

AGENDA

Greater Shepparton City Council

COUNCIL MEETING

3:00PM, Tuesday 23 April 2024

In the Council Boardroom, Welsford Street

COUNCILLORS

Cr Shane Sali (Mayor)

Cr Sam Spinks (Deputy Mayor)

Cr Seema Abdullah

Cr Dinny Adem

Cr Anthony Brophy

Cr Geoffrey Dobson

Cr Greg James

Cr Ben Ladson

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 23 APRIL 2024 AT 3:00PM**

**CHAIR
CR SHANE SALI
MAYOR**

INDEX

- 1 WELCOME TO COUNTRY.....6**
- 2 ACKNOWLEDGEMENT6**
- 3 PRIVACY NOTICE.....6**
- 4 GOVERNANCE PRINCIPLES.....6**
- 5 APOLOGIES.....7**
- 6 DECLARATIONS OF CONFLICT OF INTEREST.....7**
- 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....7**
- 8 PUBLIC QUESTION TIME7**
- 9 DEPUTATIONS AND PETITIONS.....8**
- 10 COMMUNITY DIRECTORATE9**
 - 10.1 Westside Performing Arts Centre Long Term Lease.....9
 - 10.2 26 January Financial Implications Report17
- 11 CORPORATE SERVICES DIRECTORATE24**
 - 11.1 Contracts Awarded Under Delegation - March 2024.....24
 - 11.2 Review of Governance Rules - Public Consultation.....27
 - 11.3 Quarter 3 Forecast Review 2023/202430
- 12 SUSTAINABLE DEVELOPMENT DIRECTORATE34**
 - 12.1 Tallygaroopna Flood Scoping Study34
 - 12.2 Katandra West Flood Scoping Study40
 - 12.3 Building Staffing Services Agreement.....45
 - 12.4 Lease of Land to Kids Under Cover to Realise a Village 21 Development.....50
 - 12.5 Shepparton North Activity Centre Structure Plan.....58
- 13 INFRASTRUCTURE DIRECTORATE66**
 - 13.1 Interim Report for Notice of Motion 1/2024 - Complimentary Tip Tickets.....66
 - 13.2 Land Purchase - Car Parking - Australian Botanic Gardens Shepparton71
- 14 CONFIDENTIAL MANAGEMENT REPORTS.....75**
- 15 DOCUMENTS FOR SIGNING AND SEALING75**

| | |
|--|-----------|
| 16 COUNCILLOR REPORTS | 76 |
| 16.1 Councillor Activities | 76 |
| 16.1.1 Councillor Activities - March 2024 | 76 |
| 17 NOTICE OF MOTION, AMENDMENT OR RESCISSION | 79 |
| 18 URGENT BUSINESS NOT INCLUDED ON THE AGENDA | 79 |
| 19 CLOSE OF MEETING | 79 |

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.

| Risk Matrix | | | Consequence | | | | |
|-------------|----------------|---|-------------|-------------|-------------|---------------|---------------|
| | | | Negligible | Minor | Moderate | Major | Catastrophic |
| | | | 1 | 2 | 3 | 4 | 5 |
| Likelihood | Rare | 1 | LOW 1 | LOW 2 | LOW 3 | LOW 4 | MEDIUM 5 |
| | Unlikely | 2 | LOW 2 | LOW 4 | MEDIUM 6 | MEDIUM 8 | HIGH 10 |
| | Possible | 3 | LOW 3 | MEDIUM 6 | MEDIUM 9 | HIGH 12 | HIGH 15 |
| | Likely | 4 | LOW 4 | MEDIUM 8 | HIGH 12 | HIGH 16 | EXTREME 20 |
| | Almost Certain | 5 | MEDIUM 5 | HIGH 10 | HIGH 15 | EXTREME 20 | EXTREME 25 |

| | |
|---------|-------|
| Low | 1-4 |
| Medium | 5-9 |
| High | 10-16 |
| Extreme | 17-25 |

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

Cr James will now present a Welcome to Country 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.

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

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

Nil Received.

6 Declarations of Conflict of Interest

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

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

7 Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the minutes of the 26 March 2024 Council Meeting as circulated, be confirmed.

8 Public Question Time

The following public question was submitted to Council in accordance with our Governance Rules.

I am keen to understand the total amount of revenue (regardless of how it is achieved) City of Greater Shepparton (COGS) receives from the Town of Tatura. I would then appreciate you providing me with an understanding of how much COGS spends in or on the Town of Tatura. I would appreciate you providing me with at least two (2) years of the revenue versus costs please?

The following answer was provided by Council officers.

Council delivers services to the community in alignment with the Council Plan and the requirements of the Local Government Act 2020 (the Act). The Act sets our service principles, including ensuring services are provided in an equitable manner, are responsive to the diverse needs of the community and provide good value to the community.

Council services and assets are not equally distributed by population. As a large regional Council, many services are provided on a regional basis to ensure value for money and responsible stewardship of Council assets. Expenditure on existing assets is driven by Council’s Asset Plan, which prioritises renewal of existing assets before investment in new assets. Renewal of assets is driven by condition data, not the location of assets.

Council revenues are not all fee for service. Most Council services are public services, which are funded through general revenues. Council’s largest general revenue stream is rates, which is a tax.

Local Government is required to prioritise service delivery in alignment with adopted strategic plans and policies, which consider the best outcome for the whole municipality. Council does not hold records that accurately represents the location of spend, this is not a requirement of the Local Government Act 2020, Australian Accounting Standards or Council policies.

9 Deputations and Petitions

Nil Received.

10 Community Directorate

10.1 Westside Performing Arts Centre Long Term Lease

| | |
|-------------|-----------------------------|
| Author | Manager - Riverlinks Venues |
| 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 authorise the Chief Executive Officer to:

- 1. enter into a lease with the Minister for Education for the Westside Performing Arts Centre; and**
- 2. sign all documentation and do all things necessary to complete works associated with entering the lease, with the Victorian School Building Authority and the Department of Education.**

Executive Summary

Westside Performing Arts Centre (Westside) is situated on the former Greater Shepparton Secondary College Mooroopna Campus site at the corner of Echuca Road and Homewood Drive, Mooroopna.

Westside opened in 1997 and has been operated as a Riverlinks venue by Greater Shepparton City Council since 2001.

The building is currently managed by the Victorian School Building Authority (VSBA) on behalf of the Department of Education. The Department of Education has negotiated a lease with Rumbalara Aboriginal Cooperative regarding the remainder of the former secondary college site.

While Eastbank remains the primary Riverlinks venue, Westside has some unique advantages for staging some productions, and delivers benefits to the local Mooroopna and Greater Shepparton community.

Riverlinks is undergoing a full service review in 2025 to address all aspects of its operations, including service levels, café/catering, operational processes, and capital assets. Nonetheless, the Westside facility entails sufficient community benefits to warrant securing its long-term future.

A draft lease has been negotiated by Council and the Department of Education, on the basis that security of tenure is required to seek future capital funding for Westside.

Identified capital investments for Westside include relatively urgent repairs to the heating / air-conditioning system, and less pressing repairs that can be integrated within a long-term building maintenance renewals program.

There are also several costs that are associated with the transition to the lease arrangement, outlined in this report, to be funded by the Victorian School Building Authority, upon entering the lease.

The term of the lease is twenty years at a peppercorn rent of \$1 per year, with an option for an additional ten year term.

Report Detail

Westside is situated on the site of the former Greater Shepparton Secondary College Mooroopna Campus (and prior to that, Mooroopna Secondary College).

In 1994 the Mooroopna Secondary College Council was able to identify the development of a performing arts centre as a major priority in its Strategic Plan. The facility at that stage was thought to cost around \$2.5m to build. This project was designed to bring first class performances to the Goulburn Valley.

The Department of Education contributed \$500,000 to the project and at the time Greater Shepparton Council agreed to contribute a further \$500,000. The then Arts Victoria (Creative Victoria) contributed \$400,000 to the project. The remainder of the funds were generated through major and minor sponsors, including community members buying seats.

The performing arts section of the building opened in 1997 and has been operated as a Riverlinks venue by Greater Shepparton City Council since 2001 under a Memorandum of Understanding. A Community Joint Use Agreement (CJUA) was signed in 2020 for a period of ten years plus five years, however a formal lease will be required in order to secure capital funding.

The campus has not formally been declared surplus to requirements for educational purposes, however indications are that the campus will not be required for educational purposes for the foreseeable future. The Department of Education has therefore prioritised finding long term tenants for Westside and the remainder of the former secondary college site.

The Department of Education have negotiated a lease with Rumbalara Aboriginal Cooperative for the remainder of the former secondary college site. Some areas will be shared by both tenants, including access to a driveway, a footpath, some grassed areas, and car parking.

Role of the facility within the community

The performing arts centre at Westside has a high level of community usage, primarily for local productions but also for touring shows. This usage delivers benefits to the local Mooroopna community, and wider Greater Shepparton community.

Local schools, amateur performing arts companies and dance schools often hire the venue for days or even weeks at a time, rehearsing and then delivering their productions.

Professional touring productions using Westside have included companies such as The Australian Ballet Company, Melbourne Theatre Company, Opera Australia, Bell Shakespeare Company, Bangarra Dance Company, and many more.

For most of 2023 Council relied on Westside to deliver Riverlinks' functions following impacts to the Eastbank venue from the October 2022 flood event.

Westside has some unique advantages over Eastbank for staging some of the larger and more complex theatrical productions. The wedge design allows for great acoustics for plays and orchestras. This same design creates an intimate atmosphere where all patrons feel close to the action with not a single bad seat in the house. Unlike Eastbank, there is a full height fly tower and an orchestra pit, enabling the stage to be used for a wide range of performing arts from plays to musicals, live contemporary music to opera.

In the current 2023/2024 financial year, there are 46 separate events booked at Westside (60 performances in total):

- 26 are outside hirers
- 12 are local hirers
- 3 community engagement activities
- 5 inbound professionals (shows presented by Riverlinks)
- Local hirers include Notre Dame College, Goulburn Valley Grammar School, Awaken Dance Company, Shepparton Theatre Arts Group, and the GV Academy of Ballet, among others.

The seating capacity at Westside is 416, providing a medium-sized theatre option in addition to the larger Eastbank facility which seats 837.

Proposed long term lease for Westside

Council has negotiated a draft lease with the Department of Education. The term of the lease is twenty years at a peppercorn rent of \$1 per year, with an option for an additional ten year term.

The Minister for Education and the Greater Shepparton City Council are the parties to the proposed lease.

The draft lease document has been reviewed by Russell Kennedy Lawyers as well as by Council's Governance Department. All proposed amendments have been accepted by the VSBA.

Issues arising from the lease negotiations are addressed below.

Expanded footprint – new areas of responsibility, and shared areas

The existing Community Joint Use Agreement (CJUA) covers just the performing arts section of the Westside building and a small footprint of surrounding grounds.

The proposed lease area covers the whole building as well as a larger section of the grounds surrounding it, in order to provide scope for improved amenity and future capital upgrades. The new footprint includes the addition of a classroom with offices on the north side of the building which will become the responsibility of Council. These rooms are to be repurposed and hired out for workshops, rehearsals or could eventually form an expanded foyer space.

The driveway and carpark facing Echuca Road is deemed a shared area with any other tenant/s and comprises about 15 car parking spaces between Westside and the previous school building. A side deed will be prepared once the lease has been approved so that all parties are aware of the access requirements and responsibilities.

The proposal is that Council and the other tenant are jointly responsible in equal parts for the upkeep and repair of this area. Council would take the lead in delivering repairs following agreement with the other tenant.

The Homewood Drive carpark to the south of Westside, will be included in the lease area and Council would be fully responsible for its upkeep and repair.

The Coulson Centre at the rear of the building is included in the lease footprint. It is not of competition standard but is used by the Mooroopna Cats Basketball Club for weekly practice. The basketball court, when not used by the sports club, is utilised by Riverlinks as additional change rooms. Under terms of the lease, Council would be able to charge rental fees for the Coulson Centre; sufficient to cover regular repairs but not major upgrades.

Costs arising from entering the lease

Separate or sub-metering for electricity will be required. The total cost of this is \$103,000 ex GST and is to be covered by the VSBA upon entering the lease.

Gas already has separate metering. Water sub-metering is not possible due to the building being on the one land title (advice from GV Water). Little water is used however, and the parties are keen to come to a practical arrangement for a fixed annual fee (indexed to CPI).

The electrical switchboard in the Coulson Centre (basketball court) does not feature safety switches. The cost of replacing with a compliant unit is estimated to be \$13,800 ex GST. The VSBA have also agreed to complete this to bring it up to compliance level, subject to finalisation and endorsement of the proposed lease.

Council will be required to maintain a security system that is comparable/better than the one that currently exists in the Westside. This has been quoted at around \$860 to add it to Councils current C4 system.

The VSBA indicates that it has limited budget for these types of transition costs but has agreed to pay for the electrical metering and upgrading the non-compliant switchboard. There are no other items that the VSBA will consider as a part of this agreement.

General condition of facility: Capital works required

Westside has not received major capital improvements or repair since the building opened in 1997. As a result, several aspects of the facility are in need of repair or upgrade.

Urgent repairs

Of pressing need is the air conditioning system, which is operating at 50 per cent and occasionally 25 per cent of capacity (i.e. only one of the four stages). If the system fails completely whilst external temperatures are at extremes, there is a possibility that performances will have to be called off. There is an urgency to this repair. This has been budgeted for in the draft 2024/25 Capital Budget.

Ongoing renewal needs

Some of the footpaths in the vicinity need attention on a priority basis.

The Westside toilets are not modern or ideal for a night at the theatre, and foyer space is small and not well configured.

There is sufficient space on the building footprint to address these issues and create an improved facility.

Some external grant funding may be possible, and security of tenure via a long-term lease opens the door to making grant applications for capital upgrades.

