

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 20 NOVEMBER, 2018
AT 5.30

IN THE COUNCIL BOARDROOM

COUNCILLORS:

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

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
TO BE HELD ON
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**CHAIR
CR KIM O'KEEFFE**

INDEX

1. ACKNOWLEDGEMENT	1
2. PRIVACY NOTICE	1
3. APOLOGIES	1
4. DECLARATIONS OF CONFLICT OF INTEREST	1
5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	1
5.1 Confirmation of Minutes of Previous Meetings	1
6. PUBLIC QUESTION TIME	1
7. DEPUTATIONS AND PETITIONS.....	2
7.1 Petition - Joe Ford Drive, Tatura	2
8. MANAGEMENT REPORTS FROM THE INFRASTRUCTURE DIRECTORATE	3
8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park	3
9. MANAGEMENT REPORTS FROM THE COMMUNITY DIRECTORATE	6
9.1 Flats Signage - Wilmot Road Primary School Request	6
9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities	12
9.3 Youth Strategy and Action Plan 2019-2022.....	16
10. MANAGEMENT REPORTS FROM THE CORPORATE SERVICES DIRECTORATE	22
10.1 Appointment of Acting Chief Executive Policy	22
10.2 October 2018 Monthly Financial Report	24
10.3 Revocation of Special Rates and Charges Policy.....	26
10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services	28
10.5 Chief Executive Officer - Professional Development	31
10.6 Contracts Awarded Under Delegation	33
11. MANAGEMENT REPORTS FROM THE SUSTAINABLE DEVELOPMENT DIRECTORATE	37
11.1 Awarding of Heritage Grants 2018/19	37
11.2 Amendment C168 (Toolamba Township Expansion)	43
12. REPORTS FROM COUNCILLORS	49
13. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES	49
14. NOTICE OF MOTION, AMENDMENT OR RESCISSION	49
15. DOCUMENTS FOR SIGNING AND SEALING	49
16. COUNCILLOR ACTIVITIES	50
16.1 Councillors Community Interaction and Briefing Program	50

17. ASSEMBLIES OF COUNCILLORS.....	52
17.1 Assemblies of Councillors.....	52
18. URGENT BUSINESS NOT INCLUDED ON THE AGENDA	66
19. CONFIDENTIAL MANAGEMENT REPORTS	66
19.1 Designation of Confidentiality of Information – Report Attachments	66

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 (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Almost Certain (5) Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
Likely (4) Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
Possible (3) Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
Unlikely (2) It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
Rare (1) May occur only in exceptional circumstances (i.e. within 10 years)	LOW	LOW	LOW	MEDIUM	HIGH

Extreme Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation

High Intolerable – Attention is needed to treat risk.

Medium Variable – May be willing to accept the risk in conjunction with monitoring and controls

Low Tolerable – Managed by routine procedures

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. PRIVACY NOTICE

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

All care is taken to maintain your privacy; however as a visitor in the public gallery, it is assumed that your consent is given in the event that your image is broadcast to the public. It is also assumed that your consent is given to the use and disclosure of any information that you share at the meeting (including personal or sensitive information) to any person who accesses those recordings or Minutes

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 16 October 2018 and the Special Council Meeting held 7 November 2018 as circulated, be confirmed.

6. PUBLIC QUESTION TIME

7. DEPUTATIONS AND PETITIONS

7.1 Petition - Joe Ford Drive, Tatura

Summary

A petition containing 36 signatures was received from residents in Joe Ford Drive, Tatura in relation to the removal and replacement of Council fruiting ornamental pear trees due health and safety concerns of residents.

RECOMMENDATION

That the Council receive and note the petition relating to pear trees in Joe Ford Drive, Tatura.

Attachments

Nil

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park

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: Coordinator Property

Proof reader(s): Manager Strategic Assets

Approved by: Director Corporate Services

Executive Summary

The contract for the Management of the Victoria Lake Caravan Park expires on 31 December 2018. Council has advertised for a new contractor to take over management of the caravan park on 1 January 2019 for a period of three years with options of two additional one year extensions. Council received two submissions and Innoviv Pty Ltd is the preferred tenderer with an estimated contract value of \$927,838 for the three year contract.

RECOMMENDATION

That the Council:

1. accept the tender submitted by Innoviv Pty Ltd ATF Chapman Family Trust of 19 Bay Road, Victor Harbor for Contract No. 1903 Management Services of Victoria Lake Caravan Park for the Lump Sum price of \$927,838 (including GST) which includes:
 - 1.1 - a three year period, plus \$30 cabin clean per departure (estimated \$44,175 for three years)
 - 1.2 - a 3.5% annual increase for a three year period;
 - 1.3 - the option of two additional one year terms at Council's discretion;
2. authorise the Chief Executive Officer to sign and seal the contract documents;
3. authorise the Chief Executive Officer to award each of the two contract extensions, if granted.

Contract Details

This is a lump sum contract for Management of the Victoria Lake Caravan Park (VLCP) for a period of three years from 1 January 2019 until 31 December 2021 with an option of two additional one year periods at Council's discretion.

The scope of the contract includes the day to day management and operation of the caravan park including taking bookings, allocation of sites, collecting and banking payments and maintaining appropriate staff levels.

Council had previously advertised the tender for this service under Contract 1878 in July 2018, but received no conforming tenders. After seeking feedback from the market in relation to the content of the Contract 1878 tender, further information about the VLCP was provided in Contract 1903 and this has resulted in a positive response.

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park (continued)

Tenders

Tenders were received from:

Tenderers
Belgravia PRO Pty Ltd
Innoviv Pty Ltd

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager	Strategic Assets
Coordinator Property	Strategic Assets
Director	Corporate Services
Procurement Advisor	Contracts & Procurement

Both tenders included information relating to quality, OH&S and environmental management systems at a relatively high standard, consistent with the expectations for this industry.

Both companies have substantial experience in managing similar contracts for other caravan park sites. Innoviv are the smaller enterprise and are currently focussed solely on caravan and holiday park management, with the company's Director playing a hands-on role in the business management of the parks. Belgravia PRO is a larger enterprise that has added caravan and holiday park management to its portfolio of leisure facility management contracts.

Neither company is based locally.

Innoviv's pricing submission was not a straight lump sum offering, but included additional unit rates for cleaning of cabins. To develop an estimated total lump sum for inclusion in the assessment calculations, an assumption has been made regarding the expected utilisation of cabins annually (\$44,175 for the three year term).

Company references were checked and positive feedback was received in all instances. Council also received a Corporate Scorecard on the tenderers which revealed no significant items.

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Experience	25%
Quality & OH&S Systems	5%
Environmental Sustainability	10%
Benefit to Local Region	10%

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park (continued)

Council Plan/Key Strategic Activity

The appointment of the Management Contract for Victoria Lake Caravan Park links to the following objectives in the Council Plan 2017-2021:

4.2 Urban and rural development is sustainable and prosperous.

4.4 Quality infrastructure is provided and maintained to acceptable standards

4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

No moderate or extreme risks are associated with the awarding of this contract. There is a low reputational and financial risk that the appointed manager negatively impacts on the performance of the VLCP. However this is mitigated by the fact that both tenderers are experienced, reputable providers in this market.

Policy Considerations

The tender process was carried out in accordance with Council's procurement policy.

Financial Implications

The tendered amount by Innoviv is \$927,838 for the three year term including GST plus a \$30 cabin clean per booking (estimated \$44,175 for the three year term). This amount is not as much as what we are paying our current management contract (\$990,000).

Legal/Statutory Implications

Tender process has been carried out according to the requirements of *Section 186* of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

No environmental or sustainability impacts have been identified for this proposal. The management of the VLCP will be carried out in accordance with the terms and conditions specified in the contract.

Strategic Links

a) Greater Shepparton 2030 Strategy

This proposal does not conflict with any points of the Greater Shepparton 2030 Strategy.

b) Other strategic links

Nil

Conclusion

Innoviv Pty Ltd is the highest scoring tender as evaluated by the selection criteria.

The evaluation panel is satisfied that Innoviv Pty Ltd has the capability to successfully perform the requirements of the contract and should represent a good value outcome for Council. Therefore it is recommended that Council appoint Innoviv Pty Ltd as managers of the Victoria Lake Caravan Park for the next 3 to 5 years.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request

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: Project Administration Officer

**Proof reader(s): Team Leader Community Strengthening,
Manager Neighbourhoods**

Approved by: Director Community

Executive Summary

On Tuesday 12 June 2018 grade 5 and 6 students from Wilmot Road Primary School presented to Councillors the idea of the installation of directional signage to The Flats.

The students proposal was for Council to install signage at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, and for additional signage to be placed at the beginning of the walk out of Kidstown, leading to the path of the Yanha Gurtji Shared Pathway. Students believe that there is inadequate signage currently in place and that this is a missed opportunity for all who live and visit Greater Shepparton.

The year 5 and 6 students recognise that this area has very high importance to the history and cultural heritage of the Yorta Yorta First Nations Peoples. As a sign of respect and to further increase the general public knowledge of this place, students believe that extra signage will identify this area to local residents and outside visitors to Shepparton/Mooroopna.

RECOMMENDATION

That the Council:

1. install directional signage titled 'The Flats' at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, with appropriate approvals from Regional Roads Victoria and the Yorta Yorta Nation Aboriginal Corporation;
2. install directional signage titled 'The Flats' at the beginning of the walk at the Kidstown site, leading to the path of the Yanha Gurtji Shared Pathway, with appropriate approval from the Yorta Yorta Nation Aboriginal Corporation;
3. approve the budget allocation of \$4,400 (including GST).

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request (continued)

Background

The Flats is a significant area located alongside the river between Shepparton and Mooroopna. The Flats became home to many Aboriginal people after the Cummeragunja Walk Off that occurred in 1939.

The Flats has cultural and historical significance and in 2013 interpretive signage was placed on site following extensive consultation with Yorta Yorta family members.

