

# AGENDA

Greater Shepparton City Council

## COUNCIL MEETING

**3:00PM, Tuesday 21 December 2021**

Function Room, Riverlinks Eastbank

### COUNCILLORS

Cr Kim O'Keeffe (Mayor)

Cr Anthony Brophy (Deputy Mayor)

Cr Seema Abdullah

Cr Geoffrey Dobson

Cr Greg James

Cr Robert Priestly

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.

**A G E N D A  
FOR THE  
COUNCIL MEETING  
HELD ON  
TUESDAY 21 DECEMBER 2021 AT 3:00PM**

**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)
<b>Almost Certain (5)</b> Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
<b>Likely (4)</b> Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
<b>Possible (3)</b> Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
<b>Unlikely (2)</b> It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
<b>Rare (1)</b> 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

## 1 Welcome to Country

To be 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 recommendations contained in this Agenda 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

That the apology from Cr James be accepted, and a leave of absence granted.

## 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

### RECOMMENDATION

**That the minutes of the 16 November 2021 Council Meeting and 23 November Additional Council Meeting as circulated, be confirmed.**

## 8 Public Question Time

Nil Received

## 9 Deputations and Petitions

Nil Received

## 10 Community Directorate

### 10.1 Community Planning Policy

Author	Coordinator Community Development
Approved by	Director Community
Purpose	For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council adopt the Community Planning Policy as attached to this report.**

#### Executive Summary

Greater Shepparton City Council (Council) is committed to working in partnership with small town and neighbourhood communities to implement the Community Planning Program.

Community Planning involves planning for the future of an area that is led by the community. The purpose of Community Planning is to give local people greater ownership over their small town or neighbourhood by empowering individuals and groups to take a proactive role in shaping the future of the areas in which they live.

The Community Planning Policy has been reviewed and updated by the Community Development team to ensure Council continues to support the implementation of Community Plans in flexible and innovative ways to empower and embrace the needs of Greater Shepparton communities.

#### Report Detail

Council is committed to the development, implementation and review of the Community Planning program. The Community Planning Policy specifies the Community Planning principles and strategic direction for the implementation of the program within Greater Shepparton.

The purpose of Community Planning is to empower and provide opportunities to local people to be proactive, influential and take ownership in shaping the future plans in the areas in which they live.

Council's Community Planning program aims to:

1. Ensure communities within the municipality have an understanding of community planning.



2. Ensure the community planning process values democracy, trust, equity, social justice, openness, mutual respect, collaboration and inclusion.
3. Increase the capacity of individuals and communities and be guided by the Asset Based Community Development (ABCD) approach.
4. Acknowledge that community members have the desire and knowledge to contribute to decision making in their own communities.
5. Focus on achieving sustainable and realistic outcomes, in flexible and innovative ways, which empower and improve Greater Shepparton communities.

At the beginning of each financial year, Council Officers will provide a summary of Community Plan activities for the previous 12-month period to Council Executive and Councillors. This summary will include:

- Committee achievements
- Completed projects
- Successful funding applications
- Emerging issues
- Current priorities
- Other achievements.

Councillors should note that the 2020 to 2021 Community Planning Summary was provide to Council on the 13 July 2021.

The Community Development Team actively encourages Community Planning Groups to invite Councillors along to their meetings and welcomes Councillor interest in Community Planning. Councillors have already attended various Community Planning meetings and have invitations to future meetings and events. This will to be involved has provided a great opportunity for Councillors to become familiar with the priorities, challenges and aspirations of each of the groups.

## Council Plan/Key Strategic Activity

### **LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.

### **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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.

2.9 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.

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.

4.2 Urban and rural development is sustainable and prosperous.

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

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

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.

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

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

### **Risk Management**

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

### **Policy Considerations**

Greater Shepparton City Council Community Engagement Policy.

### **Financial Implications**

There are no additional financial considerations associated with this report.

CPIF Funding Streams have been previously approved via Council's internal budgetary process.

### **Legal/Statutory Implications**

There are no additional legal/statutory considerations associated with this report.

### **Environmental/Sustainability Impacts**

Many Community Plans have identified priorities which support environmental initiatives and projects. Examples of these include:

- Establish and support walking and cycling tracks
- Tree planting
- Town beautification
- Investigating sustainable energy sources
- Requests for drinking fountains and waste bins
- Encouraging responsible pet ownership
- Advocating for improved public transport
- Environmental Working Groups
- Clean-up Australia Day Activities

- Zero Carbon Project.

### Social Implications

The Greater Shepparton Community Planning model supports the community by:

- Empowering them to identify and achieve priorities.
- Utilising pre-existing skills and knowledge.
- Building capacity.
- Increased social awareness and inclusion.

### Economic Impacts

Many Community Plans have identified priorities which support their local economy via the establishment of new and existing small businesses.

### Consultation

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

### Strategic Links

a) Greater Shepparton 2030 Strategy

- Background and Analysis Report No. 3 – Community Life

b) Other strategic links

- Public Health Strategic Plan 2018-2028

### Conclusion

As part of Council's commitment to working in partnership with small town and neighbourhood communities, the next step will be the development of a new Community Planning Toolkit and other resources to further support Community Plan Groups to achieve their priorities.

The Community Development Team looks forward to continuing to strengthen both the communities' capacity to achieve their own priorities and further enhance ways in which Council and the broader community and networks work together to achieve community priorities.

### Attachments

1. Community Planning Policy [10.1.1 - 6 pages]

## 10.2 Access and Inclusion Access Grants

Author	Access and Inclusion Officer
Approved by	Director Community
Purpose	For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. approve the Access and Inclusion grant program (Capital and non- Capital) for consideration in the 2022-23 budget process; and**
- 2. support updating all guidelines and criteria associated with Greater Shepparton City Council grants programs to ensure universal design principles are embedded.**

### Executive Summary

Council Officers prepared an Options Paper 'Universal Access Matching Grant Scheme' in response to a Councillor Notice of Motion put forward earlier this year. This Paper provided Councillors with a range of options to consider and Officers are now recommending the introduction of an Access and Inclusion Grant (two streams non capital and capital) along with a review of all existing Greater Shepparton City Council grants with a view to improving universal design principles in all grant allocations. Further to this, the program can only proceed upon a successful 2022 to 2023 budget bid.

### Report Detail

Officers have prepared this report in response to item 16.3.1 of the August 2021 Ordinary Council Meeting. Item 16.3.1 refers to the Notice of Motion put forward by Cr Summer and Seconded by Cr Brophy.

The motion is as follows:

Universal Access Matching Grant Scheme - Commercial Properties - investigation and Reporting.

Author: Cr Summer

Approved by: Chief Executive Officer

Cr Summer has given notice that she will move:

Recommendation

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.

Below is a snapshot of the proposed new Access and Inclusion Grant and the proposed change to ensure an Access and Inclusion lens is included in all existing applicable Greater Shepparton City Council Grants:

	Access and Inclusion Grants		Improvements to current programs
<b>Proposed Name of Grant</b>	Access and Inclusion Grant – minor capital grants	Access and Inclusion Grant (non-capital)	N/A
<b>Grant Objective</b>	To provide funding for renovations to improve access to Business premises for people with barriers	To provide funding for access and inclusion improvements to businesses and not for profit organisations of a non-structural nature.	To update all Guidelines and criteria associated with all GSCC grants programs to ensure Universal Design Principles are embedded in grant objectives and where appropriate grant criterion.
<b>Grant Description</b>	The grant would provide substantial, if only partial, funding on a \$\$\$ matching basis to assist with structural upgrades to commercial and not for profit premises allow better access and inclusion of people with disabilities.	This grant provides up to \$1,000 per successful application to businesses on a matching basis. Matching funds can include in kind funds. This is to make businesses and community group spaces more accessible and inclusive for people with disabilities.	N/A

The Access and Inclusion Grant program would open in line with other Community Grants programs in August of each year. The Access and Inclusion Officer would provide advice and support on grant enquires and grant recipients and seek the advice and support of other Council areas such as Economic Development where needed. The Grant proposal provides Council with an opportunity to demonstrate innovative approaches to seeking access and inclusion outcomes in both the business and community sector in Greater Shepparton.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.1 Council to take an active leadership role for access and inclusion in our community.

Each of the four options has been assessed against Councils current council plan and other strategic activities. For further information refer to the attached issues paper.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Funding is used inappropriately	Unlikely	Minor	Low	Successful applicants must provide an itemised budget and enter into a funding agreement with Council. Applicants must supply a full acquittal of funding
Council receives a large volume of inappropriate submissions	Possible	Negligible	Low	Applicants will be required to discuss the nature of their application with a relevant Council officer before receiving a link for application submission.
Works are non-compliant	Possible	Moderate	Moderate	All relevant planning and building approvals must be obtained and submitted before grant application.
Grant funding does not achieve the desired outcome	Possible	Moderate	Moderate	Applicants must supply a business plan and demonstrate the viability of their business. Applications will be assessed according to their capacity to deliver positive economic outcomes

## Policy Considerations

There are currently no policy implications associated with this report.

## Financial Implications

The proposal requires a budget contribution of \$60,000 per financial year to introduce the new Grants program.

## Legal/Statutory Implications

There are currently no legal or statutory implications associated with this report. This report has been developed in response to a Councillors Motion. However, it should be noted that

in accordance with the Disability Act 1992 and the Premises Standards; it is up to building owners and occupiers to ensure that dignified and equitable access to buildings and facilities and services within buildings is provided for people with disability

### **Environmental/Sustainability Impacts**

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

### **Social Implications**

The objective of the Grant proposal includes improving community connectivity and cohesion and celebrate people with Disabilities in Greater Shepparton.

### **Economic Impacts**

The objectives of these grants are to improve access to building for people with barriers.

It is hoped that the availability of this grant program will incentivise businesses and community groups to invest in access and inclusion outcomes. It is envisaged that a grant project such as this along with other initiatives will assist to stimulate accessible tourism in Greater Shepparton.

### **Consultation**

Officers have consulted with:

- Internal staff regarding Council's grant processes and policies.
- Internal staff regarding Council's responsibilities around providing access to privately owned commercial premises.

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

### **Strategic Links**

This report is strategically linked to the following strategic documents:

Municipal Public Health and Wellbeing Plan Liveability Indicator:  
Recreation Facilities and Public Open Space  
Universal Access & Inclusion plan 2017-2021 & the Draft Universal Access & Inclusion plan 2022-2026

### **Conclusion**

The Access and Inclusion grant program proposal presents a way to invest in both business and community to improve access and inclusion outcomes for all. This proposal will result in investment in both minor capital and non-capital outcomes and demonstrate to the Greater Shepparton community Councils investment in access and inclusion.

### **Attachments**

Nil

## 10.3 Community Matching Grants 2021/2022 - Round One

Author Project Administration Officer  
 Approved by Director Community  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council note the successful applicants of Round 1 of the Community Matching Grants Program 2021/2022 as outlined below (in no particular order):

Organisation	Project	Grant Awarded (ex GST)
Tatura and District Historical Society Inc.	Powered Entrance Door	\$5,000
Tallygaroopna Men's Shed Inc	Men's Shed Security Improvement Project	\$760
Mooroopna Croquet Club	Updating Outdated Hoops	\$1,750
Karramomus Hall and Recreation Reserve	Karramomus Hall Refurbishment	\$3,000
GV Extreme Sport / Valley Sport	Shepparton Skatepark Series	\$5,000
Goulburn Valley Aero Club	New Kitchen	\$5,000
Congupna Tallygaroopna Landcare Group	Feature Garden Seat for park at Congupna	\$720
Central Park Recreation Reserve	Concept Plan for Central Park Rec Reserve	\$4050
<b>TOTAL</b>		<b>\$25,280</b>

### Executive Summary

Greater Shepparton City Council offers the Community Matching Grants Scheme to support the development and implementation of community projects and activities as a part of Council's Community Development Framework.



For the 2021/22 financial year the Community Matching Grants Scheme has a total budget of \$75,000. It is recommended that \$25,280.00 be approved for the eight recommended projects for Round One 2021/22, leaving a remaining \$49,720.00 for Round Two.

Round One 2021/22 opened on Monday 27 July 2021 and closed on Friday 20 August 2021. Nine applications were received and assessed by an internal Grant Assessment Panel. The Panel is recommending eight projects be funded within this Grant round.

Due to the current COVID-19 pandemic, Council Officers will work with approved applicants to seek approval of variations where required and support organisations to complete the projects as intended.

## Report Detail

Greater Shepparton City Council first launched the Community Matching Grants Scheme in September 2011. Community Matching Grants are designed to support projects from the Greater Shepparton community which:

- Build new social connections and partnerships within communities, or reinforce those that already exist.
- Allow participation in a community activity, at all stages of the project from planning to completion.
- Enable community members to acquire or develop a new skill.
- Create, renew or revitalise places and spaces within the community.

Grants are available for up to \$5,000 with each project required to provide a matching component of the total project cost, either through a cash or in-kind (material or labour) contribution. The scheme aims to be as flexible as possible regarding matching funding so there are no concrete rules about the size of the matching contribution. As a guide, it is anticipated that the group applying will contribute 50% of the total project cost, with no more than 50% of the applicant's contribution being in-kind. The ability of an organisation to provide financial and in-kind support to a project is considered during the review process to ensure a fair distribution of grant funds.

This round of Community Matching Grants has been promoted through the Council's external website, social media, media release and via community organisation email lists and networks. Two online Grant Information sessions were delivered by the Grants Coordinator supported by Council Officers on 14 July and 10 August 2021. In addition, the Project Administration Officer continues to speak with community organisations to discuss projects and options for funding. The internal Grants Working Group facilitated by the Grants Coordinator continues to collaborate to ensure Council's investment in community, through the grant programs, meets best practice.

Round One 2021/22 opened on Monday 27 July 2021 and closed on Friday 20 August 2021. Nine applications were received and assessed by an internal Grant Assessment Panel. The Panel is recommending eight projects be funded within this Grant round. One application was declined due to;

- Concerns with the project being based on privately owned land.
- Child Safety Concerns.

This group will be encouraged to adjust their project plan and make a new application in Round Two.

All applications were received via SmartyGrants, Councils online grants administration platform. Applications were first checked for eligibility by the Project Administration Officer and are then evaluated and scored by a panel of internal staff utilising the following funding criteria:

- Applications meet some or all of the objectives of the Scheme
- The intended project meets an objective within the Council Plan
- Community benefit
- Project feasibility
- Matching component
- Evidence of community support

The applications were ranked in order of score. Due to lower numbers of applications in this round, the assessment did not require the use of the cut-off point to determine the amount of funding available as per the Grant Distribution Policy. Final recommendations were determined at a meeting of the Grant Review Panel on Thursday 16 September 2021. The panel have recommended eight projects be funded. All of the recommended projects meet eligibility requirements and aim to build or strengthen the Greater Shepparton community.

### Recommended Projects

Organisation	GV Extreme Sport Auspiced by: ValleySport		
Project	Shepparton Skatepark Series		
Short project description	<p>GV Extreme Sport is a collective of local skatepark users. GV Extreme Sport plan to run three weekend competitions in the Summer of 2022 in the areas of skateboarding, scooter riding, BMX riding and rollerblading/skating.</p> <p>Competitions will be for young people aged 12+ years and heats will be held before a final involving the top 8 from each age group and division.</p> <p>Working with Council and ValleySport this group will develop event and risk management plans, source appropriate public liability and sponsorship will be sourced from businesses in the local area as well as specific skate targeted businesses.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$8,650
Recommendation from the Assessment panel	Recommended		

Organisation	Congupna Tallygaroopna Landcare Group		
Project	Feature Garden Seat for Park at Congupna		
Short project description	<p>Working with local craftsman Tony Farrell the Landcare Group would like to construct a Feature Garden Seat out of horse shoes for the Pony Paddock Park at Congupna.</p> <p>This seat will be a wonderful addition to the Park for local people and travellers to enjoy. A plaque will be attached to the seat acknowledging Tony's work and support provided by Council for this project. The local school community will be involved by holding a small gathering at the Park at the completion of the project, pending COVID-19 restrictions.</p> <p>The Congupna Primary School children have been involved with Planting and Landscaping this area and often come into the Pony Paddock Park as part of their learning activities.</p>		

	Historically, the Pony Paddock Park was used by the school children who rode their ponies to School, they would leave the Ponies in the paddock until the end of the School day when they would collect their ponies and ride home again.		
Requested Council Contribution	\$720	Organisation Cash/in-kind	\$1,275
Recommendation from the Assessment panel	Recommended		

Organisation	Central Park Recreation Reserve Community Asset Committee		
Project	Concept Plan for Central Park Rec Reserve		
Short project description	<p>The Community Asset Committee will appoint a building designer to complete a schematic plan for a new building at the Central Park Recreation Reserve, updating the Central Park Recreation Reserve Master Plan, adopted in 2019. This new facility will include:</p> <ul style="list-style-type: none"> <li>• Female change facilities, which the reserve does not currently have.</li> <li>• Updated male change facilities, as the current ones are in a state of disrepair.</li> <li>• Umpire change rooms.</li> <li>• Multipurpose indoor space for users.</li> </ul> <p>The new facility will developed to be accessible in-line with current requirements, as the current accessible facilities at the reserve are outdated. The concept plan will also include a solution to the current issues around space for the Shepparton East Men's Shed, allowing them to further grow their membership numbers and develop new ways to engage with their existing membership.</p> <p>This concept plan will reflect previous discussions held with user groups, as well as incorporating feedback to be received during the two consultation sessions that will be conducted by the building designer.</p> <p>This new concept plan will then be presented by the Community Asset Committee to the Council, to lobby for it to be including in future capital works budgets.</p>		
Requested Council Contribution	\$4,050	Organisation Cash/in-kind	\$2,000/\$100
Assessment panel recommendation	Recommended		

Organisation	Karramomus Hall Refurbishment		
Project	Karramomus Hall and Recreation Reserve Committee		
Short project description	<p>The committee wishes to replace curtains and blinds throughout the facility and replace flooring in the cloak room.</p> <p>The refurbishment of the facility will assist with light and temperature control in the building, supporting Council's zero emissions target. Replacing the flooring in the cloak room will ensure the room can be used for its intended purpose.</p>		

	This facility has multiple user groups that will benefit from this refurbishment.		
Requested Council Contribution	\$3,000	Organisation Cash/in-kind	\$850
Assessment panel recommendation	Recommended		

Organisation	Tallygaroopna Men's Shed Inc.		
Project	Mens Shed Security Improvement Project		
Short project description	<p>The Tallygaroopna Mens Shed over the past 5 years has developed a good range of resources and this has enabled the group to give their members a wide range of activities to perform or be involved in. Valuable tools are stored in the shed, and there are concerns that Mens Sheds can be targeted by thieves.</p> <p>To improve this facility the Men's Shed plan on installing an eight camera security system, for improved security and as a deterrent. Further security will be provided with the installation of a colorbond fence from the main shed to the welding shed, closing off the rear yard from the public.</p> <p>The Men's Shed members will complete the installation of the security cameras and fencing.</p> <p><b>The Assessment Panel recommends the Men's Shed consult with Council's Coordinator Social Equity and Safety regarding the camera system, appropriate use and privacy of footage obtained.</b></p>		
Requested Council Contribution	\$760	Organisation Cash/in-kind	\$695/\$760
Assessment panel recommendation	Recommended		

Organisation	Goulburn Valley Aero Club		
Project	New Kitchen		
Short project description	<p>Installing a new kitchen at the Goulburn Valley Aero Club (based at the Shepparton Aerodrome), will ensure members and users will be able to operate in a healthy and clean manner, including when preparing dinner for club and other aerodrome events. As the clubs kitchen is past its, "fit for purpose use by date" it is desirable to have a kitchen that is presentable, up to date and easily maintained by user groups.</p> <p>The kitchen is used by GV Aero Club members and other user groups including; Civil Aviation Safety Authority, CFA, Forrestry Fire, helitak fire bombing pilots and ground support crews, other visiting pilots, including business pilots, air ambulance, royal flying doctor service, visiting politicians and government officials.</p> <p>GV Aero Club advises they have been supported by Council's Health Department in the design and requirements for their kitchen.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$4,998
Assessment panel recommendation	Recommended		

Organisation	Mooroopna Croquet Club		
Project	Updating outdate Hoops		
Short project description	<p>The Mooroopna Croquet Club needs to update to the latest stainless hoops that are used in most Croquet Clubs across Australia. To continue playing pennant and competition the hoops must be replaced with the new Quadway Hoops.</p> <p>The current hoops made of cast iron have required ongoing maintenance including powder coating every few years. The new stainless steel hoops are a lot lighter than the current hoops and have no ongoing maintenance requirement.</p>		
Requested Council Contribution	\$1,750	Organisation Cash/in-kind	\$1,750
Assessment panel recommendation	Recommended		

Organisation	Tatura and District Historical Society Inc.		
Project	Powered Entrance Door		
Short project description	<p>The Museum is an accessible facility once members of the public are inside the front door. The Historical Society have found their outward-opening front door is challenging for access to the building especially for those in wheelchairs. They have also found access challenging for people when carrying display objects or any bulky items.</p> <p>The Historical Society would like to replace this entrance doorway with an electric sliding door, this is the only entrance door used. The existing double doors would be replaced with one opening panel.</p> <p>The Historical Society have consulted Council's Building Maintenance department in regards to this project. The Building Maintenance Department is providing the matching component for this project.</p> <p><b>The Assessment Panel recommends that Council's Access and Inclusion Officer completes an assessment of the entrance and reviews all plans before commencement of the project.</b></p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$6,400 Provided by Council's Building Maintenance
Assessment panel recommendation	Recommended		

**Not Recommended**

Organisation	Giz A Break Limited		
Project	#uncontained		
Short project description	<p>Giz A Break works closely with Greater Shepparton Secondary College taking young people on off-road adventures.</p> <p>Giz A Break would like to involve young people in the development of art works to be installed on their assets located in Dookie. Engaging professional artists with young people to reflect on the following themes: resilience, hope, culture, support and adventure.</p> <p>Giz A Break will also engage a musician to work with the young people to choose a 'theme song' to be performed at a celebration.</p> <p>COVID-19 permitting - All groups of young people, their families and the participating artists will come together for a celebration following the installation of the art work, aligning with Shepparton Festival 2022 dates.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$5,000/\$2,300

Assessment panel recommendation	Not Recommended – Assessment panel have concerns with project being based on private land and child safety concerns. Feedback will be provided to the applicant with some suggested changes and they will be encouraged to apply in future rounds.
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**Council Plan/Key Strategic Activity**

**LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

**SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

- 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.
- 2.4 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.
- 2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

**BUILT**

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

- 4.3 Greater Shepparton’s heritage places, cultural landscapes, and objects are protected and conserved for future generations.
- 4.4 Quality infrastructure is provided and maintained to acceptable standards.

**Risk Management**

Insignificant to low risks have been identified and will be addressed at the operational level. All grant recipients will be required to consult fully with Council representatives prior to, and during their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks. Applicants have been asked to confirm that they have the necessary public liability insurances for projects where activities are being undertaken by the Grantees themselves. This will be confirmed prior to the release of any funds. The risk of conflict of interest to the Assessment Panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form.

**Policy Considerations**

The report and its recommendations comply with existing Council grant policy and guidelines.

**Financial Implications**

Council has allocated a total of \$75,000 for the 2021/2022 financial year for the Community Matching Grants Scheme. Round One 2021/2022 has allocated \$25,280 from this amount to fund the recommended projects, which leaves \$49,720 for allocation for Round Two. All

projects incorporate a matching component where the community group share the costs with Council, the matched contribution being financial or in kind (materials or labour). The total cash/in-kind support from the recommended applicants is estimated at \$17,553. Community Matching Grants do not attract GST, all figures mentioned throughout the report are GST Exclusive.

### Legal/Statutory Implications

The Community Matching Grants Scheme is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

The approval of the recommendations for this round of the Community Matching Grant Scheme will not have any negative environmental impacts.

### Social Implications

The recommended projects demonstrate the strength of community connection, engagement and meaningful participation in community life in Greater Shepparton. The volunteer contribution required to deliver these projects is inspiring. The community are taking on bold solutions to challenges in our community.

GV Extreme Sport is a collective of young people aiming to facilitate competitions activating the Shepparton Skate Park, this group of young people have developed relationships with Council and organisations such as ValleySport to support and guide them. Congupna Tallygaroopna Landcare Group are supporting a local craftsman to provide a feature seat within Congupna's Pony Paddock Park, providing somewhere for locals and visitors to rest. Karramomus Hall and Recreation Reserve Committee, Tatura and District Historical Society Inc and Tallygaroopna Men's Shed are using their funds to develop and refurbish their current facilities to refresh, update access and provide security. Central Park Recreation Reserve Community Asset Committee is working to support the Central Park Master Plan by engaging a building designer to develop schematic plans for a new change facility and providing a much needed change area for females participating in sport. Goulburn Valley Aero Club is installing a new kitchen to support their important user groups and Mooroopna Croquet Club will install new hoops which allows them to participate in pennant and competitions.

The recommended applications in Round One of the Community Matching Grant Scheme reaches a broad cross section of our community and the positive impacts will have a ripple effect across our community.

### Economic Impacts

In most instances the applications are for the purchase of equipment, materials and services which will in most cases support local businesses.

### Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure that the information about the application process was widespread	Media Release Website Social Media Email lists and networks
Consult	Grant Information Session Appointments offered to discuss applications whilst the grants are open.	Sessions held: 14 July 2021 10 August 2021



Involve	Project Administration Officer and Community Development Officers provide assistance to community groups	Consultation on an individual basis during the application process.
Collaborate	Successful community groups/members will be responsible for the implementation of their projects which will provide the opportunity for community capacity building.	Successful applicants will drive their own community initiatives. They can seek assistance if a variation is required during the delivery of the project.
Empower	Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects.	Community organisations will deliver their projects.

Officers believe that appropriate consultation has occurred.

### Strategic Links

#### a) Greater Shepparton 2030 Strategy

- Direction 2 – Community Life

#### b) Other strategic links

- Greater Shepparton City Council – Community Development Framework
- Greater Shepparton City Council – Community Engagement Strategy
- Greater Shepparton City Council – Community Plan Implementation Policy
- Municipal Health and Wellbeing Plan 2017-2021
- Universal Access and Inclusion Plan 2018-2021
- Greater Shepparton Multicultural Strategy 2019-2022
- Greater Shepparton Environmental Sustainability Strategy 2014-2030
- Greater Shepparton Volunteer Strategy and Action Plan 2019-2022

### Conclusion

The applications for funding through the Community Matching Grants Round One 2021/22 have been reviewed by an internal Grant Assessment Panel in line with the Grant Distribution Policy of Council and the Guidelines of the Community Matching Grant Scheme.

The Grant Assessment Panel has recommended eight projects be funded. All of these projects meet eligibility requirements and aim to both build and strengthen connections in the Greater Shepparton community.

### Attachments

Nil

## 10.4 Creative City Strategy

Author	Manager - Performing Arts & Conventions
Approved by	Director Community
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That Council adopt the Creative City Strategy 2022 – 2027 as attached to this report.**

### Executive Summary

Following extensive community consultation, a Creative City strategy has been developed with the vision of “unlocking the creative potential of the Greater Shepparton community, enabling creativity in all its forms to enhance liveability, economic growth and social cohesion”.

The draft strategy was presented to Council for endorsement at the August 2021 Council Meeting and subsequently released to the public for final feedback and comment. Nine submissions were received and the comments have been reviewed and the feedback has informed the final document.

A strong message from the consultation is that Council should not necessarily deliver the outcomes itself but should provide leadership, advocacy and facilitation to enable the community to carry out that role. This principle is embedded in the strategy.

A 0.5 Effective Full Time (EFT) role within Council has been created to work with the community to implement the strategy. The officer title is Creative City Coordinator.

### Report Detail

Creativity is seen as being vital to shaping a city’s future. A creative city has the resilience and innovation to adapt and thrive in an ever-changing world. Creativity should apply to all areas of endeavour, not just to the arts and cultural sectors. Many businesses and industries are creative by nature such as designers, media creators, manufacturing and architects, however they are often not recognised for their creative contribution or influence.

Creativity also drives innovation in areas such as town planning, building development and engineering. All of this flows into making a city an attractive and rewarding place to live and work.

Key components of the strategy include:

- An articulated strategy vision - *To unlock the creative potential of the Greater Shepparton community, enabling creativity in all its forms to enhance liveability, economic growth and social cohesion.*
- Eight key directions or focus areas:
  - 1: Championing First Nations art and culture
  - 2: Ensuring the arts are for everyone
  - 3: Promoting active participation for all ages
  - 4: Celebrating diversity
  - 5: Supporting creative businesses
  - 6: Furthering cultural tourism
  - 7: Creating creative spaces
  - 8: Embedding cultural development across Council
- An action plan to ensure delivering on the strategy which details objectives, tasks and key responsibilities.