Other upgrade/replacements to be considered include technical equipment upgrades such as changing from halogen to LED lighting, upgrading cabling, sound system, lighting consoles and building renewals such as seating and carpet replacement.

A full building condition report will be completed (the previous such audit was completed in 2014), and the findings incorporated into the long-term renewals plan managed by Building Maintenance.

Council Plan/Key Strategic Activity

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.

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

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.

3.6 Attract people to live, work, study and remain in our region.

3.8 Maximise utilisation and investment return on Council assets.

3.9 Expand Greater Shepparton's visitor economy.

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

There is a risk that funding may not be forthcoming for much needed major improvements or upgrades and that the facility gradually loses its attraction as a venue of entertainment.

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|----------------|-------------|--------|--|
| Air conditioning system failure | Almost certain | Moderate | High | Replace the system as soon as possible. |
| Requirement for capital improvements to facilities. | Possible | Moderate | Medium | <p>VSBA to fund sub-metering and switchboard replacement costs on entering a lease.</p> <p>Lease provides ability to seek external grant funding for improvements.</p> <p>Incorporate capital improvements into a long-term building renewals program.</p> |

Policy Considerations

No policy considerations identified.

Financial Implications

The lease for the performing arts centre will include peppercorn rent of \$1 per annum.

The following implications relate to the costs of entering a long-term lease, and the most urgent capital repairs.

| Item | Estimate for this item GST Exclusive \$ | GST Inclusive ² \$ |
|---|--|----------------------------------|
| Electrical sub-metering* | \$103,000 | \$113,300 |
| Replacement of non-compliant switchboard* | \$13,000 | \$14,300 |
| Contribution from VSBA | (\$116,000) | (\$127,600) |
| Air conditioning replacement and associated works** | \$199,000 | \$218,990 |
| Convert to separate security system | \$781 | \$860 |
| Total | \$199,781 | \$219,850 |

*Costs to be borne by the VSBA upon entering a long-term lease.

**Included in the draft 2024-2025 Capital Budget.

Longer term items may include upgrades to the public toilets, foyer spaces, technical equipment upgrades, and building renewals. These works are yet to be scoped and external grant funding would be sought to contribute to costs.

Legal/Statutory Implications

A draft lease has been reviewed, amended and approved by Russell Kennedy Lawyers and Council departments of Risk and Governance.

Environmental/Sustainability Impacts

The current air-conditioning system uses refrigerant gas R-22. This is an ozone depleting Hydrochlorofluorocarbon (HCFC) which has been phased out globally except for very small quantities. It is therefore hard to source and expensive. There is an environmental rationale for replacing the old, broken system with a new one that does not use damaging HCFC gas and which will have lower CO2 emissions.

The new system will use R-410A refrigerant gas. This type of gas does not deplete the ozone however leakages from the system do contribute to warming of the atmosphere. Therefore, future investment may be considered when a zero emissions solution becomes available.

Alongside this there is some gas fixtures installed in the space which includes 4x wall heaters and 2x instant hot water services. These would need to be looked at to remove gas usage from the site.

Social Implications

The venue at Westside is used frequently by high numbers of the community, both as patrons and as performers on the stage. The venue is used by local schools, dance schools and amateur performance companies. Many commercial promoters hire the venue to present a wide variety of arts and entertainment, attracting audiences to the town from a wide catchment area.

Performances draw people together and contribute to the resilience and strength of local communities.

These performances also enable local residents to express themselves creatively, leading to a healthier and more socially connected community.

Economic Impacts

The contribution of Westside to the local economy is significant. Performances and activities at the venue bring thousands of people to this part of Mooroopna each year, and support Mooroopna's sense of local pride and identity.

Gender Impact Assessment

Entering a long-term lease will support the ability of the Riverlinks Department to host and facilitate more small and informal performances, and community-based activities than would be possible with the Eastbank facility only. Some of the benefits of this activity and capacity are anticipated to flow to women and girls, and Greater Shepparton's diverse communities.

A Gender Impact Assessment was conducted. Officers have reviewed any recommendations that were made.

Consultation

There is no formal requirement to conduct community consultation, however the community will be kept informed of the outcome via Council communications and engagement with stakeholders.

Strategic Links

a) Greater Shepparton 2030 Strategy

- Under Community Life: a greater interest and commitment to the pursuit of the arts.

b) Other strategic links

- Creative City Strategy: 2022 – 2027
- Youth Strategy and Action Plan
- Economic Development, Visitor Economy and Major Events Strategy: 2023 - 2027

Conclusion

Since 2001, Council has had the use of a performing arts centre with modest initial investment.

The lease proposes a peppercorn rental of \$1 per annum for twenty years, with an additional option for a further ten years. Under the terms of the lease, Council would be liable for ongoing repairs and maintenance for the building and grounds identified in the attached Plan.

There are several transition costs and repair items that need attention in the short term, with the cost of several significant items to be borne by the VSBA. In the longer term, a number of capital improvements should be considered and external grant funding pursued.

Westside fulfils a community need, evidenced by high usage and regular attendance across the year. Its situation in Mooroopna demonstrates Council's support and investment for this area.

Officers believe that negotiations with the VSBA (acting on behalf of the Department of Education) have resulted in a reasonable agreement that will be workable and sustainable

Attachments

Nil

10.2 26 January Financial Implications Report

| | |
|-------------|-----------------------------------|
| Author | Manager - Community Wellbeing |
| Approved by | Director Community |
| 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, from 2025, the Council:

1. Note the financial implications of the process of reinstating the Greater Shepparton pre-2024 Australia Day program.
2. Provide funding through the Community Celebration Grants Program for communities to hold their own celebrations between 24 and 29 January.
3. Conduct a community awards and citizenship ceremony event between 27 and 29 January.
4. Retain the following elements of the 2023 and 2024 approach to marking 26 January in Greater Shepparton:
 - (i) Continue to advocate to the Australian Government to change the date of Australia Day from 26 January to a more suitable date as soon as possible.
 - (ii) Provide financial and in-kind support for the Survival Day Dawn Ceremony.
 - (iii) Continue to lower the Aboriginal and Torres Strait Islander flags to half-mast on 26 January at all Council-owned facilities to acknowledge this date as a day of mourning for Aboriginal people.
 - (iv) Recognise in its communications that Australia Day, held on 26 January, remains Australia's national day.

Executive Summary

On 27 February 2024, Council resolved to call for a report outlining the cost implications of reinstating Greater Shepparton's pre-2024 Australia Day Program. The report was to be completed by 31 March 2024 and to include recommendations going forward.

This report responds to the resolution.

Report Detail

Considering Council's role in marking 26 January – 2022 and 2023 resolutions

Reflection on Council's role in 26 January activities formally commenced with targeted consultation in 2022 in recognition that 26 January – currently Australia's national day and a gazetted public holiday – is not a day of celebration for all, particularly for Aboriginal and Torres Strait Islander People.

In October 2022, Greater Shepparton City Council resolved to advocate to the Australian Government for a change of date for Australia's national holiday, and to continue community engagement to inform a Council decision about Council's role on 26 January in 2024 and beyond.

Further engagement conducted in 2023 provided all community members with the opportunity to contribute to this topic. A survey enabling open-ended responses was conducted to gather community views from 427 individuals, supported by in-person engagement with a number of organisations.

Unsurprisingly, diversity of views about Council's appropriate role in marking Australia Day on 26 January emerged. For some it is a day of community recognition and celebration, for others it is a day of mourning and conflict.

Many community members providing feedback saw no need to change existing arrangements, and see Australia Day as their opportunity to celebrate all things Australian and particularly modern Australia. For many what is valued about Australia Day is not tied to a specific date, but for some the date of 26 January is considered important.

For those seeking change, using 26 January to mark Australia Day represents an unacceptable connection between national pride, and Australia's colonial origins. The dispossession and disadvantage experienced by Australia's Aboriginal and Torres Strait Islander people is commonly seen by them as a poor platform for celebrating Australia.

These views are detailed in the 26 January Findings Report (Attachment 5.2.1) and informed the development of the recommendations and subsequent motion carried by Council in September 2023:

That the Council from 2024:

- 1. Continue its advocacy to the Australian Government to change the date of Australia Day from 26 January to a more suitable date as soon as possible.*
- 2. Conduct an Australia Day community awards and citizenship ceremony event on 25 January.*
- 3. Replace the Australia Day Small Town Grants Program with a Community Celebration Grants Program that provides funding for the Greater Shepparton community to hold their own celebrations on 23-25 January, or 27-29 January.*
- 4. Recognise in its communications that Australia Day, held on 26 January, remains Australia's national day.*

Implementation of the 2023 resolution

Following the 2023 resolution, Council officers implemented operational changes which included updating grant guidelines, marketing materials, and engagement with community members across the municipality.

Financial and process implications

In-house resourcing costs relating to the re-development of marketing materials, responding to community feedback and coordinating events and communications are scheduled into routine operational activities.

The below table provides an overview of previous costs and budgets for grants and event activities:

| | January 2023 | | January 2024 | | January 2025 |
|------------------------------------|------------------------|--------------------|----------------------|--------------------|----------------------|
| | 22/23 Adopted Budget | 22/23 Actual Costs | 23/24 Adopted Budget | 23/24 Actual Costs | 24/25 Budget Request |
| Community Celebrations Grant | \$ 9,000 | \$ 8,640 | \$ 9,000 | \$ 2,250 | \$ 9,000 |
| Australia Day Citizenship Ceremony | \$12,000 + \$18k grant | \$18,776 | \$12,000 | \$9,180 | \$12,000 |
| Survival Day Dawn Ceremony | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |

The financial implications of reinstating the pre-2024 approach to 26 January are minimal.

The process implications are confined to an update of the Community Celebrations Grant Guidelines, internal coordination to operationalise changes, and engagement with affected community groups regarding the changed community celebrations arrangements.

Grants for small towns

In 2023, small town recipients of the Australia Day Events Grants were:

| | |
|-----------|---------|
| Tatura | \$3,000 |
| Murchison | \$3,000 |
| Mooroopna | \$1,340 |
| Dookie | \$ 800 |
| Arcadia | \$ 500 |

In 2024, small town recipients of the Community Celebrations Grants were:

| | |
|-----------|---------|
| Mooroopna | \$1,500 |
| Dookie | \$ 750 |

Events held in Murchison and Tatura on the 26 January 2024 were ineligible for funding under the revised Community Celebration Grants guidelines.

Moving forward with 26 January 2025 and beyond, based on the reduced uptake of grants by community to hold their own celebrations on 23-25 January or 27-29 January, the recommendation for Council is to provide funding through the Community Celebration Grants Program for community to hold their own celebrations from 24-29 January.

The inclusion of the 26 January will allow community the flexibility and opportunity to decide how they would prefer to acknowledge or celebrate Australia Day.

Citizenship ceremony and awards

In 2023 a Citizenship Ceremony and Citizenship Awards event was held at 9am Thursday 26 January at the Queens Gardens and had 250 people in attendance.

The 2024 event was held at 5pm on Thursday 25 January in Eastbank (late change due to weather) and had 280 in attendance. While this event was successful, it is recommended that from 2025 this event be held on later dates than in 2024 in order to provide more time for small towns to announce their citizenship award recipients and for Council to subsequently announce the Greater Shepparton Citizens of the Year.

The recommended date range for this event is 27 to 29 January, with the date to be decided via Executive Leadership Team making a recommendation to the Councillors for consideration.

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.

- 1.5 Call for substantive First Nations constitutional change and structural reform.
- 1.8 Good governance and sustainable financial management.

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.

- 2.4 Leave no one behind.
- 2.5 Recognise First Nations history and advance reconciliation.

Risk Management

The risks associated with the recommendations of this report have been identified by Officers in the below table:

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|----------------|-------------|--------|---|
| The outcome from community on any decision related to 26 January is complex and contested, and causes community division. | Almost Certain | Moderate | High | Continued communication and engagement with community members about Councils decisions. |

Policy Considerations

The *Australian Citizenship Ceremonies Code* follows the Australia Citizenship Act 2007 and sets out the legal and other requirements for conducting Citizenship ceremonies as well as the roles and responsibilities for those involved in Citizenship Ceremonies.

In December 2022, the requirement for Councils to hold citizenship ceremonies on 26 January were removed and replaced with requirement to hold a citizenship ceremony between 23 and 29 January (inclusive).

Financial Implications

There are no material budget implications of reinstating the pre-2024 Australia Day program, or the recommendations in this report. Relevant departments have requested appropriate budget in the draft 2024/25 budget to deliver the above recommendations. It is anticipated that more funds may be expended within the allocated budget for small town community celebrations if events held on 26 January are supported.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

The decision to be made by Council is one that is layered with socially and historically complex considerations. It is important the sensitivity and emotion of the report be considered carefully during this process.

Economic Impacts

There are no economic implications associated with this report.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers. A Gender Impact Assessment was not conducted. This program does not meet the criteria to require an assessment.

Gender Impact Assessments will be conducted on the Community Celebrations Grants Program, Citizenship Ceremony and other associated policies, programs and services which are outcomes of this report.

Consultation

In 2022 a commitment was made to establish a Community Stakeholder Group (CSG) with a small focus group who would gather over several sessions to provide initial local advice on the topic.

The CSG was established by targeted invitation comprising of nominated Australia Day committee members, First Nations organisations and groups, and non-First Nations community organisations and groups.

Between 26 May and 2 June 2023 Council conducted further community engagement using Council's community engagement platform, *Shaping Greater Shepparton*. The survey sought feedback through open ended questions. Personalised support was provided to complete the survey where needed.

The consultation campaign was promoted via a number of networks and databases, internally and externally. 615 community agencies and groups were approached and contacted to help engage community.