This interpretive signage was installed as part of the RiverConnect project, and depicts the history and events of significance that occurred at The Flats. Signage has been placed at intervals along the pathway that winds through The Flats, and highlights individuals who made a difference in the community both locally and nationally.

However, currently there is no signage on the Causeway that directs motorists to The Flats walk. Similarly, currently there is no signage at Kidstown directing people to the start of the walk.

During their presentation to Council students indicated the lack of signage was a lost opportunity to acknowledge and promote the significant site of The Flats.

The students spoke in their own words about what The Flats means to them, and their reasons why the directional signage is needed:

Bella said: “My Aboriginal people are important. That’s why we need to put a sign up on the Causeway. I am a Yorta Yorta girl and I will be proud to see a sign up.”

Farzana said: “If our town has signs to The Flats it will be a simple way to let people know about this historical place. A sign on how to get to The Flats will help visitors to our town to find out some cultural information about our local Indigenous people.”

Mortada said: “A simple sign will promote harmony and be great for tourism...”

Isiah said: “A sign...will show that Greater Shepparton Council respects the local history and culture of my people.”

After studying and visiting the area students recognised the need for a sign to be erected at the beginning of the walking track leaving Kidstown. This track out of Kidstown connects to the sealed share pathway called the Yanha Gurtji. This shared pathway leads to the ‘Flats’ area.

Students are also recommending that a second sign be erected at the intersection of the Ross-Edwards Causeway (Midland Highway) and the entrance to Kidstown. At present there is a place of interest, tourist sign however the beginning of the walking path from Kidstown connecting the ‘Flats’ is not on this existing sign. Traffic only has exposure to signage to Kidstown.

Council Officers have since met with the students and teachers to discuss the proposal in more detail, and to outline the processes Council would undertake should directional signage be installed. This included considerations such as Regional Roads Victoria permission, timeframes, costs, risk management, and the Councillor approval process.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request (continued)

The students also wrote their own recommendation to Council:

“Year 5/6 Wilmot Road Primary School students are recommending that extra signage be constructed for the historical and cultural place of interest called the ‘Flats’.

The students and teachers have also written to the Yorta Yorta Nation Aboriginal Corporation to advise them of their idea and to seek their support, guidance, and permission.

The students’ proposal was for Council to install signage at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, and for 2 additional directional signs to be placed at the beginning of the walk out of Kidstown, leading to the path of the Yanha Yahna Gurtji Shared Pathway. Students believe that there is inadequate signage currently in place and that this is a missed opportunity for all who live and visit Greater Shepparton.

Council Plan/Key Strategic Activity

This report supports the following goals of the Council Plan 2017-2021:

Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

Social

- 2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.
- 2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.
- 2.8 Our Aboriginal culture and people are valued and celebrated, with collaborative actions undertaken to enable peaceful, healthy and productive lives in a safe environment.
- 2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.3 Greater Shepparton’s heritage places, cultural landscapes, and objects are protected and conserved for future generations.

Environment

- 5.2 The region’s environmental assets are planned and managed to ensure they are enhanced and sustainable for future generations.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request (continued)

Risk Management

Council officers have completed the below table outlining risks and believe the actions mitigate the risks appropriately.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Regional Roads Victoria permission for the roadside sign is refused.	Possible	Moderate	Medium	Students have been informed that a Regional Roads Victoria permit is a must.
Yorta Yorta Nation Aboriginal Corporation refuse permission for signage	Unlikely	Moderate	Medium	Students have been informed that Yorta Yorta Nation Aboriginal Corporation permission is preferred.

Policy Considerations

There are no conflicts with existing Council policies. This report is in line with the Aboriginal Communications Guide CEO Directive 2.CEOD1.

Financial Implications

RiverConnect ordered similar trail marker style flat aluminium panel signs for the Boulevard Bush Reserve in 2016 at a cost of \$1550, due to cost inflation the budget estimate is 2000. Installation for this sign can be covered by Council in the current approved budget. Based on other recent signage expenditure, the tourism marker sign and traffic management is estimated to cost between \$1500-2000 for the sign on the Peter Ross Edwards Causeway.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	0	0	0	0
Expense	4,000	4,000	0	4,400
Net Total	4,000	4,000	0	4,400

¹ Budgets are GST exclusive

² For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Council will be responsible for meeting the costs of permits, installation and production of both signs.

Legal/Statutory Implications

According to the Road Management Act written consent must be obtained from the relevant road authority, therefore permission and a permit for the roadside directional sign must be sought from Regional roads Victoria and comply with their guidelines.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request (continued)

A Planning Permit for the directional sign at the beginning of the walk at the Kidstown site, leading to the path of the Yanha Gurtji Shared Pathway, will not be required as the sign will be installed on behalf of Greater Shepparton City Council.

Environmental/Sustainability Impacts

There are no negative environmental or sustainability impacts arising from this report. This project will provide guidance to increase visitors and locals experience with our natural environment and provide an opportunity to link that experience with the millennial old culture that has an intrinsic link with the form and composition of our local environment.

Social Implications

The installation of signage as outlined in the recommendation will be seen by the students/teachers of Wilmot Road Primary School, the Aboriginal and Torres Strait Islander community, and the broader community as Council indicating The Flats is valued and an important site of significance.

The installation of signage will be an illustration of Council's commitment to truth telling and reconciliation.

Economic Impacts

There are no negative economic impacts arising from this report. It is expected there will be positive impacts from an increase in visitor experience within the RiverConnect area.

Consultation

The students of Wilmot Road Primary School provided a briefing to Councillors on 12 June 2018.

On 27 July 2018 Council Officers met with the students and their teachers to discuss the proposal in more detail, and outline the processes required.

The students and teachers have sought input and permission from the Yorta Yorta Nation Aboriginal Corporation.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	Verbally Written – email and letter
Consult		Council will consult with Regional roads Victoria regarding the roadside sign. Council will guide the students in their consultation with the Yorta Yorta Nation Aboriginal Corporation.
Involve		Council has and will continue to involve the students in the process.
Collaborate		Council will incorporate feedback from the students, Regional Roads Victoria and the Yorta Yorta Nation Aboriginal Corporation where legally necessary and where practicable.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage – Wilmot Road Primary School Request (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Empower		Council will be empowering the students by installing signage that was borne of their ideas.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

This reports links with the Greater Shepparton 2030 Strategy objectives of:

Cultural heritage – pre settlement

1.1 Promote the protection of places of heritage significance as these contribute to the character of the municipality.

1.2 Promote community awareness of cultural heritage assets.

2.1 Promote and provide for recognition of the Aboriginal community and their occupation of the land.

b) Other strategic links

Greater Shepparton City Council Environmental Sustainability Strategy

a. Partner with, support and empower our community to increase the biodiversity values of private and public land.

6.10.1 Continue to enter into partnerships with agencies and stakeholders to develop and implement joint projects

RiverConnect Strategic Plan 2017-2022

5.1 Engage the community.

1. Encourage use of the river environment.

5.1 Inspire the education sector.

4. Enable students to contribute to river environment improvements.

Conclusion

It is recommended the Council work with the students of Wilmot Road Primary School, Regional Roads Victoria, and the Yorta Yorta Nation Aboriginal Corporation to enable the installation of directional signage for The Flats and make budget available to do so, as per this Report.

Attachments

1. Wilmot Road Letter to Yorta Yorta
2. Map One | The Flat's
3. Map Two | The Flat's

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities

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: Committees Liaison Officer

**Proof reader(s): Team Leader Community Strengthening,
Manager Neighbourhoods**

Approved by: Director Community

Executive Summary

In accordance with Greater Shepparton City Council Corporate Procedure 07.PRO5 section three, members of special committees (established under Section 86 of the Local Government Act 1989), can only be appointed or removed by a formal resolution of Council.

As the term of appointment of the Arcadia Recreation Reserve and Community Centre Committee of Management is nearing completion, a new committee must be appointed to ensure continuity in the management and operations of the Arcadia Recreation Reserve and Community Centre.

In addition Council has received an Application for Appointment from a community member wishing to join the Katandra West Community Facilities Committee of Management.

RECOMMENDATION

That the Council:

1. having considered the membership applications received for Arcadia Recreation Reserve and Community Centre Committee of Management, appoint the following members for a four year term commencing 21 November 2018 and concluding on 21 November 2022:
 - Barry CRIMMINS
 - John KENNEDY
 - Janet KIRKRIGHT
 - Roslyn SINCLAIR
 - Mitch UNDERWOOD
2. having considered the Application for Appointment to the Katandra West Community Facilities Committee of Management, appoint the following applicant to the existing Committee's term effective immediately and concluding 22 April 2019:
 - Rick DUNHAM

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

3. resolve that all members (who are not Councillors or nominated Officers) of the Arcadia Recreation Reserve and Community Centre Committee of Management and the Katandra West Community Facilities Committee of Management continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the Local Government Act 1989.

Background

Arcadia Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting on 18 October 2016 five nominees were appointed to the Arcadia Recreation Reserve and Community Centre Committee for a two year term concluding 20 November 2018.

Five Applications for Appointment have been received by Council; all past committee members. It is recommended that all five applicants be appointed for a term of four years, concluding 21 November 2022

Katandra West Community Facilities Committee of Management

At the Ordinary Council Meeting held on 18 April 2017, eight applicants were appointed to the Katandra West Community Facilities Committee of Management for a term concluding 22 April 2019. One member resigned with their membership rescinded at the Ordinary Council Meeting on 21 November 2017 and a further committee member was appointed by Council on 21 November 2017 to the existing term ending in April 2019.

An Application for Appointment has now been received from Rick DUNHAM and it is recommended that this application be accepted and the community member appointed to the existing Committee's term, concluding 22 April 2019.

Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Special Committees be exempt from the requirement of completing Interest Return in accordance with Section 81(2A) of the *Local Government Act 1989*.

Council Plan/Key Strategic Activity

This report supports the following goals of the *Council Plan 2017-2021*:

Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

There are no medium to high level risk associated with this report.

Policy Considerations

There are no conflicts with existing Council policies, this report supports existing Council Policy and Procedures.