### Council Plan/Key Strategic Activity

#### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.2 Council to work with stakeholders to support leadership within our multicultural communities.

1.7 Youth leadership is fostered, encouraged and embraced.

#### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

2.5 Recognise First Nations history and advance reconciliation.

2.6 Welcome and embrace multicultural communities and their cultures.

2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### Risk Management

There is a risk that residents may feel they have not been consulted sufficiently or that the strategy is not relevant to them. The draft strategy was publicised and made available widely for final feedback to address this. The consequences of any risk are considered to be low.

### Policy Considerations

The draft strategy identifies several Council strategies and policies that align with it.

### Financial Implications

An allocation of a 0.5 EFT position to drive the Creative City Strategy has already been approved and included in Riverlinks' budget for 2021/22. An amount of \$15,000 has been allocated within the Creative City budget for associated project expenses during the year.

### Legal/Statutory Implications

No legal implications identified.

### Environmental/Sustainability Impacts

Any projects and actions arising from the strategy will be required to align with and support Council's target of zero carbon emissions by 2030.

## Social Implications

The social implications of a Creative City are considerable. An extract from **Community Indicators Victoria** states:

*“Most types of arts involvement have a social dimension that is an important basis for building social capital and community identity. The arts, through their communicative power, enhance individual engagement with the world in ways that have both personal and public benefits. These effects are instrumental in that they can open people to life and create the fabric of shared values and meanings that improves the public sphere. Collective artistic activity has the potential to provide a forum for voice, affect social change, or promote a community’s unique cultural identity.”*

*Participation builds social cohesion and connectedness, thereby reducing isolation. Through building a collective identity, event and cultural facilities also build community strength. Community and cultural events provide a range of socially inclusive activities that contribute to overall community well-being.”*

## Economic Impacts

Overall, the Australian cultural industries generate over \$50 billion in economic activity per annum or \$35 billion in Gross Value Added (GVA), (Australian Bureau of Statistics, 2014).

The essence of creativity is generating new and original ideas and is the beginning of innovation and adaption. Greater Shepparton is under represented in numbers of people involved in the creative industries even in comparison to other Victorian regional cities (1.5% of the total workforce in Greater Shepparton which is significantly below the national figure of 3.9%). There is clearly potential to grow this sector and for Greater Shepparton to benefit from the economic activity that would result.

## Consultation

Extensive consultation has already occurred to bring the project to this point and to develop the strategy. The various workshops and interviews enabled in-depth involvement of stakeholders and interested residents.

The draft strategy was released to the public for final comment in late September / early October 2021. Council received nine Community submissions on the draft document. The comments were mostly positive about the content of the document and suggestions regarding changes to language / words were incorporated into the final document as well as a couple of additional actions.

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

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- Culture and creativity feature strongly in the Strategy:
  - The Municipality is Culturally Active
    - The population will support a diversified local arts and cultural program, including visual and performing arts. The Shepparton Art Gallery, Shepparton Art Festival and Riverlinks organise events, exhibitions and festivals to recognise and celebrate the number of global cultures within the municipality, to promote learning and encourage knowledge sharing.

### b) Other strategic links

- 2018-2028 Public Health: Our Strategic Focus

- Greater Shepparton Youth Strategy and Action Plan: 2019-2023
- Greater Shepparton City Council Reconciliation Action Plan: Reflect 2019-2020
- Greater Shepparton Economic Development Tourism and Major Events Strategy: 2017-2021

c) State and National links

- Victorian Creative State: 2025
- Australia Council for the Arts Corporate Plan 2020 - 2024

## Conclusion

The development of this strategy has been a positive experience for our community and sets a clear direction for how Greater Shepparton can work towards unlocking the creative potential of the community, enabling creativity in all its forms to enhance liveability, economic growth and social cohesion.

Members of the community as well as stakeholders have been extensively involved in consultation and the strategy was written to reflect the wishes and priorities arising from this process. The draft strategy was released to the public for further comment and this feedback has been incorporated into the final draft which is presented here.

## Attachments

1. Creative City Strategy 2022 - 2027 - Final Draft [**10.4.1** - 56 pages]

## 10.5 Greater Shepparton Youth Committee Update

Author	Youth Development Coordinator
Approved by	Director Community
Purpose	For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That Council note the Greater Shepparton Youth Committee update August to November 2021.**

### Executive Summary

This report provides an update of the activities of the Greater Shepparton Youth Committee (the Committee) since being appointed in August 2021.

Following an extensive month-long recruitment campaign in July, forty young people applied to be a *Young Champion*. All applicants were interviewed with fourteen Young Champions, of various backgrounds and locations within Greater Shepparton, appointed in August. The remaining twenty-five applicants are engaged in the Youth Committee through two specially designed groups; 'Friends Of' and 'Mentors', and will be provided with upskilling and development opportunities. A formal induction of the Committee, by the Mayor, was held via video in October 2021.

Over the recent months an extensive online orientation was held for the Committee with regular meetings commencing in September 2021. A different theme forms the basis for each meeting. This approach provides a strong cross organisational and external partner connection to work in collaboration on a variety of topics. Opportunities to be involved in skill development are a key component of the Young Champions program.

Peter Harriott, CEO Greater Shepparton City Council attended the November Youth Committee Meeting on Monday 15 November 2021 and the Young Campions will met with the Council on Wednesday 24 November 2021 to share their ideas.

The Youth Committee have led an application for funding under the current Victorian Governments FReeZA round for funding in 2022-2024. Council Officers submitted this application on 29 October 2021 and are awaiting an outcome. Over 20 partner agencies have committed to supporting the funding program.

## Report Detail

Following an extensive month-long recruitment campaign in July, forty young people applied to be a *Young Champion*. All applicants were interviewed with fourteen young champions, of various backgrounds and locations within Greater Shepparton were appointed in August. The remaining twenty-five applicants are engaged in the Youth Committee through two specially designed groups; 'Friends Of' and 'Mentors', and will be provided with upskilling and development opportunities. A formal induction of the Committee was held via video in October 2021.

The Committee meets on a regular basis via video conferencing platforms with a different theme forming the basis for each meeting. This approach provides a strong cross organisational and external partner connection to work in collaboration on a variety of topics. The Greater Shepparton Young Champions met with the Council on Wednesday 24 November 2021 to meet, share ideas and collaborate.

On Monday 20 September 2021 the Youth Committee attended an orientation comprising of the VicHealth Connecting the Dots Strategic Thinking Workshop, Youth Committee business and planning for the year ahead. The Youth Committee identified and agreed on core values as part of their planning and these were presented in a poster developed by Young Champion, Trinity Crumpen-Winmar.

The Connecting the Dots Strategic Thinking Workshop is part of VicHealth's Co-design Workshops and ran in partnership with the Active Living Department, Community Strengthening and Valley Sport. This workshop focused on Mental Health & Wellbeing and was supported by local data presented by Naynika Begrecha, Community Awareness Coordinator at *headspace* Shepparton. The Youth Committee identified factors that impact on the mental health and wellbeing of local young people and determined areas where they would like to influence change.

From the co-design work, the Committee worked in teams to develop actions and initiatives responding to mental health for young people for inclusion in the Municipal Public Health and Wellbeing Plan. These actions and initiatives were pitched at the October Committee Meeting. The Committee will lead and partner to implement these initiatives in this area.

The Youth Committee have provided a youth voice on the following forums and activities since their commencement:

- Participation in the Victorian Government/ GV Health vaccination campaign '*Who are you arming yourself for?*' The video has been used to promote the COVID-19 vaccination to young people through social media platforms. Four committee members were involved in this campaign.
- Point Of Difference Studio 'Masks On' campaign - this campaign encouraged students to wear masks at school to protect themselves and others. The campaign involved videos and photos that were promoted to school students on social media platforms. One committee member was involved.
- Attendance at the Nelson Mandela Youth Leadership Summit 2021. This annual summit brings together a diverse youth population - refugee youth, migrant youth and Australian-born youth to create a group of connected future leaders of the region and Australia. Two committee members attended.
- Participation in Environment Victoria 'People Power' workshops - these workshops ran over four evenings to provide skill building and networking opportunities to those passionate about environments and climate action. One committee member attended.
- Review of Council Plan – the Committee reviewed the Council Plan as a team and provided a youth voice through their feedback.

- Review of Reconciliation Action Plan (RAP) – the Committee reviewed the RAP as a team and submitted feedback.
- Kindness Campaign – Committee member created a kindness video made up of powerful quotes for the Greater Shepparton Young Champions Kindness Wednesday
- LGBTQIA+ Training Consultation – a Committee member organised for Uniting - Diversity Project to speak with the Committee to discuss important topics for young people in the LGBT+ space to help inform future trainings run by Uniting
- YAC Vic Gender Equity Consultation – YACVic will be running a consultation for young people who have experienced gender-based discrimination and want to contribute to a discussion about gender equity. The purpose of this consultation will be to gain an understanding of the issues most prevalent for young people related to gender equity and gender-based discrimination, with the view that this feedback will inform our ongoing policy and advocacy work in this space.
- Asset Based Community Development (ABCD) Workshop – ABCD online workshop run by Jeder Institute, focussing on how to utilise ABCD skills while working with young people and our communities,
- CPR Training – The Committee chose to celebrate Community Safety Month by participating in CPR training ran by Ambulance Victoria as part of their SHOCKTOBER campaign. Committee members attended along with young people from the 'Friends of & 'Mentors' groups.
- Review of Universal Access & Inclusion Plan (UAIP) – the Committee reviewed the UAIP at the November Committee meeting and submitted feedback
- Koorie Youth Summit – Committee member attended the 2021 Koorie Youth Summit, the Koorie Youth Summit is for Aboriginal and Torres Strait Islander young people

The Youth Committee will meet on the third Monday of each month. Meetings will continue to be online until restrictions allow for in person meetings. At these meetings members will provide updates on Council portfolio areas to allow the opportunity for the Committee to develop a greater understanding of Council operations and opportunities.

Portfolios are supported by Council staff within the department relevant to the area and provide an essential platform for the Committee to work across all areas of Council:

- Health Promotion
- Environments & Sustainability
- Music & Arts
- Diversity & Inclusion
- Aboriginal Community
- Multicultural Community

Committee members have provided feedback on activities to date:

*“Meetings are judgement free and I love the open conversations”*

*“Everyone is so passionate!”*

*“I am liking discussing problems in the community and thinking of ways we can solve them”*

*“I like the committee and being able to give a voice to those who are voiceless”*

## Council Plan/Key Strategic Activity

### LEADERSHIP AND GOVERNANCE

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

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 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.

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially 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.

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.

## **BUILT**

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

4.6 Accessible digital infrastructure across Greater Shepparton supports connectivity and enterprising capability.

## **ENVIRONMENT**

Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is.

5.4 Council has positioned itself to be a leader in building Greater Shepparton's response to climate change issues, in partnership with key stakeholders.

## **Risk Management**

The Greater Shepparton Youth Committee was completed with a risk management lens with a particular focus on the implementation of the Child Safe Standards and other relevant Council policies and procedures.

## **Policy Considerations**

A review of the relevant policies and procedures in relation to working with young people has been conducted. As a result, new procedures have been developed that align with the Child Safe Standards and align with the Greater Shepparton City Council Volunteer Policies and Procedures.

## **Financial Implications**

There are no financial implications associated with this report.

### Legal/Statutory Implications

There are no legal/statutory implications associated with this report.

### Environmental/Sustainability Impacts

The linkage with the Shepparton Statement and the Climate Change Resource Officer provides the Greater Shepparton Youth Committee with the opportunity to engage in advocacy with regards to environmental issues.

### Social Implications

The engagement and promotion of youth through activations such as the Greater Shepparton Youth Committee have provided opportunity for emerging leaders to advocate on behalf of young people within Greater Shepparton and coordinate and lead activations that provide connection and engagement between youth and the broader community.

### Economic Impacts

There are no economic impacts associated with this report.

### Consultation

The Youth Committee will be involved in consultation throughout their tenor and assist with consulting community where required. For example, the Youth Committee recently participated in consultation around the Council Plan and the Reconciliation Action Plan.

### Strategic Links

a) Greater Shepparton 2030 Strategy

b) Other strategic links

- Greater Shepparton Youth Strategy and Action Plan
- Greater Shepparton Community Safety Strategy
- Greater Shepparton Municipal Public Health and Wellbeing Plan 2017- 2021
- Greater Shepparton Volunteer Strategy
- Shepparton Statement

### Conclusion

The Greater Shepparton Youth Committee were appointed in August 2021. Since then, the Committee have completed online orientation, participated in strategic workshops and provided a youth voice on numerous forums and activities.

The Committee are developing initiatives and activities to lead and partner on and enjoyed meeting the Council on November 24, 2021.

### Attachments

1. Youth Committee Core Values [**10.5.1** - 1 page]
2. Greater Shepparton Youth Committee induction video social media link [**10.5.2** - 1 page]

## 10.6 Best Start Early Years Plan Progress Report - Year 2 Action Plan

Author	Best Start - MEYP Project Officer
Approved by	Director Community
Purpose	For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note the 6-month progress report of the Greater Shepparton Best Start Early Years Plan 2020-2025.**

### Executive Summary

The Greater Shepparton Best Start Early Years Plan (GSBSEYP) 2020-2025 aims to enhance the developmental outcomes of children aged 0 to 6 years through improved access to early years services such as Maternal and Child Health (MCH), pre-kinder, kindergarten, playgroup and other services that support families in their parenting / carer role.

The GSBSEYP has a particular focus on children aged 0 to 3 years as this is a critical time for brain development and growth, and for children who are experiencing vulnerability. There are 5 key themes included in the GSBSEYP – Play, Learn, Thrive, Voice and Share – under which a number of key outcomes are included, as well as measures of success. Every year an annual action plan is developed to guide the work over the coming 12 months towards the measures of success under each of the 5 themes.

We are currently nearly 6 months into the year 2 Annual Action Plan. This report provides a progress report on the status of the various actions and activities listed in the year 2 Annual Action Plan, and any data or evaluation available. It should be noted that COVID has again had an impact on many activities, particularly in relation to the delivery format and starting dates.

### Report Detail

The Year 2 Annual Action Plan runs from July 2021 to June 2022. It has been developed as a result of reviewing the community consultation from 2020, discussions with service providers, workgroups and Alliance partners. A number of activities are a follow on from work started in the year 1 annual action plan.

A number of activities are mandatory, such as the provision of Supported “smalltalk” Playgroups by Greater Shepparton City Council (as per the funding agreement with

Department of Families, Fairness and Housing (DFFH), as well as the Best Start outcomes, again as per the funding agreement with Department of Education and Training (DET). Of the 42 activities listed in the year 2 Annual Action Plan: 10 have been completed, 22 are on track or ongoing for the 12 months, 9 have not yet started (due to start next year) and only one activity to date has not progressed (due to impact of COVID). Given the impact of COVID this is a very good result. We have had to be creative with some activities and alter the intended delivery or implementation to ensure we met COVID rules and restrictions.

Supported Playgroups were able to operate online during the various lockdowns, ensuring parents / carers and their children had a social connection with others. The Little Learners project is operating at Leslie Gribble and Colliver Rd kindergartens and a recent evaluation has highlighted the significant impact of this project on parents, children and kinder staff. Bi-lingual staff have supported families from Non English Speaking Backgrounds to access and transition into 3 year old kinder. Maternal and Child Health (MCH) continue to prioritise visits for Aboriginal children and support registration for Early Start to Kindergarten where we have seen an increase in registration numbers overall last year. A pilot project has been trialled with Non English Speaking Background families to provide support to enrol their child for kindergarten, something that in the past has been difficult due to language barriers and IT challenges. This also proved to be very successful with 95% of enrolments completed for the three kinders by end of November.

## Council Plan/Key Strategic Activity

### **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.

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.

2.7 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.

## Risk Management

Risk table completed below

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not being about to deliver the actions listed in the annual action plan	Possible	Moderate	Medium	Ensure all responsible partners / agencies are aware of the actions and the role they need to play. Where possible, commence at a later date if impacted by COVID.
Not being able to get required funding to support the Best Start Early Years Plan	Possible	Major	High	Advocate where required to ensure ongoing funding. Preparation and sharing of reports to demonstrate success and work of the program.

## Policy Considerations

As mentioned above there are a number of mandatory activities or work that must be documented in the Annual Action Plan and carried out due to the funding agreements Council has in place with DFFH and DET. Policy considerations are documented in the GSBSEYP 2020-2025 and have guided the development of the plan.

## Financial Implications

Best Start receives recurrent funding from DET, and Council contributes approximately \$26,000 to support the activities of the GSBSEYP 2020-2025. This combined funding is used to employ a Best Start Co-ordinator and Early Years Project Officer who are responsible for overseeing the implementation / progress of activities and actions documented in the Annual Action Plan, by working in partnership with workgroups, services, agencies, local initiatives and other Council departments.

Council also receives funding from DFFH to deliver seven Supported 'smalltalk' Playgroups across Greater Shepparton.

For a relatively small budget a great deal of work is achieved through the GSBSEYP 2020-2025 and specifically the Annual Action Plans.

## Legal/Statutory Implications

As per our funding agreements we are required to deliver certain activities or services for the Greater Shepparton community.

## Environmental/Sustainability Impacts

A number of activities listed in the Year 2 Annual Action Plan are designed to be sustainable, or embedded within service delivery. This may include a new process or procedure that makes it easier for families to access a service, or information sharing that supports at risk and vulnerable families.

From a practical sense, our Supported ‘smalltalk’ Playgroups promote using recycled resources or products for play activities, encouraging families to explore and play in the natural environment and talk about sustainability.

### Social Implications

There are activities documented in the Year 2 Annual Action Plan that support connection to early years services, community and society, which of course benefits the health and wellbeing of children and families. The Little Learners program is an example of this, as is supported playgroups, School Community Libraries and the outreach activities undertaken by MCH when they are able to do so.

### Economic Impacts

All of the research and evidence is clear that investing in the early years offers a significant long term benefit for children, families, community and society. Brain development is at its most rapid in the years 0 to 5 and the First 1000 Days (conception to end of year 2) is critical for a child’s development.

### Consultation

The Year 2 Annual Action Plan has been developed in consultation with service providers and community members through workshops, reviewing the 2020 community consultation report and also reviewing the activities started / completed in year 1 and scaling up priority work. We also considered what other services, agencies and initiatives were doing and identified opportunities to work together or enhance promising work already happening.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Share the action plan with others and how they can be involved.	Emails, social media platforms
Consult	Opportunity to contribute to the development of the Year 2 Annual Action Plan	Through workshops, individual meetings with people.
Involve	Involve the committees and service providers and their individual connection to community.	Deliver this work through the committees
Collaborate	Work with others in this space to ensure the best outcome for children.	Joint projects, forums, workshops
Empower	Find ways through active engagement to listen to the community	Forums, feedback from other services, surveys.

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

### Strategic Links

a) [Greater Shepparton 2030 Strategy](#)

b) [Other strategic links](#)

- The year 2 Annual Action plan is a supporting document of the GSBSEYP 2020-2025

### Conclusion

The Year 2 Annual Action Plan is progressing well, especially given the challenges with COVID. There are a number of activities due to commence in the new year and all others,

except one, have either commenced and are on track or have been completed. A final report will be developed in June 2022 to assess achievements and identify any activities that should be carried over and scaled up in the Year 3 Annual Action Plan.

Acknowledgement is made to the Best Start Early Years Alliance, Early Years Reference Group, Early Years Language Workgroup, and agencies / organisations identified in the Year 2 Annual Action Plan who have contributed to the progress to date.

## Attachments

Nil

## 10.7 Installation of Condom Vending Machines in public toilet blocks

Author Team Leader - Healthy Communities  
 Approved by Director Community  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council:

1. approve the purchase of nine Condom Vending Machines to be installed in public toilet blocks in the following locations:
  - Unisex Toilet Congupna Recreation Reserve
  - Accessible Toilet Undera Road
  - Accessible Toilet Larsen Park Tallygaroopna
  - Unisex Toilet John Pick Playground Victoria Park Lake
  - Accessible Toilet Fraser Street, Maude Street Mall
  - Accessible Toilet Vaughan Central Shepparton
  - Accessible Toilet CWA Gardens Dookie
  - Accessible Toilet Katandra West Recreation Reserve
  - Unisex Toilet Colaura Gardens Toolamba
2. support the installation of four Condom Vending Machines funded by The University of Melbourne Centre for Excellence in Rural Sexual Health in the following public toilet block locations:
  - Accessible Toilet Main Pavillion Shepparton Sports City
  - Accessible Toilet Mactier Gardens Tatura
  - Accessible Toilet Riverbank Gardens Murchison
  - Accessible Toilet Judd Park Merrigum

### Executive Summary

Condoms are the best form of prevention for sexually transmissible infections (STIs) and can also prevent unintended pregnancy. For rural young people, issues of privacy, lack of transport and cost are some of the barriers that prevent them from accessing condoms.

A Condom Vending Machine (CVM) is currently located in the male and female toilets in Ferrari Park, Mooroopna. This CVM was funded by the University of Melbourne Centre for Excellence in Rural Sexual Health (CERSH) following an MOU agreement between Council and CERSH in 2014. Council's Parks, Sport & Recreation Team is responsible for



coordinating, restocking, collecting money and providing data on the number of condoms sold that is reported through Council's Public Health and Wellbeing Plan. Council's Healthy Communities Team has been responsible for paying for repairs to the machines (very minimal).

Council officers are seeking to expand on the number of CVM's throughout Greater Shepparton to increase access to condoms particularly for young people. CERSH has agreed to provide Council with four new CVM and condoms to be placed in public toilet blocks throughout Greater Shepparton and will work alongside Council's Youth Services Team and newly formed Youth Advisory Committee to create a localised sexual health promotion campaign.

In addition to the existing CVM at Ferrari Park, four new CVM's to be funded by CERSH, Council officers are proposing to purchase nine more machines, bringing the total to 14 locations throughout Greater Shepparton where CVM's are located (including the already installed CVM's in the Ferrari Park Toilet Block, Mooroopna).

Proposed location for the new CVM's to be installed include:

- Unisex Toilet Congupna Recreation Reserve
- Accessible Toilet Undera Road
- Accessible Toilet Larsen Park Tallygaroopna
- Unisex Toilet John Pick Playground Victoria Park Lake
- Accessible Toilet Fraser Street, Maude Street Mall
- Accessible Toilet Vaughan Central Shepparton
- Accessible Toilet CWA Gardens Dookie
- Accessible Toilet Katandra Recreation Reserve
- Unisex Toilet Colaura Gardens Toolamba
- Accessible Toilet Main Pavillion Shepparton Sports City
- Accessible Toilet Mactier Gardens Tatura
- Accessible Toilet Riverbank Gardens Murchison
- Accessible Toilet Judd Park Merrigum

The selection of public toilet blocks is based on those that have frequent use and includes each of our small town communities. Placing the CVM in the accessible or unisex toilet where possible enables one CVM per location and increases accessibility.

Expanding the CVM service to other amenity blocks will be managed as part of the overall servicing of toilet blocks completed by Council's Parks, Sport & Recreation Team.

### Report Detail

Condom vending machines (CVMs) are practical, cheap and effective, particularly for young people wanting affordable and anonymous access to condoms. However, in many rural areas CVMs are located in venues not accessible to young people (i.e. pubs, clubs).

The University of Melbourne Centre for Excellence in Rural Sexual Health (CERSH) commenced the roll out of the Condom Vending Machine Initiative in Regional Victoria in 2011 to increase access to condoms for young people; to advocate for, and assist in, the installation of CVMs in locations where young people can access them (i.e. public bathrooms that are open 24 hours).

CERSH cited the following key points as to why this initiative is important:

- Chlamydia is the most frequently notified sexually transmissible infection (STI) in Australia, with 75% of notifications among young people (15-29 years)

- The most successful public health strategy in Australia to prevent transmission of STIs is encouraging safer sexual practices (i.e. using condoms)
- Young people in rural Victoria are disadvantaged when it comes to looking after their sexual health – this is due to limited access to services, confidentiality issues and cost factors
- Given that and the majority of Chlamydia infections are found in young people, it is imperative that young people living in regional Victoria have twenty-four-hour access to affordable condoms.
- This includes the installation of condom vending machines in areas that are easily accessible and provide a level of confidentiality for young people, as purchasing condoms in local chemists and supermarkets is often not seen by them as an option.

CERSH also cited evidence based on research on CVM's in the Loddon Mallee region, that negative community values and attitudes, vandalism, cost and maintenance in regards to CVM's, none of these had caused significant impact on the project. Instead, communities endorsed the project, there had been no registered complaints, vandalism had been minimal and maintenance managed by Council.

CERSH invites and encourages participation from councils across rural Victoria to include CVM installation as part of their public health program. Councils can play a supportive role in providing a public health response by installing CVM's in accessible public places which could contribute to the reduction of sexually transmissible infections.

Council entered into an MOU with CERSH in 2014 to deliver this initiative. CERSH provided Council with 4 CVM's and condoms to fill the machines and Council was responsible for coordinating, restocking, collecting money, covering the costs of repairs and providing data on the number of condoms sold (performed by Council's Parks, Sport & Recreation Team and Council's Healthy Communities Team). The MOU expired in June 2016. The CVM's were located in the men's and women's toilets in Ferrari Park and John Pick Public Toilets at Victoria Park Lake. Since the demolition and rebuild of the John Pick Public Toilets, the CVM's have not been reinstalled in this location. CVM's are still located in the male and female toilets in Ferrari Park, Mooroopna.

On average, Council would receive approximately \$28 per month in CVM income. It is anticipated low income is due to a lack of community awareness of the CVM, and a lesson for the future, that an ongoing public health campaign is needed to raise awareness of CVM locations and safe sex messages.

CERSH will provide Council with four new CVM's to install in public toilets throughout Greater Shepparton and 1,000 condoms to fill the machines. These machines will be installed in the following locations:

- Accessible Toilet Main Pavillion Shepparton Sports City
- Accessible Toilet Mactier Gardens Tatura
- Accessible Toilet Riverbank Gardens Murchison
- Accessible Toilet Judd Park Merrigum

Officers are proposing to expand the accessibility of CVM's throughout Greater Shepparton and purchase nine additional machines to be installed in the following locations:

- Unisex Toilet Congupna Recreation Reserve
- Accessible Toilet Undera Road
- Accessible Toilet Larsen Park Tallygaroopna
- Unisex Toilet John Pick Playground Victoria Park Lake
- Accessible Toilet Fraser Street, Maude Street Mall
- Accessible Toilet Vaughan Central Shepparton

- Accessible Toilet Katandra West Recreation Reserve
- Unisex Toilet CWA Gardens Dookie
- Male and Female Toilet Colaura Gardens Toolamba

These locations have been decided upon based on frequency of use and spread across Council's small towns. Placing the CVM in the accessible or unisex toilet enables one CVM per location and increases accessibility.

In addition to the already installed CVM's at Ferrari Park in Mooroopna, this will bring the total to 14 public toilet locations (including the already installed CVM's in Ferrari Park Mooroopna Toilet Block) throughout Greater Shepparton that include CVM's.

Free condoms remain available at local health and community services. School students can access condoms through the school nursing program.

Through the Municipal Public Health and Wellbeing advisory committee, a public education campaign will be developed to support this expanded service.

**Council Plan/Key Strategic Activity**

**LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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 Implementation Plan.

**Risk Management**

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

**Policy Considerations**

There are no conflicts with existing Council policy.

**Financial Implications**

The CVM supplier recommended by CERSH is Australian Therapeutic Supplies Pty Ltd. CVM retail for around \$1,100 new, or \$790 reconditioned as well as a freight charge. Condoms are around .75c per two pack and are then sold from the machine at \$1 or \$2. The revenue raised from condoms is expected to be enough to maintain the machine. A braille tactile sign will be created and placed on the outside of the toilet block to inform people a CVM is located inside the toilet cubicle.

CERSH has agreed to provide Council with four CVMs per LGA and the first 1,000 condoms.

Council is proposing to purchase nine new machines	\$9,900
Condoms to fill the machines	\$2,000
Braille tactile CVM inside sign x 15	\$1,050
Vinyl wrap of machines (youth design competition)	\$1,400
Freight	\$ 337
<b>Total</b>	<b>\$14,687</b>

With the CERSH contribution of \$4000.00, Council will fund the remaining \$9,687.00 from the Health Promotion adopted budget.

## Legal/Statutory Implications

There are no legal/statutory implications identified with this project.

## Environmental/Sustainability Impacts

There are no conflicts with environmental/sustainability impacts.

## Social Implications

The provision of condom vending machines (CVM) within Greater Shepparton aims to increase public access and availability to condoms. The CVM project aims to redress social inequities by increasing condom availability for marginalised populations who might not have access to these resources and has the potential to impact rising sexually transmissible infection (STI) and teenage fertility rates in Greater Shepparton.

