review and consideration until Friday June 16, 2017.

Under the Act the Council Plan must include:

- Strategic objectives
- Strategies for achieving those objectives over the next four years;
- Strategic Resource Plan
- Strategic indicators for monitoring the achievement of objectives

The 2017 – 2021 Council Plan focuses on five key areas:

1. “We are established”
2. “We are inspired”
3. “We are thriving”
4. “We are sustainable”
5. “We are growing”

The following submissions were received relating to the Council Plan throughout this public review period:

Submission	Summary	Response
Submitter 1	<p>Positive view of the place of library services within the Council Plan</p> <p>Request for increased focus on literacy rates and additional references to library attendance and participation</p>	<p>Addition of High Country Library Network Partnership reference into Council Plan</p> <p>Additional points within submission will be referred to the Wangaratta Library Implementation Plan (under development).</p>
Submitter 2	Request for increased statistical data as measurements	<p>Much of the data requested is not available.</p> <p>Increased service data to be included into relevant service unit reporting plans.</p>
Submitter 3	Some comments regarding Council language and the suitability of the document for	<p>Some minor clarifications made to language.</p> <p>Specific strategic</p>

Submission	Summary	Response
	<p>the audience.</p> <p>Request for consideration of establishment of required infrastructure for residents who work from home.</p> <p>Request for consideration of increasing the prominence of sustainable residential development and buildings within the plan.</p>	<p>additions referred to appropriate service units for consideration.</p>
Submitter 4	<p>Dissatisfaction with strategic direction and attitude of plan.</p> <p>No specific requests for change to strategic actions.</p>	<p>No changes made</p>
Submitter 5	<p>Request for exemption for the development of the Municipal Public Health and Wellbeing Plan (MPHWP) due to its incorporation into the Council Plan refused.</p> <p>Feedback requested more specific detailed information regarding Council's actions in public health priorities.</p>	<p>Given the delay in feedback from the department, the elements of the Council Plan relating to the MPHWP have been removed.</p> <p>A separate MPHWP will be developed with our Health and Wellbeing Partnership by October 20, 2017 in line with legislation.</p>
Submitter 6	<p>Request for increased reference to diversity and gender equality.</p> <p>Request for inclusion of healthy by design principles.</p> <p>Request for increased reference/focus on prevention actions and strategies.</p> <p>Request for increased reference to partnerships to respond to priorities and key initiatives.</p>	<p>Some additions the plan that reference diversity and gender equality made.</p> <p>Specific projects and actions referred to service areas for consideration.</p>
Submitter 7	<p>Letter and petition in opposition to the development of the Maloney's Square and the</p>	<p>No changes made – Maloney's Square development not</p>

Submission	Summary	Response
	subsequent removal of car parking from the area.	specifically mentions within the Council Plan.
Submitter 8	Letter and petition in opposition to the development of the Maloney's Square and the subsequent removal of car parking from the area.	No changes made – Maloney's Square development not specifically mentions within the Council Plan.

Implications

Policy Considerations

The Council Plan is the highest level strategic document that Council will develop. Its direction will impact many policies and strategies within Council over the next four years.

Financial/Economic Implications

The 2017/2018 budget has been developed alongside the Council Plan and reflects the key projects and resource distribution required to achieve the strategic objectives set.

The Strategic Resource Plan, which forms part of the draft 2017 - 2021 Council Plan details how Council will fund the strategic intent of the Council Plan.

Legal/Statutory

The development, public review and adoption of the Council Plan is a legislative requirement of Council.

Following the adoption of the 2017 – 2021 Council Plan a copy will be forwarded to the Minister for Local Government, a statutory requirement under the *Local Government Act 1989*.

Social

The objectives and strategies contained in the draft 2017 - 2021 Council Plan will contribute to the overall health and social wellbeing of our community. Positive social outcomes will be achieved by the delivery of key initiatives and Councils' ongoing advocacy and partnerships that focus on delivering benefits and opportunities for residents and visitors of the municipality.

Environmental/Sustainability Impacts

The objectives and strategies contained in the draft 2017 – 2021 Council Plan will contribute to the enhancement and sustainability of the environment. The Council Plan has a strong focus on environmental sustainability and protection.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

The objectives and strategies contained in the Draft 2017 - 2021 Council Plan consider the objectives identified in the Rural City of Wangaratta 2030 Community Vision.

Consultation/Communication

The development of the draft Council Plan was informed by significant community consultation. Over 600 comments were made during the Council Plans initial construction. Engagement was extensive and targeted a variety of methods to ensure that people could contribute their thoughts of the priorities and challenges that should be addressed within the plan.

Following the endorsement of the draft Council Plan in May, the document has been available for public review. Further consultation has also occurred directly with groups and organisations within the community who have requested this.

Following the adoption of the Council Plan, each submitter will be notified in writing of the decision. Copies of the Council Plan for 2017 – 2021 will be made available through Council's Customer Service Team and electronically on Council's website at www.wangaratta.vic.gov.au

Options for Consideration

1. Adopt the 2017 – 2021 Council Plan in full as attached to the report – with the changes following the submission process included
2. Adopt the 2017 – 2021 Council Plan without the submission changes
3. Council may elect to not adopt the Council Plan and continue consultation and revision until the extended due date of August 31, 2017. Whilst the Minister has extended the due date for adopting Council Plans under 125 (4) of the Act until the August date, this extension is designed to support those Council seeking a higher rate cap application.

Conclusion

The 2017 - 2021 Council Plan was developed with direct input from our community. This Plan will continue to guide the future strategic direction of Council and inform our service delivery, resource allocation and advocacy. Council will continue to report back to the community regarding the progression of priorities and the achievement of targets.

