

MINUTES

Greater Shepparton City Council

COUNCIL MEETING

5:30PM, Tuesday 15 December 2020

In The Function Room, Riverlinks Eastbank

COUNCILLORS

Cr Kim O’Keeffe (Mayor)
Cr Robert Priestly (Deputy Mayor)
Cr Seema Abdullah
Cr Anthony Brophy
Cr Geoffrey Dobson
Cr Greg James
Cr Shane Sali
Cr Sam Spinks
Cr Fern Summer

VISION

GREATER SHEPPARTON, GREATER FUTURE

A thriving economy in the foodbowl of Victoria with excellent lifestyles, innovative agriculture a diverse community and abundant opportunities

Values

Values reflect what we feel is important. Organisations may have core values that reflect what is important in the organisation. These values may be guiding principles of behaviour for all members in the organisation.

Respect first, always

We are attentive, listen to others and consider all points of view in our decision making.

Take ownership

We take pride in honouring our promises and exceeding expectations, and are transparent with and accountable for our actions.

Courageously lead

We lead with integrity, and stand up and stand by what is in the best interests of the Greater Shepparton community.

Working together

We work collaboratively to create higher quality outcomes that are more efficient, thoughtful, effective and responsive. We cannot accomplish all that we need to do without working together.

Continually innovate

We are open to new ideas and creatively seek solutions that encourage us to do our best for our community.

Start the celebration

As ambassadors for our people and place, we proudly celebrate the strengths and achievements of Council and the Greater Shepparton community.

**M I N U T E S
FOR THE
COUNCIL MEETING
HELD ON
TUESDAY 15 DECEMBER 2020 AT 5:30PM**

**CHAIR
CR KIM O'KEEFFE
MAYOR**

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Risk Level Matrix Legend

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

Likelihood	Consequences				
	Negligible (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: Cr Kim O'Keeffe (Mayor)
Cr Robert Priestly (Deputy Mayor)
Cr Seema Abdullah
Cr Anthony Brophy
Cr Geoffrey Dobson
Cr Greg James
Cr Shane Sali
Cr Sam Spinks
Cr Fern Summer

Officers:	Peter Harriott	Chief Executive Officer
	Phil Hoare	Director Infrastructure
	Geraldine Christou	Director Sustainable Development
	Kaye Thomson	Director Community
	Boboleia Kom	Official Minute Taker
	Rebecca Good	Deputy Minute Taker

Welcome to Country

The Council Meeting commenced with a Welcome to Country presented by Cr James on behalf of the Yorta Yorta Elders Council and the 16 family groups.

1 Acknowledgement

“We, Greater Shepparton City Council, acknowledge the Yorta Yorta Peoples of the land which now comprises Greater Shepparton, we pay our 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.

3 Governance Principles

Council considers that the decisions contained in these Minutes gives effect to the overarching governance principles stated in Section 9(2) of the *Local Government Act 2020*. These principles are as follows:

1. Council decisions are to be made and actions taken in accordance with the relevant law;
2. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
4. the municipal community is to be engaged in strategic planning and strategic decision making;
5. innovation and continuous improvement is to be pursued;
6. collaboration with other Councils and Governments and statutory bodies is to be sought;
7. the ongoing financial viability of the Council is to be ensured;
8. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
9. the transparency of Council decisions, actions and information is to be ensured.

4 Apologies

Nil Received.

5 Declarations of Conflict of Interest

In accordance with section 130 (1)(a) of the *Local Government Act 2020* Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

Disclosure must occur immediately before the matter is considered or discussed.

Cr Spinks declared a general conflict of interest in relation to item 8.2.

6 Confirmation of Minutes of Previous Meetings

**Moved by Cr Abdullah
Seconded by Cr Summer**

That the minutes of the 20 October 2020 and 23 November 2020 Council Meetings as circulated, be confirmed.

CARRIED UNOPPOSED

7 Public Question Time

Nil Received.