## Economic Impacts

It is anticipated the income generated through condom sales will cover the cost of CVM repairs.

## Consultation

The installation of condom vending machines was tabled at Council's Public Health and Wellbeing Advisory Committee Meeting in June. All committee members were supportive of installing condom vending machines in public toilet blocks.

In addition to providing Council with four CVM's, CERSH will work alongside Council's Youth Services Team and newly formed Youth Advisory Committee to design posters and a 'Be Proud of Your Choices' social media campaign to promote positive sexual health messages, to improve access to and use of condoms and encourage regular STI testing.

These posters will include local information for where to access condoms and STI testing. The posters will be displayed alongside CVM's and in venues that young people frequent to increase awareness. The content for these campaigns will be developed in consultation with groups of rural and regional young people, facilitated by young people.

## Strategic Links

### a) Greater Shepparton Public Health and Wellbeing Strategic Plan 2018 –2028

- Social Environment
  - Liveability Indicator: Health and Social Services
  - Target: Increase the proportion of adolescents who practice safe sex by using a condom
  - Reduce the birth rate for young women 15 – 19 years (*Shepparton has the second highest teenage pregnancy rate in Victoria, with a rate of 18.3 per 1000 women*).
  - Note: These targets have been derived from the Victorian Governments Outcomes Framework, a supporting document linked to the Victorian Government's Public Health and Wellbeing Plan.

### b) Greater Shepparton Public Health and Wellbeing Plan – Implementation Plan

- CERSH provided Council with strategies and set actions to promote sexual and reproductive health that will be reflected in Council's Public Health and Wellbeing Implementation Plan
  - Increase availability of low cost and no cost condoms and dams, in accessible spaces
  - Increase public awareness of locations to access means of prevention
  - Increase knowledge and awareness of Sexually Transmissible Infections and Blood Borne Viruses and how to access and use means of prevention
  - Decrease rates of unintended pregnancy

- Raise the public health profile of sexual and reproductive health
- Increase local worker's capacity to promote sexual and reproductive health
- Promote respectful, safe sexual relationships and reproductive choices

### Conclusion

It is recommended that Council broaden the availability of Condoms through the purchase of nine CVM's to compliment an additional four machines that are being provided by University of Melbourne's CERSH unit.

The proposed locations as listed have been identified to increase accessibility of condoms, particularly for young people in our region. These installations will be further supported by a campaign designed by young people for young people to promote the benefits of and access to condoms.

### Attachments

1. The University of Melbourne Centre for Excellence in Rural Sexual Health - Condom Vending Machine Re [10.7.1 - 1 page]

## 11 Corporate Services Directorate

### 11.1 Audit & Risk Management Committee - Unconfirmed Minutes - November 2021

Author	Team Leader Risk & Assurance
Approved by	Director Corporate Services
Purpose	For Noting

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council:**

- 1. note the unconfirmed minutes of the 10 November 2021 Audit and Risk Management Committee; and**
- 2. note that the minutes will be confirmed by the Audit and Risk Management Committee at their next meeting, scheduled for 9 February 2022, and any substantive changes to the unconfirmed minutes will be reported to the next Council meeting.**

#### Executive Summary

In compliance with the *Local Government Act 2020 (the Act)* an Audit and Risk Management Committee must be established by Council under section 53 of the Act. The Audit and Risk Management Committee is not a delegated committee.

The purpose of this report is to present the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 11 August 2021.

#### Report Detail

The Charter states that 'minutes from each Committee meeting will be presented to Council, summarising progress, matters discussed and any issues the Committee wishes to share with all Councillors'.

The unconfirmed minutes of the 10 November 2021 Audit and Risk Management Committee (the Committee) note the following key points of discussion:

- CEO verbal report including:
  - COVID response;
  - Executive update;

- SAM opening; and
- Climate change risks
- Implementation of new fraud and corruption standards;
- OH&S Risk and WorkCover reports;
- Monthly finance report;
- Compliance with Local Government Act;
- Compliance with Procurement Policy/Guidelines;
- Operational and project risks;
- Insurance claims and annual insurance policy premiums;
- Annual Business Continuity exercise – COVID-19 response;
- Climate change mitigating actions;
- Overdue and internal audit status reports;
- Audit and risk biannual report presented by the Chair; and
- Committee meeting dates for 2022

### **Council Plan/Key Strategic Activity**

#### **COMMUNITY LEADERSHIP**

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever changing environment.

1.6 Council provides customer service that meets the needs of the community.

1.8 Good governance and sustainable financial management.

### **Risk Management**

The Audit and Risk Management Committee are to provide guidance to Council in external and internal audit, annual financial reporting, insurance and risk exposures, compliance and assessment, and review, all of which are high risk components of Council's role.

Councillors may be unaware of significant issues raised and discussed at the Committee meetings, for example, control weaknesses if the minutes are not presented accurately and in a timely manner.

### **Policy Considerations**

There are no policy considerations associated with this report.

### **Financial Implications**

There are no financial implications associated with this report.

### **Legal/Statutory Implications**

There are no legal or statutory implications associated with this report.

### **Environmental/Sustainability Impacts**

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

### **Social Implications**

Social implications associated with the Audit and Risk Management Committee have been addressed within the Charter.

### **Economic Impacts**

There are no economic impacts associated with this report.

### **Consultation**

The unconfirmed minutes of the 10 November 2021 Audit and Risk Management Committee (ARMC) meeting were distributed to management for review.

Following management's review, the unconfirmed minutes were distributed to the Committee Chair for review.

Upon receiving confirmation from the Chair, the unconfirmed minutes were distributed to Council's independent members of the ARMC, including all relevant internal staff.

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

- Nil

### Conclusion

In accordance with Charter requirements, the Audit and Risk Management Committee unconfirmed minutes from 10 November 2021 have been prepared and are to be presented to Council for noting.

### Attachments

1. Audit and Risk Management Committee - 10 November 2021 - Unconfirmed Minutes [11.1.1 - 36 pages]



## 11.2 Contracts Awarded under Delegation - October 2021

Author Team Leader – Contracts and Procurement  
 Approved by Director Corporate Services  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council note:

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

### Executive Summary

To inform the Council of the status of requests for tenders that have been awarded under delegation during the period 28 October 2021 to 30 November 2021, and those that have been publicly advertised but are yet to be awarded as at 30 November 2021.

#### Tendered Contracts Awarded under Delegated Authority by CEO

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2217	Construction of GV Highway Shared Path Stage 1 – Lump Sum Contract	Construction of a shared path along GV Highway between River Road West and Sanctuary Drive, Kialla	\$361,548.00	Cleaves Earthmoving & Drainage Pty Ltd

### Tendered Contracts Awarded under Delegated Authority by a Director

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2216	Provision of a Structure Plan for the Shepparton North Activity Centre – Lump Sum Contract	Consultancy services for the provision of a Structure Plan.	\$149,039.00	Mesh Livable Urban Communities Pty Ltd
2191	Solar PV Systems for various locations – Lump Sum Contract	Design, supply and installation of Solar PV Systems at Tatura Showgrounds, Arthur Dickman Children’s Centre, Nancy Vibert Children’s Centre, Rodney Neighbourhood Kindergarten and Goulburn Valley U3A Building	\$131,469.06	Green Home Green Planet Pty Ltd
2224	Open Space and Landscaping Strategy – Lump Sum Contract	Consultancy Services for the provision of an Open Space and Landscaping Strategy for the Kialla North Growth Corridor	\$51,700.00	Hansen Partnership Pty Ltd

### Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2212	Mooroopna Community Event Signage Upgrade – Lump Sum Contract	Design, supply and installation of four community event signs at key entry locations to the township of Mooroopna.	Under evaluation
2218	Supply and Installation of perimeter fence – Aquamoves and Cycling Precinct – Lump Sum Contract	Supply and installation of perimeter fencing at Aquamoves and Cycling Precinct.	Under evaluation
2002	Sports Precinct Recirculation Pump – Lump Sum Contract	Supply and installation of recirculation pumps and riser main at Shepparton Sports Precinct.	Under evaluation
2220	Missing Links Footpath Construction – Lump Sum Contract	Construction of missing links footpaths including: <ul style="list-style-type: none"> <li>- Hosie Road Shepparton East, between Ackers Crt and Cook Dve,</li> <li>- Channel Road Shepparton, between Da Vinci Drive and Archer Street; and</li> <li>- Bartlett Street Tatura, between Ross St and Martin St.</li> </ul>	Under evaluation
2215	Supply and installation of shade sails at various locations in Greater Shepparton – Lump Sum Contract	Supply and installation of shade sails at various locations in Greater Shepparton.	Under evaluation
2225	Goulburn Valley Water main replacements – Lump Sum Contract	Supply and installation of water main at the Welsford Street and Fryers Street Intersection, Shepparton.	Under evaluation

2234	Yakka Basin Landscaping Works, Shepparton – Lump Sum Contract	Yakka Basin Landscaping Works, Shepparton.	Tender due to close on 8 December 2021
2231	Design of Orrvale Road and Poplar Avenue Intersection, Shepparton – Lump Sum Contract	Consultancy services for survey and design of the Orrvale Road and Poplar Avenue Intersection.	Tender due to close on 8 December 2021
2210	Design & Construction of Murchison Men's Shed – Lump Sum Contract	Design and contraction of a shed for use by the Murchison Men's Shed Community Organisation.	Tender due to close on 22 December 2021

### 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 Directors 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 28 October 2021 to 30 November 2021.

### Attachments

Nil

## 11.3 Procurement Policy

Author                      Team Leader – Contracts and Procurement  
 Approved by              Director Corporate Services  
 Purpose                     For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council adopt the Procurement Policy as attached to this report.**

### Executive Summary

Section 108 of the Local Government Act 2020 came into effect on 1 July 2021 and sets out the requirements relating to Council’s Procurement Policy. In accordance with that section, Council must adopt a new Procurement Policy no later than 31 December 2021.

The proposed Procurement Policy has been developed following consultation and feedback from local suppliers and workshops involving a number of departments within the organisation. Two draft versions of the Policy were then put to Council in briefings, where Councillor feedback was provided and questions were raised. Those discussion items have subsequently been addressed and the proposed final version of the Policy incorporates the amendments which were agreed in principle at that stage.

A draft Procurement Policy has been developed, taking into account the Service Performance Principles and Best Practice Procurement Guidelines. The major inclusions to the new Policy and changes from the former Policy are summarised in this report for consideration and comment prior to confirming a final document.

The Procurement Policy document is now attached for review by Council and adoption by way of a resolution to accept the document in its current form.

**Key proposed changes:**

Thresholds and respective processes to be undertaken in purchasing activities:

Threshold Spend (ex GST)	Current Process	Proposed Process	Conditions
Purchases up to 1,000	Council Officers may purchase – no quote required.	Same as current.	

\$1,001 - \$10,000	Minimum one quote required	Same as current.	
\$10,001 - \$50,000	Minimum two written quotes required.	Same as current.	A minimum of one quote must be sought from a local supplier, unless it is not possible to do, OR a local third-party support service has first been approached (eg. GROW Greater Shepparton).
\$50,001 - \$200,000	Minimum 3 quotes – Formal RFQ Process	Minimum three written quotes required.	A minimum of one quote must be sought from a local supplier unless it is not possible to do, OR a local third-party support service has first been approached (eg. GROW Greater Shepparton).  Where the work is considered particularly complex, (eg. Where a specification and contract are necessary to appropriately manage performance or outcomes), a formal RFT process should be undertaken in place of the simple quotation process.
\$200,001 and above	Public Request for Tender (over \$150k or \$200k for works)	Public Request for Tender	

## Report Detail

### Mandatory legislative requirements

Section 108: Requires Council to:

- prepare, adopt and comply with a procurement policy which specifies the principles, processes and procedures applying to all purchases of goods and services and the carrying out of works by the Council to *promote open and fair competition* and *ensure value for money*;
- establish a threshold for public tender procurement activities;
- provide for collaboration in procurement activities; and
- review the Procurement Policy at least once during each 4-year term of the Council.

Section 109: Specifies that:

- A Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.
- The Chief Executive Officer must ensure that any report to the Council that recommends entering into a procurement agreement includes information as to

opportunities which may be available to collaborate with other Councils or public bodies in the procurement activity.

**Summary of inclusions in the proposed Procurement Policy:**

- One threshold amount triggering the need for a public tender process, removing the distinction between works and goods or services, any spend of \$200,001 (ex GST) and above being subject to a public tendering process unless an exemption applies or where the purchasing scenario falls outside the scope of the Procurement Policy.
- All procurement plans must incorporate a requirement to use best endeavours to source collaborative procurement arrangements wherever possible. There is a statutory onus on the Chief Executive Officer to ensure that any report recommending a contract award by Councillors details opportunities for and efforts made in attempting to collaborate with other Councils or agencies in the procurement activity.
- Changes to the procurement process for purchases over \$50,000. Currently all purchases \$50,000 and over must occur via a formal RFQ or RFT process. The change will improve efficiency across the organisation, reduce burden on current resources, and avoid unnecessary contract administration, particularly in circumstances where a best value outcome would be better achieved by a simplified process. A formal RFT process will still be considered the appropriate method for complex or high - risk purchases requiring a contract and detailed specification. This will need to be assessed at the beginning of the purchasing activity.
- No change is proposed with regard to the process to be employed for Goods/services and works under \$50,000, save for a requirement to source at least one quote from a local supplier wherever possible.
- Carve-outs: a number of purchasing circumstances have been identified as not falling within the scope of the Procurement Policy and will therefore not require any formal purchasing process. By removing the need for any formal process or the granting of exemptions in these situations, where there is unlikely to be any probity, transparency or value for money benefit to be realised, the unnecessary administrative work will be removed and efficiency in purchasing across the organisation dramatically improved. That is, only those requests for an exemption from the Policy which are contentious or require robust discussion will require approval by the CEO, thereby significantly reducing the volume of such requests with the introduction of the proposed Policy carve - outs. The purchasing situations considered not to be covered by the requirements of this Policy include the following:
  - Emergency situations
  - Pre-approved or ministerial arrangements
  - Statutory Compulsory Monopoly Insurance Schemes (eg. WorkCover, Joint/mutual schemes specifically for Local Government).
  - Professional services - Legal, probity and financial/auditing advisors
  - Genuine contract variations
  - Developer works covered by Council's Procurement of Public Infrastructure Works Policy
  - Purchases involving IT resellers and software developers
  - Third party assets/essential services (eg. GV Water, Powercorp).
  - Regional Waste and Resource Recovery Group group purchasing
- A CEO exemption from Policy requirements will need to be sought in the following circumstances:
  - End of contract arrangements: extension of contract or services procured (for a period not exceeding 6 months) while Council is at market
  - Sole supplier circumstances/proprietary owned products
  - Previous unsuccessful public market approach within the 6 months prior.
  - Where grant funding partners are involved to a significant degree in the delivery of works.

- Evaluation criteria to be weighted at 10% for Benefit to Local Region. Benefit to Local Region evaluation questions to be tailored to better suit the particular works, goods or services.
- Fixed price weighting: to remain a mandatory criteria item in all tender evaluations, with the ability to tailor the particular weighting to suit the purchase/project.
- In the case of asset purchases (i.e., fleet vehicles), it is intended that a 'whole of life' formula will be used in lieu of the fixed price weighting. It is anticipated that by evaluating the price of these items by reference to the entire cost over the lifetime of the asset, we will avoid situations where items which are inexpensive to acquire are ultimately a more expensive proposition when the longevity of the item and maintenance and disposal costs are considered.

## Council Plan / Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.8 Good governance and sustainable financial management.

## Risk Management

To be compliant with the new Act 2020, Council must:

- prepare and approve a committee charter and make appointments to the committee (establish the committee) on or before 1 September 2020 (s 54(7)) – this has been completed.

As part of those obligations, the committee charter must specify the functions and responsibilities of the committee, and must include the following (among other functions pursuant to s54):

- monitor the compliance of council policies and procedures with the overarching governance principles and the Act and any regulations and Ministerial directions
- monitor council financial and performance reporting
- monitor and provide advice on risk management and fraud prevention systems and controls
- oversee internal and external audit functions.

Section 54 of the Act also describes the work an Audit and Risk committee must undertake and administrative instructions.

It is recommended that in the interests of prevention of fraud or maladministration in procurement activities, the Committee reviews (on a quarterly basis or as determined appropriate), the exemptions from Procurement Policy which have been granted for the period.

In doing so, it is envisaged that the Policy can be amended to better address any increased risk exposure to the organisation, based on trends which may be identified in the exemptions when viewed as a whole.

## Policy Considerations

Inherent in the Policy document.

## Financial Implications

No direct financial implications.

## Legal / Statutory Implications

Failure to adopt the Policy by 31 December would result in Council breaching the Local Government Act 2020.



## Environmental / Sustainability Impacts

A focus is placed on environmentally sustainable outcomes in tendering, through a mandatory evaluation criteria weighting.

At the lower-spend level, environmentally sustainable purchases can be identified in Council's the Financial Management System to encourage 'green' purchasing wherever possible.

## Social Implications

A question as to whether a supplier is a social enterprise will be mandatory in evaluation criteria in every tender. Businesses who are social enterprises will in effect receive a scoring percentage advantage over others.

## Economic Impacts

Benefit to the Local Region is a focus area of the Policy. In all tenders, a mandatory 10% evaluation criteria weighting will be applied. As such, 'Local Businesses' (as defined in the Policy) will be given an advantage over non-locals.

The Procurement Corporate Procedure will further target Shepparton-based businesses via a set of sub-questions and scoring guide within the 'Benefit to Local Region' criteria item, which are aimed at ensuring Shepparton-based suppliers are scored more favourably than others within this particular criteria item.

At the lower spend level, a mandatory requirement to obtain at least one quote from a Local Business will ensure that Council staff are committed to sourcing work locally wherever it is possible and provides a value for money outcome to do so.

## Consultation

Consultation involved obtaining and applying feedback from a number of suppliers through a finalised tenders and Request for Quotation processes, as well as liaising with GROW Greater Shepparton with regard to capturing and reporting on local content.

Workshop sessions were also conducted to ensure a cross-section from the various departments was captured. Through those early sessions, the differing needs of the four Council directorates became evident and allowed for the development of a Policy which balances probity and value for money with a certain amount of flexibility and ability to tailor each procurement activity appropriately to the particular needs of the Council department and affected stakeholders.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- Nil

### b) Other strategic links

- Nil

## Conclusion

This report serves as an overview of the proposed inclusions or amendments to the Procurement Policy, to ensure the requirements of the Local Government Act 2020 are met.

The proposed Policy balances a need to further the interests of our local community, to achieve value for money in all purchasing activities and better cater for a wide range of purchasing scenarios. The Policy inclusions will also assist in streamlining our procurement processes to increase efficiency and effectiveness across the organisation.



## Attachments

1. Procurement Policy 2021 for Adoption - December 2021 [11.3.1 - 20 pages]

## 11.4 November 2021 Monthly Financial Report

Author	Management Accountant
Approved by	Director Corporate Services
Purpose	For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council receive and note the November 2021 Monthly Financial Report.**

### Executive Summary

The report presents the Council's actual financial performance compared to the budget for the five months ended 30 November 2021.

### Report Detail

The 2021/2022 Budget was adopted at the Ordinary Council Meeting held 15 June 2021.

The 2021/2022 Budget provided for an operating surplus of \$18.17 million with revenue of \$161.98 million and expenditure of \$143.80 million. The 2021/2022 Budget also provided for capital works of \$71.58 million.

On 21 September 2021, Council adopted the 2021/2022 Q1 Adopted Forecast with an accounting surplus of \$21.43 million which is \$3.26 million more than the 2021/2022 Adopted Budget mainly due to additional capital grants. The capital works program of \$72.65 million is forecast to be expended during the 2021/2022 financial year which is an increase of \$1.07 million from the 2021/2022 Adopted Budget mainly due to re-budgeted items from 2020/2021.

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

The October 2021 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

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.8 Good governance and sustainable financial management.

## 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 101 of the *Local Government Act 2020* provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition, Section 97 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 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 associated with this report.

## Consultation

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

## Strategic Links

No strategic links applicable.

## Conclusion

The report presents Council's actual financial performance compared to the budget for the five months ended 30 November 2021.

## Attachments

1. November 2021 - GSCC Council Report - Monthly Financial Statements [11.4.1 - 11 pages]

## 11.5 Review of the Governance Rules

Author	Team Leader Governance
Approved by	Director Corporate Services
Purpose	For Decision by Council

### Disclosures of Conflicts of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council in accordance with section 60(4) of the *Local Government Act 2020*, commence community engagement with respect to the consideration of the revised Governance Rules.**

### Executive Summary

Council's new Governance Rules were first adopted in accordance with the *Local Government Act 2020* (Act) in August 2020. In the interests of good governance, it was proposed that a thorough review be undertaken of the Governance Rules within 12 months of adoption.

The Governance Team has now reviewed of the operation of the Governance Rules and made improvements to the current version where appropriate. Many of the changes simply bring the rules into line with current practices. There are however a number of significant changes relating to voting and speaking times detailed in the report.

Formal Council endorsement is now requested to release the revised Governance Rules for public consultation for a period of two weeks. Any submissions received during this time will be provided to Council for consideration, prior to presenting the document in its final form for adoption.

### Report Detail

Following adoption of Council's Governance Rules in August 2020, it was deemed appropriate that a review be undertaken within 12 months.

In accordance with the *Local Government Act 2020*, Council must ensure the following elements are addressed:

#### 1. Governance Rules

Section 60 of the *Local Government Act 2020* provides for Council to adopt and apply Governance Rules that consist of the following:

- The conduct of meetings of Council and Delegated Committees
- The form and availability of meeting records

- The election of the Mayor and Deputy Mayor
- The appointment of an Acting Mayor
- The Election Period Policy
- The procedure for the disclosure of a conflict of interest by a Councillor or Delegated Committee Member
- The disclosure of a conflict of interest by a member of Council staff when providing advice to Council.

In addition, the Governance Rules must provide for Council to make fair decisions based on merit, and to ensure that any person whose rights will be directly affected by a decision of the Council is provided with the opportunity to communicate their views and have their interests considered.

**2. Proposed Amendments**

The following summary are some of the proposed changes to the Governance Rules which aim to provide a more efficient and transparent method of conducting Council’s meeting and Mayoral election processes:

- Minor changes to the process for election of the Mayor
- Speaking times increased to 6 minutes with no extension of time
- Clarification of wording regarding an amendment of a motion
- Unless a Division is called, Councillors will only be asked to vote in favour of a motion, all Councillors who don’t vote in favour of the motion, will be deemed to have voted against a motion.
- Notices of Motion will also be incorporated into an online portal
- Change in dissent process from the Chair

Once considered and endorsed by Council, public consultation will be undertaken for a period of three weeks. The document will then be amended as required, and presented back to Council for formal adoption at a future Council Meeting.

**Council Plan/Key Strategic Activity**

**COMMUNITY LEADERSHIP**

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

- 1.1 Council to take an active leadership role for access and inclusion in our community.
- 1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever changing environment.
- 1.6 Council provides customer service that meets the needs of the community.
- 1.8 Good governance and sustainable financial management.

**Risk Management**

There have been no risks identified in relation to the adoption of the revised Governance Rules.

**Policy Considerations**

The following policies have been considered during the preparation of this paper:

- Freedom of Information Policy
- Privacy Policy

**Financial Implications**

There are no financial implications associated with this report.

### **Legal/Statutory Implications**

Adoption of the revised Governance Rules will ensure Council meets its own internal and legislative requirements under the Act.

### **Environmental/Sustainability Impacts**

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

### **Social Implications**

The Governance Rules help to ensure Council operates with greater transparency and community participation.

### **Economic Impacts**

There are no economic impacts associated with this report.

### **Consultation**

Internal consultation has occurred throughout the development of the policies and Governance documents.

Once endorsed, the document will be made available for public consultation prior to considering for Council adoption.

### **Strategic Links**

There are no strategic links associated with this report.

### **Conclusion**

Endorsement of the revised Governance Rules to be released for community consultation will contribute to a thorough review and ensure Council meets its requirements pursuant to the *Local Government Act 2020*.

### **Attachments**

1. Proposed Governance Rules - 2022 [11.5.1 - 51 pages]

## 11.6 Accounting for Property, Infrastructure, Plant & Equipment Policy

Author	Senior Financial Analyst
Approved by	Director Corporate Services
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

1. **revoke the following policies:**
  - a. **Asset Capitalisation Policy and;**
  - b. **Asset Depreciation Policy and;**
  - c. **Asset Valuation and Revaluation Policy**
2. **adopt the Accounting for Property, Infrastructure, Plant & Equipment Policy as attached to this report.**

### Executive Summary

The Accounting for Property, Infrastructure, Plant & Equipment Policy provides Council with a framework for the accounting treatment of Property, Infrastructure, Plant & Equipment assets, ensuring compliance with relevant statutory obligations.

The Policy applies to all accounting transactions related to Property, Infrastructure, Plant & Equipment.

The Accounting for Property, Infrastructure, Plant & Equipment Policy effectively combines and updates three existing policies:

- Asset Capitalisation Policy
- Asset Depreciation Policy
- Asset Valuation and Revaluation Policy

The Policy will replace the above-mentioned policies, and provides guidance for the acquisition, measurement and disposal of assets.

### Report Detail

The Accounting for Property, Infrastructure, Plant & Equipment Policy provides Council with a framework for the accounting treatment of Property, Infrastructure, Plant & Equipment



assets, ensuring compliance with relevant statutory obligations with reference to recognition, measurement and disposal.

The Policy applies to all accounting transactions related to Property, Infrastructure, Plant & Equipment.

The Accounting for Property, Infrastructure, Plant & Equipment Policy has been created to combine and update three existing policies:

- Asset Capitalisation Policy
- Asset Depreciation Policy
- Asset Valuation and Revaluation Policy

The Policy will replace the above-mentioned policies, and outlines the following:

- The acquisition of assets, including capital budget development and when to capitalise expenditure.
- The measurement of assets, including valuation methods, condition assessments, formal revaluations and depreciation.
- The disposal of assets, including when to de-recognise assets and principles to be adhered to when there are financial and/or stakeholder considerations.
- Appendix outlining asset classes, and the asset components' valuation method and asset life (if applicable).

The asset lives listed in the Policy have been reviewed against the most recent Asset Revaluation Review (2020/2021), and data within Council's Asset Management system Confirm.

The previous Asset Capitalisation Policy listed the thresholds for capitalising New, Renewal, Upgrade or Expansion assets. The new Accounting for Property, Infrastructure, Plant & Equipment Policy has removed the list of thresholds and has replaced this with reference to Council's Annual Financial Statements.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.8 Good governance and sustainable financial management.

## Risk Management

No medium to extreme risks has been identified.

Material misstatements in Council's financial statements with regard to Property, Infrastructure, Plant & Equipment is considered a low risk, and is mitigated through implementation of this policy and annual external audit of the financial statements.

## Policy Considerations

This proposal is to create a new policy for accounting for Property, Infrastructure, Plant and Equipment.

It will replace the following existing policies:

- Asset Capitalisation Policy
- Asset Depreciation Policy
- Asset Valuation and Revaluation Policy

### Financial Implications

No financial implications have been identified.

### Legal/Statutory Implications

The Policy ensures compliance with relevant statutory obligations including the Australian Accounting Standards and Local Government Act 2020.

### Environmental/Sustainability Impacts

No environmental/sustainability impacts have been identified.

### Social Implications

No social implications have been identified.

### Economic Impacts

No economic impacts have been identified.

### Consultation

The Finance & Rates Department has consulted internally with the Strategic Assets Department.

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

- Nil

### Conclusion

The Accounting for Property, Infrastructure, Plant & Equipment Policy guides the accounting treatment of transactions related to Property, Infrastructure, Plant & Equipment.

The Policy combines three existing policies into one, and the new policy guides the recognition, measurement and disposal of assets.

