

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 16 MAY, 2017
AT 5.30PM

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*

**A G E N D A
FOR THE
ORDINARY COUNCIL MEETING
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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:

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

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. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the minutes of the Ordinary Council meeting held 18 April 2017 as circulated, be confirmed.

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks

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: Waste Consultant

Proof reader(s): Team Leader Waste

Approved by: Director Infrastructure Services

Other: Manager Works and Waste

Executive Summary

This Contract is for the provision of a 'Panel of Suppliers' to undertake on-site crushing of recycled concrete and bricks, and if the plant has capacity quarry, and other materials to produce specified output products. Services are to be provided on an 'as required' basis.

These services are currently provided under the existing panel Contract No.1387 which expires on 31 March 2017.

The Contract is a Schedule of Rates contract based on a number of specified end products.

The value of the Services over the term of the contract is estimated at \$1.5M which exceeds the limits set by the Local Government Act 1989.

Council received two (2) tenders in response to advertising this Contract. The Evaluation Panel has extensively reviewed all submissions received in accordance with the Request for Tender documents and Council's Procurement policies and procedures. The tender process has been overseen by the Procurement Department.

The recommendation provides, in the opinion of the Evaluation Panel, the best balance of outcomes based on the evaluation criteria, including the application of the "Benefit to Local Region" criteria.

The total value of the contract is estimated at \$1.5M excluding GST, which is in excess of the amount which can be approved by Council's Chief Executive Officer under delegated authority and the tender thresholds stated in Section 186 of the Local Government Act 1989 (amended 2007).

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks (continued)

RECOMMENDATION

That the Council:

1. accept the tenders submitted by Ecocrete Crushing Pty Ltd of Echuca & Local Mix Quarries Pty Ltd for Contract No. 1717 – Provision of a Panel of Suppliers – On-site Crushing of Recycled Concrete and Bricks for the Schedule of Rates tendered
2. authorise the Chief Executive Officer to award the initial contract for a term of 3 years with the optional contract extension periods of 2 x 1 year extensions
3. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

This Contract is for the provision of a 'Panel of Suppliers' to undertake on-site crushing of recycled concrete and bricks, and if the plant has capacity, quarry and other materials to produce specified output products. Services are to be provided on an 'as required' basis.

The services would be provided at the Shepparton Resource Recovery Centre and possibly at the Cosgrove 3 Landfill site. Products produced are primarily Crushed Concrete nominal size 20mm, 40mm & 70mm plus small quantities of other products.

The Initial Contract Term is 3 years from appointment with the option of 2 x 1 year extensions.

Tenders

Tenders closing 4.00pm, Wednesday 10 February 2016 were received from two (2) tenderers as follows:

Tenderers Received
Ecocrete Crushing Pty Ltd
Local Mix Quarries Pty Ltd

There were no late tenders. Both tenders were conforming.

Tender Evaluation

Tenders were evaluated by the following Panel:

Position	Title	Branch
Panel Leader/Chair	Team Leader Waste	Works & Waste
Member	Coordinator Transfer Stations and Waste	Works & Waste
Member	Technical Advisor Contracts	Consultant (Waste Services)
Moderator	Contracts and Procurement Analyst	Procurement

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks (continued)

The Tender Evaluation Panel formally met on two occasions:

Meeting No.	Date	Time
1.	Monday 5 December 2016	2.00 pm.
2.	Wednesday 14 December 2016	4.00 pm.

Notes of each meeting have been reviewed and confirmed by Panel members. A copy of each meeting notes have been kept on the Council file. The valuation process was overseen and moderated by the Procurement Department.

The Panel has undertaken Financial Security and Referee checks for both tenderers.

Evaluation Criteria

The Evaluation Criteria used for the assessment of Tenders was that approved in the Procurement Plan and as detailed below:

Evaluation Criteria	Weighting	Assessment Weighting	Assessment Criteria
Mandatory			
Price	40%	40%	The Tenderer must submit the completed Pricing Schedule(s) for both the LS & SOR components. Lump Sum plus assessed Schedule of Rates cost.
Occupational Health and Safety	10%	5%	The Tenderer must submit the completed OH&S Schedule(s)/Questionnaire in the Request for Tender documents.
		5%	Occupational Health and Safety track record on waste & resource recovery sites.
Benefit to Local Region	10%	2.5%	Location of head office & depots
		2.5%	No (%) of company staff based in Shepparton.
		2.5%	% of materials/plant/equipment sourced or manufactured in the Region
		2.5%	What impact can your business offer to the local community?
Comparative Compulsory			
Specific Mobile Crushing Experience	10%	5%	Please provide details of recent experience in operating mobile crushing services to the waste industry & quarry industries.

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks (continued)

Evaluation Criteria	Weighting	Assessment Weighting	Assessment Criteria
		5%	Please provide details of recent experience and capacity to produce the range of crushed products required to deliver the Service.
Capacity to Complete the Contract as Specified	15%	5%	Please provide details of the proposed personnel, in particular the qualifications & experience of the nominated contract Manager
		10%	Please provide details of the plant, equipment and any subcontractor resources to be used to undertake the Services.
Environmental Sustainability	10%	10%	Please demonstrate how the environmental aims and sustainability objectives of Council will be met during the delivery of this contract.
Comparative Optional			
Quality and Environmental Systems	5%	2.5%	Please show that the quality system is generally Australian Standards compliant with proven track record of in-field implementation.
		2.5%	Please show that environmental system is generally Australian Standards compliant with proven track record of in-field implementation.