Aboriginal controlled organisations and key Aboriginal partners engaged included Yorta Yorta Nations Aboriginal Corporation, Rumbalara Cooperative, ASHE, Gambina, Kaiela Arts, and the Shepparton Region Reconciliation Group.

A total of 427 survey responses were received during the consultation period 26 May to 2 June 2023. Responses were received from 52 First Nations people, 345 members of the wider community, and 30 people who did not specify.

The response was the second largest response to community consultation received by Council.

The engagement methods below were selected to ensure that inclusivity and accessibility provided community with the maximum opportunity to contribute.

| Engagement Strategy: | Platform: |
|--|---|
| Online survey | Shaping Greater Shepparton |
| Hardcopy survey | Customer Service and 11 organisations |
| Invitation to community to provide written responses | To the survey, or seek a call back from Council Officers via telephone |
| Advertising and promotion of social media. | Through Greater Shepparton City Website, Facebook and sharing of information from other organisations and groups. |
| Six print ads | Shepparton News and The Advisor |
| Two media releases | Shepparton News and The Advisor |

| Engagement Strategy: | Platform: |
|-------------------------------------|---|
| Direct email | Distribution advising of the consultation and opportunities to be involved, including online survey, hard copy submissions via hardcopy and/or telephone. |
| Over forty Council databases | Across the areas of community including education, access and inclusion, multicultural, small towns, volunteers, health, youth, business, environment, arts, and culture. |
| Sixteen Council Advisory Committees | Via Council Responsible Officers. |

A summary of the outcomes of consultation are included in the 26 January Consultation and Engagement Findings Report (Attachment 5.2.1) and 26 January Community Stakeholder Group Conversations: What We Heard (Attachment 5.2.2).

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

Strategic Links

Greater Shepparton Reconciliation Action Plan – July 2023-July 2025

Theme – Respect

Action 9.2 - Advocate to the Australian Government to change the date of Australia Day from January 26.

Action 9.3 - Lower the Aboriginal and Torres Strait Islander flags to half-mast on 26 January at all Council-owned facilities to acknowledge this date as a day of mourning for First Nations people.

Action 9.4 - Continue to provide financial and in-kind support for the 'Day of Mourning Dawn Service' and recognition of this event in Council communications

Greater Shepparton Public Health Plan 2018-2028

Arts & Culture – Greater Shepparton residents can safely identify with their culture and identity.

Community Participation – Greater Shepparton residents are socially engaged and live in inclusive communities.

Crime & Safety – Greater Shepparton residents live in a community that is safe and secure.

Conclusion

In response to the resolution, this report outlines the cost implications of reinstating Greater Shepparton's pre-2024 Australia Day Program and provides recommendations for Council's consideration for marking 2025 and beyond.

Attachments

1. 26 January - Consultation and Engagement Findings Report [**10.2.1** - 18 pages]
2. 26 January - Community Stakeholder Group conversation meetings - What we heard [**10.2.2** - 8 pages]

11 Corporate Services Directorate

11.1 Contracts Awarded Under Delegation - March 2024

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:

1. note the contracts awarded under delegation pursuant to a formal tender process for the reporting period; and
2. note the requests for tender advertised but not yet awarded.

Report Detail

To inform the Council of the status of request for tenders that have been awarded under delegation during the period 13 March 2024 to 5 April 2024, and those that have been publicly advertised but are yet to be awarded as at 5 April 2024. The report does not include all purchasing activities, only procurement which requires a formal quotation or tender process.

Contracts Awarded under Delegated Authority

| Contract No. | Contract Name | Details | Value inclusive of GST | Awarded to |
|--------------|--|---|------------------------|-------------------------------|
| 2335 | Major Culvert Renewals - Caniambo & Dookie | Lump Sum Contract for the Major Culvert Renewals - Bridge Road, Caniambo and Stewarton Road, Dookie | \$634,622.56 | Mawsons Constructions Pty Ltd |

Requests for Tenders advertised but not yet awarded

| Contract No. | Contract Name | Contract detail, including terms and provisions for extensions | Status |
|--------------|---|---|--|
| 2302 | Construction of Edgewater Estate Creek Reserve Landing - Sevens Creek Drive, Kialla | Lump Sum Contract for the Construction of Edgewater Estate Creek Reserve Landing - Sevens Creek Drive, Kialla | Tender closed on 3 April 2024 and is currently under evaluation |
| 2354 | Construction of Lauriston Estate St Lukes Shared Path, Shepparton North | Lump Sum Contract for the Construction of Lauriston Estate St Lukes Shared Path, Shepparton North | Tender closed on 3 April 2024 and is currently under evaluation |
| 2361 | Survey and Design for Sealed Road Capital Renewals (Package 1 & 2) | Lump Sum Contract for the Survey and Design for Sealed Road Capital Renewals (Package 1 & 2) | Tender closed on 27 March 2024 and is currently under evaluation |
| 2356 | Guard-Rail Installations at Sheep Pen Creek, Kialla East | Lump Sum Contract for Guard-Rail Installations at Sheep Pen Creek, Kialla East | Tender closed on 20 March 2024 and is currently under evaluation |
| 2370 | Provision of Secretariat, Lobbying & Advocacy Services for Regional Cities Victoria | Lump Sum Contract for the Provision of Secretariat, Lobbying & Advocacy Services for Regional Cities Victoria | Tender scheduled to close on 1 May 2024 |
| 2371 | Major Culvert Renewal - Merrigum Ardmona Road, Merrigum | Lump Sum Contract for the Major Culvert Renewal - Merrigum Ardmona Road, Merrigum | Tender closed on 10 April 2024 and is currently under evaluation |

Through the S5 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 \$1,000,000.

The financial delegation to Directors to approve contracts up to a value of \$750,000 for goods and services and works are included in the S7 Instrument of Sub-Delegation by Chief Executive Officer.

Collaborative / Third Party Purchasing Arrangements

In accordance with Clause 5.2.11 of the Procurement Policy, Council has the option to utilise third party collaborative purchasing arrangements for various procurement activities.

These collaborative arrangements are established to be an effective and efficient way of sourcing goods and services. Benefits include pre-approved supplier lists, cost savings through economies of scale and dedicated contract administration. There were no new collaborative arrangements opted into for the reporting period.

Legal/Statutory Implications

In accordance with Section 108 of the Local Government Act 2020, Council has adopted its Procurement Policy establishing the value at which Council must invite a tender or seek an expression of interest.

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the contracts awarded under delegated authority of the Council during the period 13 March 2024 to 5 April 2024.

Attachments

Nil

11.2 Review of Governance Rules - Public Consultation

| | |
|-------------|-----------------------------------|
| Author | Team Leader Governance |
| Approved by | Director Corporate Services |
| 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. **Endorse the draft Governance Rules, developed under section 60 including the incorporated draft Election Period Policy under section 69 of the *Local Government Act 2020*, as attached;**
2. **In accordance with section 60(4) of the *Local Government Act 2020*, endorses the following process of community engagement with respect to the review of the draft Governance Rules:**
 - a) **publication of a notice on Council’s website and social media sites which invites submissions from members of the public in respect of the draft Governance Rules within 14 days from the date of publication of the notice;**
 - b) **give consideration of all submissions received.**
3. **Authorise the Chief Executive Officer to take such steps as are necessary to give effect to this Resolution; and**
4. **Note that a report will be presented to Council in July 2024 to consider the adoption of the final Governance Rules.**

Executive Summary

In accordance with the *Local Government Act 2020*, the Governance Rules were adopted on 18 August 2020. The Governance Team have undertaken a review of the Governance Rules in line with the 2024 General Election, marking 4 years since their adoption.

This report seeks endorsement to release the draft Governance Rules for public consultation for a period of two weeks (14 days). 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

The experiences in the application of Governance Rules for the past four years prompted necessity of some amendments to be made to the Governance Rules. Accordingly, the revised draft Governance Rules are attached and include proposed additions, alterations and some deletions.

Key changes include the following:

- Introduction of the appointment of an Acting Mayor in the event the Mayor and Deputy Mayor are unable to perform their duties.
- Improved clarity regarding Councillor attendance at virtual / hybrid meetings.
- Directions where a quorum cannot be maintained due to a conflict of interest.
- Reintroduction of alterations.
- The introduction of subject matter experts to consider Notices of Motion that may present high or extreme risks to the organisation.
- Improved clarity around the submission and acceptance of petitions, specifically in electronic form.
- Inclusion of obligations regarding Conflicts of Interest.

In addition to the above, minor amendments are recommended to correct anomalies throughout the document including grammar, formatting, consistency with numbering and other edits to text. The document has also deleted the use of gender specific terminology and included gender neutral language throughout. The revised Governance Rules (as attached) will be subject to a community consultation process, following which Council will consider any feedback received prior to adopting the final Rules in July 2024. The amendments made to the Rules strive towards meeting the principles of good governance, accountability and transparency in Council's decision-making framework and aims to build community confidence.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

The Council provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council. Community consultation is a key to good governance and transparency in Council's decision making.

Risk Management

There have been no risks identified in relation to the adoption of this document.

Policy Considerations

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

- Live Streaming and Publishing Recordings of Council and Delegated Committee Meetings
- Public Transparency Policy
- Councillor Resources and Facilities Policy
- Conflict of Interest Policy

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

Adoption of the Governance Rules and Election Period Policy will ensure Council meets its legislative requirements under the Act.

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no economic impacts associated with this report.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment was not conducted. This policy does not meet the criteria to require an assessment.

Consultation

Internal consultation has occurred throughout the review of these Governance Rules.

Once endorsed, the document will be made available for public consultation prior to consideration for adoption at a future Council Meeting.

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 links to the Greater Shepparton 2030 Strategy.

Conclusion

Endorsement of the draft Governance Rules for community consultation will ensure Council takes action to meet its requirements under the *Local Government Act 2020*.

Attachments

1. Governance Rules 2024 [11.2.1 - 58 pages]

11.3 Quarter 3 Forecast Review 2023/2024

| | |
|-------------|----------------------------------|
| Author | Team Leader - Financial Analysis |
| 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 endorse the 2023/2024 Quarter 3 Forecast Review, as attached.

Executive Summary

This report presents the Quarter 3 (Q3) forecast financial performance for the 2023/2024 financial year, compared to the 2023/2024 Adopted Budget and the Q2 Adopted Forecast Review.

Report Detail

The 2023/2024 Budget was adopted at the Ordinary Council Meeting held on 20 June 2023.

The Quarter 3 budget review process involved Managers reviewing the Quarter 2 forecast for their departmental areas compared to actual income and expenditure. Managers have updated forecasts to reflect the expected end of year result. This review is then confirmed by Executive and the review is submitted to Council for consideration.

The attached 2023/2024 Quarter 3 Forecast Review presents Councils revised budget forecasts based on current operating conditions. The attachment provides commentary on changes to the budgeted forecast variances and year-to-date (YTD) variances.

Operating Position

The March 2024 YTD budget performance and projected adjusted underlying result are reflected in the income statement within the attachment.

The YTD adjusted underlying surplus of \$8.58 million is on track compared to the YTD Q2 Adopted Forecast. Materials and services expenditure is \$1.66m greater than the YTD Q2 Adopted Forecast due to increased FOGO disposal costs, and the timing of the SAM Ltd contribution payment and software purchases. This unfavourable YTD variance has been mostly offset by smaller favourable variances in operating revenue, resulting in a \$234,000 net unfavourable YTD result.

The Q3 Forecast Review projected full year adjusted underlying deficit of \$21.21 million is slightly favourable compared to the Q2 Adopted Forecast Review. Despite a further reduction to the user fees projected full year income, savings in employee costs due to vacancies has resulted in a \$553,000 net favourable variance to the projected full year adjusted underlying result.

The Q3 Forecast Review projected full year adjusted underlying deficit of \$21.21 million is impacted by the Federal Financial Assistance Grants that relate to the current financial year but were received as income in 2022/2023. When the impact of this early receipt is removed the projected full year deficit is \$4.9 million (refer to the “Operating Result” as shown within the attached). This deficit position continues to reflect the challenges Council faces in sustainable delivery of services that the community value and need.

Capital Works Statement

The YTD capital works expenditure of \$30.34 million is \$1.73 million less than the YTD Q2 Adopted Forecast. This variance is largely attributed to Motor Vehicles and Plant Renewals, where delivery of plant items has been delayed and due to the re-budget of the light fleet use vehicles into the 2024/2025 financial year, and landfill compactor to the 2025/2026 financial year.

The Q3 Forecast Review projected full year capital expenditure has reduced by \$3.54 million compared to the Q2 Adopted Forecast Review. Including the re-budget for the landfill compactor and private use vehicles, other re-budgets identified include:

- Margaret Street Pump Station Upgrade
- Tatura Park Western Oval Lighting Upgrade
- Midland Highway to Carroll Road – Drainage
- Marlboro Precinct – Drainage and Wetland
- Katandra West Hall Landscaping

Refer to the Notes to the Capital Works Detail for further details on increases/decreases to the capital works full year forecast.

Balance Sheet

Council has adopted the liquidity ratio (current assets as a percentage of current liabilities) as a measure of financial sustainability.

The current liquidity ratio of 231% is impacted by the rates receivable balance, which will reduce toward the end of the year as Council receipts rate revenue and expends funds on services and infrastructure.

The 2023/2024 ending liquidity at the Q2 Adopted Forecast was projected to be 155%. Due to movements in the Capital Works program, the Q3 Forecast Review 2023/2024 projected ending liquidity has increased to 161% which is within the desired range.

The 2023/2024 Adopted Budget and 2021-2031 Financial Plan indicate future challenges in maintaining liquidity at the required level. Continued focus on financial sustainability through reviews of services, reduction of operating expenditure, increases to revenue and prioritisation of renewal ahead of new assets is required.

Environmental Upgrade Agreements – Quarterly Statements

No new environmental upgrade agreements have been entered into this quarter.