### Attachments

1. Accounting for Property, Infrastructure, Plant and Equipment Policy 34. PO L 5 [11.6.1 - 10 pages]

## 11.7 Councillor Representation on Committees

Author                      Governance Officer  
 Approved by              Director Corporate Services  
 Purpose                    For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That Council:**

- appoint the Councillors listed in the table, below as representatives on the Committees of Council, established in accordance with the Local Government Act 2020:**

Committee	Councillor Representative(s) 2022
Audit and Risk Management Committee	Mayor Cr Anthony Brophy
Development Hearings Panel	Chair, Cr Rob Priestly Cr Shane Sali

- appoint the Councillors listed in the table below, as representatives on the following Advisory Committees of Council:**

Committee	Councillor Representative(s) 2022
Australian Botanic Gardens Shepparton Advisory Committee	Cr Geoff Dobson
Calder Woodburn Memorial Advisory Committee	Cr Anthony Brophy
Disability Advisory Committee	Cr Sam Spinks
Greater Shepparton Aerodrome Advisory Committee	Cr Rob Priestly
Greater Shepparton Public Health and Wellbeing Plan Advisory Committee	Cr Kim O’Keeffe

<b>Greater Shepparton Women's Charter Alliance Advisory Committee</b>	<b>Cr Sam Spinks</b>
<b>Heritage Advisory Committee</b>	<b>Cr Greg James Cr Fern Summer</b>
<b>Positive Ageing Advisory Committee</b>	<b>Cr Seema Abdullah</b>
<b>RiverConnect Community Advisory Committee</b>	<b>Cr Seema Abdullah Cr Sam Spinks</b>
<b>Shepparton Regional Saleyards Advisory Committee</b>	<b>Cr Geoff Dobson</b>
<b>Shepparton Showgrounds Advisory Committee</b>	<b>Cr Fern Summer</b>
<b>Sir Murray Bouchier Memorial Advisory Committee</b>	<b>Cr Anthony Brophy</b>
<b>Sports Hall of Fame Advisory Committee</b>	<b>Cr Anthony Brophy Cr Geoff Dobson</b>
<b>Tatura Park Advisory Board</b>	<b>Cr Greg James Cr Shane Sali</b>

3. appoint the Councillors listed in the table below, as representatives on the following Committees and Organisations, that are independent of Council:

<b>Committee / Organisation</b>	<b>Councillor Representative(s) 2022</b>
<b>Best Start Early Years Alliance</b>	<b>Cr Seema Abdullah</b>
<b>Goulburn Broken Greenhouse Alliance</b>	<b>Cr Sam Spinks</b>
<b>Goulburn Valley Highway Bypass Action Group</b>	<b>Mayor</b>
<b>Goulburn Valley Local Government Waste Forum</b>	<b>Cr Sam Spinks</b>
<b>Goulburn Valley Regional Library Corporation Board</b>	<b>Cr Greg James</b>
<b>Municipal Association of Victoria</b> <ul style="list-style-type: none"> <li>• Councillor Representative</li> <li>• Substitute Council Representative</li> </ul>	<b>Cr Seema Abdullah Cr Sam Spinks</b>
<b>Murray Darling Association</b>	<b>Cr Geoff Dobson</b>
<b>Rail Freight Alliance Committee</b>	<b>Cr Shane Sali</b>
<b>Regional Cities Victoria (RCV)</b>	<b>Mayor</b>
<b>Shepparton Chamber of Commerce and Industry Parking Reference Group</b>	<b>Cr Shane Sali</b>

<b>Shepparton Education Plan Project Board</b>	<b>Mayor</b>

**Executive Summary**

As part of the Council’s community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, Council committees required by legislation and advisory committees of Council.

In some cases, the Council is represented by the Mayor, and therefore, a separate appointment is not required.

Mayoral appointments include:

- Audit and Risk Management Committee
- Goulburn Valley Highway Bypass Action Group
- Regional Cities Victoria (RCV)
- Shepparton Education Plan Project Board

As a Development Hearings Panel is a delegated committee, the Mayor has the power to appoint the Chair of this committee, with Council appointing an additional Councillor as a member.

Previously, the Mayor was a member of the Municipal Emergency Management Planning Committee (MEMP), however legislation has changed removing the requirement for a Councillor to be a member of this committee.

A review of Councillor representation on committees takes place annually.

**Report Detail**

As part of the Council’s community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, as well as purpose groups appointed by the Council. Councillor Representation on committees will be reviewed annually.

The purpose of each of the committees, groups or organisations is provided below for information.

**1. Committees of Council, established in accordance with the Local Government Act 2020**

The following committees are established in accordance with the Local Government Act 2020.

**Audit and Risk Management Committee (ARMC)**

The Audit and Risk Management Committee has been established in accordance with section 53 of the Local Government Act 2020. Section 53(3)(a) states that the ARMC must include members who are Councillors of Council. The ARMC provides Council with additional assurance that the financial and internal procedures and systems of the organisations are in order, risks are identified and managed, and the organisation is complying with all laws and regulations affecting it.

**Development Hearings Panel (DHP) is a delegated committee of the Council**

Development Hearings Panels are established under section 63 of the Local Government Act 2020 and must include at least 2 Councillors. The functions of the DHP are to consider various matters under the Planning and Environment Act 1987, the Greater Shepparton Planning Scheme and other relevant regulations. Specifically, this includes:

- planning permit and permit amendment applications where up to (and including) 5 objections are received (applications with 6 or more objections must go to Council);
- any permit application or permit amendment application, secondary consent, request for extension of time or other determination of an Officer (under a delegated authority) which is recommended for refusal by an Officer;
- any relevant matter referred to the DHP by an Officer; and
- any relevant matter referred to the DHP by the Council.

As a delegated committee, the Mayor has the power to appoint the Chair of this committee, with Council appointing an additional Councillor as a member.

**2. Advisory Committees of Council:**

Advisory Committees play a vital role in community consultation, communication and advocacy. Council supports these committees through Councillor and Council officer involvement and administrative support as required.

**Australian Botanic Gardens Shepparton Advisory Committee**

Council authorised the formation of the Australian Botanic Gardens Shepparton Advisory Committee at the Ordinary Council Meeting on 16 June 2020. The Terms of Reference were adopted in April 2021 with a Councillor representative being appointed to the committee. The purpose of the Advisory Committee is to provide advice to Council in relation to the ongoing development, functioning and performance of the Australian Botanic Gardens Shepparton.

**Calder Woodburn Memorial Avenue Advisory Committee**

The purpose of the Calder Woodburn Memorial Avenue Advisory Committee is to provide advice to Council in relation to maintaining, enhancing and conserving the heritage and environmental values of the Calder Woodburn Memorial Avenue.

**Disability Advisory Committee**

This Committee aims to improve the accessibility and inclusiveness of Council services and facilities and assist in the strategic and detailed planning of all new activities. As part of a capacity building opportunity, a rotating chairperson position is filled by members of the Disability Advisory Committee with the Councillor playing a key role in connecting the Disability Advisory Committee and its objectives with the Council.

**Greater Shepparton Aerodrome Advisory Committee**

This Committee advises Council on the management and operation of the Shepparton Aerodrome.

**Greater Shepparton Public Health Advisory Committee**

The Health and Wellbeing Advisory Committee (HWBAC) is a collaborative partnership that guides the strategic direction of the Municipal Public Health Plan (MPHP) for Greater Shepparton to meet statutory obligations and support the delivery of health initiatives. Together emerging health trends are identified from analysis of local demographics, indicators and working knowledge to maximise local health outcomes.

### **Greater Shepparton Women's Charter Alliance Advisory Committee**

This Committee provides advice to promote women in leadership and decision-making roles.

### **Heritage Advisory Committee**

The Heritage Advisory Committee advises Council on the future development of cultural heritage matters across Greater Shepparton and promotes community participation in and awareness of cultural heritage issues within the Municipality.

### **Positive Ageing Advisory Committee**

This Committee works in partnership with the community and Council to ensure there are consultation and participation mechanisms in place for seniors, their families, carers, advocates and service providers to enable meaningful input into Council's service planning and policy development. The committee also informs and educates Council and the community about issues for seniors, their families, carers and others, informs and educates federal and state government through local government and provides advice and assistance to Council to ensure all capital works and services are accessible and inclusive of seniors.

### **RiverConnect Community Advisory Committee**

This Committee has been established to achieve the best possible outcome from the implementation of a very significant, unique and complex community orientated project through the redevelopment of the Goulburn-Broken River flood plain between Shepparton and Mooroopna, incorporating high level community involvement and participation.

### **Shepparton Regional Saleyards Advisory Committee**

The purpose of this Committee is to provide advice in relation to the annual budget, fees and charges and the strategic direction of the saleyards.

### **Shepparton Showgrounds Advisory Committee**

The purpose of this Committee is to advise Council on procedures, rules, conditions of use, future strategic planning and proposed capital works which are necessary for the optimum management of the Shepparton Showgrounds.

### **Sir Murray Bouchier Memorial Committee**

The Sir Murray Bouchier Memorial Advisory Committee will advise Council on the future design and location for the establishment of a memorial to Sir Murray Bouchier. It has no executive authority and will operate in accordance with the Committees Terms of Reference.

### **Sports Hall of Fame Advisory Committee**

This advisory committee has been formed to recognise and celebrate significant sporting achievements of Greater Shepparton residents at both at a national and international level.

### **Tatura Park Advisory Board**

This advisory board provides feedback to Council from user groups and discusses and puts forward ideas for the future development of the facility.

### **3• Committees and Organisations, independent of Council**

Council participates in a number of committees and organisations that are conducted outside of Council operations. It is important for Councillors to represent Council on at these meetings to advocate on behalf of the community and for the Greater Shepparton region at a State and National level.

#### **Best Start Early Years Alliance**

The committee comprises a wide range of participants from the field of early childhood development who collectively provide expert direction to coordinate activities and provide advice to Council on how best to ensure a best start in life for children in Greater Shepparton. The committee is responsible for the creation and implementation of the Greater Shepparton Municipal Early Years Plan.

#### **Goulburn Broken Greenhouse Alliance**

The Goulburn Broken Greenhouse Alliance is a program that will work with councils and groups in our region to reduce greenhouse emissions and adapt to climate change.

#### **Goulburn Valley Highway Bypass Action Group**

The Goulburn Valley Highway Bypass Action Group will provide advice to Greater Shepparton City Council on the development of the proposed Goulburn Valley Highway Shepparton Bypass.

#### **Goulburn Valley Local Government Waste Forum**

To develop the capacity of local government to deliver effective, efficient and sustainable waste and resource recovery planning and management across the Region. Comprises of five Councils and representatives including Greater Shepparton City Council, Moira, Strathbogie, Mitchell and Murrindindi Shire Council's.

#### **Goulburn Valley Regional Library Corporation Board**

This Committee enables member Councils (Greater Shepparton, Moira and Strathbogie municipalities) to provide, through economy of scale and structure, a standard level of library service for their communities and the regional community which they would be unable to provide individually for the same level of annual expenditure.

#### **Municipal Association of Victoria**

The State Council is the Municipal Association of Victoria (MAV) governing body, made up of representatives from each member of Council. State Council's powers include:

- determining the rules of the Association
- electing the President and other members of the Board
- determines the strategic direction
- appointing the auditor

Two State Council meetings per year, held in Melbourne - conducted in May and October

#### **Murray Darling Association**

The Murray Darling Association (MDA) is a peak body which has been representing Local Government, community groups, businesses, individuals and agencies across the Murray Darling Basin since 1944. Representatives on this association undertake an advocacy role in presenting the needs and priorities of our community to the board members of the MDA.



### **Rail Freight Alliance Committee**

The Rail Freight Alliance Committee has been established to advocate for rail standardisation of all key rail lines in Victoria as well as the upgrading and connecting to a National Rail Freight Network. It will lobby for a competitive, independent and open access rail freight system and a seamless freight logistics that will facilitate rail freight movement.

### **Regional Cities Victoria**

Regional Cities Victoria (RCV) comprises Mayors and Chief Executive Officers of the 10 largest cities in regional Victoria. The group meets bi-monthly and is chaired by a host council which is voted to the position annually. RCV is an alliance of regional cities dedicated to achieving real change in regional Victoria through policy development and active implementation of those policies. Regional cities are the heart of regional Victoria and by improving their infrastructure and liveability, regional cities can help to grow and support wider regional and rural communities.

### **Shepparton Chamber of Commerce and Industry Parking Reference Group**

The Parking Reference Group will provide feedback to Greater Shepparton City Council on the application and implementation of the Shepparton CBD Car Parking Strategy.

### **Shepparton Education Plan Project Board**

Developed to provide strategic advice on matters relevant to the development and implementation of the Shepparton Education Plan.

## **Council Plan/Key Strategic Activity**

### **COMMUNITY LEADERSHIP**

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.1 Council to take an active leadership role for access and inclusion in our community.

1.2 Council to work with stakeholders to support leadership within our multicultural communities.

1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever changing environment.

1.4 Communities have resources and abilities to self-advocate.

## **Risk Management**

The review of Councillor Representation on Committees ensure that representation is reviewed within statutory requirements. No risks associated with these appointments have been identified.

## **Policy Considerations**

There are no conflicts with existing council policies.

## **Financial Implications**

The only financial implications associated with this proposal are the expenses associated with the Councillors' attendance at meetings and functions. All such expenses have budgetary provision.

## **Legal/Statutory Implications**

This proposal conforms to all relevant legislation.

## **Environmental/Sustainability Impacts**

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

## **Social Implications**

There are no social implications arising from this proposal.

### Economic Impacts

There are no economic impacts arising from this proposal.

### Consultation

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community groups and committees.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Collaborate	Feedback received from the Committee will be incorporated into decisions at the maximum level possible.	Councillor appointees to the Committees enables ongoing collaboration between the committee and the Council.

Consultation has previously been undertaken with the committee support officers and the responsible Manager regarding the role of Councillors play on each committee, the benefit to having a Councillor representative and whether or not the committee could function without Councillor representative. In most instances, it was determined that having a Councillor representative was very significant to the operation of the various committees.

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

- No other strategic links have been identified.

### Conclusion

It is recommended that Councillors be appointed to committees as per the recommendation.

### Attachments

Nil

## 12 Sustainable Development Directorate

### 12.1 Small Town Festive Event Grants 2021

Author Festival and Events Officer  
 Approved by Director Sustainable Development  
 Purpose For Noting

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council note the successful applicants for the Small-Town Festive Events Grants Program 2021 as outlined below (in no particular order):**

Group	Event	Grants Awarded (No GST)
Lions Club of Toolamba Inc.	Toolamba Festival	\$1,900
Tatura Lions Club	Carols on the Move	\$2,200
Kiwanis Club of Mooroopna	Mooroopna Carols	\$2,200
Fijian Community Association Victoria Inc.	Pasifika Christmas event (Mooroopna)	\$700
<b>Total</b>		<b>\$7,000</b>

#### Executive Summary

The Small-Town Festive Events Grants Program was established to assist community organisations with the implementation and delivery of festive celebrations in our small towns by providing funding for facilitation of an event.

Each year the Council offers a grant for the community of small towns to apply for funding of between \$500 - \$2,500 to contribute to the facilitation and running of festive events.

This provides Council the opportunity to assist communities to enhance community spirit and encourage participation across all sectors of the community. The grants will assist in

recovery from the impact of the COVID-19 Pandemic, providing support for the event and sustainability for the future.

This year Council received five applications under its Small-Town Festive Events Grant Program. One application was deemed ineligible by the assessment panel under the guidelines and therefore notified that their application would not be considered for this round of funding.

The Grants Assessment Panel assessed and recommended that the remaining four applications be granted funding, allocating the total available pool of \$7,000 for this Round.

Events officers will assist event organisers if required, to ensure the events are run in accordance with COVID-19 Safe Event Management Guidelines.

### Report Detail

The Small-Town Festive Events Grant Program opened on 12 July 2021 and closed on 20 August 2021. Council Officers promoted the opening of the grants program through Council's social media platforms, community planning groups and via external media outlets such as radio and advertisements in the local newspapers.

In total, five community groups applied for the Small-Town Festive Event Grants Program with four applications recommended for approval. Below is the list of successful groups with details of their events and awarded amounts;

Organisation	Event	Event Brief	Amount Requested	Amount Awarded (No GST)
Lions Club of Toolamba Inc	Toolamba Festival	A fortnight of festivities including a Twilight Festival including carnival activities, food and drink and stalls. The second festival consists of Christmas Carols featuring local singers and choir. Santa visits both events.	\$2,500	\$1,900
Tatura Lions Club	Carols on the Move	Carols on the move - mobile carols through Tatura stopping at different points throughout the town.	\$2,500	\$2,200
Kiwanis Club of Mooroopna	Mooroopna Carols	Christmas Carols at Mooroopna Recreation Reserve	\$2,500	\$2,200
Fijian Community Association Victoria Inc.	Pasifika Christmas event (Mooroopna)	First time Pasifika Christmas event to be held in Mooroopna including Carols, church service, cultural performance and Santa	\$2,500	\$700

The Small-Town Festive Event Grants Program has an acquittal process at the completion of the project which is overseen by the Grants Coordinator. Each applicant must ensure that they complete the acquittal and include supporting documentation such as invoices and photographs of the events in order to be eligible to apply for future Council Grant Programs.

## Council Plan / Key Strategic Activity

### SOCIAL

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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.

## Risk Management

Consideration has been given to risk management issues during the assessment of all applications for funding support.

Risk identified include the postponement or cancellation of events due to COVID-19 and any restrictions in place at the time of the scheduled event. If this was to occur, processes are in place to adjust agreements with event organisers to either return the funds to council or to carry over funds for the following years events.

Risk	Likelihood	Consequence	Rating	Mitigation Action
Event cancelled or postponed due to Covid-19	Possible	Minor	Low	Funds to be either returned to Council or held over for festive events in 2022.

## Policy Considerations

The recommended events approved by the panel meet eligibility requirements for Council's Grants Policy and the Australia Day Events Grants Guidelines.

## Financial Implications

The Small-Town Festive Event Grants has a budget of \$7,000, all of which has been allocated.

	2021/2022 Approved Budget	Funds Previously committed in 2021/2022	Funds Requested this round	Balance Remaining
Small-Town Festive Event Grants	\$7000	\$0	\$7000	\$0

## Legal / Statutory Implications

All applicants must comply with health and planning, building legislative and statutory requirements prior to commencement of events and/or release of the Council's funds.

All events supported by Council must also comply with the Victorian Government's Public Event Framework and COVID Safe Settings. This includes registering of the event and complying with relevant direction of the Chief Health Officer at the time of the event.

## Environmental / Sustainability Impacts

The approval of the recommendation stated above will not have a negative impact on the environment.

## Social Implications

These events will support and strengthen the community with the capacity to attract the whole community to come together and celebrate and share festive occasions, along with providing community pride, wellbeing and esteem.

## Economic Impacts

There is expected to be minor regional economic stimulus arising from these events with the engagement of local contractors and providers.

## Consultation

The Grants Working Group held two Community Information Sessions for applicants to receive information in relation to the available grant programs, how to utilise Council's Online Grant System and outline the Guidelines for the open programs. Council Officers were also available to assist applicants with any queries they had throughout the application process.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.4.4 The Need to Grow
- 3.2 Supporting Principles
- 4.3.4 The Municipality is More Attractive
- 4.3.9 The Municipality is Culturally Active

### b) Other strategic links

- Economic Development Tourism and Major Events Strategy

## Conclusion

A total of five applications for the Small-Town Festive Events Grants Program have been received and assessed for funding by the Grants Assessment Panel. One application was deemed ineligible and the remaining four applications met the criteria and objectives of the Grants Program.

Council Officers will work with event organisers to ensure that the events will take place in accordance with the Victorian Government's COVID-19 Public Events Framework and occur in accordance with the Chief Health Officer's directives current at the time of the event.

## Attachments

Nil

## 12.2 Australia Day Grants 2022

Author Festival and Events Officer  
 Approved by Director Sustainable Development  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note the successful applicants of the Australia Day Grants Program as outlined below (in no particular order):**

Organisation	Event	Allocated Awarded (No GST)
Murchison Australia Day Committee	Murchison Australia Day	\$ 3,000
Tatura Australia Day Committee	Tatura Australia Day	\$ 3,000
Kiwanis Club of Mooroopna	Mooroopna Australia Day	\$ 1,400
Arcadia Committee of Management	Arcadia Australia Day	\$500
Toolamba Lions Club	Toolamba Australia Day	\$ 1,000
<b>Total</b>		<b>\$ 8,900</b>

### Executive Summary

The Australia Day Grants Program 2022 provides funding to community groups who wish to acknowledge and celebrate Australia Day. The objectives of this grant are to bring the community together to celebrate Australia Day and provide recognition to community members who have been awarded with an Australia Day Award.

The Australia Day Grants Program is available for all Not-for-Profit organisations and community planning groups to apply for. The intention of the funding is to assist with facilitation of an event/celebration for Australia Day.

Applicants must ensure they have considered the Victorian Government's COVID-19 Public Event Framework and that their event meets requirements under COVIDSafe Settings. In addition to this, applicants need to consider including appropriate alternatives to adapt to any potential government restrictions put in place at the time of the event.

Council received five applications for the Australia Day Grants Program for 2022, of which all were deemed eligible for assessment. All five applications were assessed for funding taking into account the program guidelines and budget available. The Assessment Panel was made up of a panel of three Council officers and overseen by the Grants Coordinator.

Events officers will assist event organisers if required, to ensure the events are run in accordance with COVID-19 Safe Event Management Guidelines.

### Report Detail

The Australia Day Grants Program 2022 opened on 12 July 2021 and closed on 20 August 2021. Council officers promoted the opening of the grants program through Council's social media platforms, community planning groups and via external media outlets such as radio and advertisements in the local newspapers.

The Australia Day Grants Program 2022 accepts applications from only Not-for-Profit organisations and community planning groups. The intention of the funding is to assist with facilitation of an event/celebration for Australia Day 2022.

This year Council received five applications in total and each application met the program assessment criteria. The total budget for the Australia Day Grant Program 2022 is \$9,000 (GST Free) with all but \$100 being allocated for this round.

Below is the list of successful groups with details of their 2022 Australia Day event and awarded amount:

Applicant	Australia Day Event Location	Event Brief	Amount requested	Amount awarded (No GST)
Murchison Australia Day Committee	Murchison	Flag raising ceremony, community breakfast, rubber duck races, live entertainment, presentations of awards.	\$3,000	\$3,000
Tatura Australia Day Committee	Tatura	Award presentations, festivities and celebrations of the Australian way of life.	\$3,000	\$3,000
Kiwanis Club of Mooroopna	Mooroopna	Flag raising ceremony, entertainment, live music, key note speaker, sausage sizzle, GV Vehicle Drivers club classic car display and presentations of awards.	\$1,400	\$1,400
Arcadia Committee of Management	Arcadia	Australia Day BBQ breakfast and celebrations, presentations of awards.	\$500	\$500
Toolamba Lions Club	Toolamba	Awards ceremony, BBQ and festivities.	\$1,000	\$1,000
<b>TOTAL</b>			<b>\$8,900</b>	<b>\$8,900</b>

The Australia Day Grants Program has an acquittal process at the completion of the project which is overseen by the Grants Coordinator. Each applicant must ensure that they complete the acquittal and include supporting documentation such as invoices and photographs of the events in order to be eligible to apply for future Council Grant Programs.

### Council Plan / Key Strategic Activity

#### LEADERSHIP AND GOVERNANCE



Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

1.6 Gender equity and equality is embedded into Council policy and decision making and employment processes.

## **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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.

2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

## **Risk Management**

Consideration has been given to risk management issues during the assessment of all applications for funding support.

One risk identified is the postponement or cancellation of events due to COVID-19 and any restrictions in place at the time of the scheduled event. If this was to occur, processes are in place to adjust agreements with event organisers to either return the funds to Council or to carry over funds for the event to occur the following year.

Risk	Likelihood	Consequence	Rating	Mitigation Action
Event cancelled or postponed due to COVID-19	Possible	Minor	Low	Funds to be either returned to Council or held over for events in 2023.

## **Policy Considerations**

The recommended events meet eligibility requirements for Council's Grants Policy and the Australia Day Events Grants Guidelines.

## **Financial Implications**

The Australia Day Grants 2022 Program has a budget of \$9,000 (GST Free).

	2021/2022 Approved Budget	Funds Previously committed in 2021/2022	Funds Requested this round	Balance Remaining
Australia Day Grants Program	\$9,000	\$0	\$8,900	\$100

## **Legal / Statutory Implications**

All applicants must comply with health and planning, building legislative and statutory requirements prior to commencement of events and/or release of the Council's funds.

All events supported by Council must also comply with the Victorian Government's Public Event Framework and COVIDSafe Settings. This includes registering of the event and complying with relevant direction of the Chief Health Officer at the time of the event.



## Environmental / Sustainability Impacts

There are no environmental/sustainability impacts from these projects.

## Social Implications

These events will support and strengthen the community with the capacity to attract the whole community to come together and celebrate and share festive occasions, along with providing community pride, wellbeing and esteem.

## Economic Impacts

There is expected to be minor regional economic stimulus arising from these events with the engagement of local contractors and providers.

## Consultation

The Grants Working Group held two Community Information Sessions for applicants to provide information in relation to the available grant programs, how to utilise Council's Online Grant System and outline the Guidelines for the open programs. Council Officers were also available to assist applicants with any queries they had throughout the application process.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.4.4 The Need to Grow
- 3.2 Supporting Principles
- 4.3.4 The Municipality is More Attractive
- 4.3.9 The Municipality is Culturally Active

### b) Other strategic links

- Great Shepparton Economic Tourism and Major Events Strategy

## Conclusion

A total of five applications for the Australia Day Grants Program 2022 have been received and assessed by the Grant Assessment Panel. The Panel were satisfied that each of the applications met the objectives of the program.

In addition to this each event approved by the Grants Assessment Panel also met eligibility requirements for Council's Grants Policy and the Australia Day Events Grants Program Guidelines. Council officers will work with event organisers to ensure that the events will take place in accordance with the Victorian Government's COVID-19 Public Event Framework and occur in accordance with the Chief Health Officer's directives applicable at the time.

## Attachments

Nil

## 12.3 Major and Minor Event Grants Round One 2021/2022

Author Festival and Events Officer  
 Approved by Director Sustainable Development  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note the successful applicants of Round One of the 2021/2022 Major and Minor Event Grants Program as outlined below (in no particular order):**

Organisation	Grant Awarded (No GST)
Lions Club of Tatura	\$ 2,500
Goulburn Valley Branch of the Avicultural Society of Australia Inc	\$ 1,500
Shepparton Farmers & Speciality Market	\$ 2,000
Q+	\$ 2,000
Shepparton Cycling Club	\$ 2,000
Fruit Growers Victoria	\$ 4,000
Lifestyle Shepparton Social Club	\$ 1,000
Karramomus Hall and Recreation Reserve	\$ 1,000
Filipino Australian Friends Association	\$ 1,000
<b>Total</b>	<b>\$ 17,000</b>

### Executive Summary

Each year Council provides two Major and Minor Event Grant Programs for funding for community event organisers to apply for funding for events to be hosted in the municipality. Our first round for the year has closed for the 2021/2022 period. These grants are open to not-for-profit groups to assist them with their event requirements in our region.

The purpose of the Event Grants program is to provide financial assistance as well as marketing support to not-for-profit groups who are organising and running events within the Greater Shepparton municipality. The total amount of funding allocated to the Major and Minor Events Grant Program is \$45,000 (No GST) for the 2021/2022 financial year which is split across two rounds. Minor Events can be funded from \$500 up to \$2,000 and Major Events can be funded from \$2,000 up to \$5,000.

Round One of the Major and Minor Events Grants 2021/2022 opened on 12 July and closed on 20 August 2021 with a total of 16 applications received.

Based on the Grant Policy and approved Guidelines, seven of the applications were deemed ineligible and therefore notified that their application would not be considered under this round of funding. The Grant Assessment Panel assessed the remaining nine applications and recommended these to be awarded funding under delegated authority.

To further enhance the event and ensure its success, a dedicated Council Events Officer will be assigned to each applicant who will assist them with their COVID requirements to ensure these events are conducted in a COVID safe environment. Officers will also assist with booking forms, risk assessments and any other enquiries they have to ensure event organisers conduct a successful and safe event.

### Report Detail

The Events Grants applications are assessed in two rounds annually. A total of 16 applications were received in the Major and Minor Events Grants Round One 2021/2022. In total, only 9 applications met the grant guidelines and were able to be assessed by the panel with the table below outlining the specifics of the eligible applications:

Group	Event	Event and brief description	Grant amount requested (GST Free)	Grant amount awarded (No GST)
Lions Club of Tatura	Tatfest	A family friendly festival including food, market stalls and entertainment.	\$2,500	\$2,500
Goulburn Valley Branch of the Avicultural Society of Australia Inc	Shepparton Bird Exhibition and Sale	Annual Event that attracts Aviculture enthusiasts from all over the state.	\$1,500	\$1,500
Shepparton Farmers' & Speciality Market	Shepparton Farmers' & Specialty Market	A family friendly community market including fresh produce, craft and market stalls	\$5,000	\$2,000
Q+	Q+ Shepparton 2021	Community connections for LGBTQIA+ providing a platform for visual arts, music and stories all housed in a modified shipping container.	\$2,000	\$2,000
Shepparton Cycling Club	Christmas Cycling Carnival Series	Annual Christmas Cycling Carnival Series. This is part of a Victorian state wide cycling carnival series.	\$2,000	\$2,000

Fruit Growers Victoria	End of year harvest – pickers and packers celebration	Annual event celebrating the end of season for Fruit growers as a thank you for seasonal workers.	\$4,000	\$4,000
Lifestyle Shepparton Social Club	Leyland Car Show and Shine	Car Show & Shine as part of the Lifestyle Shepparton facility.	\$2,000	\$1,000
Karramomus Hall and Recreation Reserve	Karramomus Hall 60 <sup>th</sup> Birthday	Celebrating the 60 <sup>th</sup> Anniversary of the Community Hall.	\$1,000	\$1,000
Filipino Australian Friends Association	FAFA 39 <sup>th</sup> Anniversary	39 <sup>th</sup> Year anniversary celebration for members and their community.	\$2,000	\$1,000
<b>Total</b>			<b>\$22,000</b>	<b>\$17,000</b>

The Major and Minor Events Program has an acquittal process at the completion of the project. A funding acquittal form is received from applicants which includes supporting documents including invoices and photographs of the events. Failure to acquit appropriately deems the applicant ineligible to apply for future grants through Greater Shepparton City Council.

