



Ararat Rural City

# CONFIDENTIAL AGENDA

## COUNCIL MEETING

**Tuesday 31 March 2026**

To be held in the Council Chambers, Shire Offices  
(Livestreamed)

Commencing at 6.00pm

Council:

Cr Bob Sanders (Mayor)

Cr Jo Armstrong

Cr Rob Armstrong

Cr Peter Joyce

Cr Teli Kaur

Cr Luke Preston

Cr Bill Waterston

A recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the Council Meeting.

The recording is being streamed live via Facebook, to improve transparency between council and the community and give more people the opportunity to view what decisions are being made. You do not require a Facebook account to watch the live broadcast, simply enter [www.facebook.com/araratruralcitycouncil](https://www.facebook.com/araratruralcitycouncil) into your address bar.

Recordings of Council Meetings (excluding closed sessions) are made available on Council's website.

<b>SECTION 9 - REPORTS REQUIRING COUNCIL DECISION - CLOSED SESSION.....</b>	<b>2</b>
9.1 CEO EMPLOYMENT AND REMUNERATION COMMITTEE UPDATE .....	2
9.2 COUNCILLOR - REQUEST FOR LEAVE OF ABSENCE .....	4
9.3 CONTRACT No. 751 - GRAVEL TO SEAL - ALEXANDRA AVENUE, ARARAT .....	6
9.4 CONTRACT No. 752 - GRAVEL TO SEAL - CORAL & McNEILL STREET, ARARAT.....	9
9.5 87 QUEEN STREET, ARARAT - DEMOLITION WORKS & SITE CLEARING WORKS .....	12

## SECTION 9 - REPORTS REQUIRING COUNCIL DECISION - CLOSED SESSION

### 9.1 CEO EMPLOYMENT AND REMUNERATION COMMITTEE UPDATE

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 27935

#### **OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:**

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

---

#### **To be considered in camera**

It is considered appropriate for this matter to be dealt with in camera pursuant to section 66(2)(a) and 3(1)(g) of the Local Government Act 2020 as it relates to a personnel contractual matter.

---

#### **EXECUTIVE SUMMARY**

The CEO Employment and Remuneration Committee met on 24 March 2026 to discuss the CEO recruitment and selection plan, the CEO role as it currently stands and transition issues.

The outcomes of the above and the recommendations to Council are covered in this report and attachments.

#### **DISCUSSION**

The discussion was undertaken by the CEO Employment and Remuneration Committee. The following outlines the review discussion:

#### **Managing the Recruitment and Selection of New CEO**

The CEO presented a flow chart indicating the plan and timeline for the CEO transition and recruitment process. The committee have approved the process outlined in the flow chart. The flow chart is provided as an Attachment to this report for consideration by Council.

#### **CEO role as it currently stands**

The CEO role as it currently stands includes but not limited to -

- Coaching Senior staff
- Managing significant organisational issues
- Economic Development
- Making space for skill building
- Managing Councillor issues

#### **Transition issues**

- Budget
- Moving more management responsibility to Deputy CEO and COO
- Managing relationships based on current CEO style
- Concerns around some organisational responses to change

## KEY CONSIDERATIONS

### ***Alignment to Council Plan Strategic Objectives***

The Local Government Act 2020 requires the Council to appoint a CEO. The position is responsible to the Council for the implementation of the Council Plan and Council Strategies.

The objectives of the CEO Employment and Remunerations Committee align with strategic objectives of the Council Plan 2025-2029 including:

1. Growing our Place
2. Building Robust Local Economies
3. Preserving our Environment
4. Developing and Maintaining Key Enabling Infrastructure
5. Enhancing Community Life
6. Strong and Effective Governance

### ***Budget Implications***

There are no budget implication in relation to this report.

### ***Policy/Relevant Law***

The Local Government Act 2020 - s45(2)

The CEO Employment and Remuneration Policy

### ***Sustainability Implications***

No economic, social or environmental implications were identified as part of this report.

### ***Risk Assessment***

The development of policy to guide decision making and appointing a committee to oversee relevant processes will minimise any risks to the Council in fulfilling its obligations in relation to the employment of a CEO. The inclusion of an independent facilitator in the CEO performance management process will bring processes to best practice standards.

