

MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

HELD ON
TUESDAY 20 NOVEMBER, 2018
AT 5.30

IN THE COUNCIL BOARDROOM

COUNCILLORS:

Cr Kim O’Keeffe (Mayor)
Cr Shelley Sutton (Deputy Mayor)
Cr Seema Abdullah
Cr Dinny Adem
Cr Bruce Giovanetti
Cr Chris Hazelman
Cr Les Oroszvary
Cr Dennis Patterson
Cr Fern Summer

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 KIM O'KEEFFE**

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RISK LEVEL MATRIX LEGEND

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

Likelihood	Consequences				
	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Almost Certain (5) Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
Likely (4) Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
Possible (3) Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
Unlikely (2) It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
Rare (1) May occur only in exceptional circumstances (i.e. within 10 years)	LOW	LOW	LOW	MEDIUM	HIGH

- Extreme** Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation
- High** Intolerable – Attention is needed to treat risk.
- Medium** Variable – May be willing to accept the risk in conjunction with monitoring and controls
- Low** Tolerable – Managed by routine procedures

PRESENT: Councillors Kim O’Keeffe, Shelley Sutton, Seema Abdullah, Dinny Adem, Chris Hazelman, Les Oroszvary, Dennis Patterson and Fern Summer.

**OFFICERS: Peter Harriott – Chief Executive Officer
Maree Walker – Acting Director Infrastructure
Geraldine Christou – Director Sustainable Development
Sharlene Still – Acting Director Corporate Services
Kaye Thomson – Director Community
Maree Martin – Official Minute Taker
Rebecca Good – Deputy Minute Taker**

1. ACKNOWLEDGEMENT

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

2. PRIVACY POLICY

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

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

3. APOLOGIES

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

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

CARRIED UNOPPOSED.

4. 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.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved by Cr Oroszvary
Seconded by Cr Hazelman

That the minutes of the Ordinary Council meeting held 16 October 2018 and the Special Council Meeting held 7 November as circulated, be confirmed.

CARRIED UNOPPOSED.

6. PUBLIC QUESTION TIME

Question One: (Susan Daniel)

It has been reported in the press that council have received a report on the Ford Road Study.

Can we (the residents) access a copy of this report?

Response

Council invited submitters to present to Council regarding the content of their submissions regarding the Draft Wanganui Road and Ford Road Shepparton: Feasibility Study and Design Report 2018 (Draft Report) in August 2018.

Council is continuing to work with GTA Consultants Pty Ltd and Regional Roads Victoria to finalise an Updated Draft Report that will be released for further public consultation. It is anticipated that the Updated Draft Report will be considered by Council at an Ordinary Council Meeting early in 2019 where Council will be requested to release the Updated Draft Report for further comment.

The Updated Draft Report has not been finalised and cannot be released prior to being considered at an ordinary council meeting.

7. DEPUTATIONS AND PETITIONS

7.1 Petition - Joe Ford Drive, Tatura

Summary

A petition containing 36 signatures was received from residents in Joe Ford Drive, Tatura in relation to the removal and replacement of Council fruiting ornamental pear trees in Joe Ford Drive Tatura due the health and safety concerns of residents.

Moved by Cr Adem

Seconded by Cr Sutton

That the Council receive and note the petition relating to pear trees in Joe Ford Drive, Tatura.

CARRIED UNOPPOSED.

Attachments

Nil

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park

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 Corporate Services

Executive Summary

The contract for the Management of the Victoria Lake Caravan Park expires on 31 December 2018. Council has advertised for a new contractor to take over management of the caravan park on 1 January 2019 for a period of three years with options of two additional one year extensions. Council received two submissions and Innoviv Pty Ltd is the preferred tenderer with an estimated contract value of \$927,838 for the three year contract.

Moved by Cr Abdullah
Seconded by Cr Sutton

That the Council:

1. accept the tender submitted by Innoviv Pty Ltd ATF Chapman Family Trust of 19 Bay Road, Victor Harbor for Contract No. 1903 Management Services of Victoria Lake Caravan Park for the Lump Sum price of \$927,838 (including GST) which includes:
 - 1.1 - a three year period, plus \$30 cabin clean per departure (estimated \$44,175 for three years)
 - 1.2 - a 3.5% annual increase for a three year period;
 - 1.3 - the option of two additional one year terms at Council's discretion;
2. authorise the Chief Executive Officer to sign and seal the contract documents;
3. authorise the Chief Executive Officer to award each of the two contract extensions, if granted.

CARRIED UNOPPOSED.

Contract Details

This is a lump sum contract for Management of the Victoria Lake Caravan Park (VLCP) for a period of three years from 1 January 2019 until 31 December 2021 with an option of two additional one year periods at Council's discretion.

The scope of the contract includes the day to day management and operation of the caravan park including taking bookings, allocation of sites, collecting and banking payments and maintaining appropriate staff levels.

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park (continued)

Council had previously advertised the tender for this service under Contract 1878 in July 2018, but received no conforming tenders. After seeking feedback from the market in relation to the content of the Contract 1878 tender, further information about the VLCP was provided in Contract 1903 and this has resulted in a positive response.

Tenders

Tenders were received from:

Tenderers
Belgravia PRO Pty Ltd
Innoviv Pty Ltd

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager	Strategic Assets
Coordinator Property	Strategic Assets
Director	Corporate Services
Procurement Advisor	Contracts & Procurement

Both tenders included information relating to quality, OH&S and environmental management systems at a relatively high standard, consistent with the expectations for this industry.

Both companies have substantial experience in managing similar contracts for other caravan park sites. Innoviv are the smaller enterprise and are currently focussed solely on caravan and holiday park management, with the company's Director playing a hands-on role in the business management of the parks. Belgravia PRO is a larger enterprise that has added caravan and holiday park management to its portfolio of leisure facility management contracts.

Neither company is based locally.

Innoviv's pricing submission was not a straight lump sum offering, but included additional unit rates for cleaning of cabins. To develop an estimated total lump sum for inclusion in the assessment calculations, an assumption has been made regarding the expected utilisation of cabins annually (\$44,175 for the three year term).

Company references were checked and positive feedback was received in all instances. Council also received a Corporate Scorecard on the tenderers which revealed no significant items.

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park (continued)

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Experience	25%
Quality & OH&S Systems	5%
Environmental Sustainability	10%
Benefit to Local Region	10%

Council Plan/Key Strategic Activity

The appointment of the Management Contract for Victoria Lake Caravan Park links to the following objectives in the Council Plan 2017-2021:

- 4.2 Urban and rural development is sustainable and prosperous.
- 4.4 Quality infrastructure is provided and maintained to acceptable standards
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

No moderate or extreme risks are associated with the awarding of this contract. There is a low reputational and financial risk that the appointed manager negatively impacts on the performance of the VLCP. However this is mitigated by the fact that both tenderers are experienced, reputable providers in this market.

Policy Considerations

The tender process was carried out in accordance with Council's procurement policy.

Financial Implications

The tendered amount by Innoviv is \$927,838 for the three year term including GST plus a \$30 cabin clean per booking (estimated \$44,175 for the three year term). This amount is not as much as what we are paying our current management contract (\$990,000).

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

No environmental or sustainability impacts have been identified for this proposal. The management of the VLCP will be carried out in accordance with the terms and conditions specified in the contract.

Strategic Links

a) Greater Shepparton 2030 Strategy

This proposal does not conflict with any points of the Greater Shepparton 2030 Strategy.

b) Other strategic links

Nil

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1903 - Contract for Management of Victoria Lake Caravan Park (continued)

Conclusion

Innoviv Pty Ltd is the highest scoring tender as evaluated by the selection criteria.

The evaluation panel is satisfied that Innoviv Pty Ltd has the capability to successfully perform the requirements of the contract and should represent a good value outcome for Council. Therefore it is recommended that Council appoint Innoviv Pty Ltd as managers of the Victoria Lake Caravan Park for the next 3 to 5 years.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request

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 Administration Officer

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

Approved by: Director Community

Executive Summary

On Tuesday 12 June 2018 grade 5 and 6 students from Wilmot Road Primary School presented to Councillors the idea of the installation of directional signage to The Flats.

The students' proposal was for Council to install signage at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, and for additional signage to be placed at the beginning of the walk out of Kidstown, leading to the path of the Yanha Gurtji Shared Pathway. Students believe that there is inadequate signage currently in place and that this is a missed opportunity for all who live and visit Greater Shepparton.

The year 5 and 6 students recognise that this area has very high importance to the history and cultural heritage of the Yorta Yorta First Nations Peoples. As a sign of respect and to further increase the general public knowledge of this place, students believe that extra signage will identify this area to local residents and outside visitors to Shepparton/Mooroopna.

Moved by Cr Adem

Seconded by Cr Patterson

That the Council:

1. install directional signage titled 'The Flats' at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, with appropriate approvals from Regional Roads Victoria and the Yorta Yorta Nation Aboriginal Corporation.
2. install directional signage titled 'The Flats' at the beginning of the walk at the Kidstown site, leading to the path of the Yanha Gurtji Shared Pathway, with appropriate approval from the Yorta Yorta Nation Aboriginal Corporation.
3. approve the budget allocation of \$4,400 (inclusive GST).

CARRIED UNOPPOSED..

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request (continued)

Background

The Flats is a significant area located alongside the river between Shepparton and Mooroopna. The Flats became home to many Aboriginal people after the Cummeragunja Walk Off that occurred in 1939.

The Flats has cultural and historical significance and in 2013 interpretive signage was placed on site following extensive consultation with Yorta Yorta family members.

This interpretive signage was installed as part of the RiverConnect project, and depicts the history and events of significance that occurred at The Flats. Signage has been placed at intervals along the pathway that winds through The Flats, and highlights individuals who made a difference in the community both locally and nationally.

However, currently there is no signage on the Causeway that directs motorists to The Flats walk. Similarly, currently there is no signage at Kidstown directing people to the start of the walk.

During their presentation to Council students indicated the lack of signage was a lost opportunity to acknowledge and promote the significant site of The Flats.

The students spoke in their own words about what The Flats means to them, and their reasons why the directional signage is needed:

Bella said: "My Aboriginal people are important. That's why we need to put a sign up on the Causeway. I am a Yorta Yorta girl and I will be proud to see a sign up."

Farzana said: "If our town has signs to The Flats it will be a simple way to let people know about this historical place. A sign on how to get to The Flats will help visitors to our town to find out some cultural information about our local Indigenous people."

Mortada said: "A simple sign will promote harmony and be great for tourism..."

Isiah said: "A sign...will show that Greater Shepparton Council respects the local history and culture of my people."

After studying and visiting the area students recognised the need for a sign to be erected at the beginning of the walking track leaving Kidstown. This track out of Kidstown connects to the sealed share pathway called the Yanha Gurtji. This shared pathway leads to the 'Flats' area.

Students are also recommending that a second sign be erected at the intersection of the Ross-Edwards Causeway (Midland Highway) and the entrance to Kidstown. At present there is a place of interest, tourist sign however the beginning of the walking path from Kidstown connecting the 'Flats' is not on this existing sign. Traffic only has exposure to signage to Kidstown.

Council Officers have since met with the students and teachers to discuss the proposal in more detail, and to outline the processes Council would undertake should directional signage be installed. This included considerations such as Regional Roads Victoria permission, timeframes, costs, risk management, and the Councillor approval process.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request (continued)

The students also wrote their own recommendation to Council:

“Year 5/6 Wilmot Road Primary School students are recommending that extra signage be constructed for the historical and cultural place of interest called the ‘Flats’.

The students and teachers have also written to the Yorta Yorta Nation Aboriginal Corporation to advise them of their idea and to seek their support, guidance, and permission.

The students’ proposal was for Council to install signage at the intersection located at the entrance of Kidstown and the Peter Ross Edwards Causeway, and for 2 additional directional signs to be placed at the beginning of the walk out of Kidstown, leading to the path of the Yanha Yahna Gurtji Shared Pathway. Students believe that there is inadequate signage currently in place and that this is a missed opportunity for all who live and visit Greater Shepparton.

Council Plan/Key Strategic Activity

This report supports the following goals of the Council Plan 2017-2021:

Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

Social

- 2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.
- 2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.
- 2.8 Our Aboriginal culture and people are valued and celebrated, with collaborative actions undertaken to enable peaceful, healthy and productive lives in a safe environment.
- 2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.3 Greater Shepparton’s heritage places, cultural landscapes, and objects are protected and conserved for future generations.
- Environment
- 5.2 The region’s environmental assets are planned and managed to ensure they are enhanced and sustainable for future generations.

Risk Management

Council officers have completed the below table outlining risks and believe the actions mitigate the risks appropriately.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Regional Roads Victoria permission for the roadside sign is refused.	Possible	Moderate	Medium	Students have been informed that a Regional Roads Victoria permit is a must.
Yorta Yorta Nation Aboriginal Corporation refuse permission for signage	Unlikely	Moderate	Medium	Students have been informed that Yorta Yorta Nation Aboriginal Corporation permission is preferred.

Policy Considerations

There are no conflicts with existing Council policies. This report is in line with the Aboriginal Communications Guide CEO Directive 2.CEOD1.

Financial Implications

RiverConnect ordered similar trail marker style flat aluminium panel signs for the Boulevard Bush Reserve in 2016 at a cost of \$1550, due to cost inflation the budget estimate is 2000. Installation for this sign can be covered by Council in the current approved budget. Based on other recent signage expenditure, the tourism marker sign and traffic management is estimated to cost between \$1500-2000 for the sign on the Peter Ross Edwards Causeway.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	0	0	0	0
Expense	4,000	4,000	0	4,400
Net Total	4,000	4,000	0	4,400

¹ Budgets are GST exclusive

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

Council will be responsible for meeting the costs of permits, installation and production of both signs.

Legal/Statutory Implications

According to the Road Management Act written consent must be obtained from the relevant road authority, therefore permission and a permit for the roadside directional sign must be sought from Regional roads Victoria and comply with their guidelines.

A Planning Permit for the directional sign at the beginning of the walk at the Kidstown site, leading to the path of the Yanha Gurtji Shared Pathway, will not be required as the sign will be installed on behalf of Greater Shepparton City Council.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request (continued)

Environmental/Sustainability Impacts

There are no negative environmental or sustainability impacts arising from this report. This project will provide guidance to increase visitors and locals experience with our natural environment and provide an opportunity to link that experience with the millennial old culture that has an intrinsic link with the form and composition of our local environment.

Social Implications

The installation of signage as outlined in the recommendation will be seen by the students/teachers of Wilmot Road Primary School, the Aboriginal and Torres Strait Islander community, and the broader community as Council indicating The Flats is valued and an important site of significance.

The installation of signage will be an illustration of Council's commitment to truth telling and reconciliation.

Economic Impacts

There are no negative economic impacts arising from this report. It is expected there will be positive impacts from an increase in visitor experience within the RiverConnect area.

Consultation

The students of Wilmot Road Primary School provided a briefing to Councillors on 12 June 2018.

On 27 July 2018 Council Officers met with the students and their teachers to discuss the proposal in more detail, and outline the processes required.

The students and teachers have sought input and permission from the Yorta Yorta Nation Aboriginal Corporation.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	Verbally Written – email and letter
Consult		Council will consult with Regional roads Victoria regarding the roadside sign. Council will guide the students in their consultation with the Yorta Yorta Nation Aboriginal Corporation.
Involve		Council has and will continue to involve the students in the process.
Collaborate		Council will incorporate feedback from the students, Regional Roads Victoria and the Yorta Yorta Nation Aboriginal Corporation where legally necessary and where practicable.
Empower		Council will be empowering the students by installing signage that was borne of their ideas.

9. COMMUNITY DIRECTORATE

9.1 Flats Signage - Wilmot Road Primary School Request (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

This reports links with the Greater Shepparton 2030 Strategy objectives of:

Cultural heritage – pre settlement

1.1 Promote the protection of places of heritage significance as these contribute to the character of the municipality.

1.2 Promote community awareness of cultural heritage assets.

2.1 Promote and provide for recognition of the Aboriginal community and their occupation of the land.

b) Other strategic links

Greater Shepparton City Council Environmental Sustainability Strategy

a. Partner with, support and empower our community to increase the biodiversity values of private and public land.

6.10.1 Continue to enter into partnerships with agencies and stakeholders to develop and implement joint projects

RiverConnect Strategic Plan 2017-2022

5.1 Engage the community.

1. Encourage use of the river environment.

5.1 Inspire the education sector.

4. Enable students to contribute to river environment improvements.

Conclusion

It is recommended the Council work with the students of Wilmot Road Primary School, Regional Roads Victoria, and the Yorta Yorta Nation Aboriginal Corporation to enable the installation of directional signage for The Flats and make budget available to do so, as per this Report.

Attachments

1. Wilmot Road Letter to Yorta Yorta signage approval [↓](#) Page 70
2. Map One | The Flat's [↓](#) Page 72
3. Map Two | The Flat's [↓](#) Page 73

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities

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 Liaison Officer

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

Approved by: Director Community

Executive Summary

In accordance with Greater Shepparton City Council Corporate Procedure 07.PRO5 section three, members of special committees (established under Section 86 of the Local Government Act 1989), can only be appointed or removed by a formal resolution of Council.

As the term of appointment of the Arcadia Recreation Reserve and Community Centre Committee of Management is nearing completion, a new committee must be appointed to ensure continuity in the management and operations of the Arcadia Recreation Reserve and Community Centre.

In addition Council has received an Application for Appointment from a community member wishing to join the Katandra West Community Facilities Committee of Management.

