

MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

HELD ON
TUESDAY 17 MAY, 2016
AT 5.30PM

IN THE COUNCIL BOARDROOM

COUNCILLORS:

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

VISION

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

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**CHAIR
CR DINNY ADEM**

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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 Dinny Adem, Fern Summer, Chris Hazelman, Jenny Houlihan, Les Oroszvary, Dennis Patterson and Kevin Ryan.

**OFFICERS: Peter Harriott – Chief Executive Officer
Steve Bowmaker – Director Infrastructure
Johann Rajaratnam – Director Sustainable Development
Chris Teitzel – Director Corporate Services
Kaye Thomson – Director Community
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.”

The Mayor acknowledged the passing of former Councillor and Mayor, Mr Bruce Wilson and offered his condolences on behalf of the Greater Shepparton City Council.

2. APOLOGIES

Nil.

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

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 19 April 2016 as circulated, be confirmed.

**Moved by Cr Summer
Seconded by Cr Patterson**

That the Minutes of the Ordinary Council Meeting held 19 April 2016 as circulated, be confirmed with the following amendment:

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 Confirmation of Minutes of Previous Meetings (continued)

That the minutes note Cr Summer abstained from voting on item 7.9 – Governance Model for a new Shepparton Art Museum – Publicly Owned Company Limited by Guarantee.

CARRIED.

**Moved by Cr Houlihan
Seconded by Cr Hazelman**

That the Council acknowledge the significant and invaluable contribution made to the Greater Shepparton community by Bruce Wilson over many decades, as a Councillor, a Mayor, a strong advocate on many issues and a leader in a range of aspects of community development. Council note in particular Bruce's valuable and lasting legacy in relation to the understanding and recording of the history and heritage of this region.

CARRIED.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 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 Governance

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 Summer
Seconded by Cr Oroszvary

That the Council note the Council Plan Progress Report March 2016 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.

Background

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

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 Council Plan Progress Report (continued)

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.

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.

5. OFFICE OF THE CHIEF EXECUTIVE OFFICER

5.1 Council Plan Progress Report (continued)

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.

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 Report - March 2016 Page 142

6. INFRASTRUCTURE DIRECTORATE

6.1 Sale of Council Properties

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: Coordinator Property

Proof reader(s): Manager Strategic Assets

Approved by: Director Infrastructure

**Other: Strategic Planner, Team Leader Sustainability and Environment,
Sustainability and Environment Officer**

Executive Summary

On 20 October 2015 Council recommended advertising a public notice for the potential sale of seven Council properties considered surplus to requirements as is required under section 223 of the *Local Government Act 1989*. The advertisement, published in the Shepparton News on 13 November 2015, gave notice of Council's intention to sell seven land parcels, and provided the public an opportunity to make submissions to Council concerning any or all of the proposed property sales.

Following receipt of a number of submissions from the public it was discovered that one of the properties was not owned by Council (was in fact Crown Land) and two other properties had environmental significance and should be retained by Council for conservation purposes.

It is recommended that Council proceed with the sale of four properties being 2A Mill Street Mooroopna, 2070 New Dookie Road Cosgrove, 40 Southdown Street Shepparton, and 24-26 Scoresby Avenue Shepparton. Council received no objections from the public concerning the sale of these four properties. Where submissions were received regarding these properties, they were enquiries about purchasing these parcels of land.

If Council agree to proceed with the sale of these four properties, the next steps will be to obtain valuations for each of the properties, appoint an agent to manage the sale, and solicitors to prepare contract documentation.

**Moved by Cr Hazelman
Seconded by Cr Oroszvary**

That the Council:

1. proceed with the sale of properties, 2A Mill Street Mooroopna, 2070 New Dookie Road Cosgrove, 40 Southdown Street Shepparton, and 24-26 Scoresby Avenue Shepparton via auction or private treaty;
2. obtain a valuation for each of the properties from a licensed valuer;
3. authorise the Chief Executive Officer to approve a reserve price for each of the properties;

6. INFRASTRUCTURE DIRECTORATE

6.1 Sale of Council Properties (continued)

4. authorise the Chief Executive Officer to sign and seal any contracts of sale or transfers of land to effect such sales.

CARRIED.

Background

On 20 October 2015 Council recommended advertising a public notice for the potential sale of seven Council properties considered surplus to requirements as is required under section 223 of the *Local Government Act* 1989. The advertisement, published in the Shepparton News, gave notice of Council's intention to sell the seven land parcels, and provided the public an opportunity to make submissions to Council concerning any or all of the proposed property sales.

As part of the report to Council on 20 October 2015, it was suggested that the sale of Council land is one strategy that might be employed to convert fixed assets to cash for the purpose of raising capital to fund existing infrastructure development projects.

The four properties proposed to be sold are nominated because they are not being utilised by Council in any way, and as such, are considered surplus to our requirements. These four properties have been selected from a larger list of potentially marketable properties from Councils overall property portfolio. Following close scrutiny of all marketable properties, only seven were recommended by Council as potentially saleable. Following submissions from the public, only these four properties are proposed for sale at this point in time.

Discussion

Following the advertising of the proposed sale of the 7 properties in the Shepparton News on 13 November 2015, and the request for submissions from the public, the outcome was as follows:

380 Thompsons Road, Congupna (Not Council Land)

This property is not Council owned and has been removed from the current proposal.

400 Feltrim Road Caniambo (Not recommended to be sold)

This property is environmentally significant and has a number of indigenous plants which need to be protected. This property is also very rocky and would be unsuitable for any form of development and use. This property should be retained in Council ownership to ensure it is maintained as a wildlife corridor and to protect the plant species.

420 Kellows Road, Cosgrove (Not recommended to be sold)

Council received two submissions in respect to this property, both from abutting owners wishing to purchase it. This property has many indigenous plants some of which are endangered. One of the proposals from an abutting owner was to purchase the site and place a Trust for Nature covenant on it to preserve the site. This abutting owner stated that they already had a Trust for Nature covenant on 160ha of their existing property. This needs further investigation and should be dealt with separately to determine whether the site should be retained in Council ownership or sold to an abutting owner for environmental conservation. This site has been withdrawn from the current proposal.

40 Southdown Street, Shepparton (Recommended for sale)

Council had three submissions in respect of this property, all interested in purchasing the site once it becomes available.

6. INFRASTRUCTURE DIRECTORATE

6.1 Sale of Council Properties (continued)

2A Mills Street, Mooroopna (Recommended for sale)

There were two submissions in respect of this property, both from abutting owners who would be interested in purchasing the site.

2070 New Dookie Road, Dookie (Recommended for sale)

There was one submission in respect of this site from the owner of the abutting farm property, who expressed an interest in purchasing the site.

24-26 Scoresby Avenue, Shepparton (Recommended for sale)

No submissions were received.

One other submission was received, asking that Council carry out assessment on all the sites to ensure that any sites with remnant vegetation are preserved and that local communities are consulted before selling any urban land.

From this comprehensive process, there is community acceptance for the sale of four land parcels that can be considered surplus to requirements. Detail of the identified land parcels for sale is contained in an attachment to this report.

Council Plan/Key Strategic Activity

An objective of the Council Plan is to “*Ensure the community has access to high quality facilities*”. Through the sale of unwanted land, this will allow the proceeds to be invested in other facilities for the community.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Complaint from the Community that we are disposing of assets that may be required in the future	Likely	Moderate	Moderate	Through advertising and community consultation
Not achieving the market value of properties when sold	Possible	minor	Low	Ensure proper marketing of sites and setting a reserve price

Policy Considerations

This does not conflict with any Council policies.

Financial Implications

Any income generated from the sale of land is placed in the Land Reserve Restricted Investment Account.

Legal/Statutory Implications

Any sales of property will be undertaken in accordance with the *Local Government Act 1989* and the *Sale of Land Act 1962*.

Environmental/Sustainability Impacts

None of the four properties being offered for sale is recognised as environmentally significant.

6. INFRASTRUCTURE DIRECTORATE

6.1 Sale of Council Properties (continued)

Social Implications

The land contained in this report has been held in trust by Council on behalf of the people of Greater Shepparton City Council. The land as an asset can be retained to continue to appreciate over time, however there are a number of key infrastructure projects currently proposed or underway that require the sourcing of additional funding; these are projects that will benefit future generations. It is not unreasonable to use the land now if Councillors believe the land will provide a good return to support public infrastructure projects.

Economic Impacts

Of all Council assets, freehold land is one of few asset categories Council can sell to raise cash capital. It is difficult to know when the best time to sell land is, however, if the gains from sale are considered acceptable, then it is reasonable to sell, especially if income is to be reinvested into community infrastructure.

Consultation

The proposed sale of the Council properties was advertised and submissions invited under section 223 of the *Local Government Act 1989*.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Get the facts out to the community	Facebook, Shepparton News, U-Tube
Consult	As land held by Council for the community it is right to involve the community in decisions to sell land.	Facebook, Shepparton News, U-Tube Request submissions from the public.
Involve	The community	Request submissions from the public.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

One of the objectives in the 2030 Strategy is *To provide sustainable infrastructure to support the growth and development of the municipality*. The sale of land will allow Council to pursue this objective.

Conclusion

Through a thorough and transparent process, that has included community consultation, Council has identified four parcels of land that can be sold. It is recommended that Council proceed to sell the four properties identified by means of private treaty or auction.

Attachments

Marketable Property Report Page 169

6. INFRASTRUCTURE DIRECTORATE

6.2 Awarding of Contract 1662 - Construction of Small Pavilion - Greater Shepparton Regional Sports Precinct

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 Greater Shepparton Regional Sports Precinct

Proof reader(s): Manager Projects

Approved by: Director Infrastructure

Executive Summary

Tender evaluation has resulted in a nominated contract price of \$1,171,901.50 (GST Inclusive). Budget estimate for the Construction of the Small Pavilion was \$1,100,000 (GST Inclusive) this includes two change spaces, toilets and showers, kitchen area, first aid room, storage area and public toilets. Council officers will endeavour to work with the successful contractor to reduce the tender price and construct the facility within the existing budget.

Moved by Cr Oroszvary
Seconded by Cr Houlihan

That the Council:

1. accept the tender submitted by Moretto Building Pty Ltd of Shepparton for Contract No. 1662 Construction of the Small Pavilion – Greater Shepparton Regional Sports Precinct for the Lump Sum price of \$1,171,901.50 (GST Inclusive).
2. authorise the Chief Executive Officer to sign and seal the contract documents.

CARRIED.

Contract Details

Council Officers sought submissions from suitable qualified contractors to undertake the construction of Small Pavilion at the Greater Shepparton Regional Sports Precinct. The project will consist of all works and services required to complete construction as per the detail design and specifications.

Local Economic contribution was triggered for this project as three submissions were within 10% of the overall total score. The evaluation panel have thoroughly assessed all submissions including Local Economic impact.

The Evaluation panel is satisfied that Moretto Constructions Shepparton Pty Ltd has established a good performance history in the building construction industry and is considered to have the experience, capability and resources to complete this project within the time period stipulated. The Evaluation panel have determined that the Moretto Constructions offer the best value to Council and they be awarded the contract to construct the Small pavilion

6. INFRASTRUCTURE DIRECTORATE

6.2 Awarding of Contract 1662 - Construction of Small Pavilion - Greater Shepparton Regional Sports Precinct (continued)

Tenders

Tenders were received from:

Tenderers
GL & DC Marshall
Crows Construction
Moretto Building
Diverse Builders
Landmark Construction Group Pty Ltd
Byers Electrical

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager Greater Shepparton Regional Sports Precinct	Projects
Team Leader Arboriculture	Parks, Sport & Recreation
Project Officer – Parks, Sport & Recreation	Projects

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	40%
Capability and Previous Experience	20%
Program Delivery Time Frames	15%
Work Methodology	15%
Environment and Sustainability	10%
Local Economic Impact Assessment	If Applicable

Council Plan/Key Strategic Activity

The construction of the Small Pavilion is identified in the following strategic documents as a component of the Greater Shepparton Regional Sports Precinct project:

Council Plan 2013-2017

Item 4 Quality Infrastructure

Aim – Council will continue to provide for the development and maintenance of high quality facilities to enhance the opportunities for community participation in a broad range of activities.

Risk Management

The Integrated Project Management (IPM) system will be used for this project which will ensure that all risks are identified and mitigated as required. The project will be managed by the Project Management Office, drawing on their expertise in managing risks associated with these types of projects.

6. INFRASTRUCTURE DIRECTORATE

6.2 Awarding of Contract 1662 - Construction of Small Pavilion - Greater Shepparton Regional Sports Precinct (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Significant delays due to inclement weather	C	2	High	None. Work with contractors to manage any issues
Significant earthworks issue (ground conditions)	C	2	High	Geotech conducted and existing ground conditions surveyed
Time Delays	C	2	High	Contractors will be required to meet committed deadlines.
Poor Quality Workmanship	C	2	High	Evaluation considered previous work of contractor.

Policy Considerations

This project does not conflict with any Council policies.

Financial Implications

Tender evaluation has resulted in a nominated contract price of \$1,171,901.50 (GST Inc). Budget estimate for the Construction of the Small Pavilion is \$1,100,000 (GST Inc) which includes two change spaces, toilets and showers, kitchen area, first aid room, storage area and public toilets. Council officers will endeavour to work with the successful contractor to reduce the tender price and construct the facility within the existing budget.

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

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenderers were required to declare if they had a formal environmental certification under AS 14000 2007, and/or demonstrate they had company systems in place to ensure their business did not negatively impact on the environment.

Strategic Links

a) Greater Shepparton 2030 Strategy

Community Life

Objective – To encourage and implement activities that will strengthen community spirit
 Strategy – Encourage new development and redevelopments of existing areas to include community gathering spaces, such as village green, local open spaces and sporting facilities.

6. INFRASTRUCTURE DIRECTORATE

6.2 Awarding of Contract 1662 - Construction of Small Pavilion - Greater Shepparton Regional Sports Precinct (continued)

Community Life: Recreation and Open Space

Objective – To ensure that facilities, services and policies are accessible and inclusive, and appropriate to the sporting and recreation needs of the community.

Strategy – Encourage parks and facilities to cater for a range of recreational and sporting activities.

Strategy – Promote a healthy lifestyle and the use of recreational and sporting facilities

Strategy – Enhance the image of sporting facilities and recreation reserves

b) Other strategic links

Council Plan 2013-2017

* Greater Shepparton Regional Sports Precinct Master Plan

Conclusion

The tender evaluation for the construction of the Small Pavilion at the Greater Shepparton Regional Sports Precinct is Moretto Building Pty Ltd as the preferred contractor to undertake the work on the basis that they had the best overall weighted score. Officers are seeking Council approval to award contract 1662 to Moretto Building Pty Ltd.

Attachments

Nil

6. INFRASTRUCTURE DIRECTORATE

6.3 Depreciation Policy 34.POL3

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

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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): Asset Accountant

Approved by: Director Infrastructure

Other: Manager Finance

Executive Summary

This report is provided to put forward Council's first Depreciation Policy, developed to govern the depreciation of Council's non-current assets.

A Depreciation Policy is not a requirement under the *Local Government Act 1989*, but its existence demonstrates the application of best practice in managing the useful lives of Council's non-current assets, and the subsequent annual depreciation expense applied against the asset portfolio.

Alterations to depreciation can have a significant material impact on Council, and Council must be able to justify any changes to the internal audit committee and external auditors. This policy sets in place processes and responsibilities to manage any changes to depreciation.

The recommended rates of depreciation nominated in this Policy reflect what has been the status quo in Council over the past several years. These are tested rates that have been independently audited on an annual basis.

Moved by Cr Summer

Seconded by Cr Oroszvary

That the Council adopt the Depreciation Policy 34.POL3.

CARRIED.

Background

Council has received recent criticism from its Internal Audit Committee for failing to have established procedures for managing adjustments to depreciation. This first Depreciation Policy will now outline the processes and responsibilities for managing depreciation for all Council assets.

Discussion Points

Depreciation provides high level guidance to the management of future financial liabilities associated with assets. Assets in many respects are a liability as they must continue to be funded (maintenance and renewal) after establishment, in order to continue to provide services to the community. Council can use its current level of depreciation as a guide to what it should be committing to asset renewal on an annual basis. Greater Shepparton's current annual depreciation expense is \$24.8M.

6. INFRASTRUCTURE DIRECTORATE

6.3 Depreciation Policy 34.POL3 (continued)

When Council establishes a new asset, or renews an existing asset, the value of that asset, and the length of time we expect it to be in service is recorded. The asset value is reflected in Council's balance sheet in year one at the total cost to create that asset. Each year thereafter, through applying depreciation, the value of the asset reduces as a percentage of the life expectancy of the asset.

To better explain the above statement this example is provided. When Council reseals a road section, the reseal is classified as a renewed asset. A reseal is expected to last 15 years before it will be resealed again. A reseal that cost \$45,000 will be depreciated over 15 years at \$3,000 per year ($\$45,000/15 = \$3,000$). The resealed road asset is reflected in Council's balance sheet as an offset; converting \$45,000 cash to \$45,000 worth of asset in the first year. Each year, to year fifteen, depreciation is charged against that asset at \$3,000 until the asset has a \$0 monetary value (fully depreciated) in the balance sheet. In a very simplistic way, the original \$45,000 in cash is gone and the asset is in disrepair. Another \$45,000 must be found to replenish the asset again.

Council needs to maintain the value of its assets to ensure it can sustain itself. Council's asset portfolio is currently valued at \$1.37B. Should a number of our assets be fully depreciated, without being renewed, then this forms a renewal gap. The renewal gap is the difference between the cost of renewing existing infrastructure assets and the current expenditure on those assets. If we are unable to fund renewal of our existing assets, then our sustainability will be brought into question, and service levels will begin to decline.

A useful life is applied to non-current assets to establish the rate of depreciation using what is called the straight line method. The straight line method is demonstrated in the example above where you divide the value of the asset by its expected useful life in years.

This policy does allow for a useful life period in years across a prescribed range, for example from 5 to 10 years where within asset classes (for example: Plant and Equipment), there are varying asset types.

This Policy is aimed at high level classifications of assets. Individual assets will be appropriately depreciated based on their unique useful lives. Council Officers will be required to adhere to the applied periods specified in the Policy for the purpose of monthly processing of depreciation. Should any significant changes to an asset place it outside the prescribed periods specified within the policy for each asset class, for example through the process or re-valuation by either a Certified Practising Valuer or in-house valuers, then this Policy will guide officers to seek the appropriate approvals before any adjustments to depreciation rates are made.

Council Plan/Key Strategic Activity

Objective – Ensure strong internal systems and processes to ensure best practice delivery of services for the community.

6. INFRASTRUCTURE DIRECTORATE

6.3 Depreciation Policy 34.POL3 (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
That our useful life assumptions are not correct which will effect accuracy of depreciation	Likely	Moderate	Moderate	Undertake programmed condition assessments and use data to analyse and update asset useful lives.

Policy Considerations

The recommendation to approve the Depreciation Policy does not conflict with any other Council Policy.

Financial Implications

By setting the useful life of assets, and the corresponding rate of depreciation will fix Council's depreciation expense for those assets currently in our system. It must be taken into account that depreciation will be adjusted on an ongoing basis as a result of re-valuation of assets, as new assets are commissioned and old assets decommissioned.

Legal/Statutory Implications

It is not a requirement of the Local Government Act to have a Depreciation Policy. It is however considered to be best practice for an organisation of the size of Council to have one.

Depreciation of assets is an accounting requirement governed by the Australian Accounting Standards Board (AASB).

Environmental/Sustainability Impacts

There are no environmental impacts relating to this report.

Social Implications

There are no social implications associated with this report.

Economic Impacts

The economic impacts associated with this report are limited to Council, and relate to Council's annual depreciation expense which will be continually adjusted through re-valuation of assets, adjustments to asset useful lives, introduction of new assets to be depreciated, and decommissioning of old assets.

Consultation

Public consultation was not required for development of this policy
 Internal consultation occurred between the Corporate Services and Infrastructure Directorates.

6. INFRASTRUCTURE DIRECTORATE

6.3 Depreciation Policy 34.POL3 (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

One of the objectives in the 2030 Strategy is *To provide sustainable infrastructure to support the growth and development of the municipality*. Depreciation does provide a high level view to asset renewal demand and the management of our asset renewal gap.

Conclusion

Council has drafted its first Depreciation Policy to improve transparency and outline responsibilities for managing asset useful lives and depreciation. The Policy is provided to Council for adoption.

Attachments

Asset Depreciation Policy 34.POL3 Page 174

7. COMMUNITY DIRECTORATE

7.1 Section 86 Committees of Management - Appointment of 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: Committees and Cemeteries Operations Officer

**Proof reader(s): Team Leader Community Strengthening,
Manager Neighbourhoods**

Approved by: Director Community

Executive Summary

In accordance with Greater Shepparton City Council CEO Directive 07.CEOD2, Section 86 Committees of Management (Special Committees), Section Four – Committee members can only be appointed by a formal resolution of Council.

As the term of office for current members of the Kialla District Hall Committee of Management expires on 19 May 2016, it is necessary a new Committee be appointed to manage the facilities. This report recommends the appointment of ten members to the Kialla District Hall Committee of Management for a two year term commencing 20 May 2016.

**Moved by Cr Oroszvary
Seconded by Cr Patterson**

That the Council:

1. having considered the nominations received for appointment to the Kialla District Hall Committee of Management, appoint the following members for a term of two years, commencing 20 May 2016 and concluding on 19 May 2018:
 - Moira BOSCHETTI
 - Susan DANIEL
 - Cheryl GARNHAM
 - Dorothy GODWILL
 - Max HYLAND
 - Roger PROVAN
 - Zena PROVAN
 - Peter TACEY
 - Roger TACEY
 - David VEAL
2. resolve that all members (who are not Councillors or nominated Officers) of the Kialla District Hall Committee of Management continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the *Local Government Act 1989*.

CARRIED.

7. COMMUNITY DIRECTORATE

7.1 Section 86 Committees of Management - Appointment of Members (continued)

Background

Kialla District Hall Committee of Management

At the Ordinary Council Meeting held on 15 April 2014, eight applicants were appointed to the Kialla District Hall Committee of Management for a term of two years. Two further members were appointed to the existing term on 16 September 2014 and 15 December 2015 respectively.

As the term of appointment expires on 19 May 2016, it is necessary that a new committee be appointed to manage the facility
Ten applications have been received from community members interested in being appointed to the new committee.

It is recommended that all ten applicants be appointed to the Kialla District Hall Committee of Management for a two year term, commencing on 20 May 2016.

Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Committees be exempt from the requirement of completing Interest Return in accordance with Section 81(2A) of the *Local Government Act 1989*.

Council Plan/Key Strategic Activity

This proposal supports the following goals of the *Council Plan 2013-2017*:

- Goal 1 – Active & Engaged Community (Social)
- Goal 4 – Quality Infrastructure (Built)
- Goal 5 – High Performance Organisation (Leadership and Governance)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the delegation of Council powers to a committee	Possible	Major	High	The appointment of members by formal resolution of the Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

All of Council's Committees of Management have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

The appointment of members to this committee by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.

7. COMMUNITY DIRECTORATE

7.1 Section 86 Committees of Management - Appointment of Members (continued)

Environmental/Sustainability Impacts

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

Social Implications

The appointment of community members to committees helps to build a sense of community by increasing stakeholder participation and giving community members a greater sense of pride through involvement in their local community.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

A public notice was placed in the Shepparton News on Friday the 18 March 2016 calling for applications from community members to join the Kialla District Hall Committee of Management. Letters were also sent to the outgoing members of the committees inviting them to apply for a further term.

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 • Website announcement • Letters to outgoing committee members
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

No other strategic links have been identified.

7. COMMUNITY DIRECTORATE

7.1 Section 86 Committees of Management - Appointment of Members **(continued)**

Conclusion

It is recommended that all of the abovementioned applicants be appointed to Kialla District Hall Committee of Management for the term specified.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.2 Design Competition for a New Shepparton Art Museum

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: Director Shepparton Art Museum

Proof reader(s): Director Community

Approved by: Director Community

Executive Summary

On the 19 May 2015 at an Ordinary Council Meeting, Council resolved to accept the findings of the feasibility study and business case for a New Art Museum in Shepparton and endorse the location of the site selected at the southern end of the Victoria Park Lake.

Council also agreed that council officers would prepare all documentation necessary to progress the new SAM project including (but not restricted to):

- a) Architectural design
- b) Construction plans
- c) Planning and building permits
- d) Victoria Park lake master plan update
- e) Governance model and transition
- f) Project timelines and milestones

Council have engaged Justine Clark as Competition Advisor to see through the Governance and Management of the design competition, which will follow the principles of the Australian Institute of Architects' Architectural Competitions Policy and Guidelines for the Conduct of Architectural Competitions. These competition guidelines provide a comprehensive account of an approved governance structure, which is an essential component in obtaining endorsement from the Institute. The design competition will be a two part process. An expression of interest stage one, followed by the selection of five shortlisted teams invited to develop a concept design for a new Shepparton Art Museum.

Moved by Cr Houlihan

Seconded by Cr Hazelman

That the Council note that a Design Competition will be conducted for the New Shepparton Art Museum commencing in June 2016 in accordance with this report.

CARRIED.

Background

The new Sam Design Competition is another significant step toward delivering this project for Greater Shepparton City Council. The design competition will be a two part process. An expression of interest stage one, followed by the selection of five shortlisted teams invited to develop a concept design for a new Shepparton Art Museum.

7. COMMUNITY DIRECTORATE

7.2 Design competition for a New Shepparton Art Museum (continued)

The governance of the competition will follow the principles of the Australian Institute of Architects' Architectural Competitions Policy and Guidelines. The design competition will take place between June and December of 2016.

The assessment process for both stage one and two, will be managed by an expert Jury. Community engagement will occur when the five shortlisted team provide concept designs. The competition winning team will be announced following a Council briefing process and approval.

The winning design team will be awarded the New SAM design contract if the final Federal Government funding of \$10,000,000 is awarded. If the Federal Funding component is not successful, this design will form part of a subsequent grant application.

Jury

The Jury (assessment panel) has five members (selected from a list of skilled and experienced people) and is responsible for shortlisting teams in Stage 1 and evaluating the Stage 2 design concepts. As this competition will precede the awarding of the design contract, a Probity Auditor will also be monitoring the process.

Policy Considerations

The undertaking of this design competition process is compliant with Councils Procurement Policy

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.

Financial Implications

The New SAM Design Competition will be funded by Mr Carillo Gantner and once again Council thanks Mr Gantner for his generous philanthropic donation.

Risk Management

If the federal Government Grant application is unsuccessful, this design process will proceed and the final design will be used in subsequent grant applications.

Conclusion

Council have engaged a Competition Advisor to see through the Governance and Management of the competition, which will follow the principles outlined in the Australian Institute of Architects' Architectural Competitions Policy and Guidelines for the Conduct of Architectural Competitions. These competition guidelines provide a comprehensive account of governance structure, which is an essential component in obtaining endorsement from the Institute. The design competition will take place between June and December of 2016.

Attachments

Nil

8. CORPORATE SERVICES DIRECTORATE

8.1 Media Policy 07.POL1

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 Marketing and Communications

Proof reader(s): Manager Marketing and Communications

Approved by: Chief Executive Officer

Other: Communications Officer

Executive Summary

The existing Media Policy has been in place since 2006, therefore it was timely for the policy to be revised. There have been no specific changes to the policy however based on the review it was identified that the policy needed to be separated into a policy and procedure. It was further identified that emergency communications needed to be incorporated into the Media Policy rather than this being a standalone document.

The now combined policy aims to:

- Provide guidelines relating to the authorisation of Council spokespersons.
- Clearly identify roles and responsibilities for Council staff in terms of media management and the pro-active promotion of Council's services, events and activities.
- Ensure the media receives accurate information in a timely manner.
- Ensure the community and other stakeholders are kept abreast and informed about Council decisions, developments, policies and major projects.
- Ensure media spokespersons are skilled and feel confident to communicate with print, online and broadcast media.
- Ensure that there are clear processes in place in using the media to communicate emergency information.

This Media Policy is applicable to Councillors, staff, volunteers or committee members when representing Council in the media. The policy relates specifically to verbal and written comments in the media, media releases and media briefings. The aspects of the policy that relate to Councillors are unchanged.

It is recommended that Council adopt the revised Media Policy as a best practice approach to media management by Greater Shepparton City Council.

Moved by Cr Patterson

Seconded by Cr Ryan

That the Council adopt the Media Policy 07.POL1.

CARRIED.

8. CORPORATE SERVICES DIRECTORATE

8.1 Media Policy 07.POL1 (continued)

Background

Greater Shepparton City Council (GSCC) recognises the important role the media plays in informing the public about Council activities, programs, events, services and initiatives.

As a community leader and a government body responsible for providing and maintaining essential services and infrastructure, protecting the environment, planning for sustainable development, safeguarding public health and supporting community development, it is important GSCC has in place processes that support an active response to media enquiries.

Interaction with media in a government context requires careful attention to a range of factors including audience, public interest and political sensitivity.

The Media Policy is based on similar policies that have been adopted by other government bodies. It provides a framework around roles and responsibilities, the identification of authorised spokespersons, commenting in the media (including social media), site visits and procedures for generating media coverage.

The intent of this policy is to provide understanding and guidance for the appropriate use of media platforms and tools by GSCC staff, Councillors, contractors and volunteers for the purpose of conducting Council business. The aspects of the policy that relate to Councillors are unchanged.

The media Policy will support GSCC and its respective brands engaging with the media effectively and successfully.