### ***Stakeholder Collaboration and Community Engagement***

CEO Employment and Remuneration Committee, which consists of: Independent Chair, Greg Jakob, Mayor Bob Sanders, Deputy Mayor Teli Kaur and Cr Luke Preston

## RECOMMENDATION

### **That Council:**

1. **Receives the minutes of the CEO Employment and Remuneration Committee meeting from 24 March 2026;**
2. **Adopts the CEO Recruitment and Selection Plan;**
3. **The confidentiality of the report and decision not be lifted on adoption of the motion.**

## ATTACHMENTS

The CEO Employment and Remuneration Committee Minutes from 24 March 2026 and the CEO Recruitment and Selection plan are provided as Attachment 9.1

## 9.2 COUNCILLOR - REQUEST FOR LEAVE OF ABSENCE

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 27936

### **OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:**

Officers providing advice to Council must disclose any conflict of interest.

The officer identifies a direct, but unavoidable Conflict of Interest in preparation of this report.

---

### **To be considered in camera**

It is considered appropriate for this matter to be dealt with in camera pursuant to section 66(2)(a) and 3(1)(f) of the Local Government Act 2020 as it relates to a personnel contractual matter.

---

### **EXECUTIVE SUMMARY**

Cr Bill Waterston has requested a Leave of Absence from Tuesday 24 March 2026 to Wednesday 22 April 2026 inclusive.

### **DISCUSSION**

Cr Bill Waterston has requested a Leave of Absence from Tuesday 24 March 2026 to Wednesday 22 April 2026 inclusive. The leave request has been discussed with the Chief Executive Officer. There is no reason for the leave request to be refused.

### **KEY CONSIDERATIONS**

#### ***Alignment to Council Plan Strategic Objectives***

#### **6 STRONG AND EFFECTIVE GOVERNANCE**

We will work hard to build models of governance that place delivering public value at the centre through effective financial management; well measured risk; and implementation of effective community engagement practices.

#### ***Budget Implications***

There are no budget implications.

#### ***Policy/Legal/Statutory***

N/A

#### ***Sustainability Implications***

N/A

#### ***Risk Assessment***

N/A

#### ***Innovation and Continuous Improvement***

N/A

#### ***Collaborative Tendering Opportunity***

N/A

***Stakeholder Collaboration and Community Engagement***

A discussion between Cr Bill Waterston and the Chief Executive Officer has occurred regarding the leave request.

**RECOMMENDATION**

**That:**

- 1. Council approve the Leave of Absence from Tuesday 24 March 2026 to Wednesday 22 April 2026 inclusive for Cr Bill Waterston; and**
- 2. The confidentiality of the report and decision not be lifted on adoption of the motion.**

**ATTACHMENTS**

There are no attachments in relation to this item.

### 9.3 CONTRACT No. 751 - GRAVEL TO SEAL - ALEXANDRA AVENUE, ARARAT

**RESPONSIBLE OFFICER:** MAJOR PROJECTS LEAD  
**DEPARTMENT:** INFRASTRUCTURE  
**REFERENCE:** 27938

#### **OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:**

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

---

To be considered in camera

It is considered appropriate for this matter to be dealt with in camera pursuant to section 66(2)(a) and 3(1)(a) of the Local Government Act 2020, as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

---

#### **EXECUTIVE SUMMARY**

The Alexandra Avenue gravel to seal project will involve upgrading the existing gravel surface of Alexandra Avenue to a sealed pavement. The works will include a full road construction with appropriate pavement layers, surfacing and the installation of kerbing and drainage in accordance with relevant standards and design guidelines.

Works include construction of both concrete and asphalt footpath. New concrete footpath and driveways are to be constructed on the north side of the road. Indented car parking bays are to be constructed on the south side of the road. Two raised crossings are to be constructed.

Additionally, this project requires construction of a water sensitive urban design (WSUD) infiltration basin and related drainage infrastructure.

#### **DISCUSSION**

Four (4) tenders were received and assessed in accordance with the evaluation method detailed in the tender offer.

Tender evaluation included mandatory and value weighted criteria with submissions assessed against defined criteria and scores, weighted in accordance with the table below.

<b>DESCRIPTION</b>	<b>ASSESSMENT TYPE</b>	<b>PERCENTAGE</b>
Experience and Capability	Mandatory	NA
Public and Products Liability Insurance	Mandatory	NA
Risk/OHS/Quality Management	Mandatory	NA
Price	Value Weighted	85%
Time	Value Weighted	10%
Local Content	Value Weighted	5%

Local suppliers, being those with premises or staff based in the municipality, are assigned a benefit based on the cost component of the tender in accordance with the Procurement Policy. One (1) tenderers received the local benefit of 5%.

Complying tenders were then ranked based on their aggregate percentage score.