A detailed scoring table was prepared and agreed to by the Panel at its initial meeting. The scoring table ensured that a consistent approach to scoring was achieved.

Full details of the moderated scoring are attached in the confidential section of this report.

Council Plan/Key Strategic Activity

Section 2.1 Enhancing the Environment – Strategies – Continue to reduce Council's Greenhouse Emissions.

This will be achieved through the use of modern equipment with compliant emission control systems.

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delays in Contract Award leading to noncompliance with the provisions of the Local government Act 1989	Unlikely	High	Moderate	Council to award the contract
Contractor failing financially	Unlikely	High	Moderate	Financial Capability checks completed on both tenders as part of the Evaluation Process

Policy Considerations

The Sustainable Decision Making Policy includes the following Objectives:

- Being more responsive to climate change
- Using our resources more efficiently
- Reducing our Environmental impact

Key projected outcomes from the implementation of this Contract, include:

- Reductions in emissions through the use of a modern equipment.
- Recycling of existing waste product.
- Market testing has ensured that best value outcomes have been achieved.

Financial Implications

The value of the Services over the term of the contract is estimated at \$1.5M (excluding GST). There are no budgetary implications as expenditure related to this contract is incorporated in the annual operation budget.

Legal/Statutory Implications

Tender process has been carried out according to the requirements of *Section 186* of the *Local Government Act 1989* and *Council's Procurement Guidelines 2015*.

Environmental/Sustainability Impacts

The impacts of the services under the Contract include:

- The potential to reduce greenhouse gases through the use of modern equipment compliant with emissions standards.
- Recycling of existing waste product.

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Directly relates to the Greater Shepparton 2030 Strategy

Topic: Environment: Conservation and enhancement of significant natural environments and cultural heritage.

Objective: 4.To reduce greenhouse gas emissions by local action, in the interests of current and future generations

Action: 4.2, 4.3

b) Other strategic links

The State Government Waste and Resource Recovery Policy is titled “Getting Full Value”. Published in April 2013, this is the peak strategic document for Victoria for addressing the Federal Government’s National Waste Policy: Less Waste, More Resources.

Conclusion

The Evaluation Panel has taken into account the Evaluation Criteria as the basis for their recommendation to Council for acceptance of the tenders submitted by Ecocrete Pty Ltd & Local Mix Quarries Pty Ltd to a panel of contractors for Contract No. 1771 – Provision of a Panel of Suppliers – Onsite crushing of Recycled Concrete and Bricks and further recommends that the Chief Executive Officer, under powers of delegation, sign and seal the Contract documents.

Attachments

NII

6. INFRASTRUCTURE DIRECTORATE

6.2 Greater Shepparton's Urban Forest Strategy & Tree Management Policy

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: Manager Parks, Sport & Recreation

Proof reader(s): Team Leader Parks Open Space & Sportsfields

Approved by: Director of Infrastructure

Executive Summary

The Urban Forest is a core component of a broader Greening Shepparton vision to make Greater Shepparton more attractive, vibrant and liveable with well-connected green spaces that are valued by the community.

The development of Council's first Urban Forest Strategy involved the assessment of 28,000 trees in Shepparton, Mooroopna and Tatura. The data collected was essential to the analysis and development of the Urban Forest Strategy.

The strategy identifies a number of opportunities to make significant and legacy improvements to the Urban Forest. The tree audit highlights almost 6,000 vacant street tree sites across Shepparton, Mooroopna and Tatura. These vacant sites have room for more street trees or currently have no street tree. Planting at these sites will provide short term visual and social benefits and longer term environmental and economic benefits to the community.

The strategy also highlights our current contemporary management practices, which have been implemented to provide attractive tree lined streetscapes for the community.

The adoption of the Urban Forest Strategy will assist Council in managing the conceptual shift from dealing with trees on an individual basis, to managing trees as a collective and integrated canopy. Under this unified asset management approach, Council's tree population will be measured and managed according to an agreed set of targets and objectives.

Council's Tree Management Policy is a document which provides strategic direction on the management of trees within Greater Shepparton. The current document is out of date and a revised Policy is being presented for endorsement by Council.

RECOMMENDATION

That the Council:

1. adopt the Greater Shepparton Urban Forest Strategy 2017-2037; and
2. adopt the updated Tree Management Policy 31.POL1.

6. INFRASTRUCTURE DIRECTORATE

6.2 Greater Shepparton's Urban Forest Strategy & Tree Management Policy (continued)

Background

The urban forest is a core component of a broader Greening Shepparton vision to make Greater Shepparton more attractive, vibrant and liveable with well-connected green spaces that are valued by the community.

The urban forest in Greater Shepparton provides many benefits to the community, including a range of environmental, social and economic outcomes. The data collection and analysis of Greater Shepparton's urban forest highlights a diverse species and age profile of trees, an overall healthy population of trees, and a good distribution of trees with varying useful life expectancies (ULE).

Greater Shepparton is responsible for approximately 37,000 trees, in streets, parks and open spaces. Tree cover across Greater Shepparton is varied and there are differing issues such as aging tree population, hazardous trees, conflict with both private and public infrastructure, declining health, and limited planting opportunities in new developments.

The overall objectives of developing an Urban Forest Strategy were to;

1. Improve the quality and quantity of Greater Shepparton's tree population.
2. Provide and integrate a strategic and systemic planning process to optimise the urban forest.
3. Integrate the management of tree assets into the management of other public infrastructure.
4. Develop an holistic (Whole of Life Cycle) and proactive approach to the planting, maintenance, management, protection of, removal of and replacement of trees.
5. Educate and promote the benefits of the urban forest to the community.