There are currently six environmental upgrade charges in operation with a total value of \$3,751,477.69. Charges due this year total \$472,086.24, plus arrears \$60,425.84 and interest \$38,399.28. Total payments of \$117,995.29 fell due this quarter, with \$114,834.84 being paid.

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

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|------------|-------------|--------|--|
| Poor performance against budget. | Possible | Moderate | Medium | Regular monitoring and reporting of performance against budget and forecast variances. |
| Deterioration of Council's financial position against the adopted Financial Plan, resulting in diminished ability to achieve and maintain financial sustainability, as measured by the adjusted underlying operating result, liquidity and renewal and upgrade of assets. | Possible | Moderate | Medium | Linkage of budget setting and performance to the adopted Financial Plan. |

Policy Considerations

The Quarter 3 Forecast Review has been prepared in accordance with accounting policies, Council's Budget Management Operational Policy and the 2021-2031 Financial Plan.

Financial Implications

The financial implications associated with this report are detailed in the attached 2023/2024 Quarter 3 Forecast Review report.

Legal/Statutory Implications

Section 101 of the Local Government Act 2020 provides that Council maintains 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.

Environmental/Sustainability Impacts

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

Social Implications

No social implications have been identified in relation to this report.

Economic Impacts

No economic impacts have been identified in relation to this report.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment was not conducted. The quarterly budget report does not meet the criteria to require an assessment

Consultation

External consultation has not occurred regarding the contents of this report. Consultation, however, has and will take place on certain specific items within the budget as and when appropriate.

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 links to the Greater Shepparton 2030 Strategy.

b) Other strategic links

- 2021-2031 Financial Plan

Conclusion

This report presents the Quarter 3 forecast financial performance for the 2023/2024 financial year, compared to the 2023/2024 Adopted Budget and the Q2 Adopted Forecast Review.

Attachments

1. March 2024 Q 3 Forecast Review and Council Monthly Financial Statements [11.3.1 - 23 pages]

12 Sustainable Development Directorate

12.1 Tallygaroopna Flood Scoping Study

| | |
|-------------|----------------------------------|
| Author | Team Leader Strategic Planning |
| 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;

- 1. accept and note the Tallygaroopna Flood Scoping Study (Final Report, February 2024), as attached; and**
- 2. release the Tallygaroopna Flood Scoping Study (Final Report, February 2024) for public consultation.**

Executive Summary

Council received funding to undertake a flood scoping study for Tallygaroopna in 2023. The flood study was project managed by staff from Council, Goulburn Broken Catchment Management Authority (GBCMA) and State Emergency Service (SES).

This study involved significant engagement with the community which was integral to the findings within the attached flood scoping study.

The study has confirmed that there is likely to be 1% AEP above floor flooding at Tallygaroopna. The flooding should however be relatively benign with 1% AEP depths and velocities generally limited to 0.25 m and 0.3 m/s, respectively.

The study provides Greater Shepparton City Council with the following recommended future actions:

- Include a LSIO in the planning scheme to reflect the findings of the report.
- Impose minimum floor level controls to development in Tallygaroopna – 300 mm above the 1% AEP flood height
- Update the GSCC Municipal Flood Management Plan to reflect the finding of the study
- Update Council's Emergency Plan to reflect the findings of the study
- Work with the GBCMA to formalise a trigger height for the control of inlet gates on Congupna Creek using a newly installed creek flood height gauge.
- Undertake a flood study followed by a floodplain risk management study utilising hydraulic modelling in the longer term.

Report Detail

Tallygaroopna has been affected by flooding in 1919, 1939, 1956, 1974, 1993 and 2012, yet there are currently no flood overlays in the planning scheme for the town. The GBCMA 2018 - 2028 strategy recommends that improved mapping be prepared for Tallygaroopna in the short term, with subsequent consideration to be given to a possible detailed modelling-based flood study to assess flood mitigation measures.

The first step to improve flood mapping involves the completion of a flood scoping study. Council received funding to undertake a flood scoping study for Tallygaroopna in 2023. The flood study was project managed by staff from Council, GBCMA and SES. The land involved in the flood study is depicted below (Tallygaroopna Catchment Area (study area)).

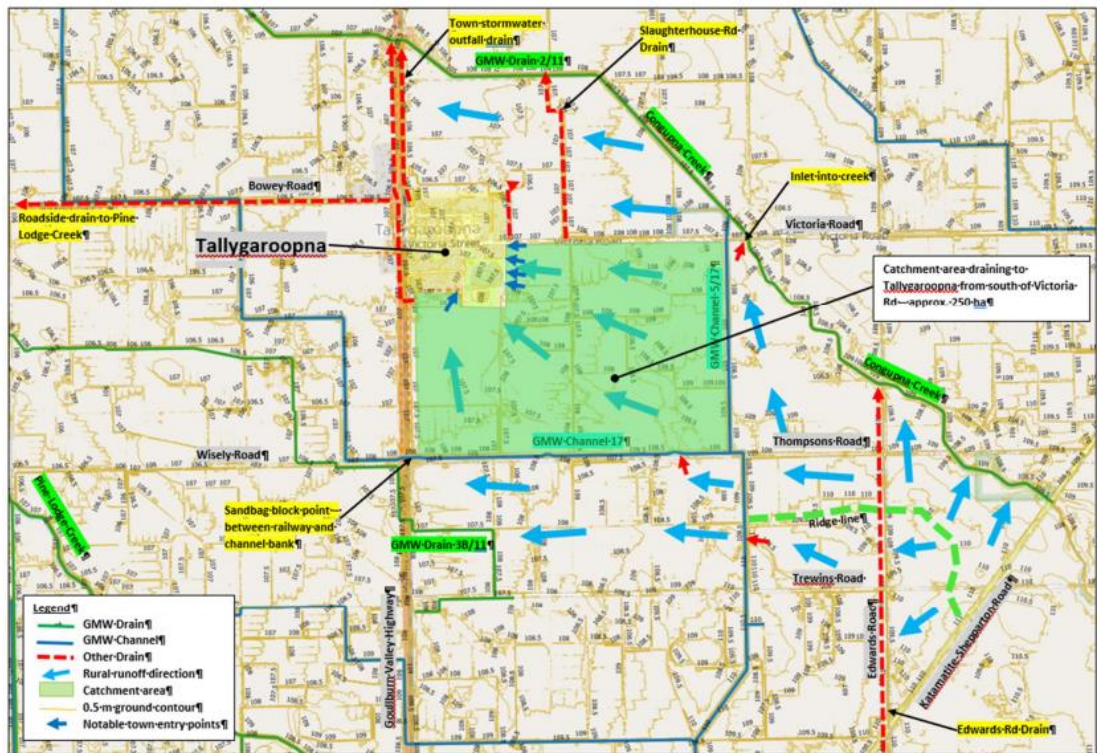


Image: Tallygaroopna Catchment Area (study area)

The consultants commissioned to undertake this flood study engaged with the community to obtain information about previous floods including individual experiences often verified by photos and flood lines on private properties. To determine the findings within the flood scoping study Lidar data obtained from the State Government program as well as flood imagery was used to verify this historical local knowledge.

Any developments or infrastructure works which may change flood impacts were considered as part of the assessment. This includes flood mitigation works undertaken by Council after the March 2012 flood event which include:

- upgrades to the stormwater drainage system upgrades
- raised height of the channel bank
- new culvert at Victoria Road / Slaughterhouse Road.

Council staff undertake regular programmed maintenance in the form of clearing and repairs to the drainage network as identified via six monthly inspections or in response to notification of blockages or issues raised by community members.

Predicted thresholds and impacts

The information obtained as part of the study provides anticipated impacts on defined rainfall event volumes in Tallygaroopna.

| | |
|--------|---|
| 50 mm | described as not likely to cause any significant flooding in the area |
| 75 mm | may cause water to reach the top of creek banks, come up through drains in streets, cover local roads, and inundate property grounds and outbuildings |
| 125 mm | may cause overbank flooding, threaten buildings, require evacuation in some areas and cover main roads |
| 150 mm | may threaten to flood houses and businesses, require many evacuations, result in isolation, disrupt major roads and transport routes |
| 200 mm | likely to result in widespread flooding similar to 2012 event. |

Study Outcomes

The key finding of the scoping study was confirmation that *“there is likely to be 1% AEP above floor flooding at Tallygaroopna. The flooding should however be relatively benign with 1% AEP depths and velocities generally limited to 0.25 m and 0.3 m/s, respectively.”*

Potential future infrastructure mitigation measures which could be undertaken in Tallygaroopna include:

- Improvement of the south side bypass drain.
- Allowance for additional rural runoff from south of Victoria Road to discharge into the Slaughterhouse Road diversion drain.
- Upgrades to the existing railway and highway cross drainage structures.

The report highlighted the importance for Greater Shepparton City Council, G-MW and VicTrack to each undertake ongoing flood drainage management activities to ensure that flooding impacts are minimised.

The study provides Council with the following recommended future actions:

- Include a LSIO in the planning scheme to reflect the findings of the report
- Impose minimum floor level controls to development in Tallygaroopna – 300 mm above the 1% AEP flood height
- Update the GSCC Municipal Flood Management Plan to reflect the finding of the study
- Update Council’s Emergency Plan to reflect the findings of the study
- Work with the GBCMA to formalise a trigger height for the control of inlet gates on Congupna Creek using a newly installed creek flood height gauge.
- A flood study followed by a floodplain risk management study utilising hydraulic modelling in the longer term.

The study recommends that future updates by the SES of the ‘Local Flood Guide – Tallygaroopna’ reflect the relevant findings of the report.

Council Plan/Key Strategic Activity

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.

5.5 Council commits to working with our community to deliver climate safe future.

5.9 Drive climate change mitigation and adaptation.

Risk Management

The noting of the report will not change the existing flood risk for Tallygaroopna.

The actions taken in response to the findings will help mitigate flood impacts on the community and contribute to the adaptation of the town's infrastructure to the changing climate.

Policy Considerations

Asset Management Policy – the study findings highlighted the importance of good ongoing maintenance of stormwater infrastructure within Tallygaroopna to mitigate the impacts of flood. The information provided in the report will inform any review of service levels for infrastructure maintenance within Tallygaroopna.

Community Engagement Policy – The Tallygaroopna community were engaged as part of the development of the scoping study in accordance with the Council's community engagement policy. The information and experiences provided by community were a core component to the outcomes and findings of the report.

Financial Implications

This study was funded through an Emergency Management Victoria (EMV) grant of \$50,000. The GBCMA and Council each contributed \$7,500. The cost of undertaking the flood study was less than was received through funding. As outline above the report identifies several medium and long term actions. It is hoped that the remaining funding can be utilised for this purpose.

Conversations with EMV are being undertaken to ascertain whether the remaining funds can be directed to funding these actions or repurposed for alternative flood related projects.

Any further studies and works may be funded through future grants.

Legal/Statutory Implications

The report highlights Council's responsibility for ongoing maintenance of Tallygaroopna's stormwater system.

Environmental/Sustainability Impacts

The study provides an overview of existing environmental impacts. The recommendations within the report will help provide flood mitigation measures and ensure development has reduced flood risk.

Social Implications

The study has provided the opportunity for the community to have a conversation about the impact of storms in Tallygaroopna and will enable people to plan and respond to future storm events.

Economic Impacts

The study is not considered to be something which will have any economic impacts.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment was not conducted.

Consultation

The development of the flood study involved considerable consultation with the community.

The consultation process included the formation of a Community Reference Group, community drop-in session and survey.

The Community Reference Group met on two occasions in Tallygaroopna and had the following membership:

- Greater Shepparton City Council – two members
- Goulburn Broken Catchment Management Authority – one member
- VICSES – one member
- Goulburn-Murray Water – two members
- Regional Transport – one member
- Community residents - five members

There was a community drop-in session on 14 June 2023 at the Tallygaroopna Soldier's Memorial Hall.

Surveys were sent to all occupied properties in Tallygaroopna. Twenty completed surveys were received.

The draft report was provided to the Community Reference Group and no changes were requested.

Future Steps

The final report will be put out for public consultation, including placing a notice in the paper and sending out letter to owners in the impacted areas.

The final report and comments from this consultation process will be provided to Council for consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

ENVIRONMENT: Conservation and enhancement of significant natural environments and cultural heritage Floodplain Management.

Objective 1.

To recognise the constraints of the floodplain on the use and development of land and minimise the future economic impacts of flooding.

Strategies

1.3 Ensure that planning decisions and approval of development plans have regard to the goals and priorities of the Goulburn-Broken Catchment Management RCS.

1.4 Ensure that all new developments maintain the free passage and temporary storage of floodwater, minimises flood damage, is compatible with flood hazard and local drainage conditions, and minimises soil erosion, sedimentation and silting and has a neutral impact up and down stream.

1.5 Promote increased community awareness of floodplain management with the advance community flood warning system.

b) Other strategic links

- GMCMA 2018 - 2028 strategy

Conclusion

The development of this flood scoping study increased public awareness of the impact of storm events and flooding within the Tallygaroopna community. The study has defined thresholds and the impacts on residences within Tallygaroopna which will improve emergency response management.

The report provides Council with flood mitigation recommendations including:

- Implementation of improvement of the South Side Bypass Drain.
- Allowance for additional rural runoff from south of Victoria Road to discharge into the Slaughterhouse Road Diversion Drain.
- Upgrades to the existing railway and highway cross drainage structures.
- Inclusion of a LSIO in the planning scheme to reflect the findings of the report.
- Imposing minimum floor level controls to development in Tallygaroopna – 300 mm above the 1% AEP flood height
- Updating the GSCC Municipal Flood Management Plan to reflect the findings of the study
- Updating Council's Emergency Plan to reflect the findings of the study
- Working with the GBCMA to formalise a trigger height for the control of inlet gates on Congupna Creek using a newly installed creek flood height gauge.
- Undertaking a flood study followed by a floodplain risk management study utilising hydraulic modelling in the longer term.

