

MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

HELD ON
TUESDAY 17 NOVEMBER, 2015
AT 5.30PM

IN THE COUNCIL BOARD ROOM

COUNCILLORS:

Cr Dennis Patterson (Mayor)
Cr Fern Summer (Deputy Mayor)
Cr Dinny Adem
Cr Chris Hazelman
Cr Jenny Houlihan
Cr Les Oroszvary
Cr Kevin Ryan

VISION

GREATER SHEPPARTON, GREATER FUTURE
A THRIVING ECONOMY IN THE FOODBOWL OF VICTORIA WITH
EXCELLENT LIFESTYLES, INNOVATIVE AGRICULTURE, A DIVERSE
COMMUNITY AND ABUNDANT OPPORTUNITIES

**MINUTES
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**CHAIR
CR DENNIS PATTERSON**

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RISK LEVEL MATRIX LEGEND

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

Likelihood	Consequences				
	Negligible (5)	Minor (4)	Moderate (3)	Major (2)	Catastrophic (1)
Almost Certain (A) Event expected to occur several times per year (i.e. Weekly)	Low	Moderate	High	Extreme	Extreme
Likely (B) Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly)	Low	Moderate	Moderate	High	Extreme
Possible (C) Not generally expected to occur but may under specific circumstances (i.e. Yearly)	Low	Low	Moderate	High	High
Unlikely (D) Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)	Insignificant	Low	Moderate	Moderate	High
Rare (E) Only ever occurs under exceptional circumstances (i.e. +10 years)	Insignificant	Insignificant	Low	Moderate	High

Extreme CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

High Director’s attention required. Consider suspending or ending activity OR implement additional controls

Moderate Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

Low Operational, manage through usual procedures and accountabilities

Insignificant Operational, add treatments where appropriate

PRESENT: Councillors Dennis Patterson, Fern Summer, Dinny Adem, Jenny Houlihan, Chris Hazelman and Kevin Ryan.

OFFICERS: Chris Teitzel – Acting Chief Executive Officer
Steve Bowmaker – Director Infrastructure
Johann Rajaratnam – Director Sustainable Development
Kaye Thomson – Director Community
Matthew Jarvis – Acting Director Business
Maree Martin – Official Minute Taker
Peta Bailey – Deputy Minute Taker

1. ACKNOWLEDGEMENT

“We the Greater Shepparton City Council, begin today’s meeting by acknowledging the traditional owners of the land which now comprises Greater Shepparton. We pay respect to their tribal elders, we celebrate their continuing culture, and we acknowledge the memory of their ancestors.”

2. APOLOGIES

Moved by Cr Hazelman
Seconded by Cr Adem

That the apology from Cr Oroszvary be noted and a leave of absence granted.

CARRIED.

3. DECLARATIONS OF CONFLICT OF INTEREST

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a “conflict of interest” in a decision if they would receive, or could reasonably be perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

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

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved by Cr Houlihan
Seconded by Cr Hazelman

That the Minutes of the Ordinary Council Meeting held 20 October 2015 and the Special Council Meeting held 22 September 2015 as circulated, be confirmed.

CARRIED.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - November 2015

Disclosures of conflicts of interest in relation to advice provided in this report
 Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Contracts and Procurement Advisor

Proof reader(s): Manager Corporate Performance

Approved by: Manager Corporate Performance

Executive Summary

To inform the Council of publicly advertised contracts awarded by the Chief Executive Officer and a Director under delegated authority of the Council during the period October 2015 to November 2015. The report also provides details of the status of requests for tenders that have not yet been awarded.

Moved by Cr Adem
Seconded by Cr Houlihan

That the Council note the publicly advertised contracts awarded by the Chief Executive Officer and a Director under delegated authority and tenders that have been advertised but not yet awarded.

CARRIED.

Tendered Contracts Awarded under Delegated Authority by Chief Executive Officer

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1628	Development of an Urban Forest Strategy Single Assignment Consultancy	Lump sum contract to develop an Urban Forest Strategy.	\$164,995.00	Urban Forest Consulting Pty Ltd

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - November 2015 (continued)

Tendered Contracts Awarded under Delegated Authority by a Director

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1636	Design and Construction of Arcadia Public Toilet Renewal	Lump sum contact for the design and construction of the Arcadia public toilet renewal.	\$115,408.00	WC Innovations Pty Ltd
1643	Design and Construction of Congupna Uni-Sex Accessible Toilet	Lump sum contract for the design and construction of the Congupna Unisex Accessible Toilet.	\$107,059.00	WC Innovations Pty Ltd
1650	Provision Of Pipe Renewal Work – Moat Rising Main Minor Construction Works	Lump sum Contract for the provision of renewing the Moat Rising Main using the slip lining method.	\$109,417.51	Interflow Pty Ltd
1622QW	Victoria Park Lake Masterplan Review	Lump sum contract for for the review of the Victoria Park Lake master plan	\$86,047.50	SED Advisory Pty Ltd

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1613	Design and Repair of Toolamba Bridge Repairs	Lump Sum contract is for the design and construction of repair works associated with the Toolamba Bridge over the Goulburn River.	Tender closed 3 June 2015. Tenders are currently being evaluated. This contract will be signed under delegation.
1423	Media Advertising Services	Schedule of rates contract for the provision of Media Advertising Services for Greater Shepparton City Council.	Tender closed 1 July 2015. Tenders are currently being evaluated. This contract will go to the December Council Meeting.
1445	Panel of Suppliers – Professional Consultancy Services	Schedule of rates contract for the Provision of ongoing Engineering, Architecture, Surveying, Landfill & Geotechnical and Quantity Surveying Consultancy Services.	Tender closed 8 July 2015. Tenders are currently being evaluated. This contract will go to the November Council Meeting.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER
5.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - November 2015 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1621	Finance System Replacement	Lump sum contract for the supply and installation of a Financial Management System that fulfills the capabilities as detailed in its specification	Tender closed 26 August 2015. Tenders are currently being evaluated. This contract will go to the December Council Meeting.
1350	Provision of Facilities Cleaning Services	Schedule of rate contract for the provision of cleaning services to 40 Council buildings located throughout the municipality.	Tender closed 9 September 2015. Tenders are currently being evaluated. This contract will go to the December Council Meeting.
1637	Provision of Building Condition Assessment, Validation of Essential Services – Fire Services and Compliance with All Abilities Access	Expression of Interest is for the provision of Collection of Building Condition Assessment, Validation of Essential Services - Fire Services and compliance with All Abilities Access.	Tender closed 7 October 2015. Tenders are currently being evaluated. This contract will be signed under delegation.
1638	Shepparton Sports Stadium Grandstand Refurbishment	Lump sum contract undertake the refurbishment of the Shepparton Sports Stadium Grandstand	Tender closed 7 October 2015. Tenders are currently being evaluated. This contract will be signed under delegation.
1630	Cosgrove 2 Landfill Cell 3 and Cell 4 Cap Design	Lump sum quotation for the provision of Landfill Design Consultant services to prepare Design Documents for a Landfill Cap Design	Tender closed 28 October 2015. Tenders are currently being evaluated. This contract will be signed under delegation.
1595	Greater Shepparton Regional Sports Precinct Design and Construction Synthetic Multi-purpose Field	Lump sum contract for the supply of a "design and construct" solution for a new multi-use synthetic field and associated works at the Shepparton Sporting Precinct (SSP).	Tender closed 11 November 2015. Tenders are currently being evaluated.
1660	Provision of Victoria Lake Caravan Park Management Services	Lump sum contract for the operation of the Victoria Lake Caravan Park in Shepparton. The contract term will be for 12 months and two weeks, and will commence on or before the 18th December 2015 to 31st December 2016.	Tender closes 18 November 2015.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - November 2015 (continued)

Policy Considerations

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$400,000 excluding GST.

The Council through the *Exercise of Delegations* Policy has delegated authority to the Directors to approve a contract up to the value of \$150,000 for goods and services and \$200,000 for works.

Legal/Statutory Implications

Section 186 of the *Local Government Act 1989* (the Act) establishes the requirements for tendering and entering into contracts.

Section 186(1) of the Act requires that before Council enters into a contract for the purchase of goods or services to the value of \$150,000 or more, or for the carrying out of works to the value of \$200,000 or more, it must give public notice of the purpose of the contract and invite tenders or expressions of interest from any person wishing to undertake the contract.

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature.

The report details the publicly advertised contracts awarded by the Chief Executive Officer and a Director under delegated authority of the Council during the period October 2015 to November 2015.

Attachments

Nil

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.2 Council Plan Progress Report

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Business and Service Planning Analyst

Proof reader(s): Manager Corporate Performance

Approved by: Chief Executive Officer

Executive Summary

In accordance with the *Local Government Act 1989* Section 125 Council developed and adopted a four year Council Plan. The Council Plan contains Key Strategic Objectives and Strategies to achieve those objectives.

This report provides details in relation to the Key Strategic Objectives identified in the 2013-2017 Council Plan and forms part of council's accountability framework which will see continued quarterly reporting on progress in relation to the achievement of the Council Plan. The report also includes progress made in achieving the Key Strategic Activities contained within the 2015/2016 Budget which will become Councils Performance Statement.

The Council Plan becomes the organisational focus for the development of Directorate and Business unit plans and ultimately the individual responsibilities of officers which are subsequently reflected in those officers annual appraisals.

Of the identified general actions for progress reporting in relation to measuring achievement, there has been significant progress made in relation to the delivery of actions against the Strategic Objectives within the Council Plan and the Strategic Activities from the budget.

Moved by Cr Houlihan

Seconded by Cr Adem

That the Council note the Council Plan Progress Report September 2015 which provides details in relation to achieving the:

1. Key Strategic Objectives identified in the Council Plan 2013-2017, and;
2. Key Strategic Activities contained within the 2015/2016 Budget which will become Councils Performance Statement.

CARRIED.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.2 Council Plan Progress Report (continued)

Background

The 2013-2017 Council Plan identified Goals, Key Strategic Objectives and Strategies for implementation across the life of the plan.

Based on the outcomes of the community consultations, Council identified five strategic goals to describe what we are working towards in achieving the community's vision of a Greater Shepparton - Greater Future. As these goals explicitly align with the Municipal Public Health Planning Framework (Department of Health Services, 2001) with the emphasis on the built, social, economic and natural environments, the Council Plan also addresses the legislative requirements for the Municipal Health and Wellbeing Plan.

These five strategic goals are:

1. Active & Engaged Community (Social)
2. Enhancing the Environment (Environment)
3. Economic Prosperity (Economic)
4. Quality Infrastructure (Built)
5. High Performing Organisation (Leadership & Governance)

Council also identified Key Strategic Activities in adopting the 2015/2016 Annual Budget as activities specific to the 2015/2016 financial year.

Council Plan/Key Strategic Activity

High Performance Organisation (Leadership and Governance) - Ensure strong internal systems and processes to ensure best practice delivery of services for the community.

Risk Management

The management of risk will be undertaken through the regular reporting to Council and the community.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to report to Council and the community	Unlikely	Moderate	Moderate	Continue quarterly reports to Council

Policy Considerations

There are no policy considerations associated with this report.

Financial Implications

This report contains no financial implication, however many of the initiatives contained within the Council Plan have required Council to allocate funds in its 2015/2016 budget to provide the finances to continue implementation of the Council Plan.

Legal/Statutory Implications

This report complies with councils obligations to monitor and report on progress in relation to achieving the strategic objectives and strategies contained within the council plan. The provision of regular reporting, in addition to the Annual Report, provides an opportunity for Council and the community to consider the progress made towards achieving the targets set by Council when adopting their Council Plan.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.2 Council Plan Progress Report (continued)

Environmental/Sustainability Impacts

The report contains no environmental/sustainability impacts, however many of the initiatives contained within the Council Plan are detailed that will improve the Greater Shepparton sustainability, both as an organisation and a municipality.

Social Implications

The report contains no social implications, however there are a number of initiatives contained in the council plan that are aimed at improving the social and liability of the Greater Shepparton communities and the wider municipality.

Economic Impacts

The report contains no economic impacts however there are a number of initiatives contained in the council plan that are aimed at improving the economic wellbeing of the Greater Shepparton municipality.

Consultation

Internal consultation occurs with the responsible officers regularly updating individual actions and the overall review of all plans by the Executive Team. Community consultation is achieved by publishing this report, including it in Councils website and as part of Councils meeting agenda.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	Council Meeting Minutes Council Web Site

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The Council Plan 2013-2017 plays a pivotal role in the delivery of the short term plans and aspirations of council and the community whilst following the long term strategies of Greater Shepparton 2030.

b) Other strategic links

The Council Plan supports the short term direction of the organisation (4 years) and provides a linkage to the strategies developed and or implemented over the duration of the plan.

Options for Consideration

1. Noting the report will provide acknowledgement to the community that a review has been undertaken and that council has met the requirements of the *Local Government Act 1989* in relation to regular reporting to Council.
2. Not noting the report would fail to ensure ongoing compliance with the requirements of the *Local Government Act 1989* in relation to regular reporting to Council.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.2 Council Plan Progress Report (continued)

Conclusion

This report updates progress against achieving the Key Strategic Objectives contained within the 2013-2017 Council Plan and the Key Strategic Activities contained within the 2015/2016 Budget.

Attachments

Council Plan Progress Report - September 2015 Quarter Report Page 79

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract 1625 - Shepparton East Drainage Scheme Stage 1A

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Development Engineer

Proof reader(s): Team Leader Investigation & Design

Approved by: Director Infrastructure

Executive Summary

Council at its 15 September 2015 Ordinary Council Meeting, declared a special charge scheme to improve the storm water drainage for Shepparton East catchment. However the recent announcement from VicRoads to expand the Doyles Road roundabout required Council to provide a legal point of discharge for the roundabout catchment which forms part of the scheme. This requires the Council to expedite the delivery of part of the drainage scheme – stage 1A - from the basin to the northern side of Midland Highway.

Construction of this significant part will provide the required infrastructure for the southern part of the Midland Highway catchment while providing an entry point for the proposed northern part of the catchment. During implementation of the Shepparton East Drainage Scheme, adjacent properties will also be able to directly discharge their stormwater into this infrastructure.

VicRoads has agreed to provide a \$750,400 (excluding GST) contribution to expedite the construction works, while Council will provide the required pipes (where majority of the pipes are already procured), additional funding, contract management and delivery of the works.