The purpose of Council's Media Policy is to ensure the interface between Council and the media is managed appropriately to maximise the benefits for Council and to minimise the risk of adverse publicity and misunderstanding due to inaccurate information or inappropriate sharing of information.

The policy further ensures that key messages are consistently relayed and aligned with the current position of the organisation, and facilitate the development and maintenance of a strong relationship with local media by providing a central contact point and responding quickly and accurately to enquiries.

The objectives of the policy are to:

- Provide guidelines relating to the authorisation of Council spokespersons.
- Clearly identify roles and responsibilities for Council staff in terms of media management and the pro-active promotion of Council's services, events and activities.
- Ensure the media receives accurate information in a timely manner.
- Ensure the community and other stakeholders are kept abreast and informed about Council decisions, developments, policies and major projects.
- Ensure media spokespersons are skilled and feel confident to communicate with print, online and broadcast media.
- Ensure that there are clear processes in place in using the media to communicate emergency information.

8. CORPORATE SERVICES DIRECTORATE

8.1 Media Policy 07.POL1 (continued)

The Media Policy outlines how each of these objectives can be achieved and details scenarios and how different issues are to be dealt with. It explains the role of the Mayor, CEO, Directors and Managers, and details the differences between media enquiries, media releases, media interviews, statements, briefings, and non-news or special interest stories.

There is specific advice on dealing with reports before council or committees, tenders and contentious or sensitive issues, confidential information, defamation, committee meeting, council meetings, and filming and recording on council sites.

Emergency and crisis media management requires a slightly different approach. Media management in an emergency is critical to ensure people feel confident and are presented with credible information in a consistent way. This section of the policy deals with media conferences and community relations as well as internal communications.

It is recommended that Council adopt the revised Media Policy as a best practice approach to media management by Greater Shepparton City Council.

Council Plan/Key Strategic Activity

- 5.1 Develop and implement best practice communication strategies.
- 5.2 Develop stronger relationships between Council and State and Federal Governments, local government sector and non-government partnerships to enhance our position.
- 5.3 Ensure strong internal systems and processes to ensure best practice delivery of services for the community.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Potential reputational damage if media management is not undertaken in a co-ordinated manner.	B	3	High	Media policy to be adopted, monitored and reviewed.
Media mismanagement during an emergency.	B	3	High	Media policy to be adopted, monitored and reviewed.

Policy Considerations

There are no policy considerations with this policy.

Financial Implications

There are no financial implications with this policy.

Legal/Statutory Implications

There are no legal/statutory implications with this policy.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts with this policy.

8. CORPORATE SERVICES DIRECTORATE

8.1 Media Policy 07.POL1 (continued)

Social Implications

Media management will be undertaken in a co-ordinated and consistent manner to provide the community with critical and necessary information.

Economic Impacts

There are no economic impacts with this policy.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Media awareness of policy	Media induction session
Consult	Emergency Management Co-ordination Group	Review of existing and updated policy.
Involve	Marketing and Communications Team.	Workshop of existing and updated policy.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Nil

Conclusion

The Media Policy has been reviewed and updated to incorporate the inclusion of updates emergency/crisis communication so that media management is dealt with in a single policy. As one document it provide clear protocols for all staff and Councillors to guide them in dealing with the media on a day to day basis or in times of emergency or crisis.

Attachments

Media Policy 07.POL1 Page 181

8. CORPORATE SERVICES DIRECTORATE

8.2 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - April 2016

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 Analyst

Proof reader(s): Manager Corporate Governance

Approved by: Manager Corporate Governance

Executive Summary

To inform the Council of Contracts awarded under delegation and status of requests for tenders that have not yet been awarded.

Moved by Cr Summer

Seconded by Cr Oroszvary

That the Council notes the publicly advertised contracts awarded by the Chief Executive Officer 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
1632	Victoria Lake Holiday Park Fire Services	Lump sum contract for the construction of a new upgraded fire services system	\$258,190.90	RW & ME Armstrong Pty Ltd
1649	Pine Lodge cemetery expansion	Lump Sum Contract for construction of Cemetery expansion works	\$382,288.30	Jarvis Delahey Contractors Pty Ltd
1673	Tatura Senior Citizen Centre extension	Lump sum contract for extension works at the Tatura Senior Citizen Centre	\$169,224.00	Crow Construction Pty Ltd

8. CORPORATE SERVICES DIRECTORATE

8.2 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - April 2016 (continued)

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1626	Party and Events Equipment Hire Services	Schedule of rate contract for the provision of Event and Party Equipment Hire, including temporary fencing and crowd control barriers	Tender closed 9 December 2015. Tender has been listed in this Agenda for consideration by Council.
1662	Construction of Small Pavilion	Lump sum contract Construction of small pavilion at the Greater Shepparton Regional Sports Precinct	Tender closed 9 March 2016. Tender has been listed in this Agenda for consideration by the Council.
1431	Provision of Landfill Waste, Recyclables & Organics Transfer Services	Lump sum contract for the provision of waste, recyclables & Organics Transfer services	Tender closed 10 February 2016. This will be signed under delegation.
1648	Provision of Ticketing System for Riverlinks venue	Lump sum contract for the provision of a new computerised ticketing system	Tender closed on 6 April 2016 and is currently being evaluated
1598	Turning lane Extension on Numurkah Rd at Brauman St	Lump Sum contract for the construction of a turning Lane on Numurkah Rd	Tender closed 20 April 2016. This tender will be signed under delegation
1422	Horticultural Services	Lump Sum contract for the Horticulture Services	Tender closed 16 March 2016 and is currently being evaluated
1489	Irrigation services, Material supply, Pumps & Equipment Repairs & Services	Lump Sum contract for the Irrigation services, Material supply, Pumps & Equipment Repairs & Services	Tender closed 16 March 2016 and is currently being evaluated.
1490	Horticulture and Arboriculture Materials Supply	Lump Sum contract for the Horticulture and Arboriculture Materials Supply	Tender closed 16 March 2016 and is currently being evaluated.
1583	Synthetic Athletics Track	Lump Sum contract for the Synthetic Athletics Track	Tender closed 16 March 2016 and is currently being evaluated.
1596	Balance of Precinct East West Links Boulevard	Lump Sum contract for the Balance of Precinct East West Links Boulevard	Tender closed 27 April 2016 and is currently being evaluated.

8. CORPORATE SERVICES DIRECTORATE

8.2 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - April 2016 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1688	CCTV Inspection & Reporting Condition of Councils Underground Stormwater Drains	Lump Sum contract for the CCTV Inspection & Reporting Condition of Councils Underground Stormwater Drains	Tender closed on 6 May 2016.
1686	Greater Shepparton Movement and Place Strategy	Lump Sum contract for the Development of a Greater Shepparton Movement and Place Strategy	Tender closes on 18 May 2016.
1687	Aquamoves - Raymond West Building - Exterior render and paint	Lump Sum contract for the Aquamoves - Raymond West Building - Exterior render and paint	Tender closed on 4 May 2016.

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 under delegated authority of the Council and status of requests for tenders that have not yet been awarded during the period 1 April 2016 to 30 April 2016.

Attachments

Nil

8. CORPORATE SERVICES DIRECTORATE

8.3 April 2016 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): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for the ten months ended 30 April 2016.

Moved by Cr Houlihan
Seconded by Cr Oroszvary

That the Council receive and note the April 2016 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.

On 17 November 2015, Council adopted the 2015/2016 September Quarter Budget Review with an accounting surplus of \$1.41 million which is \$7.71 million less than the 2015/2016 Adopted Budget largely due to the early receipt of half of the 2015/2016 Federal Financial Assistance Grants in 2014/2015. The capital works program remained at the Adopted Budget amount of \$40.1 million.

On 16 February 2016, Council adopted the 2015/2016 Mid Year Budget Review with revenue of \$122.92 million, expenditure of \$119.11 million and an accounting surplus of \$3.81 million. The forecast increase in accounting surplus of \$2.40 million was mainly due to \$1.3 million increase in grants for the Roads to Recovery program. The 2015/2016 Mid Year Budget Review also included \$44.15 million in capital works, a forecast increase of \$4.05 million mainly due to \$2.09 million of re-budget works, which were moved from 2014/2015 to 2015/2016.

On 19 April 2016, Council adopted the 2015/2016 March Quarter Budget Review with revenue of \$122.02 million, expenditure of \$119.98 million and an operating surplus of \$2.04 million. The forecast decrease in operating surplus of \$1.77 million was largely due to an increase in materials and services of \$1.59 million, which includes an increase of \$0.76 million in external labour and \$0.42 million in the Waste area. This increase has been partly offset by a decrease in employee costs of \$0.71 million. Additionally there has been a \$1.00 million decrease in non-monetary contributions.

8. CORPORATE SERVICES DIRECTORATE

8.3 April 2016 Monthly Financial Report (continued)

The 2015/2016 March Quarter Budget Review also provided for \$41.26 million in capital works, a forecast decrease of \$2.88 million, mainly due to transfers to restricted investments of \$2.07 million to be considered for re-budget in 2016/2017.

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

The April 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.

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.

8. CORPORATE SERVICES DIRECTORATE

8.3 April 2016 Monthly Financial Report (continued)

Consultation

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

Conclusion

The report provides details of Council's financial performance compared to the budget for the ten months ended 30 April 2016.

Attachments

April 2016 - Monthly Financial Statement Page 187

8. CORPORATE SERVICES DIRECTORATE

8.4 Shepparton Show Me Biannual Report - July - December 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: Shepparton Show Me Marketing Co-ordinator,
Manager Marketing and Communications**

Proof reader(s): Team Leader Marketing and Communications

Approved by: Director Corporate Services

Executive Summary

The Shepparton Show Me (SSM) biannual report is presented detailing the activities undertaken from July to December 2015.

The report details the activities that were undertaken and the level of success of each initiative.

The SSM Committee has continued to implement a range of campaigns and initiatives that align with the five year Marketing Strategy.

**Moved by Cr Oroszvary
Seconded by Cr Houlihan**

That the Council:

1. note the receipt of the Shepparton Show Me (SSM) biannual report detailing activities from July to December 2015;
2. note the receipt of Shepparton Show Me meeting minutes from July to December 2015.

CARRIED.

At the Ordinary Council Meeting on 15 July 2014 Council approved the Shepparton Show Me (SSM) quarterly reporting process to be reduced to six monthly reports. This is the first biannual report that is due following this decision.

This report details activities and outcomes from July to December 2015.

1. New Committee Appointments – 21 July 2015

At the July 2015 Council meeting Council, having considered the applications received for appointment to the Shepparton Show Me Committee:

1. Appointed the following candidates for a two year term, commencing on 22 July 2015 and concluding on 21 July 2017:
 - John Montagner
 - Ron Popelier
 - Malcolm Blake
 - Simon Quattrochi

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2. Appointed the following candidates for a one year term, commencing on 22 July 2015 and concluding on 21 July 2016:

- Sam Lagozzino
- Ed Thomas
- Danielle Tait

2. Renew Shepparton – July – December 2015

Budget: \$5,000

Objectives:

Renew Shepparton aims to house temporary businesses in vacant shops in Shepparton's CBD, give opportunity to individuals to test their unique business and create foot traffic.

SSM, Chamber of Commerce, Investment attraction and Committee for Greater Shepparton selected businesses and liaised with land lords to establish temporary shops.

Outcomes:

- Four businesses were established with three reporting steady growth.

3. CBD Fun – July – December 2015

Sponsorship Amount: \$25,000

Organisation: Investment Attraction, Greater Shepparton City Council

Objectives:

- Increase Maude Street Mall visitation.
- Improve atmosphere in Mall.
- Increase visitation to the region.
- Entice shoppers to come into the Shepparton CBD and spend money.

Target Markets:

Families and children from the Shepparton and surrounding catchment to shop in Shepparton during the school holidays.

Tactics:

- Predominately focused on school holiday activities.
- Press advertising in the Shepparton News and 'The Adviser' for maximum exposure.
- Utilised the Shepparton Show Me Facebook page.
- Provided traders with posters to display in their shop fronts.
- Hosted activities targeted to children which promotes family orientated activities and visits to the mall.
- Regular consultation with CBD traders for their valued input.

Outcomes:

Attendance at CBD activities was difficult to gauge as the project has been in operation for 12 months. It is evident however from the survey that was conducted on 8 of January 2016 with 57 CBD traders that there was increase in foot traffic during the twelve month period.

The survey also indicated that some traders viewed CBD Fun as a 'Band-Aid' fix and were of the view that there are greater challenges to rectify the current state of the CBD.

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In conducting a survey at one of the CBD Fun activities, 78% respondents indicated that they came to the CBD specifically for the free fun activities and that most (53%) were planning on doing some shopping or go to the movies (22%) while they were here. The majority of the respondents found out about the CBD Fun activities via TV (54%), social media (22%) and radio (16%). The most popular activity was the jumping castle (95%) followed by live music (3%) and the tower walk (2%). The majority of respondents were from Shepparton (64%), Tatura (18%) and Numurkah (12%).

4. SSM AGM – 17 August 2015

The SSM AGM served two purposes, firstly to appoint new office bearers and present the SSM 2014/2015 Annual Report and secondly to introduce the Greater Shepparton Great things happen here campaign to SSM members and other stakeholders.

The AGM was extremely well attended with 100+ in attendance.

The election of office bearers saw the appointment of the following positions:

- Chair – Malcolm Blake
- Deputy Chair – Cr Les Oroszvary
- Treasurer – Simon Quattrochi
- Secretary – Peter Radevski

Following the formalities Malcolm Blake and Peter Sutherland (Alchemy Media) provided an overview of the Greater Shepparton Great things happen here campaign concept, and introduced campaign Charles Wooley who was in attendance.

Charles then discussed the reasons why he agreed to be the ambassador and what he hoped the campaign will achieve for Greater Shepparton. Following the presentations it was time for networking, with Charles making most of the opportunity to meet with and hear from local businesses.



Charles Wooley would like to meet you

He's about to showcase the great things that are happening here in Greater Shepparton and he'd love you to be there when he does.

Shepparton Show Me AGM
 DATE: **Monday 17th of August**
 TIME: **7.00pm**
 WHERE: **The Vault**
 (laneway opp Aussie Hotel, Maude St)

Please confirm your attendance with
fiona.legassick@shepparton.vic.gov.au

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5. Winter City Market – 28 – 29 August 2015

Sponsorship Amount: \$40,000

Organisation: Investment Attraction – Greater Shepparton City Council

Objectives:

The key objective of the event was to attract as many people into the Shepparton CBD and to increase the retail spend opportunity for traders. The event was also a vehicle to promote the diversity of our retail sector, by inviting businesses outside the immediate CBD to participate free of charge.

Through the sponsorship of Shepparton Show Me, we were able to provide all Shepparton Show Me stakeholders the opportunity to participate by taking up stalls in the CBD, with all site and insurance costs covered by Council.

Target Markets:

Primary:

- Families with kinder & primary aged children
- Young adults (males and females)
- Adolescents

Secondary:

- Traders

Tactics:

Provision of discounted shopping and variety of retail and food stalls to create a market atmosphere.

Through initiatives such as roving entertainment, a multicultural food tent, local music, free children's rides, and a petting zoo, a family orientated atmosphere was created encouraging shoppers to stay longer and enjoy the overall experience.

Outcomes:

It is estimated that between 15,000 – 20,000 people visited the Mall over the two days. This event is significant for the region as it boosts the local economy; especially in the retail sector.

Through the sponsorship of Shepparton Show Me, Investment Attraction Department was able to deliver all outcomes and the benefits as detailed in the sponsorship application. A focus was applied to using local entertainment, having free children's rides and an increased number of stalls especially those who have a store outside the CBD. This ensured that what was on offer appealed to families and retailers were given the opportunity to capitalise on the significant increase in consumer traffic.

This year we ran a Shepparton Show Me money giveaway promo that was conducted through Star FM open Broadcast. To register for the \$2,000 shopping spree you had to be present on the Friday and provide the radio with evidence that you had shopped in Shepparton that day to win. From previous markets Friday has less attendance than the Saturday and we felt that this promo achieved its objective in bringing more people to the CBD on the Friday.

We were blessed with ideal weather across the two days; traders identified that the weather was the best had experienced since the beginning of the bush markets during winter.

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The Mall was filled with a total of 53 stall holders which included:
 Shepparton traders (located outside the CBD)

- External traders
- Essential Services
- Community groups

Overall reports from traders varied, with success of the markets of the market determined by the type of stock that was cleared. A random selection of retailers were spoken to and most reported positive trade results:

Valley Booksellers

- Shop 221
- Hudson's Coffee
- Factorie
- Identity
- Mensland
- Wendy's
- Jeff Young Shoes
- Arcade Fashions

Evaluation outcomes of the market indicated:

- 78% of respondents came specifically to attend the market.
- The majority of respondents were aware of the market due to TV advertising (54%) and social media (22%).
- The majority of respondents were from Shepparton (64%), Tatura (18%) and Numurkah (12%).

6. Shepparton Running Festival – 30 August 2015

Sponsorship amount: \$2,000

Organisation: Shepparton Runners Club

Objectives:

- Encourage community participation in running for adults and children of different ages and abilities.
- Promote Shepparton Runners Club.
- Showcase Shepparton.
- Provide a regional event for elite athletes.
- Run a successful running festival comprising a marathon, half marathon, 10km, 5km and 2km run.

Outcomes:

- 894 participants across the five run distances.
- Participants came from Melbourne - 21%, Greater Shepparton - 23%, Regional - 33% and NSW - 7%.
- Participants stayed at Hotel/motel - 20%, Caravan Park - 5% and private/own home - 25%, while 29% were day trippers.
- While they were in Shepparton participants spent their money at SPC Factory Sales - 15%, Shopping -19%, Aquamoves - 6% and Kidstown - 4.5%.

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7. Motorsports Themed Father's Day – August/September 2015

Budget: \$20,000

Objectives:

Father's Day is obviously a celebration honouring fathers and celebrating fatherhood, paternal bonds and the influence of fathers in society. Many Australians observe Father's Day on the first Sunday of September. It is a day for people to show their appreciation for fathers and father figures. Father figures may include stepfathers, fathers-in-law, guardians (e.g. foster parents), and family friends. The father's Day campaign aimed to:

- Stimulate business for SSM stakeholders.
- Build on the previous "What Dads Want" campaign.
- Encourage increased visitation to Shepparton over the Father's Day celebration period.
- Promote Shepparton as the regional Victorian destination to do business, shop, dine, stay and play.
- Demonstrate support for SSM stakeholders.

Target Markets:

- Purchasers of Father's Day gifts and experiences – spouses, sons and daughters (children, young adults, adults).
- Consumers (as detailed above) in Greater Shepparton and regional towns within 200 km radius, including Central Victoria (e.g. Bendigo, Echuca), Northern Victoria (e.g. Benalla, Wangaratta, Mansfield), and Lower Hume Growth Corridor (e.g. Seymour, Wallan) and Riverina Region of New South Wales (e.g. Deniliquin, Albury, Finley).
- Young fathers and older fathers.

Tactics:

The 'Mobile Man Cave' concept was a winner and had the potential to be further advanced from what we learnt last year.

The 'Man Cave' staging is best built with products gift ideas from stakeholders and we introduced a Motorsport theme and our market interactive engagement was by way of a V8 Supercar Xbox game on the mobile stage big screen.

The mobile stage show was conducted at:

- Riverside Plaza.
- Hunter's Home Hardware.
- Clark Rubber.
- Maude Street Mall.
- Home Central.
- Shepparton Marketplace.
- Vaughan Central.
- Supercheap Auto.

The key components to the campaign were media advertising and activation. Media placement included TV, radio, print, press and social media.

Outcomes:

The Father's Day campaign was conducted from Sunday 30th August to Saturday 5th September. The mechanics was having the Thompson Kia van decked out as a mobile 'Man Cave' with a motor bike, go cart, BBQ, esky and Father's Day gift ideas.

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The van was fitted with XBOX V8 Super Car Racing using the Bathurst track. From Monday 31st August to Saturday 5th September the V8 Super car show visited various retail locations throughout Shepparton. These included; Shepparton Marketplace, Riverside Plaza, Hunters, Home Central, Vaughan Central and Maude Street Mall.

As in previous similar campaigns the participation and onlookers increased as the week progressed and the public became more aware of the promotion. More people were following on Facebook as to where our location would be.

In evaluating the campaign the following outcomes were achieved:

- Campaign awareness: TV - 63%, SSM Facebook - 32%, Radio - 4% and SSM Website - 1% (please note that multiple responses could be given).
- Reasons for visiting the area where the mobile stage was located – Shopping - 54%, Mobile Stage - 13%, Passing by - 9%, Father's Day Shopping - 8% and Lunch - 6%.
- The majority of visitors were from Shepparton - 58%, Yarrawonga - 4%, Albury, Mansfield and Numurkah all 3%.

8. Spring into Shepparton – September 2015

Budget: \$22,100

Objectives:

- Inspire spending across a broad range of stakeholder categories.
- 'Spring' is a time when the market spend becomes active.
- There are many 'Spring marketing cues such 'Spring Clean'.
- This campaign is relatively operational 'passive'.

Target Markets:

- Young adults
- Women and men aged 25 – 45
- Empty nesters

Consumers (as detailed above) in regional towns and villages within 200km radius, particularly those already using Shepparton services, in order to increase frequency of visit and spend. Geographic locations include:

- Central Victoria (e.g. Echuca)
- Northern Victoria (e.g. Benalla, Wangaratta, Mansfield, Cobram, Yarrawonga)
- Lower Hume Growth Corridor (e.g. Seymour, Wallan, Euroa)
- Riverina Region of New South Wales (e.g. Deniliquin, Finley).

Tactics:

Develop a 'Spring' themed campaign to activate the 'spending' market across the broader range of stakeholder categories,

Create a radio, press and social media campaign that suggests and activates spending 'things to do' in Spring which align to our stakeholders offering:

- Spring clean the home and office.
- Spring clean the shed.
- Spring clean your car.
- Spring into the garden, the lawn.
- Step out in Spring fashions.
- Spring into a new car, new boat, go fishing!

Creation of a Shepparton Show Me logo device with blooming flowers.

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Outcomes:

While actual sales as a result of the Spring into Shepparton campaign were not measurable many traders appreciated the diverse spring time activities that were showcased within the campaign. The campaign showcased a range of industries rather than traditional retail and this was well received by local businesses.

9. Shepparton Heritage Rally – 6 September 2015

Sponsorship Amount: \$2,500

Organisation: Emerald Bank Leisure Land

Objectives:

The Shepparton Father's Day Heritage Weekend 2015 (September 5 and 6) includes the Shepparton Heritage Street Parade and exhibition, the annual Emerald Bank Heritage Rally, now in its 4th year, and the Antique Aircraft Fly In and Goulburn Valley Aero Club Open Day at the Shepparton Airport.

- To increase visitation to Greater Shepparton by drawing exhibitors and their families/supporters to the event.
- To offer a unique event to attract visitation from outside the Greater Shepparton area. We know people involved in and who enjoy history and heritage themed events will travel long distances to attend. Creating a two day event will also encourage overnight/two night stays in Greater Shepparton.
- To increase purchase/consumption of local goods and services as the event is aimed at people from outside the area.
- To build the event to become a sustainable annual showcase of Greater Shepparton. This event has the potential to be a three day event involving multiple locations/attractions throughout Greater Shepparton and become an annual drawcard to our region.

Outcomes:

- Estimated 4000 people attended the annual Heritage Rally at Emerald Bank Leisure Land on Sunday, September 6 with more than 100 exhibitors. The Shepparton Motor Museum enjoyed 600 people through its doors on the day.
- Estimated 800 people attended the 2nd annual Antique Aircraft Fly In and GV Aero Club Open Day on the Sunday, with the majority transported over on free shuttle buses from Emerald Bank to the airport.
- The event was strongly supported by exhibitors from outside the area and some of them did travel to Shepparton the night before and stayed in local accommodation. As this year's event was contained to the single day, Father's Day, it was not as likely that visitors would make an overnight stay. However, we did partner with the Shepparton Visitor Centre to promote other "heritage" activities and attractions in our region to encourage people to come for the weekend, not the day. We promoted the Steam Rail steam train coming to Shepparton on Saturday, September 5 as well as other local museums and exhibitions, the Heritage Walk Tour run by the Visitor Centre staff that weekend, and other leisure activities.
- Through a Father's Day competition run on the day we were able to ascertain
 - 60% of visitors were from the Goulburn Valley
 - 32% were from surrounding towns (Echuca, Seymour, Benalla, Yarrawonga, Bendigo)
 - 4% were from Melbourne
 - 3% were from NSW
 - .5% from SA
 - .5% from QLD

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- The seven businesses at Emerald Bank benefited heavily by the 4000 strong crowd, making it one of the biggest trade days of the year for them. The retail stores, bar one, reported increased sales on the day, and all claim good follow up business from return customers in the weeks after.
Clubs involved and a small number of stall traders also reported very good sales and exposure for their products and services.

10. KidsFest 2015 – 19 – 20 September 2015

Sponsorship Amount: \$20,000

Organisation: SPC KidsTown, Greater Shepparton City Council

Objectives:

Over 9 years, KidsFest has evolved and grown into a premier children's event providing thousands of people with an amazing experience, and generating significant tourism to the Greater Shepparton area.

The festival comprises two stage areas which play host to entertainment acts, under cover area for craft displays and activities, an area dedicated to sports programs and sporting personalities, an outdoor beach volleyball court with a full program of activities, a sideshow alley, trade stalls, as well as continuous roving entertainment and general display areas.

The objectives of KidsFest are:

- To position KidsFest as a children's and family festival of State significance.
- To position Greater Shepparton as a family friendly destination with a variety of activities suitable for children of all ages.
- To increase attendance to the event from visitors from outside Greater Shepparton by 5% annually.
- To increase the length of stay in Greater Shepparton.
- To enhance KidsTown's reputation as regional Victoria's Best Adventure Playground.

The 2015 event saw the introduction of a pirate theme for the two day festival.

Outcomes:

The key outcomes of KidsFest 2015 were:

- An estimated attendance of 15,965 people over two days.
- Approximately 39.08% of visitors were from outside the Greater Shepparton area.
- Approximately 4.8% of visitors were interstate.
- Total attendances was approximately 1% higher than KidsFest last year.

11. Victorian Teacher's Games – 20 – 23 September 2015

Sponsorship Amount: \$6,250

Organisation: Events and Tourism, Greater Shepparton City Council

Objectives:

The Victorian Teacher's Games (VTG) is an annual event that has been hosted at regional centres around Victoria by the non-metropolitan regional offices of the Department of Education and Training (DET). The twentieth occurrence of the Games will be held in Shepparton from 21 September (registration day) with competition occurring from Monday 22 to Wednesday 24 September. This will be the first time Shepparton has ever hosted this event and it will be one of the biggest participation events the city has ever hosted.

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The Games are open to all current and retired employees of DET, all staff from Catholic and independent schools in the State of Victoria. In 2014, when the Games were held in Bendigo, there were just on 2,100 teachers who participated in over thirty sporting competitions and recreational activities. We are aiming for around 2,500 teachers for the 2015 and 2016 events.

The event will also be the first major multi-sport event that they city has hosted as part of the current 15 million redevelopment of the Shepparton Sports Precinct so Council will be working hard to deliver an exceptional visitor experience as this will form the basis of future event bids for similar natured events.

The event had the following broad objectives:

- To stimulate economic activity for Shepparton and the region.
- To promote Shepparton as an attractive regional major event destination.
- To showcase the broad range of activities and attractions available to visitors and encourage return visits and extended stays.
- To profile Shepparton's sporting, cultural and recreational facilities.
- To enhance the capacity of local clubs, associations and the business community to host such a large scale significant events.
- To promote our country lifestyle.

Outcomes:

It is estimated that between 2,000 – 2,300 people participated in the three day event. This event is significant for the region, injecting an estimated \$2.2M into the local economy; especially in the accommodation, entertainment and hospitality sectors.

Through the sponsorship of Shepparton Show Me, Investment Attraction Department was able to deliver all outcomes and the benefits as detailed in the sponsorship application. A focus was applied to splitting the evening entertainment between two venues, which ensured that our two other major CBD venues were given the opportunity to capitalise on the significant increase in consumer traffic.

Accommodation reached capacity with some participants having to stay as far as Nagambie and Tongala over the four days of competition.

Forty local sporting clubs, community and business groups benefited from the Games, the largest beneficiaries are:

- Major League Sports
- Fun City
- Olympic Sport Arena Kialla
- Shepparton Netball Association
- Kialla Park Bowls Club

Overall reports from traders and the town have been positive, with a specific example including the success of one business utilizing as many kegs of beer as they normally would over a five week period in four days (two metric ton of beer consumed at this property).

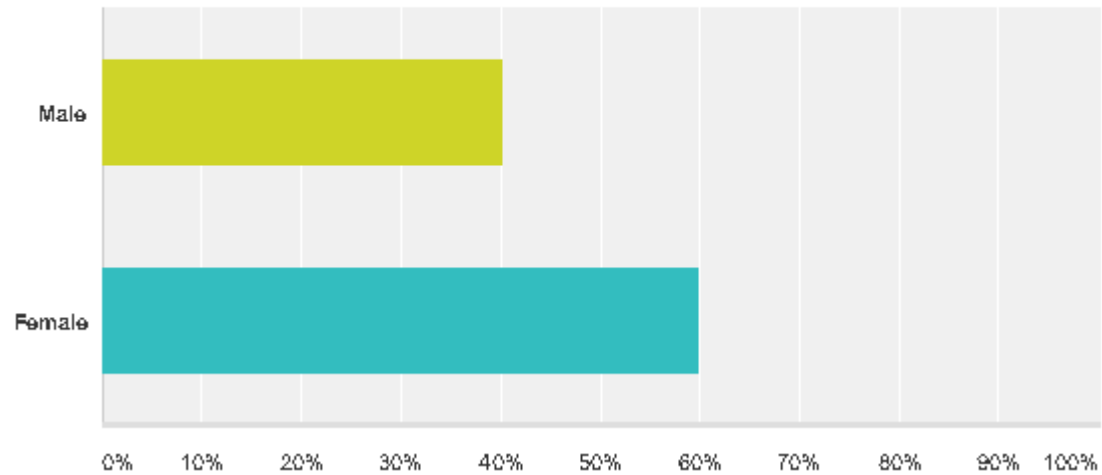
Participant survey results revealed the following data. Some broader highlights included 70% of participants spending between \$250 and \$1000, 31% shopping and 90% been satisfied with the event a great result.