The adoption of the Urban Forest Strategy will assist Council in managing the conceptual shift from dealing with trees on an individual basis, to managing the vegetation as a collective and integrated canopy. Under this unified asset management approach, Council's tree population will be measured and managed according to an agreed set of targets and objectives.

Consultation undertaken

The draft Urban Forest Strategy has undertaken a number of rounds of consultation with key stakeholders and the community including;

1. Executive workshop held on 1 June 2016.
2. Councillor workshop held on 5 July 2016.
3. Discussion Paper released for public comment in July/August 2016 which received 38 submissions.
4. Internal stakeholder workshop held on 30 November 2016 and included the following departments;
 - a. Strategic and Statutory Planning
 - b. Sustainability and Environment
 - c. Risk
 - d. Projects
 - e. Strategic Assets
 - f. Neighbourhoods
 - g. Works and Waste
 - h. Marketing and Communications
 - i. Parks, Sport and Recreation

6. INFRASTRUCTURE DIRECTORATE

6.2 Greater Shepparton's Urban Forest Strategy & Tree Management Policy (continued)

Results of the recent tree audit show for that a 10% a decade replacement will be sufficient until 2037, however between 2037 and 2047 we could see a 38% loss of trees across Greater Shepparton. This period will require additional resources and planning to manage.

Prioritising the 6,000 vacant sites will focus on areas of greatest social vulnerability. Research has shown that areas with very young children, older people who live on their own and residents who live in areas of social disadvantage are at most risk during heatwaves and therefore most likely to most benefit from increased tree planting.

The Urban Forest Strategy will provide a significant opportunity for Council to improve the visual amenity and attractiveness of our community, now and in the future.

Council Plan/Key Strategic Activity

Continue to develop plans for and commence implementation of streetscapes and town entrances.

Risk Management

No adverse risks anticipated to result during the development of the Urban Forest Strategy.

Policy Considerations

The adoption of the Urban Forest and Tree Management Policy will provide a clear framework for Council staff to manage Greater Shepparton's Urban Forest.

Financial Implications

In the draft 2017/18 budget allocation Council have allocated \$300,000 for tree renewal and replacements.

Legal/Statutory Implications

Legal and Statutory requirements have been determined as part of the strategy development.

Environmental/Sustainability Impacts

The urban forest plays a key part in supporting environmental principles and the development of this strategy will further enhance the environmental values across Greater Shepparton. The strategy will assist us to better understand and respond to the urban heat island effect which will have a positive impact on stakeholders in our urban environment. The adoption of the Urban Forest Strategy will support other Council initiatives to adapt to climate change.

Social Implications

Trees play a key part in creating a sense of place and are highly valued for health and wellbeing benefits to the community. Key principles of health and wellbeing, and social connections will be enhanced as part of this strategy. Increased canopy cover encourages people to walk and be active which has known benefits for physical and mental wellbeing. There are no adverse social impacts associated with this strategy.

8. CORPORATE SERVICES DIRECTORATE

8.1 Council Plan Progress Report

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: Team Leader Governance

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

In accordance with Section 125 of the *Local Government Act 1989*, Council developed and adopted a four year Council Plan. The Council Plan contains Key Strategic Objectives and Strategies to achieve those objectives.

This report provides details in relation to the Key Strategic Objectives identified in the 2013-2017 Council Plan and forms part of council's accountability framework which will see continued quarterly reporting on progress in relation to the achievement of the Council Plan. The report also includes progress made in achieving the Key Strategic Activities contained within the 2016/2017 Budget which will become Councils Performance Statement.

The Council Plan becomes the organisational focus for the development of Directorate and Business unit plans and ultimately the individual responsibilities of officers which are subsequently reflected in those officers annual appraisals.

Of the identified general actions for progress reporting in relation to measuring achievement, there has been significant progress made in relation to the delivery of actions against the Strategic Objectives within the Council Plan and the Strategic Activities from the budget.

RECOMMENDATION

That the Council note the Council Plan Progress Report March 2017 which provides details in relation to achieving the:

1. key strategic objectives identified in the Council Plan 2013-2017, and;
2. key strategic activities contained within the 2016/2017 Budget which will become Councils Performance Statement.

8. CORPORATE SERVICES DIRECTORATE

8.1 Council Plan Progress Report (continued)

Background

The 2013-2017 Council Plan identified Goals, Key Strategic Objectives and Strategies for implementation across the life of the plan.

Based on the outcomes of the community consultations, Council identified five strategic goals to describe what we are working towards in achieving the community's vision of a Greater Shepparton - Greater Future. As these goals explicitly align with the Municipal Public Health Planning Framework (Department of Health Services, 2001) with the emphasis on the built, social, economic and natural environments, the Council Plan also addresses the legislative requirements for the Municipal Health and Wellbeing Plan.

These five strategic goals are:

1. Active & Engaged Community (Social)
2. Enhancing the Environment (Environment)
3. Economic Prosperity (Economic)
4. Quality Infrastructure (Built)
5. High Performing Organisation (Leadership & Governance)

Council also identified Key Strategic Activities in adopting the 2016/2017 Annual Budget as activities specific to the 2016/2017 financial year.

Council Plan/Key Strategic Activity

High Performance Organisation (Leadership and Governance) - Ensure strong internal systems and processes to ensure best practice delivery of services for the community.