## Council Plan / Key Strategic Activity

### **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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.

### **LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

### **ECONOMIC**

Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business.

3.3 Greater Shepparton is a major destination for events and tourism (e.g. progression of the business case for the Greater Victoria Commonwealth Games bid).

3.3 Greater Shepparton is a major destination for events and tourism (e.g. progression of the business case for the Greater Victoria Commonwealth Games bid).

## Risk Management

Consideration has been given to risk management issues during the assessment of all applications for funding support.

Risk	Likelihood	Consequence	Rating	Mitigation Action
Event cancelled/postponed due to Covid	Low	Low	Low	Funds to either be returned to Council or event to be held on an alternative date.

### Policy Considerations

There are no conflicts with existing Council policy.

### Financial Implications

The Major and Minor Events Grant Program has a budget of \$45,000 which consists of two rounds, this being Round One.

	Approved Budget Estimate for this proposal	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive GST is not applicable
Revenue	\$0	\$0		\$0
Expense	\$45,000	\$17,000		\$0
Net Total	\$45,000	\$17,000		\$0

### Legal / Statutory Implications

All event grants applicants must comply with planning, building and health legislative and statutory requirements prior to commencement of events and/or release of the Council's funds. All events supported by Council must also comply with legislation requirements and also in line with any current COVID-19 requirements and restrictions.

### Environmental / Sustainability Impacts

There are no environmental/sustainability impacts from these projects.

### Social Implications

Event grants provided by Council are aimed at increasing opportunities for the community to come together as a whole, celebrate and foster community pride and esteem.

### Economic Impacts

Events funded by Council have in the past resulted in increased visitation and an increase in overnight stays with participants of the events, organisers, families spending more time in the Greater Shepparton region over the course of events. Retail stores, local speciality stores, accommodation as well as cafes and restaurants have also reported a positive economic impact during these events.

### Consultation

The Grants Working Group have successfully organised community information evenings and workshops to educate and inform the public regarding what Council grants are available as well as how to write and submit an online application.

There are a number of Grants Administrators throughout Council who are available to answer and meet with members of the community to discuss future applications and events. Officers believe that appropriate consultation has occurred and the matter is now ready for approval.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.4.4 The Need to Grow
- 3.2 Supporting Principles
- 4.3.4 The Municipality is More Attractive
- 4.3.9 The Municipality is Culturally Active

### b) Other strategic links

- Nil

## Conclusion

The applications for funding through the Major and Minor Events Funding Round One 2021/2022 were reviewed by the Grant Assessment Panel and awarded funding under delegated authority as outlined in the abovementioned table.

At this stage all events will be able to proceed providing they adhere to the Chief Health Officer's directions, Victorian Public Events Framework and Council requirements in relation to COVID-19 when organising their events.

The approved events meet eligibility requirements of Council's Grants Policy and the Events Grants Guidelines.

## Attachments

Nil



## 12.4 Appointment of Chairperson and Community Representatives, and amended Terms of Reference for the Goulburn Valley Highway Shepparton Bypass Action Group

Author Team Leader - Strategic Planning  
 Approved by Director Sustainable Development  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council:

1. adopt the amended Terms of Reference for the Goulburn Valley Highway Shepparton Bypass Action Group as attached; and
2. having considered the nominations received for appointment to the Goulburn Valley Highway Shepparton Bypass Action Group, appoint the following nominees to the Goulburn Valley Highway Bypass Action Group for a three-year term, commencing on 22 December 2021 and concluding on 21 December 2024:
  - Peter Johnson (Chairperson)
  - Richard Bryce (Community Representative)
  - Geoff Cobbledick (Community Representative)
  - Taylor Hall (Community Representative)
  - Peter Hill (Community Representative)
  - Geoff Maynard (Community Representative)
  - Sam Sali (Community Representative)
  - Michaela Sargeant (Community Representative)
  - Rodney Senior (Community Representative)
  - Alan Tonks (Community Representative)

### Executive Summary

The Goulburn Valley Highway Shepparton Bypass Action Group (Action Group) provides advice to Greater Shepparton City Council (Council) on the development of the proposed Goulburn Valley Highway Shepparton Bypass (the Bypass). It has no executive function and operates in accordance with its Terms of Reference.

Council originally authorised the formation of the Action Group on 6 October 2009. In May 2016, Council resolved to adopt amended Terms of Reference (TOR) including an updated membership list. Council amended the TOR on 16 October 2018.

In relation to the chairperson and community representative positions, the TOR state that:

*Council will call for nominations from members of the community to be appointed to the Goulburn Valley Highway Bypass Action Group as community representatives and Chairperson for a three (3) year term.*

The previous chairperson and community representatives were appointed by Council at the Ordinary Council Meeting held on 16 October 2018. The chairperson and community representative positions expired in October 2021.

The chairperson and community representative positions are currently vacant. Advertisements calling for a chairperson and community representative nominations for membership of the Action Group were placed in the Shepparton News in October 2021. The closing date for nominations was 29 October 2021. One nomination for the position of chairperson and nine nominations for the community representative positions were received.

The Evaluation Panel recommends that Council appoint all nominees to the Action Group.

To facilitate this recommendation, the Evaluation Panel also recommends that Council adopt amended TOR to allow for the appointment of up to nine community representatives to the Action Group.

## Report Detail

Council originally authorised the formation of the Action Group on 6 October 2009, this included adopting Terms of Reference (TOR) to guide the future operation of the Committee. In May 2016, Council resolved to adopt amended TOR including an updated membership list. Council further amended the TOR on 16 October 2018.

The Action Group provides a number of valuable functions for Council, including providing advice to Council on issues related to the Bypass, being an appropriate platform to lobby Federal and State governments for funding, provides an appropriate mechanism for community participation on the progress of the Bypass, and provides advice on marketing and branding of the Bypass.

The Action Group's membership consists of a chairperson; one representative of the following local government councils: Campaspe Shire Council, Greater Shepparton City Council, Moira Shire Council and Strathbogie Shire Council; up to six community representatives (unaffiliated with any of these organisations) and one representative from the Committee for Greater Shepparton.

The TOR provide for a three (3) year appointment for the chairperson and community representative positions. The tenure for the chairperson and community representatives has recently expired.

In light of the above, advertisements calling for a chairperson and community representative nominations for membership of the Action Group were placed in the Shepparton News in October 2021 and a number of social media posts were also made. One nomination for the position of chairperson and nine nominations for the community representative positions were received as follows:

1. Peter Johnson (Chairperson);

2. Richard Bryce (Community Representative);
3. Geoff Cobbledick (Community Representative);
4. Taylor Hall (Community Representative);
5. Peter Hill (Community Representative);
6. Geoff Maynard (Community Representative);
7. Sam Sali (Community Representative);
8. Michaela Sargeant (Community Representative);
9. Rodney Senior (Community Representative); and
10. Alan Tonks (Community Representative).

On 15 November 2021, the nominations were assessed by the Evaluation Panel, comprising the Chief Executive Officer, Director Sustainable Development, and Manager Building, Planning and Compliance against the selection criteria outlined in the TOR. Nominations must be assessed against a nominee's ability to fulfil the selection criteria within the TOR:

- communicate at a political level;
- possess knowledge of the project history and understand the relationships between Local, State and Federal governments;
- demonstrated experience in community representation; and
- demonstrated commitment to the proposed Bypass.

The Evaluation Panel assessed all nominations on 15 November 2021 and recommends that Council appoint all nominees to the Action Group.

To facilitate this recommendation, the Evaluation Panel also recommends that Council adopt amended TOR to allow for the appointment of up to nine community representatives to the Action Group and make a number of minor terminology changes to the TOR, too.

Given the importance of this project to the region and the community, and the upcoming commonwealth and state government elections, the wide diversity of skills and experience included in the nominations is considered to be an asset to the Action Group at this important time of the project's realisation.

The appointment of the chairperson, community representatives and minor amendments to the TOR will ensure that the Action Group will continue to promote community participation in and raise awareness for the Bypass.

## Council Plan/Key Strategic Activity

### **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.

### **BUILT**

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

4.8 Active transport (cycling, walking) is encouraged through safe, connected and improved linkages.

4.9 Freight and logistics infrastructure is developed to accommodate future growth.

### **Risk Management**

Council considerably reduces the governance risks associated with the operation of the Action Group by ensuring that members are appointed in accordance with the *Local Government Act 1989*.

Failure to appoint a chairperson and community representatives to the Action Group would fail to meet Council's obligations under the *Local Government Act 1989*. It would also reduce the Action Group's ability to promote community participation in and raise awareness for the Bypass.

### **Policy Considerations**

This work supports existing Council policy including the *Greater Shepparton Council Plan 2017-2021* and the *Greater Shepparton 2030 Strategy 2006*. Appointing a chairperson and community representatives to the Action Group do not conflict with existing Council policies.

### **Financial Implications**

There are no financial implications identified in relation to endorsing the recommendations in this report.

### **Legal/Statutory Implications**

There are no legal or statutory implications associated with resolving to appoint a chairperson and community representatives to the Action Group. The appointment of a chairperson and community representatives to the Action Group accords with the *Victorian Charter of Human Rights and Responsibilities Act 2006*. No human rights were negatively impacted upon through the advertisement and consideration of the appointment of the chairperson and community representative to the Goulburn Valley Highway Bypass Action Group. It is not foreseen that the appointment of a chairperson and nine community representatives will 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.

The Action Group is not a Section 86 Committee under the *Local Government Act 1989*. This proposal is consistent with the provisions of the *Local Government Act 1989*.

### **Environmental/Sustainability Impacts**

No environmental or sustainability impacts have been identified in relation to endorsing the recommendations in this report.

### **Social Implications**

No social implications have been identified in relation to endorsing the recommendations in this report. The approach to seeking nominations was open and transparent. The operation of the Action Group has positive social impacts. The Action Group is a critical way of raising awareness of the need for the Goulburn Valley Highway Shepparton Bypass.

### **Economic Impacts**

There are no economic impacts identified in relation to endorsing the recommendations in this report.

### **Consultation**

Council officers believe that appropriate consultation has occurred during both the formation and operation of the Action Group, and the key activities it has been involved in since its formation by Council.

Advertisements calling for nominations for membership of the Action Group were placed in the Shepparton News in October 2021 and nine nominations were received.

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 Bypass is identified in the *Greater Shepparton 2030 Strategy Report No 6: Infrastructure* which identifies the following:

- encourage and promote the early development of the Shepparton Bypass in particular the northern river crossing as a first stage;
- promote integrated road network connections with the Shepparton Bypass to reduce intrusion of traffic to the central Shepparton and Mooroopna areas; and
- encourage the development of a second river crossing incorporated as part of the Shepparton Bypass as early as possible.

#### b) Other strategic links

Nil

### Conclusion

The Goulburn Valley Highway Shepparton Bypass Action Group is a critical way of providing advice to Council on issues related to the Goulburn Valley Highway Shepparton Bypass, as a platform for lobbying Federal and State governments for funding, promoting community participation in the Bypass, and providing advice on marketing and branding of the Bypass.

By continuing to support the Action Group, Council is embracing a cost-effective opportunity of raising community participation and awareness of the Goulburn Valley Highway Shepparton Bypass, while also providing advice to Council and lobbying for funding for the realisation of the Bypass.

Given the importance of this project to the region and the community, and the upcoming commonwealth and state government elections, the wide diversity of skills and experience included in the ten nominations is considered to be an asset to the Action Group at this important time of the project's realisation. For this reason, the Evaluation Panel recommended appointing all nominees and amending the Terms of Reference for the Action Group to allow for these appointments.

It is recommended that Council appoint the chairperson and nine community representatives, who have demonstrated a clear commitment to the realisation of the Bypass and the benefits that it will have for Greater Shepparton.

It is further recommended that Council resolve to adopt the amended TOR for the Action Group to allow for the appointment of up to nine community representatives.

### Attachments

Nil

## 12.5 Land Purchase - Verney Road

Author Team Leader Statutory Planning  
 Approved by Director Sustainable Development  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council resolve to:

1. commence negotiations with the Landowner, AusNet, to acquire the Proposed Acquired Land by agreement;
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out negotiations in relation to this matter, including authorising the engagement of an independent valuer on behalf of Council.
3. authorise the acquisition of part of the land at 280-300 Verney Road Shepparton, shown on Plan of Subdivision PS849465T and the carrying out of all necessary actions to effect the acquisition; and
4. authorise the Chief Executive Officer to sign, or sign and seal, all documentation associated with or necessary to effect the acquisition.

### Executive Summary

Greater Shepparton City Council (Council) has proposed a new shared path adjacent to 280 and 300 Verney Road, Shepparton (Path), expanding existing shared paths north of Warrumbungle Drive to the proposed non-government school at 320 Verney Road, Shepparton North.

Delivery of the Path will involve acquiring a 5.81-metre-wide strip of land along the eastern boundary of the properties at 280 and 300 Verney Road, Shepparton (Proposed Acquired Land), both held in the ownership of AusNet Transmission Group Pty Ltd (ACN 079 798 173) (AusNet).

The total area of acquisition is 1969sqm.







## **Council Plan/Key Strategic Activity**

### **VIBRANT and DIVERSE ECONOMY**

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

3.5 Encourage and facilitate investment and expansion.

### **INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.4 In addition to extending our shared path network, Council intends to upgrade the shared path network to ensure access for all abilities.

## **Risk Management**

There are no inherent risks in negotiating with a landowner to purchase land that facilitates delivery of services to the community. Officers consider that the main potential risk is acquiring the Proposed Acquired Land at above market value.

Officers have engaged valuers to undertake an independent valuation of the Proposed Acquired Land to secure a fair purchase price.

## **Policy Considerations**

The acquisition process will assist in implementing a shared path project that is supported in several Council policies and planning documents, including the Greater Shepparton Cycling Strategy 2013-2017, the Shepparton North Growth Corridor Outline Development Plan 2003 and the route forms part of the SCC.

## **Financial Implications**

The cost of acquiring the Proposed Acquired Land will be met by Council.

An independent valuation of the Proposed Acquired Land will be undertaken to ensure costs are fair and transparent.

Cost of construction of the Path will be met by the proposed non-government school at 320 Verney Road, Shepparton North.

## **Legal/Statutory Implications**

Officers have engaged Holding Redlich Solicitors to ensure acquisition of the land is undertaken in accordance with legislation.

## **Environmental/Sustainability Impacts**

Acquiring the land to construct regional infrastructure will improve environmental and sustainability outcomes by encouraging active modes of transport.

## **Social Implications**

Officers consider that acquiring the land to construct additional shared path will improve social outcomes by encouraging the uptake of walking and cycling for recreational and transport purposes, leading to improved health outcomes.

## **Economic Impacts**

The proposed land purchase has no significant economic impacts to Council.

## Consultation

Council officers have communicated with landowners about acquiring the Proposed Acquired Land to facilitate the proposed shared path extension.

Officers have obtained written in principle approval from Aus Net for the land purchase and shared path. Officers have engaged electrical and design engineers who are working to satisfy the Aus Net and Powercor requirements.

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

## Strategic Links

Acquiring land to develop regional infrastructure implements the following objectives and strategies:

### a) Greater Shepparton 2030 Strategy Plan Objectives

- To develop Walking/Bicycle and Public Transport networks that provides transport and accessibility options to segments of the community who have not or prefer not to use a car.

### b) Other strategic links

- Greater Shepparton Cycling Strategy 2013-2017

## Conclusion

Officers recommend that Council commence negotiations with the Landowner to acquire the Proposed Acquired Land to provide for construction of the Path, and thereafter take all necessary steps to effect the acquisition.

## Attachments

Nil

## 12.6 New Business Grant - Award of Funding

Author                    Team Leader Business & Industry  
 Approved by          Director Sustainable Development  
 Purpose                 For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council note the successful applicants for the New Business Grant as outlined below (in no particular order):

Organisation	Project	Grant Awarded (No GST)
Okami	Okami Restaurant fit out	\$6,000
Bluebell Bathhouse	Establishment of a spa/bathhouse offering a relaxing experience with the CBD.	\$5,000
<b>TOTAL</b>		<b>\$11,000</b>

### Executive Summary

Council's New Business Grant has been established to assist with economic development opportunities and investment in Greater Shepparton. Funding is provided for infrastructure or initiatives that support the establishment of new businesses in Greater Shepparton's CBD and on the main streets within the region's small towns.

Following assessment and recommendation by the Grant Assessment Panel, the Director of Sustainable Development under delegated authority has awarded in total the sum of \$11,000 (No GST), with Okami awarded the sum of \$6,000 (No GST) and Bluebell Bathhouse the sum of \$5,000 (No GST).

Okami who will commence operation at 111 Fryers Street, Shepparton and support the ongoing establishment of Fryers Street as the food strip of the region. Okami offers a generous all you can eat style menu incorporating over 30 traditional Japanese dishes.

BBBH will commence operation at 20 Fryers Street, Shepparton and create a place of relaxation and tranquilly within the CBD. BBBH will offer treatments including mud baths, salt baths, massages and facials whilst also providing dream pods which will bring a unique experience to Greater Shepparton.

## Report Detail

In 2017 Council resolved to establish the New Business Grant (“Grant”) as an initiative to assist in the establishment of new businesses as well as boost economic development opportunities and investment in the Greater Shepparton region.

Council adopted a set of guidelines for the Grant that outlined the strategic purpose and functionality of the grant program. The adopted guidelines outline that grant funding be used for infrastructure or property works that assist in the establishment of a new business.

The grant has a total annual budget of \$30,000 (No GST) with applicants able to apply for a maximum of \$10,000 with a one-to-one dollar matching investment. The grant is open year-round with three rounds per annum.

The Grant Assessment Panel has assessed the applications and recommended that the Director of Sustainable Development under delegated authority award grant funding for the following projects:

<b>Business</b>	Okami		
<b>Project</b>	Okami Restaurant fit out		
<b>Short project description</b>	The development of a professionally designed restaurant able to service approximately 130 customers. This includes grease trap.		
<b>Requested Council Contribution</b>	\$10,000	Total Project Investment	\$700,000
<b>Recommended Contribution</b>	\$6,000 (No GST)	Total job creation – employing 20 staff	
<b>Recommendation from the Assessment panel</b>	Based on the suitability of business within local market, CBD location, economic impact, and the creation of jobs, it is recommended that Council proceed with issuing funds to support this investment. The application scored lower due to minimal local contractors being engaged for the fit out. The restaurant however will support the employment of 20 people and totally revitalise 111 Fryers Street, Shepparton (formerly occupied by Bush’s Blinds) into a professionally designed restaurant.		

<b>Organisation</b>	Bluebell Bathhouse (BBBH)		
<b>Project</b>	The establishment of a spa/bathhouse offering a relaxing experience with the CBD.		
<b>Short project description</b>	Fit out of a spa/bathhouse which includes plumbing, electrical, painting, flooring, plastering and building works.		
<b>Requested Council Contribution</b>	\$10,000	Total Project Investment	\$78,161
<b>Recommended Contribution</b>	\$5,000 (No GST)	Total job creation – immediately employ 2 part time beauty therapists. Will later employ a part time spa attendant and a full-time receptionist once business has been established.	
<b>Recommendation from the Assessment panel</b>	Based on the suitability of business within local market, CBD location, economic impact, and the creation of jobs, it is recommended that Council proceed with issuing funds to support this investment. This project also has a strong visitation offering and will provide something unique with the inclusion of dream		

	<p>Pods. This project also further diversifies the inner CBD and Fryers Street.</p>
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It should be noted that Council does not fund projects retrospectively and it is Council's understanding that the works outlined in the above tables has not been carried out. If the works have been undertaken, funds will not be issued to the applicant.

In line with the guidelines for the New Business Grant the assessment process considers:

- the scale of the works proposed in the application
- the suitability of the business to the local market
- the economic impact of the investment
- new employment opportunities
- use of local suppliers
- lease tenure of applicant

The awarded funding amounts have been developed through the applicant's satisfaction of the above assessment criteria.

### Council Plan/Key Strategic Activity

#### ECONOMIC

Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business.

3.1 The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment.

### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Funding is used inappropriately	Unlikely	Minor	Low	Successful applicants must provide an itemised budget and enter into a funding agreement with Council. No funds are paid until satisfactory completion of activity. Applicants must also supply a full financial acquittal at the end of the project.
Works are non-compliant	Possible	Moderate	Moderate	All relevant planning and building approvals must be obtained and submitted prior to approval of grant application.
Grant funding does not achieve outcome	Possible	Moderate	Moderate	Applicants must supply a business plan and demonstrate the viability of their business. Applications will be assessed according to their capacity to deliver positive economic outcomes.

### Policy Considerations

The New Business Grant is a recommended action within the Economic Development, Tourism and Major Events Strategy 2017-2021. This Strategy was adopted by Council in March 2017.

### Financial Implications

The total annual budget for the New Business Grant is \$30,000. There are no financial implications to award \$6,000 (No GST) to Okami and \$5,000 (No GST) to Bluebell Bathhouse (BBBH). This grant relates to the final round of the New Business Grant program for 2020/21 financial year.

	Approved Budget Estimate for this proposal <sup>1</sup>	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive <sup>2</sup>
	\$	\$	\$	\$
Revenue	0	0	0	0
Expense	11,000	11,000	0	NA
Net Total	11,000	11,000	0	NA

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### Legal/Statutory Implications

Successful projects must satisfy all legislative requirements and approvals prior to receiving funding.

### Environmental/Sustainability Impacts

There are no environmental or sustainability impacts from this recommendation.

### Social Implications

There are no social implications for this recommendation.

### Economic Impacts

The assessment process has taken into account the economic impacts of this application. The establishment of business will generate new employment opportunities and add to the market offering of the municipality and in particular the Shepparton CBD.

### Consultation

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

### Strategic Links

#### a) Greater Shepparton 2030 Strategy

- Direction 4: Promote economic growth, business development and diversification, with a focus on strengthening the agricultural industry.
- Directions 5: The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

#### b) Other strategic links

- Greater Shepparton Economic Development Tourism and Major Events Strategy 2017-2021 – Action 8.1 – *Establish a small business grant scheme aimed at supporting and attracting business to Greater Shepparton.*

## Conclusion

The New Business Grant Program is an initiative to assist in the establishment of new businesses as well as boost economic development opportunities and investment in the Greater Shepparton region.

The Grant Assessment Panel have assessed the applications for funding through the New Business Grant included within this report. Under delegated authority the Director of Sustainable Development has awarded funding based on the applicant's satisfaction of the assessment criteria in line with the adopted grant guidelines.

## Attachments

Nil

## 12.7 Zero Emissions Plan

Author	Sustainability & Environment Officer
Approved by	Director Sustainable Development
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council adopt the 2030 Zero Emissions Plan for Council Operations as attached to this report.**

### Executive Summary

Greater Shepparton City Council has declared a Climate Emergency, and committed to a net zero emissions target by 2030 for Council's internal operations.

The 2030 Zero Emission Plan outlines the key areas Council will focus on to transition to net zero emissions by 2030, and the actions it will undertake to reach the target.

Council has committed to undertaking all feasible emissions reduction actions by 2030, and offsetting the remainder to reach the target. This is an important demonstration of leadership and genuine action in a regional area, and highlights our Council vision to 'adapt and respond in a way that is innovative, sustainable and accountable'.

Sixty-three actions falling under seven themes are listed in the Implementation Plan, each identifies responsible teams, indicative budget, resource intensity, and timelines for implementation.

The following report will be accompanied by a presentation explaining the 2030 Zero Emissions Plan in detail.

### Report Detail

Council declared a 2030 Zero Emissions Target for Councils operations in March 2020 along with a Climate Emergency declaration, and resolved for officers to develop a 2030 Zero Emissions Plan outlining actions to reach the target.

Council has already undertaken many actions to reduce carbon emissions, including delivering an energy reduction of 20% by 2020 from 2014/15 levels through the Energy Reduction Plan, incorporating electric vehicles into its passenger pool fleet, installation of over 500kw of solar panels on Council facilities, and replacing street lighting with energy



efficient globes. The 2030 Zero Emissions plan will build on the actions from the Energy Reduction Plan to reach the target.

Council engaged NDEVR Environmental to conduct a comprehensive emissions assessment for Council operations in 2020, along with options for reaching the target and certification requirements. The Emissions Reduction Options Paper was completed in June 2021 and forms the basis of the Zero Emissions Plan.

The Options paper laid out three scenarios for achieving zero emissions, which assessed the role of emissions reduction actions versus offset purchase. Options considered were:

- Do nothing: Undertake no emissions reductions activities and rely on purchasing offsets to reach Zero Emissions by 2030.
- Do Planned: Undertake already planned emission reduction activities such as transitioning the passenger fleet to electric, purchasing 100% green electricity, and increasing the energy efficiency of some buildings. This was estimated to reduce Council's emissions by 22%, with all remaining emissions to require purchasing of offsets to reach Zero Emissions by 2030.
- Do All: Implement all feasible emissions reduction activities, leaving minimal offsets required to reach Zero Emissions by 2030.

The 2030 Zero Emissions Plan is based on the 'Do All' pathway - undertaking emission reduction action, rather than relying on purchasing of offsets, to reach zero net emissions (or carbon neutrality) by 2030. This was based on the urgent need to decarbonise and prevent catastrophic climate change, the ability of energy efficiency works to reduce ongoing operational costs, reducing potential exposure of Council to future carbon liability, and the high risk of offset prices continuing to rise.

Transitioning Council's operations and services to zero emissions will present both challenges and opportunities for co-benefits. Challenges include higher short-term costs, technology and policy in development or their infancy, wholesale behaviour change, and achieving accurate monitoring and reporting of emissions. Opportunities include lower long-term costs, less waste and pollution, and a safer environment and climate for the community.

The Sustainability and Environment team have undertaken comprehensive consultation with all teams within Council to better understand these challenges and opportunities for emissions reduction, and this consultation has guided the development of the 63 actions in the Plan. Staff are already undertaking significant steps in reducing their workplace emissions, and have identified many actions that can be undertaken to reduce emissions further. Some of these are straightforward to implement, while others are more costly and complex to implement. Overwhelmingly, staff are engaged and committed to work towards developing fit for purpose solutions to reduce emissions in their service areas.

Staff have highlighted barriers to emissions reduction that will need to be addressed to allow emissions reduction actions to be implemented, such as the need to include whole of life costs rather than just up-front procurement costs.

The themes – *Zero Emission Facilities, Fleet and Plant, Towards Zero Waste to Landfill, Goods and Services, Governance, Our Council, and Carbon Sequestration* - relate to the implementation areas, and encompass all Scopes of council emissions.

Due to the rapid developments and complexity in emissions policies, costs and technologies, it will be imperative to conduct annual reviews of the Action List to ensure fit-for-purpose decisions are made throughout the life of this Plan.

The annual review will also involve further consultation with staff as detailed actions, budgets and timelines are developed and refined, to ensure actions are the best fit-for-purpose solution.

The actions have been identified on cost benefit analysis in relation to the highest carbon reduction versus financial investment. Grant funding and collaboration opportunities will be sought for all actions, in particular, the largest cost actions.

### Council Plan/Key Strategic Activity

#### INFRASTRUCTURE and TECHNOLOGY

We will focus on the planning of our region’s requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.7 Create a smart city.

#### ENVIRONMENT and CLIMATE EMERGENCY

We will prioritise our environment and take urgent action to reduce emissions and waste in order to protect public health and create a region that mitigates and adapts to climate change.

5.2 Council will focus on emission reductions committing to a Zero Emissions 2030 Target.

5.3 Council commits to supporting the establishment of a circular economy within Greater Shepparton.

5.6 Reduce carbon emissions in our community.

5.9 Drive climate change mitigation and adaptation.

### Risk Management

Transitioning Council’s operations and services to zero emissions will present some risks particularly in cost and utilising new technologies that are not currently commercially available in our region. As identified in the Plan, the development of a working group to regularly review options and assess for feasibility and budget will be important in managing these new risks as they come online.