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

That the Council:

1. having considered the membership applications received for Arcadia Recreation Reserve and Community Centre Committee of Management, appoint the following members for a four year term commencing 21 November 2018 and concluding on 21 November 2022:
 - Barry CRIMMINS
 - John KENNEDY
 - Janet KIRKRIGHT
 - Roslyn SINCLAIR
 - Mitch UNDERWOOD
2. having considered the Application for Appointment to the Katandra West Community Facilities Committee of Management, appoint the following applicant to the existing Committee's term effective immediately and concluding 22 April 2019:
 - Rick DUNHAM

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

3. resolve that all members (who are not Councillors or nominated Officers) of the Arcadia Recreation Reserve and Community Centre Committee of Management and the Katandra West Community Facilities 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 UNOPPOSED.

Background

Arcadia Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting on 18 October 2016 five nominees were appointed to the Arcadia Recreation Reserve and Community Centre Committee for a two year term concluding 20 November 2018.

Five Applications for Appointment have been received by Council; all past committee members. It is recommended that all five applicants be appointed for a term of four years, concluding 21 November 2022

Katandra West Community Facilities Committee of Management

At the Ordinary Council Meeting held on 18 April 2017, eight applicants were appointed to the Katandra West Community Facilities Committee of Management for a term concluding 22 April 2019. One member resigned with their membership rescinded at the Ordinary Council Meeting on 21 November 2017 and a further committee member was appointed by Council on 21 November 2017 to the existing term ending in April 2019.

An Application for Appointment has now been received from Rick DUNHAM and it is recommended that this application be accepted and the community member appointed to the existing Committee's term, concluding 22 April 2019.

Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Special 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 report supports the following goals of the *Council Plan 2017-2021*:

Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

There are no medium to high level risk associated with this report.

Policy Considerations

There are no conflicts with existing Council policies, this report supports existing Council Policy and Procedures.

Financial Implications

There are no financial implications arising from this report.

Legal/Statutory Implications

All of Council's Committees of Management responsible for halls, community centres and recreation reserves 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.

Environmental/Sustainability Impacts

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

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 and involvement in their local community.

Economic Impacts

There are no economic impacts arising from this report.

Consultation

A public notice was placed in the Shepparton News on 14 and 21 September 2018 calling for applications from community members to apply to join the Arcadia Recreation Reserve and Community Centre Committee of Management. Letters and emails were sent to outgoing members of the Committee inviting them to re-apply for a further term. In addition Council emailed posters calling for applications to the Committee on 4 September 2018, these posters were placed at the Recreation Reserve and Community Centre.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Committee of Management Membership Appointment: Arcadia Recreation Reserve and Community Centre and Katandra West Community Facilities (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	Newspaper advertisements. Website announcement. Letters to incoming and outgoing committee members. Communication with committee officer bearers.
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

Local Government Act 1989

Conclusion

It is recommended that the above named applicants be appointed to the Arcadia Recreation Reserve and Community Centre Committee of Management and the Katandra West Community Facilities Committee of Management for the terms specified in this report.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022

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: Youth Development Officer

Proof reader(s): Manager Children & Youth Services

Approved by: Director Community

Executive Summary

Greater Shepparton City Council's first Youth Strategy and Action Plan 2012-2015 was developed in partnership with agencies and the community in 2012.

In 2017-18 consultation and research has been undertaken by the Youth Development team with the support of contractor CommunityVibe Consultancy. The Draft Strategy outlines the future proposals and support Council and partners will continue to offer the sector, our young people and their families for the next 4 years.

This report details the process undertaken to deliver the Draft Youth Strategy and Action Plan and the planned partnership approach to delivering Youth initiatives.

Moved by Cr Summer

Seconded by Cr Abdullah

That the Council:

1. note the draft version of the Greater Shepparton Youth Strategy and Action Plan 2019-2022;
2. release the draft Greater Shepparton Youth Strategy and Action Plan 2019-2022 for public consultation for a period of four weeks commencing on 21 November 2018 and concluding on 19 December 2018;
3. note that the Greater Shepparton Youth Strategy and Action Plan 2019-2022 will be presented to a future Council meeting for adoption following consideration of all feedback received.

CARRIED UNOPPOSED.

Background

Young people are important to any community. They are the next generation of adults, parents, rate/ tax payers and leaders. The years between 12-25 can be the most enjoyable, thrilling and yet emotional and confusing time for a young person. This is also the time that is most crucial to the beginnings of becoming an individual adult. This is a time of neurologic developmental peaks combined with milestone events and decisions. It is evident why it really does take a village to raise a child.

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

International and national research shows that when a focus of adequate resources is directed towards supporting our young people early in their lives the amount of Government resources and community day to day supports required later, in adulthood, reduces dramatically.

Greater Shepparton City Council's Youth Strategy and Action Plan is an important document that provides a vision and a four year strategic plan responding to the key needs of young people aged between 12-25 years of age who live, study, work and recreate in Greater Shepparton. Greater Shepparton City Council's Youth Services team has two officers, including a Youth Development Officer based at Welsford Street and an Event Project Manager based at Word and Mouth. This plan will be used to guide their work and Council's activities and investment in the youth sector between 2019-2022.

This evidence-based strategy identifies priority partnerships, programs, activities and actions to enhance the lives of Greater Shepparton young people, their families and communities.

Greater Shepparton City Council is in a unique position within the youth sector to act as an independent neutral party and is not seen to be a competitor in relation to funding and service delivery models. This position enables Council to facilitate longstanding partnerships and the ability to take on a leadership role within the sector.

A whole of community approach is required to ensure better outcomes for young people. Therefore it is important for all service providers, as well as young people, secondary and tertiary education providers, Victoria Police, sports clubs, businesses, community-based organisations, places of worship, government departments and families to work together. It is important that these services feel valued and supported by all levels of government to ensure sustainability and access to support our young people.

Greater Shepparton City Council has taken a non-service delivery approach in this space and we acknowledge the imperative work our local services provide to our young people. The 2019-2022 strategy highlights this and indicates the level of support we are committed to providing to our young people and to the services assisting youth in becoming productive, active and engaged citizens.

The 2019-22 Strategy is broken down into six key directions reflecting the areas our young people have told us they need support in;

1. To be loved, healthy and safe
2. To have access to material basics
3. To learn and develop skills
4. To have a voice
5. To be part of a community
6. To engage the youth sector

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

In order to develop the Youth Strategy and Action Plan, consultation was undertaken with young people and service providers. This consisted of five Community Youth Workshops, 17 Key Stakeholder meetings and a five week open survey throughout the municipality to canvas views on key challenges and opportunities. We also;

- reviewed local, regional, state and national policies, strategies and research documents
- undertook a demographic analysis of the municipality
- benchmarked against Youth Services in other Local Government Areas
- mapped youth services that are available within the municipality.

This information was analysed and utilised to prepare a Youth Strategy and Action Plan that is realistic and achievable.

The strategy compliments the 2017/22 Council Plan and also a number of Council strategies encouraging strong strategic internal partnerships. The strategy is also in alignment with the Shepparton Lighthouse Project's Greater Shepparton Community Strategy for Children and Young People 2018-2023 document and will allow the two organisations to work cohesively over the lifetime of the documents.

The previous four year Youth Strategy and Action plan resulted in fantastic community achievements and the endorsement of the 2019-23 strategy will enable Council to continue its vital support for young people the youth sector and community.

Some key achievements from our previous strategy include

- forming strong partnership with local organisations such as Headspace, GV Health, Go Tafe and local High Schools;
- providing 500 students with exposure to a career in Health with the Health Careers Event;
- developing and delivery of an Aboriginal Cultural Leadership program with 34 young people graduating from the program since 2017;
- developing a Youth Skate Park Reference group which has been instrumental in the implementation of our annual State wide Skate Park Competition,;
- Four young people going on to start successful full time or part time businesses after attending the Indigo at Dusk Youth Week Market and being provided the support to experiment in testing our business ideas and selling products.

These are just some of the achievements from the previous strategy, providing a positive base for the new plan.

Council Plan/Key Strategic Activity

Council Plan 2017/21

- Leadership and Governance
- Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council in accordance to
- 1.1; Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity
- 1.2; Council works closely with/is guided by the Department of Health and Human Services to develop and report annual targets of the Municipal Health and Wellbeing Plan
- 1.3; Council demonstrates strong leadership and sound decision making in the best interest of the community

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

- 1.4; Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of Council
- 1.5; Council is high performing; customer focused and is marked by great people and quality outcomes
- 1.6; Gender Equity and equality is embedded into Council policy and decision making and employment processes
- 1.7; Council advocates on issues, priorities and needs that matter to our community in partnerships with key stakeholders
- 1.8; Consultation that is transparent, robust and accessible, and clear, consistent and timely communications provided to inform, educate and engage with the community
- 1.9; Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn and play in accordance to
- 2.1; Greater Shepparton is a welcoming, inclusive and safe place for all
- 2.2; Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing
- 2.3; Lifelong learning is valued and fostered in our community
- 2.4; Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community
- 2.5; Creativity and participation in arts and culture is nurtured and encouraged
- 2.6; Volunteering is promoted and encouraged along with other measures to improve community resilience
- 2.7; Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities
- 2.8; Our Aboriginal culture and people are valued and celebrated, with collaborative actions undertaken to enable peaceful, healthy and productive lives in a safe environment
- 2.9; Public places, open space and community facilities are safe and accessible for all and presented to a high quality
- 2.10; Council demonstrates strong regional and local partnership efforts across health and wellbeing

Economic

- Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business in accordance to
- 3.1; The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment
- 3.3; Greater Shepparton is a major destination for events and tourism
- 3.5; Shepparton is the regional city centre supported by well-planned and designed existing and emerging commercial activity centres.

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

Built

- Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city in accordance to
- 4.1; Growth is well planned and managed for the future
- 4.4; Quality infrastructure is provided and maintained to acceptable standards
- 4.6; Accessible digital infrastructure across Greater Shepparton supports connectivity and enterprising capability
- 4.7; Reliable, safe, more frequent and connected local and broader transport system supporting the connection of people within, across and outside of Greater Shepparton
- 4.8; Active transport (cycling, walking) is encouraged through safe, connected and improved linkages

Environment

- Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is in accordance to
- 5.1; Greening Greater Shepparton has created an attractive, vibrant and liveable place with well-connected green spaces that are valued by the community.

Risk Management

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

Policy Considerations

- Council Plan 2017/2021
- Community Planning Policy
- Managing Volunteer

Financial Implications

Councils financial contribution fits within the current adopted budget and operations from the previous Youth Strategy. Any funding required for actions will be sourced externally in accordance with the plan when required and has no additional financial implications to Council.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	\$25,000	\$25,000	0	\$25,000
Net Total	\$25,000	\$25,000	0	\$25,000 2017/18 budget

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The recommendation for adoption will not result in any legal implications

Environmental/Sustainability Impacts

The recommendation for adoption will not result in any adverse environmental or suitability impacts.

9. COMMUNITY DIRECTORATE

9.3 Youth Strategy and Action Plan 2019-2022 (continued)

Social Implications

The recommendation for adoption will not result in any social implications

Economic Impacts

The recommendation for adoption will not result in any economic implications.

Consultation

CommunityVibe Consultancy was contracted throughout the development of the Strategy to assist officers in engaging with young people, Greater Shepparton Lighthouse Project, the community and the youth sector through various channels including key stakeholder meetings, Council internal departments meetings, youth workshops and surveys.

The development stage of the Strategy also drew from Nationwide and local literature reviews, demographic analysis including the 2016 census information, local service mapping and benchmarking against comparative Local Government Areas.

Officers believe that appropriate consultation and literature research has been conducted and the Strategy is now ready for consideration and community consultation.

Strategic Links

a) Greater Shepparton 2030 Strategy

Links to the 2030 strategy include

2.3.2 Community Life

2.3.5 Infrastructure

2.4.2 Access to Life Long Education

2.4.4 The need to Grow

2.4.5 Other Major Issues

b) Other strategic links

Greater Shepparton Lighthouse Project Community for Children and Young People Strategy 2018-2023

Greater Shepparton Health Strategic Plan

Volunteer Strategy and Action Plan 2014-2018

Municipal Health and Wellbeing Plan

Greater Shepparton Economic Development, Tourism and Major Events Strategy

Best Start Municipal Early Years Plan (2015)

Shepparton Education Plan

Conclusion

Endorsing the Youth Strategy and Action Plan for final community consultation will enable Council to continue its vital support for young people and the youth sector fostering engaged and productive citizens.

Attachments

Youth Strategy [y](#) Page 75

10. CORPORATE SERVICES DIRECTORATE

10.1 Appointment of Acting Chief Executive Officer Policy

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

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

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

Council Officers involved in producing this report

Author: Manager Corporate Governance

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Service

Executive Summary

This policy provides for clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) and allows for the approval of the Chief Executive Officer (CEO) on sick leave, long service leave, annual leave or other extended absences.

Moved by Cr Hazelman

Seconded by Cr Adem

That the Council adopt the Appointment of Acting Chief Executive Officer Policy.

CARRIED UNOPPOSED.

Background

The current practice when the (CEO) applies for leave, a resolution is put to Council to appoint an (A/CEO) for the duration. This process is time consuming and often unnecessary.

The *Local Government Act 1989* (Act) is explicit on the appointment of an A/CEO and therefore believe it is best to have a formal process in place. This policy established a formal process for the appointment of A/CEO.

It is proposed that leave not exceeding four weeks the CEO will appoint a senior officer into the A/CEO role under his delegated authority. All leave exceeding the four week period is appointed by resolution of Council.

Council Plan/Key Strategic Activity

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

Risk Management

There are no risks identified with the adoption of this policy.

Policy Considerations

The Exercise of Delegations Policy and the Recruitment and Selection Corporate Procedure were taken into consideration when developing this policy. It is believed that this policy is in line with these documents.

10. CORPORATE SERVICES DIRECTORATE

10.1 Appointment of Acting Chief Executive Officer Policy (continued)

Financial Implications

There are no financial implications associated with the report.

Legal/Statutory Implications

There are no legal implications associated with this report.

Environmental/Sustainability Impacts

There are no Environmental or Sustainable impacts identified with the adoption of this policy.

Social Implications

There are no identified social implications with this report.

Economic Impacts

There are no Economic impacts identified

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no strategic links with the Greater Shepparton 2030 strategy

b) Other strategic links

There are no other strategic links identified.

Conclusion

It is recommended that this policy be adopted to streamline the process to appoint an Acting Chief Executive Officer. This policy will make the appointment process a lot quicker for short term leave of the CEO.

Attachments

Appointment of Acting Chief Executive Officer Policy [↓](#) Page 108

10. CORPORATE SERVICES DIRECTORATE

10.2 October 2018 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 Management Accounting

Proof Reader: Manager Finance & Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for four months ended 31 October 2018.

Moved by Cr Patterson

Seconded by Cr Sutton

That the Council receive and note the October 2018 Monthly Financial Report.

CARRIED UNOPPOSED.

Background

The 2018/2019 Budget was adopted at the Ordinary Council Meeting held 19 June 2018. The 2018/2019 Budget provided for an operating surplus of \$19.17 million with revenue of \$143.83 million and expenditure of \$124.66 million. The 2018/2019 Budget also provided for capital works of \$46.36 million.

On 16 October 2018, Council adopted the 2018/2019 Q1 Adopted Forecast with an accounting surplus of \$14.83 million which is \$4.34 million less than the 2018/2019 Adopted Budget. The capital works program of \$48.13 million is forecast to be expended during the 2018/2019 financial year which is an increase of \$1.77 million from the Adopted Budget.

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

The October 2018 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

- Operating Performance
- Capital Works Performance
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement

Council Plan/Key Strategic Activity

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2017-2021*.

10. CORPORATE SERVICES DIRECTORATE

10.2 October 2018 Monthly Financial Report (continued)

Risk Management

There are no risks identified in providing this financial report.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

Section 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

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic implications in providing this financial report.

Consultation

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

Conclusion

The report presents Council's actual financial performance compared to the budget for four months ended 31 October 2018.

Attachments

October Financial Statements

10. CORPORATE SERVICES DIRECTORATE

10.3 Revocation of Special Rates and Charges Policy

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 Rates

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The Finance and Rates department have reviewed the Special Rates and Charges Policy and have identified that this policy may be revoked, as legislation adequately provides regulatory guidance for such contributory schemes.

Moved by Cr Hazelman

Seconded by Cr Adem

That the Council revoke the Special Rates and Charges Policy 16.POL2.

CARRIED UNOPPOSED.

Background

Section 163 of the *Local Government Act 1989* (the Act) provides for the Council to deliver works and services by way of “special charge” or “special rate” contributory schemes. These schemes enable the provision of works and services to land already developed which cannot be included in development contribution plans.

Where it can be demonstrated that properties will receive special benefit from the construction of necessary infrastructure or provision of a service, a scheme apportioning costs to owners can be created.

The Council has delivered a number of schemes across the years predominately for construction of roads and drainage.

The Act, under s163, prescribes the process Council must follow if declaring a special rate or special charge.

In consideration of the legislation, the policy in its current form can be revoked.

Council Plan/Key Strategic Activity

There is no impact associated with the revocation of this policy.

Risk Management

Risk is low as Council will rely upon the relevant legislation and operational guidelines.

Policy Considerations

There are no implications associated with the revocation of this policy as Council will rely upon the relevant legislation and operational guidelines.

10. CORPORATE SERVICES DIRECTORATE

10.3 Revocation of Special Rates and Charges Policy (continued)

Financial Implications

There are no identified financial implications associated with the revocation of this policy. Any financial implications that may exist in relation to a proposed scheme would receive budget approval.