Moved by Cr Adem

Seconded by Cr Hazelman

That the Council:

1. accept the tender submitted by Mawson Constructions Pty Ltd of 20 Apollo Drive Shepparton VIC 3630 for Contract No.1625 Construction of Drainage Pipes and Upgrade of retardation basin – Doyles Road complex – Shepparton East Drainage Scheme Stage 1A - for the Lump Sum price of \$1,344,984.30 (including GST).
2. authorise the Acting Chief Executive Officer to sign and seal the contract documents.
3. authorise the Acting Chief Executive Officer to approve additional pipe purchase, additional works or vary the contract as required during the construction stage to meet with VicRoads timelines to complete the works.

CARRIED.

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract 1625 - Shepparton East Drainage Scheme Stage 1A (continued)

Contract Details

The work includes construction of about 400m length pipeline of varying sizes (300mm to 2100mm diameter) to provide a legal point of discharge to VicRoads Doyles Road Roundabout and to improve the drainage system for Shepparton East Drainage Scheme.

The retardation basin will also be upgraded to provide additional capacity and facilitate completion of wetland planting at a later date (wetland planting is not included in this scope of works).

All required pipes were procured previously on a separate contract. However due to the lengthy storage time of these pipes any damaged or unusable pipes identified will be procured separately and delivered to the contractor during construction.

Why it is being presented?

- The value of the contract exceeds the amount which can approved by Council's Chief Executive Officer under delegated authority and
- The value of the contract exceeds the tender thresholds stated in *Section 186 of the Local Government Act 1989 (amended 2007)*

Tenders

Tenders were received from:

Tenderers
RECivil Pty Ltd
Mitchell Constructions (NSW) Pty Ltd
G&S Fortunato Group Pty Ltd
Mawson Constructions Pty Ltd
Armstrong Constructions (VIC) Pty Ltd

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Development Engineer	Development Branch / Infrastructure
Team Leader	Investigation & Design/ Infrastructure
Manager Operations	VicRoads

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Project delivery methodology and program of works	20%
Integrated Management Systems	5%
Environmentally sustainable purchases	5%
Economic contribution to Shepparton Region	10%

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract 1625 - Shepparton East Drainage Scheme Stage 1A (continued)

Council Plan/Key Strategic Activity

Council Plan

1.3 Ensure liveability options are always considered in our decision making activities

Strategy: Develop partnerships with Federal and State governments, statutory agencies, not for profits and private business to leverage growth within Greater Shepparton.

Risk Management

This proposal is part of the Shepparton East drainage scheme where Council is responsible for the management of the drainage from the catchment area and is the party accountable to ensure the rate and quality of the water discharged from the area into the GMW drain complies with the requirements of GMW.

The construction of this infrastructure will enable Council to effectively convey the stormwater and to ensure compliance of the water quality and discharge rate as required by the GMW policy and agreement.

The proposal seeks to reduce the risk of adverse drainage outcomes by bringing the drainage service levels in this catchment up to the Councils Infrastructure Design Manual standard.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Works not delivered on time	C	2	High	Procurement and Contract management process to make sure a timely deliverable is achievable.
Inclement Weather	C	3	Moderate	Three days of provisional delay is included in the program of works to compensate delays.
Denial of access to private properties.	C	3	Moderate	Agreements are in place with private property owners for access during construction activities.

Policy Considerations

Council's Procurement policy

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract 1625 - Shepparton East Drainage Scheme Stage 1A (continued)

Financial Implications

	2015/2016 Approved Budget for this proposal* \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	0	(750,400)	(750,400)	\$750,400 VicRoads' contribution. \$400,400 was already received for pipes purchased; the remainder will be claimed during the construction stage.
Expense	1,006,000	1,222,713	216,713	Tendered sum
Expense		75,000	75,000	Contract contingency for additional works and additional pipe purchases, if required.
Net Result	1,006,000	547,313	(458,687)	Saving of \$468,687 due to VicRoads funding

* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

This infrastructure once constructed will permit to discharge stormwater from the proposed roundabout and during implementation of the scheme, from part of the Shepparton East Drainage scheme catchment, via an adequate and secure underground pipe system to the Doyles Road Complex retardation basin. Part of the works will also assist the future implementation of the wetland.

Strategic Links

a) Greater Shepparton 2030 Strategy

"Examine the use of loan funding to fund new or significantly upgraded major assets that provide broad community benefit and intergenerational equity" (Strategic Direction No 1, page 70)

b) Other strategic links

The proposal is consistent with the Greater Shepparton 2030 Strategy, Section 5.1.4 Water Sensitive Urban Design principles

6. INFRASTRUCTURE DIRECTORATE

6.1 Contract 1625 - Shepparton East Drainage Scheme Stage 1A (continued)

Options for Consideration

a) Withdraw the tender

Positives

- A savings of \$547,313, which was allocated to the project
- Council Officers will not spend time on project managing the construction activities.

Negatives

- Significant loss of funding from VicRoads - \$750,400
- Council will require to build the drainage system eventually to drain the new Doyles Road roundabout and other properties as part of the Shepparton East Drainage Scheme
- Risk of criticism from Shepparton East Drainage Scheme landholders of the missed opportunity.

b) Proceed with the contract

Positives

- Reduced burden on Shepparton East Drainage Scheme due to \$750,400 funding from VicRoads
- Recognition of GSCC as the lead Council in delivering a worthwhile project
- Recognition of Council as being serious about the issues surrounding Shepparton East Drainage
- Praise from landholders in utilising a significant funding towards Shepparton East Drainage Scheme

Negatives

- Staff will have to spend time project managing the construction
- A commitment of \$547,313 towards the project

Conclusion

A wide range of tendered prices were received from five tenderers. Mawson Constructions and Mitchell Constructions provided the two lowest prices and scored high ratings. However Mawsons scored the highest rating by about 17% more than Mitchell. This was due to marginally lower prices and better integrated managements systems and significant contribution to the local economy.

The above resulted in Mawson Construction Pty Ltd being recommended as the preferred tenderer.

Attachments

Proposed pipeline construction and basin upgrade works

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6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services

Disclosures of conflicts of interest in relation to advice provided in this report
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Manager Strategic Assets

Proof reader(s): Director Infrastructure

Approved by: Director Infrastructure

Executive Summary

Council is party to three aggregated energy contracts through Procurement Australia (PA). These contracts are:

- 1552 Electricity Supply to Public Lighting (PA ref 1407/0614) expiry date 31 July 2016
- 1518 Gas Supply and Associated Services (PA ref 1212/1017) expiry date 31 March 2016
- 1453 Retail Supply of Electricity and Associated Services (PA ref 1606/0104) expiry date 30 June 2016

These three contracts will expire in accordance with the dates detailed above. The three services will be re-tendered by PA under one contract which will allow participating members to select from one or all three categories of energy supply.

The new tender will be PA contract 1906/0625 - Retail Electricity, Natural Gas, Public Lighting & Associated Services. The contract term will be from the expiry date of the existing contracts to 30 June 2018. There will be two 12 month extension options after the initial term subject to contracts demonstrating ongoing value for money and retailers performance.

It is recommended Council continues to participate in this contract in all three categories in order to achieve the most competitive energy rates through the aggregated purchasing power of multiple Councils. PA have reported to GSCC that they have received more than 70 letters of engagement from Local Government Organisations, and a further 100 from not for profit and statutory organisations for a total of 170 likely contract participants.

The new energy contract is being treated differently to other Procurement Australia contracts which Council has previously been party to. There will only be a limited number of days provided to members to return signed contracts from the time they are notified of the awarding of the tender. This is because part of tenderers submissions will include fixed pricing which must be accepted in accordance with the tenderers submission. For example, a tenderer may provide very low utility rates as part of their submission, but provide no more than seven days for those rates to be accepted. As such, Council needs to be in a position to approve the contract documents outside of an Ordinary Council meeting should the turnaround timeframe for signing contracts fall outside of any scheduled Council meeting.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services (continued)

This report also seeks to recommend that the Acting Chief Executive be provided delegated authority to sign any contract documents for Contract 1654, noting the overall annual cost will be outside the Chief Executive Officer's regular delegation of \$400,000. The Acting Chief Executive Officer will use professional discretion with this delegation, signing contract documents only if they prove to offer Council the best option for purchasing energy over the term of the contract. This request is specific to this contract only.

**Moved by Cr Adem
Seconded by Cr Ryan**

That the Council:

1. agree to participate in the Procurement Australia tender for the provision of energy services being Retail Electricity, Natural Gas, Public Lighting & Associated Services
2. provide the Acting Chief Executive Officer delegated authority to sign contract documents for Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services, noting the value of the contracts will be outside the existing Chief Executive Officers delegation
3. note the Procurement Australia reference for this contract is 1906/0625 - Retail Electricity, Natural Gas, Public Lighting & Associated Services, but for Council purposes will be referred to as Contract 1654
4. authorise the Acting Chief Executive Officer to approve the two, 12 month extension options for Contract 1654 should they be enacted.

CARRIED.

Contract Details

Greater Shepparton City Council has been party to three aggregated energy contracts through Procurement Australia. Procurement Australia has begun the process to tender for energy contracts on behalf of 170 participating members with a view that there will be a staged commencement of the new contracts.

Those organisations not party to an existing contract, but who wish to be party to the new PA contract will commence in January, and existing contract members will commence under the new contract at the expiration of the current agreements.

It is due to the likelihood of increased new members that contract documents must be signed and returned in early December, so that all participating members are signed up before the commencement in January even where existing agreements still have up to six months of time remaining before expiration of existing contracts.

If Council wish to proceed with this contract, it is unlikely that there will be a Council meeting from the announcement of the winning tenders in the last week of November, and the limited time provided to accept the offers; this is currently an undisclosed timeframe that will be announced as part of the winning tenderers offer, but could be as short as a few days to have contracts accepted, signed and returned to PA before the contract begins in January.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services (continued)

With the number of participating Victorian Councils that have signed a letter of engagement at over 60, with some NSW and SA Council's also participating, this means almost all Councils will be involved and suggests this is the best opportunity Council has to secure the lowest cost energy supply rates available. There is not going to be another opportunity for aggregated purchase of energy for more than two years as almost all Victorian Councils will be signed up to this contract.

Tenders

This report is provided ahead of the conclusion to the tender. We will not know who will be awarded contracts until late November, then Council will only have limited days to sign and return contract documents so that the contract can commence in January.

Tender Evaluation

Tenders will be evaluated by Procurement Australia. We, along with all other participating Councils, Not for Profit and Statutory Organisations have nominated PA as our tendering agent.

Evaluation Criteria

Tender Criteria has been set by PA to achieve best value for money to participating members, and includes social, economic and environmental responsibility criteria.

Council Plan/Key Strategic Activity

Goal 5 - High Performing Organisation

Objective - Develop stronger relationships between council and State and Federal Governments, local government sector and non-government partnerships to enhance the position of Greater Shepparton City Council.

Aim - Council recognises the opportunities available through sector wide collaboration to maximise the improvement opportunities for our community. Equally the opportunities for partnerships with the non-government sector provide a level of opportunity which will be explored to ensure our community receives the best possible services.

Strategy - Seek opportunities for partnerships with the non-government sector to support Greater Shepparton in the delivery of services to our community.

Risk Management

As part of its evaluation, Procurement Australia will undertake risk assessments of participating suppliers.

For Council the participation in the contract presents virtually no risk. The risk rating for not participating is greater. With more than 70 local government organisations registered to participate, this captures almost all local government energy in Victoria. By not participating we would lose the opportunity to purchase energy as a buying group to receive discounted rates. To procure energy alone would see us paying regular retail rates. With almost all Victorian Councils likely to participate, this limits the opportunity of any other organisation running an aggregated contract for energy as most Council will already be locked in with the PA contract.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services (continued)

Policy Considerations

In participating in a Procurement Australia lead contract, Council is compliant with its own Procurement Policy.

Financial Implications

Council's last reported annual spend under each of the current contracts has been:

Contract	Amount 14/15
Public Lighting	\$425,769
Retail Electricity	\$1,104,408
Gas	\$198,881
Total	\$1,729,058

Approved budget is based on approximations from 14/15 budget assuming consumption costs and consumption patterns have not changed too dramatically. We will not know what the tendered rates will mean to our consumption costs until contract is awarded. With the buying power of almost all Victorian Councils, we can safely assume it would be difficult to match rates available through this tender if Council went to contract on its own.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

Council has the option to include Green Energy as part of its compliment of energy supply. Previously this has been 10% but this can be increased should the new tender rates provide sufficient savings that we can increase our green energy consumption.

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to Shepparton 2030 Strategy

Options for Consideration

1. Agree to participate in the aggregated purchase of energy, including retail electricity for large and small sites, street lighting and Gas supply, as part of the procurement Australia contract to commence in 2016. (Recommended)

Approve the Acting Chief Executive Officer to authorise the contract documents prior to the tender being completed given we will only have limited days to return contract documents once the contract is awarded. The contract value is likely to be around the \$3.4M mark over the term of the two year contract, and will increase beyond this amount should the extension options ne exercised. It is likely the contract will be awarded in the first week of December, requiring signed contracts be returned before the next scheduled Council meeting.

2. Choose not to participate in the PA contract and seek to procure energy either through an alternative aggregated contract or on our own. The chance of an alternative aggregated contract becoming available is unlikely given over 60 Victorian Councils have expressed interest in this contract. (Not Recommended).

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1654 - Retail Electricity, Natural Gas, Public Lighting & Associated Services (continued)

3. Approve the participation in the PA contract but do not approve Acting Chief Executive Officer to sign contract documents. This may result in a delay in returning contract documents which will exclude Council from participating in the contract. (Not Recommended).

Conclusion

The PA contract will offer the best opportunity up to 30 June 2018 (notwithstanding 2x12 month extension options being exercised) to procure energy at the most competitive rates. With up to 170 organisations expressing interest in being party to the contract, and 70 local governments forming part of that mix, this contract will represent almost all local government energy consumption in this period of time. There is a need to manage the contract sign off process, and Council needs to delegate authority to the CEO on a one off occasion so that contract documents can be signed and returned within the limited contract signing period in early December to ensure Council participation in the contract.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.1 Terms of Reference - Greater Shepparton Public Health and Wellbeing Plan Advisory Committee

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Municipal Health Project Officer

Proof reader(s): Manager Neighbourhoods,

Team Leader Community Strengthening

Approved by: Director Community

Executive Summary

Council are required to review the Terms of Reference (TOR) for each Advisory Committee every two years.

The Greater Shepparton Health and Wellbeing Committee (HWBAC) was formed in November 2011, with the initial TOR endorsed by Council in 18 July 2012.

Following consultation with the HWBAC over several meetings, at the recent meeting of the committee held on 18 September 2015 the HWBAC approved a new terms of reference for presentation to Council for adoption, with several additional clauses to reflect the anomalies of this committee.

