

AGENDA

Greater Shepparton City Council

COUNCIL MEETING

5:30PM, Tuesday 15 December 2020

In The Function Room, Riverlinks Eastbank

COUNCILLORS

Cr Kim O'Keeffe (Mayor)

Cr Robert Priestly (Deputy Mayor)

Cr Seema Abdullah

Cr Anthony Brophy

Cr Geoffrey Dobson

Cr Greg James

Cr Shane Sali

Cr Sam Spinks

Cr Fern Summer

VISION

GREATER SHEPPARTON, GREATER FUTURE

A thriving economy in the foodbowl of Victoria with excellent lifestyles, innovative agriculture a diverse community and abundant opportunities

Values

Values reflect what we feel is important. Organisations may have core values that reflect what is important in the organisation. These values may be guiding principles of behaviour for all members in the organisation.

Respect first, always

We are attentive, listen to others and consider all points of view in our decision making.

Take ownership

We take pride in honouring our promises and exceeding expectations, and are transparent with and accountable for our actions.

Courageously lead

We lead with integrity, and stand up and stand by what is in the best interests of the Greater Shepparton community.

Working together

We work collaboratively to create higher quality outcomes that are more efficient, thoughtful, effective and responsive. We cannot accomplish all that we need to do without working together.

Continually innovate

We are open to new ideas and creatively seek solutions that encourage us to do our best for our community.

Start the celebration

As ambassadors for our people and place, we proudly celebrate the strengths and achievements of Council and the Greater Shepparton community.

**A G E N D A
FOR THE
COUNCIL MEETING
HELD ON
TUESDAY 15 DECEMBER 2020 AT 5:30PM**

**CHAIR
CR KIM O'KEEFFE
MAYOR**

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Risk Level Matrix Legend

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

Likelihood	Consequences				
	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
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:

1 Acknowledgement

“We, Greater Shepparton City Council, acknowledge the Yorta Yorta Peoples of the land which now comprises Greater Shepparton, we pay our respect to their tribal elders, we celebrate their continuing culture and we acknowledge the memory of their ancestors.”

2 Privacy Notice

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

3 Governance Principles

Council considers that the recommendations contained in this Agenda gives effect to the overarching governance principles stated in Section 9(2) of the *Local Government Act 2020*. These principles are as follows:

1. Council decisions are to be made and actions taken in accordance with the relevant law;
2. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
4. the municipal community is to be engaged in strategic planning and strategic decision making;
5. innovation and continuous improvement is to be pursued;
6. collaboration with other Councils and Governments and statutory bodies is to be sought;
7. the ongoing financial viability of the Council is to be ensured;
8. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
9. the transparency of Council decisions, actions and information is to be ensured.

4 Apologies

Nil Received.

5 Declarations of Conflict of Interest

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

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

6 Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the minutes of the 20 October 2020 and 23 November 2020 Council Meetings as circulated, be confirmed.

7 Public Question Time

Nil Received.

8 Deputations and Petitions

8.1 Petition - Mooroopna Partial Carpark Removal in McLennan Street (Archer Street to Mill Street) Block 5

Summary

A petition containing 448 signatures has been received by Council opposing Council's proposed plan to remove the current carpark spaces in McLennan Street (Archer Street to Miller Street) Block 5 in Mooroopna.

RECOMMENDATION

That the Council receive and note the petition titled 'Mooroopna Partial Carpark Removal in McLennan Street (Archer Street to Mill Street) Block 5.

8.2 Petition - An Independent Review of the Greater Shepparton City Council Rates System

Summary

A petition containing 133 signatures has been received by Council requesting an independent review of Council's rates system.

RECOMMENDATION

That the Council:

1. **accept the electronic petition titled 'Petition – An Independent Review of the Greater Shepparton City Council Rates System' in accordance with Governance Rule 80.8; and**
2. **note the contents of the petition.**

9 Community Directorate

9.1 Maternal and Child Health Service Report - 2019/2020

Author	Team Leader Maternal and Child Health
Approved by	Director Community
Purpose	For Noting

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council note the 2019-20 Maternal and Child Health Report.

Executive Summary

The Maternal and Child Health (M&CH) Service provides support to families and their children (aged 0-6 years). The service is delivered by highly trained nurses with an emphasis on health promotion, physical and developmental assessment and referral for additional support where indicated. The outcome strived for is, healthy children and well supported parents.

The service in Greater Shepparton is provided from 16 centres across eight towns and offers both centre and outreach / home visits. The majority of M&CH centres are collocated with at least one other Early Childhood service. Our M&CH team consists of one Team Leader, one coordinator 14 permanent M&CH nurses, 6 casual M&CH nurses, a M&CH assistant (group facilitator), a Play Therapist and 2 Administration staff.

Report Detail

The Maternal and Child Health Service is provided without cost to all families in Victoria with children from birth to six years. The service is funded by the Department of Health and Human Services and Local Government

The standard universal service delivery consists of 10 Key Age and Stage visits for each child before they commence formal schooling. The first visit is completed by a M&CH nurse in the family's home ideally between 7-10 days of the child's birth and the final scheduled visit occurs at or around the time the child is 3.5 years old. Additional visits either booked or via open sessions are available to parents / carers when they require additional support. Each visit has guidelines to monitor relevant developmental milestones, growth and physical health, to offer age-appropriate advice on the child's next stage of development and to respond to parent questions. Parental health both physical and emotional is also assessed and concerns responded to should they arise.

Whilst the service is based on a health promotion or wellness model, nurses also play a significant role in linking families to a range of medical / health services including but not limited to; local Paediatricians; Allied Health staff (Speech therapists, Physiotherapists, Dieticians, Occupational Therapists); Mental Health services; Family Violence services; and Dental Health services. Significant engagement also occurs with family support agencies such as The Bridge, Rumbalara, Family Care, Uniting, Child First and DHHS Child protection.

The Enhanced M&CH Home visiting service offers a more intensive, program to meet the needs of more vulnerable children and families. Greater Shepparton experiences a high level of disadvantage – nurses regularly see many families with complex and ongoing vulnerability factors such as low income, young age, single and unsupported parents, mental health issues, cultural diversity (often involving a background of displacement and trauma), family violence, substance abuse, intellectual disability, homelessness and a background of trauma / child protection involvement for parents.

It needs to be acknowledged that levels of social disadvantage for many families within our municipality result in significant challenges for both families in their ability to access the service and for practitioners in their delivery of it.

Active involvement of the M&CH team in a number of areas within the community include;

- Department of Health and Human Service (DHHS) Infant Intensive Response Panel
- Area Implementation Group (Out of Home Care Agreement – MAV / DET / DHHS)
- Best Start Early Years Partnership
- Vulnerable Families Meeting (Goulburn Valley Health)
- Paediatric Meeting (Goulburn Valley Health)
- IAWA Collaboration: Closing the Gap group (Communities for Children).
This group consists of a range of organisations working with Aboriginal children and families who are working together under the principles of Collective Impact for better outcomes for indigenous children. Greater Shepparton City Council have formally signed a Statement of Intent with the IAWA Collaboration, ratifying Council's commitment to this work. Initiatives include;
 - Community consultation regarding Aboriginal family's satisfaction with Early Childhood Services including M&CH
 - Collaborative practice with the Family Engagement Worker funded by Communities for Children
- M&CH attendance at approximately 10 different playgroups across the municipality
- Best Start Early Years Working Group – Work includes the development of information Sharing Protocols developed with Family Care, The Bridge and IAWA. Current collaboration with Uniting and Office of Housing to enhance information sharing.
- Breastfeeding Network group.
- Lulla's Children and Families' Centre Health Check Day
- Melbourne University School of Rural Health
 - Gana Burrai: Mother and Child – Data linkage research project
 - Providing Culturally Safe Health Care in a Rural / Regional Setting

Involvement by invitation in these programs represents the high value professionals and community members place on the M&CH service, and an understanding within the sector of the clear evidence base indicating better outcomes for children when they are accessing Early Childhood Services such as M&CH.