8 Deputations and Petitions

8.1 Petition - Mooroopna Partial Carpark Removal in McLennan Street (Archer Street to Mill Street) Block 5

**Moved by Cr Brophy
Seconded by Cr Spinks**

That the minutes of the 20 October 2020 and 23 November 2020 Council Meetings as circulated, be confirmed.

CARRIED UNOPPOSED

8.2 Petition - An Independent Review of the Greater Shepparton City Council Rates System

Cr Spinks declared a general conflict of interest in relation to item 8.2 and left the room at 5:33pm.

**Moved by Cr Brophy
Seconded by Cr Priestly**

That the Council:

- 1. accept the electronic petition titled 'Petition – An Independent Review of the Greater Shepparton City Council Rates System' in accordance with Governance Rule 80.8; and**
- 2. note the contents of the petition.**

CARRIED UNOPPOSED

Cr Spinks returned to the meeting at 5:35pm.

9 Community Directorate

9.1 Maternal and Child Health Service Report - 2019/2020

Moved by Cr Abdullah
Seconded by Cr Sali

That the Council note the 2019-20 Maternal and Child Health Report.

CARRIED UNOPPOSED

9.2 Emergency Management Planning Reform

**Moved by Cr Dobson
Seconded by Cr Summer**

That the Council resolve to establish a Municipal Emergency Management Planning Committee in accordance with the State Government Emergency Management Planning Reform 2020 - 2021.

CARRIED UNOPPOSED

9.3 Mooroopna Integrated Early Learning Centre

**Moved by Cr Abdullah
Seconded by Cr Spinks**

That the Council:

- 1. approve the signing of The Lease to operate the Mooroopna Integrated Early Learning Centre; and**
- 2. note the following:**
 - a. that the Lease applies to the portion of the building identified on the lease document in red/pink; and**
 - b. that the Lease includes a contribution to the outgoings for the Community area of the facility identified in green on the lease document.**

(The Lease - Victorian Schools Building Authority Lease between James Merlino MP in his capacity as the Minister administering the Education and Training Reform Act 2006 and Greater Shepparton City Council for the property Integrated Early Learning Centre' located at Mooroopna Primary School, 16-18 O'Brien Street, Mooroopna VIC 3629.)

CARRIED UNOPPOSED

10 Corporate Services Directorate

10.1 November 2020 Monthly Financial Report

Moved by Cr Abdullah
Seconded by Cr Priestly

That the Council receive and note the November 2020 Monthly Financial Report.

Cr Abdullah was granted an extension of time to speak to the motion.

The motion was carried unopposed.

10.2 Review of Councillor Representation on Committees

Moved by Cr James
 Seconded by Cr Brophy

That the Council confirm the appointment of delegates and representatives for committees shown in the following table:

Committee	Councillor Representative(s) 2021
Best Start Municipal Early Years Partnership Committee	Cr Seema Abdullah
Calder Woodburn Memorial Advisory Committee	Cr Anthony Brophy
Development Hearings Panel	Cr Rob Priestly Cr Shane Sali
Disability Advisory Committee	Cr Sam Spinks
Goulburn Broken Greenhouse Alliance	Cr Sam Spinks
Goulburn Valley Highway Bypass Action Group	Mayor
Goulburn Valley Local Government Waste Forum	Cr Sam Spinks
Goulburn Valley Regional Library Corporation Board	Cr Greg James
Greater Shepparton Aerodrome Advisory Committee	Cr Rob Priestly
Greater Shepparton Audit and Risk Management Committee	Mayor Cr Rob Priestly
Greater Shepparton Public Health and Wellbeing Plan Advisory Committee	Cr Kim O’Keeffe
Greater Shepparton Women’s Charter Alliance Advisory Committee	Cr Sam Spinks
Heritage Advisory Committee	Cr Seema Abdullah Cr Fern Summer
Municipal Association of Victoria	