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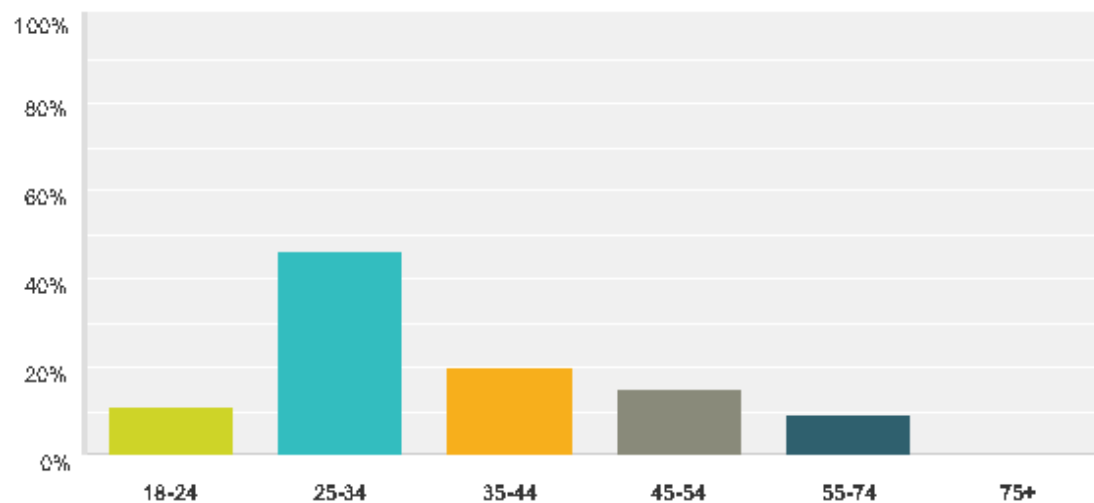
Q1 Demographics

Answered: 481 Skipped: 0



Q2 Age group

Answered: 481 Skipped: 0

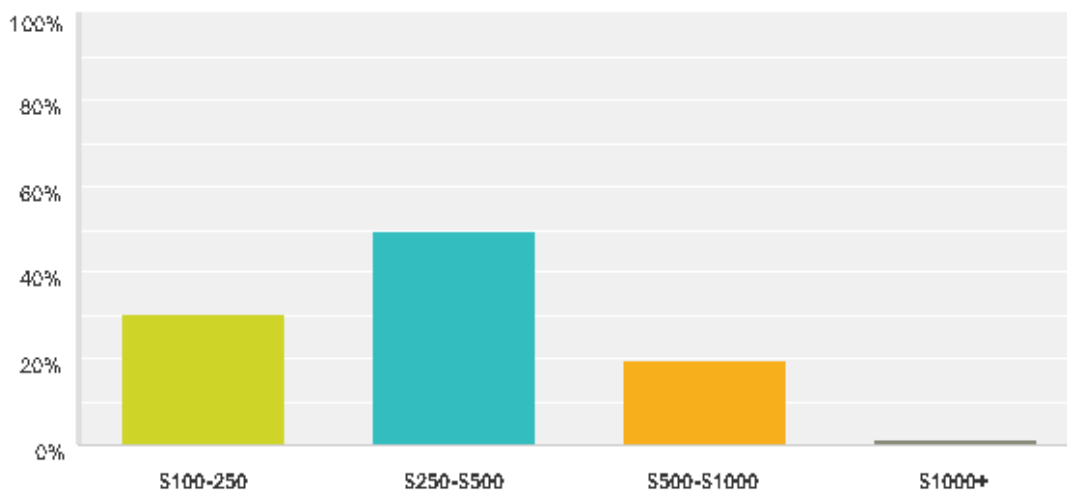


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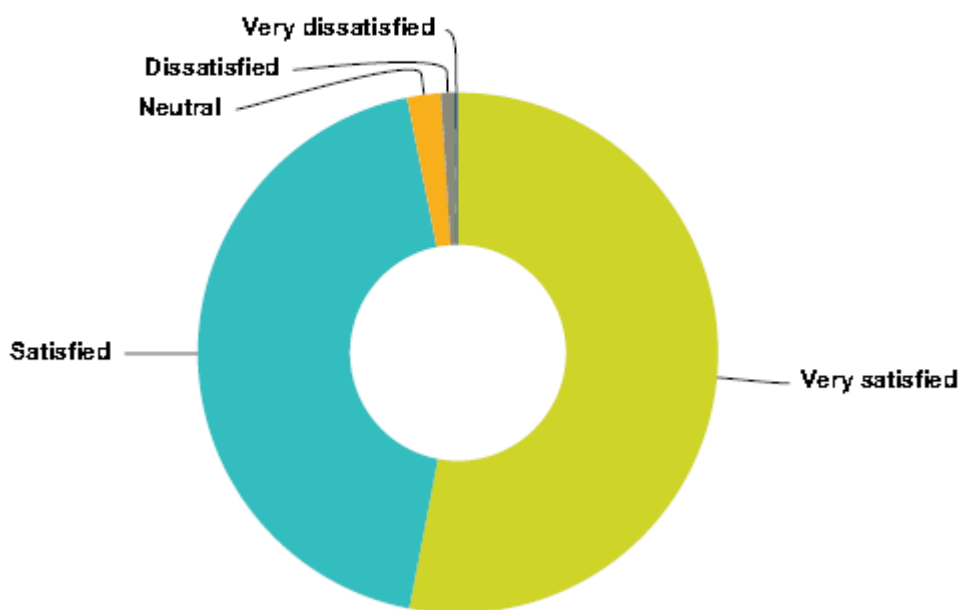
Q6 Your estimated total spend (including event entry fees) at the Victorian Teachers' Games:

Answered: 481 Skipped: 0



Q8 Overall, how satisfied were you with the event?

Answered: 481 Skipped: 0

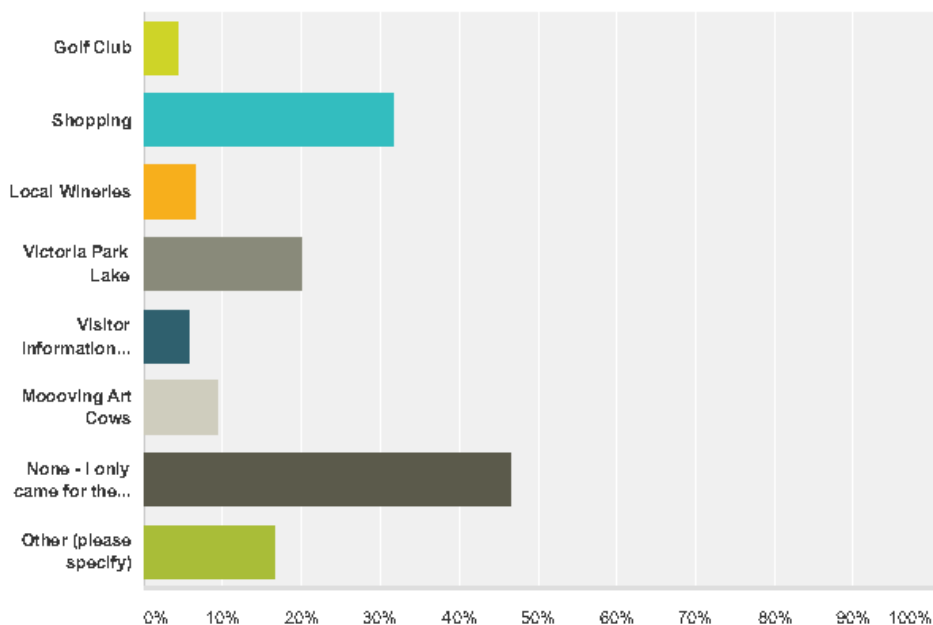


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Q12 During your stay, what other Greater Shepparton attractions did you visit?

Answered: 480 Skipped: 1



12. St Georges Road Food Festival – 27 September 2015

Sponsorship Amount: \$4,000

Organisation: Tourism and Events, Greater Shepparton City Council

Objectives:

The key objective of the event was to attract as many people into the St Georges Road precinct as possible and to increase the awareness of cultural diversity as well as spend opportunity for traders. The event was also a vehicle to promote the multiculturalism and diversity in our community, by inviting businesses outside the St Georges Road precinct to participate.

Through other initiatives such as entertainment, multicultural music and performers, free children's activities, various sporting activities and a family orientated atmosphere was created encouraging visitors to stay longer.

Outcomes:

It is estimated that between 3000 - 3500 people visited the St Georges Road Food Festival. The majority of the attendees came from Shepparton, Mooroopna, Kialla and Barmah.

This event is always important as it raises awareness of the different cultures within the community, allowing the opportunity to come together and celebrate our multiculturalism.

This event has a strong focus on multicultural food with an emphasis on using local entertainment, and offering free children's activities. This year there was an increase in the number of community stalls; this ensured added attractions for families to attend. Retailers in this precinct were given the opportunity to capitalise on the significant increase in consumer traffic.

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The St Georges Road Food Festival was filled with a total of 16 stall holders which included food vendors representing the following cultures:

- Indigenous
- Turkish
- Sudanese
- Italian
- Asian
- Indian
- Indian Vegetarian
- Multicultural Spring Rolls
- Afghan

Overall reports from traders were positive, with success appearing to be determined by the amount of food being sold / consumed.

13. Shepparton Agricultural Show – 9 – 10 October 2015

Sponsorship Amount: \$20,000

Organisation: Shepparton Agricultural Society

Objectives:

The Shepparton Agricultural Show has a long history, operating for 138 years. In the 1920s and 1930s it was regarded at the largest agricultural show in Victoria and has been opened by the Governor General twice.

The redevelopment of the Showgrounds has been ongoing since 2003, yet with the completion of the grassed arena this year, there is an exciting opportunity to re-launch the Agricultural Show as well as celebrating the completion of the major works of the Showgrounds.

The Agricultural Society identified an exciting opportunity to reposition the Agricultural Show given the completion of the grassed arena. With Greater Shepparton situated in the heart of Australia's foodbowl there is much to celebrate regarding our agricultural pursuits. There has been a national spotlight on our region with SPC continuing to manufacture in Shepparton, and the injection of \$100M into this business demonstrating both government and non-government support, and potential growth in the dairy industry including the recent expansion of Pactum Dairy.

The 2015 was an opportunity to showcase the agricultural industries of the region and the food they produce as well as educating and entertaining the community. By repositioning the Shepparton Show in this way we intend to encourage the return of families looking for both entertainment and education that a traditional agricultural show provides.

The objectives of the revamped Agricultural Show were:

- That agricultural industries and food produced in the region are successfully showcased and that visitors are reminded to support local business by buying local products and services.
- The community is educated in the agricultural pursuits of the region.
- The community is effectively entertained.
- To provide an economic stimulus for Shepparton, not only via visitation but also via the itinerant traders who utilise Shepparton businesses for repair and maintenance work and the purchase of goods and services.

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- To provide an event that our community can be extremely proud of, instilling confidence in the region and celebrating all the positive attributes of our municipality.
- To reposition the show as a family friendly event drawing on new audiences and restoring the financial viability of the event into the future.

Outcomes:

- The total attendance at this early stage of ticket and money counting is 10,600.
- Survey results from the Guinness World Record attempt indicate 38% of those who attended the Shepparton Show came from outside of Greater Shepparton municipality, with a majority of the demographic in attendance being families (76%).
- Visitors primarily came for a daytrip (87%) or overnight stay (13%).
- Most visitors to the Show spent 3 hours or more at the event (58%) with many indicating they spent 4-5 hours to stay and watch the fireworks (28%) and 14% of people indicating they spent less than 3 hours.
- The event was delivered with a specific focus on agriculture and bringing agriculture back to the Show. It was also delivered with the addition of a Food Pavilion, Gourmet Cooking Stage, food manufacturers section, sheep shearing, Guinness World Record attempt, focus on cropping and children's activities.
- Shepparton Show Me had a presence during the Celebrity Milk Off, the Barista Competition, the Live Cooking Stage and hosted the Tiny Tots competition on the Kia stage on the grassed arena.

14. White King-Pental 95 3SR FM Business Awards – SSM Marketing Category - 23 October 2015

Sponsorship Amount: \$5,000

Organisation: Shepparton Chamber of Commerce and Industry

Objectives:

The annual Business Awards showcase the quality of our region's businesses and celebrate the range of products and services on offer to residents.

The awards acknowledges and rewards those nominated in seven categories including excellence in Service, Business, Hospitality of the year, Best New Business, Best Marketing/Advertising Campaign, Entrepreneur of the year, Apprentice /Trainee of the Year.

Outcomes:

A record breaking number of nominations were received for the 2015 White King – Pental 95 3SR FM Business Awards, with 109 outstanding local businesses and individuals across Greater Shepparton nominated for excellence in their fields.

Over 700 people attended the gala business awards evening. This was the inaugural year of the Best Marketing Award category sponsored by SSM with ten applications received from a broader range of businesses. A SSM Committee member participated in the assessment of applications for the Marketing Category Award.

The worthy winner was Stephen's Jewellers due to the rebranding of Showcase Jewellers to Stephen's Jewellers is underpinned by a very clear strategy with the aim of better positioning the business in the diamond jewellery market and being able to offer more diverse products and experiences to customers. It was identified that "Stephen" as the proprietor of Showcase had a high profile that was leveraged to create the new brand.

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In doing so, this assisted in retaining loyal customers, while creating the opportunity to attract new ones. The execution of the rebranding has been undertaken at the highest level and has been fully integrated across the business. Within a short period of time the brand has achieved a high level of awareness and has resulted in a growth in the customer base. The branding design clearly conveys a sense of quality and personalisation, and that purchasing a piece of jewellery, particularly diamonds, is actually an investment and very personal decision.

15. 2016/2017 Marketing Plan – 12 October 2015

The Shepparton Show Me 2013 – 2018 Marketing Strategy provides a road map that guides the direction of all Shepparton Show Me marketing over the next five years.

The strategy places Shepparton firmly as the regional hub for service and business in the region. It positions Shepparton as the place to do business, shop, dine, play and stay. It also positions Shepparton Show Me as a leader and influencer within the business community to assist in generating economic prosperity for the Shepparton area. Each year a marketing plan is produced that fully aligns with the SSM Marketing Strategy. This details the strategic, branding/tactical and annual campaigns and events to be undertaken by SSM over a 12 month period.

A planning session was held on Monday October 12 to develop the 2016/2017 marketing plan in alignment with the broader marketing strategy. The planning session was attended by the SSM Committee and panel of providers. The ideas brainstormed at this meeting formed a draft marketing plan for the Committee's consideration.

The 2016/2017 Marketing Plan was then endorsed by the SSM Committee at the SSM Ordinary Meeting on 23 November 2015.

16. Victorian Open Bowls Championships – 7 – 13 November 2015

Sponsorship Amount: \$3,500

Organisation: Shepparton Park Bowls Club

Objectives:

The Victorian Open Bowls Championships includes competitions to determine the Men's and Women's Singles, Pairs, as well as Mixed Pairs and Fours.

The aim for this event is to remain successful, by providing a world class hosting level on what is probably the best bowling venue in Victoria, and aims to attract approximately 1,500 visiting bowlers, their families, friends and other spectators visit not only SPBC, but also the various other bowling clubs in the district. Clubs hosting games during the week were; Shepparton Park, Dookie, East Shepparton, Euroa, Hill Top, Katandra West, Kyabram, Merrigum, Mooroopna, Mooroopna Golf, Numurkah, Numurkah Golf, Shepparton Golf, Shepparton RSL, Tallygaroopna, Tatura and Wunghnu. Not all clubs hosted games on every day of the event. All finals matches were played at Shepparton Park.

The primary target market of the event is bowlers from around Victoria, as well as New South Wales, Queensland and Tasmania. Bowlers from anywhere around the world are eligible to enter. There is no age limit to entrants, and events are open to both men and women bowlers.

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Outcomes:

1,248 entries to the competition were received, resulting in 2,196 individual players accompanied by a number of families, friends and other spectators.

The event grew by 33% on last year's event with the 1,248 event entries, increases in overnight stays from two to eight nights in the area. With players and their supports dining and shopping while in the area; it is estimated that the economic benefit to the Greater Shepparton is approximately \$2 million.

The event was also successful in showcasing the premium bowling facilities on offer in Greater Shepparton, and it has been acknowledged that the undercover green is of world standard.

17. Challenge Shepparton – 15 – 16 November 2015

Sponsorship Amount: \$20,000

Organisation: McPherson Media Group

Objectives:

The long course triathlon ran by Shepparton Triathlon Club (STC) was the largest event on the Shepparton calendar, contributing between \$3.5 million - \$4 million to the regional economy. With STC deciding not to renew its Ironman licence this created an opportunity for a new or refreshed event to be ran. A new partnership was formed between McPherson Media Group, Challenge Family and SuperSprint. The Challenge Family is the fastest growing global long distance triathlon series with 27 triathlon events in 15 countries and has now added Shepparton to the list.

Challenge Shepparton will be an annual triathlon on the Shepparton events calendar and will continue to grow and evolve into more than just a one/two day sporting event. The goal is for Challenge Shepparton to come a full, multi-sport festival that generates a three night stay in Shepparton with supporting activity around the Shepparton CBD to create an experience for visitors and competitors.

Outcomes:

- Competitors – 2,000 – majority were from Melbourne – 59%
- Entourage – 2,000
- Spectators – 2,500

The event delivered the standard of competitor and spectator experience we intended. The feedback on the new course and the new series title was overwhelmingly positive.

A key outcome of re-establishing a Shepparton long-course triathlon on the national calendar was achieved.

Success indicators included, over 1,400 entries to Challenge Shepparton, over 550 entries to Saturday events, delivering visitor numbers comparable to the best attended Shepparton triathlon events of recent years.

Local contractors and suppliers were selected at every opportunity, totalling almost \$250,000 (includes estimate of GSCC expenditure).

Over \$46,000 was distributed via volunteer engagement and sports clubs event management/assistance.

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8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

As part of the sponsorship arrangement Shepparton Show Me was also given naming rights to the newly introduced Telstra Tower Run as part of the multisport festival weekend. This took place on Friday November 13, and involved a race up the Telstra tower located in the CBD.

18. Greater Shepparton Junior Basketball Tournament – 4 – 6 December 2015

Sponsorship Amount: \$15,000 second year of three year sponsorship arrangement

Organisation: Greater Shepparton Basketball Association

Objectives:

The sponsorship application comprised an array of events:

The Annual Junior Tournament is a three day event with the aim of securing a minimum of 70 teams to participate, while contributing an estimated \$4 million into the economy over the next two years.

The objectives of the events are to run fun healthy activities for better living and lifestyles for the community through major sporting events.

Running these events increase the potential for income to businesses of the community by attracting multiple participants from outside the Greater Shepparton City area.

Through sports tourism we have enhanced income to the businesses of Shepparton and enhanced our own programs.

The events are located on a tender basis, however our ability to provide quality management over the past few years by enhancing our own resources has positioned us as an organisation that is trusted and experienced in presenting events of this nature and along with Council, has placed us in a position to maximise our potential to be successful in these applications.

The Greater Shepparton Basketball Tournament is ongoing; however, it is reliant on the support and assistance of the community.

The Basketball Victoria Future Stars events are tendered and again without support of the community cannot be secured or run without that support.

The Bill Muir Basketball Tournament is a new event which is also dependant on local support to reduce the running costs of the event and make it available to the Indigenous community across Victoria and southern New South Wales.

Outcomes:

168 teams entered the competition with 1,460 competitors and by allowing two parents for each competitor it is estimated that 4,383 people were in Shepparton as a result of the tournament. This figure does not include siblings and grandparents who may have been in attendance.

Thirty two clubs participated coming from Port Fairy, Warrnambool, Traralgon, Mildura, Bendigo, Bellarine, Warragul, Melbourne, Wodonga, Mansfield, Seymour and other areas.

Accommodation across Greater Shepparton was fully booked out including some staying as far away as Euroa.

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8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

Feedback from several traders in the CBD have indicated that the junior basketball tournament is responsible for their highest amount of trade on a weekend during the year.

19. Rotary Craft & Produce Market - 14 November & 5 December 2015

Sponsorship Amount: \$7,000 for two remaining markets

Organisation: Shepparton South Rotary Club

Objectives:

The key objective of the events is to attract many people into the Shepparton CBD and to increase the retail spend opportunity for traders. It was anticipated that the Rotary Craft and Produce Market can achieve a similar result as the Winter and Summer City Markets.

Tactics:

Through other initiatives such as roving entertainment, local music, free jumping castle, and a petting zoo, a family orientated atmosphere is to be created, encouraging shoppers to stay longer and enjoy the overall experience.

In running the market at key times such as Easter, Challenge Shepparton and Christmas, this would attract shoppers into the CBD during these periods.

Outcomes:

It is estimated that between 5,000 to 7,000 people visited the Mall on each of the three days.

Through the sponsorship of Shepparton Show Me, the Shepparton South Rotary Club was able to deliver all outcomes and the benefits as planned. The live music from a local jazz band, local choir and local primary school, the animal nursery, face painting and jumping castle and market stalls ensured that what was on offer appealed to families and retailers were given the opportunity to capitalise on the significant increase in consumer traffic.

The Mall had 24 market stalls for Easter Saturday, 36 stalls for the November Challenge Shepparton market and 28 stalls for the December market. These included:

Shepparton traders.

- External traders.
- Essential Services.
- Community groups.

Interviews of 38 Maude Street Mall traders and other CBD traders were carried out after the pre-Christmas market. The Mall traders agreed that the three markets increased the number of shoppers in the Mall (84%); most agreed that foot traffic in their stores increased (54%) and most agreed that sales increased (54%).

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8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

20. The Magic of Christmas and Boxing Day Sales – December 2015

Budget: \$50,891

Objectives:

The exchanging of gifts is one of the core aspects of the modern Christmas celebration, making it the most profitable time of year for retailers and businesses throughout the world. The Christmas season incorporates what is referred to as a "holiday shopping season" pre and post-Christmas.

The Australian National Retailers Association (ANRA) indicated that Victorians spend annual all most \$588 million at the Boxing Day sales.

As major feature on the Australian retail calendar, Christmas provides Shepparton Show Me (SSM) with an opportunity to stimulate the economy during this gift giving and celebration time.

It is the time of year when retailers (and associated businesses) see their biggest sales, so it makes sense to proportion the SSM marketing budget accordingly.

The objectives of the campaign were to:

- Build on the Magic of Christmas branding and awareness initiated in 2014.
- Develop Christmas campaign with the aim of stimulating business for SSM members.
- Promote Shepparton as THE destination in regional Victoria to have an enjoyable shopping and holiday season experience.
- Create a point of difference and an emotional connection to the Shepparton brand via putting the magic back into Christmas.
- Assist in facilitating customer loyalty.
- Demonstrate support for SSM members.

Target Markets:

- Women aged 25 – 65 as the primary purchasers of Christmas gifts (spouse, mother and/or daughter).
- Last minute shoppers – primarily men aged 25 – 65 (33% of all shoppers do their purchasing less than 10 days before in waiting for just the right gift ideas and deals.)
- Consumers (as detailed above) in Greater Shepparton and regional towns within 200 km radius:
 - Central Victoria (e.g. Bendigo, Echuca)
 - Northern Victoria (e.g. Benalla, Wangaratta, Mansfield)
 - Lower Hume Growth Corridor (e.g. Seymour, Wallan)
 - Riverina Region of New South Wales (e.g. Deniliquin, Albury, Finley)

Tactics:

A significant part of the Christmas campaign was the activation activity, which was a Christmas stage show conducted from the SSM mobile stage. The aim was for the show to travel around Shepparton attracting shoppers to specific area within the SSM boundary.

Another major feature of the campaign was the use again of the SSM 'blue' Santa. One of the advantages of this was being able to engage with potential customers to explain the story of how Santa was originally blue however as part of a marketing Coca Cola made him red and this image has prevailed. Again there was a high level of recognition of the blue Santa and his association with SSM.

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8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

The stage show featured a video on a big screen of Santa making his way across Shepparton via many shops to reach his destination. The stage show provided entertainment and the opportunity for shoppers to win prizes by having a lucky number that was selected via a spinning wheel. The locations visited by the show were Maude Street Mall, Harvey Norman Complex, Fun City, Home Central, Hunter's Hardware, Victoria Park Lake, Super Cheap area and Vaughan Central. Shepparton Marketplace and Riverside Plaza requested that Shepparton Show Me Blue Santa not visit. SSM Marketing Co-ordinator has since liaised with Riverside management and will in future conduct the SSM Santa Show outside of their Santa photo hours.

Opportunities for photos with Santa were provided within the Mall, Marketplace and Riverside Plaza, with a range of children's activities available in the Mall throughout the month.

Shepparton Show Me initially tried to price a mobile hut to house Santa photos, Charity gift wrapping and Community Fund Gift Giving Tree however quotes were too slow in coming in and Harris Scarfe agreed to house Santa's Workshop.

The media campaign comprised TV, YouTube and Facebook, radio, print, billboard and in-store displays. As shown in the survey of participants as the campaign progressed the number of people attending the Santa Show increased due to Facebook notifications as to what location the SSM show will be.

While the majority of attendees at the SSM Santa Show were from Shepparton and Mooroopna surrounding areas such as Nathalia, Numurkah, Kyabram and Euroa were consistent appearances. Strathbogie, Mansfield, Yarrawonga, Finley, Deniliquin areas were also present as well as Melbourne, Adelaide and Carnarvon (although they were visiting family).

All traders were aware of the SSM Christmas Campaign. Stakeholders such as Hunter's Hardware, Harvey Norman, Home Central and the Super Cheap group of shops were grateful that SSM were present.

While attendance at the Santa Shows were high at the venues it is unsure if this turned into revenue for those traders.

21. SSM Member Communication Plan – July – December 2015

A Shepparton Show Me member Communication Plan was developed and formed part of the 2013 – 2017 Marketing Strategy.

The aim of the Communication Plan is to assist Shepparton Show me to achieve its strategic direction in the areas of providing leadership, collaboration and Informing. The focus of the plan is increased engagement, support and communication with Shepparton Show Me members, as marketing initiatives will only be successful if the members actively participate in and support the activities.

From July to December 2015 the following initiatives from the Communications Plan were undertaken:

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8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

Show Me Update Shepparton Adviser Column

A monthly column in local newspaper the Shepparton Adviser provided a regular method for communicating with members. From July – December 2015 the column featured:

- Up and coming events.
- Outcomes and achievements.
- Business tips and opportunities.

Six editions were produced. The column also provided opportunity for SSM members to update their business details on the SSM data base and business directory.

Chats with Mat

Shepparton Show Me members could request or be invited to informal roundtable discussions with Mat, the Shepparton Show Me Marketing Co-ordinator and committee members. The sessions focussed on gathering business insights and new marketing ideas for Shepparton Show Me to explore.

A meeting with Mat, John Montagner (SSM), Paul Culpan (GOTAFE), Rocky Gagliardi (Kevin Hicks Real Estate) and Aaron Brain (Shepparton BMW and Renault).

Discussions centred around the importance of agriculture to the region and how GOTAFE are providing course opportunities to cater for this.

The need for one central website for all events happening in the region which is accessible to businesses and the public and simple to use has also been suggested as a priority.

Monthly SSM E-news

Shepparton Show Me delivered a monthly E-newsletter to members following each ordinary meeting to advise what decisions the committee made that would impact the business community.

The E-newsletters encouraged members to attend networking opportunities and maximise or leverage up and coming events in Shepparton and inform members about SSM activities.

Hosting SSM Members at GV BRaIN Events

The committee hosted Shepparton Show Me members at the August 2015 GV BRaIN event. This provided another forum in which to meet with members, gather information and ensure that Shepparton Show Me is engaging with the broad range of industries it represents.

The GV BRaIN evenings give the opportunity to network with the business community as well as being able to discuss issues with the invited businesses on the SSM table.

22. Thompson Kia Mobile Stage – July – December 2015

The Thompson Kia Mobile Stage has had a busy six months. The stage was used extensively for SSM campaigns and events including SSM Father's Day promotion, Shepparton Runners Festival, Shepparton Heritage Rally, KidsFest, Challenge Tower Run, Challenge Shepparton, two Twilight Markets and the three week Christmas campaign. The mobile stage was also loan for a range of community events.

8. CORPORATE SERVICES DIRECTORATE

8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

Council Plan/Key Strategic Activity

SSM is consistent with the following Key Strategic Objectives within the Council Plan 2013-2017:

Goal 3: Economic Prosperity - Ensure that retail strategies deliver appropriate outcomes for the community.

Risk Management

Each campaign and initiative has to be thoroughly evaluated to determine the level of success and to assist with informing future activities. Evaluation methodology is used to ascertain this information and with outcomes reported at Shepparton Show Me Committee Meetings and in the Annual Report.