Legal/Statutory Implications

There are no legal/statutory implications as the provision of works and services to the community under “special charge” or “special rate” contributory schemes is detailed in section 163 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

There are no environmental impacts associated with the revocation of this policy.

Social Implications

There are no social implications associated with the revocation of this policy.

Economic Impacts

There are no economic impacts associated with the revocation of this policy.

Consultation

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

Special Rates and Charges – Ministerial guidelines 2044.

Conclusion

Council will rely upon and act in accordance with Section 163 of the Local Government Act 1989 and current best practice should the need to deliver works by way of a “Special Charge” or “Special Rate”, therefore making the content of this policy redundant.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services

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

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

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

Council Officers involved in producing this report:

Author: Manager Information & Communication Technology

Proof reader(s): Manager Information & Communication Technology

Approved by: Director Corporate Services

Executive Summary

The purpose of this report is to take advantage of the Procurement Australia Panel of providers for the purchase of ICT products & services.

Council has been a part of this service in the past under contract 1404/1710 which has now expired. Contract 1806/0711 is the replacement Procurement Australia contract. This panel is endorsed by the State Government of Victoria as a preferred method of procurement and is specifically made available to Council under a standing Ministerial Exemption.

This includes 9 Categories of ICT goods and services which covers the vast majority of our requirements. Most importantly, it includes the categories that are essential for our Compute & Storage replacement project. Access to this contract will enable Council to take advantage of the increased buying power of the state government and will result in more competitive pricing for the critical component of ICT equipment required to complete the project. that Council relies upon and the refresh of this equipment must be completed.

**Moved by Cr Oroszvary
Seconded by Cr Adem**

That the Council authorise the Chief Executive Officer to sign the Procurement Australia Panel Contract 1806/0711 – Provision of Information Technology Products & Services.

CARRIED UNOPPOSED.

Background

Council's servers and network storage infrastructure is nearing the end of its useful life. In its 2018/19 budget Council approved a project to replace this infrastructure and equipment. This is important hardware and software technology that underpins the effective and efficient operation of our computer systems and network.

There are only a limited number of skilled suppliers of this equipment and all the key suppliers are registered on this Procurement Australia panel.

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services (continued)

Council Plan/Key Strategic Activity

The project has direct links with the following *Council Plan 2017-2021* objectives.

Leadership and Governance:

- 1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council, and
- 1.5 Council is high performing; customer focused and is marked by great people and quality outcomes.

Risk Management

There are no significant risks associated with the upgrade process itself. The process is well defined and well proven using established methods of mitigation for specific technical risks. The only serious business risk would result from any delay in the project that results in the current equipment remaining in service beyond the normal service life.

Policy Considerations

There are no conflicts with existing Council Policies. Accessing a Procurement Australia contract and panel of suppliers is compliant with Council's Procurement Policy

Financial Implications

It is far more cost effective for Council to purchase through these panels rather than repeat the whole tender process that Procurement Australia have already done.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	Nil	Nil	Nil	Nil
Expense	1000000	871,660	-128,340	958,826
Net Total	1000000	871,660	-128,340	958,826

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

This proposal conforms with the *Local Government Act 1989* and all other relevant legislation.

Environmental/Sustainability Impacts

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

Social Implications

There are no social impacts associated with this report.

Economic Impacts

There are no economic impacts arising from this proposal

Consultation

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

10. CORPORATE SERVICES DIRECTORATE

10.4 Request to Register for Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Every component of the Council Plan 2017 – 2021 that has any reliance of reliable Council systems is affected by this procurement and refresh process.

Conclusion

Both Procurement Australia and the State Government of Victoria have spent considerable time and effort setting up these panels in order to improve our efficiency. We have used them to good effect in the past and should continue to use them in the future. Council should sign up to the new panel 1806/0711 as recommended.

Attachments

Procurement Australia Page 112

10. CORPORATE SERVICES DIRECTORATE

10.5 Chief Executive Officer - Professional Development

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

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

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

Council Officers involved in producing this report

Author: Manager People and Development

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Services

Executive Summary

Further to the Performance Review for the period of 2017 facilitated by McArthurs, agreement was made between the Councillors and the Chief Executive Officer on the Strategic Performance Objectives for 2018, including professional development opportunities. A request to attend the Harvard Kennedy School to complete a Senior Executive Program was agreed to and signed off as part of the Chief Executive Officer's professional development plan.

Moved by Cr Adem

Seconded by Cr Patterson

That the Council note this updated report in relation to the Chief Executive Officer's professional development for 2018/2019.

CARRIED UNOPPOSED.

Background

Previous Chief Executive Officers' and Councillors at Greater Shepparton City Council have benefitted from the Harvard Kennedy School Senior Executives in State and Local Government Program and the next suitable course runs between 8 July 2019 and 26 July 2019.

This three-week executive program for senior executives in local government covers topics such as:

- Leadership
- Cooperative Governance
- Decision Making
- Public Private Partnership
- Fiscal Economics
- Negotiation

This is the main form of professional development which the Chief Executive Officer has nominated for over the last three years and is partially funded by previous decisions not to attend National and State Local Government Conferences to compensate for this course.

10. CORPORATE SERVICES DIRECTORATE

10.5 Chief Executive Officer - Professional Development (continued)

Council Plan/Key Strategic Activity

This development opportunity will provide the CEO with additional skills as detailed above and links to the Council Plan;

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

Risk Management

There are no risks associated with this.

Policy Considerations

This report takes into account the Travel and Accommodation Corporate Procedure which states all travel by the Chief Executive Officer must be approved by the Mayor.

Financial Implications

The program fee detailed for next year's enrolment is \$16,500 US Dollars and includes tuition, housing, curricular materials and most meals. Additional costs will include flights. The total estimated cost in Australian Dollars is approximately \$25,000. As mentioned above this is partially offset by savings in non-attendance at National and State Conferences and this offset is estimated to be approximately \$14,000 over the last three years.

Legal/Statutory Implications

This training has already been approved in the Chief Executive Officer Performance Review, failure to approve now may constitute a breach of employment contract.

Environmental/Sustainability Impacts

There are no environment/Sustainability impacts associated with this report.

Social Implications

There are no social impacts associated with this report.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

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

Council Plan 2017-2021

Conclusion

This training will provide a unique opportunity in advance thinking related to public service, which will be completely transferable back to leading Greater Shepparton City Council towards achievement of the Council Plan.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.6 Contracts Awarded Under Delegation

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 Contracts and Procurement
Proof reader(s): Manager Corporate Governance
Approved by: Director Corporate Services

Executive Summary

To inform the Council of the status of requests for tenders that have been awarded under delegation and those that have been publicly advertised but are yet to be awarded.

Moved by Cr Oroszvary
Seconded by Cr Summer

That the Council note the publicly advertised contracts awarded under delegated authority and tenders that have been advertised but are yet to be awarded.

CARRIED UNOPPOSED.

Tendered Contracts Awarded under Delegated Authority by the CEO

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1893	Construction of Southdown Street Extension, Shepparton	Construction of Southdown Street Extension, Shepparton	\$238,132.87	Mawson Construction PTY LTD

Tendered Contracts Awarded under Delegated Authority by a Director

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
		Nil		

10. CORPORATE SERVICES DIRECTORATE
10.6 Contracts Awarded Under Delegation (continued)
Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1862	Provision of Professional Veterinary Services	Schedule of Rates Contract for the Provision of Professional Veterinary Services	Tender closed on 29 August 2018. Tender currently being evaluated
1863	Replacement of Aquamoves Pool Heating Boilers	Lump Sum Contract for the Replacement of Aquamoves Pool Heating Boilers	Tender closed on 10 October 2018. Tender currently being evaluated
1865	Construction of Shepparton Art Museum	Lump Sum & Schedule of Rates Contract for the Construction of Shepparton Art Museum	Tender closed on 10 October 2018. Tender currently being evaluated
1871	Provision of Early Intervention Services	Schedule of Rates Contract for the Provision of Early Intervention Services	Tender closes on 28 November 2018.
1872	Provision of Temporary Placements and Contractors – Panel of Suppliers	Panel of Suppliers Contract for the Provision of Temporary Placements and Contractors	Tender closed on 10 October 2018. Tender currently being evaluated
1876	Installation and Supply of Photocopier Hardware and Services	Schedule of Rates Contract for the Provision of I.T. Products and Services for the Installation and Supply of Photocopier Hardware and Services	Tender closed on 26 September 2018. Tender currently being evaluated
1877	Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Lump Sum Contract for the Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Tender closed on 31 October 2018. Tender currently being evaluated
1881	Supply and Delivery of New Landfill Compactor	Lump Sum Contract for the Supply and Delivery of New Landfill Compactor	Tender closed on 26 September 2018. Tender currently being evaluated
1883	Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Lump Sum Contract for the Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Tender closes on 28 November 2018.
1886	Aquamoves Master Plan Concept Design	Lump Sum Contract for the Aquamoves Master Plan Concept Design	Tender closed on 10 October 2018. Tender currently being evaluated

10. CORPORATE SERVICES DIRECTORATE

10.6 Contracts Awarded Under Delegation (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1887	Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Lump Sum Contract for the Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Tender closes on 14 November 2018.
1888	Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Lump Sum Contract for Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Tender closed on 19 September 2018. Tender currently being evaluated
1895	Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Lump Sum Contract for the Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Tender closes on 28 November 2018.
1896	Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Lump Sum Contract for the Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Tender closed on 19 September 2018. Tender currently being evaluated
1900	Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Lump Sum Contract for the Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Tender closed on 25 October 2018. Tender currently being evaluated
1903	Management of the Victoria Lake Caravan Park	Lump Sum & Schedule of Rates Management of the Victoria Lake Caravan Park	Tender closed on 12 September 2018. Tender is included in the November Ordinary Council Meeting Agenda.
1918	Provision of Tree Maintenance Services	Schedule of Rates Contract for the Provision of Tree Maintenance Services – Panel of Providers	Tender closes on 14 November 2018.

Policy Considerations

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$500,000 including GST.

10. CORPORATE SERVICES DIRECTORATE

10.6 Contracts Awarded Under Delegation (continued)

The Council through the *Exercise of Delegations* Policy has delegated authority to the Director Corporate Services to approve a contract up to the value of \$500,000 and the Director Infrastructure, Director Community and Director Sustainable Development to approve a contract up to the value of \$150,000 for goods and services and \$200,000 for works.

Legal/Statutory Implications

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

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

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer and Directors under delegated authority of the Council during the period 1 October 2018 to 31 October 2018.

Attachments

Nil

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019

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: Principal Strategic Planner

Proof reader(s): Team Leader Strategic Planning, Manager Building and 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. The Heritage Grants Program is a recommendation of the Committee.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*). The Heritage Grants Program was exceptionally successful in the 2017/18 financial year. As such, the program was expanded for the 2018/19 financial year, with a budget allocation of \$50,000.

The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

The Program was well supported and the calibre of applications was exceptionally high. It is recommended that Council resolve to award twelve grants as part of the Program, with a total value of \$49,519.21, as outlined below.

**Moved by Cr Abdullah
Seconded by Cr Adem**

That the Council

- award twelve grants from the Heritage Grants Program as outlined below:

	Successful project	Allocation Excluding GST	Allocation Including GST
1.	26-36 Baldock Street, Dookie (St Luke's Hall)	\$2,929.45	

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

2.	5455 Goulburn Valley Highway, Moorilim (St Patrick's Church)	\$5,000.00	
3.	58 Hogan Street, Tatura	\$4,545.50	\$5,000.00
4.	290-292 Wyndham Street, Shepparton	\$1,430.00	
5.	47 High Street, Shepparton	\$4,296.42	
6.	45 High Street, Shepparton	\$3,848.57	\$4,296.42
7.	43 High Street, Shepparton	\$4,296.42	
8.	249 Hogan Street, Tatura	\$5,000.00	
9.	137 Waverley Avenue, Merrigum (former Uniting Church)	\$4,652.50	
10.	62-64 Hogan Street, Tatura	\$2,618.00	
11.	98 Morrissey Street, Merrigum (Merrigum Memorial Hall)	\$5,000.00	
12.	24 Wren Street, Toolamba (The Junction Hotel)	\$4,545.50	\$5,000.00
	Total	\$48,126.36	\$49,519.21

2. write to the five unsuccessful applicants and encourage them to contact Council to receive feedback regarding their application.

CARRIED UNOPPOSED.

Background

At the Ordinary Council Meeting held on 17 January 2012, Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee). The Committee, amongst other things, provides the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton, and acts as an advocate for all cultural heritage matters within the municipality.

At the February 2017 Committee meeting, the Committee agreed to request that Council resolve to support a Heritage Grants Program and to commence such a program in the 2017/18 financial year. The Committee prepared the *Heritage Grants Guidelines 2017* to provide an overarching framework to inform any future Heritage Grants Program. The Guidelines have been prepared in accordance with Council's Grants Distribution Policy.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*). This was first time such a Program had been undertaken independently by a council in regional Victoria.

Following the success of the 2017/18 Program, an increased budget of \$50,000 has been allocated in the 2018/19 financial year.

The objectives of the Heritage Grants Program are to:

- enhance, protect and conserve places and sites included in the Heritage Overlay;
- provide financial and advisory assistance for the repair, maintenance, or enhancement of heritage sites included in the Heritage Overlay that have a community benefit;

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

- promote cultural heritage conservation by providing financial assistance to those in the community who may otherwise not be able to afford to undertake conservation works;
- strengthen and foster a sense of community identity and community ownership in the long-term conservation of local heritage places; and
- increase public awareness and understanding of heritage places in the Municipality.

Eligible works for funding assistance are for conservation, restoration and/or reconstruction. This includes repair and conservation works that contribute to the significance of the place and ideally involve works that are visible from a public place or improve a building or structure's external appearance. The overall focus should be on the external appearance.

Applications for the Program were open from 22 August 2018 to 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

Applications were assessed against the following assessment criteria:

1. Significance of the place.
2. Need for the works.
3. Community benefit, such as the conservation of a historically or architecturally significant place or increasing the public awareness of heritage.
4. Recommendations by the Greater Shepparton Heritage Advisory Committee.
5. Additional consideration will be given to projects that encourage heritage trade skills.
6. Capacity of the applicant to fund the works independently.

The Judging Panel recommended that twelve applications be awarded a heritage grant, as outlined below. The completion of works resulting from successful grant applications will assist in the conservation of places of heritage significance for future generations to enjoy.

The Judging Panel has agreed that the following twelve applications should be awarded a heritage grant, in no particular order:

- 26-36 Baldock Street, Dookie (St Luke's Hall) – \$2,929.45 for restumping;
- 5455 Goulburn Valley Highway, Moorilim (St Patrick's Church) – \$5,000 for repairing the original slate roof;
- 58 Hogan Street, Tatura – \$5,000 for reinstating heritage windows, repairing and replacing damaged blocks, replacing guttering and downpipes, replacing verandah posts and repairing the iron roof;
- 290-292 Wyndham Street, Shepparton – \$1,430 for repainting the shop front;
- 47 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 45 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 43 High Street, Shepparton – \$4,296.42 for repainting the upper storey façade;
- 249 Hogan Street, Tatura – \$5,000 for repair works due to rising damp, including removal of concrete under verandah to be replaced with timber;
- 137 Waverley Avenue, Merrigum (former Uniting Church) – \$4652.50 for replacing guttering and downpipes;
- 62-64 Hogan Street, Tatura – \$2,618 for repairing two sash windows, screens and surrounds;

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

- 98 Morrissey Street, Merrigum (Merrigum Memorial Hall) – \$5,000 for external repainting; and
- 24 Wren Street, Toolamba (The Junction Hotel) – \$5,000 for demolition of toilet blocks that are not of cultural heritage significance.

Council Plan/Key Strategic Activity

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

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

Risk Management

There are no known risks associated with awarding twelve grants in accordance with the Guidelines. The 2018/19 Budget includes an allocation of \$50,000 for the Program. The recommendation will not exceed this budget allocation.

Policy Considerations

The recommendation does not conflict with any existing Council policy. The Guidelines were prepared in accordance with Council's Grants Distribution Policy.

Financial Implications

The recommendation will not result in any unforeseen financial implications. The 2018/19 Budget includes an allocation of \$50,000 for the Program. The grants to be awarded do not exceed this allocation, as shown below.

	Successful project	Allocation Excluding GST	Allocation Including GST
1.	26-36 Baldock Street, Dookie (St Luke's Hall)	\$2,929.45	
2.	5455 Goulburn Valley Highway, Moorilim (St Patrick's Church)	\$5,000.00	
3.	58 Hogan Street, Tatura	\$4,545.50	\$5,000.00
4.	290-292 Wyndham Street, Shepparton	\$1,430.00	
5.	47 High Street, Shepparton	\$4,296.42	
6.	45 High Street, Shepparton	\$3,848.57	\$4,296.42
7.	43 High Street, Shepparton	\$4,296.42	
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10.	62-64 Hogan Street, Tatura	\$2,618.00	
11.	98 Morrissey Street, Merrigum (Merrigum Memorial Hall)	\$5,000.00	
12.	24 Wren Street, Toolamba (The Junction Hotel)	\$4,545.50	\$5,000.00
	Total	\$48,126.36	\$49,519.21

Legal/Statutory Implications

The recommendation will not result in any legal/statutory implications. The Heritage Grants Program 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 *Heritage Grants Guidelines 2017*. The Heritage Grants Program 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.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

Environmental/Sustainability Impacts

The recommendation will not result in any environmental/sustainability impacts.