Attachments

- 1 2017 - 2021 COUNCIL PLAN

9. INFRASTRUCTURE SERVICES

9.1 C1617-027 DRAINAGE AND STREET UPGRADE WORKS - NEWMAN STREET - STAGE 2

Meeting Type: Special Council Meeting
Date of Meeting: 26 June 2017
Author: Coordinator - Technical Services
File Name: Newman Street - Drainage Upgrade - Stage 2
File No: P17/4

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to provide details of the tender evaluation undertaken for Contract C1617-027 Drainage and Street Upgrade Works – Newman Street – Stage 2.

RECOMMENDATION:

(Moved: Councillor H Benton/Councillor H Bussell)

That Council:

1. ***award Contract C1617/027 for drainage and street upgrade works in Newman Street to Bordignon Excavations Pty Ltd***
2. ***authorises the Chief Executive Officer to sign and seal documents for Contract C1617/027 for drainage and street upgrade works in Newman Street; and***
3. ***discloses the contract price for Contract C1617/027 for drainage and street upgrade works in Newman Street.***

Carried

Mayor, Ken Clarke, disclosed that the tender price for this item was \$569,587.00 (excl GST), \$626,545.70 (incl GST).

Background

Tenders for drainage and street upgrade works in Newman Street, Wangaratta were invited through advertisements as follows:

Wangaratta Chronicle	28 April 2016
Tenderlink	28 April 2016

Tender closed at 2.00pm on Tuesday 23 May 2017.

There was no pre-tender meeting for this contract.

The tender evaluation panel comprised Council's Technical Services Coordinator, Project Engineer and Design Engineer.

Tenders Received

Three tenders were received as follows:

Tenderer
Bordignon Excavations Pty Ltd
Mawson Construction Pty Ltd
Armstrong Construction Pty Ltd

Three tenders were deemed by the evaluation panel to be conforming in accordance with the Conditions of Tendering.

Tender Evaluation

The tender was evaluated in accordance with evaluation criteria set out in the Conditions of Tendering. The evaluation criteria are based upon a Weighted Attribution Method as follows:

Criteria	Description	Weighting
Tender Price	Total price of the work	50%
Capacity to carry out contract works	Contractors capacity to perform contract works and experience and past performance in previous similar works	35%
Local Content	Sourcing of goods and services from within the Rural City of Wangaratta (municipal) boundary	10%
OHS systems	Contractor's commitment to OHS	5%
	Total	100%

Panel members assigned a score (maximum 100) to each criterion (as shown below) and then weighted the average score to produce a final Weighted Attribution Method Score.

	Evaluation Result	Criteria
	Exceptional	Demonstrated capacity exceeds all required standards and innovations proposed.
	Excellent	Demonstrated capacity exceeds all required standards.
	Good	Complies with all required standards and capacity demonstrated.
	Satisfactory	Complies with relevant standards without qualifications.
	Marginal	Complies with relevant standards with qualifications.
	Unsatisfactory	Fails to satisfy required standards.

Evaluation Scores

The summary of the Weighted Attribution Method Scores are as follows:

Tenderer	Score
Bordignon Excavations Pty Ltd	81
Mawson Construction Pty Ltd	69
Armstrong Construction Pty Ltd	47

The higher value reflects the more favourable assessment. From this method of assessment Bordignon Excavations was deemed to be the preferred tenderer.

Implications

Policy Considerations

Council's Procurement Policy.

Financial/Economic Implications

Funds for the project are included in the 2017/18 budget. The tendered lump sum submitted by Bordignon Excavations Pty Ltd is within the available budget allocation.

Legal/Statutory

There are no legal/statutory implications identified for the subject of this report.

Social

The upgrade of drainage in Newman Street will address a number of issues in the area that have been experienced for a long period. The associated street upgrade works have come about due to poor drainage.

Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for this subject of this report.

2013 – 2017 Council Plan (2016 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable

We plan and make decisions for the future:

that develop options for overcoming drainage deficiencies within rural and urban areas.

We will focus on our business:

developing and implementing management plans; incorporating rolling capital works and cyclic maintenance

The non-negotiables

Quality and sustainable drainage development and maintenance.

Strategic Links**a) Rural City of Wangaratta 2030 Community Vision**

N/A

b) Other strategic links

N/A

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Contractor unable to complete works	Unlikely	Program not completed (Moderate)	Medium	Contractor
Works unsatisfactory	Rare	Program not completed (Minor)	Low	Project Manager
Injury to worker	Possible	Death or injury/WorkCover investigation (Catastrophic)	Extreme	Contractor to provide Safe work method statements to demonstrate how they are managing risks to workers.
Traffic Management	Possible	Death/injury/property damage/ Workcover investigation (Catastrophic)	Extreme	Contractor to provide traffic management plan to demonstrate how they are managing risks relating to traffic movements.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Prior advance notification before commencement of works	Letter drop/door knock Website and media advice
Consult	Consider construction timing with respect to requirements for day to day and event access.	Meeting with businesses in the area to appreciate any issues for consideration in management of the site during construction.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration. Further consultation will take place with local businesses regarding access prior to construction commencing.

Conclusion

The tender submitted by Bordignon Excavation scored highest under the Weighted Attribution Method and therefore is the preferred tenderer. The tender is considered to offer the best value of all bids submitted.

Attachments

- 1 C1617-027 Drainage and Street Upgrade Works - Newman Street - Confidential attachment - Confidential

10. CLOSURE OF MEETING

The Meeting closed at 6:22pm.