

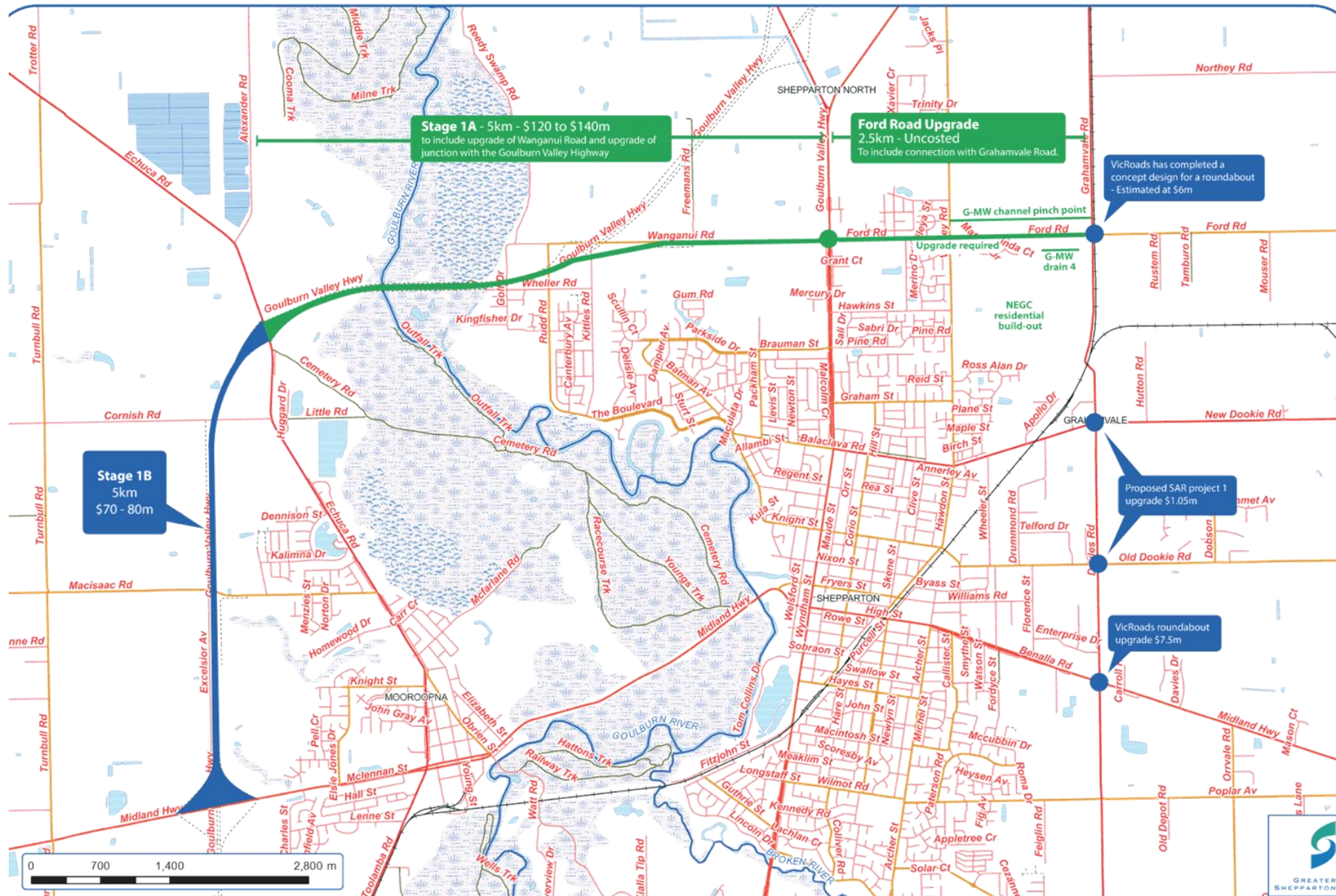
ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 May 2016

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SHEPPARTON BYPASS STAGE 1A AND 1B





GOULBURN VALLEY HIGHWAY SHEPPARTON BYPASS ACTION GROUP

TERMS OF REFERENCE

Adopted by Resolution of Council on 17 May 2016

For Review May 2018

1. Purpose

The Goulburn Valley Highway Shepparton Bypass Action Group will provide advice to Greater Shepparton City Council (Council) on the development of the proposed Goulburn Valley Highway Shepparton Bypass (the Bypass). It has no executive function and will operate in accordance with these Terms of Reference.