Social Implications

The recommendation will result in positive social outcomes for the community. The Program promotes conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance. It is a critical way of promoting land owner participation in conserving places of cultural heritage significance, and provides improved opportunities for the community to appreciate cultural heritage.

Economic Impacts

The recommendation may result in positive economic impacts. The completion of works will assist in the conservation of places of heritage significance and this may result in positive flow-on effects regarding increased property values. There are no negative economic impacts associated with the Program.

Consultation

An extensive media campaign was undertaken to promote the Program and engage with the community. Letters were sent to all owners of land within a Heritage Overlay in the municipality.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria.

The extent and calibre of applications indicates that this consultation was successful.

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 Program is 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 Program will develop and implement the initiatives outlined in the *Greater Shepparton Heritage Study Stage IIB 2013*.

Conclusion

The Greater Shepparton Heritage Advisory Committee agreed to request that Council resolve to support a Heritage Grants Program. The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 22 August 2018 until 8 October 2018. Council received 17 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Awarding of Heritage Grants 2018/2019 (continued)

The Program was well supported and the calibre of applications was exceptionally high.

It is recommended that Council resolve to award twelve grants as part of the Program, as outlined in this report.

Attachments

Minutes extract from 21 March 2017 Ordinary Council Meeting [↓](#) Page 116

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion)

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: Principal Strategic Planner

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

Approved by: Director Sustainable Development

Executive Summary

A rezoning request has been received for approximately 54 hectares of land located immediately southwest of the existing Toolamba township. The land is generally bounded by existing township properties along Wren Street to the north, the railway line to the east, Rutherford Road to the west and the Public Acquisition Overlay for the Goulburn Valley Highway – Shepparton Bypass to the south. The site is known as Investigation Area 6 in the Greater Shepparton Planning Scheme.

An investigation has been completed by the proponent and it is considered appropriate to rezone the land to the Urban Growth Zone with a Precinct Structure Plan (PSP).

The Toolamba PSP will allow the township to grow and become a community that will be supported by a local town centre, community facilities including a primary school and kindergarten, commercial facilities including a general store and post office, and sports ground.

The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

Moved by Cr Patterson

Seconded by Cr Oroszvary

That the Council:

1. note the completion of the investigation for Investigation Area 6 in Toolamba; and
2. Prepare and exhibit a planning scheme amendment to rezone land within Investigation Area 6 to the Urban Growth Zone.

CARRIED UNOPPOSED.

Background

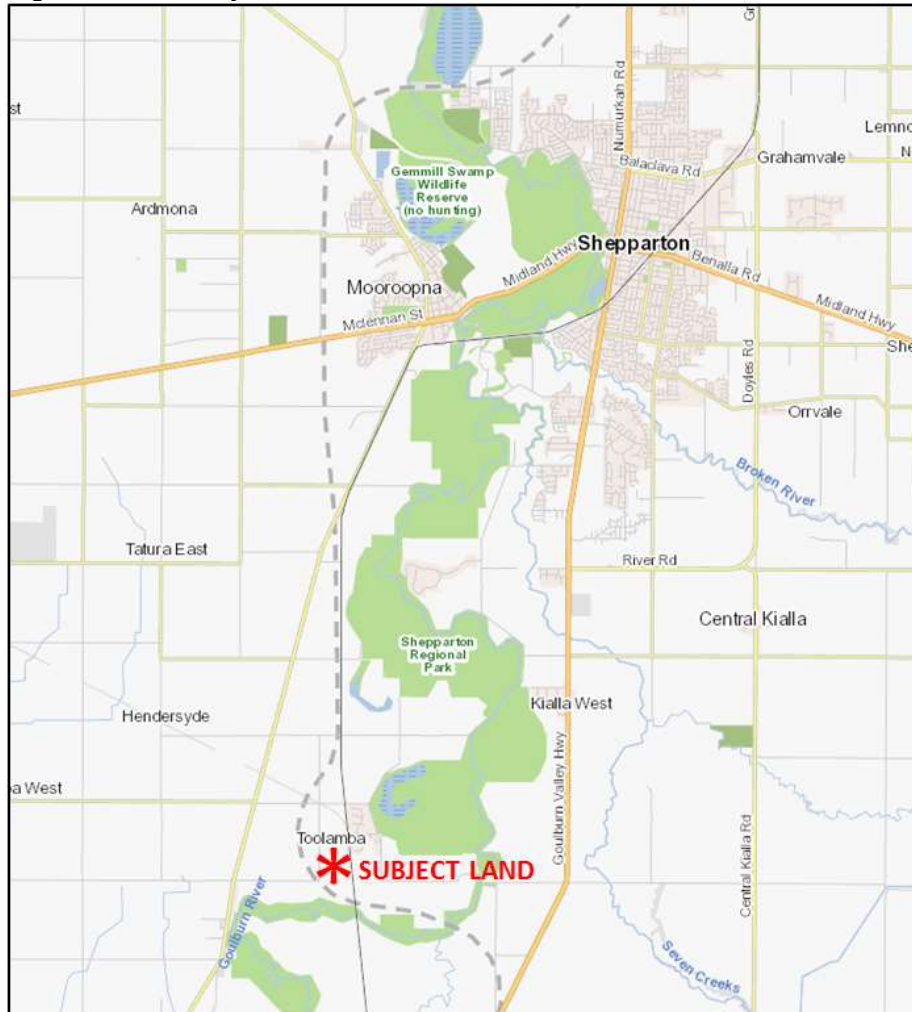
A rezoning request was received for approximately 54 hectares of land located immediately southwest of the existing Toolamba township, to be known as the Toolamba Precinct Structure Plan (PSP) area (see *Figure 1 – Locality Plan*). The Toolamba PSP area is located directly south of Toolamba's main street (Wren Street), and approximately 250 metres west of the hotel and general store.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

The land is generally bounded by existing township properties along Wren Street to the north, the railway line to the east, Rutherford Road to the west and the Public Acquisition Overlay for the Goulburn Valley Highway – Shepparton Bypass to the south.

Figure 1 – Locality Plan



The land is currently within the Farming Zone and is partially affected by the Land Subject to Inundation Overlay (see *Figure 2 – Zone and Overlay Map*). The land is known as Investigation Area 6 in the Greater Shepparton Planning Scheme.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Figure 2 – Zone and Overlay Map



The Planning Scheme provides the following information regarding Investigation Area 6:

- Investigation Area 6 – Toolamba. The area is located to the south west of the existing township. The density of residential development will be dependent on the outcome of current investigations into the provision of sewerage to the land. In the absence of sewerage, the density of future residential development will be dependent on Land Capability Assessment.

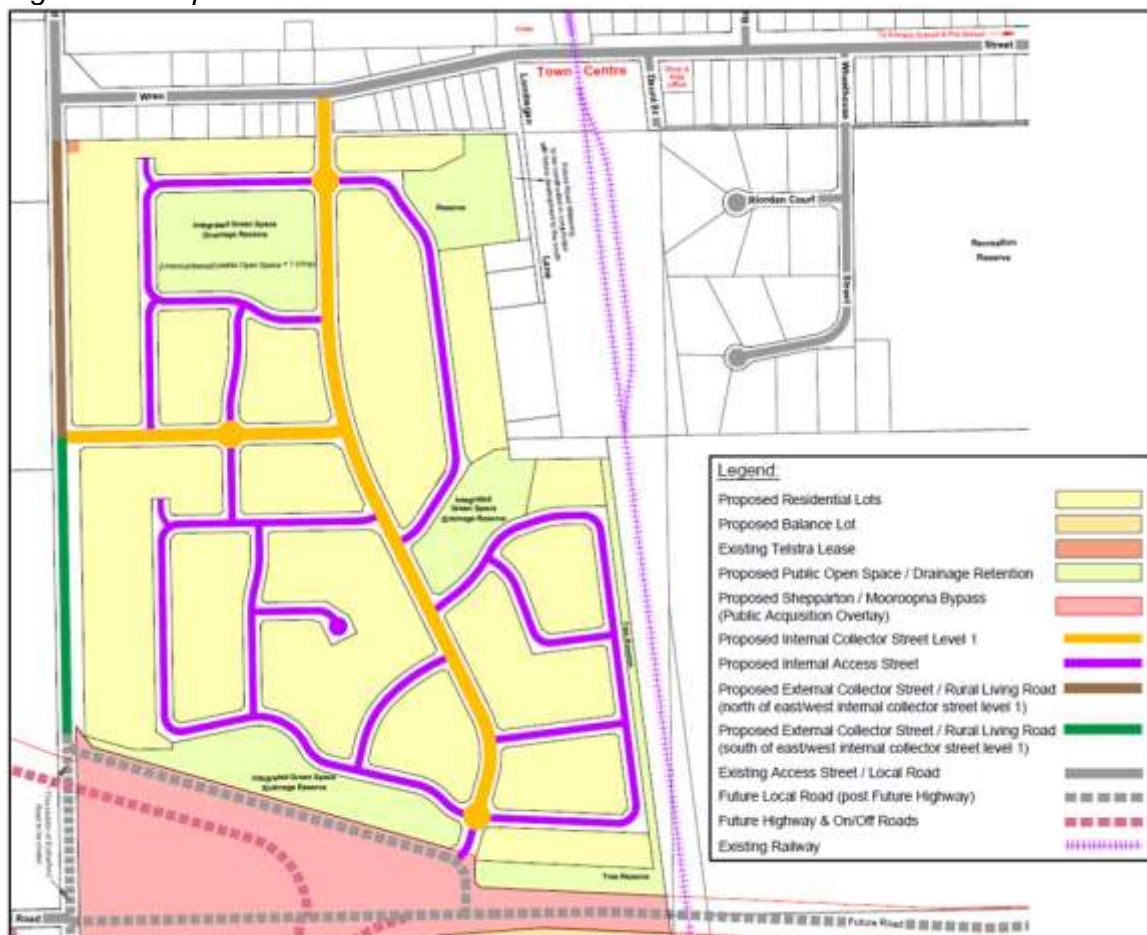
Reticulated sewer is not available in Toolamba, with all existing development utilising septic tank type on-site effluent disposal. An in-principle agreement has been reached with Goulburn Valley Water to provide reticulated sewer the Toolamba PSP area via a rising main to the Tatura treatment plant. Preliminary investigations have established that it is physically possible and that it would not only facilitate a more environmentally responsible development on the subject land, it has potential for future augmentation to remedy existing environmental concerns associated with existing non-sewered development in Toolamba and Old Toolamba townships.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

The investigation was completed by the proponent and it is considered appropriate to rezone the land to the Urban Growth Zone with a Precinct Structure Plan (PSP) (see *Figure 3 – Proposed Urban Structure Plan*).

Figure 3 – Proposed Urban Structure Plan



The Toolamba PSP seeks to facilitate township growth that will be supported by the local town centre, community facilities including a primary school and kindergarten, commercial facilities including a general store and post office, and sports ground.

The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

Council Plan/Key Strategic Activity

Theme: *Built – Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.*

Objective 4.1: *Growth is well planned and managed for the future.*

Objective 4.2: *Urban and rural development is sustainable and prosperous.*

Risk Management

There are no risks to Council associated with the preparation and exhibition of this planning scheme amendment.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Policy Considerations

The proposed planning scheme amendment does not conflict with any existing adopted Council policy. The proposal complies with the *Greater Shepparton Housing Strategy, 2011* and the Greater Shepparton Planning Scheme.

Financial Implications

All costs associated with the Planning Scheme Amendment process will be met by the proponent. This includes any costs associated with an independent planning panel, if required.

Legal/Statutory Implications

All steps in the planning scheme amendment will be undertaken in accordance with the *Planning and Environment Act 1987* and other relevant legislation.

Environmental/Sustainability Impacts

The amendment site has long ago been largely cleared of native vegetation for agricultural purposes, however a number of mature native trees exist, dotted across the site. A depression runs through the southern portion of the amendment site which abuts the river environs at its most southern part. It is proposed to incorporate these natural assets into public open spaces within the development, together with areas for retention and treatment of urban runoff and possibly water harvesting and re-use.

The land has a long history of agricultural activities, mostly non-irrigated cattle grazing and fodder production. The land has not previously been used for any intensive agricultural uses, as the undulating terrain prevents irrigation. The land contains no dwelling or buildings and the land has not contained sheep dip pits, chemical or fuel storages nor have any other activities with the high-risk potential to cause contamination been carried out on the land. Notwithstanding this, an environmental site assessment has been undertaken to ensure that the land is suitable for residential use.

Due to its proximity to the river the amendment site is included within an area of aboriginal cultural heritage sensitivity. A CHMP was prepared and approved by Yorta Yorta Nation Aboriginal Corporation and registered by Aboriginal Victoria.

Social Implications

The proposed amendment will, by providing additional land to the residential land base, add to the variety of housing opportunities in the township and within the Greater Shepparton municipality. Additional housing opportunities will benefit the township by providing for an increase in population, which provides a larger customer base for local businesses and subsequently create new business opportunities as well as allow the sustained and increased use of existing community services such as the primary school, recreation centre and sporting clubs.

Economic Impacts

A Land Supply and Demand Analysis was prepared by Opteon Pty Ltd in 2014, which demonstrated that there is a strong market demand for the lot sizes proposed to be provided for in the PSP area. The development of land for residential purposes will create additional employment opportunities during the construction phases, and will support existing businesses and facilities within the township of Toolamba.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Amendment C168 (Toolamba Township Expansion) (continued)

Consultation

Preliminary consultation has been undertaken with key referral authorities and agencies, including VicTrack, Regional Roads Victoria, Goulburn Valley Water, Goulburn Broken Catchment Authority, Country Fire Authority and the Department of Environment, Land, Water and Planning. Comments from these authorities have been addressed in the preparation of the PSP.

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

Topic: Settlement – Commitment to growth within a consolidated and sustainable development framework.

Theme: Growth

Objective 1: To provide for sufficient suitable additional land for urban growth until 2030.

Objective 2: To release land efficiently in terms of location, supply or services and infrastructure.

Theme: Housing

Objective 1: To provide for a broader range of dwelling densities and types of housing to meet current and future community needs and differing lifestyles.

b) Other strategic links

Greater Shepparton Housing Strategy, 2011

Greater Shepparton Townships Framework Plan Review, 2018

Conclusion

It is proposed to rezone land within Investigation Area 6 to the Urban Growth Zone with a Precinct Structure Plan to guide development. The proposed amendment implements the objectives of planning in Victoria and supports relevant state and local policy. The proposal will not result in any negative environmental, social or economic impacts.

Attachments

Nil

12. REPORTS FROM COUNCILLORS

Nil Received

13. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES

Nil Received

14. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

15. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

16. COUNCILLOR ACTIVITIES

16.1 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* 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.

Councillors' Community Interaction and Briefing Program

From 1 October 2018 to 31 October 2018, some or all of the Councillors have been involved in the following activities:

- Under 14 Club Girls – Basketball Australian Championships | Opening Ceremony
- Mooroopna Probus Club | Mayor – Guest Speaker
- Sir Murray Bouchier Memorial Committee Meeting
- Heritage Advisory Committee Meeting
- Netball State Titles | Mayor - Welcome Speech
- Netball Victoria - State Titles | Morning Tea
- Tatura Urban Fire Brigade | Presentation Dinner 2018
- Tatura Lawn Tennis Club | Opening - 'Courts & Lights for Kids'
- Under 14 Club Girls – Basketball Australian Championships | Gold Medal Match & Closing Ceremony
- Netball State Titles | Presentations
- Meeting with Mark Gepp MP | Member for Northern Victoria Region
- Committee for Greater Shepparton | 5th Birthday Celebration
- Mooroopna Education and Activity Centre | Annual General Meeting
- Creating Future GOTAFE - 'Partnering for Success' | Business Breakfast
- Launch | Digital Agriculture Strategy - The Hon Jaala Pulford
- Disability Advisory Committee Meeting
- SAM Invitation | Kimberley Moulton, Senior Curator of Museums Victoria
- Melbourne City FC v Western Sydney Wanderers | Corporate Function & Preseason Match
- Shepparton Club Incorporated | Annual Outstanding Achievers Awards [Highlights Local Community Achievers]
- Shepparton Show Me | Annual General Meeting
- Regional Cities Victoria | Melbourne
- Best Start Early Years Partnership meeting
- Greater Shepparton City Council Audit and Risk Management Committee Meeting
- The Hon Damian Drum MP - Listening Post | Tatura and Mooroopna
- "Celebratory Luncheon" | Secondary Student Trade Taster Program
- Municipal Association Victoria | State Council Meeting
- Beneath the Wisteria | CBD Living - Geoff Dobson
- Country Music Festival | Welcome
- Greek Ex-Servicemen's Association | Memorial Service
- Shepparton Brass and Wind | Annual Concert
- Shepparton Villages Annual General Meeting
- Children's Week Celebrations
- CoolHeads Community Partnership Awards
- Henan Provincial Government China | Shepparton Visit – Luncheon
- Council & Committee for Greater Shepparton | Henan Provincial Government China Visit

16. COUNCILLOR ACTIVITIES

16.1 Councillors Community Interaction and Briefing Program (continued)

- Community Leadership Program | Graduation 2018
- GV BRaIN Event | Peter Fox
- RiverConnect Implementation Advisory Committee Meeting
- Municipal Emergency Management Planning Committee
- Greater Shepparton | 2018 Order of Australia [OAM] Function
- Lighthouse Showcase
- Launch | Australian Football Skool [Soccer] – Championships
- St Georges Road Food Festival
- Australian Football Skool [Soccer] - Presentations by the Mayor
- Mayor Speaking Role | Mental Health Awareness | Melbourne
- Morning Tea | Steph Ryan and Leader of the Nationals Peter Walsh | Seymour
- Mental Health Event | 'Mind Your Health'
- Libraries Change Lives Campaign Launch
- Federal Ministers The Hon David Littleproud & The Hon Damian Drum | Community Forum - Drought Facing Farmers

Moved by Cr Adem

Seconded by Cr Hazelman

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

CARRIED UNOPPOSED.

