



# ***Southern Midlands Community Infrastructure Plan***

## ***Request for Quotation***



*27<sup>th</sup> September 2023*

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Cover page image – Callington Park, Oatlands



## **Background**

Community infrastructure plays an integral part in bringing people together. It provides opportunities for individuals, families, and communities to develop life skills; create healthy lifestyles; and to engage socially. It provides opportunities for all persons to maximise their potential, through diversity in educational, cultural, sporting, community and recreational offerings. All adding to the health & wellbeing of the community.

Accordingly, planning for community infrastructure is an integral part of the land use planning process for future growth. It ensures high-quality outcomes for growing communities and helps ensure that community facilities and services are located appropriately and can meet the needs of existing and future communities, through universal access.

Community infrastructure supports important social and regional policy outcomes, including attraction and retention of skilled workers, enhanced community health and well-being, social cohesion / tolerance, building social capital and enabling broad-based education as well as learning. Provision of adequate community infrastructure is essential to the continued development of sustainable and resilient communities.

The *Southern Midlands Strategic Plan 2022 – 2032* includes an understanding, along with a brief assessment of community infrastructure which may be required up to 2032, but notes this is no substitute for a more detailed needs analysis. Such an analysis includes both public and privately provided facilities and services, including Council and non-Council facilities, required to accommodate and support community services, programs and activities. This recognises that Council is responsible for establishing, maintaining and delivering certain types of infrastructure. Council also has a role to play in the delivery of other types of community infrastructure and in advocating on behalf of the community for adequate provisions in this space.

Accordingly, Council seeks to engage a suitably qualified consultant to prepare the *Southern Midlands Community Infrastructure Plan*, which in the first instance would be the undertaking of a desk top review of the *Southern Midlands Recreation Plan 2006 (Inspiring Place Pty Ltd - Hepper)*. Then identify the gaps and needs for community infrastructure provision across the municipality to 2042. The *Southern Midlands Community Infrastructure Plan* should research and provide a comprehensive analysis, leading to a list of actions that Council should implement, or advocate for, on behalf of its community.

It is recognised that in rural communities, as opposed to urban communities, that many land owners develop and use their own properties for effective recreation and open space pursuits, e.g. bush walking, trail bike riding, shooting, fishing, horse riding, camp drafting and the like. As well as some other types of recreation, like flying kites, archery, dog walking, etc. where urban based communities can only use public facilities for these type of activities.



## Subject Area

The Southern Midlands Council was created on the 2<sup>nd</sup> April 1993 through the merging of the Municipalities of Oatlands, Green Ponds and the Northern wards of the Municipalities of Brighton and Richmond. The municipal area has a predominantly rural based economy.

Towns and localities include Mangalore, Bagdad, Broadmarsh, Elderslie, Dysart, Kempton, Melton Mowbray, Oatlands, Tunbridge, Tunnack, Parattah, Woodsdale, Levendale, Runnymede, Colebrook, Campania and Rekuna.

The area of the Southern Midlands is 2,561 sq km's, a high proportion of which is privately owned land (2,406 km<sup>2</sup>), divided into 3,700 rateable properties.

The municipal area is centrally located with both the Midland Highway and the north-south rail route bisecting the municipality.

It is covered by the Federal Government seat of Lyons, the State Government's House of Assembly seat of Lyons, along with the Legislative Council seat of Prosser.



## Objectives

The objectives of the project are to:

1. Undertake a desk-top review of the existing *Southern Midlands Recreation Plan 2006* for the purpose of providing a base understanding of the relevant issues and existing infrastructure (at that time);
2. Understand the community and key stakeholders' vision for the municipality and identify community expectations as to the level of infrastructure council is expected to provide;
3. Identify current gaps in existing community infrastructure provision factoring in current trends regarding sport and recreational activities and participation rates;
4. Ensure that Southern Midlands is sufficiently supplied with community infrastructure based on growth projections and demographic trends to 2042 relevant to ABS statistical areas;
5. Ensure community infrastructure is distributed as equitably as possible;
6. Understand community infrastructure needs in terms of health & wellbeing, quantities, locations, and ease of access to services;
7. Understand Council's role in the provision of the necessary community infrastructure, be it directly responsible, in conjunction/collaboration with other providers or municipalities, or advocating on behalf of the community for adequate provision.

For the purposes of the Plan, community infrastructure can be defined as all buildings and spaces that provide services and activities or opportunities for same, and may be provided by either government, not-for-profit organisations or the private sector. They may be used by our residents for a wide range of community, cultural, recreational and sporting pursuits, both formally and informally.