Financial Implications

There are no financial implications arising from this report.

Legal/Statutory Implications

All of Council's Committees of Management responsible for halls, community centres and recreation reserves have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts arising from this report.

Social Implications

The appointment of community members to committees helps to build a sense of community by increasing stakeholder participation and giving community members a greater sense of pride and involvement in their local community.

Economic Impacts

There are no economic impacts arising from this report.

Consultation

A public notice was placed in the Shepparton News on 14 and 21 September 2018 calling for applications from community members to apply to join the Arcadia Recreation Reserve and Community Centre Committee of Management. Letters and emails were sent to outgoing members of the Committee inviting them to re-apply for a further term. In addition Council emailed posters calling for applications to the Committee on 4 September 2018, these posters were placed at the Recreation Reserve and Community Centre.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	Newspaper advertisements. Website announcement. Letters to incoming and outgoing committee members. Communication with committee officer bearers.
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to the *Greater Shepparton 2030 Strategy*.

b) Other strategic links

Local Government Act 1989

Conclusion

It is recommended that the above named applicants be appointed to the Arcadia Recreation Reserve and Community Centre Committee of Management and the Katandra West Community Facilities Committee of Management for the terms specified in this report.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022

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: Youth Development Officer

Proof reader(s): Manager Children & Youth Services

Approved by: Director Community

Executive Summary

Greater Shepparton City Council's first Youth Strategy and Action Plan 2012-2015 was developed in partnership with agencies and the community in 2012.

In 2017-2018 consultation and research has been undertaken by the Youth Development team with the support of contractor CommunityVibe Consultancy. The Draft Strategy outlines the future proposals and support Council and partners will continue to offer the sector, our young people and their families for the next 4 years.

This report details the process undertaken to deliver the Draft Youth Strategy and Action Plan and the planned partnership approach to delivering Youth initiatives.

RECOMMENDATION

That the Council:

1. note the draft version of the Greater Shepparton Youth Strategy and Action Plan 2019-2022;
2. release the draft Greater Shepparton Youth Strategy and Action Plan 2019-2022 for public consultation for a period of four weeks commencing on 21 November 2018 and concluding on 19 December 2018;
3. note that the Greater Shepparton Youth Strategy and Action Plan 2019-2022 will be presented to a future Council Meeting for adoption following consideration and feedback received.

Background

Young people are important to any community. They are the next generation of adults, parents, rate/ tax payers and leaders. The years between 12-25 can be the most enjoyable, thrilling and yet emotional and confusing time for a young person. This is also the time that is most crucial to the beginnings of becoming an individual adult. This is a time of neurologic developmental peaks combined with milestone events and decisions. It is evident why it really does take a village to raise a child.

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

International and national research shows that when a focus of adequate resources is directed towards supporting our young people early in their lives the amount of Government resources and community day to day supports required later, in adulthood, reduces dramatically.

Greater Shepparton City Council's Youth Strategy and Action Plan is an important document that provides a vision and a four year strategic plan responding to the key needs of young people aged between 12-25 years of age who live, study, work and recreate in Greater Shepparton. Greater Shepparton City Council's Youth Services team has two officers, including a Youth Development Officer based at Welsford Street and an Event Project Manager based at Word and Mouth. This plan will be used to guide their work and Council's activities and investment in the youth sector between 2019-2022.

This evidence-based strategy identifies priority partnerships, programs, activities and actions to enhance the lives of Greater Shepparton young people, their families and communities.

Greater Shepparton City Council is in a unique position within the youth sector to act as an independent neutral party and is not seen to be a competitor in relation to funding and service delivery models. This position enables Council to facilitate longstanding partnerships and the ability to take on a leadership role within the sector.

A whole of community approach is required to ensure better outcomes for young people. Therefore it is important for all service providers, as well as young people, secondary and tertiary education providers, Victoria Police, sports clubs, businesses, community-based organisations, places of worship, government departments and families to work together. It is important that these services feel valued and supported by all levels of government to ensure sustainability and access to support our young people.

Greater Shepparton City Council has taken a non-service delivery approach in this space and we acknowledge the imperative work our local services provide to our young people. The 2019-2023 strategy highlights this and indicates the level of support we are committed to providing to our young people and to the services assisting youth in becoming productive, active and engaged citizens.

The 2019-22 Strategy is broken down into six key directions reflecting the areas our young people have told us they need support in;

1. To be loved, healthy and safe
2. To have access to material basics
3. To learn and develop skills
4. To have a voice
5. To be part of a community
6. To engage the youth sector

In order to develop the Youth Strategy and Action Plan, consultation was undertaken with young people and service providers. This consisted of five Community Youth Workshops, 17 Key Stakeholder meetings and a five week open survey throughout the municipality to canvas views on key challenges and opportunities. We also;

- reviewed local, regional, state and national policies, strategies and research documents
- undertook a demographic analysis of the municipality
- benchmarked against Youth Services in other Local Government Areas

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

- mapped youth services that are available within the municipality.

This information was analysed and utilised to prepare a Youth Strategy and Action Plan that is realistic and achievable.

The strategy compliments the 2017/22 Council Plan and also a number of Council strategies encouraging strong strategic internal partnerships. The strategy is also in alignment with the Shepparton Lighthouse Project's Greater Shepparton Community Strategy for Children and Young People 2018-2023 document and will allow the two organisations to work cohesively over the lifetime of the documents.

The previous four year Youth Strategy and Action plan resulted in fantastic community achievements and the endorsement of the 2019-23 strategy will enable Council to continue its vital support for young people the youth sector and community.

Some key achievements from our previous strategy include

- forming strong partnership with local organisations such as Headspace, GV Health, Go Tafe and local High Schools;
- providing 500 students with exposure to a career in Health with the Health Careers Event;
- developing and delivery of an Aboriginal Cultural Leadership program with 34 young people graduating from the program since 2017;
- developing a Youth Skate Park Reference group which has been instrumental in the implementation of our annual State wide Skate Park Competition,;
- Four young people going on to start successful full time or part time businesses after attending the Indigo at Dusk Youth Week Market and being provided the support to experiment in testing our business ideas and selling products.

These are just some of the achievements from the previous strategy, providing a positive base for the new plan.

Council Plan/Key Strategic Activity

Council Plan 2017/21

- Leadership and Governance
- Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council in accordance to
- 1.1; Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity
- 1.2; Council works closely with/is guided by the Department of Health and Human Services to develop and report annual targets of the Municipal Health and Wellbeing Plan
- 1.3; Council demonstrates strong leadership and sound decision making in the best interest of the community
- 1.4; Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of Council
- 1.5; Council is high performing; customer focused and is marked by great people and quality outcomes
- 1.6; Gender Equity and equality is embedded into Council policy and decision making and employment processes
- 1.7; Council advocates on issues, priorities and needs that matter to our community in partnerships with key stakeholders

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

- 1.8; Consultation that is transparent, robust and accessible, and clear, consistent and timely communications provided to inform, educate and engage with the community
- 1.9; Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn and play in accordance to
- 2.1; Greater Shepparton is a welcoming, inclusive and safe place for all
- 2.2; Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing
- 2.3; Lifelong learning is valued and fostered in our community
- 2.4; Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community
- 2.5; Creativity and participation in arts and culture is nurtured and encouraged
- 2.6; Volunteering is promoted and encouraged along with other measures to improve community resilience
- 2.7; Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities
- 2.8; Our Aboriginal culture and people are valued and celebrated, with collaborative actions undertaken to enable peaceful, healthy and productive lives in a safe environment
- 2.9; Public places, open space and community facilities are safe and accessible for all and presented to a high quality
- 2.10; Council demonstrates strong regional and local partnership efforts across health and wellbeing

Economic

- Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business in accordance to
- 3.1; The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment
- 3.3; Greater Shepparton is a major destination for events and tourism
- 3.5; Shepparton is the regional city centre supported by well-planned and designed existing and emerging commercial activity centres.

Built

- Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city in accordance to
- 4.1; Growth is well planned and managed for the future
- 4.4; Quality infrastructure is provided and maintained to acceptable standards
- 4.6; Accessible digital infrastructure across Greater Shepparton supports connectivity and enterprising capability
- 4.7; Reliable, safe, more frequent and connected local and broader transport system supporting the connection of people within, across and outside of Greater Shepparton
- 4.8; Active transport (cycling, walking) is encouraged through safe, connected and improved linkages

Environment

- Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is in accordance to

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

- 5.1; Greening Greater Shepparton has created an attractive, vibrant and liveable place with well-connected green spaces that are valued by the community.

Risk Management

Insignificant to Low risk have been identified and will be addressed at operational level.

Policy Considerations

Council Plan 2017/2021

Community Planning Policy

Managing Volunteer

Financial Implications

Councils financial contribution fits within the current adopted budget and operations from the previous Youth Strategy. Any funding required for actions will be sourced externally in accordance with the plan when required and has no additional financial implications to Council.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	\$25,000	\$25,000	0	\$25,000
Net Total	\$25,000	\$25,000	0	\$25,000 2017/18 budget

¹ Budgets are GST exclusive

² For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Legal/Statutory Implications

The recommendation for adoption will not result in any legal implications

Environmental/Sustainability Impacts

The recommendation for adoption will not result in any adverse environmental or suitability impacts.

Social Implications

The recommendation for adoption will not result in any social implications

Economic Impacts

The recommendation for adoption will not result in any economic implications

Consultation

CommunityVibe Consultancy was contracted throughout the development of the Strategy to assist officers in engaging with young people, Greater Shepparton Lighthouse Project, the community and the youth sector through various channels including key stakeholder meetings, Council internal departments meetings, youth workshops and surveys.

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

The development stage of the Strategy also drew from Nationwide and local literature reviews, demographic analysis including the 2016 census information, local service mapping and benchmarking against comparative Local Government Areas.

Officers believe that appropriate consultation and literature research has been conducted and the Strategy is now ready for consideration and community consultation.