Attachments

Nil

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors

Development Hearings Panel – 26 September 2018		
Councillors:	Cr Dennis Patterson	
Officers:	Michael MacDonagh, Jonathan Griffin, Andrew Dainton and Steve Bugoss	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Planning Application 2016-206/B for 1730 Fenaughty Road, Kyabram South seeking permission for earthworks in the Farming Zone and Land Subject to Inundation Overlay and the removal of native vegetation.	Cr Patterson
2	Planning Application 2018-37 for 58 Regent Street, Shepparton seeking permission for buildings and works for a second dwelling and a two lot subdivision in the General Residential Zone, Bushfire Management Overlay – Schedule 1 and Land Subject to Inundation Overlay.	Cr Patterson
3	Planning Application 2018-160 for 584-586 Wyndham Street, Shepparton seeking permission for the use and development of land for a take away food premises (drive through coffee) in the Neighbourhood Residential Zone and Floodway Overlay, erection and display of business identification signage and creation of access to a Road Zone Category 1.	Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	No

CEO and Councillor Catch up - 2 October 2018	
Councillors	Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Harvard Study	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Legal Action	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Heritage Matters	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	EPA Notice	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Mayoral Election Date	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Councillor Briefing Session - 2 October 2018		
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Fiona LeGassick, Michael MacDonagh, Colin Kalms, David Atley, Larry Friedberg, Sharlene Still and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Strategic Planning Quarterly Update	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Contract 1868- Provision of Trade Services Panel of Suppliers	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Contract 1870 - MAV Procurement - Supply and Delivery of Fuel & Lubricants	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Ordinary Council Meeting Dates	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Instrument of Delegation - Members of Staff and Development Hearing Panel	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session - 16 October 2018

Councillors	Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Amanda Tingay, Rachael Duncombe, Michael MacDonagh, Grace Docker, Sharlene Still and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
6.	Community Planning Summary 2017 2018	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
7.	Amendment C168 (Toolamba Township Expansion) - note preparation and exhibition of planning scheme amendment	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Appointment of Acting Chief Executive Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
9.	Proposed Aerodrome Memorial	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
10.	Investigation Area 4 and 10	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

CEO and Councillor Catch up - 16 October 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Solar Guidelines	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Seven Creeks D.C.P	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Munarra Heads of Agreement	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Ford Road	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Flood Study	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	Cottage	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session - 23 October 2018

Councillors	Cr Kim O'Keeffe, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Fiona LeGassick, Rohan Sali, Anthony Nicolaci, Rachael Duncombe, Kelli Halden, Saleem Shaikh, Karen Dexter, Craig Exton, Greg McKenzie, Colin Kalms, Peter Gunn and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
11.	An Evening with Sir Bob Geldof, hosted by Charles Woolie	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary (partial) Cr Patterson Cr Summer
12.	Neighbourhood Houses Presentation	Cr O'Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
13.	Contract 1888 Balaclava Rd Verney Rd intersection - GVW main relocation	Cr O’Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer
14.	Contract 1903 - Contract for Management of Victoria Lake Caravan Park	Cr O’Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer
15.	Flood Study	Cr O’Keeffe (Chair) Cr Adem Cr Giovanetti Cr Hazelman (partial) Cr Les Oroszvary Cr Patterson (partial) Cr Summer Cr Sutton (partial)
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

CEO and Councillor Catch up - 23 October 2018		
Councillors	Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Christmas Function	Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	Shepparton Education Plan	Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Flood Study	Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

CEO and Councillor Catch up - 30 October 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Show Grounds Lease	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Caravan Park Matters	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	David Davis Visit	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Shepparton Hotel	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
5.	Fixing Country Roads Funding	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	Goulburn River Valley Tourism	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session - 30 October 2018

Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Brue Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phi Hoare, Kaye Thomson, Chris Teitzel, Craig Thomson, Anthony Nicolaci, Rohan Sali, Janelle Bunfield, Olivia Curtis, Sally Rose, Jess Kirwin and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
16.	Shadow Minister for Planning and Public Transport David Davis and Wendy Lovell	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS
17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
17.	Procurement Australia Panel - Contract 1806/0711 Provision of Information Technology Products & Services	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
18.	Large Scale Music Event	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
19.	Youth Strategy and Action Plan 2019-2022	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
20.	Farming Rates	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
21.	Munarra Centre Project - Heads of Agreement	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
22.	DECA	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
23.	Public Toilet Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Shepparton Art Museum Advisory Committee Meeting Wednesday 24 October 2018		
Councillors:	Cr Chris Hazelman	
Officers:	Rebecca Coates, Maria Sorbello	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Apologies & opening of meeting	Cr Hazelman
2.	Conflict of Interest items on agenda	Cr Hazelman
3.	Resignation – Jesscia Solty	Cr Hazelman
3.	Acquisitions – SAM Collection, donations	Cr Hazelman

17. ASSEMBLIES OF COUNCILLORS

17.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
4.	Exhibitions - Craftivism	Cr Hazelman
5.	SAM Program – November 2018 to March 2019	Cr Hazelman
6.	2019 SAM Exhibition	Cr Hazelman
7.	Friends of Shepparton Art Musuem Inc. Report Volunteers, Data membership	Cr Hazelman
8.	Other Matters, tenders, SAM Program brochure SAM foundation milestone, interviews recruiting of board	Cr Hazelman
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Moved by Cr Sutton
Seconded by Cr Adem

That the Council note the record of Assemblies of Councillors.

CARRIED UNOPPOSED.

18. URGENT BUSINESS NOT INCLUDED ON THE AGENDA

Nil Received.

19. CONFIDENTIAL MANAGEMENT REPORTS

19.1 Designation of Confidentiality of Information – Report Attachments

**Moved by Cr Oroszvary
Seconded by Cr Sutton**

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 item and previously designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act.

1. Report 8.1: Contract 1903 - Contract for Management of Victoria Lake Caravan Park. This document relates to a contractual matters which are relevant grounds applying under sections 89(2) of the Act.

CARRIED UNOPPOSED.

THE MEETING CLOSED AT 6.09PM

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

20 November 2018

Agenda Item 9.1 Flats Signage - Wilmot Primary School Request

Attachment 1 Wilmot Road Letter to Yorta Yorta signage approval 70

Attachment 2 Map Two | The Flat's 72

Attachment 3 Map One | The Flat's..... 73

Wilmot Road Primary School

No. 4943

Wilmot Road,
Shepparton, 3630



Phone: (03) 5821 4953
Fax: (03) 5821 1885

1/8/2018

Dear Yorta Yorta Nation Aboriginal Corporation,

I am writing on behalf of the Year 5/6 students of Wilmot Road to express our desire to ask permission, seek your guidance and approval to make a change on your land, Yorta Yorta Country.

Our goal is to place signage along the Causeway between Shepparton and Mooroopna and at the beginning of the walking track out of Kidstown. This signage would recognise the cultural place of high significance, The Flats.

The background story so far began in Term One this year. As our school commitment to embedding the localised Kaiela Dhungala First Peoples Curriculum into our teaching and learning, a unit of work was developed by the classroom teachers. The central focus for the unit was The Flats. To begin the teachers gathered the prior knowledge of our students. We videoed eight Indigenous students and asked the question: "What can you tell me about the area between Shepparton and Mooroopna called The Flats?" To our astonishment none of the students had any connection to the word The Flats. Over the term we studied oral transcripts about life on The Flats, mapped the location, researched the Cummeragunja walk off and wrote a timeline of key events at The Flats. We contacted Uncle Reuben who took all Year 5/6 students on a guided walking tour of The Flats. It must be noted that once students were at The Flats all Indigenous students could recall having visited the area.

The classroom activities, the excursion and the lack of prior knowledge about The Flats from the students, teachers began to ask "Why, prior to studying the unit, didn't any of the students know the title of The Flats?" For our non Indigenous students the common reflection was that their families came to SPC KidsTown frequently but they had no idea that this great walk was available to be accessed from the KidsTown front carpark. It must be noted that all students loved the excursion and the interesting facts that they learnt from Uncle Reuben and the signs. The visit also gave the students a better understanding of living conditions at The Flats particularly after the Cummeragunja walk off. The river and bush area for hunting and life without TVs, couches, air conditioners and mobile phones.

Our writing focus was Persuasive Writing and after brainstorming with the students a decision was made that the students were going to write to the local stakeholders persuasive reasons why The Flats should have signage at the key positions of the Causeway and KidsTown. The students began writing and a presentation at a Greater Shepparton City Council meeting was had. Here selected students presented one persuasive paragraph from the writing as to why the area needs to have greater signage.

This correspondence brings us now to the request of your support, guidance and permission in getting this project through.

The project so far has seen great growth in the student's local historical knowledge but in particular for the Indigenous students the project has bought a sense of connection to gain more local cultural knowledge and a deeper appreciation of the area, The Flats. The process is also giving the students a voice for change and contact with stakeholders outside the school gates. The following paragraphs are a small sample of students who presented at the council meeting. The students underlined are all Indigenous students.

My name is KANE

At the start of the school year this year, my teacher asked me the following question-

"What do you know about the area around Shepparton and Mooroopna called The Flats?" I had no answer to give her as I knew nothing at all, about The Flats. I later learnt that she had asked all of the Koorie students in Years 5 and 6 and not one person had an answer for her. Move forward to today and ask me about The Flats and I can give you lots of knowledge about this area. In school we have mapped where the Flats are. We have written a time line of historical events at The Flats. We have read oral histories about life on The Flats. Lastly we went on an excursion to The Flats with Uncle Reuben.

I have loved learning about the local Indigenous history. My learning at school has done this. Thankyou

THOMAS

Hello my name is Thomas and I am here to coerce you into putting a sign up in our town. Did you know that around 50 years ago the local Yorta Yorta people lived across from Kidstown in a place called The Flats? Yet if you drive along the main road between Shepparton and Mooroopna or visit Kidstown there are no signs anywhere to let people know about this special place. Councillors you can do something about this! I believe it is an easy thing to do just put up a sign to say The Flats are this way! Today we are going to tell you why it is so important for all us.

BELLA

We need to recognise our local Aboriginal people called the Yorta Yorta. Where the Yorta Yorta people lived is important. So are their stories. Stories such as the Cummeragunja Walk Off. After the walk off the Aboriginals made a new home in the bush, which came to be known as The Flats. Here the people lived the life they wanted.

My Dad told me that Nanny Nugget once lived there. My Aboriginal people are important. That's why we need to put a sign up on The Causeway. I am a Yorta Yorta girl and I will be proud to see a sign up. When I see the sign I will always remember that in Year 5, I helped convince the Council to put that sign up! I will also remember my dad telling me about Nanny Nugget living there. When I grow up I will share this story with my family.

RUBY

On our school excursion I learnt lots of stories from Uncle Reuben. Stories about my Indigenous people. I went home and spoke to Mum and Dad about what I had learnt at school. Dad said that some of my relatives lived at The Flats. Lots of Aboriginal history is passed on through stories. The story of The Flats I believe is important to Shepparton and my culture and our community. There is an Art Museum being built near the lake, so why not put some artwork about The Flats in there. Or put some of the stories about The Flats in there so that people would visit The Flats. It would be an inspiration for our Elders and us kids. Let's make our town proud of us. By the way why not give some thought to giving the SAM gallery a local First Nations name. But that's another argument maybe we will discuss that another day!

STORM

In conclusion I am a Yorta Yorta girl and I think it is not nice to not have a sign up. At the start of the year, Mrs McIntyre asked me about the Flats I knew nothing about them. But since we went on excursion with Uncle Reuben I have now learnt lots. The Flats is an important place for me and all of Australia needs to know about them not just me! If a sign does go up I will drive across Shepparton to family in Mooroopna I would feel happy and proud of myself. I will always remember that at school we convinced the Government to do that sign! It will be good memories for me.

FARZANA

If our town has signs to The Flats it will be a simple way to let people know about this historical place. A sign on how to get to The Flats will help visitors to our town find out some cultural information about our local Indigenous people. Visitors will find out lots of our history. My family came to Australia as refugees and we knew nothing about Indigenous culture. But now I do. I have visited Kidstown many times with my family and friends. But never The Flats. Now that I know what facts you can learn at there I want to take my friends and family on the Flats walk. A sign up would help me get there again. I believe that a sign to The Flats can help to close the gap of not knowing and not respecting other cultures. Thankyou.

ZAINUB

Finally by placing a sign up along the Causeway it will show respect to our local Koorie peoples. Let's go back in time and remember that the Indigenous people at The Flats lived and survived happily in this area. Remember that there was no Kmart or Coles to go shopping. But there are signs in town that say Coles and Kmart but no Flats sign. On excursion Uncle Reuben told us how people lived there. They hunted and they survived. There were no fans to keep them cool in summer and there were no couches and TV's but they were happy. They fished from the Goulburn River. How much history does this area hold?

A lot. So let's pay this area more respect than we are right now. Councillors it's up to you! Do it, put up that sign.

ISIAH

Altogether, I think that it will be deeply appreciated by the Shepparton and Mooroopna Indigenous populations if you put up signage. A sign with The Flats will show that Greater the Shepparton Council respects the local history and culture of my people. It will also educate everybody about our town's history. I am proud to be an Aboriginal kid. I love Shepparton and I believe that a sign will be good for all of Shepparton and everyone that has lived on The Flats. Thankyou.

Our students would love to see the next step of the project completed especially since the Year 6 students will be moving onto High School in 2019. As other stakeholders such as the River Connect and Vic Roads would be involved a response (if possible) no later than **Friday 31st August, would be greatly appreciated.** My email is mcintyre.elizabeth.m@edumail.vic.gov.au and the school phone is 58 214953.

We are more than happy for the students to present their persuasive reasons to you in person or if you are happy to visit the school to see the students presentation we would be happy to organise that as well.

We look forward to hearing your response and hopefully working alongside you.

Wilmot Road Year 5/6 students and

Teachers- Keisha Demasi, Liz McIntyre, Natalie Price and Josh Waight.





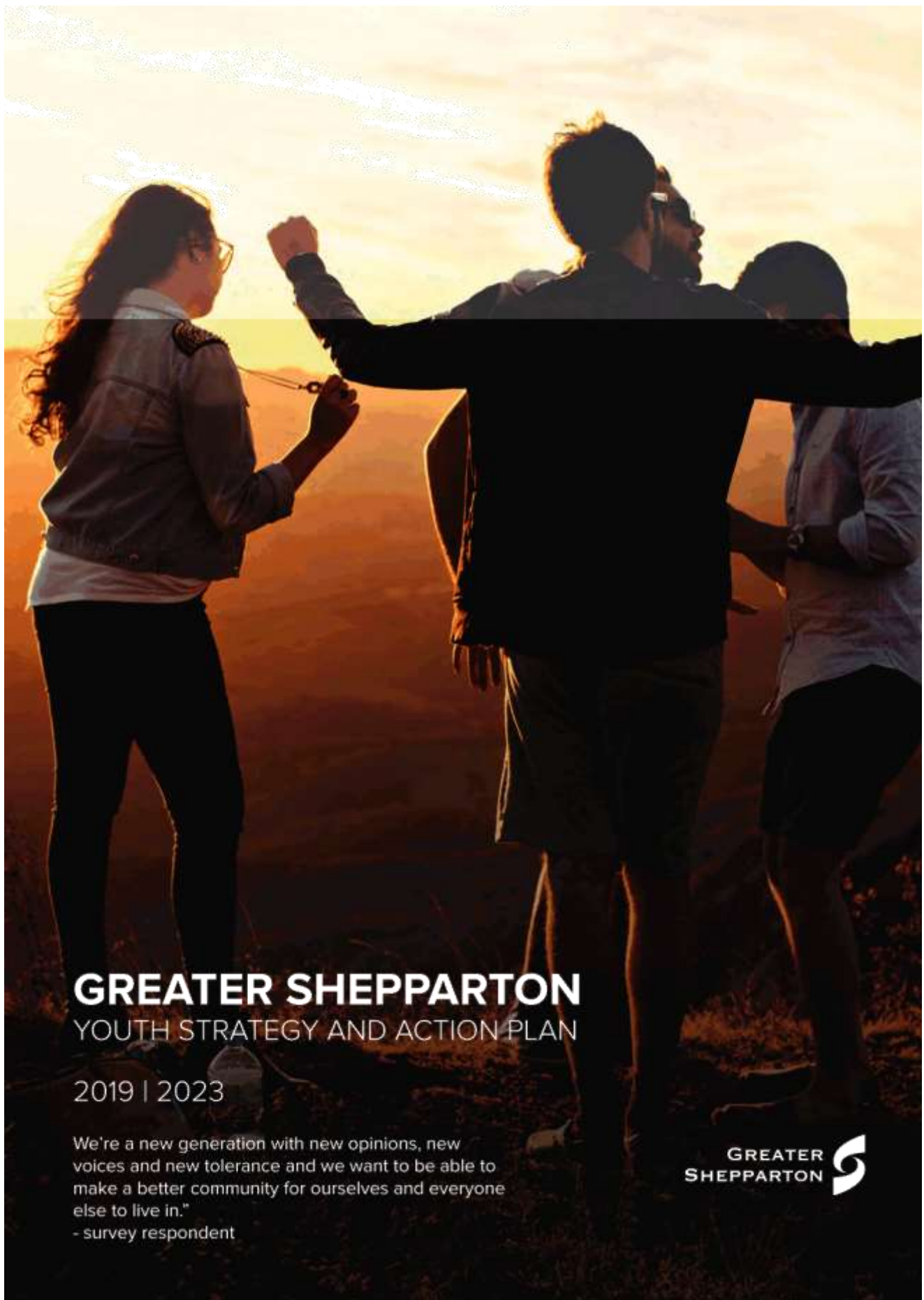
ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

20 November 2018

Agenda Item 9.3 Youth Strategy and Action Plan 2019-2022

Attachment 1 Youth Strategy_v06_SCREEN_LOWRES - Copy 75



GREATER SHEPPARTON

YOUTH STRATEGY AND ACTION PLAN

2019 | 2023

We're a new generation with new opinions, new voices and new tolerance and we want to be able to make a better community for ourselves and everyone else to live in."