Risks	Likelihood	Consequence	Rating	Mitigation Action
2030 Target not met	Possible	Moderate	Medium	Adopt and implement ZEP.
Higher than anticipated financial costs to implement actions	Possible	Major	High	Work collaboratively with finance, other councils and local suppliers, and seek funding opportunities for implementation. Ensure regular review and scoping of actions.



Risks	Likelihood	Consequence	Rating	Mitigation Action
Emissions data not accurately collected	Possible	Moderate	Medium	Establish reporting methodology at plan outset.
Technology unavailable to address certain emission sources	Possible	Major	High	Work collaboratively with other councils to advocate for regional emissions reduction solutions. Ensure regular review and scoping of actions.
Legislative liability including Local Government Act 2020 and Climate Change Act 2017 if plan or certain actions not adopted	Likely	Major	High	Adopt and implement ZEP.
High cost to Council for offsets if emissions reduction measures are not implemented	Almost Certain	Major	Extreme	Adopt and implement ZEP.

## Policy Considerations

### Sustainable Decision Making Policy

#### 1. Principles:

a. Governance (Ethics), Social Equity and Justice (including community engagement)

Council is committed to ensuring our decision-making processes are open, transparent, inclusive and supportive of our communities.

b. Natural Environment (Conservation and Enhancement)

Where possible, Council will enhance and conserve the natural environment in which we live.

c. Efficient use of resources

Council is committed to adopting and facilitating the efficient use of resources and encouraging sustainable consumption and production. Council should be leaders in reducing energy usage and develop solutions that support the development of, and access to, affordable renewable energy.

d. Urban Planning and Building Design

Council is committed to a strategic role for urban planning and design in addressing climate change, environmental, social, economic, health and

cultural issues for the benefit of all.

e. Community Health and Wellbeing

Council is committed to protecting and promoting the health and wellbeing of our community.

f. Vibrant Local Economy (including sustainable Council operations)

Council is committed to creating and ensuring a vibrant and sustainable local economy that gives access to employment without compromising the sustainability of our environment.

g. Think Global Act Local (including partnerships)

Council is committed to recognising that our actions contribute to peace, justice, equity, sustainable development and protection of the planet at a local Level.

h. Address the Climate Emergency

Council is committed to ensuring resilient economy, infrastructure, environment and community into the future through planning and implementing actions and projects aimed at mitigating and adapting to climate change, including by achieving the 2030 Zero Carbon Emissions target and facilitating the Climate Emergency Action Plan.

Environmental Sustainability Strategy 2014-2030

3. Using our resources wisely – climate change and energy efficiency

3.1 Reduce Council's greenhouse gas emissions and the financial costs of Council's energy use

3.2 Ensure that Council is prepared for the impacts and opportunities presented by climate change.

### Financial Implications

The Zero Emission Plan will require financial support to implement a number of actions through both the operational and capital budget. While some actions have no cost involved, some will require additional upfront cost to existing budget items such as higher purchase price for EVs over fossil fuel vehicles to transition the fleet to fully electric. A benefit is the re-sale income will remain high and it will lead to the development of a second-hand electric vehicle market. Other items involve one-off replacement of existing equipment such as gas hot water systems with electric, which will then result in lower ongoing costs as electricity is cheaper than gas and services charges are reduced, along with carbon liability.

The cost of some items is relatively easy to estimate, while others may remain unknown until closer to implementation (such as the cost of transitioning the heavy fleet to green hydrogen). The potential cost of offsets at 2030 is also unknown, but is a useful indicator to include against actions. Total cost of ownership versus up front price has been a theme throughout consultation with staff. The plan includes indicative pricing to assist with budget planning. Some actions may require less budget than initially estimated, as technologies become more common and uptake improves economies of scale.

A budget line item has already been included for Zero Emission Plan actions within the Council Budget, and an additional Zero Emission budget contingency has been proposed to enable actions to be implemented over the life of the Plan. A percentage of the capital works plan has been allocated to capital initiatives for 2030 Zero Emissions. The amounts and timings will develop when cost estimates are performed on initiatives identified.

The Council Financial Plan assumes the below amounts will be found in capital savings:

	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Total
% of Capital Works	2%	2%	3%	3%	3%	5%	5%	5%	5%	
2030 Zero Emissions Initiatives	\$1.2m	\$0.7m	\$1.4m	\$1.6m	\$1.4m	\$2.0m	\$2.0m	\$3.0m	\$1.6m	\$15.1m

The table below shows the allocated capital budget cost that has been identified.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	TBD	TBD	TBD	TBD
Expense	\$15.1M	\$15.1M	\$0	\$16.61M
Net Total	\$15.1M	\$15.1M	\$0	\$16.61M

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### Legal/Statutory Implications

The 2030 Zero Emissions Plan conforms with the Local Government Act 2020 as Council has a responsibility to act on climate change.

### Environmental/Sustainability Impacts

The implementation of the 2030 Zero Emissions Plan will ensure council is reducing its emissions in line with IPCC guidelines and playing its part in the avoidance of catastrophic climate change impacts for both our community and environment, while also reducing the health impacts of fossil fuel pollution and waste within our community.

### Social Implications

Implementation of the 2030 Zero Emissions Plan will guide our community for actions, both big and small, that they can make to reduce their emissions and assist in the transition to a more sustainable future. Learnings from the Zero Emission Plan will be shared through the Climate Emergency Action Plan implementation.

### Economic Impacts

There will be significant economic impacts through the implementation of the 2030 Zero Emissions Plan. The Plan signals Council's intention to move away from polluting and high emission products and services, and gives the local economy confidence that they will be supported if they transition to low emission products and services. Council will also collaborate with other regional councils, agencies and industries to work to ensure supply of low emission productions into the region, providing opportunities for local suppliers to expand their current product base. Many local businesses are already investigating opportunities to move to a decarbonised economy, and Council can share its learnings to support businesses and the community to understand the costs, carbon liabilities and solutions to emissions challenges.

### Consultation

Consultation on emission reduction actions was held via workshops with all Council teams in small groups, to enable genuine participation and discussions. 15 virtual sessions were held, and included managers, team leaders and staff with a particular interest or role in emissions reduction. Council's emissions profile was discussed with staff, and consultation focused on current activities and future actions that could be undertaken in their teams or

wider within the organisation and beyond. Feedback was collated by the Sustainability and Environment team, and has been used to inform the Actions in the Zero Emissions Plan. The consultation clearly highlighted the interest from staff in undertaking emissions reduction actions, and that staff already understand many challenges/barriers and opportunities within their work area.

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

### **Strategic Links**

#### a) Greater Shepparton 2030 Strategy

- Direction 3: Environment

#### b) Other strategic links

- Environmental Sustainability Strategy 2014 - 2030

### **Conclusion**

Greater Shepparton City Council has committed to actively reducing emissions to restore a safe climate for our community – now and into the future. Adoption and implementation of the Zero Emission Plan will guide our pathway to certified zero emissions by 2030, and provide leadership to our community and beyond that emissions reduction action is feasible, practical and achievable in a cost-effective way.

### **Attachments**

1. Final Greater Shepparton City Council 2030 Zero Emissions Plan December 2021  
[12.7.1 - 34 pages]

## 12.8 Sale of Land – at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton – Affordable Housing Proposal

Author Senior Strategic Planner  
 Approved by Director Sustainable Development  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council, having considered the request from Beyond Housing and Wintringham, received on 21 October 2021:

1. provides in-principle support for the preparation of any funding applications by Beyond Housing and/or Wintringham to construct a 30-unit Social Housing project on land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton;
2. notes Council's possible sale or gift of land (subject to the processes outlined below) at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton to Beyond Housing and Wintringham (with a subsequent transfer back to the Council of ground level like for like (to the extent practicable) public car parking following construction of the project) and further notes that the sale or gift will require Beyond Housing and Wintringham to enter into a Contract of Sale and a Section 173 Agreement under the *Planning and Environment Act 1987* as described in the draft Memorandum of Understanding (MoU);
3. authorises the Chief Executive Officer to sign the MoU (in such final form as is determined by the Chief Executive Officer).
4. subject to a Council decision to sell or gift the land following the completion of the Section 114 of the *Local Government Act 2020* (the Act) process, authorises the Chief Executive Officer to finalise the drafting of the Contract of Sale and Section 173 Agreement, and any other documents necessary to complete the transaction with Beyond Housing and Wintringham. The Chief Executive Officer may in future make changes to the structure of the transactional arrangements contemplated by this recommendation if advised to do so by the Council's solicitors;



5. **approves the commencement of the process under Section 114 of the Act to consider the sale of the land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton by Council to Beyond Housing and Wintringham;**
6. **in accordance with Section 114 of the Act and the *Greater Shepparton City Council Community Engagement Policy 2021*, Council authorises that a public notice in the Shepparton News be given of its intention to sell the land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton and call for submissions;**
7. **publish a copy of the public notice on Council’s website, and provide a copy to owners and occupiers of all properties abutting the land;**
8. **authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council’s functions under section 114 of the Act in relation to this matter; and**
9. **notes that, following the completion of the consultation process, any submissions received in relation to Council’s intent to sell the land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton will be considered by Council at a future Scheduled Council Meeting.**

### Executive Summary

In June 2018, the *Planning and Environment Act 1987* was amended to include the objective “to facilitate the provision of Affordable Housing in Victoria”, requiring Council, in its role as Planning Authority, to consider the need and opportunity to implement Affordable Housing outcomes. The Act defines ‘Affordable Housing’ as ‘*housing, including Social Housing that is appropriate for the housing needs of very low-, low- and moderate-income households*’.

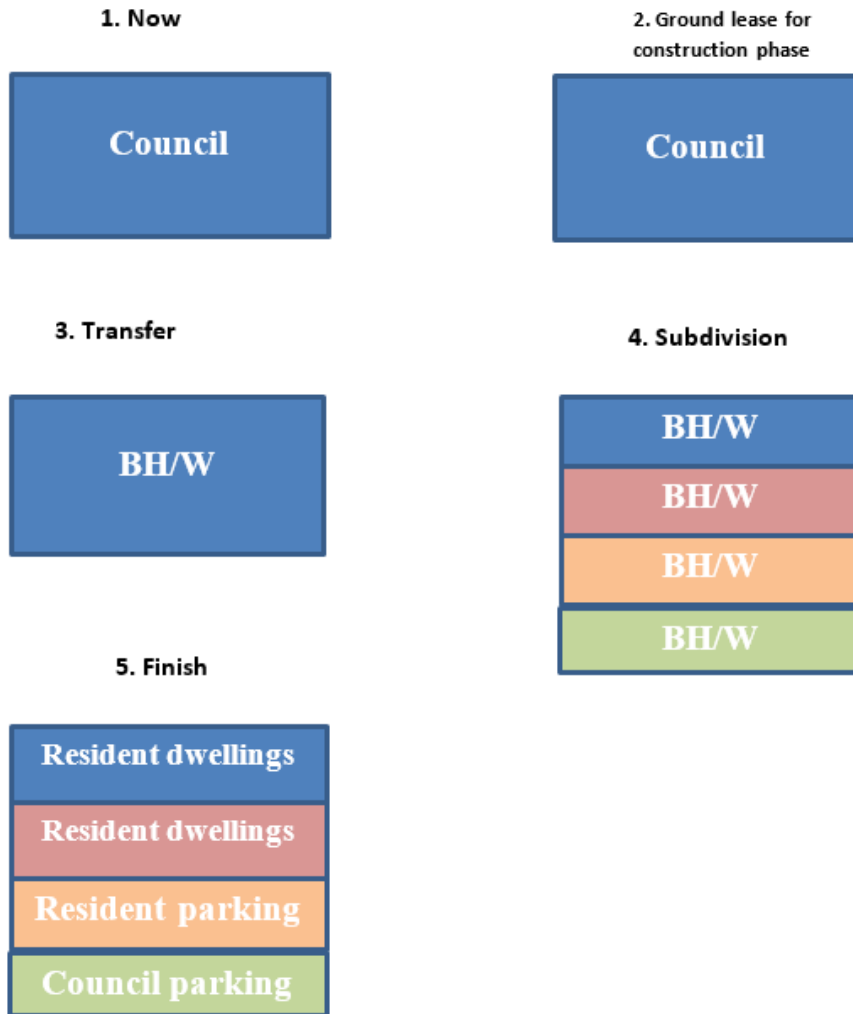
Following extensive consultation, Council resolved to adopt the *Greater Shepparton Affordable Housing Strategy: Houses for People 2020* in April 2020. Council also subsequently resolved to form the Greater Shepparton Affordable Housing Reference Group to provide expert advice on ways that Council can realise Affordable Housing outcomes.

In late 2019, Greater Shepparton was estimated to have the highest homeless rate in regional Victoria, with 5.56 homeless persons per 1,000 people, and 1,041 households on the waiting list for social housing. Rental affordability fell by 10% between 2008 and 2018, with 27% of low-income households experiencing housing stress. With these alarming statistics, it was estimated that 42% of all forecast dwelling supply needed to be delivered as Affordable Housing to meet demand in 2036.

Council received a request from Beyond Housing and Wintringham to construct Social Housing on Council-owned land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton. The land is currently used as a car park and is known as the Maude and Nixon Street Car Park. Both organisations are Registered Housing Associations with long histories of supporting vulnerable members of the Greater Shepparton community and the wider Goulburn Valley through a range of innovative housing and support services. The proposal seeks to realise approximately 30 one- and two-bedroom units that would cater for those in need of social housing. Council’s contribution is gifting the Maude and Nixon Street Car Park land to facilitate the project, with a subsequent transfer back to the Council of

ground level like for like (to the extent practicable) public car parking following construction of the project.

The following diagram seeks to outline ownership arrangements at the various stages of the transaction:



Council's contribution is estimated to be valued at \$450,000.

Council officers consider this to be an effective way of realising Social Housing outcomes. The site's ideal location within the Shepparton CBD will ensure excellent amenity for future residents, enabling them to be securely and appropriately housed, and also thrive in the community with access to all of the services and support that they require.

Before this can be considered, Section 114 of the *Local Government Act 2020* requires Council, before selling or exchanging land, to publish notice of its intention to sell the land, undertake a community engagement process in accordance with its community engagement policy and obtain a recent valuation. This report recommends that Council begin this process and further consider this item after the completion of the consultation process.

## Report Detail

In June 2018, the *Planning and Environment Act 1987* was amended to include the objective “to facilitate the provision of Affordable Housing in Victoria”, requiring Council, in its role as Planning Authority, to consider the need and opportunity to implement Affordable Housing outcomes. The Act defines ‘Affordable Housing’ as ‘*housing, including Social Housing that is appropriate for the housing needs of very low-, low- and moderate-income households.*’

Following extensive consultation, Council resolved to adopt the *Greater Shepparton Affordable Housing Strategy: Houses for People 2020* in April 2020. The Strategy demonstrated an undeniable need for Affordable Housing across Greater Shepparton. Beyond the municipality’s identification as the Victorian regional city with the highest level of homelessness, at 5.6 homeless persons per 1,000, 1,041 households are on the waiting list for social housing support, 27% of low-income households are facing housing stress (2716 households), and overall rental affordability decreased by 10% between 2008 and 2018.

Up to 2020, the Strategy found that despite some allocations under a number of Commonwealth and State-funded programs, Council advocacy and programs to support low-income households, and remarkable work by housing providers, the resources required to address housing issues in Greater Shepparton substantially exceeded those available.

The Strategy draws on the premise of ‘Housing First’ that has been successfully implemented in Finland to reduce homelessness levels by a third over a seven-year period. Beyond advocacy for Commonwealth and State funding to undertake substantial construction of new stock, it outlines a variety of ways in which Council may facilitate and promote the provision of Affordable Housing through diverse agents, encouraging knowledge sharing, economical usage of existing resources, and collaboration between housing providers, government, developers, landowners, landlords and investors.

The Strategy aims to promote increased stock across the spectrum of affordable models, including crisis accommodation and social housing to address acute housing needs, ‘alternative’ options like cohousing, which may address the needs of identified ‘at risk’ cohorts, and broader diversity in size and configuration in the market-based supply to mitigate potential future shortfalls.

Council also subsequently resolved to form the Greater Shepparton Affordable Housing Reference Group to provide expert advice on ways that Council can realise Affordable Housing outcomes and on the implementation of the Strategy.

In late 2020, following the adoption of the Strategy, the Victorian government announced \$5.3 billion in funding to realise Affordable Housing across Victoria as part of the Big Housing Build (BHB) initiative over four years with 25% of this fund allocated to regional Victoria. The first round of grant funding under the Big Housing Build, the Rapid Grants Round, provided grants to Community Housing Agencies (CHAs) for development and construction projects to realise new Affordable Housing; the Graham Street project was funded by this program. Under the Big Housing Build, 18 local government areas (LGAs) have been identified for a Minimum Investment Guarantee, with \$765 million committed across these local government areas. The Minimum Investment Guarantee for Greater Shepparton is \$45 million.

On 20 October 2021, Homes Victoria launched a new regional round of the Social Housing Growth Fund, which will provide grants to CHAs for developments and construction opportunities for new Affordable Housing in regional Victoria. This is a component of the Big Housing Build. Community housing is housing owned or managed by community housing providers. Community housing providers are highly regulated, not-for profit organisations

that specialise in housing the diverse range of tenants who require both public and affordable homes. The Fund seeks to provide grants to CHAs for well progressed development and construction projects for new social housing projects located in nine LGAs in regional Victoria: Greater Shepparton is one of these.

Council recently received a request from Beyond Housing and Wintringham to construct Social Housing on Council-owned land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton. The land measures 2,500m<sup>2</sup>, is currently used as a car park for approximately 60 vehicles, and is known as the Maude and Nixon Street Car Park.

Both organisations are Registered Housing Associations with long histories of supporting vulnerable members of the Greater Shepparton community and the wider Goulburn Valley through a range of innovative housing and support services.

The proposal seeks to realise approximately 30 one- and two-bedroom units that would cater for those in need of social housing as outlined in Figures One and Two. The conceptual design prepared by James Seymour Architects Pty Ltd envisages a four-storey building comprising public car parking at ground level, resident parking on the second level and two levels of apartments.

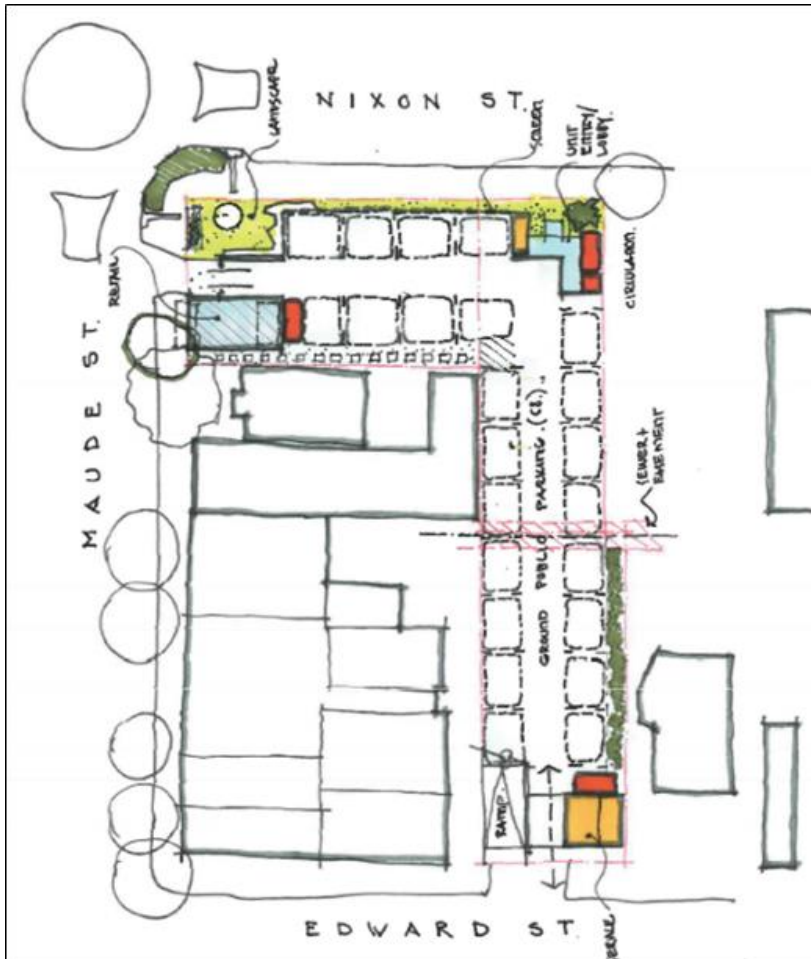


Figure One: Conceptual Design: Ground Floor.



Figure Two: Conceptual Design: Example of Upper Floors.

The land is zoned Activity Centre Zone (ACZ) and, although the project is being scoped, it meets the objectives of the ACZ to attract more people to live in the CBD, and greatly increase the vibrancy and foot traffic throughout the area. The project also meets the ACZ's built form guidelines of higher-scaled built form making a more efficient use of the land in close proximity to the Maude Street Mall. The proposal, although only at conceptual design level, seeks to also meet the zone's objective of encouraging innovative and sustainable contemporary design that will promote the principle of environmentally sustainable design.

On completion of the development, Beyond Housing and Wintringham would assume ownership of the units. Beyond Housing and Wintringham would bring significant local and regional development experience, including design, project management, implementation and management of large- and small-scale construction projects, and have noted willingness to deliver the project from construction to long-term asset management.

Both organisations have requested in-principle support from Council for the proposal. Council's contribution to realising the project is gifting the land to facilitate the project.

Council engaged Opteon (Goulburn North East Vic) Pty Ltd to prepare a valuation. The valuation determined that this contribution is estimated to be valued at \$450,000.

The valuation report notes that:

*Transactions of airspace in regional localities such as Shepparton occur very infrequently. We are unaware of any airspace transactions within Regional Victoria, and any sales of note are within capital city locations, generally within high value commercial CBD locations and unsuitable as comparisons to the subject [sic]. As a result, our analysis and interpretation of the commercial aspects of the market has been somewhat subjective.*

*Airspace tenure while a defined market segment is thinly traded and with few benchmarks as each has unique features, attributes and outcomes for individual purchasers. Ultimately the unit value of airspaces has been demonstrated to be less than the value of an equivalent unit of site area inclusive of a land component.*

*Our valuation has been prepared on the basis that the maximum number of apartments that would gain planning approval is 30, acting as a determinant for the highest and best use of the site.*

The benefits of the project, by addressing the worsening housing affordability issues evident across Greater Shepparton, greatly outweigh this contribution. In addition, Council officers consider this project to be an effective way of realising Affordable Housing outcomes in a central location within the Shepparton CBD. It will ensure excellent amenity for future residents, enabling them to be securely and appropriately housed, and also thrive in the community with access to all of the services and support that they require.

Council has also engaged Ethos Urban Pty Ltd to undertake an Economic Benefit Analysis of the project (the Report). Primarily, the Report seeks to quantify in financial terms the community benefits of the proposal to the Greater Shepparton community.

The Report found that, amongst other things, the development will result in significant short and long term economic and social benefits. Specifically, it quantified that the development would result in direct benefit of \$2.4million (\$31.5million over the 30 year life of the building) to the local economy and create 30 construction-related jobs (assuming a 12 month construction phase). Further the development will indirectly result in an output of \$38million, 110 fulltime jobs (assuming a 12 month construction phase), and a total direct value-add to the economy of \$14.6million. A copy of the Report has been included in Attachment 1.

A draft MoU (see Attachment 2 to this Report) has also been prepared which sets out the basis and most of the essential elements or terms upon which the parties will proceed to negotiate the actual and final terms upon which the Council will agree to proceed to sell the land.

However, before this proposal can be fully considered, Section 114 of the *Local Government Act 2020* requires Council, before selling or exchanging land, to publish notice of its intention to sell the land, undertake a community engagement process in accordance with its community engagement policy and obtain a recent valuation. This report recommends that Council begin this process and further consider this item following the completion of the consultation process.

## **Council Plan/Key Strategic Activity**

### **LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

1.1 Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity.

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.

## **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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.

2.10 Council demonstrates strong regional and local partnership efforts across health and wellbeing.

## **BUILT**

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

4.1 Growth is well planned and managed for the future.

## **Risk Management**

The recommendation will not result in any unacceptable risk to Council. However, failure to undertake the consultation on the gifting of the land to facilitate this proposal and to further consider the proposal in early 2022 may undermine the implementation of the actions in the *Greater Shepparton Affordable Housing Strategy: Houses for People 2020* and the delivery of appropriate housing to members of the community in need.

## **Policy Considerations**

There are no conflicts with Council policies. The project follows the objectives and goals of the *Greater Shepparton Affordable Housing Strategy 2020: Houses for People* to increase Affordable Housing. The project aligns with the objectives of the *Shepparton CBD Strategy 2008* and *Commercial Activity Centres Strategy 2015*, which both seek a more efficient use of land, higher densification of Shepparton's CBD, and to maintain the CBD as the more vibrant and active city centre to serve the region.

## **Financial Implications**

Council officers have provided in-principle support for a co-contribution to a maximum of \$18,000 to help fund the background reports that will inform any future application. This will assist in preparing the concept sketches (\$9,000 excl GST), the valuation (\$3,000 excl GST), the quantitative assessment (\$9,000 excl GST) of the benefits of the project and all legal agreements required (\$ 15,000 excl GST). These costs are budgeted for within the Building, Planning and Compliance Department's Strategic Planning Work Program.

Council's contribution of gifting the land would help leverage the realisation of funding for the project.

In addition, the proposal would continue to accommodate the continued use of the ground floor as a public car park, albeit with the loss of a small number of spaces. All off-street car parking spaces are free but timed.

The various transactional documents contemplated by the arrangements under the MoU will safeguard the Council's interests. In particular, any development proposal for the land must provide ground-level public car parking (subject to detailed designs) for public use and to be delivered by a sunset date to be agreed. In addition, the MoU will outline the provision of certain minimum percentages of social housing, thereby providing certainty to the Council in regard to the community benefit. By partnering with Beyond Housing and

Wintringham, officers are also satisfied that these organisations with their track record of community involvement are well-positioned to deliver the project requirements and outcomes that are sought. The proposed section 173 agreement will ensure that the obligation to use the newly constructed dwellings for the purposes of social housing will continue in perpetuity. The arrangements also contemplate entry into a ground lease, whereby the Council grants a lease of its land to the purchaser so that from that date the purchaser can commence development of the land in accordance with the development agreement. Title to the land under the contract of sale is proposed to pass to the purchaser when all of the car parking is completed and delivered to the Council, amongst other things. The development agreement addresses matters that include design aspects, risk allocation, defects, timing, milestones and termination and step in rights.

### Legal/Statutory Implications

There are no conflicts with any Council policies arising from the recommendation.

The *Local Government Act 2020* requires Council, before selling or exchanging land, to publish notice of its intention to sell the land, undertake a community engagement process in accordance with its community engagement policy and obtain a recent valuation.

This community engagement process is provided for in Section 114(2) of the *Local Government Act 2020*.

This report recommends that Council begin this process and further consider this item after the completion of the consultation process. It is intended that council will further consider this item following the consultation process. The following flow chart sets out the process:





### Environmental/Sustainability Impacts

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

### Social Implications

While there are no direct social implications arising from the recommendation, the proposal will accommodate for Greater Shepparton’s most at risk individuals and households through the relation of much-needed Social Housing, and be an efficient use of land within the centre of the Shepparton CBD.

However, before considering the proposal, Council will engage with all stakeholders to ensure that residents, business owners and visitors will be given detailed information about the proposal and facilitate a range of opportunities to make a submission about the gifting of the land to facilitate this proposal.

The proposal will be further considered by Council in early 2022.

### Economic Impacts

The recommendation may result in positive economic impacts.

### Consultation

Council has engaged with Beyond Housing and Wintringham to better understand the request for in-principle support for this proposal, and Homes Victoria.

The *Local Government Act 2020* requires Council, before selling or exchanging land, to publish notice of its intention to sell the land, undertake a community engagement process in accordance with its community engagement policy and obtain a recent valuation.

This community engagement process is provided for in Section 114(2) of the *Local Government Act 2020* and requires that:

*Before selling or exchanging the land, the Council must:*

*(a) at least 4 weeks prior to selling or exchanging the land, publish notice of intention to do so—*

*(i) on the Council's Internet site; and*

*(ii) in any other manner prescribed by the regulations for the purposes of this subsection; and*

*(b) undertake a community engagement process in accordance with its community engagement policy; and*

*(c) obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the **Valuation of Land Act 1960** a valuation of the land which is made not more than 6 months prior to the sale or exchange.*

While the intention is to carry-out community engagement in accordance with all legislative requirements in early 2022, Council officers will have strong regard to the *Greater Shepparton City Council Community Engagement Policy 2021* in ensuring that residents, business owners and visitors will be given detailed information about the proposal and facilitate a range of opportunities to make a submission.