Attachments

1. Tallygaroopna Flood Scoping Study Final Report February 2024 [12.1.1 - 80 pages]

12.2 Katandra West Flood Scoping Study

| | |
|-------------|----------------------------------|
| Author | Team Leader Strategic Planning |
| 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:

- 1. accept and note the Katandra West Flood Scoping Study (Final Report, May 2023), as attached; and**
- 2. release the Katandra West Flood Scoping Study (Final Report, May 2023) for public consultation.**

Executive Summary

Katandra West has been affected by flooding in 1919, 1939, 1956, 1974, 1993 and 2012. The Goulburn Broken Catchment Management Authority (GBCMA) 2018 - 2028 strategy recommended a flood scoping study be undertaken for Katandra West.

The 2012 storm event is considered to be the most severe. No houses are known to have flooded to above floor level in this event. Therefore, the flood risks to existing development at Katandra West township can be described as low.

The Goulburn Broken Catchment Management Authority (GBCMA) 2018 - 2028 strategy recommended a flood scoping study be undertaken for Katandra West. The 2018 - 2028 Strategy notes that there are currently no flood overlays at Katandra West despite the occurrence of significant flooding in 2012.

In summary the scoping study was commissioned to:

- Investigate the nature of flooding conditions at the Katandra West township by reviewing all the available data and consulting with the community regarding past observations and impacts.
- Preparation of rudimentary flood mapping for the township area using the available data.
- Documentation of the flood impacts / risks to existing development.
- Ascertain and make recommendations as to whether a detailed flood modelling and mitigation study is required for the Katandra West Township.

A main recommendation from the scoping study is to improve flood mapping for Katandra West.

Report Detail

Katandra West has been affected by flooding in 1919, 1939, 1956, 1974, 1993 and 2012.



Figure 1: Katandra West study area - March 2012 Interpolated Flood Height Contours

The flood study was project managed by staff from Council, the GBCMA and SES. The land involved in the flood study is depicted in figure 1 above.

The consultants commissioned to undertake this flood study engaged with the community to obtain information about previous floods including individual experiences often verified by photos and flood lines on private properties. To determine the findings within the flood scoping study Lidar data obtained from the State Government program as well as flood imagery was used to verify this historical local knowledge.

Council staff undertake regular programmed maintenance in the form of clearing and repairs of the drainage network as identified via six monthly inspections or in response to notification of blockages or issues raised by community members.

Study Outcomes

The findings in the report found that the 2012 flood was the most severe. The impact of this event was likely exacerbated by infrastructure failing during the event. No houses are known to have flooded to above floor level in this event. Therefore, the flood risks to existing development at the Katandra West Township can be described as low.

The scoping study does not recommend further flood studies or floodplain risk management studies be undertaken. The study finds no flood mitigation measures are required for Katandra West.

The report highlighted the importance for Greater Shepparton City Council and Goulburn-Murray Water to undertake ongoing flood drainage management activities.

It is recommended that the areas inundated in 2012 be included in the Land Subject to Inundation Overlay within the Greater Shepparton Planning Scheme.

The study recommends that future updates by the SES of the 'Local Flood Guide – Katandra West' and GSCC Flood Emergency Plan reflect the relevant findings of the report.

Council Plan/Key Strategic Activity

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.

5.5 Council commits to working with our community to deliver climate safe future.

5.9 Drive climate change mitigation and adaptation.

Risk Management

The noting of the report will not change the existing flood risk for Katandra West.

The actions taken in response to the findings will help mitigate flood impacts on the community and contribute to the adaptation of the town's infrastructure to the changing climate.

Policy Considerations

Asset Management Policy – the study findings highlighted the importance of good ongoing maintenance of stormwater infrastructure within Katandra West to reduce the likelihood of storm events leading to flooding.

Community Engagement Policy – the Katandra West community were engaged as part of the development of the scoping study in accordance with the Council's community engagement policy.

Financial Implications

The Flood Scoping study does not recommend any actions which require additional funding.

Legal/Statutory Implications

The report highlights Council's responsibility to provide ongoing maintenance of the Katandra West stormwater system.

The study provides an overview of existing environmental (flood/storm surges) impacts.

Social Implications

The study has provided the opportunity for the community to have a conversation about the impact of storms in Katandra West and will enable people to plan and respond to future storm events.

Economic Impacts

A review of the funding stream and cost is currently being undertaken. These figures will be provided at the Council briefing.

The Flood Scoping study report did not provide recommendations which will require significant funding for future projects.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIAs to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020. The following determination was made by officers.

A Gender Impact Assessment was not conducted.

Consultation

The development of the flood study involved considerable consultation with the community.

The consultation process included the formation of a Community Reference Group, community drop-in session and survey.

The Community Reference Group met on two occasions in Katandra West and had the following membership:

- Greater Shepparton City Council – two members
- Goulburn Broken Catchment Management Authority – two members
- VICSES – one member
- Goulburn-Murray Water – two members
- Regional Transport – one member
- Community residents – seven members

There was a community drop-in session on 14 September 2022.

Surveys were sent to all occupied properties in Katandra West. Twelve completed surveys were received.

The draft report was provided to the Community Reference Group and no changes were requested.

Future Steps

The final report will be put out for public consultation, including placing a notice in the paper and sending out letter to owners in the impacted areas.

The final report and comments from this consultation process will be provided to Council for consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

ENVIRONMENT: Conservation and enhancement of significant natural environments and cultural heritage Floodplain Management.

Objective 1.

To recognise the constraints of the floodplain on the use and development of land and minimise the future economic impacts of flooding.

Strategies

1.3 Ensure that planning decisions and approval of development plans have regard to the goals and priorities of the Goulburn-Broken Catchment Management RCS.

1.4 Ensure that all new developments maintain the free passage and temporary storage of floodwater, minimises flood damage, is compatible with flood hazard and local drainage conditions, and minimises soil erosion, sedimentation and silting and has a neutral impact up and down stream.

1.5 Promote increased community awareness of floodplain management with the advance community flood warning system.

b) Other strategic links

- GBCMA 2018 - 2028 strategy

The development of the flood scoping study increased public awareness of the impact of storm events on flooding within the Katandra West.

The findings in the report found that the flood risks to existing development at Katandra West Township can be described as low.

The report highlighted the importance for Greater Shepparton City Council and G-MW to undertake ongoing flood drainage management activities.

Additionally, the study provides Greater Shepparton City Council with the following recommended future actions:

- Include a LSIO in the planning scheme to reflect the findings of the report.
- Update the GSCC Municipal Emergency Management Plan to reflect the finding of the study.

Conclusion

The development of this flood scoping study increased public awareness of the impact of storm events and flooding within the Katandra West community. The study has defined thresholds and identify areas inundated within Katandra West which will improve emergency response management.

The scoping study concluded that detailed flood modelling and mitigation study is not required for the Katandra West township.

Attachments

1. Katandra West Flood Scoping Study - Final Report May 2023 [12.2.1 - 62 pages]

12.3 Building Staffing Services Agreement

| | |
|-------------|---|
| Author | Manager - Building, Planning and Compliance |
| 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. Award contract number 2360 – Building Staffing Services Agreement to GVOSS Pty Ltd.**
- 2. Note that the initial contract term is for two (2) years with the option to extend the term for three (3) periods of one (1) year each. The estimated contract value for year one is \$718,167 (excl GST). Over a five (5) year period is approximately \$3.6 million (excl GST).**
- 3. Authorise the Chief Executive Officer to enter negotiations and execute the contract documents as required and approve any contract extensions as deemed appropriate.**

Executive Summary

This contract is to establish a Building Staffing Services Agreement.

The purpose of the contract is to address the chronic and systemic staff vacancies within the Building Department. The contract was initiated after many failed recruitment processes. The inability to recruit staff also reflects the critical shortage of registered building practitioners across the state.

The Building Department currently has two (2) staff (MBS and Building Officer) with four (4) vacant positions. This contract will provide services for the Deputy Municipal Building Surveyor, Senior Building Surveyor and Building Inspector positions.

The services will provide staff to process building permits, undertake building inspections report and consents, building advice and undertake compliance inspections and essential safety measure inspections.

All positions through this contract will provide for at least 3 days per week onsite. This will enhance responsiveness and customer service.

This contract is for an initial term of two (2) years with the option to extend the term for three (3) periods of one (1) year each at Council’s discretion.

Council advertised the provision of Building Staffing Services Agreement Contract via Tendersearch, Shepparton News and The Age newspaper and received one tender submission.

The evaluation panel also sought further clarification from the tenderer in relation to increasing onsite hours.

Following final evaluation, the tender evaluation panel recommends that GVOSS Pty Ltd be appointed.

The tender pricing 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 Building Staffing Services Agreement Contract.

The contract was advertised from the 12th of January 2024 until the 7th of February 2024.

This contract will provide Council with staff to fill vacant positions within the Building Department and enable the Council to meet its statutory obligations.

Council's obligations are under the *Building Act* 1983 and Regulations. The staff provided under this contract will also be responsible for (amongst other things) the assessment, issue, and inspection of Building permits.

This contract is for a period of two (2) years with the option of three (3) one (1) year extensions at Council’s discretion.

Tenders

Tenders were received from one tenderer GVOSS Pty Ltd.

Tender Evaluation

Tenders were evaluated by:

| Title | Department |
|---|-----------------------------------|
| Manager Building, Planning and Compliance | Building, Planning and Compliance |
| Municipal Building Surveyor | Building, Planning and Compliance |
| Manager People and Development | People and Development |

Evaluation Criteria

Tenders were evaluated on the following criteria:

| Evaluation Criteria | Weighting |
|------------------------------------|-----------|
| Price | 40% |
| Relevant experience and capability | 40% |
| Environmental sustainability | 10% |
| Benefit to local region | 10% |

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.

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.

4.10 Progress housing and business development opportunities.

Risk Management

No risks were identified after the evaluation process was completed.

There is a considerable risk to Council in not awarding this contract. The Building Department will continue to be unable to fulfil its statutory and legal responsibilities.

Further risks are prevalent in the Building Department not being able to provide the appropriate level of service which has reputational as well as financial risks in not generating the income from building permits.

Policy Considerations

There are no conflicts with Council Policy.

Financial Implications

There are currently four vacant positions within the Building Department. Currently, the Deputy MBS role is filled one day per week by a casual staff member.

The budget for the four positions is approximately \$530,000 including oncosts. It is difficult to estimate what the actual cost of salaries would be if all four vacant positions were filled. This is because, the genuine cost of salaries, given the chronic and critical shortage of qualified, registered building staff, has seen market forces drive up salaries significantly.

The annual expenditure for the Building Staffing Services Agreement is approximately \$720,000. Over the term (potentially five years) of this contract including the extensions it is expected that expenditure will be in the order of \$3.6 million (excl GST).

The contract costs will be offset by subsequent reductions in the Council labour budget (as above) and some reduction in external labour used to fill vacancies, noting that one position will remain vacant.

It should be also noted however, that the lack of staff within the building department has seen the income from building permits reduce significantly, as Council is unable to provide a timely service that also meets the expectations of the building industry.

The table below shows the income for building across the five-year period. Building income does fluctuate given the strength or softening of the economy, however, income does continue to decrease with inability to provide an effective building service.

| 2023/2024 Current Budget | 2022/2023 Full Year Actuals | 2021/2022 Full Year Actuals | 2020/2021 Full Year Actuals | 2019/2020 Full Year Actuals | 2018/2019 Full Year Actuals |
|--------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| (576,500) | (671,296) | (855,292) | (1,036,220) | (911,639) | (733,371) |

Legal/Statutory Implications

The tender process has been carried out according to the requirements of Section 109 of the *Local Government Act 2020* and based on legal advice.

At this state, the Council has its own staff shortages and therefore collaboration with other Council was not pursued. It is possible however, that the Council, could in future, offer a permit service to other neighbouring Councils that are also experiencing chronic staffing shortages. This could be, following thorough analysis, a potential additional source of revenue for the Council.

Additionally, the Council does not currently have the resources or capacity within the Building Department to meet its statutory and regulatory responsibilities. Consequently, this has several legal and statutory implications, as well as increased risk exposure to the Council. The award of this contract addresses the deficiencies in resources and capacity.

Environmental/Sustainability Impacts

No environmental/sustainability impacts have been identified within this report.

Social Implications

No social impacts have been identified because of this recommendation.

Economic Impacts

Tenderer has stated that the contractor will be using local accommodation and meals.

However, there are broader economic impacts from the award of this contract in providing an improved service to the building and development industry which will provide a timelier service and therefore reduce costs and delays on the industry.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIAs to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- There are no links to the Greater Shepparton 2030 Strategy

Conclusion

The evaluation panel is satisfied that GVOSS P/L have the required experience and capability to carry out the requirements of the contract and be appointed to provide the Building Staffing Services Agreement for the initial two (2) year contract term.

Attachments

Nil

12.4 Lease of Land to Kids Under Cover to Realise a Village 21 Development

| | |
|-------------|---|
| Author | Manager - Building, Planning and Compliance |
| Approved by | Director Sustainable Development |
| 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, having previously undertaken a community engagement process in accordance with Section 115 of the *Local Government Act 2020*:

- 1. revise the leasing term of Council-owned land at 20-22 Perrivale Drive, Shepparton to Kids Under Cover for a term of 20 years at a peppercorn rental (of \$1.00 per annum plus GST) to realise a Village 21; and**
- 2. authorise the Chief Executive Officer to negotiate and enter into an Agreement for Lease with Kids Under Cover to realise a Village 21.**

Executive Summary

At the Council Meeting held on 20 September 2022, Council resolved, amongst other things, to commence a community engagement process in accordance with *Section 115 of the Local Government Act 2020* and the *Greater Shepparton City Council Community Engagement Policy 2021* regarding the proposed lease of the land at 20-22 Perrivale Drive, Shepparton.