## **Deliverables**

1. Conduct a project initiation meeting with the Steering Committee and further meetings at key stages of the project.
2. Undertake consultation with key stakeholders and the community to identify expectations and needs regarding community infrastructure. Summarise the outcomes and key insights from the consultation.
3. Undertake a literature and policy review of:
  - a. National and State Government strategies relevant to the provision of community infrastructure and how they impact Southern Midlands locally.
  - b. Council's existing strategies relevant to the provision of community infrastructure; and
  - c. Any other relevant documents or data, including research trends such as current and projected community needs data and possible local implications.
4. Develop a demographic profile of the Southern Midlands area, including population projections and analysis of various demographic characteristics to 2042. Provide insights into the implications for community infrastructure provision based on the demographic profile.
5. Undertake a community infrastructure audit, including number of facilities, size and characteristics of each facility, utilisation of existing facilities and whether existing infrastructure is fit for purpose.
6. Prepare a Community Infrastructure Plan to be endorsed by Council. The Plan should reflect the findings from items 2-5 above. These should be used as the basis to provide detailed community infrastructure recommendations and include, but not limited to, the following details:
 

|  |   |
|--|---|
| <ol style="list-style-type: none"> <li>a. Facility type.</li> <li>b. Components/likely services/facility model.</li> <li>c. Key design issues (if relevant).</li> <li>d. Catchment size/area</li> <li>e. Potential users.</li> <li>f. General location.</li> </ol> | <ol style="list-style-type: none"> <li>g. Required land area.</li> <li>h. Building footprint size (if required).</li> <li>i. Council's role in delivery.</li> <li>j. Lead agency and other relevant agencies.</li> <li>k. Suggested timing/priority.</li> <li>l. Indicative costings and possible funding model.</li> </ol> |
|--|---|

The Plan should include a map showing suggested locations and configurations of infrastructure.

7. Undertake further consultation with key stakeholders and the community on the Draft Plan and amend the Plan as necessary based on feedback.
8. Present the Final Plan to Council for its endorsement.

## **Stakeholders**

Key stakeholders for the project include, but are not limited to:

- Southern Midlands Council;
- Landowners;
- Community Groups (e.g. Hall Management Committees, Not-for-Profit organisations etc.);
- Local sporting clubs;
- Active Tasmania (Department of Premier & Cabinet);
- Department of Education / Schools;
- Department of Health;
- Peak Sporting bodies (e.g. Cricket Tas, AFL Tas, Basketball Tas, Football Federation Tas, Netball Tas etc.).

## **Project Management**

The RFQ responses must include a Project Plan and GANTT chart which indicates likely timeframes for the completion of deliverables, project milestones and hold points.

Fortnightly updates of project progress and budgets must be provided to Council's Project Manager.

Southern Midlands Council will provide officer assistance to assist in day-to-day project assistance and gathering of information.

## **Project Steering Committee**

The steering committee comprises of the following members.

|                                 |  |
|---------------------------------|--|
| Karen Dudgeon (Chair)           | Deputy Mayor                                 |
| Donna Blackwell (D/Chair)       | Councillor                                   |
| Andrew Benson (Project Manager) | Deputy General Manager                       |
| Wendy Young                     | Manager Community & Corporate Development    |
| David Richardson                | Manager Infrastructure & Works               |
| Grant Finn                      | Manager Development & Environmental Services |

## **Project Budget**

All sub-consultant fees shall be provided for in the quotation.

Alternative pricing options will be considered taking into account the planned approach and the extent of community consultation.

Additional in-kind support can be provided by Council (provision of meeting venues, etc.).



## Indicative Project Timeline

A Project timeline is to be developed by the consultant in consultation with the Project Steering Committee. The project timeline is as follows:

| Date                            | Activity   |
|---------------------------------|--|
| 30 <sup>th</sup> September 2023 | Council calls for submissions from consultants   |
| 17 <sup>th</sup> October 2023   | Close of submissions at 1600hrs AEST - <i>late submissions will be unable to be considered</i>   |
| 26 <sup>th</sup> October 2023   | Appointment of selected consultant;  |
| To be nominated                 | Investigation and stakeholder engagements/s;<br><br>Community consultation summary report circulated to residents;<br><br>Consultant completed first draft of report;<br><br>Consultant responds to comments from Council Officers/Stakeholders;<br><br>Report to Council to endorse for exhibition;<br><br>Exhibition/consultation of report; and |
| 18 <sup>th</sup> March          | Final Report to Council including responses received during consultation.  |

## **Assessment Criteria of Submissions**

### **1. Understanding of the task**

Degree to which the information submitted demonstrates a sound understanding of the intent of the project and the tasks necessary to deliver the project objectives/deliverables.

**Criteria Weighting 20%**

### **2. Methodology**

The degree to which the Consultant's proposed methodology and its rationale achieves the project objectives and target outcomes within the nominated time frames.

**Criteria Weighting 15%**

### **3. Fees**

Degree to which the information submitted in response to the RFQ demonstrates that the cost of the project represents good value for money.

**Criteria Weighting 25%**

### **4. Key Personnel – Skills and Experience**

The collective suitability of team members (including any sub consultants if applicable) proposed in the quotation, including:

- a. technical, management and professional capabilities;
- b. degree, appropriateness, and currency of experience; and
- c. team composition, size, and appropriateness.

**Criteria Weighting 20%**

### **5. Previous Experience**

Relevance and currency of the Consultant's experience and ability to deliver similar and/or relevant services.

**Criteria Weighting 20%**

## **Submissions of Request for Quotation Closing Date**

Submissions must be received by 4.00pm on Tuesday 17<sup>th</sup> October 2023.

Submissions may either be posted to:

The General Manager  
Southern Midlands Council  
PO Box 21 Oatlands

Or emailed to: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au)

## **Project Contact Details**

For further information regarding the Southern Midlands Community Infrastructure Plan project, please contact the Project Manager, Andrew Benson, Deputy General Manager.

Andrew Benson

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