The revised TOR better reflect the governance and functions of the committee and provide clear guidance to the committee in carrying out their responsibilities.

Moved by Cr Ryan

Seconded by Cr Houlihan

That the Council adopt the revised Terms of Reference for the Greater Shepparton Public Health and Wellbeing Plan Advisory Committee.

CARRIED.

Background

The purpose of the HWBAC is fundamental to inform Council of the most relevant health and wellbeing issues in Greater Shepparton for each annual Action Plan. Their input is pivotal in helping Council to meet statutory obligations in the preparation, development and review of each Action Plan. The HWBAC comprises of key health professionals privy to the root causes of ill health and health inequality in our Municipality.

7. COMMUNITY DIRECTORATE

7.1 Terms of Reference - Greater Shepparton Public Health and Wellbeing Plan Advisory Committee (continued)

The TOR have now been transitioned into Council's current preferred layout with the following changes made:

- The TOR state the relationship between Council and HWBAC in order to meet statutory obligations in relation to the involvement of community in the preparation, development and review of each Public Health and Wellbeing Action Plan.
- Clarification of the quorum being half plus one of all partner organisations, rather than the number of representatives. The HWBAC would rather ensure that a reasonable number of partner organisations are present for any motion to provide diverse opinion rather than multiple numbers of representatives from a small number of partner organisations. Each partner organisation will have one vote.
- The number of representatives from each partner organisation is deliberately listed to acknowledge the contributions of the professionals, their knowledge and individual expertise to this committee.
- Added the clause allowing the committee to co-opt extra support from local organisations and supporting agencies when appropriate, given the specific topics are so varied and ever-changing.
- No inclusion of a clause to specify any compulsory number of meetings that are required to be attended as members are proud to attend on behalf of their partner organisations.

To empower those contributing the committee remain mindful not to over-govern their role, but to provide clear guidelines and expectations of their contribution.

Council Plan/Key Strategic Activity

Under the *Active and Engaged Communities – Social Environment* of the Council Plan 2013-2017 and Goal 3 *Ensure liveability options are always considered in our decision making activities* the development of a Municipal Health and Wellbeing Action Plan is specifically listed as a key strategy; *'Develop, adopt and implement the Greater Shepparton City Council Municipal Health and Wellbeing Action Plan'*.

Risk Management

The recommendation focuses on minor changes to an existing TOR, which provides clear roles and objectives for advisory committee members.

Greater Shepparton City Council has received an exemption to prepare an annual HWB Action Plan to demonstrate how health and wellbeing matters integrated into the Council Plan will be delivered in lieu of its statutory requirement and to meet all legal obligations, the functions and role of HWBAC are vital to inform each Action Plan.

No moderate or extreme risks have been identified in relation to this matter.

Policy Considerations

The above recommendation does not conflict with any existing Council Policy.

Financial Implications

The above recommendation does not have any financial implications.

Legal/Statutory Implications

The above recommendation complies with the Local Government Act, a quorum number is set by the committee.

7. COMMUNITY DIRECTORATE

7.1 Terms of Reference - Greater Shepparton Public Health and Wellbeing Plan Advisory Committee (continued)

Environmental/Sustainability Impacts

The above recommendation does not have any negative Environmental or Sustainability impacts.

The HWBAC consists of members that consider the environmental or sustainable impact of health and wellbeing issues in our Municipality.

Social Implications

HWBAC supports local Government's leadership in considering public health and wellbeing matters within a population focus, understanding local health trends and demands, being close to their communities and having the ability to influence wider and more equitable access to health through effective policies and strategies that address local needs.

Council has a strong influence in areas of intervention and requires the involvement of community to meet statutory obligations.

The above recommendation does not have any negative social implications.

Economic Impacts

The above recommendation does not have any economic impacts.

Consultation

The TOR were initially discussed at the HWBAC meeting 17 July 2015 and approved at the 18 September 2015 meeting with minor changes.

A further email was distributed to all HWBAC members regarding two minor changes suggested for the TOR; to omit the word health and state local organisations instead, and to distribute an agenda two weeks prior to each meeting. Members accepted the changes with no objection.

The TOR have been reviewed by Council's Governance department and feedback considered.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Outlines the importance of Council maintaining a financial and socially acceptable environment, while meeting the expectations and future needs of our local community.

b) Other strategic links

Greater Shepparton Strategic Resource Plan 2013-14 to 2022-23

Captures the Council financial and non-financial resources required to achieve the strategic objectives of the Council Plan.

7. COMMUNITY DIRECTORATE

7.1 Terms of Reference - Greater Shepparton Public Health and Wellbeing Plan Advisory Committee (continued)

Options for Consideration

The options for consideration are:

1. Do nothing.
This option is not advisable as each Advisory Committee benefits from clear expectations of their role.
2. Retain the current TOR.
This option is not preferred as the current TOR do not align with the new template being implemented for all TOR.
3. Adopt the revised TOR.
This is the preferred option that captures a commitment from current members with clear expectations utilising the new template.

Conclusion

The above recommendations include minor changes to the existing TOR for the Greater Shepparton Health and Wellbeing Advisory Committee.

The preferred option to adopt the TOR provide HWBAC members with clear guidelines for meetings and their purpose to work in conjunction with Council to meet statutory obligations contained within the Public Health and Wellbeing Act 2008, particularly:

- To seek to protect, improve and promote public health and wellbeing;
- To provide for the involvement of people from the local community in the development, implementation and evaluation of the public health and wellbeing plan.

There are no foreseeable implications that officers have identified as to why they should not be accepted and the TOR be adopted.

Attachments

Greater Shepparton Public Health and Wellbeing Plan Advisory Committee -
Terms of Reference

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7. COMMUNITY DIRECTORATE

7.2 Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017 - Greater Shepparton City Council Action Plan

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Team Leader Community Strengthening

Proof reader(s): Manager Neighbourhoods

Approved by: Director Communities

Executive Summary

Work is continuing to be undertaken to meet Councils commitments as a local government partner in the Hume Region Preventing Violence Against Women and Children (PVAWC) Regional Strategy 2013-2017 developed by Women's Health Goulburn North East (WHGNE). To build on the work that has already been undertaken an Action Plan has been developed to ensure that Greater Shepparton City Council are active within the PVAWC space.

Moved by Cr Houlihan

Seconded by Cr Adem

That the Council continue to achieve the local government initiatives contained within the Hume Region Preventing Violence Against Women and Children (PVAWC) Regional Strategy 2013-2017 – Greater Shepparton City Council Action Plan.

CARRIED.

Background

In 2013 Women's Health Goulburn North East (WHGNE) received funding from the Department of Justice to develop and implement initiatives preventing violence against women and children primarily within the Hume Region. Utilising a partnership model, a Steering Committee was established in March 2013 - the "Hume Region Preventing Violence Against Women & Children Regional Strategy 2013-2017" was developed and endorsed by the committee on 4 July 2013.

Based on recent Australian crime statistics it is reported that almost two women a week are killed as a result of family violence with 13 women having already lost their lives between 1 January to 18 February 2015. This is the same rate as in the UK which has almost three times Australia's population. If the current rate of family violence related deaths for 2015 persists then it is predicted that family violence fatalities will make up approximately half of all homicide victims in Australia. At a local level, comparison of Victoria Police Corporate Statistics reflects an alarming increase of 138.62 per cent of family incident reports between 2009/10 (921.7) and 2013/2014 (2,215.5) in Greater Shepparton.

Recognising the prevalence of family violence within the Greater Shepparton municipality, Council signed a Memorandum of Understanding with WHGNE for "the development and implementation of the Hume Region Preventing Violence Against Women & Children Strategy 2013-2017".

7. COMMUNITY DIRECTORATE

7.2 Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017 - Greater Shepparton City Council Action Plan (continued)

Since that time Council has provided a representative on the Steering Committee and later formally endorsed the PVAWC Regional Strategy at its Council Meeting on 17 September 2013.

The local government representatives on the Steering Committee have established a working group called PVAW12LG to focus on those initiatives where local government is noted as being responsible for their delivery. Invitations to join this group have been sent to all 12 municipalities within the Hume Region with GSCC taking on the role of coordinating these meetings.

There are many opportunities for Council to undertake prevention work, both internally and externally. The initiatives range from subtle activities/messaging designed to encourage thinking about gender equity and stereotypes (which is the foundation of PVAWC) to training and encouraging external organisations/businesses to sign up to the 'Gender Equity Charter'.

An Action Plan has now been developed to allow Greater Shepparton City Council to focus more fully on delivering the prevention initiatives both internally to staff and externally to the community. This document will assist in monitoring our deliverables and budget allocation.

Council Plan/Key Strategic Activity

Delivery of the local government initiatives contained within the Hume Region Preventing Violence Against Women & Children Regional Strategy is consistent with the Greater Shepparton City Council, Council Plan 2013-2017 Goal 1: Active and Engaged Communities (Social) where Objective 3's strategies include "review and continue to implement the Greater Shepparton City Council Safer City Strategy".

Delivery of these initiatives are also consistent with the recently adopted Community Safety Strategy 2014-2017 (previously the Safer City Strategy 2011-2014), Key Direction 3: Inclusive Communities, IC1 "Deliver the local government initiatives contained in the Hume Region Preventing violence Against Women and Children Strategy".

Risk Management

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

Policy Considerations

There are no identified conflicts with existing Council Policies.

Financial Implications

Greater Shepparton City Council has made a financial allocation in the 2014/2015 budget to implement actions from the current Community Safety Strategy which includes action on the Hume Region Preventing Violence Against Women & Children Regional Strategy. The allocation for 2015/2016 is \$700 plus in-kind support.

Legal/Statutory Implications

Delivery of the initiatives contained within the Hume Region Preventing Violence Against Women & Children Regional Strategy is consistent with the Local Government Act 1989 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

7. COMMUNITY DIRECTORATE

7.2 Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017 - Greater Shepparton City Council Action Plan (continued)

Environmental/Sustainability Impacts

There are no anticipated environmental or sustainability impacts as a result of the delivery of the initiatives contained within the Hume Region Preventing Violence Against Women & Children Regional Strategy.

Social Implications

A comparison of Victoria Police Corporate Statistics shows an alarming increase of 138.62 per cent of family incident reports between 2009/10 (921.7) and 2013/2014 (2,215.5) with an 11.5 per cent rise between the 2012/13 and 2013/14 years reports in Greater Shepparton. Although this rise can be partially attributed to the work of the Family Violence Unit within the Shepparton Police Station and the community feeling more supported when reporting these incidents, this increase is testament to the fact that more work needs to be done within the family violence and preventing violence against women and children space in our community.

Economic Impacts

By reducing the incidents of violence against women and children, it is anticipated that the resultant cost to the community in relation to these offences will be reduced. Costs are incurred to communities when an incident occurs due to loss of productivity (employment) by those impacted, costs to the health system (pre and post incident), costs to the criminal justice system (including police, courts and correctional system) and other impacting consequences such as pain and suffering, fear and loss of quality of life and deaths.

An analysis undertaken in 2005 on the costs of crime in Australia estimated that the cost to the community of each assault averaged \$1,700 (*source: Rollings K. Counting the costs of crime in Australia: a 2005 update. In: Criminology Alo, editor. Canberra 2008*). It is estimated that an increase of 25% should be applied to this figure bringing it to a more accurate present day figure.

Consultation

During the development of the Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017 WHGNE has undertaken much consultation and prevention initiative mapping with the Steering Committee members and their associated partners and contacts.

Discussions have been undertaken with Council's People Performance Department in relation to the delivery of the Action Plan and also with WHGNE as the proposed training provider.

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

7. COMMUNITY DIRECTORATE

7.2 Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017 - Greater Shepparton City Council Action Plan (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 1 - Settlement and Housing

Direction 2 - Community Life

Direction 4 – Economic Development

b) Other strategic links

Greater Shepparton City Council Plan 2013-2017

Greater Shepparton City Council Community Safety Strategy 2014-2017

Municipal Health and Wellbeing Action Plan

Options for Consideration

Options for Consideration	Outcome
Status quo	Do nothing - Do not endorse the action plan for delivery. This outcome would be in contravention of the MoU signed by Council on 12 April 2013 which notes one of the responsibilities of Council as “Implement and facilitate the actions within the PVAWC Strategy”.
Do not endorse the Action Plan	No action would be taken to deliver the initiatives contained within the Hume Region PVAWC Regional Strategy 2013-2017.
Amend and endorse	Amend Action Plan and endorse to ensure that Council achieves its obligations under the Strategy in a planned and timely manner.
Endorse the Action Plan	This Action Plan will ensure that Council achieves its obligations under the Strategy in a planned and timely manner.

Conclusion

With the continuing increase in the reporting of family violence incidents within Greater Shepparton, it is important that Council acknowledges that it has a role to play in raising awareness within the community of this important health and safety issue.

Through utilising an Action Plan Council will be able to ensure that it achieves its obligations under the Hume Region PVAWC Regional Strategy 2013-2017 in a planned and considered manner.

Attachments

Greater Shepparton City Council Action Plan - Preventing Violence Against Women and Children Hume Region Strategy

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7. COMMUNITY DIRECTORATE

7.3 Appointment of Greater Shepparton Sports Hall of Fame Committee Members

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Project Manager Active Living

Proof reader(s): Director Community

Approved by: Director Community

Executive Summary

Greater Shepparton City Council called for nominations from local residents for the Greater Shepparton Sports Hall of Fame Advisory Committee. The Greater Shepparton Sports Hall of Fame Committee will be responsible for investigating the concept of a Sports Hall of Fame and advise Council of their findings.

Membership of the committee will comprise up to 13 members for a two year term, including three representatives from Greater Shepparton City Council being two Councillors – Cr Ryan and Cr Adem and one senior staff member.

Nominations were invited from applicants from the following categories:

- ValleySport – 1 Representative
- Potential major sponsor and/or local media – 2 Representatives
- An independent representative advocating the profile of non-mainstream sports and sports people – 1 Representative
- Community Members – up to 4 Representatives

Nominations for appointments to the committee closed at 5.00pm Friday 31 July 2015 and a total of 7 nominations were received from the following individuals and organisations:

- David Quinn (ValleySport Representative)
- Darryl Butcher (Community Representative)
- Noel Hussey (Community Representative)
- Don Kilgour (Community Representative)
- Jason Kelly (Community Representative)
- Ian Fitzsimmons (Community Representative)
- Margo Koskelainen (Community Representative)

An amendment of the Terms of Reference has been made to include two additional Community Representatives to this committee.

There were no nominations received for the following categories:

- Potential major sponsor and/or local media – 2 Representatives
- An independent representative advocating the profile of non-mainstream sports and sports people – 1 Representative.