Community consultation commenced on 3 October 2022 and was subsequently extended until 28 November 2022. Council received one early submission, 19 submissions and three verbal presentations during the consultation period.

Following the consideration of all submissions, on the 20th of December 2022, the Council resolved the following;

**Moved by Cr Spinks
Seconded by Cr Adem**

That the Council, having undertaken a community engagement process in accordance with Section 115 of the *Local Government Act 2020*:

- 1. receive and note the contents of the submissions received or heard and Council officers' responses outlined in the *Conversation Report – Proposed lease of land at 20-22 Perrivale Drive, Shepparton December 2022*, as attached;**
- 2. endorse the leasing of Council-owned land at 20-22 Perrivale Drive, Shepparton to Kids Under Cover for a term of 10 years at a peppercorn rental of \$1.00 per annum (excluding GST) with a single option to renew to realise a Village 21;**
- 3. authorise the Chief Executive Officer to negotiate and enter into an Agreement for Lease and Lease with Kids Under Cover to realise a Village 21, provided further that Kids Under Cover provides evidence of funding for its proposal before 31 December 2023;**
- 4. inform all submitters of Council's decision in relation to this matter; and**
- 5. keep submitters informed in relation to the announcement of any future funding to realise this project.**

CARRIED UNOPPOSED

Since the Council decision, the lease has been progressed in accordance with point 3 of the resolution.

Russell Kennedy, acting on behalf of Council has also been negotiating the terms of the lease agreement.

As part of the negotiations, Kids Under Cover (KUC) have advised that following a meeting with Homes for Victoria, Home Vic has advised that they will not accept lease terms under 20 years (even with options) and that the lease term needs to be 20 years + potential options in accordance with their funding agreement.

Consequentially, this report recommends that the Council agree to a revised lease term of 20 years, so that the project can progress.

Report Detail

In June 2018, the *Planning and Environment Act 1987* (the Act) 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* (the Affordable Housing Strategy) at the Council Meeting held in April 2020. The Affordable Housing 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 (2,716 households), and overall rental affordability decreased by 10% between 2008 and 2018.

Up to 2020, the Affordable Housing Strategy found that despite some allocations under several 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 exceeded those available.

The Affordable Housing 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 Affordable Housing 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 Affordable Housing Strategy.

Kids Under Cover is a not-for-profit organisation focused on delivering the unique combination of studio accommodation and education scholarships as a practical and proven strategy in preventing youth homelessness. Kids Under Cover recently launched the Village 21 Model, an innovative model seeking to assist at-risk young people to successfully transition to independent living from out of home care.

Council officers proposed several potential site options and lots that may be suitable given the requirements described by Kids Under Cover: 4 Deane Court, Shepparton was the preferred lot. On 24 February 2022, Kids Under Cover confirmed it required assistance from Council and stated that its preference was 4 Deane Court, Shepparton.

The proposal would enable the construction of accommodation and implementation of a support program for six young people between the ages of 18-21 who have recently exited foster care. The Village 21 Model provides a communal building containing a kitchen, living room and laundry, three two-bedroom studios with a bathroom and two one-bedroom studios for live-in mentors, and a communal BBQ area. Kids Under Cover would be responsible for the maintenance of the buildings on site and their eventual removal at a future date.

After re-evaluating the suitability of the site and community consultation, Kids Under Cover has formally withdrawn its request to lease the land at 4 Deane Court, Shepparton and instead requested support to lease 20-22 Perrivale Drive, Shepparton.

Kids Under Cover and Council officers also explored alternative sites that may be more suitable for the Village 21 Program. Council officers recommended 20-22 Perrivale Drive, Shepparton as a more suitable location. Council officers considered this to be an effective way of realising Affordable Housing outcomes (see Figure One below). The site's size and ideal location within Shepparton will ensure excellent amenity for future residents, enabling them to be securely and appropriately housed. The land is identified as a 'reserve' for open space purposes. Given the size of the site and its unembellished nature, it is considered capable of accommodating the proposal and formalised open space as envisaged in the *Urban Forest Strategy 2017*.

Figure One: Location of 20-22 Perrivale Drive, Shepparton (the location is outlined and shaded in blue).



Consultation

At the Council Meeting held on 20 September 2022, Council resolved, amongst other things, to provide in-principle support for the preparation of any funding applications by Kids Under Cover to realise three two-bedroom studios for Affordable Housing purposes on 20-22 Perrivale Drive, Shepparton and to commence a community engagement process in accordance with *Section 115 of the Local Government Act 2020* and the *Greater Shepparton City Council Community Engagement Policy 2021*.

Community consultation commenced on Monday, 3 October 2022 and was subsequently extended until Monday, 28 November 2022. Council received one early submission, 19 submissions and three verbal presentations during the consultation period.

Submissions were invited via an online submission form, by email and by post and verbal briefings were delivered via online.

Council used multiple methods to engage with key stakeholders and the broader Greater Shepparton community during the additional community consultation phase, including:

- a letter to adjoining landowners and occupiers of land;
- a letter to relevant stakeholders and referral agencies;
- a media release, which attracted media attention from the Shepparton News;
- public notice in the Shepparton News on Friday, 4 November 2022; and
- an online submission portal on the 'Shaping Greater Shepp' website.

A range of common themes were identified in submissions, these were, in no particular order:

- crime and safety concerns;
- Greater Shepparton needs more housing for at risk youths;
- the site should be turned into a park/play space;
- proposed development is too dense;
- increased traffic congestion because of the development;
- impact on the value of surrounding properties;
- inappropriate location;
- impacts on surrounding residential properties; and
- nowhere to put bins for weekly collection.

A Conversation Report was prepared to summarise the submissions received and heard, and Council officers' responses to the themes raised.

Council considered the outcome of the consultation process relating to Council's intention to lease part of the Council-owned land to Kids Under Cover for a term of 10 years at a peppercorn rental to realise a Village 21.

After considering all submissions, Council officers recommended that Council resolve to lease the land at 20-22 Perrivale Drive, Shepparton to Kids Under Cover.

On the 20th of December 2022, the Council resolved to endorse the leasing of the land to KUC for the lease term as set out above.

However, as part of the lease negotiations, KUC have advised that Homes for Victoria will not support a short lease term of 10 years even with options to extend. A minimum lease term of 20 years is required in accordance with their funding agreement.

Council officers consider this to be a reasonable request and should be supported.

The amended lease term will facilitate the delivery of this much needed housing project.

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.
- 1.7 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.

- 2.4 Leave no one behind.
- 2.7 Address issues contributing to homelessness.
- 2.8 Support for families and children at all stages of their learning and development.
- 2.9 Community members are supported to achieve and sustain physical, emotional, and creative wellbeing.

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.

- 4.10 Progress housing and business development opportunities.

Risk Management

The recommendation will not result in any extreme risk to Council. However, failure to sell part of the land will bring considerable risk to Council in addressing the growing Affordable Housing crisis, undermine the implementation of the actions in the *Greater Shepparton Affordable Housing Strategy: Houses for People 2020 and Greater Shepparton City Council: Council Plan 2021-2025*, and Victorian government funding. As a result, there are high reputational risks to Council.

Policy Considerations

There are no conflicts with Council policies. The project follows the objectives and goals of the *Greater Shepparton Affordable Housing Strategy: Houses for People 2020* to increase Affordable Housing.

Financial Implications

The various transactional documents contemplated by the arrangements under the MoU will safeguard the Council's interests. The proposed Section 173 agreement will ensure that the obligation to use the newly constructed dwellings for the purposes of Affordable Housing will continue in perpetuity.

By partnering with Kids Under Cover, Council officers are also satisfied with Kids Under Cover Ltd's 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 Affordable Housing will continue in perpetuity.

Legal/Statutory Implications

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 115 of the *Local Government Act 2020*.

A community engagement process was undertaken from 3 October 2022 to 28 November 2022 in accordance with Section 115 of the *Local Government Act 2020* and the *Greater Shepparton City Council Community Engagement Policy 2021*.

Environmental/Sustainability Impacts

The development of the reserve at 20-22 Perrivale Drive, Shepparton will have minimal impacts on the environment. The land is identified as a 'reserve' for open space purposes. Given the size of the site and its unembellished nature, it is considered capable of accommodating the proposal and formalised open space as envisaged in the *Urban Forest Strategy 2017*.

Social Implications

The project has the potential to deliver significant social benefits to the community of Greater Shepparton. The proposal will provide accommodation for some of Greater Shepparton's most at-risk individuals and households through the realisation of much needed Affordable Housing.

Economic Impacts

The project has the potential to deliver significant economic benefits to the region and to the local youth at risk of homelessness.

The leasing of land to Kids Under Cover will create two full-time employment positions for approximately ten years for the live-in mentors and assist youth to enter the employment market.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIAs to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

Consultation

Council undertook community consultation for a period more than eight weeks between 3 October 2022 to 28 November 2022.

Methods of engagement included letterbox drops to surrounding landowners and occupiers to the proposed site, a consultation webpage on Council's Shaping Greater Shepparton website with an online submission form, a public notice, and a media release.

A total of one early submission, 19 submissions and three verbal presentations during the consultation period were received during the consultation process. The results of the community consultation and Council officers' response to the key themes raised are contained within Attachment One: *Conversation Report - Proposed lease of the land at 20-22 Perrivale Drive, Shepparton December 2022*.

Officers believe that appropriate consultation occurred, and the amendment to the lease term will not impact on the community.

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*; and
- *Shepparton & Mooroopna 2050: Regional City Growth Plan 2021*.

Conclusion

At the Council Meeting held on 20 September 2022, Council resolved, amongst other things, to provide in-principle support to lease land at 20-22 Perrivale Drive, Shepparton to Kids Under Cover and to undertake a community engagement process to understand the community's views on the proposal.

A community engagement process was undertaken from 3 October 2022 to 28 November 2022 in accordance with Section 115 of the *Local Government Act 2020* and the *Greater Shepparton City Council Community Engagement Policy 2021*.

After considering all submissions received or heard, Council officers recommended that Council resolve to lease the land at 20-22 Perrivale Drive, Shepparton to Kids Under Cover to realise a Village 21.

On the 20th of December 2022, the Council resolved (amongst other things) to endorse the leasing of the land to facilitate the KUC project.

The amendment to the lease term is required to allow KUC to meet their funding obligations. The additional lease term will make no material difference to the community but will enable the project to occur.

Attachments

Nil

12.5 Shepparton North Activity Centre Structure Plan

Author {position}
 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:

- 1. note that Amendment C245gshe to the Greater Shepparton Planning Scheme received 17 submissions, that these submissions and Amendment C245gshe were referred to an independent Planning Panel, and that the independent Planning Panel has now prepared a Panel Report which is dated 22 March 2024, as attached;**
- 2. adopt the Planning Panel’s recommendations as outlined in the Panel Report;**
- 3. adopt Amendment C245gshe to the Greater Shepparton Planning Scheme with changes as recommended in the Panel Report, in accordance with Section 29 of the *Planning and Environment Act 1987*; and**
- 4. in accordance with section 31 of the *Planning and Environment Act 1987*, submit Amendment C245gshe with changes to the Greater Shepparton Planning Scheme, as adopted, to the Minister for Planning for approval.**

Executive Summary

Amendment C245gshe (**Amendment**) proposes to rezone land within the Shepparton North Activity Centre (**SNAC**) to the Activity Centre Zone (Schedule 2) and introduce planning controls and policy into the planning scheme to implement the *Shepparton North Sub-Regional Activity Centre Structure Plan*.

The Shepparton North Sub-Regional Activity Centre Structure Plan functions as a guiding document to support Shepparton North’s future growth, and redevelopment of the existing under-developed and disconnected groups of land uses to become an integrated ‘activity centre’ with co-ordination and connectivity between sites.

The SNAC is an irregularly shaped precinct located on the east and west sided of the Numurkah Road/Goulburn Valley Highway generally to the north of Brauman Street on its west side, and Hawkins Street to its east side. The land includes the Shepparton Sports and Events Centre (SSEC) to the west and includes extensions along the Numurkah Road/Goulburn Valley Highway, north of Wanganui Road and south of Hawkins Street.

The Amendment was placed on exhibition from 14 November 2023 until 14 December 2023 and received 17 submissions. Council officers were unable to resolve all the submissions, so a panel was requested.

The Panel was held over a series of days from 26 February 2024 until the 5 March 2024. The panel report was received on 22 March 2024. The Panel supported the Amendment subject to several changes.

Council is now required under Part 3 of the *Planning and Environment Act 1987 (Act)* to consider the Panel Report. If Council resolves to adopt the Panel's recommendations and the Amendment with or without changes, following adoption the Amendment must be submitted to the Minister for Planning for approval.

Report Detail

The SNAC was identified in the Commercial Activity Centres Strategy, November 2015 (CACS) and, subsequently, designated a sub-regional activity centre in the retail hierarchy of the Greater Shepparton Planning Scheme.

In November 2021, Council engaged Mesh Liveable Urban Communities Pty Ltd (**Mesh**) to prepare a structure plan for Shepparton North.

The SNAC is an irregularly shaped precinct located on the east and west side of Numurkah Road/Goulburn Valley Highway, generally to the north of Brauman Street on its west side, and Hawkins Street on its east side. The land includes the Shepparton Sports and Events Centre (**SSEC**) to the west and includes extensions along Numurkah Road/Goulburn Valley Highway, north of Wanganui Road and south of Hawkins Street.

The Shepparton North Sub-Regional Activity Centre Structure Plan will guide the future development of the SNAC for predominantly retail and commercial purposes whilst also investigating the wider Shepparton North Area.