Strategic Links

a) Greater Shepparton 2030 Strategy

Links to the 2030 strategy include

2.3.2 Community Life

2.3.5 Infrastructure

2.4.2 Access to Life Long Education

2.4.4 The need to Grow

2.4.5 Other Major Issues

b) Other strategic links

Greater Shepparton Lighthouse Project Community for Children and Young People Strategy 2018-2023

Greater Shepparton Health Strategic Plan

Volunteer Strategy and Action Plan 2014-2018

Municipal Health and Wellbeing Plan

Greater Shepparton Economic Development, Tourism and Major Events Strategy

Best Start Municipal Early Years Plan (2015)

Shepparton Education Plan

Conclusion

Endorsing the Youth Strategy and Action Plan for final community consultation will enable Council to continue its vital support for young people and the youth sector fostering engaged and productive citizens.

Attachments

Youth Strategy

10. CORPORATE SERVICES DIRECTORATE

10.1 Appointment of Acting Chief Executive 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 Corporate Governance

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Service

Executive Summary

This policy provides for clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) and allows for the approval of the Chief Executive Officer (CEO) on sick leave, long service leave, annual leave or other extended absences.

RECOMMENDATION

That the Council adopt the Appointment of Acting Chief Executive Officer Policy.

Background

The current practice when the (CEO) applies for leave, a resolution is put to Council to appoint an (A/CEO) for the duration. This process is time consuming and often unnecessary.

The *Local Government Act 1989* (Act) is explicit on the appointment of an A/CEO and therefore believe it is best to have a formal process in place. This policy established a formal process for the appointment of A/CEO.

It is proposed that leave not exceeding four weeks the CEO will appoint a senior officer into the A/CEO role under his delegated authority. All leave exceeding the four week period is appointed by resolution of Council.

Council Plan/Key Strategic Activity

Objective 1.3 – Council demonstrates strong leadership and strong decision making in the best interests of the community.

Risk Management

There are no risks identified with the adoption of this policy.

Policy Considerations

The Exercise of Delegations Policy and the Recruitment and Selection Corporate Procedure were taken into consideration when developing this policy. It is believed that this policy is in line with these documents.

Financial Implications

There are no financial implications associated with the report.

10. CORPORATE SERVICES DIRECTORATE

10.1 Appointment of Acting Chief Executive Policy (continued)

Legal/Statutory Implications

There are no legal implications associated with this report.

Environmental/Sustainability Impacts

There are no Environmental or Sustainable impacts identified with the adoption of this policy.

Social Implications

There are no identified social implications with this report.

Economic Impacts

There are no Economic impacts identified

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no strategic links with the Greater Shepparton 2030 strategy

b) Other strategic links

There are no other strategic links identified.

Conclusion

It is recommended that this policy be adopted to streamline the process to appoint an Acting Chief Executive Officer. This policy will make the appointment process a lot quicker for short term leave of the CEO.

Attachments

Appointment of Acting Chief Executive Officer Policy

10. CORPORATE SERVICES DIRECTORATE

10.2 October 2018 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 Management Accounting

Proof Reader: Manager Finance & Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for four months ended 31 October 2018.

RECOMMENDATION

That the Council receive and note the October 2018 Monthly Financial Report.

Background

The 2018/2019 Budget was adopted at the Ordinary Council Meeting held 19 June 2018. The 2018/2019 Budget provided for an operating surplus of \$19.17 million with revenue of \$143.83 million and expenditure of \$124.66 million. The 2018/2019 Budget also provided for capital works of \$46.36 million.

On 16 October 2018, Council adopted the 2018/2019 Q1 Adopted Forecast with an accounting surplus of \$14.83 million which is \$4.34 million less than the 2018/2019 Adopted Budget. The capital works program of \$48.13 million is forecast to be expended during the 2018/2019 financial year which is an increase of \$1.77 million from the Adopted Budget.

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

The October 2018 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 2017-2021*.

10. CORPORATE SERVICES DIRECTORATE

10.2 October 2018 Monthly Financial Report (continued)

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.

Consultation

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

Conclusion

The report presents Council's actual financial performance compared to the budget for four months ended 31 October 2018.

Attachments

October 2018 Monthly Financial Statements

10. CORPORATE SERVICES DIRECTORATE

10.3 Revocation of Special Rates and Charges 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: Team Leader Rates

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The Finance and Rates department have reviewed the Special Rates and Charges Policy and have identified that this policy may be revoked, as legislation adequately provides regulatory guidance for such contributory schemes.

RECOMMENDATION

That the Council revoke the Special Rates and Charges Policy 16.POL2.

Background

Section 163 of the *Local Government Act 1989* (the Act) provides for the Council to deliver works and services by way of “special charge” or “special rate” contributory schemes. These schemes enable the provision of works and services to land already developed which cannot be included in development contribution plans.

Where it can be demonstrated that properties will receive special benefit from the construction of necessary infrastructure or provision of a service, a scheme apportioning costs to owners can be created.

The Council has delivered a number of schemes across the years predominately for construction of roads and drainage.

The Act, under s163, prescribes the process Council must follow if declaring a special rate or special charge.

In consideration of the legislation, the policy in its current form can be revoked.

Council Plan/Key Strategic Activity

There is no impact associated with the revocation of this policy.

Risk Management

Risk is low as Council will rely upon the relevant legislation and operational guidelines.

Policy Considerations

There are no implications associated with the revocation of this policy as Council will rely upon the relevant legislation and operational guidelines.

10. CORPORATE SERVICES DIRECTORATE

10.3 Revocation of Special Rates and Charges Policy **(continued)**

Financial Implications

There are no identified financial implications associated with the revocation of this policy. Any financial implications that may exist in relation to a proposed scheme would receive budget approval.

Legal/Statutory Implications

There are no legal/statutory implications as the provision of works and services to the community under “special charge” or “special rate” contributory schemes is detailed in section 163 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

There are no environmental impacts associated with the revocation of this policy.

Social Implications

There are no social implications associated with the revocation of this policy.

Economic Impacts

There are no economic impacts associated with the revocation of this policy.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Special Rates and Charges – Ministerial guidelines 2044.

Conclusion

Council will rely upon and act in accordance with Section 163 of the Local Government Act 1989 and current best practice should the need to deliver works by way of a “Special Charge” or “Special Rate”, therefore making the content of this policy redundant.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services

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 Information & Communication Technology

Proof reader(s): Manager Information & Communication Technology

Approved by: Director Corporate Services

Executive Summary

The purpose of this report is to take advantage of the Procurement Australia Panel of providers for the purchase of ICT products & services.

Council has been a part of this service in the past under contract 1404/1710 which has now expired. Contract 1806/0711 is the replacement Procurement Australia contract. This panel is endorsed by the State Government of Victoria as a preferred method of procurement and is specifically made available to Council under a standing Ministerial Exemption.

This includes 9 Categories of ICT goods and services which covers the vast majority of our requirements. Most importantly, it includes the categories that are essential for our Compute & Storage replacement project. Access to this contract will enable Council to take advantage of the increased buying power of the state government and will result in more competitive pricing for the critical component of ICT equipment required to complete the project. that Council relies upon and the refresh of this equipment must be completed.

RECOMMENDATION

That the Council authorise the Chief Executive Officer to sign the Procurement Australia Panel Contract 1806/0711 – Provision of Information Technology Products & Services.

Background

Council's servers and network storage infrastructure is nearing the end of its useful life. In its 2018/19 budget Council approved a project to replace this infrastructure and equipment. This is important hardware and software technology that underpins the effective and efficient operation of our computer systems and network.

There are only a limited number of skilled suppliers of this equipment and all the key suppliers are registered on this Procurement Australia panel.

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services (continued)

Council Plan/Key Strategic Activity

The project has direct links with the following *Council Plan 2017-2021* objectives.

Leadership and Governance:

- 1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council, and
- 1.5 Council is high performing; customer focused and is marked by great people and quality outcomes.

Risk Management

There are no significant risks associated with the upgrade process itself. The process is well defined and well proven using established methods of mitigation for specific technical risks. The only serious business risk would result from any delay in the project that results in the current equipment remaining in service beyond the normal service life.

Policy Considerations

There are no conflicts with existing Council Policies. Accessing a Procurement Australia contract and panel of suppliers is compliant with Council's Procurement Policy

Financial Implications

It is far more cost effective for Council to purchase through these panels rather than repeat the whole tender process that Procurement Australia have already done.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	Nil	Nil	Nil	Nil
Expense	1000000	871,660	-128,340	958,826
Net Total	1000000	871,660	-128,340	958,826

¹ Budgets are GST exclusive

² For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Legal/Statutory Implications

This proposal conforms with the *Local Government Act 1989* and all other relevant legislation.

Environmental/Sustainability Impacts

There are no environmental or sustainable impacts arising from this proposal.

Social Implications

There are no social impacts associated with this report.

Economic Impacts

There are no economic impacts arising from this proposal

Consultation

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

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to the Greater Shepparton 2030 Strategy.

b) Other strategic links

Every component of the Council Plan 2017 – 2021 that has any reliance of reliable Council systems is affected by this procurement and refresh process.

Conclusion

Both Procurement Australia and the State Government of Victoria have spent considerable time and effort setting up these panels in order to improve our efficiency. We have used them to good effect in the past and should continue to use them in the future. Council should sign up to the new panel 1806/0711 as recommended.

Attachments

Procurement Australia - 1806

10. CORPORATE SERVICES DIRECTORATE

10.5 Chief Executive Officer - Professional Development

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 People and Development

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Services

Executive Summary

Further to the Performance Review for the period of 2017 facilitated by McArthurs, agreement was made between the Councillors and the Chief Executive Officer on the Strategic Performance Objectives for 2018, including professional development opportunities. A request to attend the Harvard Kennedy School to complete a Senior Executive Program was agreed to and signed off as part of the Chief Executive Officer's professional development plan.

RECOMMENDATION

That the Council note this updated report in relation to the Chief Executive Officer's professional development for 2018/2019.

