

MINUTES

Greater Shepparton City Council

COUNCIL MEETING

3:00PM, Tuesday 17 August 2021

Virtually Via Zoom

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 17 AUGUST 2021 AT 3:00PM**

**CHAIR
CR KIM O'KEEFFE**

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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
	Darryl Hancock	Manager Corporate Governance
	Marcus Daniel	Team Leader Governance
	Ropate Cabealawa	Official Minute Taker
	Boboleia Kom	Deputy Minute Taker

1 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.

2 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.”

3 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.

4 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.

5 Apologies

Nil Received.

6 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.

7 Confirmation of Minutes of Previous Meetings

**Moved by Cr Dobson
Seconded by Cr Spinks**

That the minutes of the 20 July 2021 Council Meeting as circulated, be confirmed.

CARRIED UNOPPOSED

8 Public Question Time

Nil Received.

9 Deputations and Petitions

Nil Received.

10 Community Directorate

10.1 Community Asset Committee Update

Moved by Cr Abdullah
Seconded by Cr Priestly

That the Council adopt the Community Asset Committees Policy as attached to this report.

CARRIED

10.2 Greater Shepparton LGBTIQA+ Advisory Committee - Membership

**Moved by Cr Spinks
Seconded by Cr Summer**

That the Council appoint the following community representatives to the Greater Shepparton LGBTIQA+ Advisory Committee for a period of 1 year commencing on 17 August 2021 and concluding on 23 August 2022:

- **Deb Chumbley**
- **Leigh Bamford**
- **Riley Millington**
- **Lachlan Slade**
- **Diane Baglin**
- **Dayna James**
- **Neha Samar**
- **Georgina Poort**
- **Daniel Gardner**

CARRIED UNOPPOSED

11 Corporate Services Directorate

11.1 Audit & Risk Management Committee Meeting Minutes - September 2020 to February 2021

Moved by Cr Priestly
Seconded by Cr Summer

That the Council receive and note the minutes for the Audit and Risk Management Committee meetings dated 17 June 2020, 9 September 2020, 16 December 2020, and 10 February 2021 as attached to this report.

CARRIED UNOPPOSED

11.2 Audit & Risk Management Committee - Unconfirmed Minutes - 9 June 2021

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

That the Council:

- 1. note the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 9 June 2021 as attached to this report; and**
- 2. note that the minutes will be confirmed by the Audit and Risk Management Committee at their next meeting, and any substantive changes to the unconfirmed minutes will be reported back to Council.**

CARRIED UNOPPOSED

11.3 July 2021 Monthly Financial Report

**Moved by Cr Abdullah
Seconded by Cr Dobson**

That the Council receive and note the July 2021 Monthly Financial Report.

CARRIED UNOPPOSED

11.4 Instrument of Delegation and Instrument of Sub-Delegation - Environment Protection Act 2017

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

That the Council:

- 1. confirm the approval of the S5 Instrument of Delegation dated 20 April 2021 as attached.**
- 2. approve the S18 Instrument of Sub-delegation which will come into force immediately upon the common seal of Council being affixed to the instrument as attached.**

CARRIED UNOPPOSED

11.5 Contracts Awarded under Delegation - July 2021

**Moved by Cr Sali
Seconded by Cr Dobson**

That the Council:

- 1. note the contracts awarded under delegated authority by the Chief Executive Officer;**
- 2. note the contracts awarded under delegated authority by a Director; and**
- 3. note the requests for tender advertised but not yet awarded.**

CARRIED UNOPPOSED

11.6 CEO Employment and Remuneration Policy

CEO Peter Harriott declared a material personal conflict of interest in relation to item 11.6 - CEO Employment and Remuneration Policy.

CEO Peter Harriott left the meeting at 3.40pm.

**Moved by Cr Abdullah
Seconded by Cr Brophy**

That the Council adopt the Chief Executive Officer Employment and Remuneration Policy as attached to this report.

CARRIED

CEO Peter Harriott returned to the meeting at 3.51pm.