Risk Management

The management of risk will be undertaken through the regular reporting to Council and the community.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to report to Council and the community	Unlikely	Moderate	Moderate	Continue quarterly reports to Council

Policy Considerations

There are no policy considerations associated with this report.

Financial Implications

This report contains no financial implications, however many of the initiatives contained within the Council Plan have required Council to allocate funds in its 2016/2017 budget to provide the finances to continue implementation of the Council Plan.

Legal/Statutory Implications

This report complies with councils obligations to monitor and report on progress in relation to achieving the strategic objectives and strategies contained within the council plan. The provision of regular reporting, in addition to the Annual Report, provides an opportunity for Council and the community to consider the progress made towards achieving the targets set by Council when adopting their Council Plan.

8. CORPORATE SERVICES DIRECTORATE

8.1 Council Plan Progress Report (continued)

Environmental/Sustainability Impacts

The report contains no environmental/sustainability impacts, however many of the initiatives contained within the Council Plan are detailed that will improve the Greater Shepparton sustainability, both as an organisation and a municipality.

Social Implications

The report contains no social implications, however there are a number of initiatives contained in the council plan that are aimed at improving the social and liability of the Greater Shepparton communities and the wider municipality.

Economic Impacts

The report contains no economic impacts however there are a number of initiatives contained in the council plan that are aimed at improving the economic wellbeing of the Greater Shepparton municipality.

Consultation

Internal consultation occurs with the responsible officers regularly updating individual actions and the overall review of all plans by the Executive Team. Community consultation is achieved by publishing this report, including it on Councils website and as part of Councils meeting agenda.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	Council Meeting Minutes Council Website

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The Council Plan 2013-2017 plays a pivotal role in the delivery of the short term plans and aspirations of council and the community whilst following the long term strategies of Greater Shepparton 2030.

b) Other strategic links

The Council Plan supports the short term direction of the organisation (4 years) and provides a linkage to the strategies developed and or implemented over the duration of the plan.

Conclusion

This report updates progress against achieving the Key Strategic Objectives contained within the 2013-2017 Council Plan and the Key Strategic Activities contained within the 2016/2017 Budget.

Attachments

Council Plan Progress Report | January - March 2017

8. CORPORATE SERVICES DIRECTORATE

8.2 April 2017 Monthly Financial Report

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: Team Leader Corporate Accounting

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for the 10 months ended 30 April 2017.

RECOMMENDATION

That the Council receive and note the April 2017 Monthly Financial Report.

Background

The 2016/2017 Budget was adopted at the Ordinary Council Meeting held 21 June 2016. The 2016/2017 Budget provided for an operating surplus of \$13.81 million with revenue of \$130.31 million and expenditure of \$116.74 million. The 2016/2017 Budget also provided for capital works of \$45.49 million.

On 14 September 2016, Council adopted the 2016/2017 Q1 Adopted Forecast with an accounting surplus of \$13.1 million which is \$0.47 million less than the 2016/2017 Adopted Budget. The capital works program of \$42.03 million are forecast to be expended during the 2016/2017 financial year which is a decrease of \$3.45 million from the Adopted Budget.

On 21 February 2017, Council adopted the 2016/2017 Q2 Adopted Forecast with revenue of \$127.93 million, expenditure of \$115.99 million and an accounting surplus of \$11.94 million. The forecast decrease in accounting surplus of \$1.16 million was mainly due to \$4.08 million decrease in User Fees at Cosgrove Landfill which has been partly offset by decreases in operating expenses including a reduction in the EPA Levy payable and employee benefits due to staff vacancies. The 2016/2017 Q2 Adopted Forecast also included \$42.03 million in capital works, which is holding steady from the Q1 Adopted Forecast.

On 18 April 2017, Council adopted the 2016/2017 Q3 Adopted Forecast with revenue of \$129.03 million, expenditure of \$115.25 million and an operating surplus of \$13.78 million. The forecast increase in operating surplus of \$1.84 million was largely due to a decrease in materials and services (reduced Cosgrove Landfill EPA levy charges) and a decrease in employee costs due to staff vacancies. The 2016/2017 Q3 Forecast Review also provided for \$42.06 million in capital works compared to the Q2 Adopted Forecast Review of \$42.03m.

8. CORPORATE SERVICES DIRECTORATE

8.2 April 2017 Monthly Financial Report **(continued)**

Council's actual financial performance compared to the budget is presented to Council on a monthly basis.

The April 2017 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

- Operating Performance
- Capital Works Performance
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement

Council Plan/Key Strategic Activity

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2013-2017*.

Council Plan/Key Strategic Activity

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2013-2017*.

Risk Management

There are no risks identified in providing this financial report.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

Section 137 of the *Local Government Act 1989* provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition Section 138 requires that at least every 3 months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public. This report satisfies that requirement.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts associated with this report.

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic implications in providing this financial report.

8. CORPORATE SERVICES DIRECTORATE

8.2 April 2017 Monthly Financial Report **(continued)**

Consultation

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

Conclusion

The report provides details of Council's financial performance compared to the budget for ten months ended 30 April 2017.

Attachments

April 2017 - Monthly Financial Statements

8. CORPORATE SERVICES DIRECTORATE

8.3 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - April 2017

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: Contracts and Procurement Analyst

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

To inform the Council of the status of requests for tenders that have been advertised and contracts yet to be awarded.

RECOMMENDATION

That the Council note the publicly advertised contracts awarded by the Chief Executive Officer and Directors under delegated authority and tenders that have been advertised but not yet awarded.