Background

Previous Chief Executive Officers' and Councillors at Greater Shepparton City Council have benefitted from the Harvard Kennedy School Senior Executives in State and Local Government Program and the next suitable course runs between 8 July 2019 and 26 July 2019.

This three-week executive program for senior executives in local government covers topics such as:

- Leadership
- Cooperative Governance
- Decision Making
- Public Private Partnership
- Fiscal Economics
- Negotiation

This is the main form of professional development which the Chief Executive Officer has nominated for over the last three years and is partially funded by previous decisions not to attend National and State Local Government Conferences to compensate for this course.

10. CORPORATE SERVICES DIRECTORATE

10.5 Chief Executive Officer - Professional Development (continued)

Council Plan/Key Strategic Activity

This development opportunity will provide the CEO with additional skills as detailed above and links to the Council Plan;

1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.

Risk Management

There are no risks associated with this.

Policy Considerations

This report takes into account the Travel and Accommodation Corporate Procedure which states all travel by the Chief Executive Officer must be approved by the Mayor.

Financial Implications

The program fee detailed for next year's enrolment is \$16,500 US Dollars and includes tuition, housing, curricular materials and most meals. Additional costs will include flights. The total estimated cost in Australian Dollars is approximately \$25,000. As mentioned above this is partially offset by savings in non-attendance at National and State Conferences and this offset is estimated to be approximately \$14,000 over the last three years.

Legal/Statutory Implications

This training has already been approved in the Chief Executive Officer Performance Review, failure to approve now may constitute a breach of employment contract.

Environmental/Sustainability Impacts

There are no environment/Sustainability impacts associated with this report.

Social Implications

There are no social impacts associated with this report.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Council Plan 2017-2021

Conclusion

This training will provide a unique opportunity in advance thinking related to public service, which will be completely transferable back to leading Greater Shepparton City Council towards achievement of the Council Plan.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.6 Contracts Awarded Under Delegation

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 Contracts and Procurement

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 awarded under delegation and those that have been publicly advertised but are yet to be awarded.

RECOMMENDATION

That the Council note the publicly advertised contracts awarded under delegated authority and tenders that have been advertised but are yet to be awarded.

Tendered Contracts Awarded under Delegated Authority by the CEO

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1893	Construction of Southdown Street Extension, Shepparton	Construction of Southdown Street Extension, Shepparton	\$238,132.87	Mawson Construction PTY LTD

Tendered Contracts Awarded under Delegated Authority by a Director

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
		Nil		

10. CORPORATE SERVICES DIRECTORATE
10.6 Contracts Awarded Under Delegation (continued)
Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1862	Provision of Professional Veterinary Services	Schedule of Rates Contract for the Provision of Professional Veterinary Services	Tender closed on 29 August 2018. Tender currently being evaluated
1863	Replacement of Aquamoves Pool Heating Boilers	Lump Sum Contract for the Replacement of Aquamoves Pool Heating Boilers	Tender closed on 10 October 2018. Tender currently being evaluated
1865	Construction of Shepparton Art Museum	Lump Sum & Schedule of Rates Contract for the Construction of Shepparton Art Museum	Tender closed on 10 October 2018. Tender currently being evaluated
1871	Provision of Early Intervention Services	Schedule of Rates Contract for the Provision of Early Intervention Services	Tender closes on 28 November 2018.
1872	Provision of Temporary Placements and Contractors – Panel of Suppliers	Panel of Suppliers Contract for the Provision of Temporary Placements and Contractors	Tender closed on 10 October 2018. Tender currently being evaluated
1876	Installation and Supply of Photocopier Hardware and Services	Schedule of Rates Contract for the Provision of I.T. Products and Services for the Installation and Supply of Photocopier Hardware and Services	Tender closed on 26 September 2018. Tender currently being evaluated
1877	Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Lump Sum Contract for the Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Tender closed on 31 October 2018. Tender currently being evaluated
1881	Supply and Delivery of New Landfill Compactor	Lump Sum Contract for the Supply and Delivery of New Landfill Compactor	Tender closed on 26 September 2018. Tender currently being evaluated
1883	Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Lump Sum Contract for the Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Tender closes on 28 November 2018.
1886	Aquamoves Master Plan Concept Design	Lump Sum Contract for the Aquamoves Master Plan Concept Design	Tender closed on 10 October 2018. Tender currently being evaluated

10. CORPORATE SERVICES DIRECTORATE
10.6 Contracts Awarded Under Delegation (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1887	Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Lump Sum Contract for the Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Tender closes on 14 November 2018.
1888	Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Lump Sum Contract for Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Tender closed on 19 September 2018. Tender currently being evaluated
1895	Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Lump Sum Contract for the Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Tender closes on 28 November 2018.
1896	Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Lump Sum Contract for the Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Tender closed on 19 September 2018. Tender currently being evaluated
1900	Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Lump Sum Contract for the Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Tender closed on 25 October 2018. Tender currently being evaluated
1903	Management of the Victoria Lake Caravan Park	Lump Sum & Schedule of Rates Management of the Victoria Lake Caravan Park	The Tender is included as part of the November Council Meeting Agenda.
1918	Provision of Tree Maintenance Services	Schedule of Rates Contract for the Provision of Tree Maintenance Services – Panel of Providers	Tender closed on 14 November 2018.

10. CORPORATE SERVICES DIRECTORATE

10.6 Contracts Awarded Under Delegation (continued)

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 \$500,000 including GST.

The Council through the *Exercise of Delegations Policy* has delegated authority to the Director Corporate Services to approve a contract up to the value of \$500,000 and the Director Infrastructure, Director Community and Director Sustainable Development to approve a contract up to the value of \$150,000 for goods and services and \$200,000 for works.

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 and Directors under delegated authority of the Council during the period 1 October 2018 to 31 October 2018.

Attachments

Nil

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019

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: Principal Strategic Planner

Proof reader(s): Team Leader Strategic Planning, Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee) on 17 January 2012. The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality. The Heritage Grants Program is a recommendation of the Committee.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*). The Heritage Grants Program was exceptionally successful in the 2017/18 financial year. As such, the program was expanded for the 2018/19 financial year, with a budget allocation of \$50,000.

The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

The Program was well supported and the calibre of applications was exceptionally high. It is recommended that Council resolve to award twelve grants as part of the Program, with a total value of \$49,519.21, as outlined below.

RECOMMENDATION

That the Council

- award twelve grants from the Heritage Grants Program as outlined below:

	Successful project	Allocation Excluding GST	Allocation Including GST
1.	26-36 Baldock Street, Dookie (St Luke's Hall)	\$2,929.45	
2.	5455 Goulburn Valley Highway, Moorilim (St Patrick's Church)	\$5,000.00	

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

3.	58 Hogan Street, Tatura	\$4,545.50	\$5000.00
4.	290-292 Wyndham Street, Shepparton	\$1,430.00	
5.	47 High Street, Shepparton	\$4,296.42	
6.	45 High Street, Shepparton	\$3,848.57	\$4,296.42
7.	43 High Street, Shepparton	\$4,296.42	
8.	249 Hogan Street, Tatura	\$5,000.00	
9.	137 Waverley Avenue, Merrigum (former Uniting Church)	\$4,652.50	
10.	62-64 Hogan Street, Tatura	\$2,618.00	
11.	98 Morrissey Street, Merrigum (Merrigum Memorial Hall)	\$5,000.00	
12.	24 Wren Street, Toolamba (The Junction Hotel)	\$4,545.50	\$5000.00
	Total	\$48,126.36	

- write to the five unsuccessful applicants and encourage them to contact Council to receive feedback regarding their application.

Background

At the Ordinary Council Meeting held on 17 January 2012, Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee). The Committee, amongst other things, provides the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton, and acts as an advocate for all cultural heritage matters within the municipality.

At the February 2017 Committee meeting, the Committee agreed to request that Council resolve to support a Heritage Grants Program and to commence such a program in the 2017/18 financial year. The Committee prepared the *Heritage Grants Guidelines 2017* to provide an overarching framework to inform any future Heritage Grants Program. The Guidelines have been prepared in accordance with Council's Grants Distribution Policy.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*). This was first time such a Program had been undertaken independently by a council in regional Victoria.

Following the success of the 2017/18 Program, an increased budget of \$50,000 has been allocated in the 2018/19 financial year.

The objectives of the Heritage Grants Program are to:

- enhance, protect and conserve places and sites included in the Heritage Overlay;
- provide financial and advisory assistance for the repair, maintenance, or enhancement of heritage sites included in the Heritage Overlay that have a community benefit;
- promote cultural heritage conservation by providing financial assistance to those in the community who may otherwise not be able to afford to undertake conservation works;
- strengthen and foster a sense of community identity and community ownership in the long-term conservation of local heritage places; and
- increase public awareness and understanding of heritage places in the Municipality.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

Eligible works for funding assistance are for conservation, restoration and/or reconstruction. This includes repair and conservation works that contribute to the significance of the place and ideally involve works that are visible from a public place or improve a building or structure's external appearance. The overall focus should be on the external appearance.

Applications for the Program were open from 22 August 2018 to 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

Applications were assessed against the following assessment criteria:

1. Significance of the place.
2. Need for the works.
3. Community benefit, such as the conservation of a historically or architecturally significant place or increasing the public awareness of heritage.
4. Recommendations by the Greater Shepparton Heritage Advisory Committee.
5. Additional consideration will be given to projects that encourage heritage trade skills.
6. Capacity of the applicant to fund the works independently.

The Judging Panel recommended that twelve applications be awarded a heritage grant, as outlined below. The completion of works resulting from successful grant applications will assist in the conservation of places of heritage significance for future generations to enjoy.