- survey respondent





PREPARED BY



Youth Services Team

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Disclaimer


The information contained in this report is intended for the specific use of the within named party to which it is addressed ("the Communityvibe client") only. All recommendations by communityvibe are based on information provided by or on behalf of the communityvibe client and communityvibe has relied on such information being correct at the time this report is prepared. communityvibe shall take no responsibility for any loss or damage caused to the communityvibe client or to any third party whether direct or consequential as a result of or in any way arising from any unauthorised use of this report or any recommendations contained within.

Draft Report Date: 30 June 2018

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Acknowledgement of Country


We, Greater Shepparton City Council, acknowledge 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.



Other acknowledgements

LGBTQI +

We acknowledge that our programs and community events will be respectful and inclusive of LGBTQI+ young people.



Young People with Disabilities

We acknowledge that our programs, events and community facilities will be accessible and inclusive for young people with disabilities and facing specific barriers



Culturally Diverse and Newly Arrived Young People

We welcome them into our community and will work hard with the sector assisting them in addressing their needs and finding opportunities to thrive in Greater Shepparton.

Mayor's Message

It is with great pleasure that I present to you Council's four year strategy to identify priority partnerships, programs, activities and actions to enhance the lives of young people living in Greater Shepparton.

I wish to acknowledge all of the young people who contributed to this strategy including the Word and Mouth Committee and young people who participated in workshops or completed a survey. I also wish to acknowledge the contributions made by representatives of various youth services and organisations in the municipality who met with our project team and offered their valuable insights.



Through the information obtained from our discussions with young people and service providers, along with our extensive background research, we now have a clear direction to follow over the next four years so that we can make a positive impact on the lives of young people in our city in the areas that really matter. However, we cannot implement all of these opportunities or address all of these challenges by ourselves. It is important that we work in partnership with young people themselves, parents / carers, schools, tertiary education providers, other service providers, clubs, businesses, and places of worship to collectively make a difference.

Greater Shepparton City Council looks forward to implementing this strategy and ensuring that young people, regardless of their gender, place of birth or abilities are valued and have access to services facilities and opportunities that they need to grow, develop and enjoy life. We are particularly keen to ensure that young people feel connected to their communities and have a voice.

Introduction

The aim of this strategy is to develop a vision and a four year strategic plan that responds to the key needs of young people aged between 12-25 years of age who live, study, work and recreate in Greater Shepparton. This evidence-based strategy identifies priority partnerships, programs, activities and actions to enhance the lives of young people living in Greater Shepparton. It will be used to guide Greater Shepparton City Council's activities and investment in the municipal youth sector over the next four years.

Background

In order to develop the Youth Strategy and Action Plan, we consulted with young people and service providers / staff throughout the municipality to get their views on key challenges and opportunities. We also:

- reviewed local, regional, state and national policies, strategies and research documents
- undertook a demographic analysis of the municipality
- benchmarked against Youth Services in other Local Government Areas
- mapped youth services that are available within the municipality.

All of this information was analysed and utilised to prepare a Youth Strategy and Action Plan that is realistic and achievable and will ultimately improve the outcomes for young people living, studying, working or recreating in Greater Shepparton.



Supporting the Youth Strategy and Action Plan is a background report that contains more detailed information about the:

- Literature review
- Youth workshops
- Youth profile
- Key stakeholder interviews
- Demographic analysis
- Service mapping
- Survey results
- Benchmarking.



Our young people

- Young people between 12-25 years of age currently account for 17.8% of the population of Greater Shepparton.
- By 2036, there will be 2,518 more young people in Greater Shepparton, i.e. from 11,612 to 14,131.
- Localities most likely to see an increase in the number of young residents are Kialla urban area (+676); Shepparton North East (+480) and Shepparton South East (+323).
- Areas most likely to see a decline in young people are Rural North West (-73), Shepparton Surrounds South (-70) and Rural East (-40).
- There is a higher proportion of low income

households in Greater Shepparton compared with Victoria (25.6% of households receive less than \$650 gross weekly income, compared with 20.3%).

- The rate of participation in university or tertiary institutions is significantly lower in Greater Shepparton, i.e. 5.2% compared with 17.8% for Victoria and 16.1% for Australia.
- Other than English, the most common languages spoken at home in Greater Shepparton are: Italian (1.4%), Arabic (1.1%), Punjabi (0.8%), Mandarin (0.4%) and Hazaraghi (0.4%).

What we do and what others do

Greater Shepparton City Council's Youth Services branch has two staff who work in partnership with other departments in Council to deliver a wide variety of programs, services, activities and facilities for young people throughout the municipality including:

- Word and Mouth youth advisory committee
- FReeZA events
- National Youth Week events
- Cultural Leadership program
- Careers information and events
- Community events / festivals
- Sporting and recreational events
- Leadership programs
- Facility provision

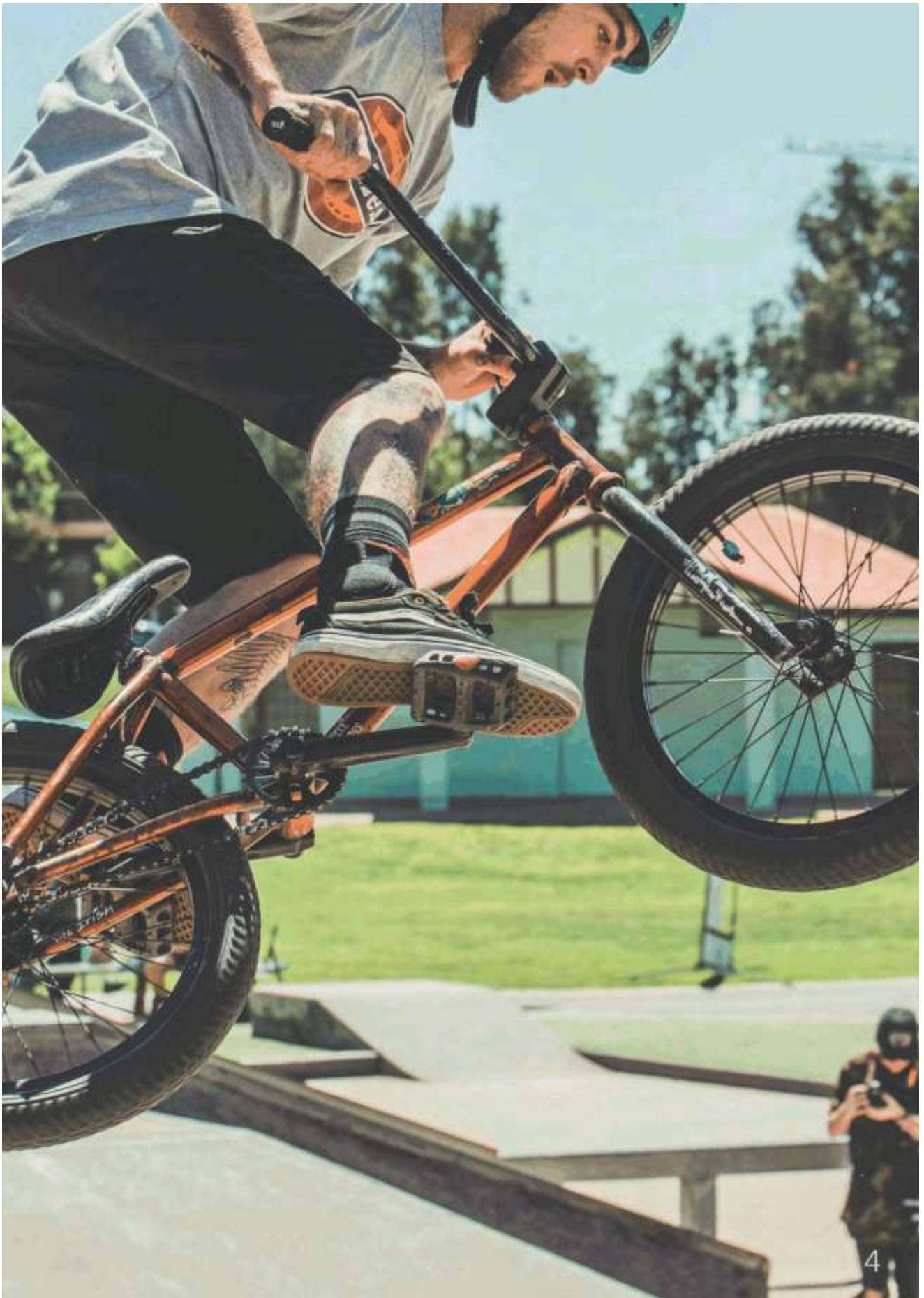
A whole of community approach is required to ensure better outcomes for young people. Therefore it is important for all service providers, as well as young people, secondary and tertiary education providers, Victoria Police,

- Awards and recognition
 - Issue-based initiatives, e.g. the provision of information and tools for anti-bullying including school tools; mental health resources; alcohol and drug awareness in schools and sporting clubs;
 - Community safety initiatives
- Staff also supports the youth sector by:
- Applying for and supporting various funding opportunities on behalf of the sector and for youth projects
 - Participating in various professional networking opportunities, advisory groups and steering committees
 - Supporting service provider projects in relation to relevant issues

sports clubs, businesses, community-based organisations, places of worship, government departments and families to work together. Some of the other organisations working locally with young people in the areas of:

Accommodation	Education	Cultural Identity
Advocacy	Entertainment	Leadership
Capacity building	Health – drugs and alcohol	Legal Support
Case management	Health – general	Mentoring
Counselling / support	Health - mental	Training and employment
Disability Support	Health - sexual	Transport

NB: A comprehensive list of local youth services can be found at the Goulburn Murray Local Learning and Employment Network Youth Services Directory: <http://www.youthservicesdirectory.com.au/>.



Key findings

What young people told us

Young people told us through consultations and surveys that they:

- Believe that the community is inclusive and supportive of people from different cultural backgrounds, genders, etc.
- Have good personal support networks in Greater Shepparton, e.g. family / friends
- Believe that there are good community support services, e.g. counsellors, youth workers, teachers, doctors, coaches, etc.
- Believe that built facilities are good and easy to access, e.g. shops, skate parks, swimming pools, stadiums, etc.
- Like to see progress in Shepparton, e.g. the modern new Court House is appealing
- Believe that there are plenty of mainstream sports opportunities for young people
- Find the natural environment attractive, e.g. the river, parks, etc.

The areas where they would primarily like to see the Youth Sector focus its attention on are:

- Improving safety in public spaces, such as shopping areas, parks and skate parks
- Improving public transport opportunities, especially later services and better services to outlying towns
- Improving work and training opportunities for young people locally
- Providing more low cost, place-based activities and events, e.g. art, music, drama and informal recreation opportunities in parks, e.g. basketball half courts and portable soccer goals
- Advocating for more services to respond to the mental health needs of young people
- Helping to reduce the impact of drug and alcohol usage and advocating for more support services
- Improving opportunities to young people to have a voice and contribute to things happening in the community
- Helping to reduce the prevalence of bullying and cyber bullying

- Attracting more youth-friendly businesses and shops to Shepparton
- Improving the public image / perception of Greater Shepparton
- Providing more activities and events for young people aged 18-25.

What service providers told us

Service providers told us that they would like to see Council focus on:

- Networking and sharing of information with other local service providers, e.g. Municipal Health and Wellbeing data and demographic projections
- Advocacy on key issues, often in partnership with other service providers
- Partnerships with service providers for specific projects
- Support with service provider funding applications, e.g. letters of support
- Undertaking or commissioning research into specific youth-related issues
- Providing ways for young people's voices to be heard (including those who are traditionally disadvantaged or disengaged) and to involve young people more in the planning of their communities
- Acting as a central information source
- Providing a range of free / low cost activities and events for young people throughout the municipality
- Providing opportunities for young people to develop leadership skills
- Potentially supporting and advocating for young people or other service providers to develop youth programs or services
- Recognising and promoting the positive contributions of young people to the community.

Strategic Links

The Greater Shepparton Youth Strategy and Action Plan is informed by a variety of different policies, strategies and research including:

Local / Plans

State / Nationwide Reports

Council Plan 2017-2021

Victorian Child and Adolescent Monitoring System VCAMS Outcomes Framework (DET)

Youth Strategy Action Plan 2012-2015

Brotherhood of St Laurence (2018) An Unfair Australia, Mapping Youth Unemployment Hotspots.

Best Start Municipal Early Years Plan (2015)

Australian Research Alliance for Children & Youth (ARACY) Report Card. The wellbeing of young Australians 2018

Greater Shepparton Lighthouse Project (2016) Falling through the cracks – stories of youth disengagement in Greater Shepparton

Bendigo Youth Strategy and Action Plan 2017-2021

Greater Shepparton Lighthouse Project (2015) Mapping of Youth Services.

Mission Australia Youth Survey Report (2017)

Shepparton Education Plan Phase Two Community Engagement Report (2017) and website

State of Greater Shepparton Children's Report (2014)

Lighthouse Project 1,000 Conversations (status overview) June 2018

Priority areas and aspirations

The six key priority areas of this strategy and our aspirations for young people are:

1 To be loved, healthy and safe

Young people are looked after and cared for to achieve holistic wellbeing including good physical and mental health. They have friends and trusted adults that they can turn to for help. They feel safe at home, at school, in the workplace and in the community.

2 To have access to material basics

Young people have access to sufficient housing, food, clothing, money, transport and technology to meet their daily living needs.

3 To learn and develop skills

Young people are actively engaged in affordable and accessible education, training, the workforce, volunteering and family life.

4 To have a voice

Young people have the opportunity to have their voice heard in schools and the broader community. They are involved in planning things in the community.

5 To be part of a community

Young people have access to a range of events and activities in the community. Young people feel welcome and valued in the community. Differences in cultural backgrounds, gender, sexuality, abilities, religious beliefs, appearance, socio-economic status, health are celebrated and respected.

6 To engage the youth sector

Young people's outcomes are greatly improved as a result of Council's Youth Services Team being actively engaged in the youth sector, sharing their skills and expertise, professional development opportunities, learning from others and forming strategic partnerships.

Acronyms

CALD

Culturally and Linguistically Diverse

CCTV

Closed Circuit Television

CPTED

Crime Prevention Through Environmental Design

FReeZA

Drug and alcohol free event funding program initiated by the State Government

WAM

Word and Mouth Youth Organisation

GMLLEN

Goulburn Murray Local Learning and Employment Network

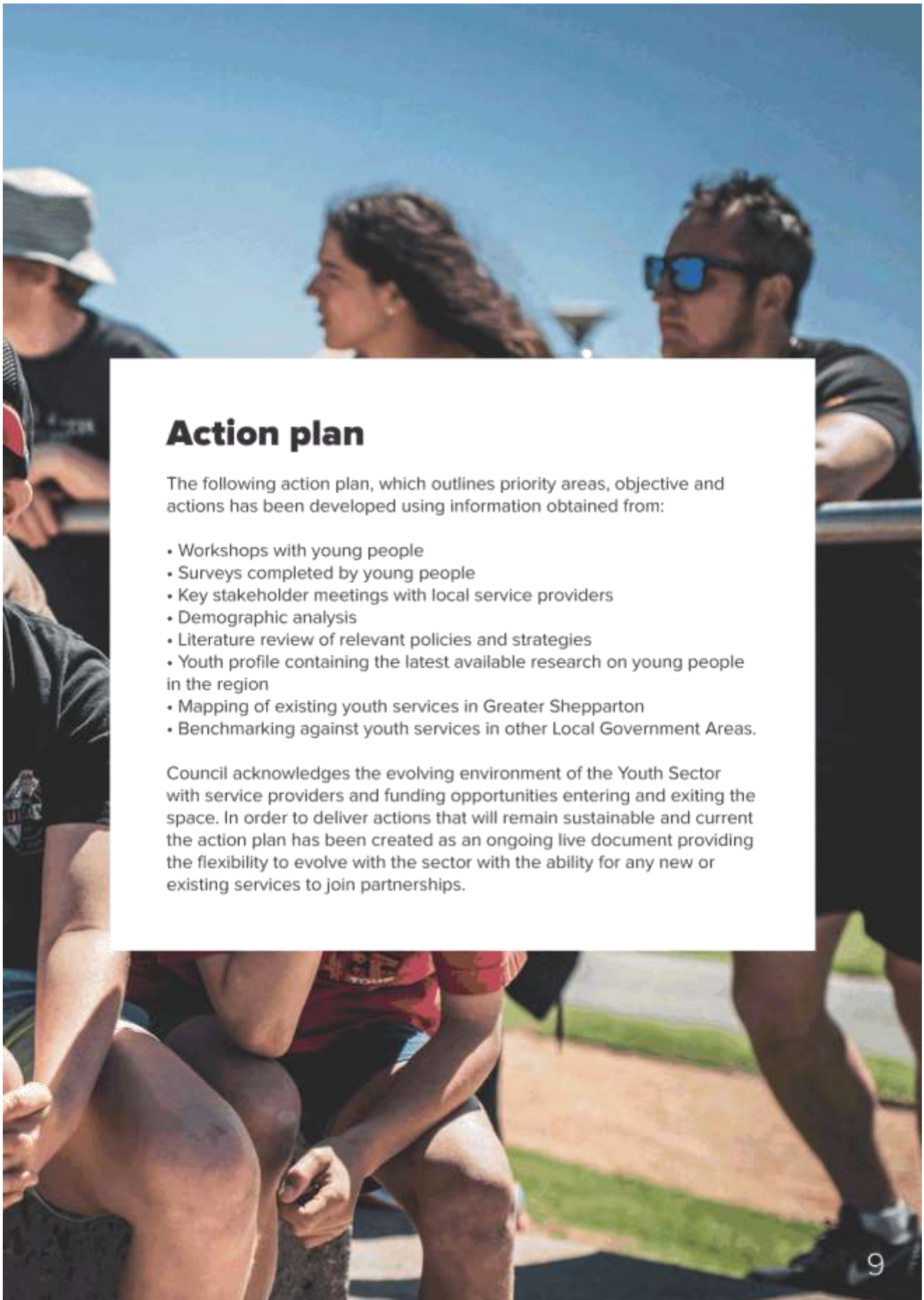
GSCC

Greater Shepparton City Council

LGBTQI

Lesbian, Gay, Bi-sexual, Queer, Transgender and Intersex





Action plan

The following action plan, which outlines priority areas, objective and actions has been developed using information obtained from:

- Workshops with young people
- Surveys completed by young people
- Key stakeholder meetings with local service providers
- Demographic analysis
- Literature review of relevant policies and strategies
- Youth profile containing the latest available research on young people in the region
- Mapping of existing youth services in Greater Shepparton
- Benchmarking against youth services in other Local Government Areas.