Policy Considerations

There are no policy considerations in relation to this report.

Financial Implications

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	\$644,810			
Expense	Marketing & Promotions - \$332,413 Sponsorship - \$155,977 Operations - \$72,746 Member communications - \$5,750 Mobile stage - \$550			
Remaining budget 2015/2016	\$77,374			

¹ Budgets are GST exclusive

² For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Please note that this is the current financial position as of March 2016.

Legal/Statutory Implications

There are no legal or statutory implications in relation to the information provided in this report.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts in relation to this report.

Social Implications

One of SSM's objectives is to facilitate a culture that encourages government, business and the community to work together to grow Shepparton's prosperity.

Economic Impacts

The vision for SSM is to position Shepparton as the premier place in northern Victoria to do business, shop, dine, play and stay.

8. CORPORATE SERVICES DIRECTORATE

8.4 Shepparton Show Me Biannual Report - July - December 2015 (continued)

The mission of SSM is to advance the growth and development of business (retail and commercial) and services in Shepparton.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	SSM members	AGM, Chats with Mat and e-news.
Consult	SSM members	SSM member working group surveyed members to ascertain how they would like to be communicated with and involved.
Involve	SSM members	Chats with Mat, SSM hosting members at GV BRaIN events.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The SSM Committee is an important component of the development and delivery of the Council's objectives for the enhancement of the Shepparton business community. The committee supports the retail strategies outlined in the Greater Shepparton 2030 plan.

b) Other strategic links

Shepparton Show Me is consistent with the following Key Strategic Objectives within the Council Plan 2013-2017:

Goal 3: Economic Prosperity - Ensure that retail strategies deliver appropriate outcomes for the community.

Conclusion

The biannual report provides a comprehensive summary of the activities undertaken by SSM over the six month period from July – December 2015. With a marketing plan in place, activities are targeted and planned and support SSM's aim to strategically position Shepparton as the premier place in north east Victoria to do business, shop, work, stay and play.

Attachments

1. SSM Ordinary Meeting Minutes - 24 August 2015 Page 209
2. SSM Ordinary Meeting Minutes - 21 September 2015 Page 216
3. SSM Ordinary Meeting Minutes - 19 October 2015 Page 223
4. SSM Ordinary Meeting Minutes - 23 November 2015 Page 228
5. SSM Ordinary Meeting Minutes - 14 December 2015 Page 237

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies

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: Senior Planner

Proof reader(s): Team Leader Statutory Planning, Manager Planning

Approved by: Director Sustainable Development

Executive Summary

This report is an assessment of the use and development of 33 – 35 William Street and 36 – 40 Elizabeth Street, Tatura (the land) for a civil construction depot and garden supplies.

The use and development of the land had commenced without a planning permit and this application has been lodged following enforcement action by planning officers.

The land is within the Industrial 1 Zone (IN1Z) and area of aboriginal heritage sensitivity. A cultural heritage management plan for the land was approved by Yorta Yorta in October 2013.

Officers have advertised the application and nine objections to the proposal have been lodged. Objections largely relate to amenity impacts associated with concrete crushing (crushing activities) such as noise and dust emissions and that the uses are incompatible with the adjoining Cussen Park.

The purpose of the IN1Z is to provide for manufacturing industry, storage and distribution of goods and associated uses which do not affect the safety and amenity of local communities.

The most significant concern associated with this application was noise and dust emissions from crushing activities. To respond to this concern the applicant commissioned a noise report which concludes that the noise emissions to the Elizabeth Street residential area is not expected to exceed allowable noise limits.

Officers engaged acoustic consultants to undertake an independent noise emission assessment of the proposed use. Watson Moss Growcott's investigations determined potential noise disturbance from the crushing activities would result in unacceptable planning outcomes.

Following discussions between officers and the applicant, the applicant revised the application to exclude crushing activities. Therefore officers have assessed the merits of land uses being civil construction depot and garden supplies only.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

These two uses are appropriate for the zone, location and setback to residential zoned land and therefore officers recommend that a notice of decision to grant a permit be issued. The permission should include conditions protecting residential amenity including limiting the site hours of operation.

For completeness, if the application continued to seek permission for crushing activities officers would have recommended that no permit issue as the associated noise emissions were unacceptable and the use of land for materials recycling is prohibited on the land.

RECOMMENDATION

In relation to Planning Application 2015-107, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to issue a notice of decision to grant a planning permit for the use and development of land for a civil construction depot and garden supplies subject to the following conditions:

Amended Plans Required

Within one month of the date of the permit, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and a minimum of two copies (or as specified) must be provided. Such plan must be generally in accordance with the plan submitted with the application but modified to show:

- a) A 4 metre high noise barrier along the lands northern boundary and a 3 metre high noise barrier along the lands eastern boundary. The noise barrier must be a material with a surface mass of at least 12k/m²
- b) Loading bay and waste disposal/recycling area;
- c) Details of all advertising signage both free-standing at the front of the site and on buildings, including size, colour and illumination;
- d) A landscape area showing treatment across the frontage of the site;
- e) Car parking spaces sufficient for 20 employees within the site together with three spaces for customer car parking near the front of the site as required by Clause 52.06 requirements;
- f) Pavement construction inside the entrances and exits of the site, vehicle crossings and kerb and channel replacement;
- g) Lighting plan for the development including levels of illumination for night time security only lighting not spilling to adjacent properties or the reserve to the north of the land;
- h) Floor and elevation plans of the proposed office;
- i) Provision of a 1.8m metre high non-transparent metal fence on the western boundary of 36-40 Elizabeth Street, Tatura;

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Layout Not Altered

The layout of the permitted use and development shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Except with the prior written permission of the responsible authority this permit requires that the whole of the land shown on the endorsed plans be available for the permitted uses, and this permit expires and ceases to have effect if either of the lots that comprise the land cease to be available for the use of the depot and garden supplies.

No concrete, brick and asphalt crushing is to be undertaken on the land.

Works Required

Within one month of the endorsement of the relevant plan the following must be undertaken:

- a) the vehicle crossings, parking areas, access, loading, waste disposal and internal fencing areas shown on the endorsed plan have been constructed to the requirements and satisfaction of the responsible authority.
- b) all buildings and works as shown on the endorsed plans are completed to the satisfaction of the responsible authority.

Urban Stormwater Drainage Requirement Plans/Works

- a) Within one month of the date of the permit, a properly prepared drainage plan with computations must be submitted to and approved by the responsible authority. The plan must give details of how the works on the land are to be drained. An endorsed copy of the plan and computations will form part of this permit. The stormwater drainage system for the development shall incorporate measures to enhance stormwater discharge quality from the site and protect downstream waterways. Gross Pollutant and/or litter traps shall be installed with the internal drainage system of the development to the satisfaction of the responsible authority.
- b) The plan must demonstrate to the satisfaction of the responsible authority how the use will adopt best practice waste saving measures, including the recycling of water and comply with the *Environment Protection Act 1970*.

Within one month of the drainage plan being endorsed, the drainage detailed in the approved Drainage Discharge Plan must be constructed to the satisfaction of the responsible authority. No effluent of polluted water of any type may be allowed to enter the Council's stormwater drainage system.

Landscape Plan

Within one month of the date of the permit a satisfactory landscaping plan for the area across the frontage of the land must be submitted to and approved by the responsible authority, prior to the development permitted by this permit commencing. An endorsed copy of the plan must form part of this permit. The submitted plan must include;

- a) a schedule of all proposed trees, shrubs and ground cover, which will include the location, number and size at maturity of all plants, the botanical names of such plants and the location of all areas to be covered by grass, lawn or other surface materials as specified,

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

- b) the method of preparing, draining, watering and maintaining the landscaped area,
- c) a permanent screen of trees and shrubs must be planted along the frontage of the site as required by the responsible authority;
- d) create low maintenance, durable landscapes that are capable of a long life;
- e) promote the use of drought tolerant and low maintenance plants and avoid species that are likely to spread into the surrounding environment;

Within one month of the landscape plan being endorsed or by such a later date as is approved by the responsible authority in writing, landscaping screens shown on the endorsed plan must be carried out and then maintained (including the replacement of any dead or diseased plantings) to the satisfaction of the responsible authority.

Wastewater Management

Any vehicle and machinery wash bay must be constructed so that wash down water is discharged to sewer and does not enter the stormwater system, a water course or be discharged beyond the boundaries of the premises. Only stormwater which is not contaminated with wash down water may be discharged to the stormwater system.

Waste / Recycling Collection Area

Within one month of the date of the permit an area on the subject land must be shown on the plans to be set aside for the purpose of a waste disposal/collection bin. Such area must have minimum dimensions of 2.4 metres wide by 1.8 metres deep and where located outside a building it must be screen-fenced so as not to be visible from any public road or thoroughfare. The waste bin area must be provided prior to the commencement of the use permitted by this permit, maintained and used to the satisfaction of the Responsible Authority and must not be used for any other purpose. The waste collection area must not be located within 25 metres of the northern boundary of the land.

Urban Vehicle Crossing Requirements

Within one month of the date of the permit vehicular crossings shall be constructed in accordance with the endorsed plan(s) to the satisfaction of the responsible authority, and shall comply with the following:

- a) standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be removed and replaced with concrete (kerb and channel);
- b) any proposed vehicular crossing shall have satisfactory clearance of any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense;
- c) commercial/industrial vehicular crossings shall not be less than 6 metres
- d) no crossing shall be provided within 9 metres of an intersection of the title boundaries or less than 6.0 metres from the tangent point of any concrete edging;
- e) No more than two (2) Vehicle crossings may be constructed to the site.
- f) Any redundant crossing shall be permanently closed and the kerb, road edge, and foot path must be reinstated to the satisfaction of the responsible authority.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Car Spaces Required

Within one month of the date of the permit sufficient parking for 20 employees must be provided on the land together with three car spaces for customers vehicles adjacent to the garden supplies area.

Car Park Construction Requirements

Within one month of the date of the permit, areas set aside for parked vehicles and access lanes as shown on the endorsed plans must be constructed to the satisfaction of the responsible authority; including;

- a) Constructed of crushed rock to the satisfaction of the responsible authority in accordance with the endorsed plans;
- b) Vehicle entrances and exits from the site must be fully constructed including sealing from the kerb to a distance of 6 metres inside the front boundary of the site.
- c) drained in accordance with an approved drainage plan
- d) line-marked or signed to indicate each car space and all access lanes and directions of travel, hold points and clear zones;

Advertising Plans

Within one month of the date of the permit, full details of signs to be approved on site to be submitted for written approval of the responsible authority if required by the Planning Scheme. Details must include dimensions, type and location of all signs to be placed on the site illumination wording and colour scheme

Hours of Operation for the Civil Construction Depot

The use of the Civil Construction Depot may operate only between the hours of 7am - 8pm, Monday to Saturday. These operating hours must not be altered without the prior written consent from the responsible Authority.

Deliveries to and from the site and pick up of waste and recycling by collection vehicles must also take place only within the above operating hours and at no other time.

Hours of Operation for the Garden Supplies

The use of the Garden Supplies may operate only between the hours of 8am - 8pm, Monday to Friday, 8am to 6pm Saturday and 9am to 1pm Sunday. These operating hours must not be altered without the prior written consent from the responsible authority.

Noise Control

- a) The uses hereby permitted must be conducted such that noise levels generated do not exceed permissible noise levels established in accordance with *Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011)* or as amended.
- b) In the event of unreasonable noise being generated by activities conducted on from the subject land and being established by Council planning officers as likely to be causing a disturbance to nearby property, then further noise testing by a suitably qualified acoustic consultant must be undertaken to assess whether activities on the site are breaching the EPA permissible noise levels and to advise what additional measures must be implemented to minimise the problem to the satisfaction of the responsible authority.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

- c) Mobile equipment to be operated in reverse on a regular basis at the subject site must be fitted with the 'new generation' broadband reverse alarms to the satisfaction of the responsible authority.

General Amenity

The use and development permitted by this permit must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil; the presence of vermin, or otherwise.

Prior to the use commencing any security alarm installed on the premises must be 'silently wired' to a security firm or the Victoria Police.

Lighting

Within one month of the date of the permit, all lighting within the site both under roof areas and in open areas of the site must be designed, baffled and located in such positions so as to effectively illuminate all pertinent public areas, without spilling onto the road reserve or adjoining land, and must be connected to a time clock switch or other approved system to the satisfaction of the responsible authority.

Only lighting essential for the security of the site may operate when the facility is not operating, to the satisfaction of the responsible authority.

Environment Protection Authority

- a) Nuisance dust must not be discharged beyond the boundaries of the premises.
- b) Sediment traps or similar, must be installed to prevent the transportation of sediment, litter and waste oil, grease and detergents from vehicles to the stormwater system.
- c) The applicant must install bunds and/or cut-off drains around the boundary of operational area for materials storage and crushing, and for vehicle wash down areas to prevent contaminated run-off entering into a waterway.
- d) Stormwater contaminated with waste oil, grease, chemicals, leachate and/or sediments must not be discharged beyond the boundary of the premises.
- e) Waste must not be burned at the premises.
- f) Prescribed industrial wastes, including asbestos, as defined by the Environment Protection (Industrial Waste Resource) Regulations 2009, must not be accepted at the premises.
- g) Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Powercor

The applicant shall:

- a) Provide an electricity supply to the development in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor
- b) Any construction work must comply with Energy Safe Victoria's 'No Go Zone' rules

Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- a) the development and use are not started within **two (2) years** of the date of this permit;
- b) the development is not completed within **four (4) years** of the date of this permit.

Moved by Cr Ryan Seconded by Cr Patterson

In relation to Planning Application 2015-107, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to issue a notice of decision to grant a planning permit for the use and development of land for a civil construction depot and garden supplies subject to the following conditions:

Amended Plans Required

Within six months of the date of the permit, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and a minimum of two copies (or as specified) must be provided. Such plan must be generally in accordance with the plan submitted with the application but modified to show:

- a) Loading bay and waste disposal/recycling area;
- b) Details of all advertising signage both free-standing at the front of the site and on buildings, including size, colour and illumination;
- c) A landscape area showing treatment across the frontage of the site;
- d) Car parking spaces sufficient for 20 employees within the site together with three spaces for customer car parking near the front of the site as required by Clause 52.06 requirements;
- e) Pavement construction inside the entrances and exits of the site, vehicle crossings and kerb and channel replacement;
- f) Lighting plan for the development including levels of illumination for night time security only lighting not spilling to adjacent properties or the reserve to the north of the land;
- g) Floor and elevation plans of the proposed office.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Layout Not Altered

The layout of the permitted use and development shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Except with the prior written permission of the responsible authority this permit requires that the whole of the land shown on the endorsed plans be available for the permitted uses, and this permit expires and ceases to have effect if either of the lots that comprise the land cease to be available for the use of the depot and garden supplies.

No concrete, brick and asphalt crushing is to be undertaken on the land.

Works Required

Within six months of the endorsement of the relevant plan the following must be undertaken:

- a) the vehicle crossings, parking areas, access, loading and waste disposal shown on the endorsed plan have been constructed to the requirements and satisfaction of the responsible authority.
- b) all buildings and works as shown on the endorsed plans are completed to the satisfaction of the responsible authority.

Urban Stormwater Drainage Requirement Plans/Works

- a) Within six months of the date of the permit, a properly prepared drainage plan with computations must be submitted to and approved by the responsible authority. The plan must give details of how the works on the land are to be drained. An endorsed copy of the plan and computations will form part of this permit. The stormwater drainage system for the development shall incorporate measures to enhance stormwater discharge quality from the site and protect downstream waterways. Gross Pollutant and/or litter traps shall be installed with the internal drainage system of the development to the satisfaction of the responsible authority.
- b) The plan must demonstrate to the satisfaction of the responsible authority how the use will adopt best practice waste saving measures, including the recycling of water and comply with the *Environment Protection Act 1970*.

Within six months of the drainage plan being endorsed, the drainage detailed in the approved Drainage Discharge Plan must be constructed to the satisfaction of the responsible authority. No effluent of polluted water of any type may be allowed to enter the Council's stormwater drainage system.

Landscape Plan

Within six months of the date of the permit a satisfactory landscaping plan for the area across the frontage of the land must be submitted to and approved by the responsible authority, prior to the development permitted by this permit commencing. An endorsed copy of the plan must form part of this permit. The submitted plan must include;

- a) a schedule of all proposed trees, shrubs and ground cover, which will include the location, number and size at maturity of all plants, the botanical names of such plants and the location of all areas to be covered by grass, lawn or other surface materials as specified,
- b) the method of preparing, draining, watering and maintaining the landscaped area,

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

- c) a permanent screen of trees and shrubs must be planted along the frontage of the site as required by the responsible authority;
- d) create low maintenance, durable landscapes that are capable of a long life;
- e) promote the use of drought tolerant and low maintenance plants and avoid species that are likely to spread into the surrounding environment;

Within six months of the landscape plan being endorsed or by such a later date as is approved by the responsible authority in writing, landscaping screens shown on the endorsed plan must be carried out and then maintained (including the replacement of any dead or diseased plantings) to the satisfaction of the responsible authority.

Wastewater Management

Any vehicle and machinery wash bay must be constructed so that wash down water is discharged to sewer and does not enter the stormwater system, a water course or be discharged beyond the boundaries of the premises. Only stormwater which is not contaminated with wash down water may be discharged to the stormwater system.

Waste / Recycling Collection Area

Within six months of the date of the permit an area on the subject land must be shown on the plans to be set aside for the purpose of a waste disposal/collection bin. Such area must have minimum dimensions of 2.4 metres wide by 1.8 metres deep and where located outside a building it must be screen-fenced so as not to be visible from any public road or thoroughfare. The waste bin area must be provided prior to the commencement of the use permitted by this permit, maintained and used to the satisfaction of the Responsible Authority and must not be used for any other purpose. The waste collection area must not be located within 25 metres of the northern boundary of the land.

Urban Vehicle Crossing Requirements

Within six months of the date of the permit vehicular crossings shall be constructed in accordance with the endorsed plan(s) to the satisfaction of the responsible authority, and shall comply with the following:

- a) standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be removed and replaced with concrete (kerb and channel);
- b) any proposed vehicular crossing shall have satisfactory clearance of any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense;
- c) commercial/industrial vehicular crossings shall not be less than 6 metres
- d) no crossing shall be provided within 9 metres of an intersection of the title boundaries or less than 6.0 metres from the tangent point of any concrete edging;
- e) No more than two (2) Vehicle crossings may be constructed to the site.
- f) Any redundant crossing shall be permanently closed and the kerb, road edge, and foot path must be reinstated to the satisfaction of the responsible authority.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Car Spaces Required

Within six months of the date of the permit sufficient parking for 20 employees must be provided on the land together with three car spaces for customers vehicles adjacent to the garden supplies area.

Car Park Construction Requirements

Within six months of the date of the permit, areas set aside for parked vehicles and access lanes as shown on the endorsed plans must be constructed to the satisfaction of the responsible authority; including;

- a) constructed of crushed rock to the satisfaction of the responsible authority in accordance with the endorsed plans;
- b) vehicle entrances and exits from the site must be fully constructed including sealing from the kerb to a distance of 6 metres inside the front boundary of the site.
- c) drained in accordance with an approved drainage plan
- d) line-marked or signed to indicate each car space and all access lanes and directions of travel, hold points and clear zones;

Advertising Plans

Within six months of the date of the permit, full details of signs to be approved on site to be submitted for written approval of the responsible authority if required by the Planning Scheme. Details must include dimensions, type and location of all signs to be placed on the site illumination wording and colour scheme

Hours of Operation for the Civil Construction Depot

The use of the Civil Construction Depot may operate only between the hours of 6.30am - 8pm, Monday to Saturday. These operating hours must not be altered without the prior written consent from the responsible Authority.

Deliveries to and from the site and pick up of waste and recycling by collection vehicles must also take place only within the above operating hours and at no other time.

Hours of Operation for the Garden Supplies

The use of the Garden Supplies may operate only between the hours of 8am - 8pm, Monday to Friday, 8am to 6pm Saturday and 9am to 1pm Sunday. These operating hours must not be altered without the prior written consent from the responsible authority.

Noise Control

- a) The uses hereby permitted must be conducted such that noise levels generated do not exceed permissible noise levels established in accordance with *Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011)* or as amended.
- b) In the event of unreasonable noise being generated by activities conducted on from the subject land and being established by Council planning officers as likely to be causing a disturbance to nearby property, then further noise testing by a suitably qualified acoustic consultant must be undertaken to assess whether activities on the site are breaching the EPA permissible noise levels and to advise what measures must be implemented to minimise the problem to the satisfaction of the responsible authority.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

- c) Mobile equipment to be operated in reverse on a regular basis at the subject site must be fitted with the 'new generation' broadband reverse alarms to the satisfaction of the responsible authority.
- d) If required by the owner of 35 – 47 Margaret Street, Tatura the permit holder must at their cost construct a 1.8 metre high fence on the western boundary of 35 – 47 Margaret Street, Tatura.

General Amenity

The use and development permitted by this permit must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil; the presence of vermin, or otherwise.

Prior to the use commencing any security alarm installed on the premises must be 'silently wired' to a security firm or the Victoria Police.

Lighting

Within six months of the date of the permit, any lighting within the site both under roof areas and in open areas of the site must be designed, baffled and located in such positions so as to effectively illuminate all pertinent public areas, without spilling onto the road reserve or adjoining land, and must be connected to a time clock switch or other approved system to the satisfaction of the responsible authority.

Only lighting essential for the security of the site may operate when the facility is not operating, to the satisfaction of the responsible authority.

Environment Protection Authority

- a) Nuisance dust must not be discharged beyond the boundaries of the premises.
- b) Sediment traps or similar, must be installed to prevent the transportation of sediment, litter and waste oil, grease and detergents from vehicles to the stormwater system.
- c) The applicant must install bunds and/or cut -off drains around the boundary of operational area for materials storage and crushing, and for vehicle wash down areas to prevent contaminated run-off entering into a waterway.
- d) Stormwater contaminated with waste oil, grease, chemicals, leachate and/or sediments must not be discharged beyond the boundary of the premises.
- e) Waste must not be burned at the premises.
- f) Prescribed industrial wastes, including asbestos, as defined by the Environment Protection (Industrial Waste Resource) Regulations 2009, must not be accepted at the premises.
- g) Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Powercor

The applicant shall:

- a) Provide an electricity supply to the development in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor
- b) Any construction work must comply with Energy Safe Victoria's 'No Go Zone' rules

Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- a) the development and use are not started within **two (2) years** of the date of this permit;
- b) the development is not completed within **four (4) years** of the date of this permit.

End of Conditions

Planning officers are instructed to engage legal representation to act for Council at any future Victorian Civil and Administrative Tribunal review of this decision.

Cr Ryan sought an extension of time to speak to the motion.

GRANTED

The motion was put and carried.

Cr Ryan called a division.

Those voting in favour of the motion; Cr Adem, Cr Oroszvary, Cr Hazelman, Cr Summer, Cr Houlihan, Cr Patterson and Cr Ryan.

Property Details

Land/Address	33-35 William Street and 36-40 Elizabeth Street, Tatura
Zones and Overlays	Industrial 1 Zone No Overlays
Why is a permit required	Use of land for Civil Construction Depot and Garden Supplies under 33.01-1 Buildings and works in the IN1Z under 33.01-4

Proposal in Detail

The planning application was lodged on 17 March 2015 and described the application as *'utilise the industrial zone block for undertaking of civil construction business and for the provision of landscaping supplies storage and sale. We wish to crush rock (on) the land so that heavy vehicles can utilise the land to its zoning. Removal of seven trees. Construction of office in front of stables'*.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

A request for additional information was posted on 13 April 2015 seeking an improved description of the proposals.

On 27 April 2015 a satisfactory response was provided to the request for information.

On 28 April 2015 the applicant formally amended their application to allow retention of the seven indigenous trees on the land.

The application described the proposal as:

- Use the industrial block as a Depot for One Stop Civil business that employs about 20 people in road reconstruction projects, concreting, earthmoving, drainage, landscaping and other civil works.
- The land would be used to store and sell sand, rock, soil and other materials for own business use and for garden supplies.
- The storage areas will be formalised in bins at the front of the site to supply the domestic/retail market of Tatura with garden supplies. The garden supplies use is proposed to be open to the public between 7.30am to 5.00pm Monday to Friday, 8.30am to 2pm on Saturdays and by appointment on Sunday.
- The site will be surfaced with crushed rock with concrete driveway entrance, and an office will be built at the front of the site to service the garden supplies operation.

In terms of permission required by the planning scheme, the application proposes:

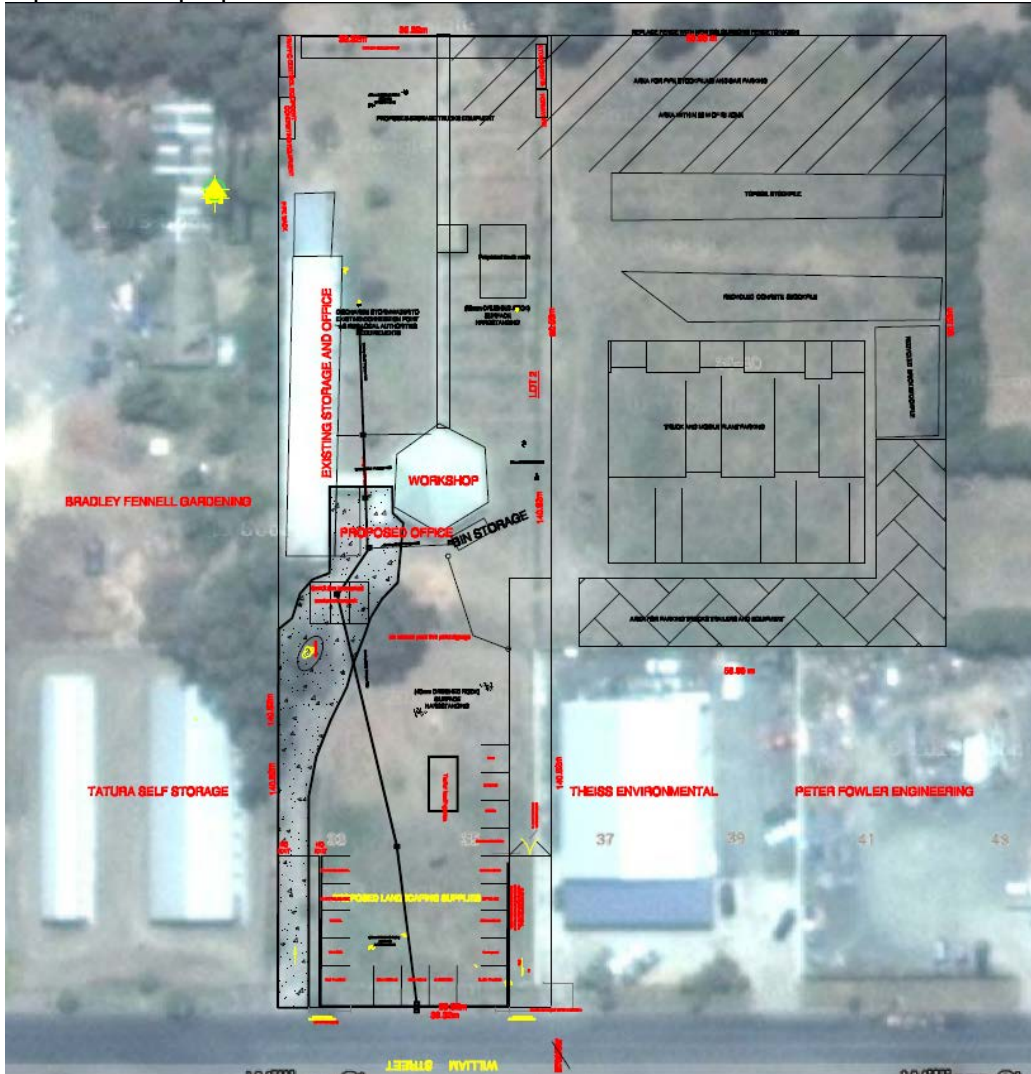
- Use of land for a civil construction depot (some activities can be defined as industry, store and some are not defined). To categorise the whole use as civil construction depot makes the use an innominate use and therefore a section two use in the Industrial 1 Zone (IN1Z).
- Use of land for 'garden supplies' which is a section two use which requires a permit in IN1Z.
- Buildings and works in the IN1Z (construct an office building, and create hard-standing surfaces and materials storage bays) requires a planning permit.

Public notice of the application was posted on 28 April 2015.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

A plan of the proposal is shown below.



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Locality Plan



Summary of Key Issues

- The application seeks planning permission to use the land for a civil construction depot and garden supplies, and associated buildings and works in the IN1Z.
- Permission is not sought as part of this application to remove native vegetation or use the land for crushing activities
- The application has been advertised and nine objections lodged. Grounds of objection relate to noise emissions from the crushing activities, environmental impacts on Cussen Park and appearance of the site.
- Officers are satisfied that the location of the use in an IN1Z subject to conditions which protect residential amenities including acoustic walls ensures the application produces acceptable outcomes.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Background

This planning application was lodged with Council following enforcement action by Council planning officers as the use commenced without obtaining a planning permit.

The application has been assessed afresh based on the relevant provisions within the Greater Shepparton Planning Scheme.

Assessment under the Planning and Environment Act

The land is within the IN1Z, an assessment against the decision guidelines in the IN1Z is below.

