

MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

SPECIAL COUNCIL MEETING

HELD ON
TUESDAY 29 NOVEMBER, 2016
AT 1.00PM

IN THE COUNCIL BOARDROOM

COUNCILLORS:

Cr Dinny Adem (Mayor)
Cr Kim O'Keeffe (Deputy Mayor)
Cr Seema Abdullah
Cr Bruce Giovanetti
Cr Chris Hazelman
Cr Les Oroszvary
Cr Dennis Patterson
Cr Fern Summer
Cr Shelley Sutton

VISION

*A THRIVING ECONOMY IN THE FOODBOWL OF VICTORIA WITH
EXCELLENT LIFESTYLES, INNOVATIVE AGRICULTURE
A DIVERSE COMMUNITY AND
ABUNDANT OPPORTUNITIES*

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**CHAIR
CR DINNY ADEM**

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RISK LEVEL MATRIX LEGEND

Note: A number of reports in this agenda include a section on “risk management implications”. The following table shows the legend to the codes used in the reports.

Likelihood	Consequences				
	Negligible (5)	Minor (4)	Moderate (3)	Major (2)	Catastrophic (1)
Almost Certain (A) Event expected to occur several times per year (i.e. Weekly)	Low	Moderate	High	Extreme	Extreme
Likely (B) Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly)	Low	Moderate	Moderate	High	Extreme
Possible (C) Not generally expected to occur but may under specific circumstances (i.e. Yearly)	Low	Low	Moderate	High	High
Unlikely (D) Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)	Insignificant	Low	Moderate	Moderate	High
Rare (E) Only ever occurs under exceptional circumstances (i.e. +10 years)	Insignificant	Insignificant	Low	Moderate	High

Extreme CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

High Director’s attention required. Consider suspending or ending activity OR implement additional controls

Moderate Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

Low Operational, manage through usual procedures and accountabilities

Insignificant Operational, add treatments where appropriate

PRESENT: Councillors Dinny Adem, Kim O’Keeffe, Seema Abdullah, Bruce Giovanetti, Chris Hazelman, Dennis Patterson, Fern Summer and Shelley Sutton.

**OFFICERS: Peter Harriott – Chief Executive Officer
Steve Bowmaker – Director Infrastructure
Johann Rajaratnam – Director Sustainable Development
Chris Teitzel – Director Corporate Services
Kaye Thomson – Director Community
Maree Martin – Official Minute Taker
Peta Bailey – Deputy Minute Taker**

1. ACKNOWLEDGEMENT

“We the Greater Shepparton City Council, begin today’s meeting by acknowledging the traditional owners of the land which now comprises Greater Shepparton. We pay respect to their tribal elders, we celebrate their continuing culture, and we acknowledge the memory of their ancestors.”

2. NOTICE TO GALLERY - LIVE STREAMING OF COUNCIL MEETING

Please note that this Council meeting is being streamed live and recorded in accordance with the Council’s Live Streaming and Recording of Council Meetings Policy.

All care is taken to maintain your privacy; however as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery it is assumed your consent is given in the event that your image is broadcast.

For more information the policy is available on the Greater Shepparton City Council's website.

3. APOLOGIES

**Moved by Cr O’Keeffe
Seconded by Cr Hazelman**

That the apology from Cr Oroszvary be noted and a leave of absence be granted.

CARRIED.

4. DECLARATIONS OF CONFLICT OF INTEREST

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.

5. INFRASTRUCTURE DIRECTORATE

5.1 Goulburn Valley Waste and Resource Recovery Group - Appointment of Forum Member and Board Nomination.

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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.

Council Officers involved in producing this report

Author: Director Infrastructure

Proof reader(s): Director Sustainable Environment

Approved by: Chief Executive Officer

Executive Summary

The Goulburn Valley Waste and Resource Recovery Group (GVWRRG) is our Local Government Waste Forum and is a Statutory Authority established under Section 49C of the Environment Protection (EP) Act. It is one of seven Waste and Resource Recovery Groups across Victoria, each with the specific purpose to:

- Develop Regional Waste and Resource Recovery Group Implementation Plans including landfill and resource recovery infrastructure schedules;
- Facilitate joint procurement of infrastructure and services in partnership with local governments;
- Provide education in accordance with the State's education approach; and
- Deliver projects funded by Sustainability Victoria, Councils and other organisations.