7. COMMUNITY DIRECTORATE

7.3 Appointment of Greater Shepparton Sports Hall of Fame Committee Members (continued)

Should a potential major sponsor and/or local media or independent representative advocating the profile of non-mainstream sports or sports people wish to join the committee they can be added in the next two years when membership of this committee is readvertised and/or reviewed by the committee.

The nominations received fit the membership of the committee in accordance with the Terms of Reference if the amendment to include two additional Community Representatives is approved and a quorum can be met.

Moved by Cr Ryan
Seconded by Cr Hazelman

That the Council:

1. appoint the following seven members to the Greater Shepparton Sports Hall of Fame Advisory Committee for a two year term commencing on 18 November 2015 and concluding on 17 November 2017:
 - David Quinn (ValleySport Representative)
 - Darryl Butcher (Community Representative)
 - Noel Hussey (Community Representative)
 - Don Kilgour (Community Representative)
 - Jason Kelly (Community Representative)
 - Ian Fitzsimmons (Community Representative)
 - Margo Koskelainen (Community Representative)
2. appoint Cr Adem and Cr Ryan as the Councillor representatives on the Committee
3. approve the revised Terms of Reference to include two additional Community Representatives
4. accept that the following positions on this advisory committee as listed in the Terms of Reference remain vacant until membership of this committee is re-advertised and/or reviewed by the committee:
 - Potential major sponsor and/or local media – 2 Representatives
 - An independent representative advocating the profile of non-mainstream sports and sports people – 1 Representative.

CARRIED.

Background

The Greater Shepparton Sports Hall of Fame is a new concept that could recognise and celebrate significant sporting achievements of Greater Shepparton residents; the Hall of Fame has potential to capture sporting achievers from the Goulburn Valley and become a Regional Sports Hall of Fame. These achievements include participation and success in sport at a national or international level and inductees will include players and athletes, coaches and officials, administrators and others involved in sport at an elite level. The base category will be an inductee to the hall of fame, with a second tier category of legend status being available at the discretion of the committee for anyone who has sustained a long period of success, national or international recognition and/or utilised their profile to achieve positive community outcomes, including the development of their sport.

7. COMMUNITY DIRECTORATE

7.3 Appointment of Greater Shepparton Sports Hall of Fame Committee Members (continued)

Greater Shepparton City Council called for nominations from local residents for the Greater Shepparton Sports Hall of Fame Advisory Committee. Nominations for appointments to the committee were received until 5.00pm Friday 31 July 2015. A total of 7 applications were received from the following individuals and organisations – David Quinn (ValleySport Representative), Darryl Butcher (Community Representative), Noel Hussey (Community Representatives), Don Kilgour (Community Representative), Jason Kelly (Community Representative), Ian Fitzsimmons (Community Representative) and Margo Koskelainen (Community Representative).

Membership of the Greater Shepparton Sports Hall of Fame Advisory Committee according to the Terms of Reference includes:

- ValleySport – 1 Representative
- Potential major sponsor and/or local media – 2 Representatives
- An independent representative advocating the profile of non-mainstream sports and sports people – 1 Representative
- Community Members – up to 4 Representatives

An amendment of the Terms of Reference has been made to include two additional Community Representatives to this committee.

The nominations received fit the membership of the committee in accordance with the Terms of Reference and a quorum can be met. Members will be appointed for a two year term in accordance with the Terms of Reference. Should a potential major sponsor and/or local media wish to join the committee they can be added to the committee in the next two years.

Council Plan/Key Strategic Activity

The Greater Shepparton Sports Hall of Fame links to the following strategic goals outlined in the Council Plan 2013 – 2017.

Active and Engaged Community – We will improve liveability through social and recreational opportunities, a range of inclusive community services and activities, and valuing our diversity.

Economic Prosperity – Make Greater Shepparton the regional sporting capital of Victoria and a leading sporting destination.

This is achieved by establishing a formal recognition scheme for sporting accomplishments achieved by Greater Shepparton residents. The Greater Shepparton Sports Hall of Fame would have a flow on effect to the community, with Hall of Fame inductees engaged in programs that support participation in sport and physical activity. The Greater Shepparton Sports Hall of Fame presents itself as an economic opportunity for the region.

Risk Management

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

Policy Considerations

There are no conflicts with existing Council policy.

7. COMMUNITY DIRECTORATE

7.3 Appointment of Greater Shepparton Sports Hall of Fame Committee Members (continued)

Financial Implications

There are no financial implications identified at this stage. A physical location and/or web based location which will include associated capital and operational costs will be investigated at a later stage.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

There are no conflicts with environmental/sustainability impacts.

Social Implications

The concept of a Greater Shepparton Sports Hall of Fame has a range of positive social implications including:

The appointment of community members to a committee helps to build a sense of community by increasing participation, involvement and pride in this project.

Connecting with others through the social medium of sport is a great way to acknowledge sporting achievements and inspire community members to participate in sport and recreation, overcome obstacles and provide a sense of motivation to achieve a high standard. The Greater Shepparton Sports Hall of Fame could preserve, celebrate and showcases history and heritage of sports excellence and achievement in Greater Shepparton.

Economic Impacts

It is anticipated the Greater Shepparton Sports Hall of Fame has the ability to attract financial support from corporate sponsorship, philanthropic trust support and government grants. The Greater Shepparton Sports Hall of Fame has potential to become a tourist attraction for the region.

Consultation

Nominations for the Greater Shepparton Sports Hall of Fame Advisory Committee were advertised in the Shepparton News, on the Greater Shepparton City Council website and facebook page and the Get Mooving Greater Shepparton facebook page. Nominations closed on 31 July 2015.

The seven nominations received were evaluated on qualifications, skills and experience and all deemed qualified to contribute to this committee.

Strategic Links

a) Greater Shepparton 2030 Strategy

Community Life: focusing upon enhancing the health of the community both through services and facilities.

b) Other strategic links

Greater Shepparton Community Development Framework

The Community Development Framework was adopted by Council in 2010. This framework outlines Council's commitment to implement a community development approach to empower and strengthen communities, encourage cooperative practices and celebrate and embrace diversity of our community.

7. COMMUNITY DIRECTORATE

7.3 Appointment of Greater Shepparton Sports Hall of Fame Committee Members (continued)

Sport and Recreation Victoria Strategic Framework 2013 – 2015
Victorians gain greater health and wellbeing, and Victoria's prosperity and liveability is enhanced, through participation in sport and active recreation.

Options for Consideration

1. Appoint the representatives to the Greater Shepparton Sports Hall of Fame Advisory Committee and approve the amendment to the Terms of Reference to include two additional Community Representatives, as per the recommendation.
2. Choose to reject some or all of the nominated representatives to the Greater Shepparton Sports Hall of Fame Advisory Committee.
3. Choose not to accept the amendment to the Terms of Reference to the Greater Shepparton Sports Hall of Fame Advisory Committee.

Conclusion

It is recommended that the above mentioned applicants be appointed to the Greater Shepparton Sports Hall of Fame Advisory Committee for the project to commence.

Attachments

Sports Hall of Fame Advisory Committee Terms of Reference Page 131

8. BUSINESS DIRECTORATE

8.1 October 2015 Monthly Financial Report

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Team Leader Corporate Accounting

Proof reader(s): Acting Director Business

Approved by: Acting Director Business

Executive Summary

The report presents Council's actual financial performance compared to the budget for the fourth months ended 31 October 2015.

Moved by Cr Houlihan

Seconded by Cr Ryan

That the Council receive and note the October 2015 Monthly Financial Report.

CARRIED.

Background

The 2015/2016 Budget was adopted at a Special Council Meeting on 23 June 2015. The 2015/2016 Budget provided for an accounting surplus of \$9.11 million with revenue of \$125.15 million and expenditure of \$116.04 million. The 2015/2016 Budget also provided for capital works of \$40.10 million.

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

The October 2015 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

- Financial Report
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Operating Budget
- Capital Budget
- Investment Summary
- Rates Debtors Report
- Sundry Debtors Report
- Councillor Expense Report

Council Plan/Key Strategic Activity

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2013-2017*.

Risk Management

No risks have been identified in providing this financial report.

8. BUSINESS DIRECTORATE

8.1 October 2015 Monthly Financial Report (continued)

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

Section 137 of the *Local Government Act 1989* provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition Section 138 requires that at least every 3 months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public. This report satisfies that requirement.

Environmental/Sustainability Impacts

No Environmental or Sustainability impacts have been identified.

Social Implications

No Social implications have been identified.

Economic Impacts

No Economic impacts have been identified.

Consultation

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

Options for Consideration

This report is for information purposes only and does not present any options for consideration.

Conclusion

The report provides details of Council's financial performance compared to the budget for the fourth months ended 31 October 2015.

Attachments

October 2015 - Monthly Financial Statements Page 135

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Acting Team Leader Corporate Accounting

Proof reader(s): Acting Director Business

Approved by: Acting Director Business

Executive Summary

The report presents the draft forecast financial performance for the 2015/2016 financial year compared to budget based on the September Quarter Budget Review forecast submitted by Responsible Managers.

Council's forecast performance is an accounting surplus of \$1.41 million which is \$7.71 million less than the 2015/2016 Adopted Budget.

The capital works program forecast remains at the Adopted Budget amount of \$40.1 million.

Excluding accruals and items funded by restricted investments the forecast cash performance is a cash deficit of \$7.76 million, a decrease of \$5.49 million from the Adopted Budget.

While Council's forecast working capital is a healthy \$17.71 million, which demonstrates Council has the necessary funds to cover debts, the remaining balance should not be treated as being available for discretionary use. Council has a forecast restricted investment balance of \$21.24 million which needs to be covered by Council's available working capital.

**Moved by Cr Ryan
Seconded by Cr Adem**

That the Council adopt the revised forecasts identified by the 2015/2016 September Quarter Budget Review.

CARRIED.

Background

Under section 138 of the *Local Government Act 1989* the Chief Executive Officer at least every 3 months must ensure quarterly statements comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council.

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

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

The 2015/2016 Budget was adopted at a Special Council Meeting on 23 June 2015. The 2015/2016 Budget provided for an accounting surplus of \$9.11 million with revenue of \$125.15 million and expenditure of \$116.04 million. The 2015/2016 Budget also provided for capital works of \$40.1 million.

The quarterly budget review process involves Managers reviewing the adopted budget for their departmental areas compared to actual income and expenditure. Managers are to update forecasts to reflect the expected year end result. The Executive then undertake a detailed review to understand and confirm forecast variations. The quarterly review is then submitted to Council for consideration.

Forecast variances to the adopted budget include re-budgeted projects that are to be delivered in the 2015/2016 financial year where funding was received or is held from last financial year and were not included in the adopted 2015/2016 budget.

2015/2016 September Quarter Forecast

As a result of the 2015/2016 September Quarter Budget Review, forecast year end variances compared to the 2015/2016 Adopted Budget include:

Income Statement

Underlying Operating Deficit (more operating expenses than operating revenue) increased from \$1.29 million to \$8.99 million

The underlying operating result excludes capital income and other non-operating items and aims to highlight core operating financial performance.

The original adopted budget deficit was largely due to the re-budgeting of the Watts Working Better Street Lighting Project where funding for the project was received in prior financial years and budgeted to be spent in 2015/2016.

The increase in the operating deficit from Adopted Budget to September Quarter of \$7.63 million is largely due to the following factors:

Item	\$ (000's)	Comments
Decrease in operating revenue	5,506	\$5.7 million (50%) of 2015/2016 Federal Financial Assistance Grants were received early in 2014/2015.
Increase in operating expenses	2,199	Largely due to a \$1.1 million increase in depreciation expense (non-cash) and a \$400,000 increase in waste costs relating to the new kerbside collection contract (partially offset by increased income).
Total increase in deficit	7,705	

Accounting Surplus (more operating and capital income than operating expenses) decreased from \$9.12 million to \$1.41 million.

The Accounting Surplus includes the Underlying Operating Result as well taking into account non-operating income such as capital grants and contributions.

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

Balance Sheet

Working capital (current assets less current liabilities) is forecast to improve by \$7.24 million from the adopted budget. This is largely due to operational savings from 2014/2015, additional unbudgeted capital income funding existing capital projects and the ongoing work to bridge the gap between Council's working capital and restricted investment balances.

Cash Flow Statement

Ending cash and cash equivalents are forecast to be \$5.49 million lower than the adopted budget. This is largely due to a greater balance of funds expected to be investments at the end of the financial year (investments with a maturity date of greater than 90 days are classified as 'other financial assets' in the balance sheet).

Capital Works

September Quarter Budgeted capital works program of \$40.1 million, no change from the 2015/2016 adopted budget.

Further analysis is contained within the attached 2015/2016 September Quarter Budget Review report.

Cash Position

The term surplus is often perceived to be cash. Table 1 below provides a high level summary as to how the forecast operating surplus is converted into an underlying cash surplus.

The surplus reported in the Income Statement is an accounting surplus, it is accrual based and prepared in accordance with accounting standards. It should be noted that it contains both cash and non-cash items.

It is important that a cash surplus is generated from Council's operations to fund the capital works program. Capital income is reported as part of the operating surplus however capital works are reported as an increase in assets in the Balance Sheet rather than an operating expense.

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

Table 1: high Level Summary – Income Statement Accounting Surplus Converted to Cash			
	Adopted Budget 2015/2016 \$'000	Sept Qtr 2015/2016 \$'000	Variance - 15/16 Adopt v Sep Qtr \$'000
ACCOUNTING SURPLUS/(DEFICIT)	9,114	3,632	(5,482)
<u>Less cash costs not included in operating result</u>			
Capital Works Expenditure	40,098	40,098	0
Loan Borrowings less Repayments (principal)	(3,946)	(3,946)	0
Transfer from restricted investments*	(10,826)	(13,112)	(2,286)
Transfer to restricted investments ^A	6,763	6,456	(307)
Sub Total	32,089	29,496	(2,593)
<u>Plus non cash costs included in operating result</u>			
Depreciation	22,636	23,774	1,138
Assets sold (Written Down Value)	1,070	1,070	0
Contributed assets	(3,000)	(3,000)	0
Sub Total	20,706	21,844	1,138
CASH SURPLUS/(DEFICIT) FOR THE YEAR	(2,269)	(4,020)	(1,751)

The forecast underlying cash deficit of \$4.02 million is a \$1.75 million increase on the 2015/2016 Adopted Budget cash forecast. This largely reflects the early receipt of 50% of the Federal Financial Assistance Grant funding in 2014/2015 partially offset by additional Roads to Recovery funding received in 2015/2016.

Note:

*Transfers from Restricted Investments include \$6.46 million to waste management capital works, \$870k to saleyards capital works and a \$700k transfer of previously received funds for the Watts Working Better Street Lighting project.