Decision Guideline	Officers Response
33.01-2 – Use (Civil Construction Depot and Garden Supplies)	
The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.	To the north of the land is residential land. The proposed use (which does not include crushing activities) is compatible with the residential zoned land. To ensure a reasonable level of amenity is maintained to the residential land the following conditions are recommended: <ul style="list-style-type: none"> • Use of broadband beepers on equipment • Limited hours of operation to not earlier than 7am and not later than 8pm • Noise walls on the northern and eastern boundaries • No crushing activities to be undertaken on the land
The effect that nearby industries may have on the proposed use.	The application, without the crushing activities, is unlikely to detrimentally impact nearby industries. If the crushing activities were proposed officers would have been concerned about dust and noise emissions impact on nearby industries.
The drainage of the land.	A condition of the approval is for the submission of a detailed drainage plan to provide for onsite water retention and water sensitive urban design.
The availability of and connection to services.	The land is within a developed area of Tatura and has access to services.
The effect of traffic to be generated on roads.	The application, if allowed, will result in additional heavy vehicle movements on William Street. Despite this William Street is a main industrial route that services Leocata's Transport and Unilever and is capable of accommodating additional traffic volumes from the civil construction depot.
The interim use of those parts of the land not required for the proposed use.	Permission is sought to use all of the land.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

33.01-4 – Buildings and Works	
Any natural or cultural values on or near the land.	The land is within an area of aboriginal cultural heritage. The permit holder has obtained an approved cultural heritage management plan from Yorta Yorta. There is also Grey Box trees on the land which the applicant has agreed to retain as part of the development.
Streetscape character.	Submitted plans indicate garden supplies bins abutting William Street. This is not an acceptable outcome and amended plans are required to show appropriate landscaping along the William Street frontage to soften the activities on site to the street.
Built form.	The proposed application seeks approval for a new office to assist in the garden supplies use. The office is well setback from William Street and is relatively small in size. Permit conditions requiring the submission of detailed plans of the office before the development commences.
Landscape treatment.	It is recommended that an appropriate landscape area be provided along the lands frontage to William Street to soften the uses appearance to the street and nearby dwellings.
Interface with non-industrial areas.	It is considered that the land has an interface between industrial and residential land use, which results in neither the residential or industrial land having pristine residential / industrial rights. Therefore a balance needs to be found to allow both uses to reasonably operate. The use of land for a civil construction depot and garden supplies subject to conditions relating to hours of operation, acoustic walls and light spill is an appropriate use of the land.
Parking and site access.	Site access is proposed from William Street by two crossovers. The land has available space on site to provide parking for the 20 employees and customers who will attend the site to purchase garden supplies.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

33.01-4 – Buildings and Works	
Outdoor storage.	The nature of a civil construction depot is that there will be the need for outdoor storage. The areas of storage are to the rear of the land and will be screened by metal fences. It is considered that the type of storage proposed is normal for a depot use.
Lighting.	It is recommended that lighting be restricted to what is essential to the security of the land to limit potential light spill from the land.
Stormwater discharge.	A condition of the approval is for the submission of a detailed drainage plan to provide for retention and water sensitive urban design. This drainage plan must be endorsed by the responsible authority and then constructed by the permit holder.

Materials Recycling

It is acknowledged that this application no longer seeks permission for materials recycling being the crushing activities. Despite this, officers considered it necessary to comment on this activity.

Materials recycling is a Section 2 use, subject to the following condition being satisfied:

The land must be at least 30 metres from land (not a road) which is in a residential zone or land used for a hospital or an education centre or land in a Public Acquisition Overlay to be acquired for a hospital or an education centre.

The use of land in the IN1Z for the purpose of Materials recycling is a Section 2 use provided it meets the condition in the Table of uses at clause 33.01-1. The condition, as relevant, is that the land must be at least 30 metres from land (not a road) which is in a residential zone. In the current case this condition is not met, resulting in the use being prohibited.

Accordingly, if the materials recycling component of the proposed use is not ancillary, that activity is prohibited.

The applicant initially proposed the use of a 20 tonne excavator with a specialised crusher bucket, a rock breaker for the purpose of recycling civil construction waste and a 200m³ stockpile. This would arguably be beyond what could reasonably be considered as being ancillary to civil construction depot and garden supplies as described in the application.

Taking these factors into account, it is considered the brick and asphalt crushing component goes beyond what is ancillary to the civil construction business, and constitutes a separate materials recycling use.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Council Plan/Key Strategic Activity

Objectives:

- Ensure that the environment is a major priority in planning for the future.
- Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry.

The application has been amended by the applicant to allow the retention of existing Grey Box trees on the land. It is recommended that permit conditions include on site drainage controls to provide water sensitive urban design and prevent pollutants entering Council's drainage system.

Furthermore the Council Plan seeks to attract industry to Greater Shepparton. This proposed application if allowed will see the establishment of a civil construction business in Tatura which creates 20 places of employment.

Officers are satisfied that the proposed application positively responds to Council's Plan in terms of environmental and economic outcomes.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incorrect notification	A	5	Low	The application has been properly advertised which allowed objections to be lodged with the Council. These objectors will be informed of Council's decision on the application.

Policy Considerations

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve acceptable planning outcomes.

Financial Implications

This planning application has no significant financial implications on Council.

Legal/Statutory Implications

Should either the applicant or objector be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

Cultural Heritage

The *Aboriginal Heritage Act 2006* provides protection for all Aboriginal places, objects and human remains in Victoria, regardless of their inclusion on the Victorian Aboriginal Heritage Register or land tenure.

The *Aboriginal Heritage Act 2006* introduces a requirement to prepare a Cultural Heritage Management Plan (CHMP) if all or part of the activity is a listed high impact activity, resulting in significant ground disturbance, and all or part of the activity area is an area of cultural heritage sensitivity, which has not been subject to significant ground disturbance.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

As the land is included within an area of aboriginal cultural sensitivity a cultural heritage management plan (CHMP) has been prepared for the land, being 36-40 Elizabeth and 33-35 William Street, Tatura. The CHMP refers to the proposed activity being an 'industrial subdivision and includes all permitted uses under the Greater Shepparton Planning Scheme zoning'.

Yorta Yorta Nation Aboriginal Corporation approved the CHMP on 20 October 2013.

Environmental/Sustainability Impacts

The land contains established Grey Box trees which are proposed to be retained as part of the use and development of land.

Social Implications

Section 60(1)(f) of the Act states the following:

Before deciding on an application, the responsible authority must consider,

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

The proposed application to use the land for a civil construction depot and garden supplies and associated buildings and works in the Industrial 1 Zone is not considered to raise any significant social or economic effects.

Economic Impacts

The application has informed that the proposed business creates 20 employment positions.

Referrals/Public Notice

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site.

The Council has received nine objections to date and one letter of support to the application.

All objectors were issued with an acknowledgment letter. Objectors were provided a full copy of the applicant's acoustic report on 28 July 2015.

The key issues that were raised in the objections are as follows:

Ground of Objection	Officer's Response
Noise emissions	Many of the objections raise concern about noise emissions from the site with an emphasis on noise from crushing activities. Officers share these concerns with a particular focus on nearby residential neighbours. Officers commissioned an independent acoustic review of the proposed operation which was undertaken by Watson Moss Growcott. This review determined that the noise emissions from the crusher would result in unacceptable outcomes.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Ground of Objection	Officer's Response
	As a result the applicant has decided to revise the application to no longer seek permission from crushing activities on the land.
Proximity to residential land	<p>The subject land is setback 21 metres from the nearest land in a residential zone. Additionally the land abuts and is within close proximity to two dwellings in the Industrial 1 Zone.</p> <p>The nearest dwelling in a residential zone is located at 17-33 Margaret Street, Tatura and the dwelling is setback 120 metres from the industrial zoned land.</p> <p>As the lands are on a zoning interface neither the industrial zoned land or residential zoned land can expect a pristine industrial or residential amenity. A balance needs to be found where both zones are provided with an opportunity to live and work. Officers recommend that conditions be included in any approval to protect the residential amenity. Such conditions include:</p> <ul style="list-style-type: none"> • Construction of noise walls on the northern and eastern boundaries • Restrictions on operating hours • Use of new generation broadband reverse alarms • Dust control measures
Impacts on Cussen Park	<p>The land abuts Cussen Park and is within close proximity to the east west pathway through Cussen Park.</p> <p>Officers acknowledge that it would be an undesirable outcome for this proposal to discourage people using the Cussen Park pathway.</p> <p>To limit the impacts on this pathway it is recommended that an acoustic wall be constructed along the northern boundary.</p>
Crushing activities	The application no longer seeks permission for crushing activities.
Drainage of the land	The submission of a detailed drainage plan should be a condition of permit. The plan amongst other things must demonstrate how the land will be drained to the sites legal point of discharge in William Street and how water sensitive urban design measures will be incorporated into the site.
Unightly nature of the operation	<p>It is acknowledged that by nature these types of uses are not pristine in appearance. When viewed from Cussen Park the land will be screened by a 4 metre high acoustic fence.</p> <p>It is recommended the lands frontage to William Street be planted out as appropriate with landscaping to assist in screening the site.</p>

Officers having considered the objections do not believe that the objections lodged should lead to the application being refused.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

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

Planning and Environment Amendment (Recognising Objectors) Act 2015

Planning advisory note 63 describes the Act as:

The *Planning and Environment Amendment (Recognising Objectors) Act 2015* (amending Act) amends the *Planning and Environment Act 1987* (PE Act) to require responsible authorities and the Victorian Civil and Administrative Tribunal (VCAT) to consider the number of objectors to a permit application in considering whether a proposed use or development may have a significant social effect.

The advisory note provides the following guidance on determining a significant social effect:

Social effects are not defined in the PE Act but typically include effects of a proposal on:

- the demand for or use of community facilities and services
- access to social and community facilities
- choice in housing, shopping, recreational and leisure services
- community safety and amenity
- the needs of particular groups in the community, such as the aged.

Whether a social effect is significant and relevant to the decision being made, is a matter that the responsible authority and VCAT must decide in the particular case, taking into account:

- the aspects of the proposed use or development that require a permit
- the purpose of the permit requirement
- the planning scheme provisions that apply to the assessment of the application
- the causal connection between the social effect the proposed use or development
- the probability of the effect occurring and its likely consequences
- whether the community or an identifiable section of the community is affected (as distinct from individuals)
- the availability of objective facts or information that provide evidence of a likely social effect.

In the context of Tatura nine objections is a high number of objections to a permit application and consideration should be given whether the proposed use and development may have a significant social effect.

Officers acknowledge that the Cussen Park Committee of Management and four other objections raise concern about the impacts the application may have on Cussen Park.

Objectors have not as part of their submission to Council, provided any evidence to establish that the civil construction depot and garden supplies will result in a significant social effect.

Furthermore the use being crushing activities that had the most amenity impacts has been removed from the application.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 33-35 William Street and 36-40 Elizabeth Street, Tatura – Civil Construction Depot and Garden Supplies (continued)

Officers consider that the proposed uses are well suited to IN1Z and are more likely to produce positive social benefits through employment and improved consumer choice in Tatura to garden supplies. Therefore social impacts do not led to a refusal to grant a permit.

Strategic Links

a) Greater Shepparton 2030 Strategy (GS2030)

Economic Development

7.3 Achieving the strategic objective

Objective 1: To sustain a growing and diverse industrial base.

Objective 2: To locate industrial uses effectively, by utilising existing and planned infrastructure, and consolidating the existing main industrial areas.

Objective 3: To improve the urban design and architectural standards of industrial areas.

Objective 4: To realise an integrated freight logistics centre to link the major freight corridors through the municipality.

Policy direction supports the locating of industrial type uses in appropriate locations in Greater Shepparton. The William and Elizabeth Street site is on a zone interface, despite this the proposed activities are compatible with the adjoining residential zone and therefore the application has policy support under GS2030.

Conclusion

Officers having undertaken an assessment of the application have decided that the application achieves acceptable planning outcomes when assessed and therefore a notice of decision to grant a permit should issue.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016

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 Investigation and Design

Proof reader(s): Manager Projects

Approved by: Director Infrastructure

Other: Graduate Strategic Planner Amendments, Team Leader Strategic Planning

Executive Summary

The *Congupna Urban Drainage Strategy March 2016* (the Strategy) was prepared by Paffrath Consulting Pty Ltd (see Attachment 1 – *Congupna Urban Drainage Strategy March 2016*). It presents the proposed stormwater collection, detention, treatment and discharge layout for the Congupna Township catchment to satisfy the integrated site based stormwater management plan obligations for the catchment. The proposed solution seeks to improve drainage and stormwater infrastructure to provide Congupna with an appropriate level of drainage and stormwater, detention and treatment in accordance with Greater Shepparton City Council and Goulburn-Murray Water (G-MW) requirements.

The Strategy recommends that a drainage upgrade will require the construction of two new retardation basins. A retardation basin servicing Catchment 1 is proposed to be constructed on the north end of property 25 Congupna West Road, Congupna. A second retardation basin servicing Catchment 2 is proposed to be constructed on part of 226 Grahamvale Road, Congupna (abutting Congupna East Road). Both pieces of land are currently privately owned.

In order to implement the recommendations of the Strategy, part of the land at 25 Congupna West Road, Congupna and part of 226 Grahamvale Road, Congupna must be acquired to realise the ultimate stormwater drainage infrastructure for the catchment.

Initial negotiations with the landowners of 25 Congupna West Road to purchase this land have been unsuccessful. The only alternative for Council to acquire this land is through the application of the Public Acquisition Overlay (PAO) to the land.

Preliminary discussions with the landowners of 226 Grahamvale Road, Congupna to purchase the land have been positive; however, it would be prudent to apply the PAO to part of 226 Grahamvale Road to identify the land for this purpose.

A planning scheme amendment is required to apply a PAO to the land. Council officers have prepared draft Exhibition Documentation for proposed Amendment C187 to the Greater Shepparton Planning Scheme to apply the PAO to part of 25 Congupna West Road, Congupna and part of 226 Grahamvale Road, Congupna (see Attachment 2 – *draft Exhibition Documentation – Amendment C187*).

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

Council officers recommend that Council resolve to endorse the *Congupna Urban Drainage Strategy March 2016* and implement the recommendations contained within it by preparing a planning scheme amendment to apply a PAO to part of 25 Congupna West Road, Congupna and part of 226 Grahamvale Road, Congupna.

**Moved by Cr Patterson
Seconded by Cr Ryan**

That the Council:

1. endorse the *Congupna Urban Drainage Strategy March 2016*; and
2. implement the recommendations of the *Congupna Urban Drainage Strategy March 2016*; and
3. prepare and exhibit a planning scheme amendment to apply a Public Acquisition Overlay to part of 25 Congupna West Road, Congupna and part of 226 Grahamvale Road, Congupna.

CARRIED.

Background

During the period of 28 February 2012 to 1 March 2012, a localised storm event occurred, producing rainfall within the region of 200mm to 250mm. It was considered to be around a 1% annual exceedance probability (1 in 100 years ARI) storm event.

During the February/March 2012 flood event, sections of the swale drains along both sides of Wallace Street, Congupna (effectively the entire nature strip) were observed to hold water for at least two days. This water was unsightly, had a strong and unpleasant smell and was a breeding ground for mosquitos.

Following this flooding event, Greater Shepparton City Council undertook a drainage catchment analysis for the township of Congupna to determine possible drainage upgrades for immediate and future implementation.

Consultation with local residents included a community meeting held in March to hear the community's concerns. A follow-up community meeting was held in April to inform the community of the steps being undertaken to investigate and upgrade Congupna's existing urban drainage infrastructure.

In consultation with the Goulburn Broken Catchment Management Authority, a detailed drainage catchment study was undertaken to determine natural flow paths and rural drainage flows which impact upon Congupna's urban drainage system. This study was vital to ensure that any upgrades to the existing Congupna drainage system cause no adverse flooding to landowners upstream or downstream of the township of Congupna.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

Congupna is serviced by two separate catchments – refer *Figure 1 – Proposed Congupna Urban Drainage System*.

- Catchment 1 services the south-west portion of Congupna, which currently discharges from the Katamatite-Shepparton Main Road into a Council outfall drain located on VicTrack owned land on the east side of Incitec Pivot. This Council drain then outfalls along the east side of the railway line and flows into G-MW Drain 1/1/5/11. This outfall drain is very flat and performs poorly. The Council drain is very difficult to maintain due to the restricted space available for excavation equipment and trucks. VicTrack approval is required for staff or contractors to access the site.
- Catchment 2 is a separate catchment located in the north-east portion of Congupna and services the northern end of Wallace Street. The swale drains along Wallace Street encroach onto the frontages of Wallace Street properties.

To combine Catchment 2 into Catchment 1, it would require significant works to alter infrastructure along Wallace Street and would result in the removal of significant established trees and cause damage to neighbouring gardens and lawns. Standard engineering practice is to not change drainage catchment areas as it can lead to changed drainage characteristics and possible opportunity for litigation. Therefore, this was discounted as a suboptimal option.

The Strategy details the drainage mitigation investigation undertaken and the options considered. Council initially indicated its intention to upgrade the Council infrastructure that currently outfalls into G-MW drain 1/5/11. After reviewing the collected field data, Council have proposed alternative concept drainage options.

It was determined that due to minimal available fall from Congupna to the drainage outfall into G-MW drain 1/5/11, the only way to achieve suitable grade and cover for the proposed pipeline would involve the construction of a retardation (detention) basin and pumping station.

Council staff considered two different sites for the construction of a future retardation basin. The farmland north of the Congupna Recreation Reserve was investigated and could compromise future long term upgrade of the recreation reserve. The west end of the existing recreation reserve was also considered as a site; however, there is limited available land available and the construction of a retardation basin would have significant detrimental impact on functionality of the recreation reserve.

Both of these options would have significant detrimental impact on established trees along this alignment and require water to be pumped to G-MW Drain 1/1/5/11. Neither option would address the on-going maintenance and access issues relating to this outfall through VicTrack land. An alternative outfall west of the Goulburn Valley Highway into G-MW Drain 5/11 was considered.

The proposed alternative option would involve the relocation of Congupna's existing drainage outfall for Catchment 1 from G-MW drain 1/5/11 (existing outfall north of Congupna) to G-MW drain 5/11 (west of Congupna), see below *Figure 1 – Proposed Congupna Urban Drainage System*. G-MW has provided "in principle approval" for the location of the proposed drainage outfall relocation.

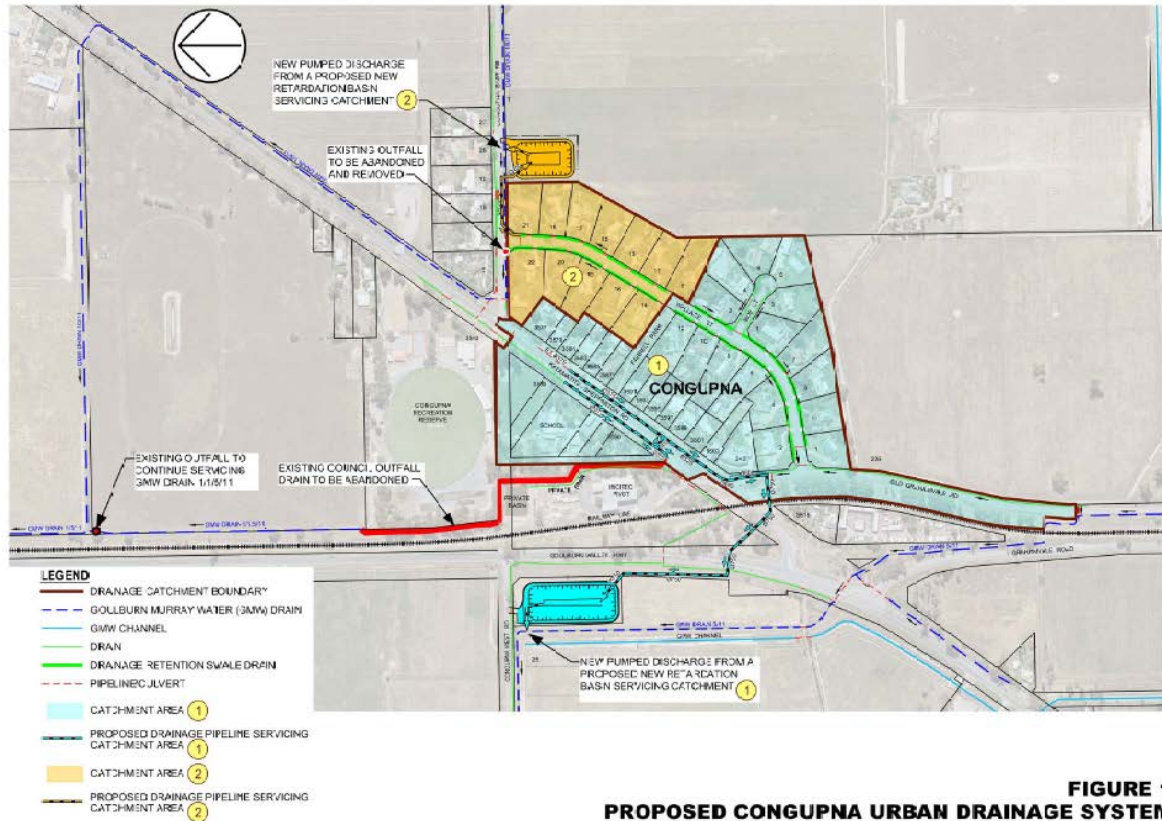
As a part of the proposed Congupna flood mitigation works, one element of the upgrade would involve discharging a portion of Congupna's drainage via an outfall pipeline that would follow a new alignment (to the west of Congupna).

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

**9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016
(continued)**

The drainage upgrade will require the construction of two new retardation basins which would then discharge into G-MW drain 5/11.

Figure 1 – Proposed Congupna Urban Drainage System



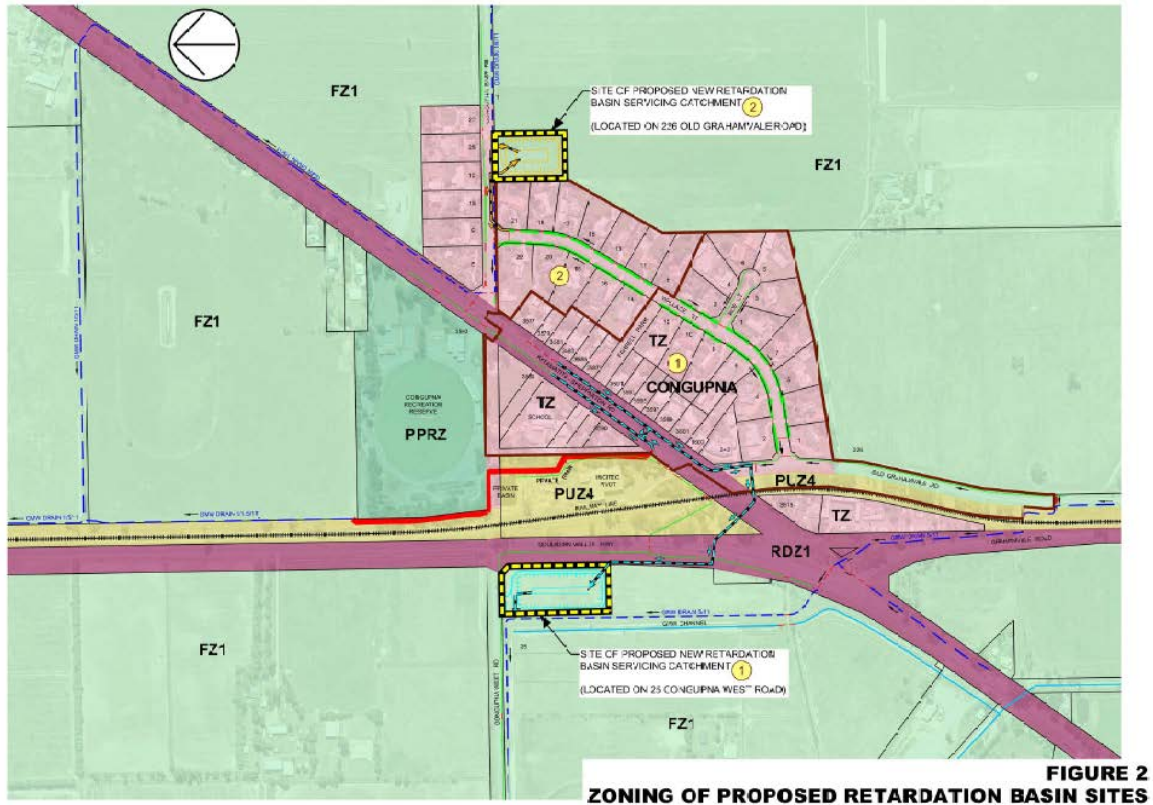
**FIGURE 1
PROPOSED CONGUPNA URBAN DRAINAGE SYSTEM**

The planned sites of the new retardation basins located at the north end of property 25 Congupna West Road, Congupna and the north end of 226 Grahamvale Road, Congupna are shown below in *Figure 2 – Zoning of Proposed Retardation Basin Sites*. Both of the properties are currently privately owned.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

Figure 2 – Zoning of Proposed Retardation Basin Sites



Lastly, the Strategy considers the drainage design and treatment tools required to provide the existing drainage system with an increased level of water treatment in order to meet the minimum water quality objectives.

Public Acquisition of 25 Congupna West Road and 226 Grahamvale Road, Congupna
In order to implement the recommendations of the Strategy, part of the land at 25 Congupna West Road, Congupna and part of the land at 226 Grahamvale Road, Congupna must be publically acquired. Therefore, a planning scheme amendment is required to apply the PAO to this land.

Council officers have prepared draft Exhibition Documentation for proposed Amendment C187 to the Greater Shepparton Planning Scheme to apply the PAO to part of 25 Congupna West Road, Congupna and part of 226 Grahamvale Road, Congupna (see Attachment 2 – draft Exhibition Documentation – Amendment C187).

Council Plan/Key Strategic Activity

The Amendment is supported by the *Greater Shepparton Council Plan 2013-2017* as follows:

- Goal 1: *Active and Engaged Communities (Social)*
- Objective 3: *Ensure liveability options are always considered in our decision making activities*
- Goal 4: *Quality Infrastructure (Built)*
- Objective 3: *Encourage sustainable municipal growth and development*

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

Risk Management

Drainage from the Congupna Urban catchment areas is reliant on the G-MW rural drainage system. Council is responsible for the management of the drainage in the Congupna urban area, and is partly accountable to ensure the discharge and quality of water discharges from the urban area into the G-MW drain complies with G-MW requirements.

The proposed drainage works will improve the operating efficiency of the drainage system and reduce potential damage to private and public property. Reducing future flooding will also minimise disruption to community activities.

Risks	Likelihood	Consequences	Rating	Mitigation Action
Damage to private property caused by flooding and possible litigation	B	4	Extreme	Improve drainage infrastructure to reduce flooding
Access to private property is reduced by cut-off by flood water	B	3	Moderate	Improve drainage infrastructure to reduce flooding
Disruption to business trade and reduction of trading	B	3	Moderate	Improve drainage infrastructure to reduce flooding
Disruption to regional and interstate transport services	B	3	Moderate	Improve drainage infrastructure to reduce flooding

Policy Considerations

Proposed drainage upgrade works are consistent with Council's Asset Management Policy, which states:

Capital Upgrades are works or acquisitions for the extension or upgrading of assets catering for growth or additional levels of service. Capital upgrades include:

- *Works that improve an asset beyond its original size or capacity.*
- *Upgrade works that increase the capacity of an asset.*
- *Works designed to produce an improvement in the standard and operation of the asset beyond its original capacity.*

With the introduction of rate capping, the Council may consider implementing a Special Charge to landowners of properties within the Congupna urban drainage area.

Council's *Special Rates and Charges Policy 2013* requires that Council will contribute no less than 20% of the cost of a drainage scheme where there is a determined community benefit from the works. This scheme will provide drainage from road reserves; the contribution for which would be a community benefit component and will be paid by Council.

Repayment period, interest charged and measures to defray financial hardship shall be determined in accordance with the *Special Rates and Charges Policy 2013*.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

Financial Implications

The total estimated cost of the proposed civil works, design, scheme administration, land acquisition costs and legal costs is the order of \$1.5 million.

(a) Special charges policy:

The *Local Government Act 1989* (the Act) requires that a payment by installment option be made available to the contributors. The minimum installment period under the Act is 4 years.

Council's *Special Rates and Charges Policy 2013* allows for an extended payment period of up to 10 years where circumstances warrant.

To assist in defraying any financial hardship experienced by scheme contributors, and due to the relatively large amount being proposed to be raised from some properties, Council has determined that if installments are requested by any contributor, then quarterly installments over a period up to 10 years will be allowed.

Council policy requires that interest be charged at 1% greater than the overdraft rate prevailing at the commencement of each billing period. Participants will be encouraged to pay contributions in full or to secure alternative, more attractive financing options.

The scheme charge will become a charge against the property once the scheme is confirmed by Council or Victorian Civil and Administrative Tribunal (VCAT), however the invoice will not be raised until the works are completed and final costs known.

(b) Financial distribution and discounts:

The cost to the contributing properties varies in accordance with the use and size of each property and the relative benefit each will gain from the works. The relative benefit is determined on the basis of the relative volume and rate of flow of stormwater from a property into the drainage system, together with the level of treatment required to the stormwater before it can be discharged into the G-MW drain.

Discounts are applied for those properties that have already installed approved on-site drainage retardation to slow the rate of discharge or provide on-site treatment systems.

The costs as advised to the landowners are based on estimates only. The final costs will be based on the actual costs incurred by the scheme works, including design and administration. The advised costs will alter, but may be increased to each landowner by no more than 10% above the advised cost.