2. Role of the Goulburn Valley Highway Bypass Action Group

- a. Act as an advisory committee to Council on issues related to the proposed Bypass.
- b. Provide a forum to update the community and stakeholders on the project process.
- c. Promote community participation, where appropriate.
- d. Lobby State and Federal governments to accelerate funding of the project.
- e. Initiate submissions and representations to the State and Federal governments in addition to the Goulburn Regional Partnership, where appropriate.
- f. Provide advice on marketing, branding and promotion of the proposed Bypass.

3. Action Group Membership

The membership of the Action Group shall consist of the following voting members which will be approved by resolution of Council:

- i. Chairperson (voting member);
- ii. One (1) representative (voting members) from each of the following municipalities:
 - a. Greater Shepparton City Council;
 - b. Strathbogie Shire Council;
 - c. Shire of Campaspe; and
 - d. Moira Shire Council.
- iii. Up to six (6) community representatives (voting members);
- iv. One (1) representative from the Committee for Greater Shepparton (voting member);
and
- v. Up to two supporting officers (non-voting member/s).

Each organisation must resolve to nominate a representative to the Action Group. In the event that this representative is unable to attend an Action Group meeting, each organisation should nominate a second representative who can attend and vote at Action Group meetings in their absence.

Council will call for nominations from members of the community to be appointed to the Goulburn Valley Highway Bypass Action Group as community representatives and Chairperson for a two (2) year term.

TRIM: M16/21341

Public notices will be placed in a newspaper circulating in the local area calling for nominations for the community representative and Chairperson positions. All applications will be assessed by Council. Council is not obliged to nominate candidates to all six community representative positions and will assess each nomination against the nominee's ability to fulfil the Action Group's functions as outlined in these Terms of Reference, as well as the following selection criteria:

- Communicate at a political level;
- Possess knowledge of the project history and understand the relationships between Local, State and Federal governments;
- Demonstrated experience in community representation; and
- Demonstrated commitment to the proposed Bypass.

All applications will be carefully considered by a selection panel consisting of the Chief Executive Officer, Director Sustainable Development and Manager Planning who will subsequently make a recommendation to Council. The appointment of Chairperson and community representatives will be made by a formal resolution of the Council.

If a community representative does not attend three scheduled consecutive meetings their membership may be reviewed by the Action Group, which may prompt a vacancy on the Action Group. Should a vacancy occur Council may appoint a replacement for the balance of the term.

The Action Group can invite other attendees, as deemed appropriate by the Chairperson. These attendees are free to present to the Action Group, provide input and materials, and engage in discussion but will hold no voting rights.

Council will provide appropriate support officers to the Goulburn Valley Highway Bypass Action Group.

4. Action Group Meeting Procedure

- a. A Chairperson will be elected by Council for the duration of a two (2) year term.
- b. The community representatives will be elected for the duration of a two (2) year term.
- c. The Chairperson shall take the Chair at all meetings at which they are present. If the Chairperson is not present at an Action Group meeting, voting members must appoint a Chairperson for that meeting.
- d. The Action Group's position on any issue under consideration will be made upon a majority vote by members present. In the event of an equal number of votes, the Chairperson shall have an additional casting vote.
- e. The Action Group shall have a quorum which is (half plus one) of the voting members of the Committee in attendance for the meeting to take place.
- f. Each member of the Committee must comply with the Act with respect to any conflicts of interest and all agendas for committee meetings must contain an item for consideration of conflicts of interest.
- g. The Action Group shall meet at a frequency to be determined by the Action Group.
- h. The support officer/s shall give reasonable notice of all meetings by distributing a notice of the meeting to all members at least seven clear days prior to the meeting.
- i. Minutes shall be kept of the proceedings at all meetings. These will be confirmed by the Action Group at their next scheduled meeting and kept on file by Council.

5. Action Group Conduct Principles

Action Group members are expected to:

TRIM: M16/21341

- Actively participate in Action Group discussions and offer their opinions and views;
- Treat all persons with respect and have due regard to the opinions, rights and responsibilities of others;
- Act with integrity;
- Work together and speak with one voice on matters relating to the proposed Bypass;
- Attend each meeting where practical; and
- Avoid conflicts of interest and the releasing of confidential information.