^ATransfers to Restricted Investments include \$4.53 million from waste management operations (to fund existing and future capital works/operations), \$508k from parking operations (to fund future capital works/operations) and \$350k for the Defined Benefits Scheme future liability.

Council Plan/Key Strategic Activity

This proposal is consistent with the strategic objective High Performing Organisation (Leadership and Governance).

Risk Management

Monitoring of performance against the 2014/2015 adopted budget as well as the forecast year end position provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Inability to achieve current budget due to income not reaching budgeted levels or costs exceeding budget exposing the Council to a cash deficit.	Likely	Moderate	Moderate	Review detailed monthly financial reports and take corrective action where forecast varies against budget.
Breaching the local Government Act by expending funds against line items without endorsed budget.	Possible	Moderate	Moderate	Undertake quarterly budget reviews to formally consider and adjust for any known variances.

Policy Considerations

There are no identified conflicts with existing Council policies.

Financial Implications

Forecast variances to the 2015/2016 adopted budget are detailed throughout the attached report.

	2015/2016 Adopted Budget \$'000	2015/2016 Sept Qtr Budget \$'000	Variance to Adopted Budget \$'000
Revenue	126,226	120,719	(5,506)
Expense	117,111	119,310	(2,199)
Net Result	9,115	1,409	(7,705)

The forecast end of year result is expected to be an accounting surplus of \$1.41 million which is \$7.71 million less than the Adopted Budget.

Capital works

Capital works of \$40.1 million are forecast to be expended during the 2015/16 financial year which is no change from the Adopted Budget.

	2015/2016 Adopted Budget \$'000	2015/2016 Sept Qtr Budget \$'000	Variance to Adopted Budget \$'000
Capital works	40,096	40,096	0

Net current assets

Net current assets (current assets less current liabilities) is an indicator of Council's ability to pay existing liabilities in the next 12 months. The aim is to have more cash and liquid assets than short-term liabilities.

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

If current assets are less than current liabilities difficulties may arise in meeting obligations as they fall due. Current assets include cash and debtors whereas current liabilities include creditors, some employee provisions and trust funds.

A comparison of Council's budgeted net current assets less restricted investments is included in the table below.

	2015/2016 Adopted Budget \$'000	2015/2016 Sept Qtr Budget \$'000	Variance to Adopted \$'000
Net current assets	10,461	17,706	7,245
Less -Restricted investments	(18,266)	(18,970)	(704)
Underlying current assets	(7,805)	(1,264)	(9,069)

The table above demonstrates that Council has sufficient working capital to meet its obligations when they fall due. However, the \$17.71 million working capital should not be treated as available for discretionary use. Council has a forecast restricted investment balance of \$18.97 million containing significant commitments that need to be covered by Council's available working capital.

Legal/Statutory Implications

Section 138 of the Local Government Act 1989 requires that at least every three months the Chief Executive Officer must ensure a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council. A detailed financial report is presented to the Council each month.

Environmental/Sustainability Impacts

There are no environmental or sustainable impacts that will arise from this proposal.

Social Implications

There are no social impacts that will arise from this proposal.

Economic Impacts

There are no identified economic impacts.

Consultation

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

Appropriate consultation has occurred with Council Officers and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

The report is consistent with the governance principle of Strategic Objective five of the Council Plan 2013-2017 "High Performing Organisation (Leadership and Governance)".

8. BUSINESS DIRECTORATE

8.2 2015/2016 September Quarter Budget Review (continued)

Options for Consideration

1. That the Council not adopt the revised forecasts identified by the 2015/2016 September Quarter Budget Review.

This option is not recommended.

2. The Council adopt the revised forecasts identified by the 2015/2016 September Quarter Budget Review (with or without further amendment).

This option is recommended as it provides for the known budgetary variances to be reflected in the end of year financial forecast compared to budget.

Conclusion

This report has been prepared and presented to identify and reflect known variances in the end of year financial forecast compared to budget.

Attachments

2015/2016 September Quarter Budget Review Page 157

8. BUSINESS DIRECTORATE

8.3 Financial Hardship Policy 34.POL2

Disclosures of conflicts of interest in relation to advice provided in this report
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Manager Finance and Rates

Proof Reader: Acting Director Business

Approved by: Acting Director Business

Executive Summary

The Hardship Policy 34.POL2 was adopted at a Council meeting held on 21 October 2014 where the Council resolved for this policy to be reviewed annually.

Council's Rating Strategy 2013-2017 was adopted at the Ordinary Council meeting held on Tuesday 20 August 2013. Section 9.5 of the Strategy outlined the assistance available to ratepayers who are experiencing difficulty in paying their rates. This report presents a policy that provides a consistent and objective approach, which is practical, sensitive and responsive to people's needs when considering how to assist them.

Section 171A of the Local Government Act (1989) allows councils to waive rates or interest in cases of financial hardship. While some councils have implemented options to waive rates and interest, the Municipal Association of Victoria (MAV) Hardship Policy Guidelines November 2013 state "Councils will not generally waive rates or interest. This is to ensure that financial hardship assistance proffered to one ratepayer does not have a distributional effect on the rate base".

In the development of this policy, Council officers have proposed payment arrangements and deferred arrangement for payments, consistent with Section 170 of the Local Government Act 1989. This policy is consistent with the MAV Guidelines in that Council officers are not proposing to waive rates or interest.

The policy has also been updated to include reference to general debtors other than rates debtors including aged care and children's services.

Moved by Cr Adem

Seconded by Cr Houlihan

That the Council adopt the Financial Hardship Policy 34.POL2.

CARRIED.

Background

Rates and charges constitute the majority of Council's income (54% in the adopted 2015/2016 Budget). The timely payment of rates by residents is crucial to the effective operation of the ongoing services and capital works projects that Council provides for community benefit. When considering the rating strategy for the municipality, Council considers the principles of fairness, transparency and equity. The consideration of hardship is consistent with these principles.

8. BUSINESS DIRECTORATE

8.3 Financial Hardship Policy 34.POL2 (continued)

Council's Rating Strategy 2013-2017 was adopted at the Ordinary Council meeting held on Tuesday 20 August 2013. Section 9.5 of the Strategy outlined the assistance available to ratepayers who are experiencing difficulty in paying their rates. This report presents a policy that provides a consistent and objective approach, which is practical, sensitive and responsive when considering how best to assist ratepayers in meeting their financial obligations.

The purpose of this Rates and Charges Hardship Policy is to provide Council with a policy framework to provide financial relief to individuals who need assistance with paying their rates. This policy will apply to residential ratepayers in relation to their primary residence. The policy also provides ratepayers with a clear, transparent understanding of the options and assistance available if they are currently experiencing, or are at risk of experiencing hardship.

The hardship policy has also been extended to general debtors, debtors other than rates debtors, to provide consistency for the Council in its debt collection and recovery processes.

Definitions

The *Local Government Act 1989* unfortunately does not provide a definition of Financial Hardship.

The Municipal Association of Victoria's (MAV) Hardship Policy Guidelines November 2013 provides a simple description of Financial Hardship as 'a customer or ratepayer who wants to pay but cannot'.

In the context of rates debtors the guidelines note other criteria which could assist Councils in addressing financial hardship in a fair and equitable manner such as whether hardship assistance should be provided to business owners or investment property owners.

After consideration of these criteria, and for the purposes of the policy, 'Financial Hardship' has been defined as:

- *'a ratepayer who is living in their primary residence and who wants to pay the rates on their primary place of residence but cannot due to financial difficulty in meeting basic living costs. The ratepayer reasonably expects to be able to pay if payment arrangements were changed. The hardship may be short or long term.'*

General debtors are defined as all debts owed to the Council except those collected through the rating and valuation process.

The definition of financial hardship in this policy is not proposed to be applicable to general debtors, however, the general assumption of financial hardship will apply. In other words, the general debtor has an inability to meet a financial obligation not an unwillingness to pay.

Financial Hardship for Rates Debtors

There are no proposed changes to the existing policy regarding options available to those deemed suffering financial hardship. The Council aims to balance the timely collection of rates and charges crucial to the effective operation of the Council with the ability of ratepayers to meet their financial obligations.

8. BUSINESS DIRECTORATE

8.3 Financial Hardship Policy 34.POL2 (continued)

The policy is consistent with Section 170 of the Local Government Act 1989 in providing the options to ratepayers of payment arrangements and deferral of payments.

Minor changes to the conditions for applying for financial hardship have been made including requiring all requests to be in writing, to ensure all parties fully understand the arrangements, terms and conditions, and the removal of the distinction between pensioners and other rate payers when applying for deferred arrangements.

The policy does not consider waiving of rates in cases of financial hardship. As noted in the Municipal Association of Victoria (MAV) Hardship Policy Guidelines November 2013 “Councils will not generally waive rates or interest. This is to ensure that financial hardship assistance proffered to one ratepayer does not have a distributional effect on the rate base”.

A distinction needs to be made between those ratepayers who genuinely want to meet their financial obligations and those that wish to avoid them. Ratepayers who make contact with council and are approved for the options available under the hardship policy will avoid formal debt collection processes as long as compliance with all agreements is maintained.

In line with principles outlined in the MAV guidelines, Council will aim to improve communication of the options available in particular aiming for early identification of those suffering hardship and accessibility to information about options on the Council website and rates notices.

Financial Hardship for General Debtors

The hardship policy is proposed to now extend to general debtors which are those that owe debts to Council not collected through the rating and valuation process.

General debtors will be invoiced through normal Council processes with standard payment terms of 30 days.

In consideration of the elderly and special circumstances that may exist a number of overdue reminders for Aged Services debtors will be sent to the debtor and efforts made to establish a payment plan before any services are ceased and debt collection services are utilised.

For Children’s Services a similar arrangement to the Aged Services debtors will be used with a number of reminders submitted and efforts made to organise a payment plan before any services are ceased and debt collection services are utilised.

For the remaining general debtors all efforts will be made to arrange payment, including payment plans, before any debt collection services are utilised.

For all general debtors, consideration will be given to the write off of debts where the cost of recovering the debt exceeds the debt itself.

Council Plan/Key Strategic Activity

This proposal is in line with the following strategic goal of the Council Plan:

High Performing Organisation (Leadership & Governance)

“Greater Shepparton City Council will provide value for money services, best practice internal systems and processes and an organisational continuous improvement culture to maximise council performance in delivering service to meet the needs of the Community”.

8. BUSINESS DIRECTORATE

8.3 Financial Hardship Policy 34.POL2 (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Economic downturn which results in more ratepayers facing hardship	C	4	Low	Opportunities to mitigate risk are low in consideration of external factors which influence the risk likelihood. Development of the Hardship Policy will provide assistance to those impacted by such a risk.

Policy Considerations

The Hardship Policy provides guidance to staff to allow for a consistent, transparent, sensitive and responsive approach when considering requests for assistance from ratepayers or general debtors who are experiencing financial hardship.

Council recognises that managing hardship is a shared responsibility and therefore seeks to provide best practice arrangements for the collection of outstanding debts, including offering flexible arrangements for rates and general debtors experiencing financial hardship.

Financial Implications

The recommended option which allows for payment arrangements and payment deferral for ratepayers who have met the financial hardship criteria, and flexibility for eligible general debtors, reflects and formalises current practice.

This acknowledges efforts by Council to increase the likelihood of rates and general revenue being collected as per the planned budgets in a practical, sensitive and responsive manner.

Legal/Statutory Implications

Sections 170 and 171 of the Local Government Act 1989 cover the deferral and waiver of rates, charges and interest.

Other legislation applicable to this policy are listed below:

- *Fire Services Property Levy Act 2012*
- *State Concessions Act 2004*
- *Penalty Interest Rates Act 1983*
- *Cultural and Recreational Lands Act 1963*
- *Information Privacy Act 2000*
- *Charter of Human Rights and Responsibilities Act 2006*

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts with this proposal.

8. BUSINESS DIRECTORATE

8.3 Financial Hardship Policy 34.POL2 (continued)

Social Implications

Council recognises that there are situations where a ratepayer or general debtor is unable, because of prolonged illness, unemployment or other reasonable cause, to discharge their financial obligation to Council and the ratepayer or general debtor reasonably expects to be able to discharge those obligations if payment arrangements were changed.

Economic Impacts

No economic impacts have been identified.

Consultation

Officers believe that appropriate consultation had occurred through the Rating Strategy Reference Group and public submission process for the Rating Strategy 2013-2017 and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to the Greater Shepparton 2030 Strategy

b) Other strategic links

This policy has been developed in line with Section 9.5 of Council's Rating Strategy 2013-2017

Applications for consideration of financial hardship will be treated as strictly confidential in accordance with Council's Privacy policy.

Options for Consideration

Option 1 – Not adopt the updated Financial Hardship Policy (not recommended). The Rating Strategy 2013-2017 confirms the recommendation from the Rating Strategy Reference Group that Council develop a hardship policy.

Option 2 – Adopt the updated Financial Hardship Policy 34.POL2 as attached.
Recommended.

Conclusion

The Financial Hardship Policy 34.POL2 was adopted at the Council meeting held on 21 October 2014 and resolved to be reviewed and adopted annually.

Attachments

Financial Hardship Policy 34.POL2 Page 191

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 RiverConnect 2014/2015 Annual Report

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: RiverConnect Project Officer

Proof reader(s): Manager Environment,

Team Leader Sustainability and Environment

Approved by: Director Sustainability Development

Other: RiverConnect Education Project Officer

Executive Summary

RiverConnect is a unique project to Shepparton and Mooroopna's urban floodplains and Rivers. It focuses on a multi-agency and whole of community approach to land management and community education.

Currently co-funded by Greater Shepparton City Council (Council) and Goulburn Broken Catchment Management Authority (GBCMA), it provides a platform for strong partnerships between a range of community groups and agency departments to ensure project objectives are achieved.

Officers produce an annual report to both Council and GBCMA that reports against these project objectives and actions. Key outcomes of the 2014/2015 report include:

- Boulevard Bush Reserve Environmental Management Plan
- Draft RiverConnect Paths Master Plan
- Winner of Greater Shepparton Cultural Heritage Award for The Flats Interpretive Signage
- RiverConnect Memorandum of Understanding re-signed
- The first RiverConnect kinder session
- Over 4,500 community members and students attended a RiverConnect event, activity or program.

Moved by Cr Houlihan
Seconded by Cr Hazelman

That the Council adopt the RiverConnect 2014/2015 Annual Report.

CARRIED.