If the actual cost is less than the estimated cost, then the landowners will be provided the full percentage reduction in their costs.

Legal/Statutory Implications

The scheme is being processed in accord with section 163 of the *Local Government Act 1989*.

The Act sets out a clear process including notification to potential contributors of the decision of Council to proceed with the scheme, and their appeal rights.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 **(continued)**

From the time Council gives notification to proceed with the scheme, contributors will have 28 days to lodge an appeal to VCAT. On considering any appeals received, VCAT may determine that the scheme proceed as proposed, the scheme proceed but be varied, or the scheme be abandoned.

If there are no appeals within that period, Council may proceed to carry out the works. It can be expected the entire process to seek contractors to carry out the works would take a minimum of six months. That timeframe could extend significantly if an appeal is lodged with VCAT.

Environmental/Sustainability Impacts

The endorsement of the *Congupna Urban Drainage Strategy March 2016* will result in positive environmental outcomes as it presents a solution for the realisation of stormwater drainage infrastructure in Congupna will enhance water quality and reduce nutrient load prior to its discharge into the Goulburn-Murray Water drainage system.

The endorsement of the *Congupna Urban Drainage Strategy March 2016* is unlikely to have any adverse environmental effects.

Social Implications

The endorsement and implementation of the *Congupna Urban Drainage Strategy March 2016* will have positive social benefits. Stormwater remaining roads and private property for more than a few days can present health problems and create a perception of health hazards. The construction of two new retardation basins in Congupna will reduce risks to the public from injury or death, by storing excess runoff away from public access during extreme rainfall events and releasing the stored water over time in a controlled manner.

The endorsement of the *Congupna Urban Drainage Strategy March 2016* is unlikely to have any adverse social effects.

Economic Impacts

The endorsement and implementation of the *Congupna Urban Drainage Strategy March 2016* will have positive economic benefits. The construction of two new retardation basins in Congupna will reduce flood damage to property and infrastructure, by storing excess runoff during extreme rainfall events and releasing the stored water over time in a controlled manner. Additionally, flood waters from extreme rainfall events prevent “business as usual” operations for local commercial businesses and interfere with regional and interstate transport services.

The endorsement of the *Congupna Urban Drainage Strategy March 2016* is unlikely to have any adverse economic effects.

Consultation

Consultation was undertaken with the following stakeholders:

- Local residents – community meetings were held to hear the community’s concerns and to inform the community of steps being undertaken to investigate and upgrade existing urban drainage infrastructure.
- Vic Roads concerning any proposed alterations to drainage infrastructure on their declared road reserves (Katamatite – Shepparton Road is a VicRoads’ declared road).

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Endorsement of the Congupna Urban Drainage Strategy, March 2016 (continued)

- G-MW to investigate the possible options for increasing the discharge into the G-MW drainage system.
- VicTrack to investigate the possibility of allowing flood event drainage flows from Congupna to be diverted through the VicTrack reserve.

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

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

Direction 2: Community Life

Enhance social connectedness, physical and mental health and well-being, education and participatory opportunities in order to improve liveability and provide a greater range of community services.

Direction 3: Environment

Conservation and enhancement of significant natural environments and cultural heritage.

Direction 5: Infrastructure

The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

b) Other strategic links

Nil

Conclusion

This report presents the proposed stormwater collection, detention, treatment and discharge layout for the Congupna Township catchment satisfying the integrated site based stormwater management plan obligations for the site. The proposed approach minimises the stormwater infrastructure to be maintained and renewed by Council while providing Congupna with an appropriate level of drainage and stormwater detention and treatment in accordance with the Greater Shepparton City Council requirements.

Council has demonstrated that the preferred proposed alternative drainage design has the ability to:

preserve existing valuable elements of the stormwater system, such as natural channels, wetlands and stream-side vegetation

limit changes to the quantity and quality of stormwater at or near the source

use structural measures, such as treatment techniques and a retardation basin, to

improve water quality and control streamflow discharges.

In order to implement the recommendations of the *Congupna Urban Drainage Strategy 2016*, the land at 25 Congupna West Road, Congupna and 226 Grahamvale Road, Congupna must be publically acquired. Therefore, a planning scheme amendment is required to apply the Public Acquisition Overlay to this land.

Council officers recommend that Council resolve to endorse the *Congupna Urban Drainage Strategy 2016* and implement the recommendations contained within it by preparing and exhibiting a planning scheme amendment to apply the Public Acquisition Overlay to 25 Congupna West Road, Congupna and to 226 Grahamvale Road, Congupna.

Attachments

1. Congupna Urban Drainage Strategy March 2016 Page 246
2. Draft Exhibition Documentation – Amendment C187 Page 307

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction 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 Sustainability and Environment

Proof reader(s): Manager Environment

Approved by: Director Sustainable Development

Other: Sustainability and Environment Officer

Executive Summary

The Greater Shepparton Environmental Sustainability Strategy 2014-2030 was adopted by Council July 2014. One of the key actions from this strategy was the development of an Energy Reduction Plan by June 2016. Officers have completed this action and present it to Council for endorsement.

The Energy Reduction Plan sets a new organisation target for the reduction of energy costs and greenhouse gas emissions. This plan builds on 15 years of commitment to reducing Council's energy cost to ratepayers and Greenhouse Gas Emissions.

Over the last 10 years, there has been a reduction in Council's energy use but the overall cost has continued to increase. The Energy Reduction Plan (ERP) will see that Council maintain a reduction in energy usage and mitigate significant extra cost even after future capital projects are delivered.

Extensive consultation was undertaken with many internal departments to ensure alignment of the Energy Reduction Plan with current and future direction of Council.

The key activities recommended in the ERP include installation of a 250kWh solar system; implementation at least 50% of actions identified in energy audits with a simple payback of seven years or less and changes to some of Council internal processes such as ensuring Sustainability and Environment integration in all capital works processes.

The plan will be critical to protect Council against current and future rises in the cost of energy through establishing significant and ongoing reductions in energy consumption and improvements in energy efficiency.

Moved by Cr Houlihan
Seconded by Cr Summer

That the Council endorse the Energy Reduction Plan.

CARRIED.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Background

Greater Shepparton City Council has been actively reducing energy use and greenhouse gas emissions for over 15 years.

The Environmental Sustainability Strategy was adopted by Council in July 2014. One of the key actions from the strategy is the development of an Energy Reduction Plan by June 2016. Officers have completed the action. Operational budget was allocated in 2014/15 FY, and Moreland Energy Foundation was appointed to undertake the development of the Energy Reduction Plan in February 2015. There was extensive internal consultation during the development of the plan including:

- Assets
- Major Projects
- Transport and Road Reserves
- Community
- Strategic Planning
- Building Maintenance
- Parks and Recreation
- Open Native Space
- Finance
- Building Services

The plan identifies that Greater Shepparton City Council is in an excellent position to undertake the actions recommended in the plan. The work undertaken to date includes:

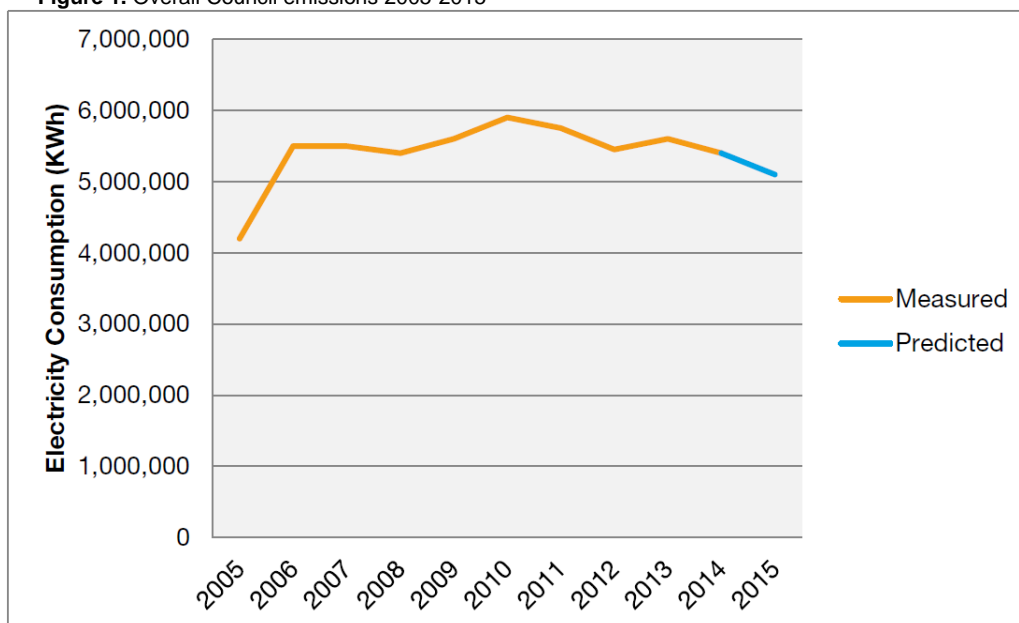
- Focus on remote sensor irrigation practices;
- Purchase of energy efficient appliances and equipment;
- Sustainability Training;
- Inclusion of solar lighting and Photo Voltaic (PV) panels where appropriate;
- Inclusion of sustainability and environmental consideration for tenders and contracts;
- Led lighting installation at most council managed buildings;
- Installation of co-gen plant and Bauer systems at Aquamoves

Energy consumption data indicates the actions undertaken to date are showing an overall decline in the last 5 years. See figure 1 below.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Figure 1. Overall Council emissions 2005-2015



92% of Council's emissions are generated through electricity. This is a typical profile for local government. The plan identifies electricity consumption as one of the key areas to reduce Council's energy usage.

New initiatives such as the pilot Infrastructure Sustainable Council of Australia (ISCA) program, show staff are focussed on sustainability and energy reduction. This pilot is a result of officers approaching ISCA in 2014 to develop a rating tool for smaller projects typical of Local Government. It is a joint trial of an abridged version of ISCA's rating system for capital works projects. Traditionally the rating tool is for large projects in excess of \$10 million.

The ERP identifies a target of 20% reduction of Council emissions by 2020. While this is ambitious it is achievable. The strategies to meet this target fall into two broad categories:

1. Process, procedure and behaviour; and
2. Specific projects or investment

These strategies will be applied to the 5 main drivers of energy emissions within Council:

1. Capital Works Projects
2. Energy Efficiency
3. Operations and Maintenance
4. Renewable and Low Carbon Energy Generation
5. Water Pumping and Treatment

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Table 1. Breakdown of activity are targets modelled to deliver an overall reduction in energy consumption of 20% by 2020

Activity area	Target	Potential energy reduction from projected BAU	Estimated capital cost
Capital Works	40% lower operational energy use than reference building for major new build projects (combination of thermal performance, systems, renewable energy)	5.8%	TBD
Energy Efficiency	Implement at least 50% of retrofit actions identified in energy audits with simple payback period of 7 year or less.	4.1%	\$120,000
Operations and Maintenance	Budget allocation for 0.5 FTE role to specialise in energy management, to drive systematic improvement in facilities management.	2.3%	\$55,000
Renewable Energy	250kW of new installed generation capacity by 2020. This will equate to approximately 8.5% of total electricity use in 2014.	8.5%	\$450,000
Total target		20.7%	

Some key *process* implementation activities outlined in the plan include:

- Formalise the ISCA process
- Implement at least 50% of audit recommendations that have a payback of 7 years or less and ensure utilisation of Energy Audit aggregation tool (spreadsheet developed to track outcomes of energy audits, costs, savings and GHG emissions savings)
- Revise reporting standard for all departments/directorates to include mandatory reporting on energy consumption and energy reduction activities
- Establish a PV program to identify, evaluate and prioritise sites for a 5 year rollout
- Formalise the consideration of energy efficiency in capital works projects related to water pumping and treatment

Some key *specific projects* identified include:

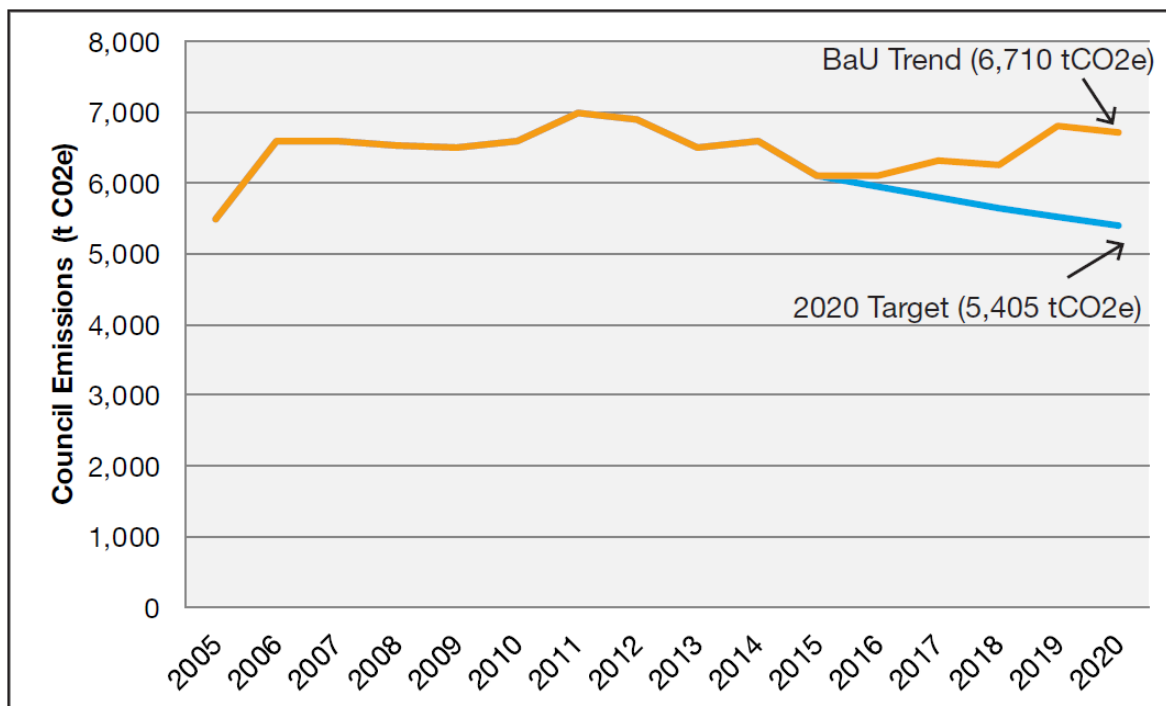
- Apply Sustainability Integration Process into the Sports Precinct as a pilot
- Develop proposal for funding implementation of all existing energy audit actions with a pay-back of 7 years or less.
- Review function of existing BMS at Council offices and other large facilities
- Trial installation of solar pumping as part of the DRC retention basin upgrade

The plan took into consideration the completion of future major capital asset projects. As can be seen in the graph below, under business as usual (BaU), council's emissions will begin to increase. With the implementation of the Energy Reduction Plan, officers aim to reduce energy consumption throughout the organisation.

Figure 2. Total corporate emissions from energy projection to 2020

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)



It will be necessary to review the plan to allow for inevitable changes in circumstances during its delivery.

Council Plan/Key Strategic Activity

Council Plan 2013-2017:

Enhancing the Environment:

- Investigate the opportunities that are available to Council to enable Council to support renewable energy options
- Continue to reduce Council's Greenhouse Emissions

High Performance Organisation:

- Ensure strong internal systems and processes to ensure best practice delivery of services for the community

Risk Management

The Energy Reduction Plan will reduce Council's risk to increasing energy costs. The new rate capping regime will put increasing pressure on Council's finances. The plan will reduce the needless expenditure of extra electricity and gas costs.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Don't reach target	C	Moderate	Moderate	Review target annually to ensure on track, taking into consideration any changing circumstances. Adjust target if necessary.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Funding not allocated to implement actions	C	Moderate	Moderate	Council consider external financing options
New councillors don't prioritise actions	C	Moderate	Moderate	New councillors are educated on the financial, social and environmental business case for implementation

Policy Considerations

The above recommendation does not conflict with any Council Policy.

Financial Implications

Costs associated with the implementation of the Energy Reduction Plan will be largely born through operational budget. Most actions do not require additional financial resources, rather an adjustment to council processes and systems. The main exception to this is the installation of a 250kWh solar panel system on council buildings that has an estimated cost of \$450,000. Officers have requested a \$15,000 operational budget item for 2016/17FY for the feasibility and design of this system. It is expected the cost will be less than \$450,000 due to the ongoing decrease in the costs of purchasing solar panels.

It is important to consider that if the plan is not adopted, there will be significant financial implications for council. The cost of our current asset stock will continue to rise. The development of future capital works projects will increase our energy costs once they are operating.

The benefit of large scale solar lies in being able to use the energy generated during the day when buildings are operational and prior to the energy being sent to the grid.

Council will either spend money on energy or on panels; the former is a short term approach, the latter is a long term sustainable approach.

Legal/Statutory Implications

The plan conforms with the *Local Government Act 1989* and other relevant legislation.

Environmental/Sustainability Impacts

There will be significant beneficial impacts from endorsing and delivering the Energy Reduction Plan. It will:

- reduce Council's greenhouse gas emissions, enabling Council to extend our leadership credentials in this space;
- contribute to state and national emissions reductions targets;
- show Council is heeding international scientific advice with a responsible response to the impacts of climate change;
- increase Council's financial sustainability by mitigating against increasing energy costs; and
- Complete a major action in the Environmental Sustainability Strategy.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Social Implications

There will be significant beneficial impacts from endorsing and delivering the Energy Reduction Plan. It will:

- Show the community Council is committed to reducing energy costs, ensuring rate payers money is focussed on delivering services; and
- Extend Council's reach as a leader in this area for the community, business, industry and our regional neighbours.

Economic Impacts

There will be significant beneficial impacts from endorsing and delivering the Energy Reduction Plan:

- Council operational budget will be freed up to deliver services rather than pay unnecessary utility bills; and
- Once payback from installation of solar panels is reached, all potential income from energy generation will be extra operational expenditure for Council.

Consultation

The consultants and sustainability officers worked in very close consultation with internal departments to develop the plan.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Notify stakeholders of consultant and process of delivery	email
Consult	Organise workshops for stakeholders	workshops
Involve	Share and incorporate information	Workshops, email, telephone calls, documents
Collaborate	Work with stakeholders to ensure current processes are considered in plan and future changes are also considered	Workshops, email, telephone calls, documents
Empower	Work with stakeholders to ensure current processes are considered in plan and future changes are also considered	Workshops, email, telephone calls, documents

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Objective 4:

- To reduce greenhouse gas emissions by local actions, in the interests of current and future generations

b) Other strategic links

Environmental Sustainability Strategy:

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

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Energy Reduction Plan (continued)

Outcomes:

- Greenhouse gas emissions from Council priority facilities and plant are reduced
- The number of Council owned or managed buildings/facilities using renewable energy sources is increased
- The number of climate change adaptation measures implemented at Council priority facilities is increased
- Whole of life costs are incorporated in project planning

Actions: Develop and implement an energy management plan to reduce Councils greenhouse gas emissions and financial costs of Council's energy use.

Conclusion

The recent UN Paris talks on Climate Change have set some very positive goals for the world to minimise the impacts of a changing climate. Local Governments worldwide were recognised as key to attaining the objectives set. This Energy Reduction Plan will cement Greater Shepparton City Council as a regional leader in addressing emissions, reducing energy costs while adding to Australia's contribution. It will also save Council money in energy bills and ensure ratepayers money is being spent on service delivery.

Attachments

Energy Reduction Plan Page 313

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016

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: Planning Support Officer

Proof reader(s): Team Leader Strategic Planning, Manager Planning

Approved by: Director Sustainable Development

Executive Summary

Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee) on 17 January 2012. The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality.

At the Committee's February 2012 meeting, the Committee agreed that an annual or biennial Cultural Heritage Awards program would be a cost effective way of raising awareness of cultural heritage issues within the municipality, as well as recognising good conservation practice and promoting community participation in cultural heritage issues.

The Committee agreed to request that Council resolve to host a Cultural Heritage Awards ceremony in April 2013 and prepared the *Cultural Heritage Awards Guidelines 2012* to provide an overarching framework for all future award ceremonies. At the Ordinary Council Meeting held on 18 September 2012, Council adopted the Guidelines and resolved to host the Cultural Heritage Awards ceremonies on 20 April 2013 and 18 April 2015. The Awards ceremonies were guided by the recommendations of the Committee. The Awards were deemed to have been very successful and generated significant interest in Greater Shepparton's cultural heritage.

The Committee has evaluated the Awards process and revised the Guidelines to streamline the hosting of future Awards ceremonies. The Committee now requests that Council adopt the revised *Cultural Heritage Awards Guidelines 2016* and resolve to host a Cultural Heritage Awards ceremony in the 2016/17 financial year. (See Attachment 1 – *Greater Shepparton Cultural Heritage Awards Guidelines 2016 (track changes)*).

A budget request for \$8,000 has been included in the 2016/17 Draft Budget to meet the costs of hosting, advertising and award prize costs associated with a Cultural Heritage Awards ceremony in the 2016/17 financial year.

Moved by Cr Houlihan
Seconded by Cr Oroszvary

That the Council adopt the *Cultural Heritage Awards Guidelines 2016* and resolve to host a Cultural Heritage Awards ceremony in the 2016/17 financial year.

CARRIED.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016 (continued)

Background

At the Ordinary Council Meeting held on 17 January 2012, Council authorised the formation of the Greater Shepparton Heritage Advisory Committee. The primary purpose of the Committee is to provide the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton, and to act as an advocate for all cultural heritage matters within the municipality.

At the Committee's February meeting, the Committee agreed that an annual or biennial Cultural Heritage Awards program would raise awareness of cultural heritage issues within the municipality, as well as recognising good conservation practice. The Awards program is seen as a critical way of promoting community participation in cultural heritage issues within the municipality. It satisfies two of the primary purposes of the Committee as outlined in the Committee's Terms of Reference:

- to provide the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton, and
- to act as an advocate for all cultural heritage matters within the municipality.

The Committee agreed to request that Council resolve to host a Cultural Heritage Awards ceremony in April 2013 and prepared the *Cultural Heritage Awards Guidelines 2012* to act as an overarching framework for all future award ceremonies. Award ceremonies are guided by the recommendations of the Committee. At the Ordinary Council Meeting held on 18 September 2012, Council adopted the Guidelines and resolved to host the Inaugural Cultural Heritage Awards ceremony on 20 April 2013. At the Ordinary Council Meeting held on 20 May 2014, Council adopted the revised *Cultural Heritage Awards Guidelines 2014* and resolved to host the Cultural Heritage Awards ceremony on 18 April 2015. The Awards ceremonies were deemed to have been very successful and generated significant interest in Greater Shepparton's cultural heritage.

The Committee has evaluated the Awards process and revised the Guidelines further to simplify and streamline the hosting of future award ceremonies. The main revisions to the *Cultural Heritage Awards Guidelines 2014* include:

- Revise the adoption date to 17 May 2016;
- Undertake minor formatting, numbering, descriptive and grammatical changes throughout the Guidelines;
- Update references to the Australia ICOMOS Burra Charter, 2013;
- Increase the number of Awards Categories from six to eight. The descriptions for each of these categories have also been revised;
- Revise the Awards Procedure section to extend the compulsory public nomination period from two months to four months;
- Insertion of a new bullet point 8 in the Conditions section. It now reads: "a nomination must receive a total assessment figure of at least 75% before it can be considered for an award"; and
- Include a definition for Heritage Overlay in Appendix A.

The Committee agreed at its Committee meeting held on 7 March 2016 to request that Council adopt the revised *Cultural Heritage Awards Guidelines 2016*. The revised Guidelines will simplify and streamline future Awards ceremonies.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016 (continued)

At this Committee meeting, the Committee also agreed to request that Council resolve to host a Cultural Heritage Awards ceremony in the 2016/17 financial year, which will be guided by the recommendations of the Committee. The following indicative timeline will inform any Cultural Heritage Awards program:

1. Calls for public nomination will be launched by the Mayor at a launch ceremony in August 2016 where members of the public will nominate places, objects, works, volunteers, publications, etc., for one or more of the award categories. The nomination period will last four months and is proposed to end in December 2016.
2. A short-list of nominations will be prepared and assessed by a judging panel comprising of representatives from the Committee in early 2017.
3. The Judging Panel will advise Council of its recommendations for winning entries at the Ordinary Council Meeting to be held in May or April 2017.
4. The successful nominations will be honoured at a Cultural Heritage Awards ceremony to coincide with Australian Heritage Week 2017, which is scheduled to be held from Saturday, 15 April to Sunday, 23 April 2015.

Council Plan/Key Strategic Activity

The adoption of the revised *Cultural Heritage Awards Guidelines 2016* and the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year are consistent with the following goals and objectives outlined in the *Greater Shepparton City Council Council Plan 2013-2017*:

- Goal 1: Active and Engaged Communities (Social):
 - Objective 1: Continue to enhance Community Capacity Building.
 - Objective 4: Provide sustainable community services to our community.
 - Objective 6: Value Arts Culture and Heritage as an integral part of our dynamic community.

Risk Management

By not adopting the revised *Cultural Heritage Awards Guidelines 2016*, Council would fail to exploit the changes outlined within the revised Guidelines that would simplify and streamline the hosting of future awards ceremonies.

By not resolving to host a Cultural Heritage Awards ceremony in the 2016/17 financial year, Council would not avail of a cost effective way of raising awareness of cultural heritage issues within the municipality, promoting good conservation practice and promoting community participation in cultural heritage issues.

Policy Considerations

Adopting the revised *Cultural Heritage Awards Guidelines 2016* and/or resolving to host a Cultural Heritage Awards ceremony in the 2016/17 financial year do not conflict with existing Council policies.

Financial Implications

There are no financial implications associated with the adoption of the revised *Cultural Heritage Awards Guidelines 2016*.

Resolving to host a Cultural Heritage Awards ceremony in the 2016/17 financial year will require a budget allocation. A budget request for \$8,000 has been included in the 2016/17 Draft Budget to meet the costs of hosting a Cultural Heritage Awards ceremony in this financial year. This budget will be required to meet hosting, advertising and award prize costs associated with this Cultural Heritage Awards ceremony.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016 (continued)

It is envisaged that:

- the hosting costs will be minor as the ceremony could either use one of Council's buildings or, as the ceremony is scheduled to be held midday on Saturday, avail of a free or heavily discounted venue;
- advertising and promotion can be largely undertaken by the individual groups, societies and organisations represented on the Committee; and
- the award prizes are likely to be a framed certificates and a hamper of locally sourced produce.

	2016/2017 Draft Budget for this proposal*\$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	0	0	0	Nil
Expense	8,000	8,000	0	Nil
Net Result	0	0	0	Nil

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

Legal/Statutory Implications

There are no legal or statutory implications associated with the adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year.

The Greater Shepparton Heritage Advisory Committee is not a Section 86 Committee under the *Local Government Act 1989*. The Awards ceremony will be hosted by Council.

The hosting of an Awards ceremony accords with the *Victorian Charter of Human Rights and Responsibilities Act, 2006* and *Local Government Act, 1989*. No human rights were negatively impacted upon through the preparation of the *Cultural Heritage Awards Guidelines 2016*. The hosting of an awards ceremony is not foreseen to impact upon the rights of all individuals and groups with regard to freedom of expression, right to be heard, entitlement to participate in public life and property rights.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts associated with the adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year.

Social Implications

There are positive social impacts associated with the adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year.

The Committee has determined that a Cultural Heritage Awards program would help raise awareness of cultural heritage issues within the municipality and promote good conservation practices – skills that are in decline. The Awards program is also seen as a critical way of promoting community participation in cultural heritage issues generally.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016 (continued)

Economic Impacts

There are no economic impacts associated with the adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year.

Consultation

As part of the preparation of *Cultural Heritage Awards Guidelines 2012*, the *Cultural Heritage Awards Guidelines 2014* and the proposed Cultural Heritage Awards 2017, extensive consultation took place with all Committee members. Some of these Committee members have reported the contents of the Guidelines to their respective societies, groups and organisations that they represent on the Heritage Advisory Committee.

Should Council resolve to host an Awards ceremony in the 2016/17 financial year, a media campaign plan will be prepared by the Media & Communications and Planning Departments to promote and engage with the community. It would allow for extensive co-publicising of the event by Council and the Heritage Advisory Committee to promote the Awards program, and call for public nominations. It is envisaged that media releases would result in a number of articles appearing in local newspapers. The Awards ceremony would also be promoted on Council's radio station program and other social media.

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

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

The adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year are consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*, specifically:

- Direction 3: Environment: Conservation and enhancement of significant natural environments and cultural heritage.

b) Other strategic links

The adoption of the revised *Cultural Heritage Awards Guidelines 2016* and/or the hosting of a Cultural Heritage Awards ceremony in the 2016/17 financial year will also develop and implement the initiatives outlined in the *Greater Shepparton Heritage Study Stage IIB 2013*.

Conclusion

It is recommended that Council adopt the revised *Cultural Heritage Awards Guidelines 2016* and resolve to host a Cultural Heritage Awards ceremony in the 2016/17 financial year. The Awards ceremony will be guided by the recommendations of the Greater Shepparton Heritage Advisory Committee.

The Committee has determined that an Awards program is a critical way of raising awareness of cultural heritage issues within the municipality, as well as recognising good conservation practices. The Awards program is also seen as a critical way of promoting community participation in cultural heritage issues.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Greater Shepparton Cultural Heritage Awards Guidelines 2016 (continued)

By not adopting the revised *Cultural Heritage Awards Guidelines 2016* and/or resolving not to host a Cultural Heritage Awards ceremony in the 2016/17 financial year, Council risks missing an opportunity of being involved in a cost-effective, strongly supported initiative that would promote the municipality's unique cultural heritage.