2019/20 Annual Report

The report data summarises the achievements of the 2019-20 period and compares the last 3 years;

- **Birth notices**- 847, down from 885 last year and from 934 the year before
- **Total enrolments babies born 1/7/19-30/6/20**- 846, down from 885 last year and from 934 the year before.
- **Key Age and Stage (KAS) visits** – a total of 7,742, up 53 from last year

M&CH KAS participation rates (Non ATSI plus ATSI) (NB: These figures were rounded)

2016/17									
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	102%	95%	92%	96%	93%	89%	85%	74%	77%
2017/18									
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	100%	96%	97%	95%	88%	83%	79%	78%	75%
2018/19									
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	97%	92%	92%	92%	96%	86%	86%	77%	75%
2019/20									
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	106%	100%	99%	98%	96%	87%	89%	82%	79%

- 1,071 additional consults (based on family's needs) were provided
- 238 New parent groups were conducted this year. Groups provided include; New Parents group; Sleep & Settling; Introduction to solids; First Aid (specific to infants and children); and Infant massage.
- Phone consults offering additional support for families were up to 93. Phone consultation data is significantly down this year due to discrepancy with reporting of same. The new CDIS reporting system required our team to review how these consultations are documented, to ensure proper reporting of data in future.
- 626 MIST (Melbourne Initial Screening Tests) were carried out– vision screening.

M&CH KAS participation rates (ATSI) (NB: These figures were rounded)

2016/17										
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr	
	99%	84%	84%	80%	69%	63%	66%	71%	67%	60%
2017/18										
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr	
	98%	81%	92%	72%	73%	70%	65%	70%	76%	80%
2018/19										
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr	
	90%	77%	80%	91%	83%	73%	71%	61%	60%	69%
2019/20										
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr	
	111%	108%	100%	89%	99%	74%	75%	71%	73%	63%

North Eastern Victoria and Victorian ATSI participation Rates & Vic figures 2017/18

	2017/18									
	HV	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr
NE	97%	90%	92%	86%	79%	73%	68%	70%	72%	71%
Vic	98%	90%	89%	84%	80%	71%	68%	61%	62%	61%

- These figures include children seen at the both the M&CH service conducted at Rumbalara and all other centres. 25-30% (approximately) of families who identify as ATSI attend the service located at Rumbalara.
 - The Maternal and Child Health team completed a total of KAS visits for ATSI children 730 – down 13 from last year
- “Closing the Gap” – the table below illustrates the gap we are attempting to close between Aboriginal and Non-Aboriginal children
- Keep in mind that whilst the gap remains obviously larger than we would like for 6 of the KAS visits, it will only take small numbers to close it. For example, this year, had 4 more children received the 2yr visit the gap would have closed, likewise had 8 more children completed the 8wk visit and 9 more the 8mth visit.

The gap between Non ATSI and ATSI participation

2019/20	ATSI									
Home visit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr	
	111%	108%	100%	89%	99%	74%	75%	71%	73%	63%
Gap	+9%	+1%	-10%	+3%	-15%	-16%	-13%	-5%	-18%	

Breast Feeding (BF) rates:

- Local BF rates not available for 2019/2020 period due to data migration issue related to transition to CDIS. New data management system (CDIS) does not effectively allow for Municipalities to extract BF data at present. Request has been logged by the MAV to DHHS to rectify this deficit.
- Support is provided to women through BF outreach visits, available when required.
- Promotion of the importance of BF and the supports available to families takes place via various events organised throughout the year – e.g. The Big Latch on held during BF week.
- Regular staff education is also encouraged when local education opportunities arise.

Family Violence (FV)

- Consultations in which FV was discussed either routinely or because of a concern of the nurse numbered 558.
- The number of visits in which Family Violence was first disclosed numbered 16
- 13 safety plans were developed with families
- The number of referrals for Family violence was 42.

Issues to Keep in Mind

- Transition to CDIS (Child Development Information System) occurred in May 2019– this is the new data management system developed specifically for M&CH by the Municipal Association of Victoria (MAV) and the Department of Education and Training (DET). CDIS was rolled out to all municipalities in Victoria by December 2019. The broad aims of the system are to provide an appropriate data management system for the Maternal and Child Health service which incorporates diary bookings, clinical record storage and which enables consistent data reporting across the state, including for the Local Government Reporting Framework. The system will also allow better service provision in relation to vulnerable children and those in Out of Home Care, as effectively this is a state wide data base able to enhance information sharing between practitioners in different municipalities. While there are still a number of issues to be rectified in the system, we are confident it will provide better outcomes and data collection.
- The increasing complexity of issues facing families within the Greater Shepparton community has several consequences for service delivery:
 - It impacts on the resourcing required to deliver the M&CH service – Greater Shepparton has high numbers of vulnerable cohorts such as ATSI, Culturally and Linguistically Diverse (CALD) and socially disadvantaged families. This means more time is required to follow up and engage with families for whom access to the service is difficult.
 - It creates a more urgent need for GSCC IT department to support both connectivity to data systems for offsite staff and some form of secure email communication with Child Protection and other relevant agencies.
 - It increases safety risks to staff who are home visiting families or working in isolation. Increasingly two staff are needed on home visits for this reason.
 - It increases the stress for staff that are working in isolation and providing clinical care for highly vulnerable children
 - The incidence of M&CH staff being subpoenaed is also likely to increase.
- State budget announcements of increased M&CH funding to support; an additional visit for families experiencing family violence; outreach support and groups/education for families requiring support with sleep and settling; and to increase the number of families seen by the Enhanced Home Visiting M&CH service, will require recruitment to allow additional EFT to implement this
- Closing the Gap – this has been a focus area for the M&CH service over the past 36months with strategies being implemented to attempt to lift attendance rates for these children. These include...

- Providing cultural awareness training to the entire M&CH team
- Reviewing the environment within M&CH centres to ensure they are culturally appropriate and safe spaces (visual cues have been added such as Aboriginal desk top flags / lanyard pins, Aboriginal paintings completed by children and staff at Lulla and Rumbalara and posters / BF booklets relevant to Aboriginal families)
- The M&CH Team Leader is an active member of the IAWA Collaboration, Closing the Gap stakeholder group convened by Communities for Children
- We are proud to have an Aboriginal M&CH nurse as part of our M&CH team. This worker identifies as a Yorta Yorta woman, is a fully qualified M&CH nurse and works within our Rumbalara service, Lullas service and Indigenous outreach service. There are no other positions like this that we are aware of in Victoria
- The M&CH nurses at all centres are provided with data reports quarterly to enable them to prioritise engagement of Aboriginal families for the final five KAS visits. The M&CH nurses utilise all possible strategies to engage with these families to book and complete KAS visits. The M&CH nurses will also utilise the IAWA Family Engagement Worker to assist with engaging any 'at risk' families that have not engaged. Each centre is required to report on the effectiveness of this quarterly.
- Efforts are made each year to increase the Aboriginal Early Start to Kindergarten enrolment figures, with the aim that all Aboriginal families are aware of eligibility to attend the free Early Start to Kindergarten program - this involves running reports identifying all eligible children within the municipality. The M&CH nurses will then contact all families (via phone or outreach) to discuss Early Start Kindergarten. The families are given an information pack and assistance is given with completing and returning the enrolment forms.
- Pleasingly, the consultation attended by the One Village Collaboration identified that
 - 100% of families had attended some M&CH appointments
 - 92% reported this was a positive experience

Legislative changes: Recent changes to the Child Safety legislation have resulted in the creation of the Family Violence and Child Safety information Sharing Schemes. These schemes have significant implications for the M&CH service as they recognise the M&CH service as a prescribed Information Sharing Entity (ISE). ISE's are required / able under legislation to share information in situations where there is a reasonable belief of family violence or where a child's wellbeing or safety is in concern, without consent. This requires us to have clear guidelines for staff and appropriate record keeping and documentation standards. Local Government and Early Childhood Services are also now recognised under the reforms

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

1.1 Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity.

1.2 Council works closely with/is guided by the Department of Health and Human Services to develop and report annual targets of the Municipal Health and Wellbeing Implementation Plan.

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

1.5 Council is high performing; customer focused and is marked by great people and quality outcomes.

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely

communication provided to inform, educate and engage with the community.