Tendered Contracts Awarded under Delegated Authority by Chief Executive Officer

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1743	Cosgrove Landfill - GITA and CQA	Lump Sum and Schedule of rates contract for the provision of geotechnical inspection and testing.	\$315,810.00	SMEC Aust Pty Ltd

Tendered Contracts Awarded under Delegated Authority by Directors

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1723	Provision of Lake Bartlett Shared Path and Drainage	Lump sum Contract for Lake Bartlett Shared Path and Drainage	\$87,000	Jarvis Delahey Contractors Pty Ltd
1755	Cosgrove 3 Landfill – Construction of Perimeter Fencing	Lump sum contract for the erection of perimeter fencing at Cosgrove landfill.	\$134,733.50	Ertech Pty Ltd

8. CORPORATE SERVICES DIRECTORATE

8.3 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - April 2017 (continued)

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1779	Quotation For Cosgrove 2 Cell 4 Lift 3 – Construction of Clay Liner	Lump sum contract for Construction of Clay Liner	\$120,710.70	Ertech Pty Ltd
1777	Provision of lighting upgrades at the Edward St public car parks (G.L.U.E)	Lump sum contract for the upgrade of the Edward St public car parks (G.L.U.E.)	\$50,830.00	Watters Electrical

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1760	Provision of Drainage Maintenance Services	Schedule of Rates Contract for Provision of Drainage Maintenance Services for a period of three (3) years with provision for a One (1) year extension	Tender closed 15 March. Tenders currently under evaluation.
1717	Panel of Suppliers - Onsite Crushing of Recycled Concrete & Bricks	Schedule of rates panel contract for the provision of onsite Crushing of Recycled Concrete & Bricks. Three year (3) contract with the provision for 2 (1) year extensions.	Tender closed on 23 November 2016. The tender forms part of the May Ordinary Council Meeting Agenda.
1705	Deakin Reserve Female Change Facilities	Lump sum contract for construction of the Deakin Reserve Female Change Facilities	Tender closed on 29 March Tenders currently under evaluation.
1758	Design and Construct Shade Structures for park playgrounds	Lump sum contract for construction of shade structures.	Tender closed 7 April . Tenders currently under evaluation.
1780	Provision of Banking Services	Lump sum contract for provision of banking services.	Tender closed 12 April. Tenders currently under evaluation.

8. CORPORATE SERVICES DIRECTORATE

8.3 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - April 2017 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1775	Design of Wastewater Treatment Improvements at Shepparton Sale Yards	Lump sum contract for Design of Wastewater Treatment Improvements at Shepparton Sale Yards.	Tender closed 12 April. Tenders currently under evaluation.
1700	Provision of Tree Planting and Establishment Services	Schedule of rates contract for the Provision of Tree Planting and Establishment Services	Tender closed on 29 March. The tender forms part of the May Ordinary Council Meeting Agenda.
1784	Electric Vehicle Feasibility and Business Case	Lump sum contract for a feasibility study for Electric Vehicle Business Case.	Tender closes on 17 May.
1445	North Growth Corridor Drainage and Landscape Design Works	Lump sum contract for design works for North Growth Corridor Drainage and Landscape Design Works.	Tender closed on 12 May.
1788	Asphalt Renewal of Shepparton BMX Track Berm	Lump sum contract for Asphalt Renewal of Shepparton BMX Track Berm.	Tender closed on 5 May.
1786	Provision of Home Maintenance and Modification Services	Lump sum contract for a panel of suppliers for the Provision of Home Maintenance and Modification Services 1 year contract with the provision for a 1 year extension.	Tender closes on 17 May.

Policy Considerations

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$400,000 excluding GST.

The Council through the *Exercise of Delegations Policy* has delegated authority to the Directors to approve a contract up to the value of \$150,000 for goods and services and \$200,000 for works.

8. CORPORATE SERVICES DIRECTORATE

8.3 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - April 2017 (continued)

Legal/Statutory Implications

Section 186 of the *Local Government Act 1989* (the Act) establishes the requirements for tendering and entering into contracts.

Section 186(1) of the Act requires that before Council enters into a contract for the purchase of goods or services to the value of \$150,000 or more, or for the carrying out of works to the value of \$200,000 or more, it must give public notice of the purpose of the contract and invite tenders or expressions of interest from any person wishing to undertake the contract.

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature.

The report details the publicly advertised contracts awarded by the Chief Executive Officer under delegated authority and the status of requests for tenders that have not yet been awarded during the period 1 April to 28 April 2017.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Goulburn Broken Greenhouse Alliance Memorandum of Understanding

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: Team Leader Sustainability and Environment

Proof reader(s): Manager Environment

Approved by: Director Sustainable Development

Executive Summary

The Goulburn Broken Greenhouse Alliance (the Alliance) is an alliance of 8 councils in the Goulburn Broken region and the Goulburn Broken CMA working in partnership on regional responses to climate change. The City of Wodonga, the Rural City of Wangaratta and the Shire of Indigo have indicated they will become full paying members subject to endorsement from their respective Council's effective July 1 2017.

Greater Shepparton City Council has a long history of commitment to the Alliance as one of the founding members in 2007.

The Alliance was formalised in 2010 under the auspicing support of the group known as the Goulburn Valley Waste and Resource Recovery Group (GVWRRG) (formerly Resource GV). In 2012 changes to the State legislation meant the GVWRRG is no longer legally able to auspice the Alliance. Following exhaustive investigation of options available since 2012, the Alliance agreed auspicing by a member council was deemed to be the most cost efficient and effective means of moving forward. In October 2016, Greater Shepparton City Council's Executive Leadership Team agreed to auspice the Alliance for a four year term on the basis of cost recovery for service delivery.