Attachments

Greater Shepparton Cultural Heritage Awards Guidelines 2016 Page 358

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update

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: Strategic Transport Planner

Proof reader(s): Team Leader Strategic Planning, Manager Planning

Approved by: Director Sustainable Development

Executive Summary

This report provides an update to Council on the status of the proposed Goulburn Valley Highway Shepparton Bypass (the Bypass).

Council has been working with partners for a number of years to lobby for the construction of a Shepparton Bypass on the Goulburn Valley Highway. In 2006, Amendment C33 to the Greater Shepparton Planning Scheme applied a Public Acquisition Overlay (PAO) to the land identified for the preferred Bypass alignment passing to the west of Shepparton. This proposed alignment leaves the Goulburn Valley Highway south of Kialla West, runs to the west of Toolamba and Mooroopna along Excelsior Avenue, and crosses the Goulburn River before re-joining the Goulburn Valley Highway north of Congupna. Please see Figure 1 below for an overview of this route.

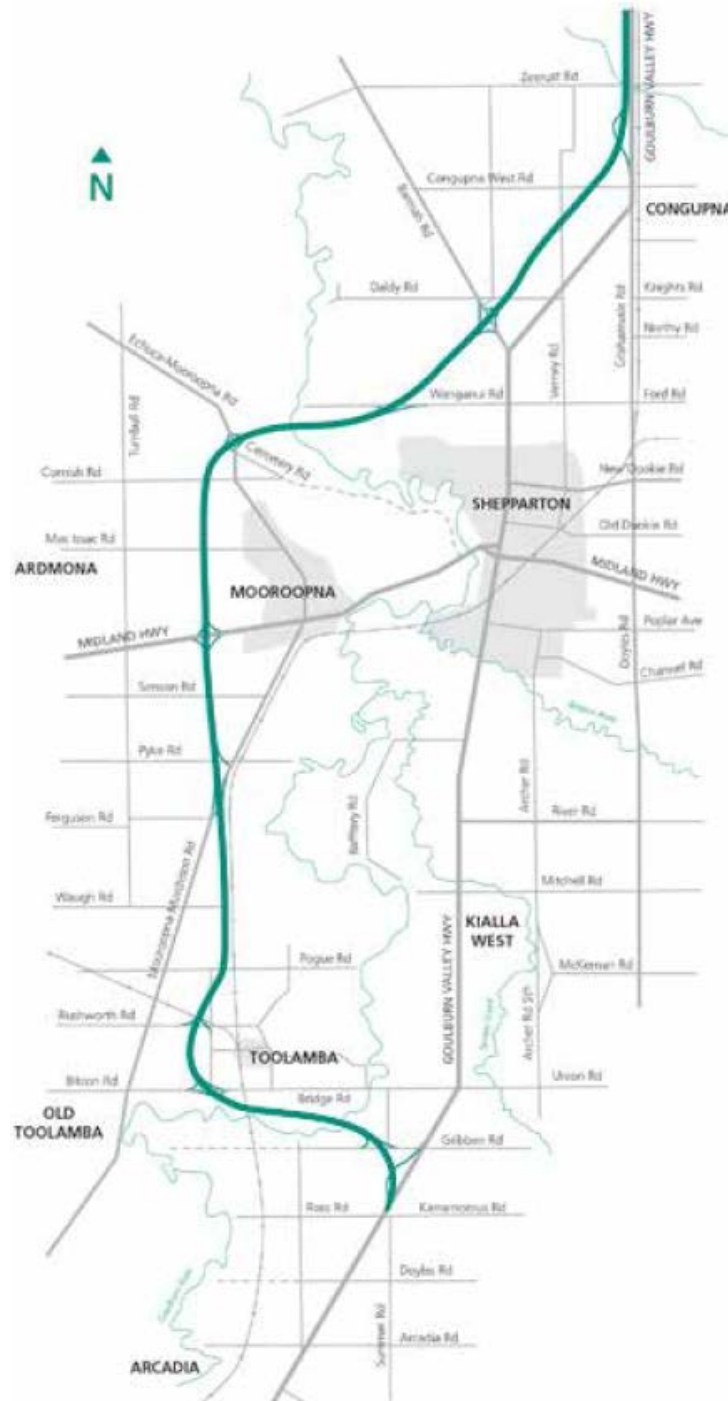
A cost analysis exercise was carried out by AECOM Pty Ltd in 2012 on behalf of VicRoads for a number of potential Bypass options. The most accurate cost estimate for the full four lane Bypass following the alignment shown in Figure 1 below was estimated at over \$1.355billion. Subsequent analysis by AECOM Pty Ltd calculated the Benefit Cost Ratio of the full four lane Bypass as 0.10. This is a relatively low score when compared against other major metropolitan and regional projects.

Given the current environment of strong competition for limited infrastructure resources Council is asked to consider the adoption of a staged approach to Bypass construction. As such, Council's initial ask of State and Federal governments would be the provision of Bypass Stages 1a (Echuca – Mooroopna Road to the Goulburn Valley Highway) and 1b (Echuca – Mooroopna Road to Midland Highway). This proposal includes both Stages 1a and 1b as single lane carriageways in each direction with the option retained to duplicate the road when the opportunity arises. This staged approach will reduce Council's initial funding request considerably. It is also supported by AECOM Pty Ltd's analysis which gave the combination of Stages 1a and 1b the highest Benefit Cost Ratio of all the options considered with a score of 0.29.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

Figure 1: Plan showing GV Highway Shepparton Bypass alignment



The provision of Stages 1a and 1b will provide an additional Goulburn River crossing and facilitate east-west traffic movements including a reduction in heavy vehicles traversing central Shepparton. As one of the central aims of Stages 1a and 1b is the removal of east-west heavy vehicle traffic from central Shepparton, connection with the Shepparton Alternative Route (Doyles Road and Grahamvale Road) needs to be considered in conjunction with the Stages 1a and 1b proposals. As such Council officers advise that investigation work is undertaken, alongside VicRoads, to assess the works required to upgrade Ford Road from the Goulburn Valley Highway to its junction with the Shepparton

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

Alternative Route at Grahamvale Road, please see Attachment 1 for an overview of this proposed route.

The Stages 1a and 1b proposals align with the *Greater Shepparton 2030 Strategy Report No 6: Infrastructure*:

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

This report also provides an update on the actions of the Goulburn Valley Highway Shepparton Bypass Action Group (Action Group). It provides an update on discussions with the Action Group regarding the staged construction of a single lane Bypass, a proposed updated Terms of Reference (see Attachment 2) and recommended changes to the membership of this Committee since it was formally established in 2010. The proposed changes to the Action Group include the rescinding of all positions currently held and the subsequent reappointment of members including an advertisement requesting nominations for the roles of Chairperson and Community Members. These matters were all discussed at the Action Group meeting on 7 April 2016; the Minutes of this meeting are included as Attachment 3.

Council are advised that Essential Economics Pty Ltd has been engaged to complete an Economic Benefits Assessment of the proposed Bypass Stages 1a and 1b. Whilst undertaking this work, it became clear that an update of the *Shepparton Bypass Strategic Transport Model* completed in 2012 would be beneficial. The State government has agreed to contribute \$35,000 towards this transport modelling work which should cover all costs associated with the preparation of this work.

RECOMMENDATION

That the Council:

1. Elevates its lobbying activity in relation to the Bypass, including asking government to recommit to the Goulburn Valley Highway rolling duplication commitment made by Prime Minister Howard.
2. Adopt the staged approach to Bypass delivery proposed by VicRoads, including the initial proposals focusing on the single lane provision of Stages 1a and 1b.
3. Investigate, in partnership with VicRoads, the works required along Ford Road to facilitate east-west heavy traffic movements related to the Stages 1a and 1b proposal and its connection to the Shepparton Alternative Route.
4. Adopt the updated Terms of Reference for the Goulburn Valley Highway Shepparton Bypass Action Group, including the updated membership list and resolve to delegate authority to the Chief Executive Officer to appoint Council's primary and alternate voting representative to the Action Group.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

5. Rescind all previous appointments to the Goulburn Valley Highway Shepparton Bypass Action Group, to include:
 - Chairperson: Mr Peter Johnson;
 - Community Member: Mr Geoffrey Withers;
 - Community Member: Mr Peter Beaumont;
 - Community Member: Mr John Gray;
 - Community Member: Mr Tom Perry;
 - Community Member: Mr Jade Miller;
 - Municipality of Greater Shepparton;
 - Municipality of Strathbogie;
 - Municipality of Moira;
 - State Member for Northern Victoria;
 - State Member for North East Province;
 - State Member for Shepparton;
 - Federal Member for Murray; and
 - Transport Workers Union: Mr Wayne Mader.
6. Authorise the placing of an advertisement in newspaper/s circulating in Greater Shepparton announcing calls for public nomination for the role of Chairperson and up to six community representatives for a two year (2) tenure.
7. Note the Economic Benefits Assessment that Essential Economics Pty Ltd are preparing for proposed Bypass Stages 1a and 1b.
8. Note the planned update of *the Shepparton Bypass Strategic Transport Model* and the \$35,000 contribution to this work from the State government.
9. Write to Minister Donnellan requesting that the Bypass be reinstated as a State government priority project via its inclusion in submissions and long term planning documents produced by Infrastructure Victoria.

Moved by Cr Hazelman
Seconded by Cr Ryan

That the Council:

1. Elevates its lobbying activity in relation to the Bypass, including asking government to recommit to the Goulburn Valley Highway rolling duplication commitment made by Prime Minister Howard.
2. Adopt the staged approach to Bypass delivery proposed by VicRoads, including the initial proposals focusing on the single lane provision of Stages 1a and 1b as a combined single project.
3. Investigate, in partnership with VicRoads, the works required along Ford Road to facilitate east-west heavy traffic movements related to the Stages 1a and 1b proposal and its connection to the Shepparton Alternative Route.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

4. Adopt the updated Terms of Reference for the Goulburn Valley Highway Shepparton Bypass Action Group, including the updated membership list and resolve to delegate authority to the Chief Executive Officer to appoint Council's primary and alternate voting representative to the Action Group.
5. Rescind all previous appointments to the Goulburn Valley Highway Shepparton Bypass Action Group, to include:
 - Chairperson: Mr Peter Johnson;
 - Community Member: Mr Geoffrey Withers;
 - Community Member: Mr Peter Beaumont;
 - Community Member: Mr John Gray;
 - Community Member: Mr Tom Perry;
 - Community Member: Mr Jade Miller;
 - Municipality of Greater Shepparton;
 - Municipality of Strathbogie;
 - Municipality of Moira;
 - State Member for Northern Victoria;
 - State Member for North East Province;
 - State Member for Shepparton;
 - Federal Member for Murray; and
 - Transport Workers Union: Mr Wayne Mader
6. Authorise the placing of an advertisement in newspaper/s circulating in Greater Shepparton announcing calls for public nomination for the role of Chairperson and up to six community representatives for a two year (2) tenure.
7. Note the Economic Benefits Assessment that Essential Economics Pty Ltd are preparing for proposed Bypass Stages 1a and 1b.
8. Note the planned update of *the Shepparton Bypass Strategic Transport Model* and the \$35,000 contribution to this work from the State government.
9. Write to Minister Donnellan requesting that the Bypass and specifically the combined Stages 1a and 1b be confirmed as a State government priority project.
10. Write to all candidates contesting the Federal seat of Murray and Victorian Senate seats in the forthcoming election to seek their commitment in writing to the combined Stage 1a and 1b estimated at \$260million.

CARRIED.

Cr Hazelman called a division.

Those voting in favour of the motion; Cr Adem, Cr Oroszvary, Cr Hazelman, Cr Summer, Cr Houlihan, Cr Patterson and Cr Ryan.

Background

The Goulburn Valley Highway is an integral transport route connecting the Goulburn Valley with Melbourne and forms a vital link in the national highway system between Melbourne and Brisbane.

Council has been working with VicRoads and other stakeholders over a number of years to lobby for the construction of a Shepparton Bypass on the Goulburn Valley Highway.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

In 2006, Amendment C33 to the Greater Shepparton Planning Scheme applied a PAO to the land identified for the preferred Bypass alignment passing to the west of Shepparton. This PAO has since been amended on a number of occasions and VicRoads have used it to acquire various land holdings to the west of Shepparton.

VicRoads engaged AECOM Pty Ltd in 2012 to conduct detailed investigation of various Bypass options. This work included detailed traffic modelling, the production of cost estimates and economic benefit analysis for each option.

Subsequently, Council began lobbying for a full four lane western Bypass with an estimated cost exceeding \$1.355billion.

Negotiations with State and Federal representatives indicated that Council would have a greater likelihood of obtaining funding if it adopted a staged approach to the Bypass construction and partially deferred the financial ask of government. This potential change of approach reflects the current competitive funding environment in regards to other major metropolitan and regional project proposals.

At a meeting on the 17 October 2014, the Action Group endorsed the Stages 1a and 1b approach described below (see Figure 2):

Stage 1a - Echuca-Mooroopna Road to Goulburn Valley Highway (Length: 5.0km).
Construct two lane single carriageway, including:

- new crossing of Goulburn River;
- new intersection at Echuca-Mooroopna Road;
- upgrade Wanganui Road (Council Road); and
- new intersection at junction of Goulburn Valley Highway and Wanganui Road.

Upper cost estimate for land acquisition, design and construction is \$140million.

Stage 1b - Echuca-Mooroopna Road to Midland Highway (Length: 5.0km).

Construct two lane single carriageway, including:

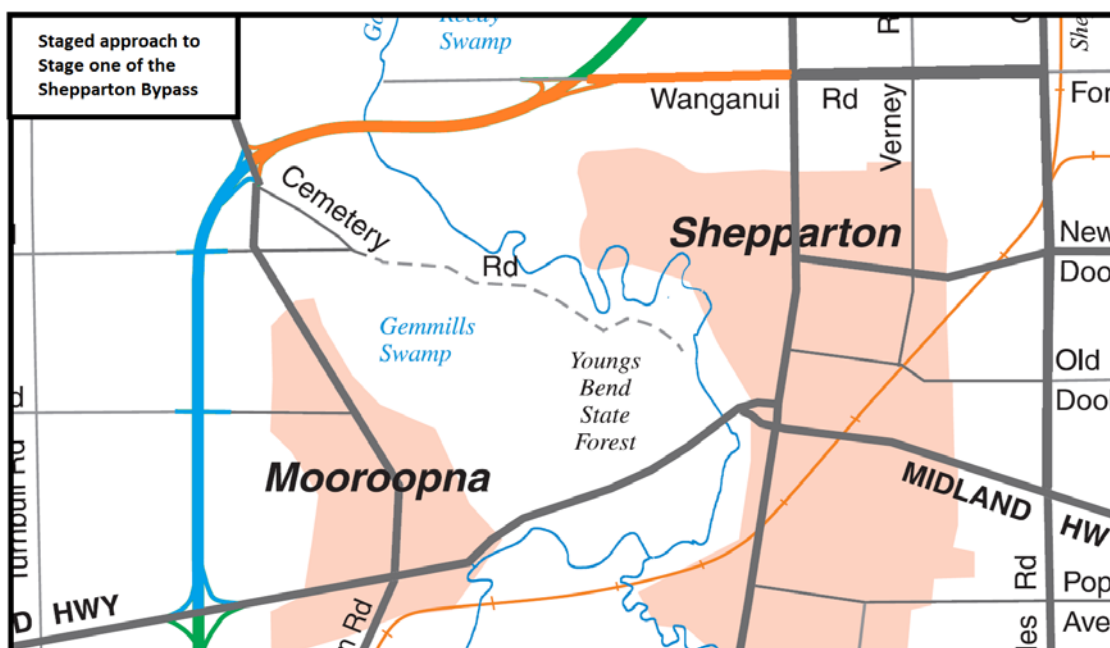
- new link between Echuca-Mooroopna Road and Midland Highway via Excelsior Avenue;
- new intersection at Echuca-Mooroopna Road; and
- new intersection at Midland Highway.

Upper cost estimate for land acquisition, design and construction is \$80million.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

Figure 2: Plan showing proposed Bypass Stages 1a and 1b as described above



However, as one of the central aims of Stages 1a and 1b is the removal of east-west heavy vehicle traffic from central Shepparton, connection with the Shepparton Alternative Route (Doyles Road and Grahamvale Road) needs to be considered in conjunction with these proposals. As such Council officers advise that investigation work is undertaken, alongside VicRoads, to assess the works required to upgrade Ford Road from the Goulburn Valley Highway to its junction with the Shepparton Alternative Route at Grahamvale Road, please see Attachment 1 for an overview of this proposed route.

The Stages 1a and 1b proposals align with the *Greater Shepparton 2030 Strategy Report No 6: Infrastructure* which identifies the following:

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

A cost estimate for the required upgrade to the section of Ford Road between the Goulburn Valley Highway and Grahamvale Road is currently unavailable. VicRoads has estimated the cost of constructing a roundabout at the junction of Ford Road and Grahamvale Road at \$6million. Council officers will continue to work with VicRoads and other partners to get a clearer idea of the scale and cost of these works.

Recent conversations with State government representatives have demonstrated the need to identify the potential economic benefits of the Bypass. Subsequently, Essential Economics Pty Ltd was commissioned by Council in February 2016 at a cost of \$29,970 (excl GST) to complete the *Shepparton Bypass Economics Benefits Assessment*.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

This work will detail the benefits that Stages 1a and 1b will bring to the region, including the impact of reduced heavy vehicle traffic in central Shepparton, improved road safety and a strengthened supply chain supporting freight movements from the Goulburn Valley to domestic and export markets. The analysis will provide a Project Rate of Return on the capital investment and a Benefit Cost Ratio comparing net economic benefits against project investment and ongoing maintenance expenditures over a 30 year project lifecycle.

Discussions are currently taking place with AECOM Pty Ltd focused on updating the *Shepparton Bypass Strategic Transport Model*, created in 2012, to better reflect the most recent demographic and traffic data available. This will further inform the work being completed by Essential Economics Pty Ltd and support Council in making the case for investment. The State government has agreed to contribute \$35,000 towards this modelling work which should cover all associated costs.

The Action Group met on the 7 April 2016. Moira Shire Council, the Shire of Campaspe Council, Strathbogie Shire Council, VicRoads, State and Federal Members, community representatives, the Committee for Greater Shepparton and local road haulage operators were represented at the meeting. Mayor Dinny Adem and Council officers represented Council.

The Action Group discussed the proposed updated Terms of Reference and membership list. Updating the Terms of Reference and membership list will further legitimise the Action Group and ensure it can work in the most efficient way, alongside Council, to lobby for construction of the Bypass.

The draft Terms of Reference is included as Attachment 2 for Council adoption. Officers request that Council resolve to delegate authority to the Chief Executive Officer to nominate a primary and alternate voting representative to the Action Group.

A Chairperson and five community representatives were previously appointed to the Action Group by Council in 2010. However, over time, the Action Group's attendance has changed to reflect personal circumstances, and to include those that make a useful contribution and have a real commitment to the construction of the Bypass. Additionally, Campaspe Shire Council was not included in the original membership of the Action Group but is viewed as a vital partner in the promotion of the Bypass. As such, Council is requested to adopt a revised Terms of Reference (Attachment 2) for the Action Group, which better reflect the operational and procedural needs of the Action Group, and Council's governance requirements. As part of this process, Council is also requested to rescind all previous members of the Action Group and to re-appoint or call for public nominations for the following members as identified in the new proposed Terms of Reference:

- i. Chairperson (voting member);
- ii. One (1) representative (voting members) from each of the following municipalities:
 - a. Greater Shepparton City Council;
 - b. Strathbogie Shire Council;
 - c. Shire of Campaspe; and
 - d. Moira Shire Council.
- iii. Up to six (6) community representatives (voting members);
- iv. One (1) representative from the Committee for Greater Shepparton (voting member); and
- v. Up to two supporting officers (non-voting member/s).

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

Council is also asked to resolve to place advertisements in the local press calling for public nominations for the role of Chairperson and up to six community representatives of the Action Group. The selection criteria for membership are identified in the Terms of Reference:

- Communicate at a political level;
- Possess knowledge of the project history and understand the relationships between Local, State and Federal governments;
- Demonstrated experience in community representation; and
- Demonstrated commitment to the planned Bypass.

Council Plan/Key Strategic Activity

The Goulburn Valley Highway Shepparton Bypass is identified in the *Council Plan 2013 – 17 under Goal 4. Quality Infrastructure (Built)*:

- Advocate the Federal and State governments for a commitment for funding to enable the commencement of the Shepparton Bypass for the Goulburn Valley Highway.

Risk Management

No adverse risks have been identified in relation to endorsing the recommendations in this report.

Policy Considerations

This work supports existing Council policy including the *Greater Shepparton Council Plan 2013-2017* and the *Greater Shepparton 2030 Strategy (2006)*.

Financial Implications

The Economic Benefits Assessment produced by Essential Economics Pty Ltd will be completed at a cost to Council of \$29,970 (excl GST).

There will be a cost associated with updating the *Shepparton Bypass Strategic Transport Model* developed by AECOM Pty Ltd but this should be met by the State government contribution of \$35,000.

Legal/Statutory Implications

No legal or statutory implications have been identified in relation to endorsing the recommendations in this report.

Environmental/Sustainability Impacts

A *Shepparton Bypass Investigative Biological Survey and Habitat Study* was completed by the Centre for Environmental Management in 2010. The proposed alignment of Stages 1a and 1b corresponds with this report and has been adopted by the Minister for Planning. Any environmental or sustainability impacts identified in relation to construction of proposed Bypass Stages 1a and 1b, which have not already been mitigated, will be addressed during the detailed design phase.

Social Implications

The construction of Stages 1a and 1b of the Bypass will bring social benefits including improved amenity in central Shepparton through a reduction in heavy vehicle traffic. These benefits will include improved air quality, improved road safety, improved journey time reliability and increased opportunity to upgrade the street environment in central Shepparton.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

Economic Impacts

The economic impacts of the proposed Bypass Stages 1a and 1b will be identified in Essential Economics Pty Ltd's Economic Benefits Assessment. This work will build upon AECOM Pty Ltd's 2012 report detailing the economic outputs from the *Shepparton Bypass Strategic Transport Model*. AECOM showed that, of the seven Bypass options modelled, the combination of Stages 1a and 1b had the highest Benefit Cost Ratio with a result of 0.29.

Consultation

In accordance with the Council resolution of 6 October 2009, an advertisement was placed in the Shepparton News on the 7 and 16 July 2009 inviting applications from persons to be appointed as community representatives on the Action Group. Subsequently, a Chairperson and five Community representatives were appointed by Council in 2010.

However, over time, the Action Group attendance has changed as people have left the area and others that make a useful contribution were included e.g. local road haulage operators. Subsequently, at a meeting held on 7 April 2016, the Action Group discussed the need for a new Terms of Reference including the updated membership list. As such, Council is requested to rescind all current members of the Action Group, adopt the proposed Terms of Reference (Attachment 2) and authorise the placing of advertisements in the local press calling for nominations to the role of Chairperson and up to six community representatives.

Through the Action Group, Council has consulted with neighbouring councils, partner agencies and the local community. As such, Council officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

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

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

b) Other strategic links

Nil

Conclusion

The objective of taking a staged approach to the construction of the Bypass is to ensure investment is made as attractive as possible to both State and Federal governments. Stages 1a and 1b together are estimated to cost \$220million, in addition to the currently unquantified cost of upgrading the section of Ford Road and its potential \$6million junction with Grahamvale Road. Discussions with State government representatives have indicated that this is a more achievable order of funding than the more than \$1.355billion estimated cost of the full four lane Bypass. Additionally, Stages 1a and 1b were assessed as having the highest Benefit Cost Ratio out of all the Bypass options considered.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.5 Goulburn Valley Highway Shepparton Bypass Update (continued)

As such, it is hoped that an initial concentration on Stages 1a and 1b will allow the project to get underway sooner than if Council continued to push for the implementation of the full Bypass in one go.

In order to secure State and Federal contributions, it is critical that the regional economic benefits of the Bypass are identified, quantified and clearly articulated to decision makers. In an environment of strong competition for limited infrastructure resources, it is important to highlight the return on investment the project will deliver. It is for this reason that Essential Economics Pty Ltd has been instructed to complete an Economic Benefits Assessment. Updating the *Shepparton Bypass Strategic Transport Model* will support Essential Economics Pty Ltd's work and strengthen Council's position in regards to lobbying for investment. It is a sign of the continued good relationship with the State government that Council has negotiated a \$35,000 contribution from the State towards this work.

This single lane, staged approach to Bypass construction reduces the initial ask of government and increases the likelihood that funds will be allocated for design and construction. Following Council endorsement of this approach, Council officers and the Action Group will lobby for the construction of Stages 1a and 1b of the Bypass using the Economics Benefits Assessment produced by Essential Economics Pty Ltd and the updated *Shepparton Bypass Strategic Transport Model* to support them in making the case for investment.

Council is asked to adopt the Action Group's updated Terms of Reference (Attachment 2) and subsequently authorise the updating of the membership list to rescind all current members appointed to the Action Group. This will help to formalise the Action Group's function and bring it into line with Council's current governance requirements.

Subsequently, the Action Group will be able to more effectively support Council in terms of working towards the successful delivery of the Bypass.

Attachments

- | | |
|---|----------|
| 1. Shepparton Bypass Stage 1a and 1b | Page 370 |
| 2. Goulburn Valley Freeway Bypass Action Group - Terms of Reference | Page 371 |
| 3. Meeting Minutes - 7 April 2016 - Bypass Action Group | Page 374 |

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.6 Renaming of Kialla Tip Road

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: Planning Support Officer

Proof reader(s): Team Leader Planning Support, Manager Planning

Approved by: Director Sustainable Development

Executive Summary

The purpose of this report is to seek approval to allow Council officers to commence the public consultation process to rename Kialla Tip Road, Kialla to Botanic Gardens Avenue in line with the Guidelines for Geographic Names 2010.

Council received a letter from the Australian Botanic Gardens Shepparton Section 86 Special Committee requesting the renaming of Kialla Tip Road.

The Botanic Gardens is currently being developed on a former landfill site which has now been reclaimed for the purpose of providing a usable and attractive community asset. The site was previously used as the local tip and the short section of road was appropriately named Kialla Tip Road.

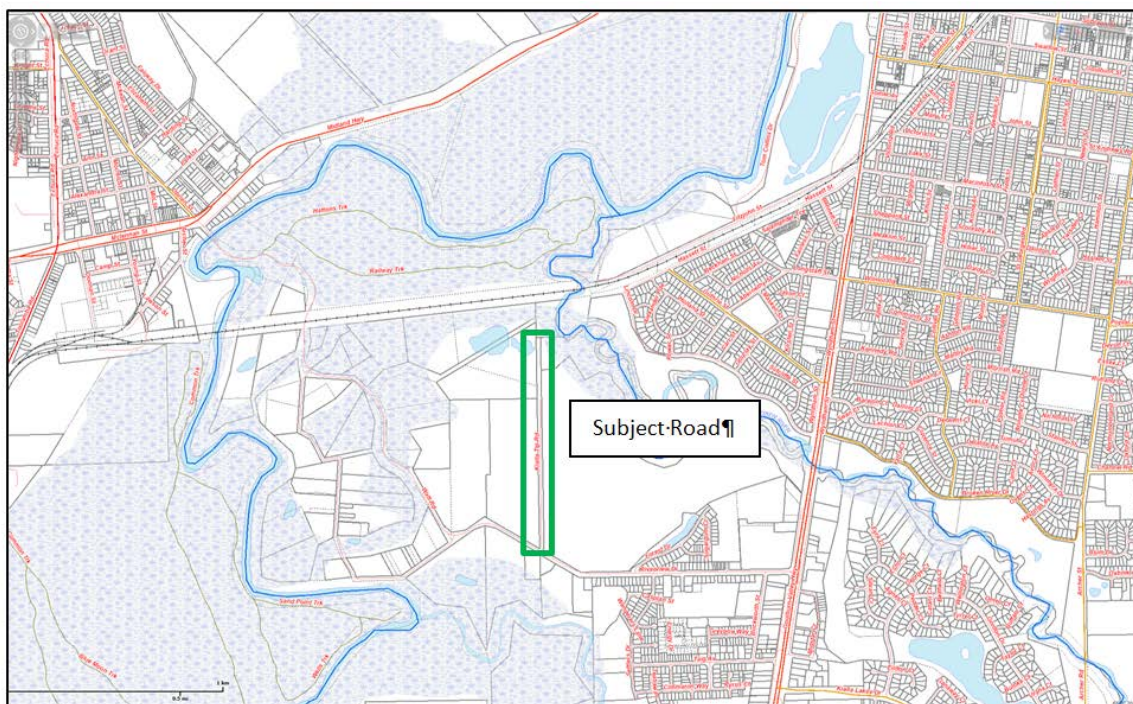
Given the gardens are now being developed, the community has increasingly expressed concern as to the relevance of the road name and they are hesitating to turn into a road which clearly indicated that they were driving to a tip.

This road is the only road leading into the new Botanic Gardens. The name "Botanic Gardens Avenue" has been selected to assist people to find the site and better reflect the destination. The term 'Avenue' rather than road reflects the desire of the Council Committee to provide an attractive means of reaching the gardens.

The Office of Geographic Names (OGN) have given, in principle, support to this proposal.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.6 Renaming of Kialla Tip Road (continued)



The Guidelines for Geographic Names 2010, sets out the process for undertaking the road name change.