The Judging Panel has agreed that the following twelve applications should be awarded a heritage grant, in no particular order:

- 26-36 Baldock Street, Dookie (St Luke's Hall) – \$2,929.45 for restumping;
- 5455 Goulburn Valley Highway, Moorilim (St Patrick's Church) – \$5,000 for repairing the original slate roof;
- 58 Hogan Street, Tatura – \$5,000 for reinstating heritage windows, repairing and replacing damaged blocks, replacing guttering and downpipes, replacing verandah posts and repairing the iron roof;
- 290-292 Wyndham Street, Shepparton – \$1,430 for repainting the shop front;
- 47 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 45 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 43 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 249 Hogan Street, Tatura – \$5,000 for repair works due to rising damp, including removal of concrete under verandah to be replaced with timber;
- 137 Waverley Avenue, Merrigum (former Uniting Church) – \$4652.50 for replacing guttering and downpipes;
- 62-64 Hogan Street, Tatura – \$2,618 for repairing two sash windows, screens and surrounds;
- 98 Morrissey Street, Merrigum (Merrigum Memorial Hall) – \$5,000 for external repainting; and
- 24 Wren Street, Toolamba (The Junction Hotel) – \$5,000 for demolition of toilet blocks that are not of cultural heritage significance.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

Council Plan/Key Strategic Activity

Built: Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city

Objective 4.3: Greater Shepparton's heritage places, cultural landscapes, and objects are protected and conserved for future generations.

Risk Management

There are no known risks associated with awarding twelve grants in accordance with the Guidelines. The 2018/19 Budget includes an allocation of \$50,000 for the Program. The recommendation will not exceed this budget allocation.

Policy Considerations

The recommendation does not conflict with any existing Council policy. The Guidelines were prepared in accordance with Council's Grants Distribution Policy.

Financial Implications

The recommendation will not result in any unforeseen financial implications. The 2018/19 Budget includes an allocation of \$50,000 for the Program. The grants to be awarded do not exceed this allocation, as shown below.

	Successful project	Allocation Excluding GST	Allocation Including GST
1.	26-36 Baldock Street, Dookie (St Luke's Hall)	\$2,929.45	
2.	5455 Goulburn Valley Highway, Moorilim (St Patrick's Church)	\$5,000.00	
3.	58 Hogan Street, Tatura	\$4,545.50	\$5,000.00
4.	290-292 Wyndham Street, Shepparton	\$1,430.00	
5.	47 High Street, Shepparton	\$4,296.42	
6.	45 High Street, Shepparton	\$3,848.57	\$4,296.42
7.	43 High Street, Shepparton	\$4,296.42	
8.	249 Hogan Street, Tatura	\$5,000.00	
9.	137 Waverley Avenue, Merrigum (former Uniting Church)	\$4,652.50	
10.	62-64 Hogan Street, Tatura	\$2,618.00	
11.	98 Morrissey Street, Merrigum (Merrigum Memorial Hall)	\$5,000.00	
12.	24 Wren Street, Toolamba (The Junction Hotel)	\$4,545.50	\$5,000.00
	Total	\$48,126.36	

Legal/Statutory Implications

The recommendation will not result in any legal/statutory implications. The Heritage Grants Program accords with the *Victorian Charter of Human Rights and Responsibilities Act, 2006* and *Local Government Act, 1989*. No human rights were negatively impacted upon through the preparation of the *Heritage Grants Guidelines 2017*. The Heritage Grants Program is not foreseen to impact upon the rights of all individuals and groups with regard to freedom of expression, right to be heard, entitlement to participate in public life and property rights.

Environmental/Sustainability Impacts

The recommendation will not result in any environmental/sustainability impacts.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

Social Implications

The recommendation will result in positive social outcomes for the community. The Program promotes conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance. It is a critical way of promoting land owner participation in conserving places of cultural heritage significance, and provides improved opportunities for the community to appreciate cultural heritage.

Economic Impacts

The recommendation may result in positive economic impacts. The completion of works will assist in the conservation of places of heritage significance and this may result in positive flow-on effects regarding increased property values. There are no negative economic impacts associated with the Program.

Consultation

An extensive media campaign was undertaken to promote the Program and engage with the community. Letters were sent to all owners of land within a Heritage Overlay in the municipality.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria.

The extent and calibre of applications indicates that this consultation was successful.

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

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

The Program is consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*, specifically:

- Direction 3: Environment: Conservation and enhancement of significant natural environments and cultural heritage.

b) Other strategic links

The Program will develop and implement the initiatives outlined in the *Greater Shepparton Heritage Study Stage IIB 2013*.

Conclusion

The Greater Shepparton Heritage Advisory Committee agreed to request that Council resolve to support a Heritage Grants Program. The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

The Program was well supported and the calibre of applications was exceptionally high.

It is recommended that Council resolve to award twelve grants as part of the Program, as outlined in this report.

Attachments

Minutes extract from 21 March 2017 Ordinary Council Meeting

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion)

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: Principal Strategic Planner

Proof reader(s): Team Leader Strategic Planning, Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

A rezoning request has been received for approximately 54 hectares of land located immediately southwest of the existing Toolamba township. The land is generally bounded by existing township properties along Wren Street to the north, the railway line to the east, Rutherford Road to the west and the Public Acquisition Overlay for the Goulburn Valley Highway – Shepparton Bypass to the south. The site is known as Investigation Area 6 in the Greater Shepparton Planning Scheme.

An investigation has been completed by the proponent and it is considered appropriate to rezone the land to the Urban Growth Zone with a Precinct Structure Plan (PSP).

The Toolamba PSP will allow the township to grow and become a community that will be supported by a local town centre, community facilities including a primary school and kindergarten, commercial facilities including a general store and post office, and sports ground.

The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

RECOMMENDATION

That the Council:

1. note the completion of the investigation for Investigation Area 6 in Toolamba; and
2. prepare and exhibit a planning scheme amendment to rezone land within Investigation Area 6 to the Urban Growth Zone.

Background

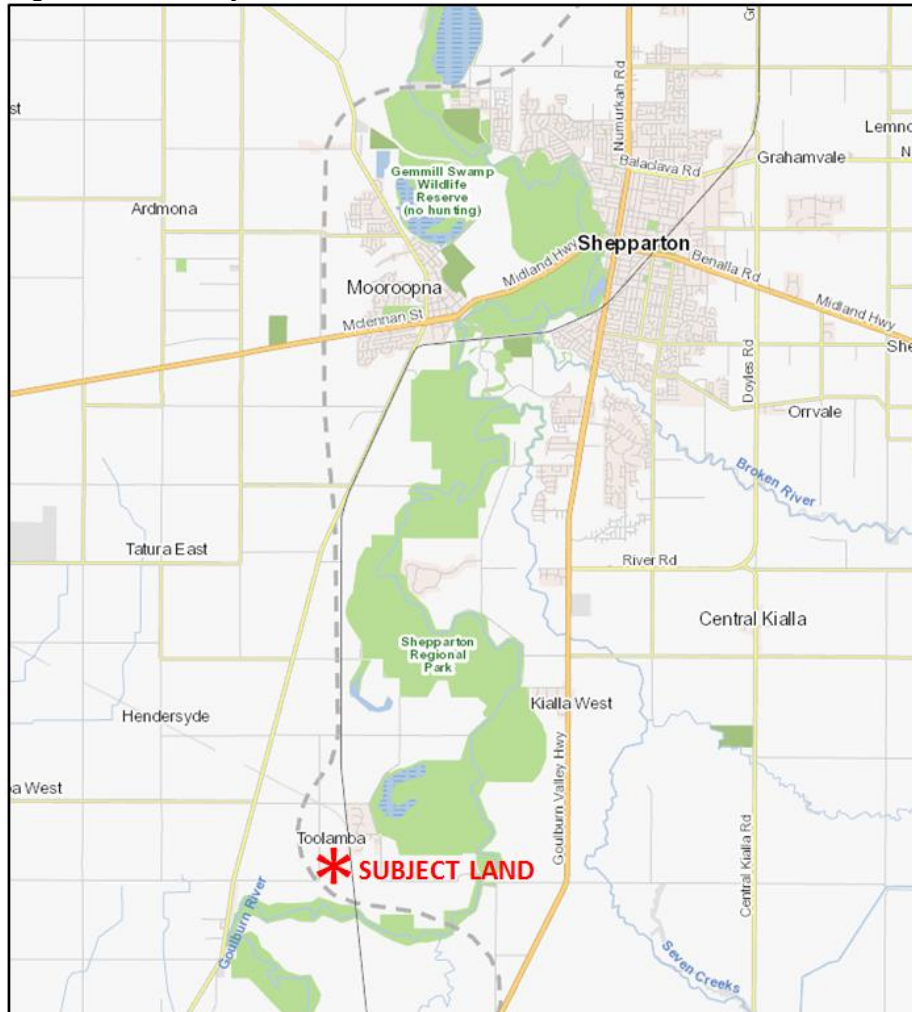
A rezoning request was received for approximately 54 hectares of land located immediately southwest of the existing Toolamba township, to be known as the Toolamba Precinct Structure Plan (PSP) area (see *Figure 1 – Locality Plan*). The Toolamba PSP area is located directly south of Toolamba's main street (Wren Street), and approximately 250 metres west of the hotel and general store.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

The land is generally bounded by existing township properties along Wren Street to the north, the railway line to the east, Rutherford Road to the west and the Public Acquisition Overlay for the Goulburn Valley Highway – Shepparton Bypass to the south.