## EVALUATION SUMMARY

SUPPLIER	AMOUNT (ex GST)	SCORE	RANK
SHS Civil Constructions Pty Ltd	\$352,650	95	1
Yousuf Civil Constructions Pty Ltd	\$368,442	87	2
Mintern Civil	\$396,070	80	3
Begbie's Contracting	\$494,920	68	4

The lowest priced submission was received from SHS Civil Constructions Pty Ltd. SHS Civil are long-time local, civil construction contractors that have previous experience with Council having completed numerous civil construction contracts including full road reconstructions through to minor footpath and road safety upgrade works.

SHS Civil have a number of current small contracts with Council with completion expected within this financial year.

SHS Civil have completed civil road construction work works within both the public and private sector. The contractor has the capacity to complete the works and has nominated a 8-week construction timeframe, with a 50 day commencement plan. This was not considered suitable for the panel and further information was sought on the ability of the contractor to complete the works by the nominated 30 June 2026 timeframe. SHS Civil have advised that they will bring on a second team to undertake the works to meet the expected timeframe.

Council has allocated \$1,000,000 in its gravel to seal program for the 2025/2026 budget as part of Council's Capital Works Budget. The recommended tender is within the estimated project budget.

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

#### **4. DEVELOPING AND MAINTAINING KEY ENABLING INFRASTRUCTURE**

We will ensure that we plan, fund and develop new infrastructure in ways that deliver strong public value. Existing infrastructure will be managed, renewed and maintained to ensure that it continues to serve identified public needs.

#### ***Budget Implications***

Council has allocated \$1,000,000 in its 2025/2026 capital works budget as part of the Urban Gravel to Seal Program.

#### ***Policy/Relevant Law***

- Road Management Plan
- Road Safety Act
- Local Government Act 2020
- ARCC Procurement Policy
- ARCC Asset Management Policy

#### ***Sustainability Implications***

These projects will improve road safety for all users and provide a more sustainable road infrastructure for the council.

#### ***Risk Assessment***

*Low Risk - Risks will be managed through project planning and management procedures and contract administration.*

**Collaborative Tendering Opportunity**

*There is no opportunity for collaborative tendering associated with this project.*

**Stakeholder Collaboration and Community Engagement**

*Stakeholder engagement has been undertaken as part of the design process for the works.*

**RECOMMENDATION**

**That:**

- 1. That Council award Contract No. 751 for the Gravel to Seal - Alexandra Avenue, Ararat to SHS Civil Constructions Pty Ltd for the conforming contract sum of \$352,650 (ex GST).**
- 2. Council approve the negotiation of fuel surcharge up to 15% of the contract price with the approved tenderer.**
- 2. The Chief Executive Officer and Mayor sign and seal the contract deed.**
- 3. The confidentiality of the report and decision not be lifted on adoption of the motion as this is a contractual matter.**

**ATTACHMENTS**

There are no Attachments relating to this item

#### 9.4 CONTRACT No. 752 - GRAVEL TO SEAL - CORAL & McNEILL STREET, ARARAT

**RESPONSIBLE OFFICER:** MAJOR PROJECTS LEAD  
**DEPARTMENT:** INFRASTRUCTURE  
**REFERENCE:** 27939

#### **OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:**

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

---

To be considered in camera

It is considered appropriate for this matter to be dealt with in camera pursuant to section 66(2)(a) and 3(1)(a) of the Local Government Act 2020, as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

---

#### **EXECUTIVE SUMMARY**

The Ararat Rural City Council is tendering for the reconstruction of 443 lineal meters of Coral Road and McNeill Street, Ararat.

This project consists of the construction kerb & channel, footpath, drainage, pavement works, sealing and all associated works on Coral Road and McNeil Street.

#### **DISCUSSION**

Eight (8) tenders were received and assessed in accordance with the evaluation method detailed in the tender offer.

Tender evaluation included mandatory and value weighted criteria with submissions assessed against defined criteria and scores, weighted in accordance with the table below.

<b>DESCRIPTION</b>	<b>ASSESSMENT TYPE</b>	<b>PERCENTAGE</b>
Experience and Capability	Mandatory	NA
Public and Products Liability Insurance	Mandatory	NA
Risk/OHS/Quality Management	Mandatory	NA
Price	Value Weighted	85%
Time	Value Weighted	10%
Local Content	Value Weighted	5%

Local suppliers, being those with premises or staff based in the municipality, are assigned a benefit based on the cost component of the tender in accordance with the Procurement Policy. One (1) tenderers received the local benefit of 5%.