This report recommends that Council begin this process and further consider this item after the completion of the consultation process.

Council officers believe that appropriate consultation has occurred to understand the requirements of any application for funding and the matter is now ready for Council consideration.

### Strategic Links

- *Greater Shepparton 2030 Strategy 2006*
- *Shepparton CBD Strategy 2008*
- *Commercial Activity Centres Strategy 2015*
- *Greater Shepparton Affordable Housing Strategy: Houses for People 2020*
- *Shepparton & Mooroopna 2050: Regional City Growth Plan 2021*

### Conclusion

In June 2018, the *Planning and Environment Act 1987* was amended to include the objective “to facilitate the provision of Affordable Housing in Victoria”, requiring Council, in its role as Planning Authority, to consider the need and opportunity to implement Affordable Housing outcomes.

Council received a request from Beyond Housing and Wintringham to construct Social Housing on Council-owned land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton. The land is currently used as a car park and is known as the Maude and Nixon Street Car Park. Both organisations are Registered Housing Associations. The proposal seeks to realise approximately 30 one- and two-bedroom units that would cater for those in need of social housing. Council’s contribution is gifting the land to facilitate the project (with a subsequent transfer back to the Council of ground level like for like (to the extent practicable) public car parking following construction of the project). The Council’s contribution is estimated to be valued at \$450,000.

Council officers consider this to be an effective way of realising Affordable Housing outcomes. The site's ideal location within the Shepparton CBD will ensure excellent amenity for future residents, enabling them to be securely and appropriately housed, and also thrive in the community with access to all of the services and support that they require.

### Attachments

1. Attachment 1 - Economic Benefits Assessment - Ethos Urban [12.8.1 - 12 pages]
2. Attachment 2 Draft Memorandum of Understanding Sale and Council Carpark Maude and Nixon Streets [12.8.2 - 8 pages]

## 12.9 Munarra Lease Agreement

Author	Senior Strategic Planner
Approved by	Director Sustainable Development
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. undertake a community engagement process in relation to the Council's intention to enter into the Agreement for Lease in relation to the Munarra Centre for Regional Excellence Project and the Lease of the Land to Munarra Limited as per the *Local Government Act 2020* and Council's Community Engagement Policy; and**
- 2. receive a further report, after the community engagement process has been completed, in order to consider the proposal to enter into the Agreement for Lease in relation to the Munarra Centre for Regional Excellence Project.**

### Executive Summary

In August 2016, Council agreed to support, in principle, a proposal to provide land on the Sports Precinct site to the Munarra Centre for Regional Excellence (MCRE) project.

The Munarra Centre Project Heads of Agreement (HoA) was signed by the project partners (including Council) in 2018. The project partners included the Department of Premier and Cabinet (DPC), Department of Environment, Land, Water and Planning (DELWP), Kaiela Institute Ltd and Rumbalara Football and Netball Club Inc (RFNC), and the University of Melbourne (UoM).

The HoA set out the terms upon which the project partners would seek to develop and deliver the MCRE in Shepparton. The MCRE is intended to be a national, state-of-the-art centre designed as a hub of connection and transformation for Indigenous and non-Indigenous people across Australia. The HoA also recorded some of the project partners' intention to incorporate an entity to be known as Munarra Incorporated, as a not for profit entity to operate the MCRE. The intended entity has since been incorporated and is known as Munarra Limited and was founded by members of the local indigenous community.

Further to the HoA and formation of the Munarra Project Control Group, the project partners have outlined a proposal for the MCRE project which will include Council, the State of Victoria and Munarra Limited entering into an Agreement for Lease (AfL) which would:

- set out the obligations of the parties with respect to the completion of the Project Works;
- detail the parties' agreement to make their Contributions to the Project as set out in the AfL, or a separate funding agreement sitting alongside the AfL; and
- on any preconditions being met and reaching substantial completion of the Project Works) require the Council to grant a land lease of the land to Munarra Limited, on the terms set out in the Land Lease Agreement (Lease) which would be attached to the AfL.

The Project Works include the Munarra works and the broader precinct civil works. The Project Works will be described in the AfL and the parties' obligations with respect to the AfL will also be specified in the AfL.

Council is required to complete a community engagement process with respect to the proposal, before Council enters into the AfL, in accordance with the *Local Government Act 2020*.

## Report Detail

### Background

In 2008, the Rumbalara Football Netball Club (RFNC) first promoted the concept of the development of a Regional Centre of Excellence.

In 2009, Council adopted the Shepparton Sport Precinct Master Plan which provided space for future development of the Academy of Sport, Health and Education (ASHE) (see Figure 1 below).

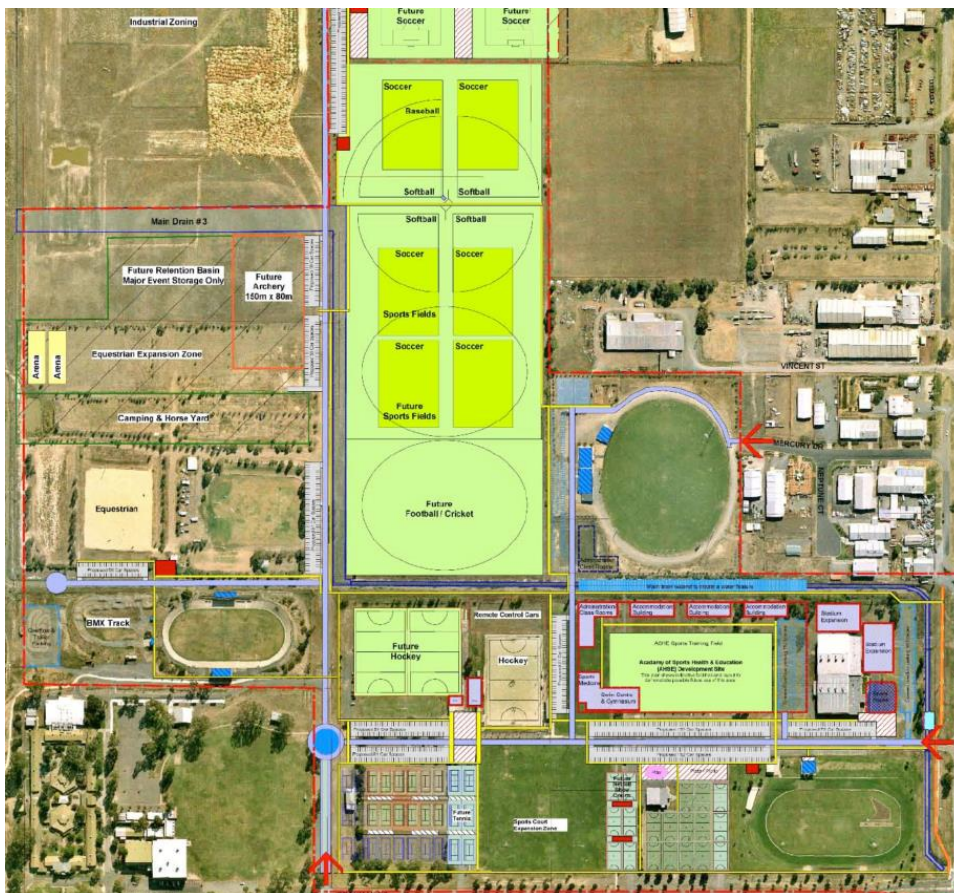


Figure 1: Sports Precinct Masterplan

In July 2009, a masterplan for Munarra Centre for Regional Excellence (MCRE) was launched (see Figure 2 and 3 below).



Figure 2: MCRE Master Plan

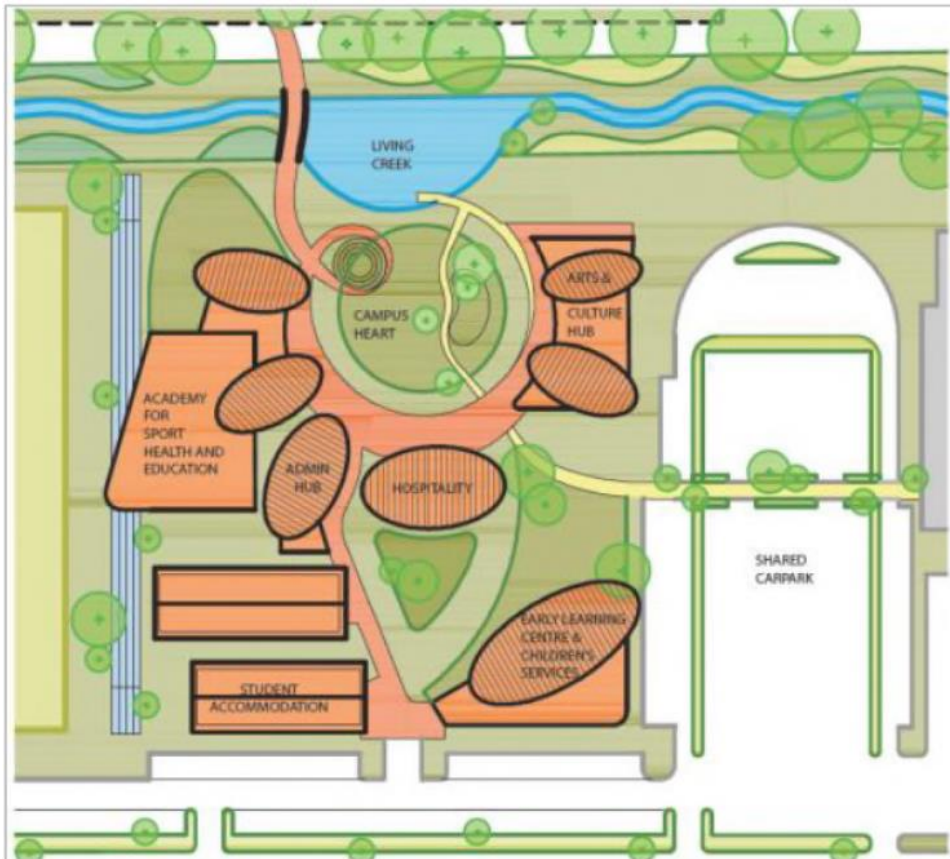


Figure 3: MCRE Conceptual Campus Layout

In January 2010, a feasibility study was developed for the redevelopment of RFNC and ASHE. The then Mayor provided written support to the project, further highlighting Council's endorsement of the project and the project team to seek funding.

In 2013, Council received \$7.19 million from the Federal Government, \$750,000 from the Victorian State Government and \$200,000 from sporting club contributions to the Greater Shepparton Sports Precinct Redevelopment. Council contributed the remaining amount of \$21 million redevelopment.

In 2016, an Overall Development Plan including the MCRE and SSEC was prepared by GMR Engineering.

In August 2016, Council agreed to provide the following in principle commitments to the MCRE including;

1. The provision of land to the west of the Shepparton Sports Stadium for the development of the MCRE. This position will be subject to caveats:
  - a. identify the need for approval to be granted from a number of external bodies in relation to the development restrictions on the land proposed;
  - b. An appropriate area is able to be negotiated in the context of available space post recent synthetic field construction and in consideration of future needs of the sports precinct and Shepparton Sports Stadium; and
  - c. Details of the final land tenure arrangements are to be confirmed.
2. In-kind support to assist with advice and direction relating to the project, planning and development requirements.
3. Supporting funding submissions made by RFNC to further progress the project.

In late 2017, Council engaged Chris Smith & Associates Pty Ltd and Water Technology Pty Ltd to prepare a Drainage Catchment and Flood Analysis for the Subject Land (see Figure 4 below). Gresley Abas Architects & Gregory Burgess Architects Pty Ltd also prepared a Preliminary Overview and Master Plan to demonstrate how the MCRE could be realised on the Subject Land.



Figure 4: Drainage Catchment and Flood Analysis

In 2018, the Victorian Budget 2018-19 allocated \$23M over three years in funding, to the project. The MCRE Project Control Group and Technical Working Group had been meeting on a regular basis to progress the project. A draft Project Plan was developed which identifies the purpose, objectives and scope, deliverables for each stage of the Project, describes the people and resources required to deliver the project outputs, allocates costs, specifies the timeframe, identifies uncertainties in the project, identifies stakeholders and a scheduling or communications dependencies with other projects.

In 2018-2019, Council prepared a Planning Scheme Amendment (Amendment C211) under Section 20(4) of the *Planning and Environment Act 1987* to expedite the development of the MCRE and the SSEC. The Minister for Planning approved and gazetted Amendment C211 to the Planning Scheme on 24 December 2019.

In early 2020, the PCG also endorsed the Drainage Strategy Report prepared by Spiire. This report confirmed the options to progress to the detailed design phase and also set out the agreed contributions toward drainage infrastructure.

Broader project scoping and development has also continued.

In November 2020, the Council engaged Spiire Australia Pty Ltd to prepare the detailed design and tender documentation for the construction of drainage infrastructure and utilities and services which would be needed in order to develop the Munarra site for the proposed MCRE and to enable the future proposed Sports Stadium expansion. The Victorian Government contributed 50% of the funds for the design contract.

The design contract also included provision for a landscape masterplan to be prepared for the wider project area. This includes what is referred to as the northern campus (RFNC)



and the southern campus (MCRE) and broader integration with the sports precinct and proposed stadium redevelopment (see Figure 5 below).

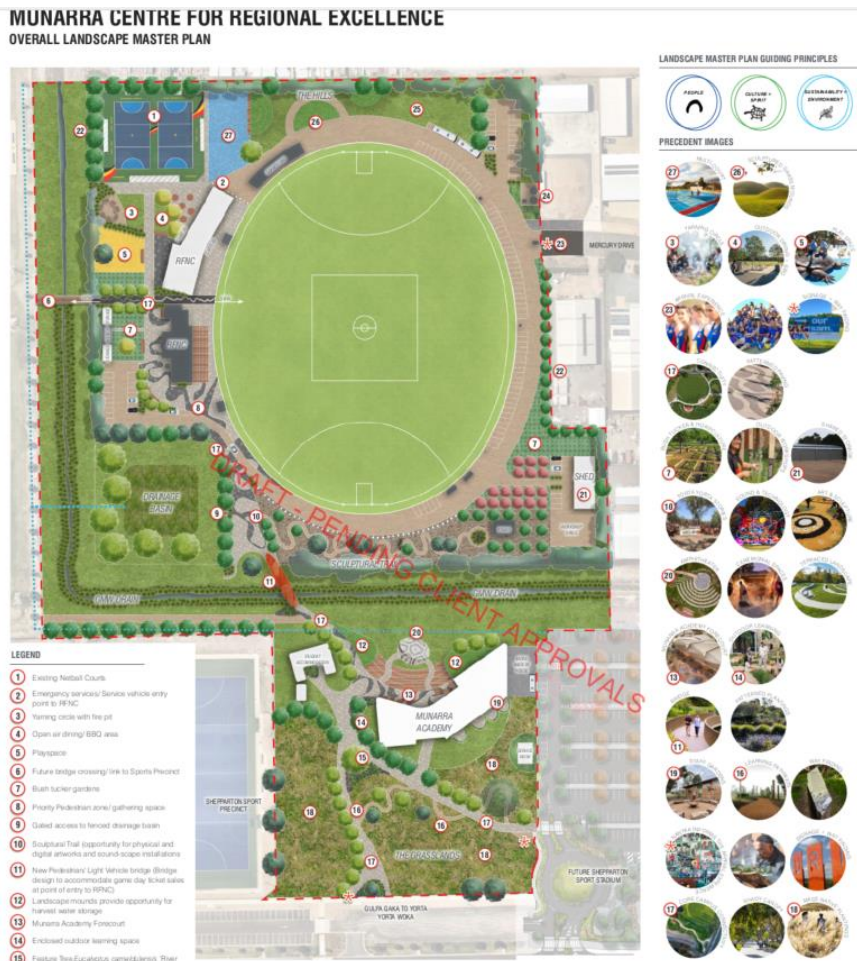


Figure 5: Indicative Draft Landscape Masterplan. Buildings indicative only.

The construction contracts for the drainage infrastructure components are currently being tendered, with construction expected to commence early in 2022. It is noted that the delivery of the drainage infrastructure will future proof the future development of the Munarra site and the future proposed expansion of the Sports Stadium.

The AfL will also set out contributions to be made by the Victorian Government and by Munarra Limited toward the drainage and utilities infrastructure components of the proposed MCRE. The contributions of the Victorian Government are likely to also be set out in a funding agreement to be finalised with the Victorian Government.

In accordance with section 115 of the LGA 2020, the Council must undertake a community engagement process in accordance with the Council's community engagement policy in respect of the proposal before entering into the AfL and the Lease.

In August 2021, the Council were also advised that there would no longer be a PCG for the MCRE project. The Minister for Aboriginal Affairs approved a new governance structure and as such the authority for decisions was transferred to Munarra Limited.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

- 1.1 Council to take an active leadership role for access and inclusion in our community.
- 1.4 Communities have resources and abilities to self-advocate.
- 1.9 Provide a high profile collaborative advocacy role.

### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

- 2.5 Recognise First Nations history and advance reconciliation.
- 2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### VIBRANT and DIVERSE ECONOMY

This project could drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

- 3.2 Council to prioritise the redevelopment of the Shepparton Sports and Events Centre.
- 3.5 Encourage and facilitate investment and expansion.
- 3.6 Attract people to live, work, study and remain in our region.
- 3.8 Maximise utilisation and investment return on Council assets.
- 3.10 Efficient land use planning to encourage and support future development.

## Risk Management

This project has been discussed for a number of years and will need continued support financially from levels of Government to be sustainable.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delay of the project due to budget limitations	possible	minor	Low	Work closely with all partners to keep the project timely
Project suitability for the Sports precinct	possible	moderate	Medium	Ensure the lease is managed as per the document in relation to this issue
Financial sustainability	possible	major	high	Through the project partners ensure the long term financial sustainability of this project is worked through.

## Policy Considerations

There are no conflicts with existing Council Policies. This project is supports the objectives of the Council Plan.

The Shepparton Sports Precinct Master Plan, incorporated provision of space for the development of ASHE / Munarra Regional Centre of Excellence, was adopted by Council on 3<sup>rd</sup> February 2009.

### Financial Implications

The costs of the preparation and negotiation of the AfL and Lease costs have been met by Council. The costs have been budgeted for in the 2020-21 budget.

Any future proposals by the MCRE project will be required to be undertaken via Council's normal budget process.

### Legal/Statutory Implications

There are a number of statutory and legal processes to be considered, particularly the requirements of the Local Government Act (LGA) 2020. Council must complete a community engagement process in relation to the proposal to enter into the AfL and the Lease prior to entering into those documents.

### Environmental/Sustainability Impacts

The land identified for the project in the Sports Precinct Master Plan is primarily located in Land Subject to Inundation Overlay with small sections to the east and north in Urban Floodway Zones. Appropriate consideration and planning for flood management both relating to the MCRE as well as the broader Sports Precinct will need to be considered in the project development. The requirements to be met are set out in the Incorporated Document.

### Social Implications

The project has the potential to deliver significant social benefits to the community of Greater Shepparton.

The MCRE will provide a place where Aboriginal and non-aboriginal communities will engage through education, sporting and cultural services. The centre is expected to deliver the following benefits:

- Indigenous and regional prosperity
- Increased regional participation and visitation
- Improved social cohesion and pride in indigenous history and culture.

### Economic Impacts

The project has the potential to deliver significant economic benefits to the region and in particular to the local Aboriginal people.

### Consultation

Council is required to complete a consultative community engagement process in relation to the proposal to enter into the AfL and the Lease.

### Strategic Links

#### a) Greater Shepparton 2030 Strategy

- Community Life
  - Objective 1
  - To make Greater Shepparton a regional centre of education facilities for a variety of education requirements, including ongoing facilitation and support of the University City concept.

#### B) Reconciliation Action Plan objectives

## Conclusion

Council is now required to complete a public community engagement process in relation to the proposal to enter into the AfL and the Lease in accordance with section 115 of the *Local Government Act 2020*. After that process has been completed, the proposal will be the subject of another report to the Council for the Council to make a decision about whether or not to enter into the AfL and, once the preconditions in the AfL are met, to enter into the Lease.

## Attachments

Nil

## 13 Infrastructure Directorate

### 13.1 Adoption of Sports Facility Use and Signage Policy

Author                      Team Leader - Parks, Sport and Recreation  
 Approved by              Director Infrastructure  
 Purpose                     For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council adopt the Sports Facility Use and Signage Policy as attached to this report.**

#### Executive Summary

The Sports Facility Use and Signage Policy ('the Policy') provides a responsible, consistent, transparent and equitable process for Council managed sport facilities. The policy will apply to all sports facilities that are directly managed by the Council, and exclude Community Asset Committee managed facilities, except for sections applicable to capital upgrades and contributions.

Officers have reviewed the Policy and recommend the following changes to the document, as stated below:

1. Remove "private and commercial users" listed within the scope (page 4)
2. Include "Associations, schools and community groups" under 5.2 Facility Allocation hierarchy for prioritising (page 4)
3. Inclusion of Greater Shepparton Sporting Facilities, Grounds and Pavilions User Guide ("the User Guide") to related policies and directives (page 7)
4. Inclusion of Sports Facility Signage that describes ownership, management and maintenance

Council has responsibility for a diverse range of sporting facilities, these responsibilities include ongoing maintenance and management for all users.

The Policy outlines how Council will provide and present sporting facilities to the community with greater detail provided within the User Guide which upon approval will be circulated to each club who currently book a Council managed facility and also will be made available on the Council website.

The Policy and User Guide aims to provide flexible and sustainable access to sports facilities that support elite and community sport, facilitate shared use and provide a place for community connectedness.

### Report Detail

Council owns an extensive network of sports fields, sports pavilions and associated facilities for use by the local sporting community.

These facilities play a key role in the delivery of a wide range of leisure, social, cultural and educational activities which encourage active community participation, and make a valuable contribution to the general health and wellbeing of the local community.

An effective structure for the management of these facilities is integral to the facilities long-term sustainability and as a result, Council Officers have developed a Policy and User Guide to ensure that Council owned facilities are managed and used in a safe, accessible and equitable manner.

The current processes and procedures for hiring Council facilities for use by the community vary greatly due to the diverse range of facilities available, and management structures in place. As a result, Council has developed this Policy and User Guide. The Policy contains the rationale, principles and occupancy assessment process, for determining appropriate usage arrangements, and to enable consistent processes to be undertaken when hiring Council owned community facilities. The equitable and administratively operational User Guide aims to provide a strategic approach to the use, management and operation of sports facilities, grounds and pavilions.

This Policy is supported by various standard agreements and operational guidelines i.e., seasonal and casual booking form and the User Guide.

### Council Plan/Key Strategic Activity

#### LEADERSHIP AND GOVERNANCE

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially 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.

2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.

2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.

2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

#### ECONOMIC

Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business.

3.4 Water is protected and managed to optimise sustainable benefits for industry, the environment and the community.

## **BUILT**

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

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**

The Policy and User Guide have been developed in order to implement a sound management structure around the way Council manages, maintains and utilises sports facilities and infrastructure, along with the expectations of care and responsibility of those booking and utilising these facilities.

### **Policy Considerations**

No conflicts with any other Council policies have been identified.

### **Financial Implications**

There are no negative identifiable financial implications for Council. The inclusion of compulsory contributions for capital infrastructure upgrades will assist Council with the costs associated with those upgrades.

### **Legal/Statutory Implications**

There are no identifiable legal or statutory implications.

### **Environmental/Sustainability Impacts**

There are no identifiable environmental or sustainability impacts.

### **Social Implications**

Adopting the Policy and User Guide on the management of sports facilities provide ongoing social benefits to the local community. Council can ensure it provides key outcomes that are fair and equitable and respond to the active and engaged (social) objectives of the Council Plan.

### **Economic Impacts**

No economic impacts have been identified.

### **Consultation**

Significant consultation has occurred with the Soccer Clubs associated with the Sports City Precinct including presentations to Councillors during Briefings. On the basis that the Sports Use component of this combined policy has minimal changes from previous versions and that the Signage component is predominantly in response to issues at Sports City and that there has been adequate consultation with that user group, no further consultation is proposed prior to adoption.

### **Strategic Links**

#### a) Greater Shepparton 2030 Strategy

- Nil

#### b) Other strategic links

- Sport 2050 Strategy outlines Council's commitment to sport and recreation is in recognition of the benefits it delivers to individuals and the broader community, including social, economic and health options.

### **Conclusion**

It is recommended that Council adopt the Policy.

## Attachments

1. Sports Facility Use and Signage Policy | Version 1.1 [13.1.1 - 7 pages]



## 13.2 Approval for Variations - Contract No. 2121 Watt Road Bridge Upgrade

Author	Project Manager
Approved by	Director Infrastructure
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council:

1. approve the variation of \$63,163.54 including GST to Contract 2121 – Watt Road Bridge Upgrade.
2. authorise the Chief Executive Office to sign the contract variation order and make payment when the works are completed.

### Executive Summary

Contract 2121 Watt Road Bridge upgrade was awarded by Council at the June 2021 Council meeting for a lump sum price of \$844,518.68 (including GST). The contract included the completion of upgrade works to increase the capacity to 10 tonnes and increase the life of the structure by 10 years whilst planning for a replacement bridge is undertaken.

Approval is sought for variation which includes revised height barrier signage, replacement of redundant walers and cross-bracings connecting the piles and an extra quantity of epoxy grout required to strengthen the piles. These variations are deemed necessary to achieve the desired capacity of the upgrade. The cumulative variation to the contract to incorporate all of the additional works is \$229,548.17 including GST (27.18% of the contract sum).

In accordance with the Procurement Corporate Procedure for contracts of value between greater than \$250,000 and cumulative variations greater than 20%, Council approval is required for payment of the variation.

### Contract Details

Contract 2121 is for the upgrade of the Watt Road timber bridge at Mooroopna. The refurbishment works include, but are not limited to:

- Establishing the site and arranging traffic management, permits etc
- Repair the existing timber piles

- Replace pier walers and cross bracing
- Supply and install steel bracing to girders
- Strengthen the existing bridge barrier
- Tightening all bolts and applying preservative treatment to existing timber
- Demobilise and clean-up site.

The contract was awarded at June 2021 Ordinary Council meeting and works commenced in August 2021. Previous variations numbered 1 to 4, were approved under delegation by the Chief Executive Officer. These Variations were for replacement of additional timber decking, kerbing and cross-beams with additional guard rail barrier posts on the superstructure. The cumulative total of the previous variations (no. 1-4) is \$166,384.63 including GST (19.7% of the contract sum).

Following clearing the debris and soil around the bottom of the piers, the walers and cross-bracings were found to be deteriorated beyond repair. These had to be replaced with new timber sections. The actual quantity of epoxy grout required for strengthening the piles was 1030 litres more than that anticipated from the tender drawings. In accordance with clause 2.5 of AS400 –1997, the additional quantity is deemed as variation.

The signage for the height barrier was required to be altered to gain approval from Regional Roads Victoria which resulted in a variation to the signage component of the contract.

The value of the variation no. 5 is \$63,163.54 including GST (7.48% of the contract sum) however the cumulative total of all variations is \$229,548.17 including GST (27.18% of the contract sum) which is delegated to the Councillors as per the Procurement Corporate Procedure.

**Council Plan/Key Strategic Activity**

**INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region’s requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

4.9 Reliable, efficient, affordable and accessible transport.

**Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Timeframes	Likely	Moderate	Moderate	Strict monitoring of works and allowance for additional resources for completion of work in given timeframe.
Access to site, pedestrian management during construction	Likely	Moderate	Moderate	Site layout, temporary fencing and work methodology to maximise access for path users during works but also communicate diversions as required.
Supply of materials required for repairs	Likely	Moderate	Moderate	Ensure all materials are secured or in transit prior to commencement of works on-site.

COVID-19	Possible	Moderate	Moderate	No negative impacts recorded in construction and adherence of relevant safe procedures.
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### Policy Considerations

There are no conflicts with Council Policy.

### Financial Implications

The total project costs for Watt Road Bridge project, including previous variations and the above variation, is \$976,424.42 (excluding GST) and is still within the allocated budget.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	\$742,000			
Expense	\$742,000	\$57,421.40		\$63,163.54
Net Total	\$1,484,000	\$57,421.40	\$976,424.42	\$63,163.54

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### 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

There are no known environmental/sustainability impacts associated with the repairs to the existing structure.

### Social Implications

Watt Road Bridge in Mooroopna is a significant timber road bridge that is an integral part of the local road network, providing key commerce and school bus routes for the local communities of Mooroopna and Shepparton. When the bridge is temporarily closed, the impact on the local communities is significant with detours of up to 11 km

### Economic Impacts

The upgrade works are anticipated to reduce maintenance on the bridge for a period of 10 years whilst allowing the traffic to flow at anticipated weight limit of 10 tonnes.