Figure 1 – Locality Plan

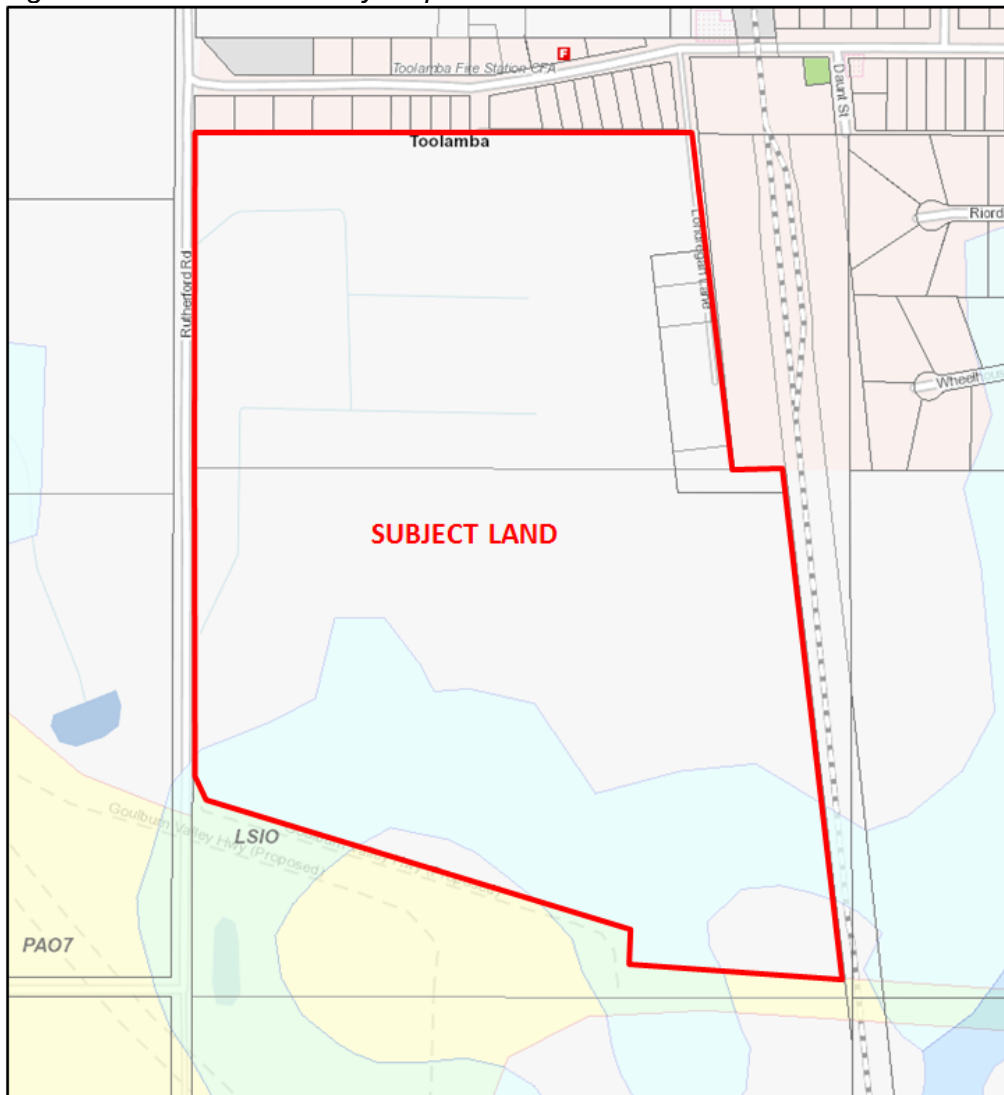


The land is currently within the Farming Zone and is partially affected by the Land Subject to Inundation Overlay (see *Figure 2 – Zone and Overlay Map*). The land is known as Investigation Area 6 in the Greater Shepparton Planning Scheme.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Figure 2 – Zone and Overlay Map



The Planning Scheme provides the following information regarding Investigation Area 6:

- Investigation Area 6 – Toolamba. The area is located to the south west of the existing township. The density of residential development will be dependent on the outcome of current investigations into the provision of sewerage to the land. In the absence of sewerage, the density of future residential development will be dependent on Land Capability Assessment.

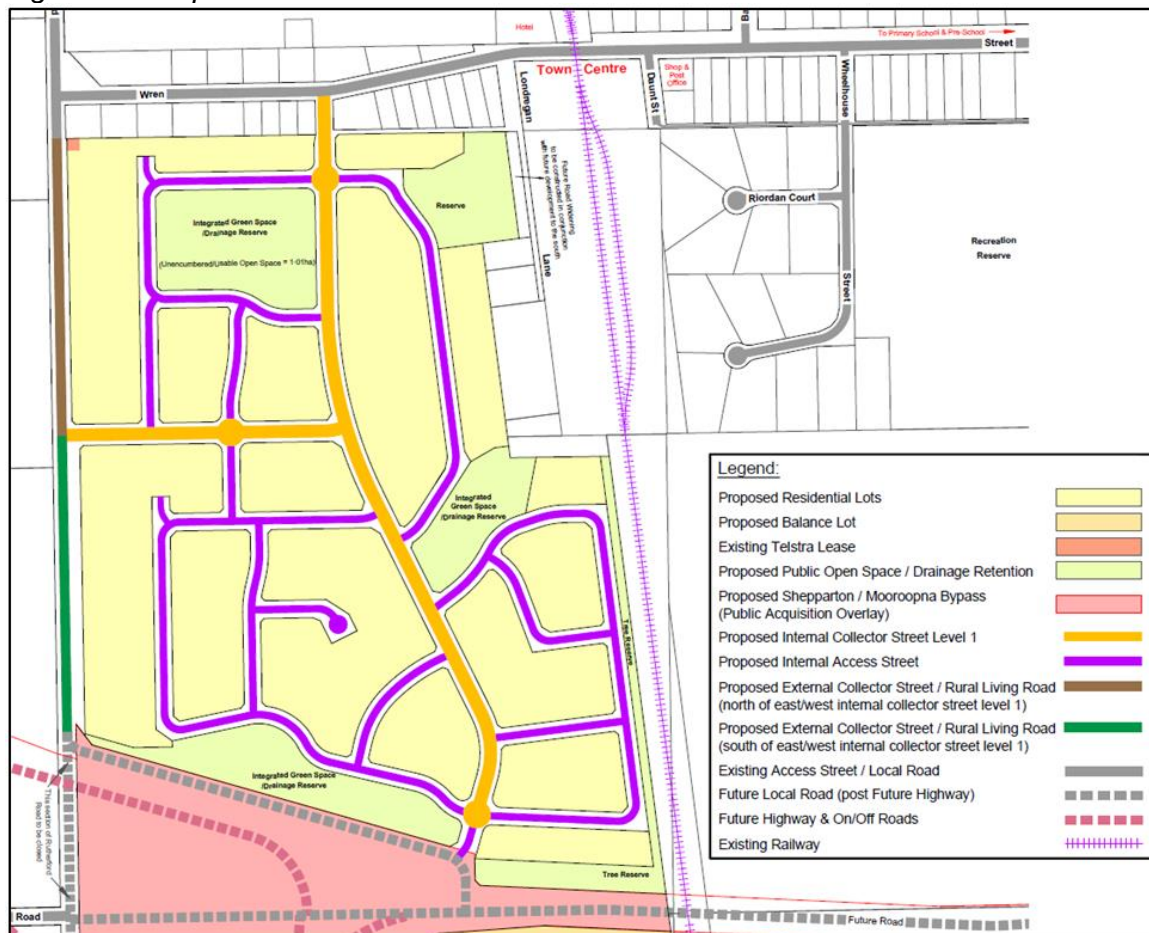
Reticulated sewer is not available in Toolamba, with all existing development utilising septic tank type on-site effluent disposal. An in-principle agreement has been reached with Goulburn Valley Water to provide reticulated sewer the Toolamba PSP area via a rising main to the Tatura treatment plant. Preliminary investigations have established that it is physically possible and that it would not only facilitate a more environmentally responsible development on the subject land, it has potential for future augmentation to remedy existing environmental concerns associated with existing non-sewered development in Toolamba and Old Toolamba townships.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

The investigation was completed by the proponent and it is considered appropriate to rezone the land to the Urban Growth Zone with a Precinct Structure Plan (PSP) (see *Figure 3 – Proposed Green Urban Structure Plan*).

Figure 3 – Proposed Urban Structure Plan



The Toolamba PSP seeks to facilitate township growth that will be supported by the local town centre, community facilities including a primary school and kindergarten, commercial facilities including a general store and post office, and sports ground.

The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

Council Plan/Key Strategic Activity

Theme: *Built – Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.*

Objective 4.1: *Growth is well planned and managed for the future.*

Objective 4.2: *Urban and rural development is sustainable and prosperous.*

Risk Management

There are no risks to Council associated with the preparation and exhibition of this planning scheme amendment.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Policy Considerations

The proposed planning scheme amendment does not conflict with any existing adopted Council policy. The proposal complies with the *Greater Shepparton Housing Strategy, 2011* and the Greater Shepparton Planning Scheme.

Financial Implications

All costs associated with the Planning Scheme Amendment process will be met by the proponent. This includes any costs associated with an independent planning panel, if required.

Legal/Statutory Implications

All steps in the planning scheme amendment will be undertaken in accordance with the *Planning and Environment Act 1987* and other relevant legislation.

Environmental/Sustainability Impacts

The amendment site has long ago been largely cleared of native vegetation for agricultural purposes, however a number of mature native trees exist, dotted across the site. A depression runs through the southern portion of the amendment site which abuts the river environs at its most southern part. It is proposed to incorporate these natural assets into public open spaces within the development, together with areas for retention and treatment of urban runoff and possibly water harvesting and re-use.

The land has a long history of agricultural activities, mostly non-irrigated cattle grazing and fodder production. The land has not previously been used for any intensive agricultural uses, as the undulating terrain prevents irrigation. The land contains no dwelling or buildings and the land has not contained sheep dip pits, chemical or fuel storages nor have any other activities with the high-risk potential to cause contamination been carried out on the land. Notwithstanding this, an environmental site assessment has been undertaken to ensure that the land is suitable for residential use.

Due to its proximity to the river the amendment site is included within an area of aboriginal cultural heritage sensitivity. A CHMP was prepared and approved by Yorta Yorta Nation Aboriginal Corporation and registered by Aboriginal Victoria.

Social Implications

The proposed amendment will, by providing additional land to the residential land base, add to the variety of housing opportunities in the township and within the Greater Shepparton municipality. Additional housing opportunities will benefit the township by providing for an increase in population, which provides a larger customer base for local businesses and subsequently create new business opportunities as well as allow the sustained and increased use of existing community services such as the primary school, recreation centre and sporting clubs.