<ul style="list-style-type: none"> • Council Representative • Substitute Council Representative 	Cr Seema Abdullah Cr Sam Spinks
Murray Darling Association	Cr Geoff Dobson
Murray Darling Association	Cr Geoff Dobson
Positive Ageing Advisory Committee	Cr Seema Abdullah
Rail Freight Alliance Committee	Cr Shane Sali
Regional Cities Victoria (RCV)	Mayor
RiverConnect Community Advisory Committee	Cr Greg James Cr Sam Spinks
Shepparton Chamber of Commerce and Council Parking Reference Group	Mayor Cr Shane Sali
Shepparton Education Plan Project Board	Mayor
Shepparton Regional Saleyards Advisory Committee	Cr Geoff Dobson
Shepparton Showgrounds Advisory Committee	Cr Geoff Dobson Cr Fern Summer
Sir Murray Bouchier Memorial Advisory Committee	Cr Anthony Brophy
Sports Hall of Fame Advisory Committee	Cr Anthony Brophy Cr Geoff Dobson
Tatura Park Advisory Board	Cr Greg James Cr Shane Sali

CARRIED UNOPPOSED

10.3 Development Hearings Panel - Planning Committee

**Moved by Cr Dobson
Seconded by Cr Summer**

That the Council:

- 1. appoint Councillor Rob Priestly to the position of Chair of the Development Hearings Panel (DHP) until 31 December 2021.**
- 2. appoint Councillor Shane Sali to the position of Deputy Chair of the DHP until 31 December 2021.**

CARRIED UNOPPOSED

10.4 Council Meeting Dates

**Moved by Cr Summer
Seconded by Cr Brophy**

That the Council resolves:

- 1. scheduled Council meetings continue to be held at 5.30pm on the third Tuesday of each month, at 70-90 Welsford Street, Shepparton**
- 2. no Scheduled Council Meeting be held in January 2021;**
- 3. the Scheduled Council Meeting cycle be resumed on 16 February 2021.**

CARRIED UNOPPOSED

10.5 Contracts Awarded Under Delegation - September and October 2020

**Moved by Cr James
Seconded by Cr Abdullah**

That the Council note:

- 1. contracts awarded under delegated authority by the Chief Executive Officer;**
- 2. contracts awarded under delegated authority by a Director;**
- 3. contracts awarded under delegated authority by a Manager; and**
- 4. request for tenders advertised but not yet awarded.**

CARRIED UNOPPOSED

11 Sustainable Development Directorate

11.1 Awarding of Grants under the Heritage Grants Program 2020/2021

Moved by Cr Abdullah
 Seconded by Cr Spinks

That the Council:

- award 11 grants from the Heritage Grants Program 2020/2021 as outlined below (in no particular order):

Address	Works to be funded	Amount (ex GST)	Amount (incl. GST)
195A Pogue Road, Toolamba	Log cabin restoration	\$15,000.00	\$16,500
Royal Mail Hotel, Mooroopna	Brickwork repairs	\$13,681.00	\$15,049
Mooroopna Grandstand/ Recreation Reserve	Timber repairs and painting	\$ 9,104.00	N/A
138-140 Nixon Street, Shepparton	Replacement of gutters and downpipes, painting	\$ 9,753.00	N/A
137 Waverley Avenue, Merrigum	Leadlighting repairs	\$ 2,250.00	N/A
815 Crawford Road, Tatura	Roof and verandah repairs	\$ 6,947.00	\$7,642
21 Watson Street, Murchison	Roof and verandah repairs	\$10,553.00	N/A
915 Springvale Road Harston	Painting	\$ 2,831.00	N/A
90 Corio Street, Shepparton	Restumping	\$ 4,472.00	N/A
17 Gladstone Street, Dookie	Verandah and weatherboard repairs	\$ 1,341.00	N/A
55 Ross Street, Tatura	Restumping	\$ 4,068.00	\$4,475
Total		\$80,000.00	\$83,970

- authorise notification of the 36 unsuccessful applicants.