6. Assemblies of Councillors

In accordance with the *Local Government Act 1989*, the definition of an Assembly of Councillors includes any meeting of an advisory committee of Council if at least one Councillor is present. Any Councillors in attendance at meetings of the Action Group are required to declare any conflicts of interest. Following the meeting, a Record of Assembly of Councillors must be completed stating:

- The names of all Councillors and members of Council staff in attendance;
- The matters considered;
- Any conflicts of interest disclosures made by a Councillor attending; and
- Whether the Councillor who has disclosed the conflict of interest leaves the assembly.

The Record of Assembly of Councillors must be submitted to Council in accordance with the Assembly of Councillors Operational Procedure 37.PRO9.1 (Trim Ref: M11/51282) within 7 days of the date of the Action Group meeting so that it can be included in the next available Ordinary Council Meeting agenda.

7. Review

The Terms of Reference for the Goulburn Valley Highway Shepparton Bypass Action Group will be reviewed on a biennial basis.

MINUTES

GOULBURN VALLEY HIGHWAY BYPASS ACTION GROUP

Thursday, 7 April 2016
10.00am – 12.00pm

Board Room
90 Welsford Street Shepparton

Chairperson
Peter Johnson

Attendees:

| | |
|----------------------------------------------------------|-------------------------------------------------------|
| Peter Johnson (Chairperson) | Steve Cooper (Hon Dr Sharman Stone MP's Case Manager) |
| Cathy Walker (Ms Suzanne Sheed's Communications Advisor) | Tom Perry (Community Member) |
| Cr Mick Williams (Strathbogie Shire Council) | Brian Hicks (Brian Hicks Transport) |
| Mayor Colleen Furlanetto (Strathbogie Shire Council) | Peter Beaumont (Community Member) |
| Steve Crawcour (Strathbogie Shire Council) | John Gray (Community Member) |
| Mark Henderson (Moirra Shire Council) | Johann Rajaratnam (GSCC) |
| Cr Wendy Buck (Moirra Shire Council) | Peter Harriott (GSCC) |
| Mayor Gary Cleveland (Moirra Shire Council) | Darren Buchanan (GSCC) |
| Peter Hill (Kreskas Brothers Transport) | Marilyn Howley (GSCC) |
| Mayor Leigh Wilson (Campaspe Shire Council) | Geraldine Christou (GSCC) |
| Jason Russell (Campaspe Shire Council) | Dan Sheppard (GSCC) |
| Leah Smith (DEDJTR) | Michael MacDonagh (GSCC) |
| David McKenzie (Committee for Greater Shepparton) | Mayor Dinny Adem (GSCC) |
| John Noronha (Essential Economics Pty Ltd) | Sam Birrell (Committee for Greater Shepparton) |
| Jade Miller (Community Member) | Nathan Mullane (VicRoads) |

10.35am Opening

1. Introductions and apologies

Peter J opened the meeting and welcomed attendees.

Apologies: Ms Suzanne Sheed; Hon Dr Sharman Stone MP; Geoffrey Withers; Colin Robinson; Ms Jaclyn Symes, Adam Olive; Cr Neil Pankhurst; Bryan Sherritt, Steve Bowmaker, Hon Wendy Lovell and Colin Kalms.

2. Declarations of Conflicts of Interest

Peter J asked attendees to declare any conflict of interest and reminded attendees to declare any conflict of interest that may arise during the meeting.

3. Note the meeting record of 17 October 2014

Peter J gave background on why attendees were being asked to note the meeting record as opposed to confirming the Minutes as would normally take place. Peter J discussed the fact that the current Terms of Reference is relatively light on detail and that attendance at meetings has

changed since the Action Group was originally constituted.

Peter H stated that this change in attendance means that it is difficult to get a quorum and advised that a quorum was not achieved at today's meeting, as such, no formal motions would be proposed.

Peter J stated that Council should update the Terms of Reference and reset the membership of the Action Group. This would be discussed under Item 7.