Council acknowledges the evolving environment of the Youth Sector with service providers and funding opportunities entering and exiting the space. In order to deliver actions that will remain sustainable and current the action plan has been created as an ongoing live document providing the flexibility to evolve with the sector with the ability for any new or existing services to join partnerships.

1. To be loved, healthy and safe

Objective	Action	Partners	Priority
1.1 Greater Shepparton has access to additional resources to enable further delivery in mental health services	Advocate to the State Government for more mental health resources in Greater Shepparton.	<ul style="list-style-type: none"> • Greater Shepparton City Council (GSCC) • Greater Shepparton Lighthouse Project (GSLP) • Existing and new service providers within the youth sector • Mental Health Service Providers currently this includes <ul style="list-style-type: none"> - Headspace - Child and Youth Mental Health Service 	Year 1 - 4
1.2	Advocate to the Department of Health and Human Services for more female doctors in region to better meet the needs of young women (particularly those of the Islamic faith).	<ul style="list-style-type: none"> • GSCC • GSLP • Goulburn Valley Health 	Year 1 - 4
1.3 Young people have accessible information and education made available to them and feel engaged in their community.	<p>Provide programs, services, facilities and recreational events that:</p> <ul style="list-style-type: none"> • promote physical and mental health and wellbeing • promote respect, diversity and inclusion • are free of drugs and alcohol This includes <ul style="list-style-type: none"> • Drug and Alcohol information workshops throughout sporting communities • National Youth Week activities and events • Freeza Events • 3630 Concrete Jungle Skatepark Competition 	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector this can include <ul style="list-style-type: none"> • Headspace • The Bridge • The Salvation Army • Berry Street • The Youth Foyer • Mind Australia • Kildonan Uniting Care • Secondary and Tertiary Education Providers 	Year 1 - 4

Objective	Action	Partners	Priority
1.4 Young people have access to a broad range of local, safe, free / low cost and inclusive events that meet their needs.	To evaluate the FReeZA program ensuring that it provides a diverse range of drug and alcohol free events, programs and activities of various sizes for young people between 12-25 years of age and in various locations around the municipality.	<ul style="list-style-type: none"> • GSCC • GSLP • Arts groups/Bands • Existing and new service providers 	Year 1 - 4
1.5 Young people who present at GSCC front desk seeking help are provided with suitable support and information to assist them.	To provide training for GSCC front desk staff to provide information for young people seeking help.	<ul style="list-style-type: none"> • GSCC • Sport and recreation clubs 	Year 1
1.6 Young people are exposed to healthier eating choices at Council owned sport and recreation facilities.	To support the Municipal Health and Wellbeing plan specifically the implementation of a healthy eating policy at Council owned sport and recreation facilities to reduce the amount of junk food that young people have access to.	<ul style="list-style-type: none"> • GSCC • Sport and recreation clubs 	Year 1 - 4
1.7 Young people and their parents feel as though they are confidently able to make well informed choices impacting the lives of young people.	To provide information sessions for parents and young people on issues of concern such as drugs, alcohol and safe partying; bullying / cyberbullying; respectful relationships; stress, anxiety and depression; transitions through life stages	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • Victoria Police • Training organisations • Local Sporting clubs 	Year 1 - 4
1.8 Young people are confidently and frequently utilising public spaces	To ensure GSCC utilises tools such as Crime Prevention Through Environment Design (CPTED) principles (which may also incorporate lighting and CCTV cameras) are used when designing or upgrading public spaces such as parks, facilities, shopping areas, bus stops, etc to improve public safety.	<ul style="list-style-type: none"> • GSCC • Victoria Police • Neighbourhood Watch 	Year 1 - 4

2. To have access to material basics

Objective	Action	Partners	Priority
2.1 Young people have convenient and affordable public transport options within the municipality and to other locations outside the municipality for education, work and leisure.	To advocate to the Department of Transport to implement timetables and routes that more effectively meet the needs of young people both within Shepparton and in outlying towns.	<ul style="list-style-type: none"> • GCSS • GSLP • Regional Roads Victoria • Department of Economic Development, Jobs, Transport and Resources 	Year 1 - 4
2.2 Young people are able to use active transport to access the key areas in the community that they need for education, employment and leisure.	To continue developing safe, well connected walking / cycling paths to destinations throughout the municipality that young people need to access, e.g. schools, sports facilities, shopping areas, etc.	<ul style="list-style-type: none"> • GSCC • GSLP • Department of Economic Development, Jobs, Transport and Resources 	Year 1 - 4
2.3 Young people have access to free Wi-Fi in key locations in Shepparton and outlying towns to enable them to connect for educational and recreational purposes.	To support free Wi-Fi locations in public spaces such as libraries, shopping areas and parks throughout Shepparton and outlying towns to enable young people to access the internet.	<ul style="list-style-type: none"> • GSCC • Internet providers • Chamber of Commerce 	Year 1 - 4
2.4 Young people accessing Council's website can find information about youth-specific services.	To maintain a link to the community directory developed by the GMLLEN on its website.	<ul style="list-style-type: none"> • GMLLEN • GSCC 	Year 1 - 4

3. To learn and develop skills

Objective	Action	Partners	Priority
3.1 Young people have access to relevant information about careers, training opportunities and further education at times when they need it.	To continue working with GSCC's economic development and People and Performance departments to deliver information about careers, training opportunities, further education opportunities and business-establishment in a mode of delivery that best meets the needs of young people (based on results of evaluations with young people).	<ul style="list-style-type: none"> • GSCC • Shepparton Business Centre • GSLP • GMLLEN • Secondary and Tertiary Education Providers 	Year 1
3.2 Young people have access to meaningful student placements within GSCC and in the community.	To provide support to help young people gain student placement opportunities and work experience both within GSCC and externally where possible, utilising the available resources	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the youth sector • Secondary and Tertiary Education Providers 	Year 1 - 4
3.3 Young people have access to meaningful careers information.	To deliver small scale on-site careers presentations for young people in partnership with local businesses.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the youth sector this can include: <ul style="list-style-type: none"> - Headspace - Mind Australia - Brayton Youth and Family Services - The Shepparton Youth Foyer - Berry Street - Kildonan Uniting Care • Secondary and Tertiary Education Providers 	Year 1 - 4

Objective	Action	Partners	Priority
3.4 Young people accessing Council's website can find information about youth-specific services.	To maintain a link to the community directory developed by the GMLLEN on its website.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the youth sector • Secondary and Tertiary Education Providers 	Year 1 - 4
3.5 Young aspiring leaders develop the skills to enable them to be more engaged in civic life and to take on more roles in voluntary organisations, education or businesses and their communities.	To continue providing a range of opportunities for young aspiring leaders to develop their leadership skills.	<ul style="list-style-type: none"> • GSCC • Word and Mouth 	Year 1 - 4
3.6 Members of the Word and Mouth Committee are skilled in delivering events.	To continue working with the Word and Mouth committee to develop their event management skills through the planning and delivery of FReeZA events.	<ul style="list-style-type: none"> • GSCC • Regional Roads Victoria • Berry St 	Year 1 - 4
3.7 Young people who may not otherwise have access to driving instruction are supported to get their driver's licence.	To support the work of the Greater Shepparton Volunteer Strategy and to promote and support opportunities for young people to volunteer in the community to develop their skills and to provide assistance to individuals, groups and initiatives.	<ul style="list-style-type: none"> • GSCC • GSLP 	Year 1 - 4
3.8 Young people have access to a broad range of volunteering opportunities which enable them to 'give back to the community' and to develop skills that are transferrable to the workplace.	To promote and support opportunities for young people to volunteer in the community to develop their skills and to provide assistance to individuals, groups and initiatives.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the youth sector 	Year 1 - 4

Objective	Action	Partners	Priority
3.9 Young people support one another and share their skills and expertise.	To advocate to and also where possible on behalf of local Universities to increase the range of courses delivered from Shepparton campuses.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the youth sector • Secondary and Tertiary Education Providers 	Year 2
3.10 More young people are able to remain in Shepparton to study the tertiary course of their choice where possible.	To advocate to local Universities to increase the range of courses delivered from Shepparton campuses.	<ul style="list-style-type: none"> • GSCC • GSLP • Shepparton Business Centre • Local businesses and organisations 	Year 1

4. To have a voice

Objective	Action	Partners	Priority
4.1 The Word and Mouth Committee is recognised by Council as a key voice of young people in the community and its views are regularly sought by Councillors and units within Council.	To expand the role of the Word and Mouth Committee to have a greater advisory role for GSCC on youth related issues and schedule a twice yearly update with Councillors.	<ul style="list-style-type: none"> • GSCC • Word and Mouth 	Year 1 - 4
4.2 Effective two-way communication between students and Council occurs through the Youth Ambassador's program.	To train several young people in schools to become youth ambassadors for GSCC so that they can report back on issues that matter to young people and also promote any GSCC initiatives within schools, e.g. FReeZA events, festivals, etc.	<ul style="list-style-type: none"> • Secondary and Tertiary Education Providers 	Year 1 - 4
4.3 Young people have a greater say in what is happening or being planned in their communities.	To work with community planning groups to provide greater opportunities for young people to have a say about their local communities.	<ul style="list-style-type: none"> • GSCC • GSLP • Community planning groups • Existing and new service providers within the Youth Sector 	Year 1 - 4
4.4 Young people's feedback is sought and included in all relevant Council programs, services, facilities or strategies that are developed.	To develop a formalised process whereby relevant Council programs, services, facilities or strategies that are developed seek the views of young people in their design.	<ul style="list-style-type: none"> • GSCC 	Year 1 - 4

Objective	Action	Partners	Priority
4.5 Young people's achievements are recognised within the broader community.	To provide an opportunity for an annual awards program recognising the achievements of young people in the community.	<ul style="list-style-type: none"> • GSCC • GSLP • Local Businesses • Existing and new service providers within the Youth Sector this can include <ul style="list-style-type: none"> - Headspace - Mind Australia - Brayton Youth and Family Services - The Shepparton Youth Foyer - Berry Street - Kildonan Uniting Care 	Year 1 - 4
4.6 There is a positive perception of young people's contributions to society by the local community.	To promote positive achievements of young people in the community across internal social media platforms and external news platforms.	<ul style="list-style-type: none"> • GSCC • GSLP • Local media outlets • Existing and new services providers within the Youth Sector 	Year 1 - 4

5. To be part of a community

Objective	Action	Partners	Priority
5.1 Young people feel valued and welcomed at all community events.	<p>To provide a diverse range of programs, services and facilities which encourage young people to participate in and engage with the community and which take into consideration their needs regardless of gender, culture and ability.</p> <p>To ensure that a variety of accessible, inclusive, multi-cultural and intergenerational events are offered in the community each year.</p>	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • Secondary and Tertiary Education Providers 	Year 1 - 4
5.2 Young people have access to a broad range of initiatives that meet their specific needs.	To continue delivering Youth Week activities for young people in partnership with other youth services.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector currently this includes: Headspace • Secondary and Tertiary Education Providers 	Year 1 - 4
5.3 Young people have access to a range of place-based outdoor facilities that meet their physical and social needs.	To continue developing youth related facilities in smaller towns in the municipality as per the Youth Recreation Strategy.	<ul style="list-style-type: none"> • GSCC 	Year 1 - 4
5.4 Young people have access to resources that enable them to bring some relevant youth-related ideas to fruition.	To support and work with Council's current Matching Community Grants Program that enables young people, or community groups who work with young people to apply for seed funding to establish a specific initiative.	<ul style="list-style-type: none"> • GSCC • GSLP 	Year 3

Objective	Action	Partners	Priority
5.5 Young people who traditionally do not or are limited in terms of accessing youth programs, services or facilities are supported to do so.	To identify the needs of groups in the community who are under-represented in community programs, services and facility use, e.g. young people with dual diagnosis, disabilities, Indigenous community, CALD community – particularly Muslim girls, LGBTQI community, disengaged young people, etc and develop suitable participation and programming opportunities for them.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector this currently includes: <ul style="list-style-type: none"> - Headspace - Rumbalara Aboriginal Co-Operative - GV CASA - Mind Australia - The Salvation Army • Community leaders • Secondary and Tertiary Education Providers 	Year 1 - 4
5.6 Young LGBTQI+ members of the community feel valued by GSCC	To begin conversations around Council flying the Rainbow Flag outside the Council office to acknowledge that it is an inclusive organisation that supports diversity. To work closely with community agencies to ensure young members of the LGBTQI+ community feel supported and included in their homes and in their places of work, study and recreation.	<ul style="list-style-type: none"> • GSCC • GSLP • LGBTQI community • Kildonan Uniting Care • Diversity Group • GV PRIDE • Existing and new service providers within the Youth Sector • Secondary and Tertiary Education Providers 	Year 1 - 4
5.7 Young people recognise that GSCC supports inclusivity, diversity and safety of all of its residents.	To provide support to relevant national, state or local initiatives that promote safety, inclusion, health, wellbeing, etc to demonstrate Council's commitment to a safe, diverse and inclusive community.	<ul style="list-style-type: none"> • GSCC • GSLP • Community safety programs • Existing and new service providers within the Youth Sector • White Ribbon Day • Victoria Police 	Year 1 - 4

Objective	Action	Partners	Priority
5.8 Young people will have the opportunity to share ideas and develop skills in cultural leadership, creative enterprise and cultural management.	To continue developing and implementing the Cultural Aboriginal Leadership Program within the community alongside our program partners.	<ul style="list-style-type: none"> • GSCC • Indigenous leaders • Rumbalara Aboriginal Co-Operative • Academy of Health and Sport • Existing and new service providers within the Youth Sector this currently includes: <ul style="list-style-type: none"> - Headspace - GV CASA • Secondary and Tertiary Education Providers 	Year 1 - 4

6. To engage the youth sector.

Objective	Action	Partners	Priority
6.1 Youth service staff are supported to improve their skills, share their expertise and to better connect to existing services.	To attend relevant professional development and networking opportunities to increase their skills and to share resources / expertise and also provide local professional development and networking opportunities for the sector.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • People and Development Department • Secondary and Tertiary Education Providers 	Year 1 - 4
6.2 Partnerships with relevant service providers are formed and the outcomes of young people in the region are subsequently improved.	To seek opportunities to form partnerships with service providers where appropriate to develop improved outcomes for young people.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • Secondary and Tertiary Education Providers 	Year 1 - 4
6.3 Additional resources are made available locally for young people, thereby improving their outcomes.	To assist the youth sector to advocate for additional resources required to provide improved services and access to services within the region as required.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • Secondary and Tertiary Education Providers 	Year 1 - 4
6.3i	To assist in sector funding applications including applying for funding on behalf of the sector to address issues current to the sector at that time and providing support letters where possible.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector • Secondary and Tertiary Education Providers 	Year 1 - 4

Objective	Action	Partners	Priority	
6.3ii	To support local sector causes and where possible assist in fundraising opportunities.	<ul style="list-style-type: none"> • GSCC • GSLP • Existing and new service providers within the Youth Sector providers within the Youth Sector 		
6.4	GSCC staff to continue to collaboratively together on youth related issues and achieve better outcomes for young people.	To develop an internal GSCC youth working party which meets quarterly to encourage greater awareness, communications and collaborations between various Council units	GSCC	Year 1 - 4
6.5	Young people are more readily able to access electronic information about youth services in the Greater Shepparton.	To provide more information on Council's website about youth services in Greater Shepparton.	GSCC	Year 1 - 4

Acknowledgements

First, we wish to thank all young people who contributed to the Youth Strategy and Action Plan through surveys and through workshops.