### Consultation

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

### Strategic Links

a) *Greater Shepparton 2030 Strategy*

Infrastructure – The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

b) *Other strategic links*

No relevant strategic links have been identified.

### **Conclusion**

It is recommended that Council approve the variation to the contract to include the additional scope deliverable under the approved budget.

### **Attachments**

Nil

## 13.3 Contract Award Report - Contract No. 2159 Provision of Electrical Line Clearance - Tree Pruning

Author Team Leader – Arboriculture, Parks and Sports Facilities  
 Approved by Director Infrastructure  
 Purpose For Decision at a Council Meeting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

1. **accept the tender submitted by Summit Open Space Services for Contract No. 2159 – Provision of Electrical Line Clearance – Tree Pruning Works.**
2. **note that the contract term is for a period of three (3) years with two (2) options to extend for a further one (1) year each. The estimated contract value over a five (5) year period is \$1,500,000.00 (inclusive GST).**
3. **authorise the Chief Executive Officer to execute the contract documents and approve any contract extension as deemed appropriate.**

### Executive Summary

This contract is to establish a schedule of rates for the *Provision of Electrical Line Clearance – Tree Pruning Works*.

The purpose of the contract is to replace expired Contract 1838 – *Provision of Electrical Line Clearance – Tree Works which expired on 31 August 2021*.

The services are only used by the Parks, Sport and Recreation department with the works overseen by the Arboriculture team.

This contract is for a period of three (3) years with two (2) options to extend for a further one (1) year extension at Council's discretion.

Council advertised the provision of Electrical Line Clearance – Tree Pruning Works via Tendersearch, Shepparton News and The Age newspaper and received four tender submissions.

Following evaluation, the tender evaluation panel recommends that Summit Open Space Services be appointed as the contractor to carry out the works annually.

The schedule of rates submitted under this contract will meet Council's procurement policy and guidelines and provide value for money opportunities for a multi-year contract.

### Contract Details

This contract is for a schedule of rates for the Provision of Electrical Line Clearance – Tree Pruning Works.

This contract will provide Council with the services to meet obligations to have trees pruned with in Shepparton, Mooroopna & Tatura to ensure they meet Electrical Line clearance safety regulations. Council's obligations are set out in an Electrical Line Clearance management plan and approved by Energy Safe Victoria each year.

This contract is for a period of three (3) years with the option of two (2) one (1) year extensions at Council's discretion.

### Tenders

Tenders were received from:

Tenders
Arbor Dynamics
Active Tree Services Pty Ltd
Carter's Tree Services
Summit Open Space Services

### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager – Parks, Sport & Recreation	Parks, Sport & Recreation
Team Leader – Arboriculture, Parks & Sports Facilities	Parks, Sport & Recreation
Coordinator - Arboriculture	Parks, Sport & Recreation
Probity & Procurement Advisor	Contracts & Procurement

### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Previous Relevant Experience	20%
Environmental Management Systems	10%
Benefit to Local Region	10%
OH&S	Pass/Fail

Once evaluations were completed Summit Open Space Services were ranked the highest.

### Council Plan/Key Strategic Activity

#### LEADERSHIP AND GOVERNANCE

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

## **SOCIAL**

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.

2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

## **BUILT**

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

4.1 Growth is well planned and managed for the future.

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

## **ENVIRONMENT**

Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is.

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**

No risks identified after evaluation process completed.

### **Policy Considerations**

There are no conflicts with Council Policy

### **Financial Implications**

The annual expenditure for the *Provision of Electrical Line Clearance – Tree Pruning Works* is approximately \$300,000. Over the term of this contract including the extensions it is expected that expenditure will be in the order of \$1,500,000 (inclusive of GST)

### **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/sustainability impacts have been identified as a result of this recommendation.

### **Social Implications**

No social impacts have been identified as a result of this recommendation.

### **Economic Impacts**

Tenderer has stated that they will set up a depot locally and employ local people to help carry of the works. Accommodation, Food and servicing of equipment will also be sourced locally.

### Consultation

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

### Strategic Links

a) Greater Shepparton 2030 Strategy

b) Other strategic links

- Nil

### Conclusion

The evaluation panel is satisfied that Summit Open Space Services have the required experience and capability to carry out the requirements of the contract and be appointed to provide *Electrical Line Clearance – Tree Pruning Works* for the initial three (3) year contract term.

### Attachments

Nil



## 13.4 Contract Award Report - Contract No. 2211 Katandra Main Road - Labuan Road Intersection

Author                      Project Manager  
 Approved by              Director Infrastructure  
 Purpose                     For Decision by Executive

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Executive:**

- 1. Accept the tender submitted by Mawson Construction Pty Ltd, and award Contract No. 2211 Construction Katandra main Road – Labuan Road Intersection, for the lump sum price of \$731,378.89 (inc. GST).**
- 2. That the Chief Executive Officer is authorised to execute such documents as are necessary to give effect to this Resolution.**

### Executive Summary

Contract 2211 is for the construction of Katandra Main Road and Labuan Road intersection upgrade. The works will improve safety at the intersection by encouraging traffic to slow down on both the Labuan Road northern and southern approaches.

An open Request for Tender process has been undertaken with seven submissions received.

The tender received by Mawson Constructions Pty Ltd returned the highest evaluated score and was the most competitively priced tender received.

Reference checks have been undertaken and the evaluation panel is satisfied that Mawson Constructions Pty Ltd have the required competency and experience to successfully deliver the project.

The 2021/2022 capital budget for the Intersection Upgrade Project is \$860,000.00 ex. GST. and is fully funded under the Federal Blackspot Program.

### Contract Details

Contract 2211 is for the construction of Katandra Main Road and Labuan Road intersection upgrade. The works will improve safety at the intersection by encouraging traffic to slow down on both the Labuan Road northern and southern approaches.

The work to be completed under this contract comprises of:

- Traffic Management
- Survey and Setout
- Demolition of existing road pavement
- Bulk earthworks
- Subgrade improvement works
- Construction of drainage
- Construction of road pavement
- Construction of concrete separator islands, kerb and channel
- Signage, Line marking, Road Furniture
- Fencing
- Roadside Landscaping

## Tenders

Tenders were received from:

Tenderers
Miller Pipe & Civil Pty. Ltd.
Ward Bros Earthmoving (Aust) Pty. Ltd.
Mawson Constructions Pty. Ltd.
G&S Fortunato Pty. Ltd.
Apex Earthworks Pty. Ltd.
Bitu-mill (Civil) Pty. Ltd.
Maca Civil Pty. Ltd.

## Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager	Projects
Team Leader	Investigation & Design
Project Manager	Projects
Procurement Advisor	Contracts & Procurement

## Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	55%
Relevant Experience	15%
Capability to Complete	10%
OH&S	Pass / Fail

Environmental / Sustainability	10%
Benefit To local Region	10%

An open Request for Tender process has been undertaken with seven submissions received. Two local tenders, tenderers Rochester, Cobram and Melbourne.

The tender submitted by Shepparton based company Mawson Constructions Pty. Ltd. has returned the highest moderated score and is the lowest priced.

The evaluation panel is satisfied that the tender submission meets the specification and timeline requirements for this project.

Notwithstanding, the tender evaluation process identified omissions within the documentation, these omissions would result in an immediate contract variation. These omissions included error in concrete measure and omission of subgrade improvement works within land which was compulsory acquired.

TEP consider it to be a sensible approach to capture the costs, as additional Principles Provisional Sum amounts, within the awarded Contract Sum (and avoid unnecessary variations for expected works).

The value of these Principles provisional sum is an increase by \$20,000 to the overall submitted tender price.

It is recommended that Council Award Contract Number 2211 Mawson Constructions Pty Ltd for the Lump Sum Price of \$664,888.90 ex GST.

**Council Plan/Key Strategic Activity**

**INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region’s requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

**Risk Management**

There are no perceived extreme risks associated with the project. High and medium risks detailed are typically operational in nature and controls required to be implemented as part of the Contractors Quality Management Plan as required by the tender conditions and specification.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic Interface. Incident or injury to public or workforce.	2	4	Med	<ul style="list-style-type: none"> <li>Approved traffic control plan (signage/signals/barriers)</li> <li>Traffic Controllers</li> <li>Communication / traffic updates social media</li> </ul>
Interruption of local businesses.	5	2	Med	<ul style="list-style-type: none"> <li>Communication plan</li> <li>Liaison with owners to minimise impacts as far as practicable</li> </ul>
Overhead power assets. Incident or injury to public or workforce. Interruption to business operations.	1	4	High	<ul style="list-style-type: none"> <li>No go exclusion zones</li> <li>Implement safe systems</li> <li>Permit to work</li> <li>Spotters</li> </ul>
Environmental – contamination of waterways.	2	4	Med	<ul style="list-style-type: none"> <li>Environmental management plan</li> <li>Silt fencing and sandbags</li> <li>Spil kits</li> </ul>
COVID –19. materials availability and labour supply interruptions.	3	2	Low	<ul style="list-style-type: none"> <li>Contractor to have mitigation plan.</li> </ul>

### Policy Considerations

This project does not conflict with any Council policies.

### Financial Implications

The 2021/2022 capital budget for the Intersection Upgrade Project is \$860,000.00 ex. GST. and is fully funded under the Federal Blackspot Program.

Land Acquisition, Telstra Relocation and GM Water Licence works have been carried out and accounted for within this year's budget allocation.

It is recommended that Council Award Contract Number 2211 Mawson Constructions Pty Ltd for the Lump Sum Price of \$664,888.90 ex. GST.

	Approved Budget Estimate for this proposal <sup>1</sup>	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive <sup>2</sup>
	\$	\$	\$	\$
Expense	\$860,000	\$664,888.90	-\$195,111.11	\$731,378.89

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### Legal/Statutory Implications

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

### Environmental/Sustainability Impacts

The project will provide stormwater management and operational efficiencies.

### Social Implications

The works will improve safety at the intersection.

### **Economic Impacts**

There are no economic impacts associated with this recommendation.

### **Consultation**

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

### **Strategic Links**

#### a) Greater Shepparton 2030 Strategy

- Infrastructure – to provide sustainable infrastructure to support growth and development of the municipality.

### **Conclusion**

The evaluation panel is satisfied that the tender submission meets the specification and timeline requirements for this project.

It is recommended that Council Award Contract Number 2211 Mawson Constructions Pty Ltd for the Lump Sum Price of \$664,888.90 ex. GST.

### **Attachments**

Nil

## 13.5 Contract Award Report - Contract No. 2223 Packham Street Pavement, Kerb, Channel and Footpath Upgrade

Author	Manager Projects
Approved by	Director Infrastructure
Purpose	For Decision by Executive

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. accept the tender submitted by Cleaves Earthmoving & Drainage Pty Ltd, and award Contract No. 2223 Construction of Packham Street Pavement, Kerb, Channel and Footpath, for the lump sum price of \$1,120,850.50 (inc. GST)**
- 2. that the Chief Executive Officer is authorised to execute such documents as are necessary to give effect to this Resolution**

### Executive Summary

Contract 2223 incorporates the renewal of the north section of Packham Street including road pavement renewal, kerb and channel renewal and reconfiguration of an existing shared path.

Council's Cycling strategy has nominated Packham Street as part of the Strategic Cycling Corridor. The construction of the shared path along the southern end of Packham Street in 2019/20 provided access for cyclists for only a portion of the street and this upgrade will provide dedicated bicycle lanes for the remainder of the street through to Sports City.

An open Request for Tender process has been undertaken with three submissions received.

The tender received by Cleaves Earthmoving & Drainage Pty Ltd returned the highest evaluated score and was the most competitively priced tender received.

### Contract Details

The following works will be performed:

- Construction of kerb along the eastern side of the road, including widening of the pavement to accommodate a new bicycle lane.
- Upgrade of median kerbing to improve safety and to provide pedestrian/cyclist refuges.
- Renewal of road pavement with the provision of new signage and line marking to formalise parking and bicycle lanes.
- Replacement of footpath on the west side of the road, while new footpath crossing points are to be included in the design, as well as footpath widening in Parkside Drive.

## Tenders

Tenders were received from:

Tenderers
Apex Earthworks Pty Ltd
Cleaves Earthmoving & Drainage Pty Ltd
Mawson Construction

## Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager - AM	Projects
Design Engineer - JH	Projects
Project Manager - BC	Projects

## Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Methodology	5%
Schedule/Delivery Timeframe	10%
Past experience & capability	5%
Environmental Sustainability	10%
Benefit to the Local Region	10%
	100%

Cleaves Earthmoving & Drainage Pty Ltd submitted a conforming tender and received the overall highest evaluation score. Cleaves Earthmoving & Drainage Pty Ltd methodology detailed a sound understanding of the scope of works. Their business is located within the Greater Shepparton municipality and they are using local contractors and materials to deliver the project.

The evaluation panel believes that Cleaves Earthmoving & Drainage Pty Ltd has demonstrated appropriate competencies and has the required experience to carry out the works under this contract.

## Council Plan/Key Strategic Activity INFRASTRUCTURE and TECHNOLOGY

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

### Risk Management

This recommendation is considered to be low risk.

### Policy Considerations

There are no conflicts with Council Policy.

### Financial Implications

Budget estimates have indicated the project cost \$1.1m, therefore currently providing a saving of \$81,000.

	Approved Budget Estimate for this proposal <sup>1</sup>	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive <sup>2</sup>
	\$	\$	\$	\$
Revenue				
Expense	1,100,000	1,018,955	-81,045	1,120,850.50
Net Total				

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### 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.

### Environmental/Sustainability Impacts

Implementation of recycled glass sand for the drainage component of the construction.

### Social Implications

There are no social implications associated with this recommendation.

### Economic Impacts

There are no economic impacts associated with this recommendation.

### Consultation

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

### Strategic Links

a) Greater Shepparton 2030 Strategy

- Infrastructure

b) Other strategic links



- Nil

### Conclusion

Cleaves Earthmoving & Drainage Pty Ltd submission scored the highest by the evaluation panel against the selection criteria. The evaluation panel is satisfied that Cleaves Earthmoving & Drainage Pty Ltd has demonstrated appropriate experience and qualifications to complete this contract.

It is recommended that Council award Contract 2223 to Cleaves Earthmoving & Drainage Pty Ltd for Packham Street Pavement, Kerb, Channel and Footpath project.

### Attachments

Nil

## 13.6 Contract Award Report - Contract No. 2187 North Growth Corridor Landscape Construction - Stage 1

Author	Project Manager
Approved by	Director Infrastructure
Purpose	For Decision at a Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Executive:**

- 1. accept the tender submitted by Preston’s Turf & Garden Pty. Ltd for Contract No. 2187 North Growth Corridor – Landscaping for the total lump sum amount of \$ 1,324,702.94 (Incl. GST)**
- 2. that the Chief Executive Office is authorised to execute such documents as are necessary to give effect to this Resolution.**

### Executive Summary

Contract No 2187 is for the construction of the North Growth Corridor Landscaping of the land north of Warrumbungle Drive between Verney Road and Kakadu Drive.

The purpose of this contract is to develop the land for Public Open Space.

Council advertised the tender for this contract via TenderSearch, Shepparton News and The Age receiving one tender submission.

Following evaluation, Preston’s Turf & Garden Pty. Ltd has achieved the highest moderated evaluation score and are subsequently the recommended tenderer to be awarded Contract No. 2187.

### Contract Details

Contract No. 2187 is for the construction of the North Growth Corridor Landscaping.

This contract is for the construction of North Growth Corridor Landscaping works (Stage 1), Warrumbungle Drive, Shepparton. For the avoidance of doubt, the contract excludes Stage 2 (Basins) and Stage 3 (Future Works).

The works to be performed under the contract includes, but is not limited to, earthworks and drainage, installation of irrigation and pump system, construction of new concrete footpaths, construction of shelter and associated furniture as well as landscaped works.

## Tenders

Tenders were received from:

Tenderers
Preston's Turf & Garden Pty. Ltd

## Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager Projects	Infrastructure
Project Manager	Project Management Office
Team Leader	Development

## Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Methodology	10%
Relevant Past Experience & Capability	10%
Environmental Sustainability	10%
Benefit to the Local Region	10%
OH&S Systems	Pass / Fail

The evaluation panel assessed Preston's Turf & Garden Pty. Ltd as having the highest moderated tender score.

Preston's Turf & Garden Pty Ltd. are a local company based in Shepparton and propose to utilise as many local sub-contractors as possible.

The relevant experience that Preston's Turf & Garden Pty. Ltd mentioned in the tender submission include the completion of the landscape works relating to the following local projects; Maude Street Revitalisation project, Mooroopna McLennan Street landscaping project, St Anne's College landscaping project as well as another at St Augustine's.

## Council Plan/Key Strategic Activity

### Infrastructure and technology:

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.11 Develop and improve Community and recreation facilities.

## Risk Management

This project is considered low risk.

## Policy Considerations

There are no policy conflicts for this report.

## Financial Implications

The 21/22 FY capital budget is \$1,145,000 with the tender submission of \$1,204,275 therefore being \$59k above the allocated budget. If contract is approved Council effectively approve the required additional funds.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue				
Expense	\$ 1,145,000.00	\$ 1,204,275.40		\$ 1,324,702.94
Net Total	\$ 1,145,000.00	\$ 1,204,275.40	\$59,275	\$ 1,324,702.94

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

## 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

The project will enhance the environmental impacts with the installation of earthworks and drainage, tree planting and irrigation.

## Social Implications

There are no social implications associated with this recommendation.

## Economic Impacts

There are no economic implications associated with this recommendation.

## Consultation

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

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- Infrastructure – The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

## Conclusion

Preston's Turf & Garden Pty. Ltd has submitted a conforming tender and has been evaluated as the highest scoring tender. The evaluation panel is satisfied that Preston's Turf & Garden Pty. Ltd have the appropriate experience and resources to successfully deliver the works under this contract.

Therefore, the evaluation panel recommends that Preston's Turf & Garden Pty. Ltd be awarded Contract No. 2187 North Growth Corridor Landscaping Construction.

## Attachments



Nil

## 13.7 Contract Award Report - Contract No. 2228 Construction of Drainage at Stadium and Munarra Precinct, Shepparton

Author	Project Manager
Approved by	Director Infrastructure
Purpose	For Decision at a Council Meeting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. accept the tender submitted by Apex Earthworks Pty Ltd for Contract No. 2228 Construction of Drainage at Stadium and Munarra Precinct, Shepparton for the lump sum price of \$3,297,839.39 (including GST); and**
- 2. authorise the Chief Executive Officer to execute such documents as are necessary to give effect to this resolution.**

### Executive Summary

The drainage works scoped under this contract will future proof the Sporting Precinct, and make the land in the Sporting Precinct developable for the future proposed developments for the Shepparton Sports Stadium (Stadium) and the proposed Munarra Centre of Regional Excellence (MCRE).

Spiire was engaged by Greater Shepparton City Council (Council) to complete a drainage strategy for the proposed future developments on the Stadium site and the Munarra site in North Shepparton.

This work was triggered by the fact that the existing drainage strategy for the adjacent Sporting Precinct does not allow for the proposed developments of the Stadium site and of the Munarra site. Spiire designed the drainage infrastructure for both proposed developments (on the Munarra site and the Stadium site) that also provided a drainage solution for the surrounding catchments. The drainage solution involves a gravity drainage pipe from the Stadium discharging to a new retardation basin north of Sports City as well as a reconstructed waterway along the Goulburn Murray Water Drain 3.

If the proposed development of either the Stadium site or the Munarra site were not to occur, the works to be undertaken under this contract would still deliver an adequate and

future proofed drainage solution for the Sporting Precinct, and allow other future development of the Stadium site and the Munarra site.

An open tender process was utilised for the construction project with tenders closing on the 1 December 2021, receiving three tender submissions.

The tender evaluation panel recommends that Council accept the tender submitted by Apex Earthworks Pty Ltd for a total lump sum price of \$3,297,839.039 (including GST).

### Contract Details

The works include but not limited to -

- Site establishment
- Earthworks for retardation dam, approx. 26500 cu.m.
- Sediment pond approx. 1000m2
- Approx. 1150 linear metres of 1350 dia RRJ RCP
- Approx.26 pits and 5 end-walls
- Modifications to existing Mercury Drive basin
- Reconstructed waterway (GMW Drain No. 3)
- Associated works

### Tenders

Tenders were received from:

Tenderers
Apex Earthworks Pty Ltd, Congupna
Jaydo Constructions Pty Ltd, Carrum Downs
Avard Excavations Pty Ltd, Bendigo

All tenders were evaluated as conforming tenders.

Apex Earthworks have submitted a conforming tender with lowest price and received highest overall score against the evaluation criteria. Apex is a local contractor who has completed various earthworks and drainage projects for Council, VicRoads and Goulburn Murray Water.

The panel is satisfied that the Apex Earthworks have the capability and experience to complete the works under contract within the stipulated timeframe. The panel recommends Apex Earthworks for the award of the above-mentioned contract.

### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Engineer	Projects
Manager	Building, Planning and Compliance
Manager	Projects
Procurement Advisor	Contract & Procurement

## Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Sustainability and Environmental measures	10%
Project delivery – schedule & methodology,	10%
Relevant past experience and capability,	10%
Benefit to the Local Region	10%
OH&S systems	Pass / Fail
<b>Total</b>	<b>100%</b>

## Council Plan/Key Strategic Activity

### VIBRANT and DIVERSE ECONOMY

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

3.2 Council to prioritise the redevelopment of the Shepparton Sports and Events Centre.

### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

2.5 Recognise First Nations history and advance reconciliation.

### INFRASTRUCTURE and TECHNOLOGY

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

4.11 Develop and improve Community and recreation facilities.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Players, Organisers, Pedestrians and attendees of Sports City during construction	Likely	Moderate	Moderate	Fencing, Pedestrian management and work methodology to maximise access for users during works and communicate diversions as required.
Drain Flooding	Likely	Moderate	Moderate	Monitor the rainfall with respective flooding levels and plan the works accordingly



Timeframes	Likely	Moderate	Moderate	Strict monitoring of works and allowance for additional resources for completion of work in given timeframe.
COVID-19	Possible	Moderate	Moderate	No negative impacts recorded in construction and adherence of relevant safe procedures.
Supply of materials required for repairs	Likely	Moderate	Moderate	Ensure all materials are secured or in transit prior to commencement of works on-site.

### Policy Considerations

There are no conflicts with Council Policy.

### Financial Implications

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	***			
Expense (fy 2021-22)	\$1,416,000			
Expense (fy 2022-23)	\$2,500,000	\$2,998,035.49		\$3,297,839.39
Net Total	\$3,916,000	\$2,998,035.49	\$918,009.51	\$3,297,839.39

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

\*\*\* A draft Victorian Common Funding Agreement (Department of Premier and Cabinet) has been provided to Council for the proposed Munarra project for anticipated funding to the value of \$1,071,919. This funding agreement has not yet been executed. When executed the agreed funding value (this will depend on the overall project cost apportionment) will be deducted from the proposed Council contribution to the proposed Munarra project.

### 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

The construction of retardation basin will include sediment pond and bio-retention pond which will cleanse the stormwater before disposing in the GMW drain.

## Social Implications

Stormwater drainage construction will ready the Sports Precinct for the proposed future Sports Stadium expansion and the proposed Munarra Centre of Regional Excellence (MCRE) development.

It is intended that the proposed MCRE will be a campus for excellence in sports, health sciences and education. The proposed MCRE is unique in that it would embed Aboriginal culture across all curriculum and programs, positioning Indigenous knowledge transfer and cultural exchange as a national asset.

The Council as one of many project partners for the proposed MCRE and foresees this proposed development as a significant social cohesion initiative across varying cultures.

## Economic Impacts

Delivering the upgrades to stormwater and drainage in the Sports Precinct will future proof it and will allow for the proposed future developments of the Stadium site and the Munarra site. If those proposed projects on the Munarra site and the Stadium site proceed, this will in turn attract many events and various groups/organisations to Shepparton.

New assets will be added to Council's asset register.

## Consultation

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

## Strategic Links

- a) Greater Shepparton 2030 Strategy  
Infrastructure – The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.
- b) Other strategic links  
Nil

## Conclusion

Apex Earthworks Pty Ltd have submitted a conforming tender with lowest price and received highest overall score against the evaluation criteria. Apex is a local contractor and has completed various projects for Council, VicRoads and Goulburn Murray Water.

The panel is satisfied that the Apex Earthworks have the capability and experience to complete the works under contract within the stipulated timeframe. The panel recommends Council to accept the tender submitted by Apex Earthworks for the lump sum price of \$3,297,839.39 (including GST).

## Attachments

Nil

## 14 Confidential Management Reports

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 13.3: Contract Award Report – Contract No. 2159 Provision of Electrical Line Clearance – Tree Pruning - Moderated Evaluation Report.
- Item 13.4: Contract Award Report – Contract No. 2211 Katandra Main Road – Labuan Road Intersection - Moderated Evaluation Report.
- Item 13.5: Contract Award Report – Contract No. 2223 Packham Street Pavement, Kerb, Channel and Footpath Upgrade - Moderated Evaluation Report.
- Item 13.6: Contract Award Report – Contract No. 2187 North Growth Corridor Landscape Construction – Stage 1 - Moderated Evaluation Report.
- Item 13.7: Contract Award Report – Contract No. 2228 Construction of Drainage at Stadium and Munarra Precinct, Shepparton - Moderated Evaluation Report.

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 - November 2021

Author	Senior Governance Officer
Approved by	Chief Executive Officer
Purpose	For Noting

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the Local Government Act 2020 officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under construction.

#### RECOMMENDATION

**That the Council receive and note the Summary of the Councillor's Community interactions and Informal Meetings of Councillors.**

#### Councillor's Community Interaction and Briefing Program

From 1 November 2021 to 30 November 2021, some or all of the Councillors have been involved in the following activities:

- Shepparton Soroptimists Club | Ladies Day Out Luncheon
- OUTintheOPEN 2021 - Global networking event
- State Government | Empowering Communities Grant Announcement
- Goulburn Valley - Waste and Resource Recovery Group
- Rail Freight Alliance Meeting
- Diwali Indian festival
- Heritage Advisory Committee meeting
- Friends of the Mooroopna Library
- ARMC Meeting
- Remembrance Day Service & Wreath Laying Ceremony – Shepparton, Murchison, Tatura and Dookie
- Toolamba War Memorial | Unveiling
- Disability Advisory Committee Meeting
- Leading Change for the Greater Good: Harnessing Your Influence - Panel Event
- Positive Ageing Advisory Committee Meeting
- Goulburn Valley Probus
- GMV Fruit Fly Project | National Award 'Australian Biosecurity Award'
- Development Hearing Panel
- The Museum of Vehicle Evolution | Celebrate the MOVE - Grand Opening
- Embassy of the Federal Republic of Germany | Memorial Service

- Federation of Ethnic Communities' Councils of Australia (FECCA)
- Annual General Meeting - 2021 Shepparton Festival
- Murray Darling Association Region 2 – Annual General Meeting and Ordinary Meeting
- Local Government - Deliberation Celebration
- Fairley Leadership Program | Graduation Dinner 2021
- Shepparton Art Museum – Pre Opening Tour | Preview of the inaugural Program and Exhibitions
- Shepparton Art Museum – Opening (Virtual)
- SAM Opening | Lin Onus Exhibition
- Australian Botanic Gardens Shepparton Advisory Committee meeting
- Saleyards Advisory Committee meeting
- Project Ready Graduation Ceremony
- Greater Shepparton Youth Committee | Plans for the Future
- Greater Shepparton Sports Hall of Fame Advisory Committee Meeting
- Greater Shepparton Cultural Inclusion Roundtable
- 16 Days of Activism | 2021 Walk Against Family Violence
- Municipal Association of Victoria (MAV) Representatives and CEOs Forum
- Maude Street Redevelopment – 'Street Party'
- BMX State Championships | Presentations
- Commitment for Greater Shepparton - Christmas Networking Dinner & farewell to Chief Executive Officer

In accordance with section 106 of Council's Governance Rules a summary of the matters discussed at the Informal Meetings of Councillors, are attached.

### Attachments

1. Council Briefing Session 9 November 2021 [**16.1.1.1** - 2 pages]
2. CEO and Councillor Catch Up 9 November 2021 [**16.1.1.2** - 2 pages]
3. Council Briefing Session 16 November 2021 [**16.1.1.3** - 1 page]
4. CEO and Councillor Catch Up 16 November 2021 [**16.1.1.4** - 1 page]
5. Council Briefing Session 23 November 2021 [**16.1.1.5** - 3 pages]
6. CEO and Councillor Catch Up 23 November 2021 [**16.1.1.6** - 1 page]

## **16.2 Council Committee Reports**

Nil Received

## **16.3 Notice of Motion, Amendment or Rescission**

Nil Received.

## **17 Urgent Business not Included on the Agenda**

Nil Received.

## **18 Close of Meeting**