Complying tenders were then ranked based on their aggregate percentage score.

## EVALUATION SUMMARY

SUPPLIER	AMOUNT (ex GST)	SCORE	RANK
On Track Civil	\$386,175	95	1
UCG Enterprises Pty Ltd	\$418,041	89	2
Notley Civil	\$463,587.20	81	3
Mintern Civil	\$472,632.90	77	4
SHS Civil Constructions Pty Ltd	\$489,500	77	5
Butler Excavations	\$511,749.60	73	6
Fulton Hogan Pty Ltd	\$560,471.10	69	7
Yousuf Civil Constructions Pty Ltd	\$640,444	58	8

The lowest priced submission was received from On Track Civil. On Track Civil are based in the Ballarat region with significant road construction experience in both local government and education sectors. They have undertaken many works for Hepburn Shire who provided a reference for their work, saying they have worked with them on multiple projects with satisfactory outcomes with particular indication that complicated works is where they perform best. The only issue notified was ensuring compliance with hold point which is a project management issue and will be managed by the project supervisor.

On Track Civil hold Occupational Health and Safety certification as well as ISO 9001 Certification for Quality Management. The project estimate for Coral and McNeill Street was \$443,000, the tender submitted within this estimate.

Council has allocated \$1,000,000 in its gravel to seal program for the 2025/2026 budget as part of Council's Capital Works Budget. The recommended tender is within the estimated project budget.

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

#### 4. DEVELOPING AND MAINTAINING KEY ENABLING INFRASTRUCTURE

We will ensure that we plan, fund and develop new infrastructure in ways that deliver strong public value. Existing infrastructure will be managed, renewed and maintained to ensure that it continues to serve identified public needs.

#### **Budget Implications**

Council has allocated \$1,000,000 in its 2025/2026 capital works budget as part of the Urban Gravel to Seal Program.

#### **Policy/Relevant Law**

- Road Management Plan
- Road Safety Act
- Local Government Act 2020
- ARCC Procurement Policy
- ARCC Asset Management Policy

#### **Sustainability Implications**

These projects will improve road safety for all users and provide a more sustainable road infrastructure for the council.

#### **Risk Assessment**

*Low Risk – Risks will be managed through project planning and management procedures and contract administration.*

**Collaborative Tendering Opportunity**

*There is no opportunity for collaborative tendering associated with this project.*

**Stakeholder Collaboration and Community Engagement**

*Stakeholder engagement has been undertaken as part of the design process for the works.*

**RECOMMENDATION**

**That:**

- 1. That Council award Contract No. 752 for the Gravel to Seal - Coral & McNeill Street, Ararat to On Track Civil for the conforming contract sum of \$386,175 (ex GST).**
- 2. Council approve the negotiation of fuel surcharge up to 15% of the contract price with the approved tenderer.**
- 3. The Chief Executive Officer and Mayor sign and seal the contract deed.**
- 4. The confidentiality of the report and decision not be lifted on adoption of the motion as this is a contractual matter.**

**ATTACHMENTS**

There are no Attachments relating to this item

## 9.5 87 QUEEN STREET, ARARAT - DEMOLITION WORKS & SITE CLEARING WORKS

**RESPONSIBLE OFFICER:** MAJOR PROJECTS LEAD  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 27940

### **OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:**

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

---

### **EXECUTIVE SUMMARY**

The Housing Support Program - Community Enabling Infrastructure grant received by Council has been finalised and works are able to commence on the old Prestige site at 87 Queen Street, Ararat.

The ensure the smooth continuation of works following termination of Council's previous contractor, Council procured costings for the completion of the demolition and asbestos decontamination works. This report requests approval of a new contractor for the demolition and site clearance works on the site at 87 Queen Street, Ararat.

### **DISCUSSION**

Under the Housing Support Program - Community Enabling Infrastructure grant received by Council, the commencement works required onsite at 87 Queen Street, Ararat consist of demolition and site clearance of the old factory and its surrounds and removal of any potential asbestos contamination. Council's Civil Engineer's have met with two new suppliers. Following the bushfires of January 2026 many contractors are unavailable due to current contracts on fire grounds.

The suppliers include one who can undertake both the demolition works and the asbestos removal being SJR Demolition and Earthmoving with a weekly rate of \$58,575 ex GST per week and approx. six weeks work. The second contractor Asbestos Australia can only undertake the asbestos removal at a cost of approx. \$5,500/day (\$27,500 per week plus GST) and we would be required to find a demolition contractor, as time is a crucial factor for this project to move forward with the dual accreditation contractor makes the most sense.