Background

In the past, the Shepparton and Mooroopna communities have largely turned their back on the rivers at their door steps. The built environments have not taken advantage of the aesthetic values of the river systems and their environmental, recreational, economic and cultural significance have been greatly undervalued. These rare and delicate ecosystems have largely been used as a dumping ground.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 RiverConnect 2014/2015 Annual Report (continued)

In response to a groundswell of interest from the community to the current state and lack of respect for the rivers and floodplains, preliminary discussions between local agencies and community groups highlighted the merits of a multi-agency and whole of community approach to future management of the Goulburn and Broken Rivers and their floodplains. It was this community response and drive that led to the establishment of the RiverConnect project in 2006.

The RiverConnect vision for the Shepparton and Mooroopna areas is summarised below.

Shepparton and Mooroopna will be widely recognised as river towns where features of living here include:

- *A thriving natural environment*
- *A connection with that environment*
- *A culture that is enriched by the traditional owners' connection with the area*

People value and respect our rivers and floodplains, whilst using them as part of their daily lives for recreation, relaxation and education. The community, government and land managers, together with the traditional owners, work in partnership to protect and enhance the value of our rivers.

In order to achieve this vision, it was identified that a strong partnership was required between community groups and agency department stakeholders, with each having an important role in guiding the project.

The RiverConnect Implementation Advisory Committee (IAC) comprises high level representatives from all relevant local agencies and major environmental and educational organisations and is a valuable advisory committee for all partners.

The RiverConnect IAC contains representatives from:

- Greater Shepparton City Council (2)
- Goulburn Broken Catchment Management Authority (2)
- Parks Victoria
- Yorta Yorta Nation Aboriginal Corporation
- Goulburn Murray Landcare Network
- Word and Mouth
- Rumbalara Aboriginal Cooperative
- Goulburn Valley Environment Group
- Community representatives (3)
- Department of Environment, Land, Water and Planning (vacant)
- Department of Education and Early Childhood Development (vacant)

Four working group support the RiverConnect IAC. They assist in delivering on ground actions, activities and events in each of their focus areas and provide expert advice to the IAC.

The four RiverConnect working groups are:

- Land Management Working Group
- Aboriginal Action Group (has not met for 12 months, however initial discussions have been positive)
- Education Alliance
- Communications Working Group

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 RiverConnect 2014/2015 Annual Report (continued)

The RiverConnect IAC oversees the implementation of the RiverConnect Strategic Plan which contains project objectives and actions. Specific actions are listed under five key strategic themes. These themes include:

- Connecting Community – To provide access and facilities, together with activities and information to enable the community to value the river and its environment and visit and enjoy this area as an integral part of their lifestyle.
- Connecting Environment – To protect, repair, enhance and sustain important river, wetland and forest environments, so that current and future generations can understand and enjoy natural river redgum forest environments.
- Connecting Aboriginal People – To provide programs, activates and facilities so that the whole community can understand and better appreciate the important historical and cultural significance this area holds for its traditional owners.
- Connecting Education - To provide opportunities for the education sector and the broader community to understand the environment, culture and importance of the area as a valuable asset to appreciate, enjoy and protect.
- Communication and Consultation – To provide appropriate, timely information to the community to support the achievement of the overall RiverConnect objectives and to provide well planned consultation processes that will allow the community to effectively influence the development and implementation of the RiverConnect Strategic Plan.

RiverConnect has achieved many significant milestones between 2006 and 2015, some of which are listed below.

Significant milestones include:

- RiverConnect Adopt-a-Reach program
- Draft RiverConnect Paths Master Plan
- RiverConnect Strategic Plan
- *RiverConnect An Aboriginal Oral History* publication
- RiverConnect VCAL program
- The Flats Interpretive Signage – Winner of Greater Shepparton Cultural Heritage Award
- RiverConnect website
- Winner of the Environment and Sustainability Award in 2010 Regional Achievement and Community Awards
- Historical Flood Markers design and installation
- Over 13,000 people participating in a RiverConnect or related event, activity or program.

One of RiverConnects greatest strengths is its ability to facilitate coordinated partnerships to meet program objectives. RiverConnects structure provides a platform for partners to connect directly with agencies, organisations, community groups, school groups, visitors and the Aboriginal community. RiverConnect facilitates two-way communication, information exchange and project coordination between its partners.

RiverConnect exceeded its education and community engagement targets for 2014/2015 financial year.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 RiverConnect 2014/2015 Annual Report (continued)

Some of RiverConnects key accomplishments in the 2014/2015 financial year include:

- Boulevard Bush Reserve Environmental Management Plan
- Draft RiverConnect Paths Master Plan
- Winner of Greater Shepparton Cultural Heritage Award for the Flats Interpretive Signage
- RiverConnect Memorandum of Understanding re-signed
- The first RiverConnect kinder session
- Over 4,500 community members and students attended a RiverConnect event, activity or program. (2,500 community and 2,000 students)

Many of these accomplishments would not have been achieved by one agency alone. The responsibility, resources and networks do not exist in any one agency. They have been achieved only because of RiverConnects extensive partnerships and its function in drawing people, groups and funding together.

A full report of RiverConnects achievements for 2014/2015 can be viewed in Attachment 1.

Council Plan/Key Strategic Activity

The Greater Shepparton City Council Plan 2013 – 2017:

- Goal 1: Active and Engaged Communities
 - Ensure liveability options are always considered in our decision making activities
- Goal 2: enhancing the Environment
 - Ensure the environment is a major priority in planning for the future
- Goal 4: High Performing Organisation
 - Develop stronger relationships between Council and State and Federal Governments, local Government sector and non-government partnerships to enhance the position of Greater Shepparton City Council.

Risk Management

No risks have been identified in relation to this matter.

Policy Considerations

The above recommendation does not conflict with any Council Policy.

Financial Implications.

The above recommendation has no impact financially.

Legal/Statutory Implications

The above recommendation complies with the Local Government Act.

Environmental/Sustainability Impacts

The above recommendation does not have any negative Environmental or Sustainability impacts. RiverConnect aims to protect and improve our river, floodplain and wetland systems.

Social Implications

The above recommendation does not have any negative social implications. RiverConnect aims to increase the connection the Shepparton and Mooroopna communities and their visitors have with the River, floodplain and wetland systems.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 RiverConnect 2014/2015 Annual Report (continued)

Economic Impacts

The above recommendation does not have any negative economic impacts, in fact it has the potential to create positive economic impacts with increased interest in our river environment, and hence an increase in visitation.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	To inform the community and funding agencies of RiverConnect achievements for the 2014/2015 financial year	Annual report paper displayed on the RiverConnect website and highlighted in the RiverConnect Newsletter

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The proposal is consistent with the Community Life and Environment topics within the strategy, specifically outcomes:

- 4.3.3 A Balance of Urban Settlements and a Beautiful Rural Environment
- 4.3.4 The Municipality is More Attractive
- 4.3.7 The Municipality is Greener
- 4.3.13 The Municipality is More Active

b) Other strategic links

- RiverConnect Strategic Plan
- Greater Shepparton City Council Environmental Sustainability Strategy 2014 – 2030
 - Objective 1.1 - Action 1.1.1
 - Objective 1.3 – Action 1.3.1 and 1.3.2
 - Objective 1.4 – Action 1.4.1
 - Objective 2.5 – Action 2.5.2, 2.5.3 and 2.5.4
 - Objective 4.6 – Action 4.6.1 and 4.6.2
 - Objective 6.7 - Action 6.7.1
 - Objective 6.8 – Action 6.8.1
 - Objective 6.10 – Action 6.10.1

Options for Consideration

The options for consideration are:

1. Adopt the RiverConnect 2014/2015 Annual Report
2. Do not adopt the RiverConnect 2014/2015 Annual Report

Conclusion

The substantial achievements of RiverConnect to date are testimony to the success of a multi-agency and whole of community approach to land management and community education. The key to RiverConnect accomplishments has been the strong emphasis on partnerships and community ownership.

Attachments

RiverConnect 2014-2015 Annual Report Page 196

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: RiverConnect Project Officer

**Proof reader(s): Team Leader Sustainability and Environment,
Manager Environment**

Approved by: Director Sustainability Development

Executive Summary

RiverConnect is a multi-agency and whole of community approach that aims to re-connect the Shepparton and Mooroopna communities and their visitors back to the Goulburn and Broken Rivers and their surrounding floodplains.

The Shepparton and Mooroopna communities, groups and land management agencies have expressed a desire to be more connected with the natural and cultural environments that separate Shepparton and Mooroopna. Extending the shared paths networks has been identified in numerous community and Council Plans as being key to achieving these desires.

The RiverConnect Strategic Plan (May 2011) identified the need to undertake shared path network enhancements. The RiverConnect Implementation Advisory Committee and community representatives recommended that Council develop a master plan into extending the shared paths network between Shepparton and Mooroopna. This resulted in a funding application being made to Regional Development Victoria (RDV) to develop a shared path master plan.

On 21 October 2014 Council resolved to exhibit the draft RiverConnect Paths Master Plan (MP) for community consultation.

Over 165 submissions were received from community members and partners, with most of these supportive of the draft Master Plan. Comments received covered areas such as:

- Signage
- Seating
- Environmental considerations

Council officers, RiverConnect Paths Focus Group members and RiverConnect Implementation Advisory Committee members considered the feedback resulting in some minor changes to the final MP, including:

- Clearly identifying conditions concerning native vegetation removals
- Change in implementation priorities
- Edits to maps and legends within the document itself

A 'what you said' document, which outlines how each submission was considered, has been included as an Appendix in the final MP.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

Further internal discussion regarding implementation options has occurred since a final Master Plan was submitted to Regional Development Victoria as per the funding agreement.

Officers recommend that Council adopt the final RiverConnect Paths Master Plan.

Moved by Cr Hazelman
Seconded by Cr Houlihan

That the Council:

1. adopt the RiverConnect Paths Master Plan; and
2. note that officers will be making budget bids for implementation actions through the annual budget planning process.

CARRIED.

Background

RiverConnect is a multi-agency and whole of community approach that aims to re-connect the Shepparton and Mooroopna communities and their visitors back to the Goulburn and Broken Rivers and their surrounding floodplains. The program is co-funded by the Greater Shepparton City Council and Goulburn Broken Catchment Management Authority and in its 10 years of operation, has achieved many community, Council and partner objectives.

Various community, Council and regional plans have highlighted the need for an increase in physical linkages between Shepparton and Mooroopna. These communities have expressed a desire to be more connected with the natural and cultural environments that separate them. Extending the shared paths networks has been identified as key to achieving these desires.

The RiverConnect Implementation Advisory Committee (IAC) oversaw the development of the RiverConnect Strategic Plan in May 2011, which, after much community and agency consultation, highlighted the need to enhance connections within the existing path network.

The IAC and community recommended that Council develop a paths master plan to guide extensions to the shared paths network between Shepparton and Mooroopna. This resulted in a funding application being made to Regional Development Victoria (RDV) to develop a shared paths master plan.

A RiverConnect Paths Focus Group was established during January 2014 to assist in the development of the RiverConnect Paths Master Plan and to ensure community and partner agencies were involved in the process. This focus group consisted of representatives from various Greater Shepparton City Council departments, Yorta Yorta Nation Aboriginal Corporation, Parks Victoria, Gemmills Swamp Advisory Committee, RiverConnect Implementation Advisory Committee and Goulburn Broken Catchment Management Authority.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

Council officers, assisted by the RiverConnect Paths Focus Group and the RiverConnect Implementation Advisory Committee, worked closely with a consultant to develop a draft RiverConnect Path Master Plan (draft MP), which was released for community consultation at the October 2014 Council meeting.

Links to existing strategies were identified in the draft and final RiverConnect Paths Master Plans. These include (explored in further detail below in Strategic Links):

- RiverConnect Strategic Plan
- Greater Shepparton 2030 Strategy
- Greater Shepparton Council Plan
- Greater Shepparton Cycling Strategy
- Mooroopna Community Plan
- Greater Shepparton Environment Sustainability Strategy

The community were notified and encouraged to provide feedback on the draft MP through a variety of means. These included:

- Public Notices
- Council Facebook and Facebook boosts
- RiverConnect and Council Websites
- Display areas at Aqua moves and Mooroopna Education and Activity Centre
- RiverConnect and other relevant events
- Formal and informal presentations

An outline of the various media, events and presentations provided can be viewed in Attachment 2.

Council officers, the RiverConnect Paths Focus Group and the RiverConnect Implementation Advisory Committee reviewed the 165 submissions received in December 2014.

Key feedback included:

- Signage – including interpretative and directional with distances
- Seating – frequent seating areas or rest areas
- Communication – greater community awareness of the existing and proposed paths
- Greater environmental considerations during construction phase
- Toilets
- Rubbish bins
- Lighting
- Paths used mainly for walking and cycling
- Greatest community support was for Route 1 – Gemmills Swamp to North Shepparton however Route 2 – KidsTown to Gemmills Swamp was a close preferred second option.

This resulted in changes to some sections of the final MP including:

- Detail outlining construction best practise requirements
- Increase in seating options
- Change in community path implementation priority
- Slight change to the alignment of Route 1
- Edits to maps and legends

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

A “what you said” document, which captures how feedback was considered, has been included as an Appendix within the final MP (Appendix 6 within Attachment 1). This document and an accompanying thank you letter were forwarded to those who provided their contact details with their feedback.

A final RiverConnect Paths Master Plan was submitted to Regional Development Victoria (RDV) on 30 April 2015 as per the funding agreement. This document met RDV requirements and was able to be modified at a later stage if Council required.

Further internal Council department consultation has occurred since April 2015 to assist Officers in determining steps to progress the implementation of the RiverConnect Paths Master Plan. The strong community support and numerous links to Community, Council and Regional strategies and plans were re-confirmed during this internal consultation.

New and developing strategies that would encompass and feature the RiverConnect Paths Master Plan were identified. These include:

- Active Transport Strategy – to be developed over next 18 months with opportunity for Vic Roads funding for shovel ready projects
- Economic Development, Events and Tourism Strategy – currently being drafted – RiverConnect featured highly in workshop discussions
- Mooroopna Community Plan 2015 Review
- Greater Shepparton Open Space Strategy – currently being developed
- Greater Shepparton Planning Scheme acknowledges importance of land in floodplain and states the purchase of land in the area will ensure that the land is secured for floodplain and recreation purposes and not subject to inappropriate development applications.

The RiverConnect Implementation Advisory Committee approved the final plan in September 2015.

Upon review of various Council strategies, community plans, internal consultation and discussion with the RiverConnect Implementation Advisory Committee, the recommendations contain Officers preferred options.