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially viable and in line with Council's core business.

Council advocates a strong position in relation to ensuring our children receive the best possible start to life. Within the current Council plan, the Municipal Health and Wellbeing Plan cite the World Health Organisation definition of health promotion as "the process of enabling people to increase control over and to improve, their health..." The plan goes on to discuss the need for the social determinants of health which are mostly responsible for health inequities to be addressed. Such health promotion is a key function of the M&CH service.

Several of the health and wellbeing priority areas which the Council plan states will be addressed in the Health and Wellbeing Implementation Plan are related to M&CH practice and impacted on by M&CH service delivery. These are;

1. Access to early childhood education
2. Access to transport
3. Access to safe and affordable housing
4. Reducing harmful alcohol and drug use
5. Chronic disease management
6. Community safety
7. Completion of education
8. Family violence
9. Immunisation rates
10. Improving mental wellness
11. Healthier eating
12. Physical activity
13. Obesity
14. Tobacco free living, including smoking during
15. Pregnancy rates

SOCIAL

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

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

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

2.3 Lifelong learning is valued and fostered in our community.

2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.

Further, achievement of all four objectives of the current *Greater Shepparton Best Start Early Years Plan 2020-2025* relies on M&CH participation. Many of the Best Start Early Years initiatives are delivered or supported through the M&CH service.

- Theme 1 – PLAY.

Outcome 1.1 – Children and families engage and participate in playgroups.

Outcome 1.2 - Children and families are active and playing together. M&CH support families with age-appropriate play education, guidance, and suggestions at each KAS visit. M&CH actively promote and assist engagement with local playgroups, including supported playgroup. M&CH attend regular local playgroups to enhance relationships and support learnings.

- Theme 2 – LEARN.
Outcome 2.1 – Children engage and participate in early childhood education. M&CH discuss the importance of early education with all families. Year before school Kindergarten is discussed with all families – M&CH also provide families with enrolment information and assist families with completing/submitting registration paperwork when needed. M&CH actively promote Early Start Kindergarten with eligible families. M&CH are able to assist families experiencing vulnerability to complete and submit registration paperwork.
Outcome 2.2 – Families are supported to have the knowledge, skills and confidence to be their child’s first teacher. Whilst the M&CH service are not involved with formal schooling, the service discusses and encourages learning through play and engagement from the beginning of the child’s life. Play, learning, development and engagement is discussed and facilitated within each visit.
- Theme 3 – THRIVE.
Outcome 3.1 – Children and families actively engage with Maternal and Child Health Services, attending key age and stage visits. M&CH focus strongly on family capacity building and strong engagements with each family. There is a strong focus on engaging with families experiencing vulnerability. The M&CH service continues to work toward breaking down barriers to accessing the service and building up family’s capacity to engage within KAS visits. M&CH work towards increasing participation rates within the service. M&CH conduct quarterly ‘Closing the Gap’ reports to identify, contact and re-engage indigenous children due for KAS visits.
Outcome 3.2 – Our community is supported to understand the critical importance of the First Thousand days. M&CH Nurses are well educated to understand the critical learning and development that occurs in the child’s first years of life – The service educates and supports families to play & engage with their child to achieve optimal outcomes in all developmental areas. M&CH service have actively participated within IAWA Collaboration training opportunities related to the First Thousand Days.
- Theme 4 – VOICE.
Outcome 4.1 – Children have the language skills required for optimal learning. M&CH promote early literacy skills and reading, through ‘Book bag’ program in which all children are supplied with books at 4x KAS visits (4wk, 8mth, 18mth & 3.5yrs). M&CH assess and discuss language development at each KAS visit and strategies to support ongoing development – early identification of language/speech/engagement concerns are supported by referral to local supports.

Risk Management

Risk management assessments for M&CH have been undertaken involving both OHS Officer and Risk Management team

Policy Considerations

Recent bodies of work have policy implications for the M&CH service

- The Royal Commission into Family Violence,
- The Roadmap to Reform (State of Victoria Department of Health and Human Services, 2016),
- The Early Years Compact, *supporting children and families in the Early Years: A Compact between the Department of Education and Training, Department of Health and Human Services and Local Government (represented by the Municipal Association of Victoria) 2017-2027*
- Early Childhood Reform Plan (State of Victoria Department of Education and Training, 2017) all identify areas for development within the provision of Early Childhood Services.
- Child information Sharing Scheme (CISS).

- Family Violence Information Sharing Scheme (FVISS).
- Multi-Agency Risk Assessment and Management Framework (MARAM).

The Generic M&CH service is also currently under review to ensure the broad direction and specific components of the framework sit comfortably within the recent policy context and also that the framework continues to reflect a strong and current evidence base.

Financial Implications

No immediate financial implications have been identified as changes to service delivery planned (Family Violence visits, Sleep & Settling initiative and increased Enhanced Home Vesting client base) are supported by additional DHHS funding.

Legal/Statutory Implications

Greater Shepparton City Council has a Service Agreement with the Victorian State Government to deliver both Generic and Enhanced M&CH services.

Environmental/Sustainability Impacts

Nil identified.

Social Implications

M&CH provides the first universal service that is available to all babies / children and families in the community. The Enhanced service provides additional resources to support families experiencing vulnerability. Local and national research indicates that early engagement in services promotes better outcomes for children in all areas of development – social, physical, and cognitive.

The Australian Bureau of Statistics Social and Economic index For Area (SEIFA) <http://www.abs.gov.au/websitedbs/censushome.nsf/home/seifa> and the Australian Early Development Census (AEDC) <https://www.aedc.gov.au/> both indicate the likelihood of disadvantage and poorer outcomes for children in the City of Greater Shepparton. The M&CH service is one of the keys to improving these outcomes. The service's core business to monitor child health and development and maternal health has been expanded to promote a wide variety of additional functions. These include early language and literacy programs, referral to tertiary support services, support to access other services for families and children, delivery of Baby Book bags, the supply of Quit information and a host of other requirements. In addition, the service collects vital data on several population indicators to inform future requirements.

Economic Impacts

Engagement with quality early childhood services will subsequently save the community considerable costs in the future associated ongoing support requirements.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The clustering of M&CH services with kindergartens, long day care centres, the Riverside Community Centre and the Mooroopna and North Shepparton Hubs, supports The Greater Shepparton 2030 Strategy Topic Community Life, which includes the Theme Health and Social Sciences.

b) Other strategic links

Best Start Early Years Plan 2020 -2025

Greater Shepparton Health and Wellbeing Plan

Conclusion

Maternal and Child Health nurses are dedicated, highly qualified professionals who deliver a valued and vital service to one of the most vulnerable groups in our communities – families with young children. The service adheres to a thoroughly evidenced based framework to ensure that there is consistency of service, and that all areas of the child's wellbeing are monitored and concerns responded to. Further, that the social impacts of parenting are supported and the family's opportunities to succeed and flourish are promoted. The flexibility of the service allows the needs of Greater Shepparton's disadvantaged families to be supported in ways that recognise the complexity of their situations. The M&CH service makes several incremental contributions to the families' journey towards better health and education and ultimately long term, a more productive, effective, and engaged community citizen. This service is an integral part of Council's commitment to give every child the best possible start in life and support families through a period of constant change and need for knowledge and support.

Attachments

Nil

9.2 Emergency Management Planning Reform

Author Executive Assistant - Community
 Approved by Director Community
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council resolve to establish a Municipal Emergency Management Planning Committee in accordance with the State Government Emergency Management Planning Reform 2020 - 2021.

Executive Summary

The purpose of this report is for Council to resolve to establish a Municipal Emergency Management Planning Committee (MEMPC) in accordance with the State Government Emergency Management Planning reform 2020. Council has had such a committee for many years but under the planning reform this committee will change in a number of ways including being a committee that is accountable to the Regional Emergency Management Committee and not to the Council. Council will continue to Chair the Committee (an officer of Council, delegated by the CEO) and administer the plan upgrades and meetings.

The Emergency Management Legislation Bill of 2018 was passed in the upper house in September 9, 2018. Implementation to occur commencing December 1 2020.

