



MINUTES  
of the  
SPECIAL MEETING OF COUNCIL  
held on  
WEDNESDAY 10 APRIL 2013  
in the  
ALEXANDRA COUNCIL CHAMBERS  
commencing at  
5.02 pm

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**1. PRAYER**

The meeting was opened with Prayer and reading of the Reconciliation Statement.

**2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE*****Apologies:***

Cr C Ruhr tendered his apologies.

**RESOLUTION:**

Cr M Rae / Cr B Magner

That Cr Ruhr's apologies be accepted.

**CARRIED**

***Present:***

Crs J Walsh (Chair), A Derwent, C Challen, J Kennedy, B Magner, M Rae

***In attendance:***

Chief Executive Officer: Margaret Abbey

General Manager - Sustainability: Michael Chesworth

General Manager Corporate & Community Services: Rob Cherry

General Manager Infrastructure Services: Tamara Johnson

Manager Customer & Communications: Damien Cocks

Manager Infrastructure Assets: John Canny

**3. DISCLOSURE OF INTEREST OR CONFLICT OF INTEREST**

File No: 12/01/05

No disclosures made.

**4. OPEN FORUM**

There were no attendees at the Open Forum session.

**5. PROPOSED Y WATER CENTRE AT YEA WETLANDS TENDER PROCESS**

File No: 24/13/1107

(Refer Encl 5)

***Purpose:***

The purpose of this report is to update Council on the Y Water Centre at Yea Wetlands (YWC) project delivery process which has been undertaken throughout February and March 2013.

***Recommendation:***

**That Council endorses the initiation of a tender process for the construction of the Y Water Centre at the Yea Wetlands.**

***Background:***

The project aim is to design a building which will comprise the following elements:

- A wetland interpretative centre featuring exhibition and display space for static and interactive displays.
- An accredited (level 2) Regional Visitor Information Centre.

Council resolved at its Ordinary Meeting on 25 June 2012 to accept the tender submitted by Hierophant Communications to design and install the interpretive elements that will be housed within the YWC.

Council at its Ordinary Meeting on 27 July 2011 had previously resolved to accept the tender submitted by Zen Architects for the provision of Architectural and Building Engineering services for the YWC.

Zen Architects presented its preliminary designs to Council on 10 December 2012. These designs have been completed and presented to the community for comment at a 'Drop In' session held at the Yea Shire Offices on 26 February 2013.

Zen Architects have now also completed the working drawing and tender documentation to enable further assessment and progress of the project.

***Council Plan/Strategies:***

This report is intended to keep Council informed of the progress of this significant project. As such, it is consistent with the Council Plan 2009-2013 governance strategic direction of "improving the flow of information in both directions between Council and community"

***Legal/Policy Issues:******Financial/Resources/Risk***

The project budget is \$1.90 million. The budget component allocated to construction is \$1,029,675.

Work is proceeding on developing the ongoing management and governance arrangements for the operation of the Centre once constructed.

Currently Council is reviewing the governance arrangements for the ongoing management of the Centre, and the financial projections for the Centre's operations moving forward.

It is recognised that Council's decision to award the tender to construct the Centre will be contingent on its consideration of the governance and financial arrangements to ensure Council's exposure to financial risk is minimised and that the Centre is able to operate sustainably into the future.

***Discussion:***

The building design has now been fully developed to tender documentation stage (see Enclosure 5). The design incorporates the interpretive elements in the north wing and the visitors information centre in the south wing. The building has been designed to be energy efficient, low maintenance and operating costs while being adaptable for multiple uses if required. The reception area is situated to allow the centre operator to view most of the building from the reception position.

The design which is attached has been endorsed by the Project Control Group (PCG).

Feedback from the community has been very positive. The “Drop In” session was attended by approximately forty people. Feedback forms were provided, however only two comments were received in this manner. Two further written comments were received while the documents were displayed at the Shire Offices.

Comments received were as follows:-

*“Wow this is amazing, I love the design it looks beautiful. It would make an awesome excursion at school”*

*“I love the design of the centre but do not understand the name choice, and having spoken with others they are confused too. Please provide more details around the name”.*

*“The name is to be spoken off? Y as in the alphabet. I wonder why it was “new age” to not just have Yea Water Centre”*

*“First impressions, big, needs cafe, not sure of the name yet, front looks like vertical blinds”*

An Expression of Interest (EOI) was called for the construction of the building works on 1 March 2013 with a closing date of 15 March 2013.

The purpose of the EOI was to enable a reduction in the number of tenders by selecting six of the most suitable qualified building organisations to tender on the project. This will allow for a shorter tender period and a more efficient process for assessing tenders without compromising the capacity of the tender process. This is not an uncommon process for projects of this scale.

**Consultation:**

There has been extensive community consultation undertaken by Hierophant Communication through workshops held with community representatives. In turn this has fed into the design process. Consultation has also been through the Project Control Group (PCG) and has included meetings with the Yea Business and Tourism Association and Tourism representatives.

Following the completion of the building design, endorsement by the PCG and a presentation to Council, the design was presented to the community for comment at a “Drop In” session. This was held at the Yea Shire Offices on 26 February from 5.00pm to 8.00pm. This session was attended by representatives from Zen Architects, Hierophant Communications, Yea Business and Tourism Association, Yea Wetlands Trust, Yea Wetlands Committee of Management and Council Officers. All were available to explain the project and answer any questions from community members.

Presentations by both Zen Architects and Hierophant Communications provided further detailed information on the project.

The designs were left on public display at the Yea Library for a further seven days along with comment forms for further community input.

**Conclusion:**

The completion of the design documentation and consultation with the community will allow the project to move to the next stage of the tender process for these works.

**RESOLUTION:**

Cr M Rae / Cr J Kennedy

That Council endorses the progress of the project to the next stage of a tender process for the construction of the Y Water Centre at the Yea Wetlands.

**CARRIED**

**There being no further items of Business, the Chairperson declared the meeting closed at 5.08 pm.**

**CONFIRMED THIS**

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**CHAIRPERSON**

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