Council Plan/Key Strategic Activity

Council Plan 2013 – 2017

The RiverConnect Paths Master Plan is an important document that is relevant to achieving the following goals and objectives for the Council Plan 2013 – 2017:

- *Goal 1: Active and engaged community:*
 - Objective 1: Continue to enhance community capacity building.
 - Objective 3: Ensure liveability options are always considered in our decision making activities
 - Objective 5: Embrace and Strengthen cultural harmony and diversity
- *Goal 2: Enhancing the Environment*
 - Objective 1: Ensure that the environment is a major priority in planning for the future
- *Goal 3: Economic Prosperity:*
 - Objective 1: Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry
 - Objective 3: Make Greater Shepparton the regional sporting capital of Victoria and a leading sporting destination.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

- *Goal 4: Quality Infrastructure*
 - Objective 1: Ensure that the community has access to high quality facilities
 - Objective 2: Ensure that the community has access to appropriate transportation infrastructure
- *Goal 5: High Performing Organisation*
 - Objective 2: Develop stronger relationships between Council and State and Federal Governments, local Government sector and non-government partnerships to enhance the position of Greater Shepparton City Council.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Social connectedness and improvements to community health and wellbeing is not achieved	C	2	High	Promotion of shared path extensions through existing and new networks.
Potential significant budget implication at implementation stage	D	4	Moderate	Implementation works will be staged and potential funding sources have been identified.
Potential environmental implications	B	3	Moderate	On site assessments and comprehensive consultation has been undertaken. Environmental officers' representation on the Paths Focus Group and the RiverConnect Implementation Advisory Committee.
Potential Cultural Heritage implications	C	3	Moderate	On site assessments and comprehensive consultation has been undertaken. Protocols and actions have developed to minimise risks. Yorta Yorta representation on the Paths Focus Group.
Potential licencing issue with Parks Victoria for existing and new infrastructure	B	3	Moderate	Parks Victoria are represented on the Paths Focus Group and the RiverConnect Implementation Advisory Committee.

Policy Considerations

The above recommendations do not conflict with any Council Policy.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

Financial Implications

The 5 routes outlined in the RiverConnect Paths Master Plan total \$3,177,000. Pre-design works including feature and level surveys, geotechnical investigations and detailed flora and fauna investigations total \$144,500, detailed design and permit works total \$242,500 and construction works total \$2,790,000.

It is anticipated external funding will be sourced for construction costs; however, initial investigations have not identified external funding sources for pre-design, detailed design and permit works.

Legal/Statutory Implications

The RiverConnect Paths Master Plan conforms to the *Local Government Act 1989* and other relevant legislation.

Environmental/Sustainability Impacts

Preliminary environmental assessments have been conducted and further work will be required in the detailed design phase.

The recommendations outlined in the RiverConnect Paths Master Plan have been designed to minimise environmental impacts. Existing disturbed footprints will be utilised for new path alignments, where possible. Two new river crossings will however, have significant environmental impacts, which will be minimised where possible.

Educational signage will improve community awareness of key native species, floodplains, wetlands and rivers. This will lead to an increase in community value of the floodplain due to an increase in use and greater sense of custodianship of the area.

Social Implications

There will be improvements to community health and wellbeing through the creation of passive recreational opportunities as outlined in the RiverConnect Paths Master Plan (Attachment 1). This will provide the opportunity for increased connectedness with the natural environment and others sharing that environment, and will enable high community expectations regarding the plan to be met. The social benefits to the community and the region through increasing tourism opportunities are also significant.

Economic Impacts

Cycling and rail trails continue to grow in popularity across Victoria. The potential tourism opportunities through implementation of the RiverConnect Paths Master Plan are potentially significant, attracting visitors, growing regional economies and creating jobs in not only construction, but associated ecotourism industries.

Consultation

The RiverConnect Paths Master Plan development had a strong emphasis on community engagement. The engagement undertaken for the RiverConnect Paths Master Plan can be viewed in Attachment 2 and was developed according to the guidelines and requirements of the Greater Shepparton Community Engagement Strategy and Community Engagement Toolkit.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

Engagement activities included:

- Seven presentations to community groups and Council departments
- Attendance and discussions at four community events
- Visual displays at two community locations
- Online information on Greater Shepparton City Council and RiverConnect websites
- Greater Shepparton City Council Facebook posts and boosts
- Direct emails to ten community groups
- Direct emails to over 200 individuals
- Updates in the RiverConnect Newsletter

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	"We will keep you informed and up to date with project proceedings."	<ul style="list-style-type: none"> • Emails, letters • Council/RiverConnect website • RiverConnect newsletter
Consult	"We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision."	<ul style="list-style-type: none"> • Emails/Letters • "what you said" document • Council/RiverConnect website • RiverConnect newsletter • One on one discussion sessions
Involve/Collaborate	<p>"We will look to you for advice and innovation in formulating solutions and if appropriate, incorporate your advice and recommendation into the decisions to the maximum extent possible."</p> <p>"We will work with you to ensure that your concerns and issues are reflected in the alternatives developed and provide feedback on how public input influenced the decision. "</p> <p>"Council will ultimately make the final decision."</p>	<ul style="list-style-type: none"> • Meetings with key stakeholders • Feedback/reporting. • "what you said" document • One on one discussion sessions

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Outcomes:

- 4.3.4 The Municipality is More Attractive
- 4.3.7 The Municipality is Greener
- 4.3.10 The Municipality is Healthier
- 4.3.13 The Municipality is more Active

b) Other strategic links

RiverConnect Strategic Plan (the whole document, but specifically)

- CC1: Shared Path Network Enhancements

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 RiverConnect Paths Master Plan (continued)

Mooroopna Community Plan 2010 – 2020:

- More events and activities to attract visitors
- Mooroopna's Aboriginal History and Heritage is shared and celebrated
- Gemmills Swamp will be developed
- The River will be welcoming for locals and visitors
- Community members will spend more time outdoors enjoying Mooroopna's natural environment

Hume Region Significant Tracks and Trails Strategy 2013 – 2022:

- Track 22: Shepparton to Seymour River Trail

Greater Shepparton Cycling Strategy 2013 – 2017

- Shepparton Bypass – SN1
- Native Flora and Fauna Reserve – between The Boulevard and McFarlane Rd – SN22
- Goulburn River – north side between Howitt Rd and Kittles Rd – SN23
- Native Flora and Fauna Reserve – between Midland Hwy and McFarlane Rd – SN34
- Broken River – south side between rail line and Goulburn Valley Hwy – SS17

Australian Botanic Gardens Shepparton Development and Management Plan

Options for Consideration

1. Adopt the RiverConnect Paths Master Plan. (Recommended)
2. Do not adopt the RiverConnect Mater Plan. (Not recommended)

Conclusion

The RiverConnect Paths Master Plan provides long-term, strategic path extension options for implementation as funding becomes available. The positive social, health, and well-being benefits to the local and visiting community are considerable, as are potential economic impacts to the Greater Shepparton region. These positive outcomes have been outlined in numerous community, Council and regional plans and strategies.

Detailed consultation with relevant Council departments, agencies and stakeholder groups ensures the RiverConnect Paths Master Plan meets community and agency needs and expectations.

Attachments

1. RiverConnect Paths Master Plan Page 211
2. Draft RiverConnect Paths Master Plan consultation schedule Page 357

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Tatura Park Advisory Group - Membership Amendment

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Events Facility Officer

**Proof reader(s): Team Leader Tourism and Events,
Acting Manager Investment Attraction**

Approved by: Acting Director Sustainable Development

Executive Summary

The Tatura Park Advisory Group Terms of Reference allow for up to ten community representatives. The Group is currently operating with one vacancy and the equivalent of nine representatives. The term of appointment for these members is due to expire on 21 April 2017.

Of these nine, two members have advised they do not wish to continue their membership within the group leaving vacancies for up to three individuals.

Having undertaken a recruitment process, this report recommends the appointment of three additional members as listed below, bringing the total number of community representatives to its full complement of 10.

This committee assists with the management of the facility for the remainder of the two year term, expiring on 21 April 2017.

Moved by Cr Ryan

Seconded by Cr Hazelman

That the Council approve the appointment of the following three new members to the Tatura Park Advisory Group for a two year term, commencing on 18 November 2015 and concluding on 21 April 2017:

- Craig RATH
- David QUICK
- Kevin JONES

CARRIED.

Background

The Tatura Park Advisory Group Terms of Reference allow for up to ten community representatives.

Recently two resignations from the committee were received. These were acknowledged at the committee meeting held on 24 August 2015. Additionally, expressions of interest have been received from three people wishing to become members of the committee. The new members will add an additional dimension to the committee with extensive knowledge of the equestrian and Tatura Park precinct.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Tatura Park Advisory Group - Membership Amendment (continued)

The approval of the additional member would bring the membership to ten people, listed below:

- William BALLANTYNE
- Shaun O'SHANNESY
- Noel RUSSELL
- Cassandra GRAINGER
- Kyle MOBBERLEY
- Graeme DREW
- Carl WALTERS
- Craig RATH
- David QUICK
- Kevin JONES

There are two Councillors represented on the Committee, currently Councillors Patterson and Ryan.

Officers are seeking Council endorsement for the appointment of the additional three applicants to the Tatura Park Advisory Group for a term of two years.

Council Plan/Key Strategic Activity

Goal 1 – Active and Engaged Community (Social). Objective 1.3: Ensure that the community and user groups are consulted and engaged in planning all Tatura Park facilities.

Goal 3 – Economic Prosperity (Economic). Objective 3.3: Through ongoing development of high quality sporting infrastructure throughout Greater Shepparton and facilitating the conduct of regional, intrastate, interstate and national sporting events we will become the sporting capital of Victoria.

Goal 4 – Quality Infrastructure (Built). Objective 1: Consultation with the community to address the needs of user groups and assist in attracting major events to our region.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council	Possible	Minor	Low	At least one Councillor is a representative member of the committee to provide a communication channel and directions.
Advisory Committee Members not covered under Council's Insurance Policy	Possible	Minor	Low	Any recommendations made by the committee are referred to Council for final decision.
Non-compliance with Assemblies of Councillors requirements under the <i>Local Government Act 1989</i> .	Possible	Minor	Low	Minutes of all meetings of the committee are submitted to Council in accordance with the <i>Act</i> .

Policy Considerations

There are no conflicts with existing Council Policies.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Tatura Park Advisory Group - Membership Amendment (continued)

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

The proposal is consistent with the *Local Government Act 1989* and necessary to ensure compliance with this *Act*.

In accordance with section 80A of the *Local Government Act 1989* an Assemblies of Councillors record shall be kept for any meeting of the Committee which has at least one Councillor in attendance. A copy of the Assemblies of Councillors record must be submitted to Council within 14 days of the date of the meeting for inclusion in the next Ordinary Council Meeting agenda and minutes.

Environmental/Sustainability Impacts

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

Social Implications

Appointing community members to the Tatura Park Advisory Group will help to build a sense of community as it increases stakeholder participation and pride in their local facilities.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

Advertisements calling for nominations for applicants to fill up to ten vacant positions on the Tatura Park Advisory Group were placed in the Shepparton News on Friday 6 March and Friday 13 March 2015. Advertisements were also placed in the Tatura Guardian on Tuesday 10 March and Tuesday 17 March 2015. Letters were sent to those members whose term of appointment was due to expire encouraging them to re-apply for another term on the Group.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Consultation with committee members
Involve	Work together. Feedback is an input into decision-making.	<ul style="list-style-type: none"> • Council to consult with the committee in relation to management of the facility.
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions the maximum level possible.	<ul style="list-style-type: none"> • Advisory Committee consisting of community members to be appointed. • Councillor appointees to the committee enable ongoing collaboration between the committee and the Council.
Empower	Council will give due consideration to implementation of the committee's recommendations.	<ul style="list-style-type: none"> • Council will agree to funding requests where possible to enable the committee to undertake desired projects.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Tatura Park Advisory Group - Membership Amendment (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

There are no other strategic links.

Options for Consideration

Councillors could choose not to appoint some or all of the applicants to the Group.

Conclusion

It is recommended that Council accept the resignation of the two members and appoint the three additional applicants to the group to provide the committee with a total of ten members. This will ensure that the group is able to continue playing a vital role in assisting Council with the operation and future planning of the facility.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Shepparton Showgrounds Advisory Committee - Membership

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Council Officers involved in producing this report

Author: Events Facility Officer

**Proof reader(s): Team Leader Tourism and Events,
Acting Manager Investment Attraction**

Approved by: Acting Director Sustainable Development

Executive Summary

The Shepparton Showgrounds Advisory Committee is a new committee that was endorsed by Council at the 16 June 2015.

Officers have sought committee members and this report seeks to formally appoint these members. The committee will make recommendations to Council on procedures, rules, conditions of facility use, future strategic planning and proposed capital works which are necessary for the proper management of Shepparton Showgrounds (Facility).

The terms of reference indicate that the Committee must include between five and ten members representative of the Greater Shepparton community including two representatives from the Shepparton Agricultural Society and up to two councillors, appointed by resolution of the Council.

Moved by Cr Adem Seconded by Cr Ryan

That the Council, having considered the nominations received for appointment to the Shepparton Showgrounds Advisory Committee, appoint the following six members for a two year term commencing on 18 November 2015 and concluding on 17 November 2017:

- Lloyd OHLIN (Shepparton Agricultural Society)
- Morry McKELLAR (Shepparton Agricultural Society)
- Lindsay DRUST
- Ross GRAHAM
- Lloyd HEALEY
- Sam RENATO

CARRIED.

Background

The Shepparton Showgrounds Advisory Committee is a newly formed committee. The Terms of Reference state that the Committee shall comprise of between five and ten members representative of the Greater Shepparton community including two representatives from the Shepparton Agricultural Society and up to two councillors, appointed by resolution of the Council.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Shepparton Showgrounds Advisory Committee - Membership (continued)

An advertisement calling for applications to fill positions on the Committee was placed in the Shepparton News. Six applications have been received and these are listed below:

- Lloyd OHLIN (Shepparton Agricultural Society)
- Morry McKELLAR (Shepparton Agricultural Society)
- Lindsay DRUST
- Ross GRAHAM
- Lloyd HEALEY
- Sam RENATO

Officers are seeking Council endorsement for the appointment of all six applicants to the Shepparton Showgrounds Advisory Committee for a term of two years.

Council Plan/Key Strategic Activity

Goal 1 – Active and Engaged Community (Social). Objective 1.3: Ensure that the community and user Committees are consulted and engaged in planning all Shepparton Showgrounds' facilities.

Goal 3 – Economic Prosperity (Economic). Objective 3.3: Through ongoing development of high quality sporting infrastructure throughout Greater Shepparton and facilitating the conduct of regional, intrastate, interstate and national sporting events we will become the sporting capital of Victoria.