**Moved by Cr Hazelman
Seconded by Cr Houlihan**

That the Council in accordance with the Guidelines for Geographic Names 2010:

1. place on public notice the proposed name change of the Kialla Tip Road to the Botanic Gardens Avenue;
2. invite public submissions;
3. note that a summary of the submissions will be presented at a future Council Meeting.

CARRIED.

Background

The Botanic Gardens is currently being developed on a former landfill site which has now been reclaimed for the purpose of providing a usable and attractive community asset. The site was previously used as the local tip and the short section of road was appropriately named Kialla Tip Road.

Given the gardens are now being developed, the community has increasingly expressed concern as to the relevance of the road name and they are hesitating to turn into a road which clearly indicated that they were driving to a tip. Kialla Tip Road is no longer appropriate and is in fact, confusing.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.6 Renaming of Kialla Tip Road (continued)

This road is the only road leading into the new Botanic Gardens. The name "Botanic Gardens Avenue" has been selected to assist people to find the site and better reflect the destination. The term 'Avenue' rather than road reflects the desire of the Council Committee to provide an attractive means of reaching the gardens. In fact the avenue, will in itself, become part of the beauty of the area.

Council Plan/Key Strategic Activity

Community / Public Safety

Council Plan – Priorities & Actions – Goal 4

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not Renaming	C	4	Low	Proceed with renaming the road as outlined in this report to avoid confusion for emergency services and the wider community

Policy Considerations

Road naming and/or road renaming requests are assessed under Guidelines for Geographic Names 2010

Financial Implications

The financial implications to Council for this road name change will be for street signage only.

	2012/2013 Approved Budget for this proposal*\$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue				
Expense		200.00		Street Signage
Net Result		200.00		

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

Legal/Statutory Implications

There are no legal / statutory implications associated with street naming.

Environmental/Sustainability Impacts

There are no environmental and sustainability impacts.

Social Implications

There are minimal social implications given that the proposal is to change a road name only.

Economic Impacts

Costs to residents, change to contact details with service and utility providers.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.6 Renaming of Kialla Tip Road (continued)

Consultation

The following consultation process will follow if Council resolve to adopt the recommendation of this report.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform		
Consult	Community Consultation	Letters to affected owners and public notice in the Shepparton News

Officers will undertake the above consultation in line with the Guidelines for Geographic Names 2010.

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no strategic links relating to road naming

b) Other strategic links

There are no strategic links relating to road naming

Conclusion

The change of road name will provide clear direction to the entrance to the Botanic Gardens and will also alleviate confusion for the wider community.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.7 Renaming of Tallygaroopna West - Bunbartha Road

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: Planning Support Officer

Proof reader(s): Team Leader Planning Support, Manager Planning

Approved by: Director Sustainable Development

Executive Summary

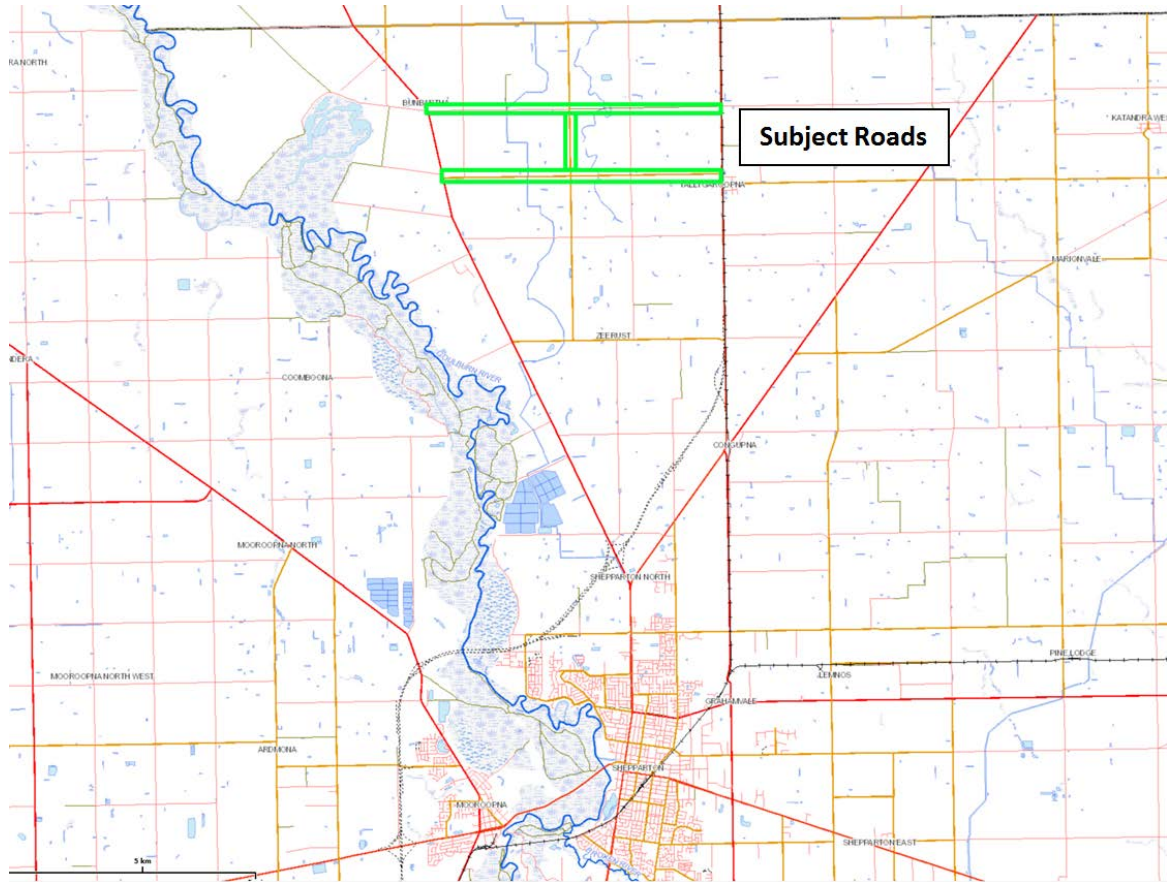
The purpose of this report is to approve the renaming of Tallygaroopna West – Bunbartha Road following on from the public consultation process in accordance with the Guidelines for Geographic Names 2010 (OGN).

Council received a letter from a concerned resident requesting that Council make a change to the road name Tallygaroopna West – Bunbartha Road. This request has been made in the interest of public safety as there have been several incidents where Ambulance Victoria have been delayed or not arrived due to the many doglegs in the road and confusion with missing signage (refer locality plan marked yellow showing existing road).

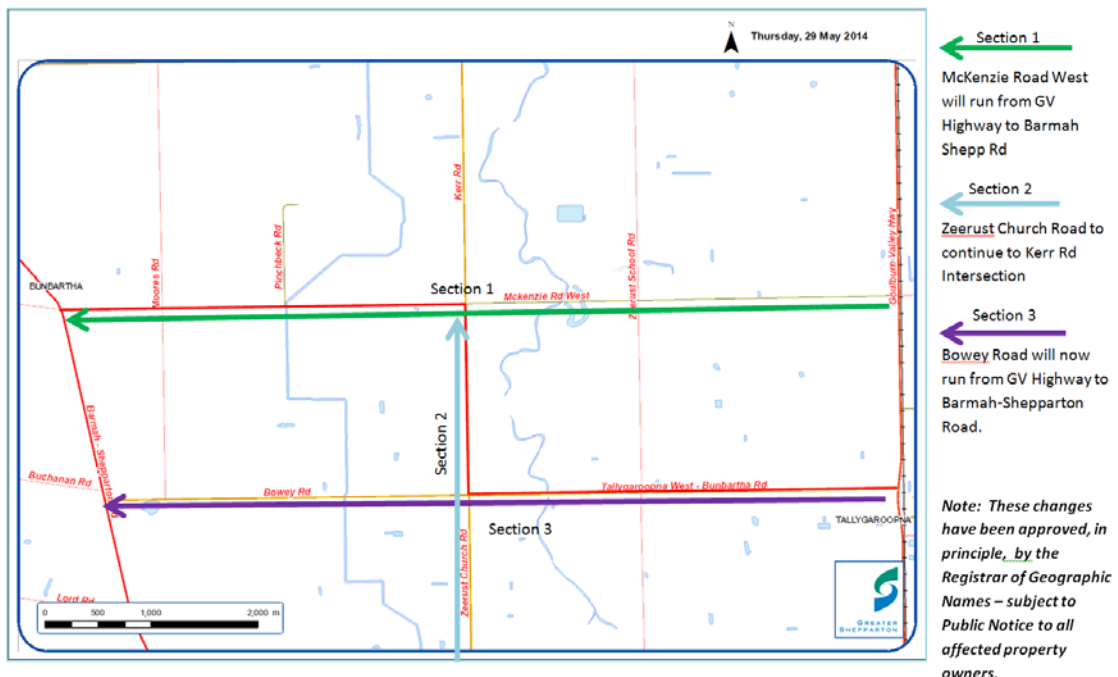
The OGN supports an entire change to the road name. The OGN have in principle, supported the continuation of Bowey Road, Zeerust Church Road and McKenzie Road West to make it easier to define (refer locality plan).

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.7 Renaming of Tallygaroopna West - Bunbartha Road (continued)



Municipal Locality Plan



Proposed rename map

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.7 Renaming of Tallygaroopna West - Bunbartha Road (continued)

The Guidelines for Geographic Names 2010, sets out the process for undertaking the road name change.

At the Ordinary Council Meeting on Tuesday 20 October, 2015 the Council resolved to place the new names on public notice.

Letters were sent to all owners and occupiers affected by the proposed road renaming and a public notice was placed in the Shepparton News on Friday 27 November, 2015.

One (1) submission was received giving full support to the proposed change.

Moved by Cr Oroszvary Seconded by Cr Ryan

That the Council, in accordance with the Guidelines for Geographic Names 2010, rename the Tallygaroopna West – Bunbartha Road to the following:

1. Section 1 - McKenzie Road West will begin at the Goulburn Valley Highway and continue through to Barmah-Shepparton Road.
2. Section 2 - Zeerust Church Road will continue to the McKenzie Road West / Kerr Road intersection.
3. Section 3 - Bowey Road will begin at the Goulburn Valley Highway and continue through to Barmah-Shepparton Road.

CARRIED.

Background

The proposed road naming process has been initiated due to a request from a concerned resident. The resident has requested that Council initiate the renaming of Tallygaroopna West – Bunbartha Road due to various incidents involving her immediate family and friends when requiring emergency services.

Incident one

A nine day old baby took ill and the ambulance was not able to find the property.

Incident two

A resident broke their leg and was left lying in a paddock while the ambulance attempted to find the address at which he was injured. On this occasion they were fortunate that one of the paramedics had local knowledge that the road did a strange dog leg and this is how they eventually determined the location.

Incident three

A resident had a stroke, and the ambulance took some time to locate the property.

Incident four

A resident was ill and the ambulance was unable to locate the property as the road is very difficult to navigate.

In addition to the above incidents, emergency services consistently experience difficulty in successfully locating these properties.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.7 Renaming of Tallygaroopna West - Bunbartha Road (continued)

Therefore, it is proposed to rename the following:

- Section 1 - McKenzie Road West will continue through to Barmah-Shepparton Road.
- Section 2 - Zeerust Church Road will continue to the McKenzie Road West / Kerr Road intersection.
- Section 3 - Bowey Road will now begin at the Goulburn Valley Highway and continue through to Barmah-Shepparton Road

A representative from Ambulance Victoria – Western Hume District has also given full support for the proposed road name changes due to the fact that it will assist in accurately locating residences in the event of an emergency incident.

At the Ordinary Council Meeting on Tuesday 20 October, 2015 the Council resolved to place the new names public notice.

Letters were sent to all owners/occupiers affected by the proposed road renaming and a public notice was placed in the Shepparton News on Friday 27 November, 2015.

One submission was received giving full support to the proposed change.

Council Plan/Key Strategic Activity

Community / Public Safety

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not proceeding with the proposed name change	C	4	Low	Proceed with renaming the roads as outlined to avoid confusion for emergency services

Policy Considerations

Road naming and/or road renaming requests are assessed under Guidelines for Geographic Names 2010.

Financial Implications

The financial implications to Council for this road name change will be for street signage only.

	2012/2013 Approved Budget for this proposal*\$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue				
Expense		\$1000.00		1) New road signage to be installed from existing operating maintenance budget
Net Result		\$1000.00		

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

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.7 Renaming of Tallygaroopna West - Bunbartha Road (continued)

Legal/Statutory Implications

There are no legal/statutory implications associated with street naming.

Environmental/Sustainability Impacts

There are no environmental and sustainability impacts associated with the proposed road name changes.

Social Implications

There are minimal social implications given that the proposal is to change a road name only. There are significant emergency service delays currently being experienced given the current road naming which impacts on response times for emergency services and could lead to unnecessary and serious health risks to residents.

Economic Impacts

There are limited economic implications; however there may be some costs to residents, as a result of changes to contact details with service and utility providers etc.

Consultation

Letters to affected owners/occupiers were sent and a public notice was placed in the Shepparton News on Friday 27 November, 2015. One submission was received giving full support to the proposed change.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Consult	Keep informed	Letters and public notice

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 relating to road naming

b) Other strategic links

There are no strategic links relating to road naming

Conclusion

The change of road name will impact on a number of residents however, there are significant emergency service delays experienced given the current road naming which impacts on response times for emergency services and could lead to unnecessary and serious health risks to residents. The renaming of this road is imperative to safety of the local residents and the wider community. Therefore, the community benefits outweigh any inconvenience created.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.8 Contract 1626 - Event Equipment Hire Panel of Suppliers

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 Tourism and Events

Proof reader(s): Manager Economic Development

Approved by: Director Sustainable Development

Other: Contract & Procurement Analyst

Executive Summary

Greater Shepparton City Council delivers a range of events within the municipal boundaries. These events require external suppliers of event equipment hire and temporary fencing to provide goods and services to ensure that events can be delivered to a high standard. The engagement of these services is currently arranged by a number of staff across different departments and the contractors engaged need to have the required qualifications, certificates, experience, resources, insurances and safe work methods to undertake works on Council events and activities.

Council spends up to \$100,000 per annum on event equipment hire and temporary fencing. In light of the quantum of this spend, officers advertised for tenderers to be part of a panel of suppliers for the provision of equipment hire and fencing. It was considered that this would facilitate compliance with Council's procurement guidelines and the requirements of the Local Government Act.

Council advertised the tender for Event and Party Equipment Hire and Temporary Fencing in November 2015. Eight tenders were received and assessed in accordance with Council's Procurement Policy.

This report seeks Council endorsement for the tenderers to be appointed onto the panel.

Moved by Cr Ryan

Seconded by Cr Oroszvary

That the Council:

1. endorse the recommendation of the Tender Assessment Panel and accept the tenders submitted by the following for Contract No.1626 – Panel of Suppliers for a contract period of three years (with an option for two extensions of one year each) for:

Events and Party Hire Equipment

- Goulburn Valley Party Hire
- Hendstar Trust T/A Shepp Hire
- Barlens Event Hire
- Bourke Hire; and

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.8 Contract 1626 - Event Equipment Hire Panel of Suppliers (continued)

Temporary Fencing Hire

- Worktrainers Ltd
- Black and White Temporary Fencing

2. authorise the Chief Executive Officer to sign and seal the contracts with the successful tenderer.

CARRIED.

Background

Contract Details

Contract 1626 Event Equipment Hire – Panel of Suppliers creates a list of suppliers for officers to use when hiring Event and Party Hire Equipment and Temporary Fencing.

The tender for the Panel of Suppliers was advertised in November 2015 in the Shepparton News and direct contact was made with various event and party equipment hire vendors and temporary fencing contractors used by Council previously.

Tenders recommended to Panel

Tenders were received from:

Tenderers	
Events and Party Equipment Hire	Temporary Event Fencing
Goulburn Valley Party Hire	Tactile Australia
Bourke Hire	Black and White Fencing Pty Ltd
Barlens Event Hire	TFH Hire Services Pty Ltd
Hendstar Trust t/as Shepp Hire	Worktrainers Ltd

Tender Evaluation

Tenders were evaluated by:

Title	Department
Manager Economic Development	Economic Development
Team Leader Tourism and Events	Economic Development
Economic Development Project Officer	Economic Development
Acting Manager Performing Arts and Conventions	Performing Arts and Conventions

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Demonstrated experience in nominated trade area	40%
Price	20%
Range & Quality of Equipment	20%
OH&S, Risk and Quality Management	10%
Environment	10%

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.8 Contract 1626 - Event Equipment Hire Panel of Suppliers (continued)

Price information for event and party hire equipment, temporary fencing and crowd control barriers was evaluated against a complex major national event example that required a significant mixture of various event and party hire equipment. From this a pseudo lump sum amount for each tenderer was generated and added to the qualitative assessment for an overall score.

Companies will be engaged based on supplied rates and their availability to undertake work through this contract, but where work is significant or complex, or of high value, works will then be issued through a quotation basis against other panellists.

Council Plan/Key Strategic Activity

1. Active and Engaged Communities (social)
2. Economic Prosperity (economic)
3. Quality Infrastructure (built)

Risk Management

The implementation of this contract will enhance the quality of Councils event deliverables by ensuring that appropriately qualified, experienced and capable contractors undertake event and party hire equipment and temporary fencing activities and increase council's compliance with the Local Government Act 1989 in relation to entering into contracts.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Compliance with the Local Government Act 1989	A	3	High	Implementation of contract manages risk.

Policy Considerations

The undertaking of this contract provides compliance with Councils Procurement Policy.

Financial Implications

	2015/2016 Approved Budget for this proposal* \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	Nil	Nil	Nil	Nil
Expense	100,000	Nil	Nil	Budget Approved
Net Result	100,000	Nil	Nil	

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

Consideration of these impacts will be undertaken appropriately as an integral part of the undertaking of works in accordance with individual contractor work methods and the adopted work site procedures.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.8 Contract 1626 - Event Equipment Hire Panel of Suppliers (continued)

Social Implications

Events have a significant social impact on our community, bringing community together and up skilling stakeholders involved in event management.

Economic Impacts

The current Greater Shepparton City Council major events calendar is valued at approximately \$35.8 million per annum. The program is aimed at increasing visitation stimulating economic growth and creating jobs for local businesses. This tender will play a role in this by facilitating costs for event and party hire equipment and temporary fencing to companies within the region.

Strategic Links

a) Other strategic links

Tourism and Major Events Strategy – 2011 to 2014 identified the need of council to develop event initiatives to stimulate economic development and ensure community events are held to celebrate our community.

Conclusion

For a number of years council officers have engaged events equipment hire and temporary fencing to undertake event set up requirements without formal contractual arrangements in place. Officers have undertaken investigations in relation to the most appropriate way to deliver the service and have recommended the formalisation of the current operational process resulting in a Panel of Suppliers.

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
Greater Shepparton Heritage Advisory Committee	4/04/16	<ul style="list-style-type: none"> Final arrangements for the Inaugural Biennial Heritage lecture. Louise Honman from the Heritage Council was the guest speaker. *Note- this has now been held and attendances numbers at the 2 sessions were pleasing. I would like to congratulate the Heritage Advisory Committee on this initiative and the considerable work they did to organize and run this event. The revised guidelines for the 2017 Cultural Heritage Awards were finalized for consideration and adoption by Council.
Deakin Reserve Advisory Committee	13/04/2016	<ul style="list-style-type: none"> The Committee discussed several aspects of the reserve which need improvement and is looking forward to having the opportunity to work with Council to develop a Master Plan. Martin Gleeson from AFL Goulburn Murray and Anthony Nicolaci from the GSCC Events department attended the meeting and this enabled productive discussion about possible future improvements to the reserve and the running of events.
River Connect Advisory Committee	20/04/2016	<ul style="list-style-type: none"> Presentation of the Eastbank Lake project by Geoff Dobson. Helen Murdoch presented a comprehensive report on the Strategic Plan update. Parks Victoria representatives attended to discuss the River Red Gum Management Planning Community Consultation phase.

12. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

12.1 Cr Houlihan's Report on Special Committees and Advisory Committees (continued)

<p>Australian Botanic Gardens Shepparton Section 86 Committee</p>	<p>27/04/16</p>	<ul style="list-style-type: none"> • Committee discussed the finalization of the construction of The Refugee Garden and a process for purchasing and planting the hundreds of plants listed in the planting design completed by Spiire landscape architects. • A representative from the committee was invited to speak at the National Australian Friends of Botanic Gardens Conference. *Note- this was held in Geelong, opened by Minister Lisa Neville and was an opportunity to showcase our botanic gardens to a national audience. • The Committee adopted the final design for a Children's Play Space and garden. The design was presented to councillors and officers by designer, Louise Pelle (Costa) at a briefing on April 26th.
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**Moved by Cr Houlihan
Seconded by Cr Hazelman**

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

CARRIED.

13. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

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 April 2016 to 30 April 2016, some or all of the Councillors have been involved in the following activities:

- Development Hearings Panel Meeting
- Rotary Car Show
- Heritage Advisory Committee meeting
- Minister Visit | The Hon Luke Donnellan - Minister for Roads, Road Safety & Ports
- Meet & Greet | Damian Drum MP
- Shepparton Bypass Action Group
- Opening | Shepparton Skills and Jobs Centre
- Justice, Magistrate & Parliamentary Secretary | Turning of the Sod - Shepparton Courthouse
- Positive Ageing Advisory Committee Meeting
- Western Park - Light up the lake
- Basketball Victoria Country under 14 championships
- LaTrobe University Pre-Graduation Lunch
- La Trobe University - Graduation Ceremony
- 2016 Community Leadership Program Launch
- Regional Cities Victoria Meeting
- Back to Pine Lodge Function
- Softball Media Launch
- Shepparton Show Me Ordinary Meeting
- 2016 Joint Meeting of the University Department of Rural Health (UDRH) Management Advisory Committee and Rural Clinical School (RCS) Community Advisory Board
- Premier Announcement | Goulburn Valley Health
- RiverConnect Implementation Advisory Committee Meeting
- 2016 Launch New and Emerging Communities Leadership Program
- SAM | Public Q&A Session
- Best Start Partnership Meeting
- Welcome | Biennial Heritage Lecture
- Shepparton RSL | Dawn Service
- Murchison Anzac Day Dawn Service
- Mooroopna Anzac Day Wreath Laying Service
- Undera Anzac Day Commemorative Service and Wreath Laying
- Tatura Anzac Day Service
- Dookie RSL Anzac Day Service
- Visit to Horses for Hope facility

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

- Open Careers Day Out Event | Goulburn Ovens Institute of TAFE
- Opening of refurbished Fitness Centre and Change Room facilities
- Minister Nash & Damien Drum visit
- Volunteer Recognition Awards Panel Discussion
- Sports Hall of Fame Advisory Committee Meeting
- Mother's Day Dinner Dance

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

Moved by Cr Hazelman

Seconded by Cr Ryan

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

Moved Cr Summer

That the summary of the Councillors' community interaction and briefing program not be received.

MOTION LAPSED FOR WANT OF A SECONDER

The motion was put and carried.

Attachments

Nil

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors

Councillor Briefing Session – 5 April 2016		
Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Marilyn Howley, Johann Rajaratnam, Chris Teitzel, Mike Freeman, Karen Dexter, Kelli Halden, Fiona LeGassick, Hannah Rowlands, Sonja King, Colin Kalms, Michael MacDonagh, Amanda Tingay, Jason Watts, Amanda Tingay and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Sale of Council Properties	Cr Adem (Chair) Cr Hazelman Cr Oroszvary (partial) Cr Patterson Cr Ryan
2.	Contract 1662 – Construction of Small Pavilion – Greater Shepparton Regional Sports Precinct	Cr Adem (Chair) Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
3.	Councillor Communications and Engagement Plan Update	Cr Adem (Chair) Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
4.	Instrument of Appointment and Authorisation (Planning and Environment Act 1987)	Cr Adem (Chair) Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
5.	Notice of Preparation of Amendment C188 – Shepparton North Growth Corridor	Cr Adem (Chair) Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
6.	Contract 1443 – Provision of Home and Community Care Services	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
7.	Feasibility Investigation into a Crematorium	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Junior Council	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
9.	Itinerant Traders	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 12 April 2016

Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Marilyn Howley, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Matthew Jarvis, Jacalyn Thatcher, Colin Adams, Claire Barnes, Rebecca Coats, Colin Kalms, Braydon Aitken, Andrew Dainton and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Draft 2016/2017 Budget	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary (partial) Cr Patterson Cr Ryan
2.	Draft 2015/2016 March Quarter Budget Review	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Governance Model for a New Shepparton Art Museum	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Goulburn Valley Libraries - Proposed 2016/2017 Budget and Library Plan	Cr Adem (Chair) Cr Summer Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan (partial)
5.	Civil Construction Depot and Garden Supplies	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
6.	Sustainable Cities Award	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
7.	Ferrari Park	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
8.	Off Leash Dog Park	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
9.	Womens Charter Alliance Advisory Committee	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
10.	Live Streaming of Council Meetings	Cr Adem (Chair) Cr Hazelman Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Goulburn Valley Highway Bypass Action Group Thursday 7 April 2016		
Councillors:	Councillor Dinny Adem	
Officers:	Peter Harriott, Darren Buchanan, Marilyn Howley, Geraldine Christou Dan Sheppard, Michael MacDonagh, Johann Rajaratnam	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Introductions and Apologies	Cr Adem
2	Declarations of Conflicts of Interest	Cr Adem
3	Note the meeting record from 17 October 2015	Cr Adem
4	Update on modeling and business case work: Dan Sheppard	Cr Adem
5	Presentation – Stage 1a and 1b Economic Benefit Assessment: John Noronha	Cr Adem
6	Chairperson's Report: Peter Johnson	Cr Adem
7	Discussion of Administrative Matters: Peter Johnson	Cr Adem
8	Council Update: Peter Harriott	Cr Adem
9	Any other business	Cr Adem

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

Conflict of Interest Disclosures		
Matter No.	Nil	

Councillor Briefing Session – 19 April 2016		
Councillors	Cr Dinny Adem, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Mike Freeman, Peter Schnorrenberg, Tony Tranter, Paul Elshaug, Fiona LeGassick, Sonja King, Colin Kalms, Michael MacDonagh, Elke Cummins, Sam Kemp, Marilyn Howley, Darren Buchannan, Karen Dexter and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Depreciation Policy	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson
2.	Shepparton Sports Stadium – Future Direction Planning	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan (partial)
3.	Media Policy	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Commercial Activity Centres Strategy – Shepparton North	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
5.	Amendment C187 – Congupna Urban Drainage Strategy	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	SAM Constitution	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 26 April 2016

Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, : Colin Kalms, Andrew Dainton, Elke Cummins, Michael MacDonagh, Fiona LeGassick, Matt Innes-Irons, Sharlene Still, Maree Martin, Matthew Jarvis, Claire Barnes, Dan Sheppard Geraldine Christou, Greg McKenzie, Sharon Terry, Anna Janson and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Proposed Amendment to Facilitate a Supermarket in Shepparton North	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson (partial) Cr Ryan
2.	Australian Botanic Gardens Shepparton – Design of Children’s Garden	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson
3.	Shepparton Show Me Bianual Report – July – December 2015	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
4.	Ordinary Council Meetings – Alternative Locations	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson
5.	2016/2017 Rating Strategy and Municipal Charge	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan (partial)
6.	Renaming of Kialla Tip Road	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
7.	Greater Shepparton Cultural Heritage Awards Guidelines 2016	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
8.	Goulburn Valley Highway Shepparton Bypass Update	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
9.	Movement and Place Strategy	Cr Adem (Chair) (partial) Cr Summer (Chair) Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
10.	Water for Victoria – Discussion Paper Submission	Cr Summer (Chair) Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
11.	Energy Reduction Plan	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
12.	Grants Quarterly Update	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
13.	Contract 1626 – Event Equipment Hire Panel of Suppliers	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
14.	Algabonya Employment Agreement	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Moved by Cr Oroszvary
Seconded by Cr Summer

That the Council note the record of Assemblies of Councillors.

CARRIED.

Attachments

Nil

17. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA

Nil Received.

18. PUBLIC QUESTION TIME

Nil Received.

19. CONFIDENTIAL MANAGEMENT REPORTS

19.1 Designation of Confidentiality of Information – Report Attachments

**Moved by Cr Houlihan
Seconded by Cr Hazelman**

In accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) the Council designates as confidential all documents used to prepare the following agenda items:

1. Contract 1662 - Construction of Small Pavilion - Greater Shepparton Regional Sports Precinct. This document relates to a contractual matter, which is a relevant ground applying under section 89(2)(d) of the Act.
2. Shepparton Show Me Biannual Report - July - December 2015. This document relates to a matter which the Council or special committee considers would prejudice the Council or any person, which is a relevant ground applying under section 89(2)(h) of the Act.
3. Contract 1626 - Event Equipment Hire Panel of Suppliers. This document relates to a contractual matter, which is a relevant ground applying under section 89(2)(d) of the Act.

previously designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act. These documents relate to contractual matters or matters which may prejudice Council, which are relevant grounds for applying under the Act.

CARRIED.

19.2 Designation of Confidentiality of Information

**Moved by Cr Houlihan
Seconded by Cr Summer**

That pursuant to section 89(2)(f) of the *Local Government Act 1989* the Council meeting be closed to members of the public for consideration of a confidential item.

CARRIED.

19.3 Costs Court Delegations

19.4 Reopening of the Council Meeting to Members of the Public

THE MEETING CLOSED AT 7.51PM