As per of the Emergency Management Reform a Transition guide for reforming municipal emergency management planning arrangements has been provided. The purpose of the guide is to outline the minimum requirements to align all municipal districts with the reformed emergency management planning arrangements outlined in the Emergency Management Legislation Amendment Act 2018 (EMLA Act). These amendments all need to be in place by 30 April 2021

Report Detail

The Emergency Management Legislation Bill of 2018 was passed in the upper house in September 9, 2018.

The changes to the Emergency Management Legislation Bill 2018 and the Ministerial Guidelines will impact on Council's emergency management roles and responsibilities.

Some of the changes from the Bill which impact Councils include:
 At a State Level

- Parts of the Emergency Management Act 1986 and the Country Fire Authority (CFA) Act 1958 will be repealed and new governance and planning arrangements will be contained in the Emergency Management Act 2013
- The CFA Act currently provides for fire prevention planning at the regional and Municipal levels which the CFA leads. The statutory framework in the CFA Act is subsumed by the new arrangements in the Bill. The regional and municipal planning provisions of the CFA Act will be repealed when the regional and municipal amendments in the Bill commence operation.
- The implementation of the new arrangements will be phased in starting with the State and then Regional and finally Municipal levels. If a provision in the act 2013 does not come into operation before 1 December 2020 then it comes into operation on that day. It is expected that most plans and guidelines will be available as of October 2020.
- There will be a new State Emergency Management Plan (SEMP) replacing the current State Emergency Response Plan (SERP) which is (Part 3 the EMMV) and the State Emergency Relief Recovery Plan (Part 4 of the EMMV)

At Regional Level

- Regional Emergency Management Planning Committees (REMPC's) have been established.
- Each of the REMPC's consist of representatives from Municipal Council's in the region, Councils will nominate their own representative or may nominate a joint representative. (The Chair of the MEMPC will be councils' representatives) This will also include other Emergency Service Organisations. Currently this position is being fulfilled by Kaye Thomson.
- REMPC are responsible for approving Municipal plans.

At a Municipal Level.

- The new MEMPC will be appointed by council.
- This Bill allows the Minister to issue guidelines in relation to the MEMPC business and meetings.
- The bill includes mechanisms to involve communities directly in municipal level emergency management planning processes.
- Industry and infrastructure representatives will participate as members of MEMPC.
- Council's must comply with current arrangements until the new municipal level arrangements are in operating, this will be 1 December 2020.
- A greater emphasis on the functions of Councils in relation to emergency management planning. These will include the role of preparing an emergency management plan for the Municipal Area. All members of the Committee contribute to the plan.
- Council retain the lead role in facilitating the planning process by establishing a MEMPC and providing information and recommendations to the relevant REMPC on behalf of the MEMPC. The Council CEO or a staff member nominated by the CEO will be the Chair of the MEMPC.
- The REMPC approves the Municipal Emergency Management Plan.

There are 28 tasks in the Emergency Management Planning reform that will require the following approval of Council;

- That Council passes a resolution to establish a Municipal Emergency Management Planning Committee (MEMPC) established under s21(3)-(5) of the *Emergency Management Act 1986*, in recognition that on 1 December these provisions are repealed by s82(2) of the *Emergency Management Legislation Amendment Act 2018* and replaced by the provisions of s68 of the *Emergency Management Legislation Amendment Act 2018*.
- That Council authorises the CEO or delegate to facilitate the establishment of the MEMPC in accordance with the provisions of s68 of the *Emergency Management*

Legislation Amendment Act 2018 (which inserts a new 'Part 6-Municipal Emergency Management Planning Committees' into the *Emergency Management Act 2013* on 1 December 2020). The membership will include;

- Municipal Council
- Victoria Police*
- Country Fire Authority (if in your municipal district)*
- Fire Rescue Victoria (if in your municipal district)
- Ambulance Victoria*
- Victoria State Emergency Service
- Australian Red Cross
- Department of Health and Human Services*

The Chair of the MEMPC will be required to send a formal invite to the agencies listed above.

Then confirm as soon as practicable committee members as follows; At least one Community Member, at least one recovery representative, at least one other representative (industry, business, other agency).

- That Council notes that, under the MEMPC Terms of Reference provided and the *Emergency Management Legislation Amendment Act 2018* (which inserts s59 and 59F into the *Emergency Management Act 2013* on 1 December 2020), Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

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

ENVIRONMENT

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

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

5.6 Floodplain management minimises the consequences of flooding to life, property, community wellbeing and the economy.

Risk Management

Due to the nature of this report, a risk assessment has not been completed.

Policy Considerations

Councils Emergency Management roles and responsibilities from the changes scheduled to take place on 1 December 2020, may have implications on Council Policies.

Financial Implications

Over the last seven years changes to the state Emergency Management arrangements have increased costs to councils in several ways.

The changing role of councils providing the Emergency Management functions particularly the outside of normal business hours has financial implications on councils in a number of areas. These include;

- Increased request to deliver Emergency Management services.
- Transition to formal after-hours arrangements to provide 24-hour service has ongoing financial implications. As an example, Moira Shire council has implemented a 24/7 rostering arrangement for the MERO and the MRM roles. The combined after hours on call allowance alone is in the vicinity of \$26,000 annually this does not include other costs including overtime.
- The storm that affected the Greater Shepparton municipality on the weekend of the 29/30 June 2019 is an example of increased costs to councils for non-major emergencies. This event affected councils after our services parks, sports and recreation Department an Emergency Management staff bracket relief and recovery. The cost to Council for this event is estimated at approximately \$130,000. This event is not claimable under the DTF disaster recovery arrangements
- Increased training, industrial relations, and human resource considerations.
- The Victorian disaster recovery arrangements are managed by the Department of Treasury and Finance. There have been a number of changes including reducing types of expenditure that can be claimed by councils, increasing the standard of documentation to support claim and more stringent compliance of timeframes for claiming.

Council currently receives funding from the state which is used to support the role of the council's Emergency Management Coordinator.

If the state funding arrangement ceases councils will have to consider the functions it will undertake by this vision and how they are managed. Additionally, council will need to consider the responsibilities once the bill comes into effect these might be have financial implications upon council.

Legal / Statutory Implications

The bill includes specific statutory obligations for agencies to comply with their roles and responsibilities under the Emergency Management plan. It also includes provision authorising Emergency Management Victoria (EMV) to issue ministerial guidelines to all agencies to ensure that they fulfil their roles and responsibilities (including councils).

Environmental / Sustainability Impacts

There are no known environmental impacts.

Social Implications

There are no known social impacts.

Economic Impacts

There are no known economic impacts

Consultation

The changes that are included in the Emergency Management Planning Reform have been discussed with the internal Emergency Management Coordination Group, and at Executive Leadership Team Meeting on 12 August 2020. It was also tabled at the Municipal Emergency Management Planning Committee Meeting on 27 August 2020.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- This report does not link with the Greater Shepparton 2030 Strategy.

b) Other strategic links

- Local Government Victoria Municipal Emergency Management Resourcing Program (MERP) funding agreement.
 - This arrangement is hosted by GSCC in partnership with Moira Sire Council. The history of the funding arrangement is:
 - Commenced for a two-year period – 2012/2014 (FY)
 - Extended for a further two years – 2014/2016 (FY)
 - Extended for a further four years – 2016/2020 (FY)
 - Extended for a further four years – 2020/2024 (FY)

For the duration of the agreement the funding has been used to employ a person full time and an Emergency Management Coordinator as a shared resource. The current funding agreement is in place until the end of June 2024.