4. Update on modelling and business case work – Dan Sheppard

- Discussions with State government representatives have highlighted the need to clearly articulate the economic benefits flowing from the provision of the proposed Stages 1a and 1b;
- Subsequently, Council has engaged Essential Economics Pty Ltd to complete an Economic Benefits Assessment of proposed Stages 1a and 1b; and
- Essential Economics Pty Ltd's work to date has highlighted the need to update the Shepparton Bypass Strategic Transport Model developed by AECOM Pty Ltd for VicRoads in 2012. The State government has agreed to contribute \$35,000 towards the cost of this work, which will model the traffic and associated economic benefits of Stage 1a and 1b using the latest transport and demographic/economic data available.

Action: Council to discuss with Leah what process is required to access the \$35,000 funding commitment made by the State government.

5. Presentation – Stage 1a and 1b Economic Benefit Assessment – John Noronha

- The Goulburn Valley Highway forms a vital part of the Melbourne to Brisbane national road link;
- The full length \$33km four lane bypass is estimated at over \$1.355billion;
- Essential Economics Pty Ltd's work will focus on the economic benefits of the proposed Stage 1a and 1b only;
- Transport, environmental, community and construction benefits will accrue from implementation of Stages 1a and 1b, and these will be identified and articulated through Essential Economics Pty Ltd's work; and
- Essential Economics Pty Ltd is keen to engage with regional industry players and capture the potential impact of Stages 1a and 1b on business. These will be developed into case studies that will tell the story of the regional need for the bypass and support the harder data, which will be provided by both Essential Economics Pty Ltd and AECOM Pty Ltd.

Discussion:

John Gray asked whether Stage 1b could be extended south by 3km to the proposed GV Link site. Peter H asked whether the Benefit Cost Ratio favoured this extension. Dan responded that the aim of Stages 1a and 1b was to start Bypass construction and facilitate east-west traffic movements, and that the proposed Stages 1a and 1b had the highest Benefit Cost Ratio out of all the bypass options previously modelled. Nathan stated that the economic analysis did not factor in the GV Link site. Leah stated that this was a local road network issue and, as such, including it in the proposed bypass stages may be unfavourably viewed by both the State and Federal governments.

David questioned the inclusion of the 50ha Council-owned land in the presentation and stated

that the analysis should relate to all potential land development across the region irrespective of ownership. John N responded that he agreed but stated that it was important that the methodology is robust, and that a causal relationship could be demonstrated between proposed development and the implementation of bypass Stages 1a and 1b. John N stated that this could be done for the Council-owned land discussed and, as a result was used as an example but he is happy to be informed of other sites. Leah stated that lots of site assessment had been completed for the *Greater Shepparton Freight and land Use Study (2013)* and that this would be reflected in the Essential Economics Pty Ltd analysis.

David asked whether specific site assessment e.g. road haulage depots would be considered in AECOM Pty Ltd's traffic and economic modelling work. Dan responded that this work would include the use of large data sets e.g. traffic counts and census data broken down into the specific cordon areas for inputting into the transport model. As such, the modelling will not consider specific locations but would aggregate employment locations from larger data sets to ensure national consistency in this type of work. Nathan stated that sense checking will occur in terms of local knowledge around traffic and employment movement in AECOM Pty Ltd's modelling but that this local input would be better included in Essential Economics Pty Ltd's analysis.

Action: Dan to investigate the potential impact on the Benefit Cost Ratio from the extension of Stage 1b to the GV Link site.

Action: John N to contact the transport companies in attendance to capture their input into this work. Committee for Greater Shepparton to assist this engagement process.

Action: John N to ensure that the Economic Benefits Assessment captures the regional benefits related to Stages 1a and 1b.

6. Chairperson's report – Peter Johnson

- The previous Action Group meeting in October 2014 was held during the lead-in to the State election. Following this, a positive meeting was held with Shadow Minister Donnellan (now Minister for Roads, Road safety and Ports) but the Action Group was unable to obtain pledges of support prior to the election;
- Ms Suzanne Sheed arranged a follow up meeting with Minister Donnellan in April 2015. This meeting focused on Stages 1a and 1b, and the \$20million request for Stage 1a preliminary works. Hon Wendy Lovell has subsequently arranged meetings with other State politicians, and the Action Group has continued to spread its message and articulate its ask of government; and
- The Committee for Greater Shepparton has been strong advocates for the Bypass and helped open doors; this included the Goulburn Valley Infrastructure Summit on 27 May 2015 at which Peter J gave a presentation on the Bypass.