CARRIED UNOPPOSED

11.2 Endorsement of Vaughan Street Landscaping Concept Plans 2020

**Moved by Cr Priestly
Seconded by Cr Sali**

That the Council:

- 1. note the outcomes of the targeted consultation undertaken in June 2020;**
- 2. endorse the Vaughan Street Landscaping Concept Plans 2020; and**
- 3. authorise advocacy to the Federal and State Governments for funding to undertake detailed design work / construction.**

CARRIED UNOPPOSED

11.3 Community Sustainability Grants Round 1 2020/2021

Moved by Cr Spinks
 Seconded by Cr James

That the Council adopt the recommendation of the Community Sustainability Grants Assessment Panel to fund the following five Sustainability Grants to the value of \$11,329 (GST inclusive).

Organisation	Event/Project	Allocations Inclusive GST
Transition Tatura	Communities Shaping the Future: My Community 2021	\$1500
Tatura Community House	Harvest Table	\$1670
Shepparton Search and Rescue Squad Inc.	Security Light LED Upgrade	\$3000
Zero Carbon Tatura	Communications Project	\$3000
Currawa Primary School	Wicking Vegetable Garden Beds	\$2159
	Total	\$11329

CARRIED UNOPPOSED

11.4 Community Grants Round 1 2020/2021 COVID -19 Response

**Moved by Cr Priestly
Seconded by Cr Sali**

That the Council note the outcomes of the Economic Response Package Stage 2 Quick Response Community Grants Round 1.

CARRIED UNOPPOSED

11.5 Land Sale - The Vines

Moved by Cr Brophy
Seconded by Cr Summer

That the Council resolve to:

1. authorise the publication of a public notice of intention to sell the land shown generally as 'Reserve No 2' on proposed plan of subdivision 840858W, which invites submissions from the public on the proposed sale, in accordance with sections 189 and 223 of the *Local Government Act 1989 (Act)*;
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council's functions under section 223 of the Act in relation to this matter.

CARRIED UNOPPOSED

11.6 Proposed MC Pipes Land Sale

Moved by Cr Dobson
Seconded Cr Brophy

That the Council resolve to:

1. authorise the publication of a public notice of intention to sell the land shown generally as the part of lot 2 on the plan of proposed subdivision prepared by SPIRE – Drawing Number 307410UD00 (Version 1), being approximately 2415m² in area, which invites submissions from the public on the proposed sale, in accordance with sections 189 and 223 of the *Local Government Act 1989*;
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council's functions under section 223 of the *Local Government Act 1989* in relation to this matter

CARRIED UNOPPOSED.

12 Infrastructure Directorate

12.1 Terms of Reference for Shepparton Regional Saleyards

Moved by Cr Dobson
Seconded by Cr James

That the Council adopt the Terms of Reference for the Shepparton Regional Saleyards Advisory Committee.

CARRIED UNOPPOSED

12.2 Permission to Advertise Leases - Tatura Children's Centre, Murchison Historical Society, Kialla Children's Centre and Gawne Aviation

Moved by Cr Summer
Seconded by Cr Spinks

That the Council:

1. in accordance with Section 223 of the *Local Government Act 1989* (the Act), give public notice of the Council's intention to grant the following leases for 5 + 5 + 5 years to:
 - a. Tatura Children's Centre;
 - b. Murchison Historical Society; and
 - c. Kialla Children's Centre
2. in accordance with Section 223 of the *Local Government Act 1989*, give public notice of the Council's intention to grant the following leases for 10 + 10 years to:
 - a. Gawne Aviation for Hangar Site 1; and
 - b. Northern Side of Terminal Building.
3. stipulate in the public notice that persons may make a submission on the leases in accordance with Section 223 of the Act, and that written submissions must be received by 22 January 2021.
4. authorise the Chief Executive Officer to undertake the administrative procedures necessary to enable the Council to carry out its functions in relation to this matter under Section 223 of the Act.
5. if submissions are received under Section 223 of the Act:
 - a. an Additional Council Meeting be convened at a date and time to be determined, to hear from any person or persons who request to be heard in support of a Section 223 written submission; and
 - b. a report on any Section 223 submissions received by the Council, along with a summary of any hearings held, be presented to the Council meeting at which the matter is to be considered.