The governance arrangements for the GVWRRG have been amended to allow for a more flexible approach to filling positions on the Board based on particular skills sets required by the Board. The Department of Environment Land Water and Planning (DELWP) have advised that Board nominees should enhance the current Board skills particularly in the areas of leadership, contract management, waste management, environment policy and material efficiency.

There are four independent skills based members on the Board already and their names and skills are attached. There are four available positions for Council nominated persons. Each of the six member Councils on the GVWRRG can nominate either, a Councillor, an officer or community member as their nominated representative on the Board. Board positions are paid however if an officer is appointed, the officer does so as part of their current remuneration. If there are more than four nominations for the Board from member Councils, an election is conducted by the VEC for the Forum to elect the four Council representatives. Nominations close on 1 December 2016 for the four Council positions and the newly appointed Council Board positions will commence their four year term on 1 May 2017.

As the largest Council in the catchment and with Cosgrove being identified as both a regional and state hub for landfill and associated activities, officers recommend that Council nominates for one of the positions on the Board.

5. INFRASTRUCTURE DIRECTORATE

5.1 Goulburn Valley Waste and Resource Recovery Group - Appointment of Forum Member and Board Nomination. (continued)

This report requires Council to:

1. Advise the Forum of the person who will represent Council as a member of the Forum.
2. Nominate one person to be a candidate for the Forum-elected Board member. Following the election, the Forum will advise the Minister, who makes the formal appointment of Board Members.

RECOMMENDATION

That the Council;

1. Note the requisite skills and experience outlined for the roles articulated in the position descriptions for Forum Representatives and Goulburn Valley Waste and Resource Recovery Group Board Director;
2. Endorse Council's Director Infrastructure Steve Bowmaker to be the Council representative on the Forum;
3. Notify the Forum secretariat and the appointed Victorian Electoral Commission Returning Officer that is the Council candidate for the election of Forum nominated Board Directors to the Goulburn Valley Waste and Resource Recovery Group Board.

Amendment Moved by Cr Summer Seconded by Cr Patterson

That the Council;

1. Note the requisite skills and experience outlined for the roles articulated in the position descriptions for Forum Representatives and Goulburn Valley Waste and Resource Recovery Group Board Director;
2. Endorse Council's Director Infrastructure Steve Bowmaker to be the Council representative on the Forum;
3. Endorse Cr Fern Summer to be the Council nominated Advisory member on the Forum;
4. Notify the Forum secretariat and the appointed Victorian Electoral Commission Returning Officer that Cr Seema Abdullah is the Council candidate for the election of Forum nominated Board Directors to the Goulburn Valley Waste and Resource Recovery Group Board.

CARRIED.

5. INFRASTRUCTURE DIRECTORATE

5.1 Goulburn Valley Waste and Resource Recovery Group - Appointment of Forum Member and Board Nomination. (continued)

Background

The Goulburn Valley Waste and Resource Recovery Group (GVWRRG) is our Local Government Waste Forum and is a Statutory Authority established under Section 49 C of the EP Act. It is one of seven Waste and Resource Recovery Groups across Victoria, each with the specific purpose to;

- Develop Regional Waste and Resource Recovery Group Implementation Plans including landfill and resource recovery infrastructure schedules;
- Facilitate joint procurement of infrastructure and services in partnership with local governments;
- Provide education in accordance with the State's education approach; and
- Deliver projects as funded by Sustainability Victoria, Councils and other organisations.

The GVWRRG has membership from;

- Greater Shepparton City Council
- Moira Shire Council
- Mitchell Shire Council
- Murrindindi Shire Council
- Strathbogie Shire Council
- Campaspe Shire Council

There are four distinct groups through which the GVWRRG conducts its business;

Board

The Board has responsibilities that include;

- Approving, where appropriate, policies and recommendations from sub-committees and staff.
- Monitoring, reviewing and recommending changes on internal strategies and policies.
- Participating in the development of the GVWRRG Business Plan, Waste Plan, Constitution, Education Strategy and Annual Report.
- Considering and approving the Annual Budget.
- Appointing the Executive Officer.
- Assisting in the development of and maintaining position relations amount the board, committees, staff, stakeholders and the community.