Conclusion

Of the 28 tasks provided from the Transition guide for reforming municipal emergency management planning arrangements, the following changes will require approval of Council;

- That Council resolves to establish a Municipal Emergency Management Planning Committee (MEMPC) established under s21(3)-(5) of the *Emergency Management Act 1986*, in recognition that on 1 December these provisions are repealed by s82(2) of the *Emergency Management Legislation Amendment Act 2018* and replaced by the provisions of s68 of the *Emergency Management Legislation Amendment Act 2018*.
- That Council authorises the CEO or delegate to facilitate the establishment of the MEMPC in accordance with the provisions of s68 of the *Emergency Management Legislation Amendment Act 2018* (which inserts a new 'Part 6-Municipal Emergency Management Planning Committees' into the *Emergency Management Act 2013* on 1 December 2020). The membership will include;
 - Municipal council or alpine resort management board
 - Victoria Police*
 - Country Fire Authority (if in your municipal district)*
 - Fire Rescue Victoria (if in your municipal district)
 - Ambulance Victoria*
 - Victoria State Emergency Service
 - Australian Red Cross
 - Department of Health and Human Services*
 - The Chair of the MEMPC will be required to send a formal invite to the agencies listed above.
- That Council notes that, under the MEMPC Terms of Reference provided and the *Emergency Management Legislation Amendment Act 2018* (which inserts s59 and 59F into the *Emergency Management Act 2013* on 1 December 2020), council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council.

Attachments

Nil

9.3 Mooroopna Integrated Early Learning Centre

Author Coordinator - Children's Services
 Approved by Director Community
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. approve the signing of The Lease to operate the Mooroopna Integrated Early Learning Centre; and**
- 2. note the following:**
 - a. that the Lease applies to the portion of the building identified on the lease document in red/pink; and**
 - b. that the Lease includes a contribution to the outgoings for the Community area of the facility identified in green on the lease document.**

(The Lease - Victorian Schools Building Authority Lease between James Merlino MP in his capacity as the Minister administering the Education and Training Reform Act 2006 and Greater Shepparton City Council for the property Integrated Early Learning Centre' located at Mooroopna Primary School, 16-18 O'Brien Street, Mooroopna VIC 3629.)

Executive Summary

The Early Years – zero to six years of age – have been identified as one of the top two priorities for the Greater Shepparton Area in the Shepparton Education Plan (SEP). This includes the development of facilities and initiatives to improve educational outcomes for young people from birth to career entry.

Greater Shepparton City Council (GSCC) has been invited to partner and operate the Early Years' Service located on the Mooroopna Primary school site. This is an acknowledgement that GSCC is the quality provider of early years in the municipality. This will involve the fit out, set up, staffing and management of the service. This is an exciting opportunity to open this new facility and showcase high quality education and care.

- The Mooroopna Integrated Early Learning Centre (MIELC) on the Mooroopna Primary School (MPS) site will be the flagship for this educational level in our region.
- Redevelopment of MPS site commenced in April 2020.
- The state Department of Education and Training (DET) will fund the majority of the building construction and part of the fit out/set up.
- Our Place – The Coleman Foundation (OP-TCF) will fund the staffing of the Integrated Hub section of the new building.
- GSCC will:
 - fund the ongoing costs per year of the Early Learning Centre (ELC)
 - operate the service within the existing Early Years department
 - liaise with the external and internal stakeholders
 - ensure continuous improvement and ongoing financial viability of the ELC.

Report Detail

The Shepparton Education Plan is expected to transform student outcomes in the Greater Shepparton municipality. The plan includes working at all levels of education from birth to career entry.

The initial action and key to the plan is the combination of the four state secondary colleges onto a single site (Hawdon Street, Shepparton).

The second priority is the Early Years. This includes services to support families from birth to entry into compulsory education – maternal and child health, facilitated playgroups, parenting support and education, long day care, pre-kindergarten and year before school kindergarten. The location of the MIELC on the MPS site is a recognition of the high levels of vulnerability of the Mooroopna community; poor Australian Early Development Census data, high un- and under employment, family violence levels and poor engagement with support services. The integrated modelling is designed to provide a service which families otherwise have difficulty accessing due to socio-economic disadvantage, poor educational and employment outcomes in that community. The foundation is very firmly built on providing a more ‘joined up (integrated) service’ to prevent children and families “falling through the gaps”.

The MIELC will be adjacent to the MPS and will be a 102-place facility. This will consist of

- a 33-place year before school kindergarten room
- a 33 -place pre-kindergarten room
- a flexible 36 place space for children under three years
- a commercial kitchen, laundry, bathrooms, storage
- service leader office space
- administration office space
- working space and tearoom shared amenities will be allocated within the school facilities to broaden professional collegiality
- Outdoor space to meet regulatory requirements will be onsite in two areas adjacent to the under three-year-old area and the over three-year-old area.

GSCC has been invited to operate the ELC at the MIELC. This will involve:

- the employment of staff
- licence and regulatory requirements
- fit out, equipment and all operating costs.

In order to do this Council has:

- reviewed its existing children’s services capacity for supporting an additional Long Day Care Service.

And will:

- develop long term strategies to ensure existing services continue to meet public demand for kindergarten and childcare places, and
- review current service buildings and infrastructure to remain fit for purpose.

It is recommended:

Short term

- Alexandra Street Kindergarten service relocate from the MEAC site to the new site
- Maternal and Child Health Services in Mooroopna undergoes rationalisation.

A service leader (1FTE) to be employed from early January to develop relationships within the community, the school and other service providers. In addition, the service leader will manage the set up and promote the service and enable enrolments. The service leader will be pivotal in the engagement with the vulnerable families, for whom the centre is being built to support.

It is anticipated the centre will be open for operation from term 2, 19 April 2021. The centre will open operating year before school (4-year-old) and pre-kinder (3-year-old). This will involve the transition of two staff (1.5 FTE) from the Alexandra Street Kindergarten (ASK) and the families enrolled at that service.

Dependent on enrolments the staffing will be between 2.5 FTE and 3.2 FTE. At capacity the new centre will be staffed by approximately 17 FTE, this will depend on the age of children as staffing regulations require different staffing levels for children under and over three years of age.

As the service develops to include long day care and with increasing enrolments, staffing will be put in place to meet the legal and regulatory requirements of operating an early years service. Similarly, funding will be sought appropriate to the developing needs of the service.

The new centre will cater for the Early Years requirement in the Mooroopna and western parts of the municipality. The new facility will accommodate the commencement of five hours per week of funded pre-kindergarten (3-year-old) in 2022 increasing to 15 hours in 2023. General utilisation levels will build over the first three years of operation.

This is an exciting opportunity to open a contemporary facility to showcase high quality education and care that shows the value Council place on care and education in the early years for all families, with a focus on those families experiencing vulnerability.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

1.1 Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity.

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

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

SOCIAL

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

2.2 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.

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

Risk Management

The financial risk is almost certain in the first 2-3-year period of operation. Without adequate funding for set up as well as operation the key aim of the facility – inclusion and access for vulnerable community members - will be detrimental. Staffing costs are set by GSCC Enterprise Arrangement and the Early Education Employees Agreement (EEEA) and DET regulations on ratios.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to meet the needs of vulnerable children and families, resulting in poorer outcomes for children and families, socio-economic costs to community for the lifespan of children and families	Medium	Major	High	Provision of high quality early childhood education and care. Provision of a supportive environment for families to empower them in the parenting role and enable them to commence or return to work and study
Financial cost to Council	Almost Certain	High	Moderate	Adequate budget support
Low utilisation in initial two years	High	Major	Medium	Advertising – move ASK to MIELC
Closure of Privately-Operated Child-care Centre	Medium	High	Medium	Negotiations with current provider

Policy Considerations

This project will be required to adhere to all organisational policies.

Financial Implications

GSCC will be responsible for the fit out, staffing and operation of the ELC. Financial assistance from the Department of Education has been included in the income assumptions. The below figures are budget estimates for the first 4 financial years that MIELC will be operating. This budget will be continuously revised as enrolment numbers are confirmed and quotes for certain items received. Income increases over the years as enrolment numbers are projected to increase. A more conservative approach has been

taken, therefore no percentage increase has been applied to fees.

Expenditure increases in line with increased enrolment numbers, and an annual 2% increase to employee expenses has been applied.

Alexandra Street Kindergarten enrolments will move effective immediately to MIELC. Therefore, the below tables incorporate the net average profit/(loss) of Alexandra Street Kindergarten, to reflect the full net impact to Council's budget. The table below shows all budget figures excluding GST.