CARRIED UNOPPOSED

12.3 Variation to Contract No. 1925 - Architectural Design of Tatura Library Refurbishment and Extension

**Moved by Cr Priestly
Seconded by Cr Summer**

That the Council authorise payment of Contract Variation 5 under Contract No. 1925 Architectural Design of Tatura Library Refurbishment and Extension, for a total value of \$18,700.00 including GST.

CARRIED UNOPPOSED

12.4 Variation to Contract No. 2070 - Wyndham Street Intersection Works

**Moved by Cr Dobson
Seconded by Cr Summer**

That the Council:

- 1. authorise payment of Variation 7 under Contract 2070 - Construction of Wyndham Street and Fitzjohn Street Intersection for a total value of \$508,399.34 inc GST.**
- 2. authorise the Chief Executive Officer to approve additional variation payments, up to a limit of \$300,000 inc GST, if additional variations are required to complete the project.**

CARRIED UNOPPOSED

12.5 Award of Contract No. 2075 - Upgrade of Weddell Street & John Street, Shepparton

**Moved by Cr Abdullah
Seconded by Cr Sali**

That the Council:

- 1. accept the tender submitted by Tactile Australia Pty Ltd Trading as One Stop Civil for Contract No. 2075 - Upgrade of Weddell Street and John Street, Shepparton for the lump sum price of \$636,554.05 (including GST).**
- 2. authorise the Chief Executive Officer to sign and seal the contract documents.**

CARRIED UNOPPOSED

12.6 Project Management Policy and Framework

**Moved by Cr Dobson
Seconded by Cr Priestly**

That the Council:

- 1. adopt the Project Management Policy 03.POL5**
- 2. note the Project Management Framework.**

CARRIED UNOPPOSED

12.7 Award of Contract No. 2103 - Merrigum Netball & Tennis Court Upgrade

**Moved by Cr Sali
Seconded by Cr James**

That the Council:

- 1. accept the tender submitted by Jarvis Delahey Contractors for Contract No. 2103 - Merrigum Netball & Tennis Court Upgrade for the Lump Sum price of \$608,890.19 (inc GST).**
- 2. authorise the Chief Executive Officer to sign and seal the contract documents.**

CARRIED UNOPPOSED

12.8 Draft Tatura Sports, Events and Community Precinct Master Plan

**Moved by Cr Sali
Seconded by Cr Priestly**

That the Council release the *Draft Tatura Sports, Events and Community Precinct Master Plan* for public exhibition for a period of seven weeks commencing on 16 December 2020 and concluding on 2 February 2021 and invite submissions from the community and key stakeholders.

CARRIED UNOPPOSED

13 Confidential Management Reports

13.1 Designation of Confidentiality of Information

The following report attachments have been designated confidential by the Chief Executive Officer under Governance Rule 107 and in accordance with the definition of *Confidential Information* in the *Local Government Act 2020* (the Act).

- Item 12.5: Contract No. 2075 Weddell and John Street Upgrade - Moderated Evaluation Report
- Item 12.7: Contract No. 2103 – Merrigum Netball and Tennis Court Upgrade – Moderated Evaluation Report

These documents contain information which is consistent with the definition of '*private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage*'.

14 Documents for Signing and Sealing

Nil Received.

15 Councillor Reports

15.1 Councillor Activities

15.1 Councillor Activities - November and December 2020

Moved by Cr Brophy
Seconded by Cr Spinks

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

CARRIED UNOPPOSED

15.2 Council Committee Reports

Nil Received.

15.3 Notice of Motion, Amendment or Rescission

Nil Received.

16 Urgent Business not Included on the Agenda

Nil Received.

17 Close of Meeting

Meeting closed at 7:05pm