12 Sustainable Development Directorate

12.1 Tatura RV Rest Stop Trial Outcome

Moved by Cr Sali
Seconded by Cr Summer

That the Council:

1. note the outcomes in relation to the Tatura Recreational Vehicle Rest Stop Trial;
2. designate the allocated spaces as marked in the Douglas Street car park in Tatura as a designated camping area for the purposes of the Local Law No. 1 Community Living 2018 with a review to occur in three years' time;
3. authorise the erection of all official signs, infrastructure and equipment, including CCTV cameras, necessary to regulate the use of the Douglas Street car park as an RV rest stop limited to use by fully self-contained RVs, including:
 - a) requiring RVs using the area to have the capacity to retain all waste, including grey and black water;
 - b) limiting stays to no longer than 48 hours;
 - c) limiting the area to no more than 3 parked RVs at any one time;
 - d) limiting parking to within the marked lines and bays;
 - e) limiting the use of generators to specific hours;
 - f) prohibiting other camping and fires;
 - g) requiring dogs to be on lead at all times; and
 - h) prohibiting the disposal of grey and black water other than at a designated dump point;
4. note that further consideration for free RV Rest Stops in other small towns will be assessed on a case by case basis, assessing alignment of the proposal with relevant Community Action Plans; and
5. note that a Greater Shepparton RV strategy will be developed as part of the new Economic Development, Tourism and Major Events Strategy in consultation with key industry stakeholders.

CARRIED UNOPPOSED

12.2 International Engagement Policy Review

**Moved by Cr Sali
Seconded by Cr Summer**

That the Council re-adopt the International Engagement Policy as attached to this report.

CARRIED UNOPPOSED

13 Infrastructure Directorate

13.1 Appointment of Members to the Greater Shepparton Aerodrome Advisory Committee 2021- 2023

Moved by Cr Dobson
Seconded by Cr Priestly

That the Council:

1. appoint the following Commercial Aero Operations representatives, Shepparton Aero Club representative and Community Representatives to the Greater Shepparton Aerodrome Advisory Committee for a period of two years commencing on 1 July 2021 and concluding on 30 June 2023:
 - Simon Greig
 - Michael Muller
 - Tom Garrett
 - Ken Muston
 - Chris Gregory
 - Allan Cole
2. formally acknowledge and thank Barrie Halliday, Susan Carroll and Karen Gurney for their outstanding contributions as they conclude their terms of memberships on the Shepparton Aerodrome Advisory Committee.

CARRIED UNOPPOSED

13.2 Road Discontinuance of Part Impey Street, Murchison

Moved by Cr Abdullah
Seconded by Cr Summer

That the Council:

1. determine that the western part of Impey Street abutting Gregory Road, Murchison, being a parcel measuring 2388m², is not required for public use as a road and that it be formally closed;
2. determine that the land referred to in number 1 above be sold to the owner of the abutting property at 25 Gregory Road, Murchison and consolidated with the title to that allotment.
3. give notice of the road closure in the *Victorian Government Gazette*; and
4. authorise the signing and sealing of all documentation for Council to complete the road closure and transfer of the land referred to in number 1 above to the abutting property owner at 25 Gregor Road.

CARRIED UNOPPOSED

**13.3 Recommendation to Award Contract No. 2136
Construction Vibert Reserve Pavilion
Redevelopment Stage 3**

**Moved by Cr Sali
Seconded by Cr Spinks**

That the Council:

- 1. accept the tender submitted by Crow Constructions Pty Ltd for Contract No 2136 Construction Vibert Reserve Pavilion Redevelopment Stage 3 for the Lump Sum price of \$4,104,995.40 (GST inclusive).**
- 2. authorise the Chief Executive Officer to sign and seal the contract documents.**

CARRIED UNOPPOSED

14 Confidential Management Reports

The following report / report attachment has 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 13.3 - Awarding of Contract CN2136 Vibert Reserve Pavilion Redevelopment Stage 3 - Contract No. 2136 Moderated Evaluation Report - V 3 Post-Interview Stage.

This document contains 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 disadvantage'.

15 Documents for Signing and Sealing

Nil Received.

16 Councillor Reports

16.1 Councillor Activities

16.1.1 Councillor Activities - July 2021

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

That the Council receive and note the summary of the Councillor's community interaction, briefing program and record of Assemblies of Councillors.

CARRIED UNOPPOSED

16.2 Council Committee Reports

Nil Received.

16.3 Notice of Motion, Amendment or Rescission

16.3.1 Universal Access Matching Grant Scheme - Commercial Properties - Investigation and Reporting

Moved by Cr Summer
Seconded by Cr Brophy

That the Council,

- Investigate options for a Universal Access matching grant scheme for commercial properties within Greater Shepparton.
- The investigation should include; financial implications, eligibility criteria, intended outcomes, alignment with current policies and likely uptake by the community.
- Results will be presented as a report within three months of this tabled motion, for consideration at the following Ordinary Meeting.

CARRIED UNOPPOSED

17 Urgent Business not Included on the Agenda

Nil Received.

18 Close of Meeting

Meeting closed at 4.35pm.