We also wish to thank representatives of the following organisations for their contributions to the development of the Youth Strategy:

- Greater Shepparton City Councillors
- Greater Shepparton City Council staff
- Berry Street
- Better Together Alliance Schools
- Department of Health and Human Services
- Ethnic Council of Shepparton and District
- Goulburn Murray Local Learning and Employment Network
- Greater Shepparton Lighthouse Project
- Headspace
- Kildonan Uniting Care
- Mind Australia
- Primary Care Connect
- The Salvation Army
- Rumbalara Aboriginal Co-Operative
- Brayton Youth and Family Service
- The Bridge
- Victoria Police

Quotes collected throughout consultations for the Youth Strategy and Action Plan

To be loved, healthy and safe

"I love that the Shepp Lake is becoming more family friendly and culturally diverse. Going down there after school has such a great feel now"

"I don't feel very safe walking around Shepparton, which is mainly because I am a young female. Sometimes I don't even feel safe walking to the park by myself which is literally three blocks away."

To have access to material basics

"Finances are the biggest problem for myself and a lot of my friends. Student allowance and new start are very hard to live off of and still have access to activities/events, even the little things like going out for lunch with friends."

To learn and develop skills

"I have to travel to Bendigo with 5 of my friends for 3 days per week as the uni in Shepparton does not provide for all courses."

To have a voice

"We need a voice, some way to voice our issues and speak as part of the community."

To be part of a community

"I think there's a bit to be done on welcoming new arrivals in Shepparton. I myself find it hard to fit in because there's no one to tell me how things work."

"Shepp is really culturally diverse and I feel like we do a great job at welcome different people from different backgrounds here"

To engage the youth sector

"There is so much to do and I think it's only getting more exciting and kid friendly"

"We need to invest in our youth so we have a productive community going forward."





ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

20 November 2018

Agenda Item 10.1 Appointment of Acting Chief Executive Officer Policy

Attachment 1 Appointment of Acting Chief Executive Officer Policy.... 108

GREATER SHEPPARTON CITY COUNCIL

Policy Number 37POL.13

Appointment of Acting Chief Executive Officer

Version 1.0

Adopted
Last Reviewed

Business Unit:	Corporate Governance
Responsible Officer:	Manager Corporate Governance
Approved By:	Chief Executive Officer
Next Review:	

PURPOSE

The policy provides for clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) and allows for the approval of the Chief Executive Officer (CEO) on sick leave, long service leave, annual leave or other extended absences.

OBJECTIVE

The Local Government Act 1989 (Act), Section 94 requires that a local government is to employ a person to be the CEO of the local government.

SCOPE

This policy is to establish a process for the appointment of A/CEO to reduce the need for a resolution of the Council. The policy identifies the Staff members eligible to be placed in the acting position and how long the officer can be appointed before the requirement for resolution.

POLICY**1. Appointment of a person as Acting Chief Executive Officer**

There are specified constraints under S 94 of the Act which apply to the employment of a person as CEO. These are that a person is not to be employed in the position of CEO unless the Council believes that the person is suitably qualified for the position and is satisfied with the provisions of the proposed employment contract.

Whilst not explicit within the Act, it is considered these provisions also apply to the appointment of a person as A/CEO. It is intended that a senior officer as defined under the Act will only be appointed as A/CEO under the terms of this Policy.

The appointment of a current senior officer employee of Council to the role of A/CEO for a period not exceeding four weeks will be made by the CEO under delegated authority (Instrument of Delegation – Council to CEO) or by Council resolution.

The policy provides for the employment of a person who is not an existing employee of the local government directly by resolution of the Council.

2. Periods of Leave

If the period of leave is five days or less, then the CEO may make the appointment under delegation.

If the period of leave is more than five days and less than four weeks, then the CEO is expected to liaise with the Mayor prior to making the appointment under delegation.

If the period of leave is to exceed four weeks in a continuous period, then Council should appoint the A/CEO by resolution. Council may appoint to the position of A/CEO :-

- a Council staff member appointed to the position of Director;
- a suitably experienced and qualified individual as a short term contract during extended periods of absence of the CEO.

3. Chief Executive Officer Leave Approval

An application for annual leave, long service leave, personal leave or an extended absence is to be approved by the Mayor on behalf of Council.

RELATED POLICIES AND CORPORATE PROCEDURES

- Exercise of Delegations Policy 37.POL2
- Recruitment and Selection Corporate Procedure 46.PRO7

RELATED LEGISLATION

- *Local Government Act 1989*

This policy should be read in conjunction with the Greater Shepparton City Council's most recent delegations.

REVIEW

The Manager Corporate Governance is to review the Appointment of Acting Chief Executive Officer Policy within 6 months after a general election of the Council in conjunction with the Executive Leadership Team. Amendments to this policy are to be submitted to the Council for approval.

Peter Harriott
Chief Executive Officer

Date

ATTACHMENTS

Nil

Policy

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

20 November 2018

**Agenda Item 10.4 Request to Register for Procurement Australia Panel -
Contract 1806/0711 Provision of Information
Technology Products & Services**

Attachment 1 Procurement Australia 1806_0711 I.T. Spec Summary.... 112

1806/0711 – Provision of Information Technology Products & Services

CATEGORY 1 – MOBILE IT DEVICES

1. Smart Mobile Phones;
2. Tablets;
3. Ruggedised Portable Computers
4. 2 in 1s;
5. Laptops and ultrabooks;
6. Digital Cameras;
7. Wearables;
8. Ruggedized options for all of the above;
9. List of in vehicle mounting kits and associated antennas;
10. List of Accessories for all of the above products.
11. Mobile Printers

Category 2 – IT Hardware

The following is an indicative list of products/services required by Procurement Australia members. Please note that the examples provided are not exhaustive and offers should not be limited to what is presented. Tenderers are advised that a total product range should be offered in the format outlined more fully in Schedule 4 – Schedule of Prices.

Category 2 consists of the supply and delivery of IT hardware products including, but not limited to, the following:

- Desktops – Standard, Workstations , Thin Client;
- Servers – Blade and Rack Tower;
- Monitors;
- Printers;
- Accessories;
- Pre Delivery Services and Associated Services;
- Hardware Maintenance Services;
- Audio Visual Products.

Category 3 – IT Software

This Category includes the supply and delivery of IT Software including, but not limited to, the following

- Microsoft
- Virtualisation Software and Appliances
- Design & Creativity
- Engineering and Design
- Security and Threat Protection
- Backup, Data Loss Replication and Archive
- Other Software

Tenderers are to include options for software assurance/subscriptions available to members as well as the support service levels available for each software type.

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1806/0711 – Provision of Information Technology Products & Services

Category 4 – Hosting/Cloud Services

Procurement Australia invites submissions from vendor who can provide the following services:

- SaaS – Software as a Service
- PaaS – Platform as a Service
- IaaS – Infrastructure as a Service
- SCS – Specialist Cloud Services (Consultancy)
- Data Centre Services
- Big Data & DevOps

Category 5 – IT Infrastructure (including Networking & Storage)

This Category requires the supply and delivery of IT infrastructure including, but not limited to, the following:

- Routers (Modular Ethernet, Fixed Port Ethernet, Wireless)
- Network Switches (Modular Ethernet, Fixed Port Ethernet, Blade Switches)
- Firewalls (Security Appliances, Network Security)
- Switches
- Uninterrupted Power Supply (UPS)
- VoIP (IP Handsets, IP Conference Call Devices, VoIP Platforms)
- Wireless point to point and multipoint equipment and software
- Wireless access points and associated controllers and management
- IP Security cameras and recording equipment and software
- Storage (Networked, Server Storage)
 - Data Storage/Media
 - Standalone Tape Drives
 - Tape Storage Technologies
 - Optical Based Storage
 - SAN (Storage Area Network) / NAS (Network Attached Storage)

Category 6 - IT Services

Category 6 requires the provision of IT Services including, but not limited to, the following:

- General IT Services;
- Specialist IT Services;
- WiFi Services;
- Leasing Services.

Category 7 – Business Telephone Systems & Services

Category 7 consists of the supply and delivery of Business Telephone Systems & Services including, but not limited to the following:

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1806/0711 – Provision of Information Technology Products & Services

- Equipment – Switch (PBX - Private Automatic Branch Exchange), Handsets, Support Agreements
- Computer Telephony (CT), including Interactive Voice Response (IVR).

Category 8 - IT Disposals

Procurement Australia invites tenderers to provide proposals for the safe, efficient and secure disposal of Procurement Australia Members owned hardware of all brands and device types.

Contractors are to provide quality assured and secure data removal services on equipment prior to equipment being removed. The level of data destruction will vary between members, so different options are to be outlined in the submission.

Other services that may be required in the disposal are data transfer to new hardware, packaging and collection of the items for disposal.

Category 9 – Payment Card Industry (PCI) Data Security

The Payment Card Industry Council (PCI) has created the Data Security Standard (DSS) to ensure that merchants that accept credit and debit cards as a form of payment protect sensitive data from becoming compromised. We invite submissions from suitably qualified vendors who have the ability to provide the following services to our members for PCI DSS compliance:

- Readiness Review – getting a good start on compliance
- Discovery and Gap Analysis – getting a handle on your present status vs. the PCI DSS
- Remediation – correcting deficiencies
- Assessment – on-site review of your controls
- Validation – through the SAQ or ROC process
- Vulnerability Scanning and Penetration Testing – verifying that controls are working

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

20 November 2018

Agenda Item 11.1 Awarding of Heritage Grants 2018/2019

**Attachment 1 Minutes extract from 21 March 2017 Ordinary Council
Meeting 116**

GREATER SHEPPARTON
GREATER FUTURE



MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

HELD ON
TUESDAY 21 MARCH, 2017
AT 5.30PM

IN THE COUNCIL BOARDROOM

COUNCILLORS:

Cr Dinny Adem (Mayor)
Cr Kim O'Keeffe (Deputy Mayor)
Cr Seema Abdullah
Cr Bruce Giovanetti
Cr Chris Hazelman
Cr Les Oroszvary
Cr Dennis Patterson
Cr Fern Summer
Cr Shelley Sutton

VISION

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



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Heritage Grants Guidelines 2017

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 Strategic Planning
Proof reader(s): Manager Building and 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.

The Committee has examined ways of establishing a program of heritage incentives to assist owners of properties in the Heritage Overlay to conserve these places. Such a program would seek to promote conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

At the February Committee meeting, the Committee agreed to request that Council resolve to support a Heritage Grants Program and to commence such a program in the 2017-18 financial year. The Committee prepared the *Heritage Grants Guidelines 2017* to provide an overarching framework to inform any future Heritage Grants Program. The Guidelines have been prepared in accordance with Council's Grants Distribution Policy.

A budget request for \$25,000 has been included in the 2017/18 Draft Budget to meet the costs associated with a Heritage Grants Program in the 2017/18 financial year.

Moved by Cr Summer
Seconded by Cr Abdullah

That the Council:

1. endorse the Greater Shepparton Heritage Grants Program;
2. adopt the *Heritage Grants Guidelines 2017*; and
3. resolve to commence the Greater Shepparton Heritage Grants Program in the 2017/18 financial year and allocate \$25,000 to fund the Program.

CARRIED.



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Heritage Grants Guidelines 2017 (continued)

Background

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.

In 2012, the Committee established a number of sub-committees to examine specific issues identified in the Committee's Strategic Work Plan. These sub-committees are tasked with providing advice for the Committee's consideration.

A sub-committee was established in 2013 to examine a program of heritage incentives to assist owners of properties included in the Heritage Overlay to conserve these places. The sub-committee concluded that a Heritage Grants Program was an effective and cost-efficient way of promoting good conservation practice and supporting land owners to conserve places of significance. Such a program would seek to promote conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

At the February Committee meeting, the Committee agreed to request that Council resolve to support a Heritage Grants Program and to commence such a program in the 2017-18 financial year. The Committee prepared the *Heritage Grants Guidelines 2017* to provide an overarching framework to inform any future Heritage Grants Program. The Guidelines have been prepared in accordance with Council's Grants Distribution Policy.

The objectives of the Heritage Grants Program include:

- enhance, protect and conserve places and sites included in the Heritage Overlay;
- provide financial and advisory assistance for the repair, maintenance, or enhancement of heritage sites included in the Heritage Overlay that have a community benefit;
- promote cultural heritage conservation by providing financial assistance to those in the community who may otherwise not be able to afford to undertake conservation works;
- strengthen and foster a sense of community identity and community ownership in the long-term conservation of local heritage sites; and
- increase public awareness and understanding of heritage places and sites in the Municipality.

To be eligible for funding assistance under the Heritage Grants Program, applications should satisfy the following:

1. places should be listed as one of the following:
 - an 'individually significant' place in a Heritage Overlay; or
 - a 'contributory' place in a Heritage Overlay Precinct.
2. works should satisfy all of the following:
 - be for conservation, restoration and/or reconstruction works. This includes repair and conservation works that contribute to the significance of the place or object; and
 - involve works that are visible from a public place or improve a building or structure's external appearance. The overall focus should be on the external appearance; and



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Heritage Grants Guidelines 2017 (continued)

- be put forward by the property owner or a lessee who has the written consent from the owner and whose term of lease is longer than any completion deadline; and
- be completed within twelve months of being awarded funding.

Applications will be assessed against the following assessment criteria:

1. Significance of the place.
2. Need for the works.
3. Community benefit, such as the conservation of a historically or architecturally significant place or increasing the public awareness of heritage.
4. Recommendations by the Greater Shepparton Heritage Advisory Committee.
5. Additional consideration will be given to projects that encourage heritage trade skills.
6. Capacity of the applicant to fund the works independently.

The Guidelines provide for grants of up to \$5,000 on a \$1 to \$1 matching funding basis.

A budget request for \$25,000 has been included in the 2017/18 Draft Budget to meet the costs associated with a Heritage Grants Program in the 2017/18 financial year.

Council Plan/Key Strategic Activity

The adoption of the *Heritage Grants Guidelines 2017* and the commencement of a Heritage Grants Program in the 2017/18 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 *Heritage Grants Guidelines 2017* and by not resolving to commence a Heritage Grants Program in the 2017/18 financial year, Council would not avail of a cost effective way of promoting good conservation practice and conserving places of cultural heritage significance across the municipality.

Policy Considerations

Adopting the *Heritage Grants Guidelines 2017* and/or resolving to commence a Heritage Grants Program in the 2017/18 financial year do not conflict with existing Council policies.

Financial Implications

There are no financial implications associated with the adoption of the *Heritage Grants Guidelines 2017*.

Resolving to commence a Heritage Grants Program in the 2017/18 financial year will require a budget allocation. A budget request for \$25,000 has been included in the 2017/18 Draft Budget to meet the costs of a Heritage Grants Program in the 2017/18 financial year. This budget will be required to provide grants for works to properties in the Heritage Overlay.



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Heritage Grants Guidelines 2017 (continued)

It is envisaged that advertising and promotion can be undertaken by the Building and Planning Department, and the Media and Communications Department, as well as individuals and groups on the Heritage Advisory Committee.

Legal/Statutory Implications

There are no legal or statutory implications associated with the adoption of the *Heritage Grants Guidelines 2017* and/or the commencement of a Heritage Grants Program in the 2017/18 financial year.

The Greater Shepparton Heritage Advisory Committee is not a Section 86 Committee under the *Local Government Act 1989*. The Heritage Grants Program will be undertaken by Council.

The Heritage Grants Program 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 *Heritage Grants Guidelines 2017*. The Heritage Grants Program 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 *Heritage Grants Guidelines 2017* and/or the commencement of a Heritage Grants Program in the 2017/18 financial year.

Social Implications

There are positive social impacts associated with the adoption of the *Heritage Grants Guidelines 2017* and/or the commencement of a Heritage Grants Program in the 2017/18 financial year.

The Committee has determined that a Heritage Grants Program would promote conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance. The Grants program is also seen as a critical way of promoting land owner participation in conserving places of cultural heritage significance generally.

Economic Impacts

There are no economic impacts associated with the adoption of the *Heritage Grants Guidelines 2017* and/or the commencement of a Heritage Grants Program in the 2017/18 financial year.

Consultation

As part of the preparation of *Heritage Grants Guidelines 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.



9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Heritage Grants Guidelines 2017 (continued)

Should Council resolve to commence a Heritage Grants Program in the 2017/18 financial year, a media campaign plan will be prepared by the Media and Communications, and Building 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 Heritage Grants Program, and call for applications.

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 *Heritage Grants Guidelines 2017* and the commencement of a Heritage Grants Program in the 2017/18 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 *Heritage Grants Guidelines 2017* and the commencement of a Heritage Grants Program in the 2017/18 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 of the *Heritage Grants Guidelines 2017* and commence a Heritage Grants Program in the 2017/18 financial year. The awarding of grants will be guided by the recommendations of the Greater Shepparton Heritage Advisory Committee.

The Committee has determined that a Heritage Grants Program is a critical way of conserving places of cultural heritage significance, as well as recognising good conservation practices. The Heritage Grants Program is also seen as a critical way of promoting land owner participation in conservation issues.

By not adopting the *Heritage Grants Guidelines 2017* and commence a Heritage Grants Program in the 2017/18 financial year, Council risks missing an opportunity of being involved in a cost-effective, strongly supported initiative that would help to conserve the municipality's unique cultural heritage.

Attachments

Greater Shepparton Heritage Grants Guidelines 2017 Page 182