The Shepparton North Sub-Regional Activity Centre Structure Plan was adopted by Council on 21 March 2023. The Shepparton North Sub-Regional Activity Centre Structure Plan proposed the creation of an Activity Centre Zone with two retail nodes between Ford Road and Hawkins Street as depicted in Figure 1 below at Precincts 1 and 2. This will support the progressive transformation of Shepparton North into a fully functioning, integrated activity centre.

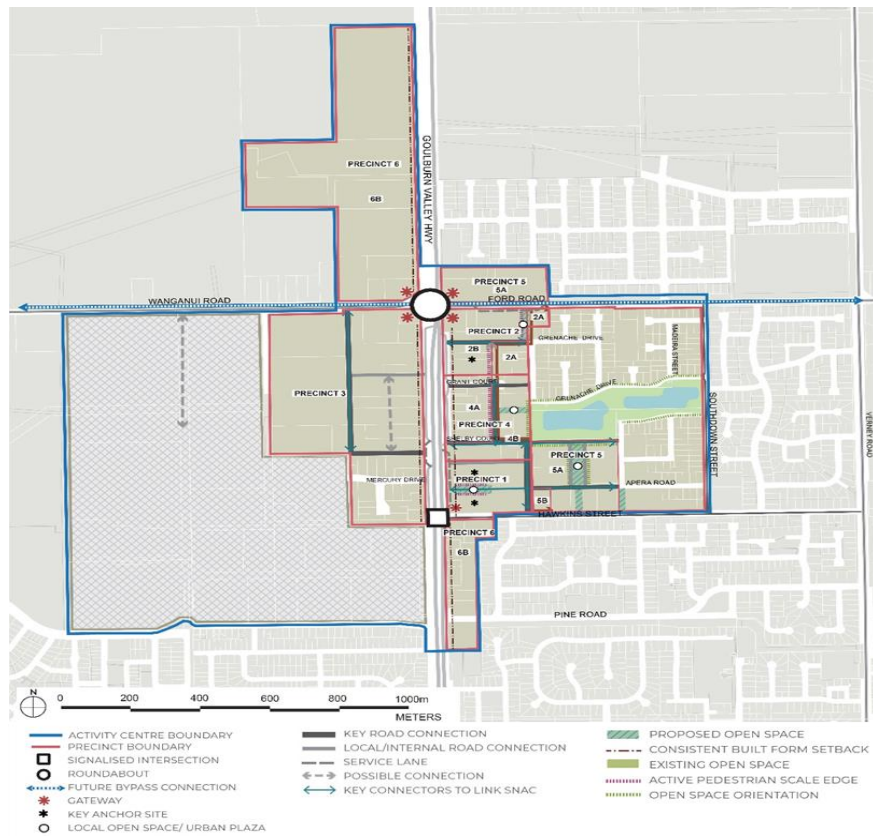


Figure 1 – Framework Map

In broad terms, the Amendment proposes to:

- Rezone land within the Shepparton North Activity Centre area currently Zoned Commercial 1 Zone, Commercial 2 Zone, Industrial 1 Zone, Urban Flood Zone, General Residential Zone to the Activity Centre Zone Schedule 2.
- Removes the existing Design and Development Overlay Schedule 9, Development Plan Overlay Schedule 19 and Development Plan Overlay Schedule 4 from the Planning Scheme and consolidates relevant provisions into the Activity Centre Zone (Schedule 2).
- Support the progressive transformation of Shepparton North into a fully functioning, integrated activity centre.
- Make changes to various sections of the Planning Scheme to ensure consistency with the Amendment purpose objectives and to make appropriate reference of the Shepparton North Activity Centre Structure Plan.

The Amendment was placed on exhibition from 14 November until 14 December 2023. A total of 17 submissions were received to the Amendment.

As not all submissions could be resolved Council officers requested that the Minister for Planning appoint an independent planning panel as required under Section 23 of the Act.

A Directions Hearing for the Amendment was held on 29 January 2024. The Panel hearing was held over several days starting on 26 February 2024 and concluding on 5 March 2024. The panel report was received on 22 March.

The Panel found that *“The Structure Plan is bold and visionary in guiding the development and redevelopment of this important Shepparton North area for the next 20 to 30 years.”*

The Panel recommended that the Greater Shepparton Planning Scheme Amendment C245gshe be adopted as exhibited subject to the following changes.

1. **Revise the Shepparton North Sub-Regional Activity Centre Structure plan as shown in Document 98, subject to the following:**
 - **rename the Shepparton North Sub-Regional Activity Centre Structure Plan to the Shepparton North Activity Centre Structure Plan.**
 - **review its content and structure, including most of Section 1 and part of Section 2 to ensure the final Structure Plan is a more concise and focussed document that can be clearly understood and addressed.**

Council supports this recommendation

At a policy level Clause 17.02-1L of the Greater Shepparton Planning Scheme identifies the hierarchy of the commercial activity centre of Shepparton North as a "Sub-regional Centre". Classifying the area as sub regional is merely to differentiate the various levels of commercial activity centres across the municipality. These range from Shepparton Central Activities District through to Township Centres.

At the hearing Council agreed that the Structure Plan should be renamed from Shepparton North Sub-Regional Activity Centre Structure Plan to Shepparton North Activity Centre Structure Plan.

The suggested changes to Section 1 and 2 refine the focus and implementation of the Shepparton North Activity Centre Structure Plan. These changes will not alter the overall intent of the Shepparton North Activity Centre Structure Plan.

2. **Amend Schedule 2 to the Activity Centre Zone as provided in Appendix E, including an additional clause at 6.0 Application requirements in Precinct 4b and 5 to read: "An assessment of all land to determine if contamination exists."**

Council supports this recommendation.

The concerns raised by EPA were in relation to Precinct 4b and Precinct 5. The EPA did not participate in the Panel hearing. It was considered that the Shepparton North Activity Centre Structure Plan can proceed with the addition of the above requirement.

3. **Delete the provision at Clause 72.04 for the Shepparton North Activity Centre Structure Plan to be included as an Incorporated Document.**

Council supports this recommendation.

The Amendment proposed the Structure Plan be an "Incorporated Document" in the schedule to Clause 72.04 of the Planning Scheme, and a "Reference Document" in the ACZ2. At the Directions Hearing, the Panel questioned Council as to whether the Structure Plan should be an "Incorporated Document" and it was agreed it did not need to be. Further at the Panel Hearing no witness or party supported the Structure Plan being an "Incorporated Document".

4. **Include the Shepparton North Activity Centre Structure Plan as a Background Document.**

Council supports this recommendation

See response to 3 above.

5. Remove the residential area to the east of the Structure Plan area from the Structure Plan and the Activity Centre Zone

Council supports this recommendation.

This residential area has approval for residential purposes and is currently under development. The inclusion of this area within the Activity Centre Zone is not required given the nature of this development, so can be removed.

6. Review the table of permitted or permitted subject to permit uses, particularly in Precincts 2a, 2b and 4a to ensure they are less restrictive to enable more opportunities to locate in the Structure Plan area

Council supports this recommendation.

A lessening of restrictions to enable some more uses in precincts 2a, 2b and 4a can occur without undermining the purpose of the structure plan and will contribute to the function and future vibrancy of the Activity Centre.

7. Consider the process for applying the Environment Audit Overlay on land in Precincts 4b and 5 through a separate process.

Council supports this recommendation.

The Environmental Audit Overlay can be included in a future planning scheme amendment. The proposed schedule change identified in 2 above can be removed once the Environment Audit Overlay is in place.

The Panel Report is included as an attachment to this report titled *Greater Shepparton Amendment C245gshe Panel Report – 22 March 2024*

Council is now required under Part 3 of the Act to consider the Panel Report. If Council resolves to adopt the Panel’s recommendations and the Amendment with or without changes, following adoption the Amendment must be submitted to the Minister for Planning for approval.

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.

3.10 Efficient land use planning to encourage and support future development.

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.

4.10 Progress housing and business development opportunities.

Risk Management

A risk associated with the proposed Amendment is not meeting the timelines required by Ministerial Direction No. 15 “The Planning Scheme Amendment Process”.

This Ministerial Direction requires each stage of the planning scheme amendment process to be undertaken within set timeframes.

In accordance with Ministerial Direction No. 15, Council must decide to either adopt or abandon the proposed Amendment within 40 business days of receiving the Panel report.

Policy Considerations

The Planning Scheme is consistent with Council policies and enable the implementation of the Shepparton North Activity Centre Structure Plan (as it is now be known) adopted by Council in March 2023.

Financial Implications

The Planning and Environment (Fees) Regulations 2016 sets the statutory fees for the preparation, exhibition, and adoption of planning scheme amendments.

All costs of the proposed Amendment must be met by Council, including the cost of an independent Planning Panel.

Legal/Statutory Implications

The procedures associated with this Amendment comply with the legislative requirements of the Act.

Environmental/Sustainability Impacts

The Amendment will not have an environmental or sustainable impacts.

Social Implications

The Amendment will provide direction for commercial development and provide long term social benefit with local shops and facilities to the residents in northern Shepparton.

Economic Impacts

The Amendment provides clear direction for development in the Shepparton North and certainty to landowners and developers regarding areas suitable for development.

The Amendment will direct commercial development to provide a compact and vibrant activity centre which will service residents in the northern part of Shepparton.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment was not conducted. This service does not meet the criteria to require an assessment.

Consultation

The Amendment was placed out for exhibition 14 November until 14 December 2023. The consultation was undertaken in accordance with legislative requirements which included:

- Letters sent to landowners within and around the proposed Activity Centre
- Letters sent to relevant referral authorities
- Letters sent to prescribed Ministers
- A notice placed in the Shepparton News
- A notice placed in the Victoria Government Gazette
- A notice placed on Greater Shepparton City Council website;
- A notice placed on Department of Transport and Planning website; and
- A copy of the exhibition documentation was placed in the foyer of the Council offices at 90 Welsford Street, Shepparton.

In response to the scheme amendment being placed on public consultation 17 submissions were received.

An excerpt of the Planning Authority's Panel submission Part A attached provides an overview of the matters raised in submissions that were received.

Strategic Links

a) Greater Shepparton 2030 Strategy

- To provide for sufficient suitable additional land for urban growth until 2030

b) Other strategic links

- Greater Shepparton Housing Strategy 2011
- City of Greater Shepparton Commercial Activity Centres Strategy 2015
- Greater Shepparton Planning Scheme

Conclusion

The Amendment proposes to rezone land within the SNAC to the Activity Centre Zone (Schedule 2) and introduce planning controls and policy into the planning scheme to implement the *Shepparton North Activity Centre Structure Plan* (as it is be now known). This will support the progressive transformation of Shepparton North into a fully functioning, integrated activity centre.

During the exhibition phase of the Amendment process, Council received 17 submissions. As the issues raised in the submissions could not be resolved the Amendment was referred to an independent planning panel to consider submissions and provide advice on the Amendment.

The Panel recommended that the Greater Shepparton Planning Scheme Amendment C245gshe be adopted subject to seven changes. Each of the recommended seven changes are supported by officers and are consistent with the overarching intent of the *Shepparton North Activity Centre Structure Plan* (as it is be now known).

Council must resolve to either adopt or abandon the Amendment within 40 business days of receiving the Panel report. Council officers recommend that Council adopt the Amendment with the changes recommended by the Panel and submit the Amendment to the Minister for Planning for approval.

Attachments

1. Greater Shepparton City Council - Part A Submission [**12.5.1** - 64 pages]
2. Greater Shepparton Planning Scheme Amendment C245 gshe Panel Report [**12.5.2** - 96 pages]

13 Infrastructure Directorate

13.1 Interim Report for Notice of Motion 1/2024 - Complimentary Tip Tickets

| | |
|-------------|---------------------------|
| Author | Manager Resource Recovery |
| Approved by | Director Infrastructure |
| 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 Interim Report for Notice of Motion 1/2024 Complimentary Tip Tickets.**
- 2. Note that the final report will be presented to Council at the August 2024 Council Meeting.**
- 3. The provision of complimentary tip tickets will be considered in line with the 2025/2026 Budget Consultation Process.**

Executive Summary

This report provides an interim update for the Notice of Motion 1/2024 Complimentary Tip Tickets which will assess the viability of a complimentary tip ticket service for Greater Shepparton.

Council Officers have engaged with counterparts in other municipalities where a complimentary tip ticket service is implemented which has provided insight towards resources required to implement a service of this nature in Greater Shepparton.

A comprehensive analysis is to be undertaken to form the Final Report that will consider socio-economic, operational and environmental costs and benefits; as well as how an effective and efficient complimentary tip voucher service may support landfill diversion targets and maximisation of resource recovery to progress Council’s Circular Economy strategic objectives.

Report Detail

The Notice of Motion 1/2024 Complimentary Tip Tickets requires that the Council produce a report:

1. Outlining costs and benefits of providing one complimentary tip ticket each year to every Greater Shepparton residential household/property.
2. Outlining the most effective way for the complimentary tip tickets to be distributed to every Greater Shepparton residential household/property.
3. Providing details of how a trial can be implemented and funded within the 2024/25 Council budget.
4. Providing comparison data of similar sized Councils that offer this service, including cost and tip ticket uptake.
5. Investigating waste sorting options at allocated transfer stations, to prevent commingled municipal waste going to landfill.

Interim Report

Outlining costs and benefits of providing one complimentary tip ticket each year to every Greater Shepparton residential household/property.

A Cost/Benefit Analysis will be presented in the Final Report following full assessment and understanding of net impact to ratepayer that considers:

- Direct cost of a complimentary tip ticket service
- Operational and infrastructure efficiency gains to mitigate additional cost of a complimentary tip ticket service
- Net cost to ratepayers of a complimentary tip ticket service

Outlining the most effective way for the complimentary tip tickets to be distributed to every Greater Shepparton residential household/property.

A digitised tip ticket is deemed to be the most efficient and effective means of distributing the tickets on a mass scale to every Greater Shepparton residential household/property. A digitised tip ticket would enable a quicker transaction at the Resource Recovery Centre, as well as improved records accuracy for tip tickets used to inform future decision making.