	2020/2021 (1 Term Only)	2021/2022	2022/2023	2023/2024
MIELC Operating Budget				
Income	46,803	719,472	1,199,725	1,744,922
Employee Expenses	80,180	639,022	1,166,849	1,503,349
Materials and Services Expenses	15,836	116,198	181,733	261,415
MIELC Operating Profit/(Loss)	(49,213)	(35,748)	(148,857)	(19,842)
MIELC Set Up Costs	135,806	167,874	15,450	
Net MIELC Profit/(Loss) including Set Up Costs	(185,019)	(203,622)	(164,307)	(19,842)
Alexandra Street 4 Year Average Net Profit/(Loss)	2,078	8,312	8,312	8,312
Net Positive/(Negative) Impact to Council's Budget	(187,097)	(211,933)	(172,619)	(28,154)

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 will be required to meet all statutory and regulatory requirements of the Children's Services National Law Regulations 2009.

Environmental/Sustainability Impacts

There are no environmental or sustainability issues associated with this proposal.

Social Implications

This proposal will provide high quality early childhood education and care options for the Mooroopna and west of the river community. This community consistently shows poor results in the Kindergarten Vulnerability Tool and the Australian Early Development Census. This service will provide a soft entry (Maternal and Child Service Health) and supported transition through relevant services into formal primary school. Once engaged in M&CH, families are supported to assess their own needs and empowered to meet these with support. As the required services can all be located at this site the requirements to constantly build new trusting relationships is minimised and expedited. This has lifetime impacts on children as they move through formal education and the workforce.

Economic Impacts

This proposal will provide additional opportunities for Mooroopna and other residents to enter the workforce, volunteer or generally contribute to the economy of Greater Shepparton.

This proposal may have significant implications for the privately-operated child-care centre located close to the MIELC site.

Consultation

Consultation on this proposal was conducted through the Department of Education and Training Shepparton Education Plan. The primary vehicles for this were the SEP Early Years Working Party and the SEP Mooroopna Working Party.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

N/A

b) Other strategic links

N/A

Conclusion

The MIELC building is nearing completion. The Victorian Schools Building Authority Lease between James Merlino MP in his capacity as the Minister administering the Education and Training Reform Act 2006 and Greater Shepparton City Council for the property Integrated Early Learning Centre located at Mooroopna Primary School, 16-18 O'Brien Street, Mooroopna VIC 3629 provides the legal agreement required for Council to operate the early years component of the facility.

Council has the opportunity to open and operate a state-of-the-art early years' service. The Mooroopna Community has been identified as disadvantaged and this proposal makes significant improvements to the facilities and options for Mooroopna families.

Attachments

1. Early Learning Centre Lease - Mooroopna Primary School (Greater Shepparton City Council) Execution Version 04.12.20 [9.3.1 - 42 pages]

10 Corporate Services Directorate

10.1 November 2020 Monthly Financial Report

Author	Management Accountant
Approved by	Director Corporate Services
Purpose	For Noting

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council receive and note the November 2020 Monthly Financial Report.

Executive Summary

The report presents the Council's actual financial performance compared to the budget for the five months ended 30 November 2020.

Report Detail

The 2020/2021 Budget was adopted at the Ordinary Council Meeting held 16 June 2020.

The 2020/2021 Budget provided for an operating surplus of \$5.22 million with revenue of \$152.62 million and expenditure of \$147.40 million. The 2020/2021 Budget also provided for capital works of \$61.72 million.

On 15 September 2020, Council adopted the 2020/2021 Q1 Adopted Forecast with an accounting surplus of \$6.80 million which is \$1.59 million more than the 2020/2021 Adopted Budget. The capital works program of \$65.28 million is forecast to be expended during the 2020/2021 financial year which is an increase of \$3.56 million from the 2020/2021 Adopted Budget.

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

The November 2020 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 Statements
- Capital Works Statement

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council.

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.

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 Council at a Council meeting which is open to the public. This report satisfies that requirement.

Environmental / Sustainability Impacts

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic implications associated with this report.

Consultation

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

Strategic Links

N/A

Conclusion

The report presents Council's actual financial performance compared to the budget for the five months ended 30 November 2020.

Attachments

1. November 2020 - Monthly Financial Statements [10.1.1 - 9 pages]

10.2 Review of Councillor Representation on Committees

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council confirm the appointment of delegates and representatives for committees shown in the following table:

Committee	Councillor Representative(s) 2021
Best Start Municipal Early Years Partnership Committee	Cr Seema Abdullah
Calder Woodburn Memorial Advisory Committee	Cr Anthony Brophy
Development Hearings Panel	Cr Rob Priestly Cr Shane Sali
Disability Advisory Committee	Cr Sam Spinks
Goulburn Broken Greenhouse Alliance	Cr Sam Spinks
Goulburn Valley Highway Bypass Action Group	Mayor
Goulburn Valley Local Government Waste Forum	Cr Sam Spinks
Goulburn Valley Regional Library Corporation Board	Cr Greg James
Greater Shepparton Aerodrome Advisory Committee	Cr Rob Priestly
Greater Shepparton Audit and Risk Management Committee	Mayor Cr Rob Priestly
Greater Shepparton Public Health and Wellbeing Plan Advisory Committee	Cr Kim O'Keeffe

Greater Shepparton Women's Charter Alliance Advisory Committee	Cr Sam Spinks
Heritage Advisory Committee	Cr Seema Abdullah Cr Fern Summer
Municipal Association of Victoria <ul style="list-style-type: none"> • Council Representative • Substitute Council Representative 	Cr Seema Abdullah Cr Sam Spinks
Murray Darling Association	Cr Geoff Dobson
Positive Ageing Advisory Committee	Cr Seema Abdullah
Rail Freight Alliance Committee	Cr Shane Sali
Regional Cities Victoria (RCV)	Mayor
RiverConnect Community Advisory Committee	Cr Greg James Cr Sam Spinks
Shepparton Chamber of Commerce and Council Parking Reference Group	Mayor Cr Shane Sali
Shepparton Education Plan Project Board	Mayor
Shepparton Regional Saleyards Advisory Committee	Cr Geoff Dobson
Shepparton Showgrounds Advisory Committee	Cr Geoff Dobson Cr Fern Summer
Sir Murray Bouchier Memorial Advisory Committee	Cr Anthony Brophy
Sports Hall of Fame Advisory Committee	Cr Anthony Brophy Cr Geoff Dobson
Tatura Park Advisory Board	Cr Greg James Cr Shane Sali

Executive Summary

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, as well as purpose groups appointed by the Council. In some cases, the Council is represented by the Mayor, and therefore, a separate appointment is not required.

Mayoral appointments include:

- Greater Shepparton Audit and Risk Management Committee
- Goulburn Valley Highway Bypass Action Group

- Regional Cities Victoria (RCV)
- Shepparton Education Plan Project Board
- Shepparton Chamber of Commerce - Parking Reference Group

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

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

In December 2018, it was determined that a review of Councillor representation on committees would take place annually.

Report Detail

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

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

Best Start Municipal Early Years Partnership Committee

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

Calder Woodburn Memorial Avenue Advisory Committee

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

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

established under section 63 of the Local Government Act 2020 to consider various matters under the Planning and Environment Act 1987, the Greater Shepparton Planning Scheme and other relevant regulations. Specifically, this includes:

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

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

Disability Advisory Committee

This Committee aims to improve the accessibility and inclusiveness of Council services and facilities and assist in the strategic and detailed planning of all new activities. As part of a capacity building opportunity, a rotating chairperson position is filled by members of the

Disability Advisory Committee with the Councillor playing a key role in connecting the Disability Advisory Committee and its objectives with the Council.

Goulburn Broken Greenhouse Alliance

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

Goulburn Valley Highway Bypass Action Group

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

Goulburn Valley Local Government Waste Forum

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

Goulburn Valley Regional Library Corporation Board

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

Greater Shepparton Aerodrome Advisory Committee

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

Greater Shepparton Audit and Risk Management Committee

The Audit and Risk Management Committee is appointed to provide the Council with additional assurance that the financial and internal procedures and systems of the organisations are in order, risks are identified and managed, and the organisation is complying with all laws and regulations affecting it.