7. Discussion of Administrative Matters: Peter Johnson

- Council plan to reset composition of the Action Group as the original Terms of Reference is light on detail and there are issues around named members as mentioned previously under Item 3. As such, a new Terms of Reference will go to Council for adoption. This will provide more detail in terms of governance and reset the membership of the Action Group to aid in achieving a quorum at each meeting;
- Adverts will be placed in the news press and current members were urged to nominate themselves for appointment as community representatives and Chairperson to ensure that the Action Group can continue to benefit from their experience and knowledge;
- A number of Action Group requests of Council were provided for discussion:
 - Ask government to recommit to rolling improvement works along the Goulburn

Valley Highway in relation to Prime Minister Howard's statement of commitment on Goulburn Valley Highway duplication as part of the National Highway Strategy;

- Elevate Council's advocacy and lobbying activity in relation to the Bypass especially in terms of the forthcoming Federal election;
- Resolve to adopt the staged approach to Bypass construction proposed by VicRoads including the Stage 1a and 1b proposals;
- Investigate, in partnership with VicRoads, the potential works required along Ford Road in relation to the Stages 1a and 1b proposal and the facilitation of east-west heavy traffic movements; and
- Update the Action Group's Terms of Reference and place adverts asking for nominations for the community representative and Chairperson roles.

Discussion:

Nathan asked whether there was value in expanding the focus of the Action Group to include the entire Goulburn Valley Highway corridor in Victoria, as the Action Group may have more influence if their scope was extended. Peter

Action: Request that Council elevates its lobbying activity in relation to the Bypass including asking government to recommit to the Goulburn Valley Highway rolling duplication commitment made by Prime Minister Howard.

Action: Request that Council resolves to adopt the staged approach to Bypass delivery proposed by VicRoads including Stages 1a and 1b, as discussed.

Action: Request that Council, in partnership with VicRoads, investigate the works required along Ford Road to facilitate east-west heavy traffic movements related to the Stages 1a and 1b proposal.

Action: Request that Council update and adopt the Action Group's Terms of Reference, and place adverts asking for nominations for the community representative and Chairperson roles.

Action: That Council ensure a consistent approach between Council, the Action Group and VicRoads including the messaging around Stage 1a preliminary cost estimates.

8. Council update – Peter Harriott

- Extended thanks for everyone's attendance and their work to date;
- Federal elections are approaching and Council will be promoting the Bypass at every opportunity;
- Committee for Greater Shepparton hosted Minister Pallas recently; he was generally very supportive of the project and reinforced the need for a staged approach;
- Successfully obtained a \$35,000 State government contribution towards the update of the *Shepparton Bypass Strategic Transport Model*;
- Minister Donellan was in Shepparton recently and he reaffirmed State government support for the staged project. It is important to get Ministers on board and the project has been listed in previous submissions by Infrastructure Victoria but not in their most recent submission to Infrastructure Australia. Council and the Action Group need to continue to push for this recognition;
- Council and VicRoads need to examine the potential work required to upgrade Ford Road to link the proposed Bypass Stage 1a with the Shepparton Alternative Route;
- There is a need to get a Council resolution on matters that have been discussed today; and
- It is important that good relationships are built and maintained with Infrastructure

Victoria, and that the Bypass is recognised in their thirty year plan. Two Citizens' Juries will be held to gain public input into the infrastructure prioritisation process in Victoria. One of these Juries will be held in Shepparton. Through this work, Council will repeat the message that there needs to be equity in project delivery between regional and metropolitan Victoria.

Discussion:

Peter J discussed the Port of Melbourne sale and whether proceeds of the sale will fund the delivery of regional infrastructure. Leah stated that this had not been confirmed and made the point that Infrastructure Victoria do not determine funding allocations but are an advisory body to Infrastructure Australia.

Action: That Council write to VicRoads and Minister Donnellan requesting that the Bypass be reinstated as a State government priority project via its inclusion in submissions and long term planning documents produced by Infrastructure Victoria.

9. Any other business

Peter J stated that the Committee for Greater Shepparton has been of real support to the Action Group and asked for an update. Sam stated that the Committee for Greater Shepparton had met with Minister Donnellan after his meeting with Council and given particular attention to changing production practices that highlighted the need for the second river crossing. Peter J thanked staff from VicRoads for their attendance and valuable input.

Next meeting: Last quarter of 2016