This significant change has resulted in updates to the existing Alliance Memorandum of Understanding (MoU).

The attached updated Alliance MoU will enable the Alliance to continue to function and remain effective over the next four years under the new auspicing structure.

RECOMMENDATION

That the Council:

1. endorse the update Memorandum of Understanding (MoU) between the Goulburn Broken Greenhouse Alliance and Greater Shepparton City Council
2. note that the MoU will come into force on 1 July 2017 and expire on 30 June 2021
3. authorise the Chief Executive Officer to sign the updated Memorandum of Understanding on Council's behalf.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Goulburn Broken Greenhouse Alliance Memorandum of Understanding (continued)

Background

The Goulburn Broken Greenhouse Alliance (GBGA) was established in 2007 to promote and support regional action on climate change. Members are currently the Goulburn Broken Catchment Management Authority and eight municipalities including Benalla Rural City Council, Greater Shepparton City Council, Mansfield Shire Council, Mitchell Shire Council, Moira Shire Council, Murrindindi Shire Council, Strathbogie Shire Council and Campaspe Shire Council.

Since 2014, The Rural City of Wangaratta has been an associate (non-paying and non-voting) member of the Alliance. In 2015, the Shire of Indigo joined as an associate member followed by the City of Wodonga in 2016. This agreement expires June 30 2017. All councils have indicated they will sign the new MoU and become full Alliance Members subject to endorsement by their respective Council's. This will increase the membership from 8 councils to 11 and cover the Goulburn Broken region as well as part of the North East region.

The eight founding councils and supporting agencies have worked together to establish the GBGA. Such cooperation is typical of the way that environmental management has been approached in the Goulburn Broken catchment for many years and contributes to what makes it a distinct and renowned area of Victoria.

Over the past seven years (2010-17) the Alliance has developed into a highly effective and well governed organisation which has consistently achieved regional scale action on climate change. Major projects delivered and currently under delivery include;

- Electric Vehicle Feasibility and Business Case
- Regional Climate Change Adaptation Plan
- Goulburn Broken Regional Sustainability Training
- Watts Working Better
- Climate Smart Agricultural Development

Total value of the above projects exceeds \$5.5 million. When contrasted with the cumulative value of membership contributions of ~\$390,000 of the last seven years the return to members on every \$1 dollar invested in the Alliance has been \$13.

From 2010 - 2015 the Alliance has operated as a special committee of the now defunct Resource GV, with executive support from an Executive Officer and corporate oversight from the board of Resource GV. Membership to the Alliance is governed by a four year MoU and a set of operational rules. Collectively this structure has functioned well and provided appropriate structure and guidance for the Alliance to deliver on its strategic plan.

Changes to the Victorian State legislation, EPA Act 1970, governing the Victorian Waste Groups including the former Resource GV fundamentally changed the operating environment of the state waste groups. For the Alliance this meant that its auspicing group Resource GV ceased.

In response to the winding up of Resource GV and the establishment of its successor, the Goulburn Valley Waste and Resource Recovery Group (GVWRRG), the Alliance undertook a series of investigations to determine future governance arrangements. The two reports 'Future Directions Paper' of May 2014 and the 'Nolan Report' of October 2014 both helped define the future direction of the Alliance's governance.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Goulburn Broken Greenhouse Alliance Memorandum of Understanding (continued)

In 2015, the MoU and Rules for Operation were changed to reflect the new arrangements for the two year interim period. During this time, the Alliance has investigated the arrangements for the period 2017 – 2021. All agreed to proceed with a member council auspice arrangement. Greater Shepparton City Council has offered to auspice the Alliance for this period. This was endorsed by the Executive Leadership team in October 2016.

Effective from the endorsement date of the attached MoU, the Alliance will operate as a membership based unincorporated association with ongoing auspicings support from the Greater Shepparton City Council.

Council Plan/Key Strategic Activity

Goal 1: Active and Engaged Communities

Objective 1: Continue to enhance Community Capacity Building

Objective 3: Ensure liveability options are always considered in our decision making activities

Objective 4: Provide sustainable community services to our community

Goal 2: Enhancing the Environment (Natural)

Objective 1: Ensure that the environment is a major priority in planning for the future

Goal 3: Economic Prosperity (Economic)

Objective 1: Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry

Goal 4: Quality Infrastructure (Built)

Objective 2: Ensure the community has access to appropriate transportation infrastructure

Objective 3: Encourage sustainable municipal growth and development

Goal 5: High Performing Organisation (Leadership and Governance)

Objective 1: Develop and implement best practice communication strategies

Objective 2: Develop stronger relationships between council and State and Federal Governments, local government sector and non-government partnerships to enhance the position of Greater Shepparton City Council

Risk Management

There are no anticipated risks associated with signing the MoU. The previous MoU had been reviewed by Shepparton based Dawes & Vary Riordan in 2012 and included the review of the operational and governance elements of the MoU against relevant legislation (including EPA Act 1970) and departmental advice.

Recommendations from Dawes & Vary Riordan have been incorporated into the MoU to satisfy risk elements associated with indemnity of members, insurance and roles and responsibilities of the auspicings body.

The only recent changes have been to recognise Greater Shepparton City Council as the auspice body and remove references to the GVWRRG. Governance has also reviewed and approved the document.