Goal 4 – Quality Infrastructure (Built). Objective 1: Consultation with the community to address the needs of user Committees and assist in attracting major events to our region.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council	Possible	Minor	Low	At least two Councillors are representative members of the committee to provide a communication channel and directions.
Advisory Committee Members not covered under Council's Insurance Policy	Possible	Minor	Low	Any recommendations made by the committee are referred to Council for final decision.
Non-compliance with Assemblies of Councillors requirements under the <i>Local Government Act 1989</i> .	Possible	Minor	Low	Minutes of all meetings of the committee are submitted to Council in accordance with the <i>Act</i> .

Policy Considerations

There are no conflicts with existing Council Policies.

Financial Implications

There are no financial implications arising from this proposal.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Shepparton Showgrounds Advisory Committee - Membership (continued)

Legal/Statutory Implications

The proposal is consistent with the *Local Government Act 1989* and necessary to ensure compliance with this *Act*.

In accordance with section 80A of the *Local Government Act 1989* an Assemblies of Councillors record shall be kept for any meeting of the Committee which has at least one Councillor in attendance. A copy of the Assemblies of Councillors record must be submitted to Council within 14 days of the date of the meeting for inclusion in the next Ordinary Council Meeting agenda and minutes.

Environmental/Sustainability Impacts

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

Social Implications

Appointing community members to the Shepparton Showgrounds Advisory Committee will help to build a sense of community as it increases stakeholder participation and pride in their local facilities.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

Advertisements calling for nominations for applicants, including two members of the Shepparton Agricultural Society, to fill between five and ten positions on the Shepparton Showgrounds Advisory Committee were placed in the Shepparton News on Friday 24 July and Friday 31 July 2015. In addition letters and emails were sent out to current user groups encouraging them to be part of this committee.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Consultation with committee members
Involve	Work together. Feedback is an input into decision-making.	<ul style="list-style-type: none"> • Council to consult with the committee in relation to management of the facility.
Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions the maximum level possible.	<ul style="list-style-type: none"> • Advisory Committee consisting of community members to be appointed. • Councillor appointees to the committee enable ongoing collaboration between the committee and the Council.
Empower	Council will give due consideration to implementation of the committee's recommendations.	<ul style="list-style-type: none"> • Council will agree to funding requests where possible to enable the committee to undertake desired projects.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Shepparton Showgrounds Advisory Committee - Membership (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

There are no other strategic links.

Options for Consideration

Councillors could choose not to appoint some or all of the applicants to the Committee.

Conclusion

It is recommended that Council appoint all six applicants to the Committee to ensure that the Committee is able to play a vital role in assisting Council with the operation and future planning of the facility.

Attachments

Nil

10. TABLED MOTIONS

Nil Received

11. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES

Nil Received

12. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

12.1 Cr Houlihan's Report on Special Committees and Advisory Committees

Name of Committee	Date of Meeting Attended	Key Items
Deakin Reserve Advisory Committee	14/10/2015	<ul style="list-style-type: none"> • Committee pleased that the arena was presented in magnificent condition for the GVL Finals. • Wicket area very green and was handed over to cricket in top condition. • New directional sign to indicate new toilet block at western end of ground now in place, with additional signage to be provided. • Refurbished plaque now on grandstand. Press release to be issued and a letter sent to John McDonald's family advising of the re-establishment. • Agreement that some visual enhancement will take place, especially in relation to some garden areas, untidy trees and damaged fencing
Australian Botanic Gardens Shepparton Special Committee AGM and October Meeting	21/10/2015	<ul style="list-style-type: none"> - Annual General Meeting • The Annual Report was adopted and will be presented to Council as part of the agenda of an Ordinary Council Meeting. • The Committee members gave special mention to Greater Shepparton Councillors and Officers for their ongoing support for the project. • Friends of the Australian Botanic Gardens presented a report which included an outline of the extensive contribution this group is making to the development of Council's Botanic Gardens Project. This includes fundraising, working bees, Funding and building. The Turtle Garden, propagation activities, providing talks and walking tours to other groups. • Office Bearers elected. One notable addition was the appointment of Dr David Chew to the position of Plant Collections Officer, a position which requires setting up an extensive computerised system which records species in the garden under the seven ABGS designated plant collections.

12. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

12.1 Cr Houlihan's Report on Special Committees and Advisory Committees

Name of Committee	Date of Meeting Attended	Key Items
October Committee Meeting	20/10/2015	<ul style="list-style-type: none"> • Congratulations all round for the three Keep Victoria Beautiful Awards for ABGS, including sincere thanks to Committee member Audrey Hurst for her role in entering the Botanic Gardens in the KVB awards. • Botanic Gardens development receiving extensive local media coverage. • The Final Design from Landscape Architects (Spiire) for the Refugee Garden was approved by the Committee. Delivery of this large garden will commence soon. • The Draft Collections Management Policy was presented and seven defined plant collections for the ABGS were approved.

**Moved by Cr Houlihan
Seconded by Cr Adem**

That Cr Houlihan's report on Special Committees and Advisory Committees be noted.

CARRIED.

13. NOTICE OF MOTION, AMENDMENT OR RESCISSION

13.1 Notice of Motion - Cr Summer 11/2015

Cr Summer has given notice that she will move:

Moved by Cr Summer

That the Council:

1. approve the itinerate traders application 2015/54233 by Richard Mathews to trade at the Victoria Park Lake. In addition to the conditions of the application, the following conditions also apply:-
 - a) the application be approved for a trial period of 3 months
 - b) the site must be in the first parking space to the north of Hayes Street on the west side of Wyndham Street
 - c) all fees and charges applicable to the application are to be paid prior to the commencement of the trial
 - d) the trader will operate by using his own power source
 - e) trading hours at the site will be permitted between 7am and 5pm, seven days a week for the three month trial period
2. after the three month trial is completed, Councillors will be briefed within a month of the completion of the trial on the feedback received from the community and businesses.

MOTION LAPSED FOR WANT OF A SECONDER

14. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program

Disclosures of conflicts of interest in relation to advice provided in this report

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Councillors' Community Interaction and Briefing Program

From 1 October 2015 to 30 October 2015, some or all of the Councillors have been involved in the following activities and briefing program:

Cr Dennis Patterson

Welcome & Lunch | Oshu City Delegation
 Oshu City Delegation Civic Reception | Dinner with the Councillors & Executive
 Dinner with Rengang Huang - Minister Counsellor for Economic and Commercial Affairs
 Lunch - Oshu City Delegation - Tatura Hotel, Tatura
 Goulburn Valley Football Netball League | Grandfinal 2015
 Mooroopna Education & Activity Centre Inc | Annual General Meeting
 Regional Cities Victoria | October 2015
 Business & Industry | Education Sector - 'Follow Up' Luncheon
 Scotty & Blighty | Tour De BACC - Cyclists arrive home
 Shepparton Relay for Life - Opening & Closing Ceremony
 Mooroopna Farmers Market | Councillors Catch Ups
 Official Opening | Shepparton Blood Donor Centre
 RiverConnect Implementation Advisory Committee Meeting
 Mooroopna-Numurkah Golfing Pro-Am | General Welcome from Mayor
 Community Planning End of Year Celebration Dinner
 Municipal Emergency Management Planning Meeting
 Twilight Market | Councillors Catch Ups
 SSAA Blue Ribbon Day
 Australian Football Skools International Championships
 AFL NAB Challenge Announcement
 Murray Darling Basin | Water Summit
 Skills & Jobs Centre Announcement | Jaclyn Symes
 Victorian Government | Food & Beverage Trade Week – Dinner
 Committee for Greater Shepparton | Lead Local - Think Global Small Business Event
 Interviews | Chief Executive Officer

Cr Dinny Adem

View of Cherry Blossom and Maple Tree | Oshu City Delegation
 Oshu City Delegation Civic Reception | Dinner with the Councillors & Executive
 Dinner with Rengang Huang - Minister Counsellor for Economic and Commercial Affairs
 Hall's Orchards tour | Oshu City Delegation
 Australian Institute of Company Directors | Company Directors Course | Monday 5
 October
 Australian Institute of Company Directors | Company Directors Course | Friday 9 October
 Shepparton Show Me Marketing Planning Session
 Development Hearings Panel meeting [DHP]

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

Cr Dinny Adem (continued)

Goulburn Valley Library Board | Special Meeting
 Skills & Jobs Centre Announcement | Jaclyn Symes
 Premier's Sustainability Awards 2015
 Interviews | Chief Executive Officer

Cr Fern Summer

Oshu City Delegation Civic Reception | Dinner with the Councillors & Executive
 Australian Institute of Company Directors | Company Directors Course | Monday 5
 October
 On the mOVe! Shepparton | Showcase Concert
 Victoria's Early Childhood Services | Consultation Session
 Waste Resource Recovery Group Board Education Session 3 & 4
 Australian Institute of Company Directors | Company Directors Course | Friday 9 October
 Retirement Function | Inspector Ian Bull
 Over 55's Health and Wellbeing Expo | Welcome
 Ride2Work Day | Shepparton
 'Patchwork' information session
 Best Start Partnership meeting
 Twilight Market | Councillors Catch Ups
 Murray Darling Basin | Water Summit
 Premier's Sustainability Awards 2015
 Interviews | Chief Executive Officer
 Kids & Teens Fashion & Talent Show | African House

Cr Jenny Houlihan

View of Cherry Blossom and Maple Tree | Oshu City Delegation
 Oshu City Delegation Civic Reception | Dinner with the Councillors & Executive
 Hall's Orchards tour | Oshu City Delegation
 Mooroopna Secondary College | VCAL Luncheon
 Community Planning End of Year Celebration Dinner
 Shepparton Multicultural | Film Festival – Launch and Attendance
 Murray Darling Basin | Water Summit
 Skills & Jobs Centre Announcement | Jaclyn Symes
 Interviews | Chief Executive Officer
 Keep Australia Beautiful Awards night | Beechworth
 Women in Eastern Congo Forum | African House
 Australian Botanic Gardens Shepparton Special Committee meeting
 Celebrating Congolese Culture event | African House
 Better Together Alliance Board meeting
 Dungala-Kaiela Writing Awards presentations | Rumbalara clubrooms

Cr Chris Hazelman

Retirement Function | Inspector Ian Bull
 Interviews | Chief Executive Officer

Cr Kevin Ryan

Tatura Milk Industries Tour - Oshu City Delegation
 D'Vine Ripe Perfection Fresh Tour | Oshu City Delegation
 Lunch - Oshu City Delegation - Tatura Hotel
 Goulburn Valley Football Netball League | Grandfinal 2015
 Tatura Italian Social Club | Annual Salami Night 2015

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

Cr Kevin Ryan (continued)

Ride2Work Day | Tatura
Mooroopna Farmers Market | Councillors Catch Ups
Tatura Children's Centre Inc | Annual General Meeting
Murray Darling Basin | Water Summit
Interviews | Chief Executive Officer

Cr Les Oroszvary

Shepparton Show Me Marketing Planning Session
Ride2Work Day | Shepparton
Mooroopna Farmers Market | Councillors Catch Ups
Murray Darling Basin | Water Summit
Twilight Market | Councillors Catch Ups
Interviews | Chief Executive Officer

In accordance with section 80A of the *Local Government Act 1989* records of the Assemblies of Councillors are attached.

Moved by Cr Houlihan
Seconded by Cr Adem

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

CARRIED.

Attachments

Nil

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors

Shepparton Art Museum Advisory Committee Meeting Thursday 24 September 2015		
Councillors:	Councillor Chris Hazelman	
Officers:	Dr. Rebecca Coates – Acting Director SAM, Kaye Thomson - Director Community, Sheron Stevens - Administration Officer	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Confirmation of Meeting Minutes	Cr Hazelman
2	Acquisitions – Nil	Cr Hazelman
3	Directors Report	Cr Hazelman
4	Friends of Shepparton Art Museum Report	Cr Hazelman
5	Other Matters	Cr Hazelman
Conflict of Interest Disclosures		
Matter No.	Nil	

RiverConnect Implementation Advisory Committee Special Committee Meeting – 30 September 2015		
Councillors:	Cr Patterson	
Officers:	Sharon Terry, Renee Ashmore	
Matter No.	Matters discussed	Councillors Present for Discussion
1	RiverConnect Paths Master Plan	Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Nil	

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

RiverConnect Implementation Advisory Committee – 21 October 2015		
Councillors:	Cr Patterson	
Officers:	Sharon Terry, Bonny Schnorrenberg, Renee Ashmore	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Aqua Moves Car Park Overview	Cr Patterson
2	RiverConnect Paths Master Plan update	Cr Patterson
3	Strategic Plan Update	Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Nil	

**Moved by Cr Houlihan
Seconded by Cr Adem**

That the Council note the record of Assemblies of Councillors.

CARRIED

Attachments

Nil

17. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA

Cr Summer advised that she had urgent business not included on the Agenda in relation to the demolition of the Queens Gardens public toilets.

Cr Patterson allowed the matter as urgent business as the Queens Gardens public toilets were due for demolition on 18 November 2015.

Moved by Cr Summer
Seconded by Cr Adem

That the demolition of the Queens Gardens public toilets be postponed until after the 2015 Carols by Candlelight.

LOST

Cr Summer called for a division.

Those voting for the motion: Cr Summer and Cr Adem.

Those voting against the motion: Cr Patterson, Cr Hazelman, Cr Ryan and Cr Houlihan.

18. PUBLIC QUESTION TIME

Nil Received.

19. CONFIDENTIAL MANAGEMENT REPORTS

19.1 Designation of Confidentiality of Information – Report Attachments

Moved by Cr Summer
Seconded by Cr Ryan

That the Council in accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) designates as confidential all documents used to prepare the following agenda item Contract 1625 - Shepparton East Drainage Scheme Stage 1A, previously designated by the Acting Chief Executive Officer or his delegate in writing as confidential under section 77(2)(c) of the Act. This document relates to a contractual matter, which is a relevant ground applying under section 89(2)(d) of the Act.

CARRIED.

19.2 Designation of Confidentiality of Information

Moved by Cr Summer
Seconded by Cr Adem

That the Council:

1. pursuant to sections 89(2)(a) of the *Local Government Act 1989*, close the meeting to members of the public and declare the following matter as confidential:
 - Appointment of the Chief Executive Officer
2. Permit the chairperson to announce any resolution as a consequence of confidential discussions, at a time deemed appropriate by the Mayor.

CARRIED.

19. CONFIDENTIAL MANAGEMENT REPORTS

19.3 Appointment of the Chief Executive Officer

19.4 Reopening of the Council Meeting to Members of the Public

THE MEETING CLOSED AT 6.32PM