Greater Shepparton Public Health and Wellbeing Plan Advisory Committee

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

Greater Shepparton Women's Charter Alliance Advisory Committee

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

Heritage Advisory Committee

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

Municipal Association of Victoria (MAV)

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

State Council's powers include:

- determining the rules of the Association

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

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

Murray Darling Association

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

Positive Ageing Advisory Committee

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

Rail Freight Alliance Committee

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

Regional Cities Victoria

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

RiverConnect Community Advisory Committee

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

Shepparton Chamber of Commerce and Council - Parking Reference Group

A reference group including representatives of Council and Shepparton *Chamber of Commerce* and Industry. Aim to develop guiding principles for the management of parking, review and identify the appropriate measures and restrictions.

Shepparton Education Plan Project Board

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

Shepparton Regional Saleyards Advisory Committee

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

Shepparton Showgrounds Advisory Committee

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

Sir Murray Bouchier Memorial Committee

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

Sports Hall of Fame Advisory Committee

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

Tatura Park Advisory Board

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

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

1.7 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.

Risk Management

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

Policy Considerations

There are no conflicts with existing council policies.

Financial Implications

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

Legal / Statutory Implications

This proposal conforms to all relevant legislation.

Environmental / Sustainability Impacts

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

Social Implications

There are no social implications arising from this proposal.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

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

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

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

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

- No other strategic links have been identified.

Conclusion

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

Attachments

Nil

10.3 Development Hearings Panel - Planning Committee

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. appoint Councillor Rob Priestly to the position of Chair of the Development Hearings Panel (DHP) until 31 December 2021.**
- 2. appoint Councillor Shane Sali to the position of Deputy Chair of the DHP until 31 December 2021.**

Executive Summary

The Development Hearings Panel (DHP) is a delegated committee established by Council in accordance with section 63 of the *Local Government Act 2020* (the Act).

Its purpose is to consider various matters under the *Planning and Environment Act 1987*, the Greater Shepparton Planning Scheme and other relevant regulations. Specifically, this includes:

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

The DHP provides a forum for the mediation of planning disputes that assists in reducing the number of appeals being made to the Victorian Civil Administrative Tribunal.

As a delegated committee established by a Council, the DHP must include at least 2 Councillors; and may include any other persons appointed to the delegated committee by the Council who are entitled to vote.

Under section 19 of the Act, the Mayor has specific power to appoint a Councillor to be the Chair of a delegated committee. Mayor Cr Kim O’Keeffe has determined that it is appropriate for Council to appoint both delegated committee members.

Report Detail

The Development Hearings Panel (DHP) is a delegated committee established by Council in accordance with section 63 of the *Local Government Act 2020* (the Act).

The DHP is a decision-making body for certain planning permit applications. Primarily, this is the determination of applications where up to 5 objections have been received or if there is a recommendation to refuse an application. The DHP provides a forum for the mediation of planning disputes that assists in reducing the number of appeals being made to the Victorian Civil Administrative Tribunal.

A delegated committee exercises the powers, duties or functions of Council. Therefore, these committees are subject to the Council’s Governance Rules. A resolution of a delegated committee holds the same weight as a resolution of Council (provided it falls within the committee’s delegated powers).

Delegated committees operate under delegation of the Council (albeit for limited purposes), therefore the members are subject to many of the same requirements as councillors, such as conflicts of interest, personal interest returns and standards of conduct.

The Terms of Reference for this committee were adopted by Council on 4 September 2020.

As a delegated committee established by a Council, it must include at least 2 Councillors; and may include any other persons appointed to the delegated committee by the Council who are entitled to vote.

Under section 19 of the Act, the Mayor has specific power to appoint a Councillor to be the Chair of a delegated committee. Mayor Cr Kim O’Keeffe has determined that it is appropriate for Council to appoint both delegated committee members.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

1.5 Council is high performing; customer focused and is marked by great people and quality outcomes.

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially viable and in line with Council’s core business.

ECONOMIC

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

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

BUILT

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

4.2 Urban and rural development is sustainable and prosperous.

Risk Management

Ensuring the DHP continues to operate will ensure planning permit applications can continue to be assessed in a timely manner.

Policy Considerations

The proposed changes to the DHP must be exercised in accordance with the Council's Exercise of Delegations policy and new Terms of Reference for the DHP.

Financial Implications

Ensuring the DHP continues to operate will ensure any financial impacts on planning permit applicants as a result of delayed decision making are minimised.

Legal / Statutory Implications

The continued operation of the DHP will reduce the likelihood of planning permit applicants lodging a failure to determine appeal against Council at the Victorian Civil and Administrative Tribunal due to delays in the decision-making process.

Environmental / Sustainability Impacts

There are no Environmental/Sustainability impacts relating to the proposed changes to the DHP.

Social Implications

There are no Social impacts relating to the proposed changes to the DHP

Economic Impacts

The inability to conduct DHP hearings will result in more protracted decision making for matters currently delegated to the DHP, potentially leading to delays in decision making.

Delays in the planning system can impact financially on developers and have flow on economic impacts within the community.

Consultation

Consultation was not required as this is an administrative change required by changes to the LGA and the matter is now ready for consideration.

Strategic Links

There are no relevant strategic links.

Conclusion

The appointment of two Councillors is required to enable the DHP

Attachments

1. Terms of Reference for Development Hearings Panel [**10.3.1** - 5 pages]

10.4 Council Meeting Dates

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council resolves:

- 1. scheduled Council meetings continue to be held at 5.30pm on the third Tuesday of each month, at 70-90 Welsford Street, Shepparton**
- 2. no Scheduled Council Meeting be held in January 2021;**
- 3. the Scheduled Council Meeting cycle be resumed on 16 February 2021.**

Executive Summary

The purpose of this report is to set the commencement date for the 2021 Council meeting cycle. Scheduled Council Meetings are held once per month, currently on the third Tuesday commencing at 5.30pm.

As has been the practice in previous years, it is proposed that no Council meeting be held in January 2021, with the meeting cycle to resume on Tuesday 16 February 2021.

Report Detail

Council Meetings are held once per month, currently on the third Tuesday of the month at 5.30pm.

The last Council meeting for 2020 will be held on Tuesday 15 December.

As in previous years, it is proposed that no Council meeting be held in January 2021, with the meeting cycle to resume on the third Tuesday of February 2021.

This period is generally a quiet time for the organisation with many suppliers shutting down over Christmas and remaining closed well into the month of January. Many staff take this quiet period as an opportunity to catch up on other work, or to take additional leave.

During the interim period, Council operations will continue to be delivered and Additional Council Meetings can be called if required to consider any urgent business.

It is considered that Councillors will not be required during the holiday period and will resume Councillor commitments from Tuesday 19 January 2021.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

Risk Management

There is no risk associated with the proposed meeting cycle. Additional Council Meetings may be called at any time to address items of business requiring Council resolution during the December / January period.

Policy Considerations

There are no conflicts with Council Policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal / Statutory Implications

This proposal confirms with the *Local Government Act 2020* 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

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Staff and public will be informed of the change of meeting dates for the 2021 Calendar year.	Public Notice on Council website and social media.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

- There are no objective links to the *Council Plan 2017-2021*.

Conclusion

It is recommended that there be no Council Meeting held in January 2021 and if required, an Additional Council Meeting may be called to consider any urgent business arising during this interim period.



Attachments

Nil

10.5 Contracts Awarded Under Delegation - September and October 2020

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council note:

1. contracts awarded under delegated authority by the Chief Executive Officer;
2. contracts awarded under delegated authority by a Director;
3. contracts awarded under delegated authority by a Manager; and
4. request for tenders advertised but not yet awarded.

Executive Summary

To inform the Council of the status of request for tenders that have been awarded under delegation during the period 1 September 2020 to 30 October 2020, and those that have been publicly advertised but are yet to be awarded as at 13 November 2020.