Policy Considerations

There are no conflicts with current Council policies.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Goulburn Broken Greenhouse Alliance Memorandum of Understanding (continued)

Financial Implications

Council's contribution to the alliance is as outlined below:

- The 2017/18 FY contribution is \$25,346 which has been allocated in the 2017/18 budget.
- The 2018/19 FY Contribution is 2017/18 + rates capping indexation.
- The 2019/20 FY Contribution is 2018/19 + rates capping indexation.
- The 2020/21 FY Contribution is 2019/20 + rates capping indexation.

Other members contributions are outlined the following table:

Current members	Current + new members @\$0.40/head	
Financial Year	17-18	
Benalla Rural City Council	\$	5,398
Campaspe Shire Council	\$	14,699
Greater Shepparton City Council	\$	25,346
Mansfield Shire Council	\$	3,320
Mitchell Shire Council	\$	15,657
Moira Shire Council	\$	11,528
Murrindindi Shire Council	\$	5,477
Strathbogie Shire Council	\$	3,930
GBCMA**	\$	5,125
current members sub total	\$	90,481
Indigo Shire Council	\$	6,172
Rural City of Wangaratta Council	\$	10,826
City of Wodonga Council	\$	15,424
Hume DELWP**	\$	10,000
NECMA**	\$	5,000
new members sub total	\$	47,422
Total	\$	137,903

Legal/Statutory Implications

The recommendations contained within this report comply with the Local Government Act.

Although there are no direct legislative implications in relation to Council's membership of the Alliance, this membership positions and enables council to respond to legislative/policy changes.

The Victorian Government has updated the Victorian Climate Change Act 2010, and the Victorian Climate Change Action Plan. Both documents heavily reference Local Government as a key change agent for meeting the ambitious targets set to reduce greenhouse gas emissions and for renewable energy generation.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Amendment C195 - Investigation Area 3 (Rezoning to the Urban Growth Zone) - Adoption of Amendment

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.

Councillors' Community Interaction and Briefing Program

From 1 April 2017 to 30 April 2017, some or all of the Councillors have been involved in the following activities:

Heritage Advisory Committee Meeting
 Inland Rail Forum
 Future Voices | Building a New Generation - Governance & Volunteering Building Block Seminar
 Citizenship Ceremony
 Investing in Youth Employment Breakfast
 Rotary Car Show
 Probus of Rodney | Mooroopna
 Greater Shepparton - Population Policy Taskforce Meeting
 SSM Ordinary Meeting
 La Trobe University Shepparton - Graduation Luncheon
 New Course Launch - Certificate III in Dental Assistance
 'Confidential' Commonwealth Bid Games – "Greater Victoria 2030" Announcement
 Launch | Nine News - Border North East
 Shepparton Aerodrome Advisory Committee
 Shepparton Villages | Sod Turning and Giving Tree Launch
 Audit and Risk Management Committee
 Community Leadership Program Launch
 Best Start Early Years Partnership Meeting
 'Confidential' | SAM Design Announcement
 Luncheon | Chinese Investors & RDV
 Arts Exhibition for People with Disabilities
 Small Town Catch Up | Katandra
 Pre-Show reception | 'Dracula'
 Sri Lankan New Year Festival
 2017 Cultural Heritage Awards
 Media Announcement | Murray League Grand Final 2017
 Goulburn Valley Grammar School's Annual Anzac Service
 Mooroopna ANZAC Day Service
 Murchison ANZAC Day Dawn Service
 Shepparton Dawn Service
 Shepparton ANZAC Day Service
 Dookie RSL ANZAC Day Commemoration Service
 Tatura ANZAC Day March and Service
 Local Government Mayoral Advisory Panel | Meeting
 Shepparton Education Plan Roundtable | The Hon James Merlino
 Regional Cities Victoria Meeting
 Opening - GO TAFE Careers Day Out Event

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

Goulburn Valley Regional Library | Board Meeting
Sports Hall of Fame Committee Meeting
PIZZEY | Tennis Event

RECOMMENDATION

That the summary of the Councillors' community interaction and briefing program be received.

Attachments

Nil

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors

Shepparton Art Museum Advisory Committee Meeting Wednesday 29 March 2017		
Councillors:	Cr Chris Hazelman	
Officers:	Rebecca Coates, Jessica Solty	
Matter No.	Matters discussed	Councillors Present for Discussion
Actions from previous meeting	SAM Collection Development Policy revision	Cr Chris Hazelman
1.	Apologies & opening of meeting	Cr Chris Hazelman
2.	Conflict of Interest items on agenda	Cr Chris Hazelman
3.	Confirmation of previous Meeting Minutes - 15 February 2017	Cr Chris Hazelman
4.	Appointment of New Members & revision of the SAM Advisory Committee Terms of Reference	Cr Chris Hazelman
5.	Acquisitions – cultural gifts, donations, acquisitions	Cr Chris Hazelman
6.	SAM Director's Report – 80 Years of SAM, Freshwater exhibition, Education & Public Programs	Cr Chris Hazelman
7.	Friends of SAM President - Friends of SAM Inc. Report – Fundraising and events coming up	Cr Chris Hazelman
8.	Community Directorate report – New SAM	Cr Chris Hazelman
9.	Other matters – change of May meeting date	Cr Chris Hazelman
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