Forum

The Forum has a statutory role to elect four Council nominated positions to the Board (to be formally appointed by the relevant Minister) and to be a conduit for consultation between the GVWRRG and local governments, and for advice to the GVWRRG board on matters and issues affecting the role of local governments in waste management and resource recovery. To complement its statutory functions, the Forum aims;

1. To develop local government's capacity to deliver effective, efficient and sustainable waste and resource recovery planning and management across the region.
2. To engage with industry, government and community stakeholders to improve waste and resource recovery management and planning.
3. To assist the Board to engage Councils across the region in the planning and management of waste.

5. INFRASTRUCTURE DIRECTORATE

5.1 Goulburn Valley Waste and Resource Recovery Group - Appointment of Forum Member and Board Nomination. (continued)

Forum members are expected to;

- Communicate the activities and actions of the Forum back to their Council.
- Inform the Forum of issues and activities of their Council that contribute to the region's waste management and resource recovery arrangements.
- Raise waste management and resource recovery issues through the Forum in the first instance. The Board is expected to support this approach by referring approaches to the Forum when appropriate.

Technical Advisory Reference Group

The Technical Advisory Reference Group consists of one representative from each member council, and provides specialist technical waste skills and knowledge, support and advice with regard to the Forum's technical functions. Council's Team Leader Waste is our representative on this group.

Education Steering Committee

The Education Steering Committee consists of one representative from each member council, and provides specialist knowledge, support and advice with regard to the Forum's community education functions. Council's Waste Education Officer is our representative on this group.

Council Plan/Key Strategic Activity

Council's 2013 – 2017 Goal 2 – Enhancing the Environment and Goal 3 – Quality Infrastructure Objective 1 *“Ensure the community has access to high quality facilities”*.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Council is not well represented on the Board of the Regional Waste Management Group eroding the strategic importance of Shepparton in our region.	M	M	M	Ensure our Council's nominee has the skills and experience to be an excellent candidate for election to the Board by the Forum members.

Policy Considerations

The Board makes decisions about the allocation of scarce resources and funding for regional projects that can impact on Shepparton, especially in light of Shepparton being the largest economic and population centre, the producer of the most domestic, commercial and industrial waste and has Cosgrove identified as both a Regional and State landfill hub.

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

The Forum and its Board are statutory bodies under the Environmental Protection Act. There are no other legal or statutory obligations for Council arising from this report.

5. INFRASTRUCTURE DIRECTORATE

5.1 Goulburn Valley Waste and Resource Recovery Group - Appointment of Forum Member and Board Nomination. (continued)

Environmental/Sustainability Impacts

The Board develops and signs off on the Regional Waste and Resource Recovery Implementation Plan which is the region's response to the Statewide Waste and Resource Recovery Strategy. As such, the document becomes a key plank in ensuring we minimise waste to landfill, extract maximum value from recyclable and green waste streams and operate existing and closed landfills to best practice standards. It also outlines good management and procurement practice in kerbside collection services and Resource Recovery Centres.

Social Implications

The Board champions community education programs to minimise waste to landfill and maximise value from recyclable and green waste streams.

Economic Impacts

Then Board makes decisions about projects to be funded in the region, many of which will have a direct or indirect impact on the operation of Council's waste business unit.

Consultation

Discussions have been held with current independent Board members of GVWRRG and the Executive Officer.

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

Strategic Links

Council and Waste Resource Recovery Management Strategy 2013 – 2023, Section 2.2, "Regional Waste Management Group".

Goulburn Valley Waste Resource Recovery Group – Goulburn Valley Waste and Resource Recovery Implementation Plan (Consultation Draft 18 March 2016).

Conclusion

The Goulburn Valley Waste Resource Recovery Group has changed its governance options to ensure that its Board has the appropriate mix of skills required to drive and oversee best practice in waste management and resource recovery through its draft implementation Plan.

Council should nominate a candidate for election to the Board that can add the best value to the Board's purpose.

Further Council should nominate an appropriate person to represent Council on the Forum.

Attachments

1. Independent skills based GVWRRG Board Members – Names & Background
2. GVWRRG Board Director Position Description
3. GVLGWF Forum Representative Position Description

THE MEETING CLOSED AT 1.08PM