Economic Impacts

A Land Supply and Demand Analysis was prepared by Opteon Pty Ltd in 2014, which demonstrated that there is a strong market demand for the lot sizes proposed to be provided for in the PSP area. The development of land for residential purposes will create additional employment opportunities during the construction phases, and will support existing businesses and facilities within the township of Toolamba.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Consultation

Preliminary consultation has been undertaken with key referral authorities and agencies, including VicTrack, Regional Roads Victoria, Goulburn Valley Water, Goulburn Broken Catchment Authority, Country Fire Authority and the Department of Environment, Land, Water and Planning. Comments from these authorities have been addressed in the preparation of the PSP.

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

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

Topic: Settlement – Commitment to growth within a consolidated and sustainable development framework.

Theme: Growth

Objective 1: To provide for sufficient suitable additional land for urban growth until 2030.

Objective 2: To release land efficiently in terms of location, supply or services and infrastructure.

Theme: Housing

Objective 1: To provide for a broader range of dwelling densities and types of housing to meet current and future community needs and differing lifestyles.

b) Other strategic links

Greater Shepparton Housing Strategy, 2011

Greater Shepparton Townships Framework Plan Review, 2018

Conclusion

It is proposed to rezone land within Investigation Area 6 to the Urban Growth Zone with a Precinct Structure Plan to guide development. The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

Attachments

Nil

12. REPORTS FROM COUNCILLORS

Nil Received

13. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES

Nil Received

14. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

15. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

16. COUNCILLOR ACTIVITIES

16.1 Councillors Community Interaction and Briefing Program

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 October 2018 to 31 October 2018, some or all of the Councillors have been involved in the following activities:

- Under 14 Club Girls – Basketball Australian Championships | Opening Ceremony
- Mooroopna Probus Club | Mayor – Guest Speaker
- Sir Murray Bouchier Memorial Committee Meeting
- Heritage Advisory Committee Meeting
- Netball State Titles | Mayor - Welcome Speech
- Netball Victoria - State Titles | Morning Tea
- Tatura Urban Fire Brigade | Presentation Dinner 2018
- Tatura Lawn Tennis Club | Opening - 'Courts & Lights for Kids'
- Under 14 Club Girls – Basketball Australian Championships | Gold Medal Match & Closing Ceremony
- Netball State Titles | Presentations
- Meeting with Mark Gepp MP | Member for Northern Victoria Region
- Committee for Greater Shepparton | 5th Birthday Celebration
- Mooroopna Education and Activity Centre | Annual General Meeting
- Creating Future GOTAFE - 'Partnering for Success' | Business Breakfast
- Launch | Digital Agriculture Strategy - The Hon Jaala Pulford
- Disability Advisory Committee Meeting
- SAM Invitation | Kimberley Moulton, Senior Curator of Museums Victoria
- Melbourne City FC v Western Sydney Wanderers | Corporate Function & Preseason Match
- Shepparton Club Incorporated | Annual Outstanding Achievers Awards [Highlights Local Community Achievers]
- Shepparton Show Me | Annual General Meeting
- Regional Cities Victoria | Melbourne
- Best Start Early Years Partnership meeting
- Greater Shepparton City Council Audit and Risk Management Committee Meeting
- The Hon Damian Drum MP - Listening Post | Tatura and Mooroopna
- "Celebratory Luncheon" | Secondary Student Trade Taster Program
- Municipal Association Victoria | State Council Meeting
- Beneath the Wisteria | CBD Living - Geoff Dobson
- Country Music Festival | Welcome
- Greek Ex-Servicemen's Association | Memorial Service
- Shepparton Brass and Wind | Annual Concert
- Shepparton Villages Annual General Meeting
- Children's Week Celebrations
- CoolHeads Community Partnership Awards
- Henan Provincial Government China | Shepparton Visit – Luncheon
- Council & Committee for Greater Shepparton | Henan Provincial Government China Visit

16. COUNCILLOR ACTIVITIES

16.1 Councillors Community Interaction and Briefing Program (continued)

- Community Leadership Program | Graduation 2018
- GV BRaIN Event | Peter Fox
- RiverConnect Implementation Advisory Committee Meeting
- Municipal Emergency Management Planning Committee
- Greater Shepparton | 2018 Order of Australia [OAM] Function
- Lighthouse Showcase
- Launch | Australian Football Skool [Soccer] – Championships
- St Georges Road Food Festival
- Australian Football Skool [Soccer] - Presentations by the Mayor
- Mayor Speaking Role | Mental Health Awareness | Melbourne
- Morning Tea | Steph Ryan and Leader of the Nationals Peter Walsh | Seymour
- Mental Health Event | 'Mind Your Health'
- Libraries Change Lives Campaign Launch
- Federal Ministers The Hon David Littleproud & The Hon Damian Drum | Community Forum - Drought Facing Farmers

RECOMMENDATION

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

Attachments

Nil

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors

Development Hearings Panel – 26 September 2018		
Councillors:	Cr Dennis Patterson	
Officers:	Michael MacDonagh, Jonathan Griffin, Andrew Dainton and Steve Bugoss	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Planning Application 2016-206/B for 1730 Fenaughty Road, Kyabram South seeking permission for earthworks in the Farming Zone and Land Subject to Inundation Overlay and the removal of native vegetation.	Cr Patterson
2	Planning Application 2018-37 for 58 Regent Street, Shepparton seeking permission for buildings and works for a second dwelling and a two lot subdivision in the General Residential Zone, Bushfire Management Overlay – Schedule 1 and Land Subject to Inundation Overlay.	Cr Patterson
3	Planning Application 2018-160 for 584-586 Wyndham Street, Shepparton seeking permission for the use and development of land for a take away food premises (drive through coffee) in the Neighbourhood Residential Zone and Floodway Overlay, erection and display of business identification signage and creation of access to a Road Zone Category 1.	Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	No

CEO and Councillor Catch up - 2 October 2018	
Councillors	Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Harvard Study	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Legal Action	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Heritage Matters	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	EPA Notice	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Mayoral Election Date	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti 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	

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Councillor Briefing Session - 2 October 2018		
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Fiona LeGassick, Michael MacDonagh, Colin Kalms, David Atley, Larry Friedberg, Sharlene Still and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Strategic Planning Quarterly Update	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Contract 1868- Provision of Trade Services Panel of Suppliers	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Contract 1870 - MAV Procurement - Supply and Delivery of Fuel & Lubricants	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Ordinary Council Meeting Dates	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Instrument of Delegation - Members of Staff and Development Hearing Panel	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti 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 - 16 October 2018

Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Amanda Tingay, Rachael Duncombe, Michael MacDonagh, Grace Docker, Sharlene Still and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
6.	Community Planning Summary 2017 2018	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
7.	Amendment C168 (Toolamba Township Expansion) - note preparation and exhibition of planning scheme amendment	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Appointment of Acting Chief Executive Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
9.	Proposed Aerodrome Memorial	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
10.	Investigation Area 4 and 10	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman 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	

CEO and Councillor Catch up - 16 October 2018

Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Solar Guidelines	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Seven Creeks D.C.P	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Munarra Heads of Agreement	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Ford Road	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Flood Study	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	Cottage	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti 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 - 23 October 2018

Councillors	Cr Kim O'Keeffe, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Fiona LeGassick, Rohan Sali, Anthony Nicolaci, Rachael Duncombe, Kelli Halden, Saleem Shaikh, Karen Dexter, Craig Exton, Greg McKenzie, Colin Kalms, Peter Gunn and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
11.	An Evening with Sir Bob Geldof, hosted by Charles Woolie	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary (partial) Cr Patterson Cr Summer
12.	Neighbourhood Houses Presentation	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
13.	Contract 1888 Balaclava Rd Verney Rd intersection - GVW main relocation	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer
14.	Contract 1903 - Contract for Management of Victoria Lake Caravan Park	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer
15.	Flood Study	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman (partial) Cr Les Oroszvary Cr Patterson (partial) Cr Summer Cr Sutton (partial)
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 - 23 October 2018	
Councillors	Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Christmas Function	Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Shepparton Education Plan	Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Flood Study	Cr Adem Cr Giovanetti 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	

CEO and Councillor Catch up - 30 October 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No	Matters discussed	Councillors Present for Discussion
1.	Show Grounds Lease	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Caravan Park Matters	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	David Davis Visit	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Shepparton Hotel	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
5.	Fixing Country Roads Funding	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	Goulburn River Valley Tourism	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem 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	

Councillor Briefing Session - 30 October 2018		
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Craig Thomson, Anthony Nicolaci, Rohan Sali, Janelle Bunfield, Olivia Curtis, Sally Rose, Jess Kirwin and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
16.	Shadow Minister for Planning and Public Transport David Davis and Wendy Lovell	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
17.	Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
18.	Large Scale Music Event	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
19.	Youth Strategy and Action Plan 2019-2022	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
20.	Farming Rates	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
21.	Munarra Centre Project - Heads of Agreement	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
22.	DECA	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
23.	Public Toilet Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Les 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	

**Shepparton Art Museum Advisory Committee Meeting
 Wednesday 24 October 2018**

Councillors:	Cr Chris Hazelman	
Officers:	Rebecca Coates, Maria Sorbello	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Apologies & opening of meeting	Cr Hazelman
2.	Conflict of Interest items on agenda	Cr Hazelman
3.	Resignation – Jesscia Solty	Cr Hazelman

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Acquisitions – SAM Collection, donations	Cr Hazelman
4.	Exhibitions - Craftivism	Cr Hazelman
5.	SAM Program – November 2018 to March 2019	Cr Hazelman
6.	2019 SAM Exhibition	Cr Hazelman
7.	Friends of Shepparton Art Musuem Inc. Report Volunteers, Data membership	Cr Hazelman
8.	Other Matters, tenders, SAM Program brochure SAM foundation milestone, interviews recruiting of board	Cr Hazelman
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.
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18. URGENT BUSINESS NOT INCLUDED ON THE AGENDA

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 item and previously designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act:

1. Report 8.1: Contract 1903 - Contract for Management of Victoria Lake Caravan Park. This document relates to contractual matters which are relevant grounds applying under sections 89(2) of the Act.