The financial effect of moving to a new contractor will have minimal effect on the project budget with \$17,000 of contingency being used.

Construction	Budget
Demolition and removal of former textile mill remnants	\$ 490,000.00
Site clearing and removal of native vegetation	\$ 275,000.00
Contingency	\$ 1,156,977.44
<b>Total</b>	<b>\$ 1,921,977.44</b>
Payment to Previous Contractor	-\$ 338,200.00
<b>Balance</b>	<b>\$ 1,583,777.44</b>
Burn Street - SJR Demolition and Earthmoving 2 weeks @ \$45625 ex GST/week	-\$ 91,250.00
Queen Street - SJR Demolition and Earthmoving 6 weeks @ \$58,575 ex GST/week	-\$ 352,542.00
<b>Balance of Contingency</b>	<b>\$ 1,139,985.44</b>

The new contractor based out of Horsham, comes with exemplary references from the planning department of GWM Water after being appointed as best value contractors on a major rehabilitation project after the lowest cost tenderer originally appointed abandoned the project. This report requests Council's approval of the demolition and site clearing works at 87 Queen Street, Ararat to SJR Demolition and Earthmoving.

## KEY CONSIDERATIONS

### *Alignment to Council Plan Strategic Objectives*

#### 4. DEVELOPING AND MAINTAINING KEY ENABLING INFRASTRUCTURE

We will ensure that we plan, fund and develop new infrastructure in ways that deliver strong public value. Existing infrastructure will be managed, renewed and maintained to ensure that it continues to serve identified public needs.

#### ***Budget Implications***

The quotation provided is within the allocated budget for this project.

#### ***Policy/Relevant Law***

- ARCC Procurement Policy
- Building Permit
- EPA Regulations
- Worksafe Regulations

#### ***Sustainability Implications***

The project is not expected to result in any long-term adverse environmental impacts and supports Council's broader sustainability objectives by ensuring safe, compliant and responsible site remediation that enables future community use and development of the site at 87 Queen Street, Ararat.

#### ***Risk Assessment***

##### **Workplace Health and Safety Risk**

Demolition and asbestos decontamination works inherently carry risks to workers, the public and adjacent properties. While these risks remain present, they are significantly reduced through the engagement of a contractor that holds the appropriate demolition and asbestos removal accreditations and has demonstrated compliance with WorkSafe requirements.

SJR Demolition and Earthmoving's dual capability and documented safety performance reduce Council's exposure to workplace health and safety incidents. Ongoing monitoring by councils project manager of Safe Work Method Statements (SWMS), site inductions and compliance inspections will further mitigate this risk.

#### **Environmental and Regulatory Compliance Risk**

The handling and disposal of asbestos-containing materials and demolition waste pose a risk of environmental harm and regulatory non-compliance if not properly managed. This risk is mitigated by engaging a contractor with proven experience in asbestos decontamination and compliance with EPA requirements, ensuring materials are managed, transported and disposed of in accordance with legislation, permits and approved procedures.

#### **Financial Risk**

The financial risk is assessed as low, as the proposed contractor's pricing remains within the approved project budget and is supported by available contingency funding. Utilising a single contractor to deliver both demolition and asbestos works also reduces the risk of duplication, scope gaps and additional coordination costs.

#### **Project Delivery and Timeframe Risk**

Following the termination of the previous contractor, there is a risk of project delays impacting overall delivery timelines. This risk is mitigated through the appointment of a contractor capable of undertaking all required works under one contract, allowing for efficient sequencing, reduced interface risk and timely mobilisation to site.

#### **Reputational and Governance Risk**

Council faces reputational risk if works are undertaken by contractors that fail complete works or comply with safety, environmental or legislative requirements, particularly on a publicly funded project. Council's decision to terminate the non-compliant contractor and engage a suitably qualified and well-referenced replacement demonstrates sound governance, proactive risk management and a commitment to public safety and regulatory compliance, thereby reducing reputational risk.

#### **Stakeholder Collaboration and Community Engagement**

Stakeholder engagement has been undertaken as part of the project and all procurement within the project will remain confidential.

### **RECOMMENDATION**

#### **That:**

- 1. That Council approve procurement for the demolition and site clearance works at 87 Queen Street, Ararat, to SJR Demolition and Earthmoving for a schedule of rates price of \$58,575 ex GST per week.**
- 2. That the confidentiality of this report and decision not be lifted on adoption of the motion**

### **ATTACHMENTS**

There are no Attachments relating to this item