Development Hearings Panel – 30 March 2017		
Councillors:	Councillor Adem	
Officers:	Johann Rajaratnam, Elke Cummins, Ronan Murphy, Andrew Dainton, Tim Watson, Braydon Aitken and Steve Bugoss	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Planning application 2016-277 – 545 Archer Road, Kialla – Earthworks for a raised pad and channel relocation in the Rural Living Zone, Land subject to Inundation Overlay and Floodway Overlay.	Cr Adem
2	Planning application 2016-189 – 10 Orchard Court and 275 Old Dookie Road, Grahamvale – Multi lot low density residential subdivision	Cr Adem
3	Planning application 2015-333/C – 617-619 Wyndham Street, Shepparton - To use and develop land for a child care centre, buildings and works in Floodway Overlay and Land Subject to Inundation Overlay, creation of access to a Road Zone Category 1, a two lot subdivision and creation of a carriageway easement	Cr Adem
4	Planning application 2016-468 – 2 Garley Nook, Shepparton North – variation of a restrictive covenant	Cr Adem
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

CEO and Councillor Catch Up – 4 April 2017		
Councillors	Cr Dinny Adem, Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Place Manager – Maude Street Mall	Cr Adem Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Murray Darling Association	Cr Adem Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	Mall Representation	Cr Adem Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Radio Australia	Cr Adem Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

16. ASSEMBLIES OF COUNCILLORS
16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Leeton Sister City	Cr Adem Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
6.	Legal Cases	Cr Adem Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
7.	Commonwealth Games Consultant	Cr Adem Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

Councillor Briefing Session – 28 March 2017		
Councillors	Cr Dinny Adem, Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer	
Officers:	Peter Harriott, Steve Bowmaker, Chris Teitzel, Kaye Thomson, Majenta Rose, Matt Jarvis, Janelle Bunfield, Sharlene Still, Rebecca Good, Colin Kalms, Grace Docker, Michael MacDonagh, Vin O’Brien, John Lloyd and Marianne Conti (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	2017/18 Draft Budget - Loan Modelling Scenarios	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
2.	2018 General Valuation	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
3.	Review of Investment and Cash Management Policy and review of Rates Rebates for Retail Land Occupied by Charitable Organisation Policy	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
4.	Councillor Expenses and Entitlements Policy	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
5.	Draft Urban Design Framework: Shepparton North and South Business Areas (Addendum) 2017 - endorse and release for public comment	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
6.	Adoption of Amendment C188 to the Greater Shepparton Planning Scheme (Shepparton North Growth Corridor)	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer
7.	Coroner Report Recommendations	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer

16. ASSEMBLIES OF COUNCILLORS
16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Deakin Reserve Advisory Committee Appointment of Committee members	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Summer
9.	Road Management Plan	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	Nil

Councillor Briefing Session – 11 April 2017

Councillors	Cr Dinny Adem, Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Sharlene Still, Fiona LeGassick, Matt Innes-Irons, Colin Kalms, Zoe Kemp, Fiona Le Gassick, Matthew Jarvis, Majenta Rose and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Council Plan	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	2017/2018 Shepparton Show Me Budget	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Passenger Rail	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Maude Street Mall	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Victoria Park Lake Caravan Park	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
6.	Draft Budget 2017/18	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
7.	March 2017 Monthly Finance Report	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
8.	2016/2017 Quarter 3 Forecast Review	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton

16. ASSEMBLIES OF COUNCILLORS
16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
9.	Review of Draft Agenda – 18 April 2017 Ordinary Council Meeting	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer Cr Sutton
10.	Off Leash Dog Park Advisory Committee	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

CEO and Councillor Catch Up – 4 April 2017

Councillors	Cr Dinny Adem, Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	China – Regional Approach to Exporting	Cr Adem Cr O’Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Hospital – Stage 2	Cr Adem Cr O’Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Multideck Car Park	Cr Adem Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	SAM Location	Cr Adem Cr O'Keeffe Cr Abdullah Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 18 April 2017		
Councillors	Cr Dinny Adem, Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dennis Patterson, Cr Shelley Sutton	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Greg McKenzie, Sharon Terry, Elke Cummins, Grace Docker, Heath Chasemore, Tim Zak, Daniella Rosa, Eric Frescher, Dylan Hesselberg and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Goulburn Valley Library Corporation - Presentation	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Sutton
2.	Goulburn Broken Greenhouse Alliance Memorandum of Understanding	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Sutton

16. ASSEMBLIES OF COUNCILLORS

16.1 Record of Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Amendment C195 - Investigation Area 3 (Rezoning to the Urban Growth Zone) - Adoption of Amendment	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Sutton
4.	Greater Shepparton's Urban Forest Strategy & Tree Management Policy	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Sutton
5.	Southdown Street Shepparton - Road Dust Issues	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Patterson Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

RECOMMENDATION

That the Council note the record of Assemblies of Councillors.

17. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA

18. PUBLIC QUESTION TIME

19. CONFIDENTIAL MANAGEMENT REPORTS

19.1 Designation of Confidentiality of Information – Report Attachments

RECOMMENDATION

In accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) the Council designates as confidential all documents used to prepare the following agenda items:

1. Report 6.1: Contract No 1717 - Provision of a Panel of Suppliers - On-site Crushing of Recycled Concrete and Bricks;
2. Report 6.4: Contract No 1700 - Tree Establishment & Planting;

designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act. These documents relate to contractual matters, which are relevant grounds applying under sections 89(2) of the Act.

19.2 Designation of Confidentiality of Information

RECOMMENDATION

That pursuant to sections 89(2)(a)(d) of the *Local Government Act 1989* the Council meeting be closed to members of the public for consideration of a confidential item.

19.3 Chief Executive Officer Performance Review

19.4 Reopening of the Council Meeting to Members of the Public