Whilst a digitised tip ticket would be the preferred means of distribution, Council would make provisions for a hard copy ticket under special circumstances available upon request.

Providing details of how a trial can be implemented and funded within the 2024/25 Council budget.

In January 2020, Council facilitated two 'Free Tip Days' at the Resource Recovery Centres from which the following key indicators formed baseline data that will be referenced in the Final Report:

- Uptake of service & first-time users
- Volumes of waste streams
- Impact on illegal dumping of waste
- Customer satisfaction; and,
- Cost

Council Officers' preference is to forgo a "tip ticket trial" given the 'January 2020 Free Tip Days' data provides sufficient insight towards waste typology, uptake of service and first-time users of the Resource Recovery Centres.

Instead, Council Officers propose to allocate the appropriate resources towards undertaking the in-depth analysis required to thoroughly investigate the:

- Most cost-effective means to manage waste and recycling requirements at the Resource Recovery Centres in conjunction with a complimentary tip ticket service
- Operational and infrastructure requirements to best manage the waste typology and volume that a complimentary tip ticket service may contribute beyond business as usual
- Environmental opportunities and risks associated with a complimentary tip ticket service
- In consideration of the above, analysis of the net impact on landfill diversion targets and maximisation of resource recovery to progress Council's Circular Economy strategic objectives.

It is noted that a complimentary tip ticket service will be a cost to Council as an introduced new service for which the Final Report will determine if:

- The cost of a complimentary tip ticket service can be incorporated into current budget through operational and infrastructure efficiency gains; or
- The cost of a complimentary tip ticket service is to form an additional cost, and the net impact to ratepayers

Providing comparison data of similar sized Councils that offer this service, including cost and tip ticket uptake

A trend analysis will form part of the Final Report which will consider costs observed by similar sized Councils for the implementation and management of complimentary tip ticket service as well as the uptake by residents.

The trend analysis will be assessed against baseline data collated from the 'January 2020 Free Tip Days' to determine a true and accurate comparison in order to ensure the needs of our municipality are considered as part of the subsequent recommendations that are made.

Investigating waste sorting options at allocated transfer stations, to prevent commingled municipal waste going to landfill

Sustainability Victoria ([Link](#)) defines commingled recyclables (ie commingled municipal waste) as "a mix of everyday items including glass bottles and jars, plastic containers as well as aluminium and steel cans" (Sustainability Victoria, 2021). Commingled recyclables refers to the contents that would typically be disposed of within the kerbside Yellow Lid Bin (commingled recycling bin).

For effective management of *commingled recyclables*:

- Council introduced the 360L Yellow Lid Bin (commingled recycling bin) into the kerbside bin collection service which mitigates the need for customers to attend the Resource Recovery Centre
- It should be noted that all infrastructure (designated skip bins for commingled recycling) is in place at the Resource Recovery Centre to provide customers with the ability to dispose of commingled recyclables appropriately to ensure these items enter the material recovery process. Ongoing education is critical to promoting the "sort at source" method, whereby customers isolate commingled recyclables prior to arrival

For effective management of *other recoverable (recyclable) materials* as part of standard landfill diversion protocols:

- As part of continuous improvement and in consideration of the introduction of a complimentary tip ticket service, Council Officers are investigating operational and infrastructure efficiencies to enhance the rate and effectiveness at which sorting can be achieved in support of that service implementation

It is important to reiterate that all infrastructure to dispose of *commingled recyclables* is currently available at the Resource Recovery Centres.

The ability to effectively separate *other recoverable (recyclable) materials* is the focus for continuous improvement in operations, infrastructure and education to ensure both separation at source by customer prior to arrival where possible, and further diversion capabilities by the Resource Recovery Centres combining towards a full material recovery process in alignment with Circular Economy strategic objectives.

Next Steps

Council Officers to prepare the Final Report outlining the above detail and provide recommendations that consider if:

- The cost of a complimentary tip ticket service can be incorporated into current budget through operational and infrastructure efficiency gains; or
- The cost of a complimentary tip ticket service is to form an additional cost, and the net impact to ratepayers

Council Plan/Key Strategic Activity

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.

5.4 Council commits to improving biodiversity and the natural environment within Greater Shepparton.

5.5 Council commits to working with our community to deliver climate safe future.

5.6 Reduce carbon emissions in our community.

5.7 Conserve and improve biodiversity and our natural environment, and protect and improve river health.

5.8 Support a circular economy and reduce waste to landfill.

5.9 Drive climate change mitigation and adaptation.

Risk Management

There are no risks associated with this Interim Report.

The Final Report will identify risks associated with the in-depth analysis of an introduction of a complimentary tip ticket service pertaining to the subsequent Council Officer recommendations.

Policy Considerations

Greater Shepparton Waste and Resource Recovery Strategy 2013-2023

Financial Implications

There are no financial implications to be detailed within this Interim Report.

The Final Report will detail all associated financial implications pertaining to the Council Officer recommendations.

Legal/Statutory Implications

- Local Government Act 2021
- Circular Economy (Waste Reduction and Recycling) Act 2021 (Circular Economy Act)

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts to be detailed within this Interim Report. The Final Report will detail all environmental/sustainability impacts associated with the recommendations. This will include both direct impacts as a result of the service, and the subsequent impacts on landfill diversion and resource recovery in alignment with strategic Circular Economy objectives.

Social Implications

There are no social implications to be detailed within this Interim Report. The Final Report will detail all social implications associated with the recommendations.

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment has not conducted as part of the Interim Report. The Final Report will determine if this service meets the criteria to undertake an assessment and the associated GIA outcomes.

Economic Impacts

There are no economic impacts to be detailed within this Interim Report. The Final Report will detail all economic impacts associated with the recommendations.

Consultation

Consultation is not required as part of this Interim Report. The Final Report will refer to Consultation requirements.

Strategic Links

a) Greater Shepparton 2030 Strategy

- 5.1.11 Re-Use of Waste Products
- 5.1.3 Waste Management

b) Other strategic links

- 2030 Zero Emissions Plan
- Climate Emergency Action Plan
- Greater Shepparton Waste and Recovery Strategy 2013-2023

Conclusion

This report provides an interim update for the Notice of Motion 1/2024 Complimentary Tip Tickets which will assess the viability of a complimentary tip ticket service for Greater Shepparton.

The Final Report will consider socio-economic, operational and environmental costs and benefits that a complimentary tip ticket service may provide. Furthermore, the Final Report will identify if landfill diversion targets and maximisation of resource recovery can be readily achieved to progress Council's Circular Economy strategic objectives should the service be deemed viable for Greater Shepparton.

Attachments

Nil

13.2 Land Purchase - Car Parking - Australian Botanic Gardens Shepparton

Author Manager - Parks, Sport and Recreation
 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. authorise the acquisition of part of the land at 21 Botanic Gardens Avenue Kialla shown on Plan of Subdivision PS418821D and the carrying out of all necessary actions to effect the acquisition; and**
- 2. authorise the Chief Executive Officer:**
 - a. to undertake the administrative procedures necessary to carry out negotiations in relation to this matter; and**
 - b. sign, or sign and seal, all documentation associated with or necessary to effect the acquisition.**

Executive Summary

The Australian Botanic Gardens Shepparton is situated on the river flats south of the rail line between the Goulburn and Broken Rivers. The gardens provide an inspirational, sustainable and unique landscape which showcases local, regional and other Australian plants for the purpose of enjoyment, tourism and community benefit.

To realise the vision and priorities set out in the Australian Botanic Gardens Shepparton Development and Management Plan and encourage visitation to the gardens, the land to be acquired will allow for the future construction of a formal car parking area.

Officers have communicated with the Landowner regarding the acquisition of the Land to provide future car parking space at the Australian Botanic Gardens Shepparton. The land is part of Lot 2 PS418821D with the acquisition to be of the rear section adjacent to the gardens and its boundary. The area to be acquired would be 113m long and 70m wide. The total area of acquisition is 7,910sqm (0.8Ha).

An independent valuation has been undertaken to ensure costs are fair and transparent. The landowner is in agreement with the valuation.

Council officers are now seeking approval to formalise and take all necessary steps to effect the acquisition.

Report Detail

To realise the vision and priorities set out in the Australian Botanic Gardens Shepparton Development and Management Plan and encourage visitation to the gardens, the land to be acquired will allow for the future construction of a formal car parking area.

A formalised larger carpark will provide improved access for all abilities to the gardens. The current space is insufficient for large numbers, nor is it bus friendly.

The land is part of Lot 2 PS418821 with the acquisition to be for the rear section adjacent to the gardens and its boundary. The area to be acquired would be 113m long and 70 m wide. The total area of acquisition is 7,910sqm (0.8Ha).

Following communication with the Landowner regarding the acquisition of the Land, an independent valuation of the Acquired Land has been undertaken to ensure costs are fair and transparent. The landowner is in agreement with the valuation.

Concept plans of the future planned car parking space is shown below.



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.

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. There are no inherent risks in negotiating with a landowner to purchase land.

Risk Management

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

Policy Considerations

The proposed land purchase is in accordance with Council's Sale and Acquisition of Land Policy.

Financial Implications

The cost of acquiring the Land is \$50,000 plus associated subdivision and legal fees. These costs will be met by Council and an allocation of \$75,000 is in the current financial year's budget.

An independent valuation of the Acquired Land has been undertaken to ensure costs are fair and transparent.

Legal/Statutory Implications

Officers have engaged Crow Legal to ensure acquisition of the land is undertaken in accordance with legislation.

Environmental/Sustainability Impacts

The proposed land purchase has no significant Environmental/Sustainability impacts to Council.

Social Implications

Officers consider that acquiring the land to allow the construction of the car park will upon completion encourage the visitation of the facility as many use the site for walking and cycling, leading to improved health outcomes. It will also allow for larger school groups to visit the site.

Economic Impacts

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

Gender Impact Assessment

Officers reviewed the Gender Impact Assessment (GIA) Operational Policy and understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the Gender Equality Act 2020.

The following determination was made by officers.

A Gender Impact Assessment was not conducted. This service does not meet the criteria to require an assessment.

Consultation

Council officers have communicated with landowners about acquiring the Land to facilitate the proposed car parking space at the Australian Botanic Gardens Shepparton.

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 links to the Greater Shepparton 2030 Strategy.

Conclusion

Communication with the Landowner has been undertaken regarding the acquisition of the Land to provide future car parking space at the Australian Botanic Gardens Shepparton. Approval is now required to formalise and take all necessary steps to effect the acquisition.

Attachments

Nil

14 Confidential Management Reports

Nil Received.

15 Documents for Signing and Sealing

Nil Received.

16 Councillor Reports

16.1 Councillor Activities

16.1.1 Councillor Activities - March 2024

| | |
|-------------|--------------------------------|
| Author | Executive Assistant to the CEO |
| 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 interests regarding the matter under construction.

RECOMMENDATION

That the Council receive and note the summary of the Councillors' Community Interactions and Informal Meetings of Councillors.

Mayor and Councillors' Community Interaction and Briefing Program

From 1 March 2024 to 31 March 2024, some or all of the Councillors have been involved in the following activities:

Badminton Victoria | Junior State Titles
Cr Fern Summer

The Big Ask! - Community Mental Health Event
Cr Seema Abdullah
Cr Fern Summer

Shepparton Albanian - Harvest Festival 2024
Cr Geoff Dobson
Cr Fern Summer
Cr Anthony Brophy
Cr Dinny Adem
Cr Seema Abdullah
Cr Ben Ladson

International Women's Day | Victoria's Chief Health Officer - Dr Clare Looker
Cr Anthony Brophy
Cr Dinny Adem
Cr Sam Spinks

GV Afghan Women Association - Shepparton | International Women's Day

Cr Dinny Adem

Cr Seema Abdullah

GSCC Councillors - Town Catch Up – Dookie

Cr Geoff Dobson

Cr Anthony Brophy

Shepparton Italian Festa

Cr Fern Summer

Cr Dinny Adem

Cr Ben Ladson

Visitor Economy & Major Events | Industry Luncheon

Cr Geoff Dobson

Cr Greg James

GSCC Councillors - Town Catch Up – Murchison

Cr Seema Abdullah

Cr Geoff Dobson

Cr Sam Spinks

Cr Anthony Brophy

Official Opening | All Saints Anglican School & Commissioning of Foundation Principal

Cr Sam Spinks

Cr Geoff Dobson

Cr Anthony Brophy

University of Melbourne, Dookie Campus Tour & DiGS Information Session

Cr Dinny Adem

2024 Country Fire Authority | Volunteer Fire Bridge Victoria - Urban Senior, Rural Junior & Senior State Championships | Opening Ceremony

Cr Anthony Brophy

HussIn 14th Birthday Open Day and Charity Show

Cr Anthony Brophy

36th Philippine House Anniversary and Multicultural Event.

Cr Anthony Brophy

HOLI - Festival of Colours

Cr Anthony Brophy

Cr Sam Spinks

NGV Collection comes to SAM

Cr Sam Spinks

Cr Geoff Dobson

Cr Anthony Brophy

Gifted Furphy Tank End to Council | Attended by Adam Furphy & Sam Furphy

Cr Geoff Dobson

Cr Anthony Brophy

Attachments

1. Informal Meetings of Councillors - Councillor Briefing 5 March 2024 [**16.1.1.1** - 2 pages]
2. Informal Meetings of Councillors - Councillor Briefing 12 March 2024 [**16.1.1.2** - 3 pages]
3. Informal Meetings of Councillors - Councillor Briefing 19 March 2024 [**16.1.1.3** - 2 pages]

17 Notice of Motion, Amendment or Rescission

Nil Received.

18 Urgent Business not Included on the Agenda

Nil Received.

19 Close of Meeting