Tendered Contracts Awarded under Delegated Authority by the CEO

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2060	Drainage Design of the Shepparton Stadium & Munarra Precinct	Lump Sum Contract for the Drainage Design of the Shepparton Stadium & Munarra Precinct	\$390,720.00	Spiire Australia Pty Ltd

Tendered Contracts Awarded under Delegated Authority by the CEO (continued)

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2032	Construction of Water Main Works - Maude Street (Vaughan Street to High Street)	Lump Sum Contract for the Construction of Water Main Works - Maude Street (Vaughan Street to High Street)	\$239,849.50	DKM Earthworks Pty Ltd
2010	Construction of the Sports City Storage Compound	Lump Sum Contract for the Construction of the Sports City Storage Compound	\$325,087.40	Crow Constructions Pty Ltd

Tendered Contracts Awarded under Delegated Authority by a Director

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2027	Replacement of Cladding - 90 Welsford Street, Shepparton	Lump Sum Contract for the Replacement of Cladding - 90 Welsford Street, Shepparton	\$145,530.00	Moretto Building Pty Ltd
2044	Council Medical Practitioner Services – Panel of Suppliers	3-year Schedule of Rates Contract or the Provision of Council Medical Practitioner Services – Panel of Suppliers	\$99,000.00	Dr Jennifer Sanders Dr Olga Ilic
2058	Condition Survey Sealed Roads Seals and Pavements	Lump Sum Contract for the Condition Survey of Sealed Roads and Seals and Pavements	\$110,887.26	Infrastructure Management Group Pty Ltd
2076	Vibert Reserve Pavilion Construction Design- Stage 3	Lump Sum Contract for the Vibert Reserve Pavilion Construction Design- Stage 3	\$147,807.00	Cohen Leigh Architects
2080	Construction of the Goyen Reserve Car Park, Shepparton	Lump Sum Contract for Construction of the Goyen Reserve Car Park, Shepparton	\$169,734.59	Miller Pipe & Civil Pty Ltd

Tendered Contracts Awarded under Delegated Authority by a Director (continued)

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2059	Design of Utility Upgrades of the Shepparton Stadium & Munarra Precinct	Lump Sum Contract for the Design of Utility Upgrades of the Shepparton Stadium & Munarra Precinct	\$92,964.30	Spiire Australia Pty Ltd

Tendered Contracts Awarded under Delegated Authority by a Manager

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2068	Design, Supply and Installation of Solar PV Systems for North Shepparton	Lump Sum Contract for the Supply and Installation of Solar PV Systems for North Shepparton Community Hub and Shepparton Business Centre	\$97,923.16	Watters Electrical Pty Ltd
2086	Consultation and Detailed Design – Mclennan Street Blocks 3 &5, Mooroopna	Lump Sum Contract for Consultation and Detailed Design – Mclennan Street Blocks 3 &5, Mooroopna	\$65,666.21	CAF Consulting Pty Ltd
2081	Survey and Design of Intersection of Katandra Main and Labuan Road	Lump Sum Contract for the Survey and Design of Intersection of Katandra Main and Labuan Road	\$28,239.20	CAF Consulting Pty Ltd

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2093	Home Modifications – Panel of Suppliers	Schedule of Rates Contract for Home Modifications – Panel of Suppliers	Tender Scheduled to close on 9 December 2020.
2067	Design of Shepparton CBD Inner Eastern Link Road- Sites 4 and 5	Lump Sum Contract for the Design of Shepparton CBD Inner Eastern Link Road- Sites 4 and 5	Tender closed on 7 October 2020. Currently being evaluated.

Requests for Tenders advertised but not yet awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2090	Karibok Park Watermain Upgrade Works	Lump Sum Contract for Karibok Park Watermain Upgrade Works	Tender closed on 14 October 2020. Currently being evaluated.
2023	Delivery of Line Marking Services- Panel of Suppliers	2 Year Schedule of Rates Contract for the Delivery of Line Marking Services - Panel of Suppliers	Tender closed on 7 October 2020. Currently being evaluated.
2118	Supply & Installation of Kidstown Perimeter fence	Lump Sum Contract for the Supply and Installation of Kidstown Perimeter Fence	Tender closed on 11 November 2020. Currently being evaluated.
2084	Construction of Traffic Calming Infrastructure in Shepparton	Lump Sum Contract for the Construction of Traffic Calming Infrastructure in Shepparton	Tender closed on 4 November 2020. Currently being evaluated.
2083	Construction of Traffic Calming Infrastructure in Mooroopna	Construction of Traffic Calming Infrastructure in Shepparton in Mooroopna	Tender closed on 4 November 2020. Currently being evaluated.
2061	Heritage Advisory Service	Schedule of Rates Contract for Heritage Advisory Services	Tender closed on 4 November 2020. Currently being evaluated.
2102	Deakin Reserve Netball Court – Building Works	Lump Sum Contract for Deakin Reserve Netball Court – Building Works	Tender closed 28 October 2020. Currently being evaluated.
2101	Deakin Reserve Netball Court – Civil Works	Lump Sum Contract for Deakin Reserve Netball Court – Civil Works	Tender Closed on 28 October 2020. Currently being evaluated.
2090	Karibok Park Watermain Upgrade Works	Lump Sum Contract for Upgrade Works to the Karibok Park Watermain	Tender closed on 14 October 2020. Currently being evaluated.
2089	Construction of Karibok Park, Vaughan & Rowe, Shepparton Streetscape Works	Lump Sum Contract for the Construction of Karibok Park, Vaughan & Rowe, Shepparton Streetscape Works	Tender closed on 4 November 2020. Currently being evaluated.
2028	Supply and Installation of Leachate Pump, Compressor Pipe System, Cosgrove 3 Landfill Precinct	Lump Sum Contract for the Supply and Installation of Leachate Pump, Compressor and Pipe System, Cosgrove 3 Landfill Precinct	Abandoned – to be re-tendered

Requests for Tenders advertised but not yet awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2048	Provision of Food Services (Readvertised)	Schedule of Rates Contract for the Provision of Food Services	Abandoned – to be re-tendered

Policy Considerations

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

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

Legal / Statutory Implications

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

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

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer, Directors and Managers under delegated authority of the Council during the period 1 September 2020 to 30 October 2020.

Attachments

Nil

11 Sustainable Development Directorate

11.1 Awarding of Grants under the Heritage Grants Program 2020/2021

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- award 11 grants from the Heritage Grants Program 2020/2021 as outlined below (in no particular order):

Address	Works to be funded	Amount (ex GST)	Amount (incl. GST)
195A Pogue Road, Toolamba	Log cabin restoration	\$15,000.00	\$16,500
Royal Mail Hotel, Mooroopna	Brickwork repairs	\$13,681.00	\$15,049
Mooroopna Grandstand/ Recreation Reserve	Timber repairs and painting	\$ 9,104.00	N/A
138-140 Nixon Street, Shepparton	Replacement of gutters and downpipes, painting	\$ 9,753.00	N/A
137 Waverley Avenue, Merrigum	Leadlighting repairs	\$ 2,250.00	N/A
815 Crawford Road, Tatura	Roof and verandah repairs	\$ 6,947.00	\$7,642
21 Watson Street, Murchison	Roof and verandah repairs	\$10,553.00	N/A
915 Springvale Road Harston	Painting	\$ 2,831.00	N/A
90 Corio Street, Shepparton	Restumping	\$ 4,472.00	N/A
17 Gladstone Street, Dookie	Verandah and weatherboard	\$ 1,341.00	N/A

	repairs		
55 Ross Street, Tatura	Restumping	\$ 4,068.00	\$4,475
Total		\$80,000.00	\$83,970

2. authorise notification of the 36 unsuccessful applicants.

Executive Summary

In July 2020, Council launched the Greater Shepparton Heritage Grants Program (the Program) for the 2020/2021 financial year.

The Program is an initiative of the Greater Shepparton Heritage Advisory Committee (the Committee), which was established by Council at the Ordinary Council Meeting held on 17 January 2012. 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.

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.

The Program commenced in late 2017 and has been heavily subscribed over the past three financial years. Completed works from previous years have demonstrated consistently positive outcomes, providing benefits for both owners of significant properties and the community.

The current round was allocated funding of \$80,000 and has been informed by the *Heritage Grants Guidelines 2019* (the Guidelines), which were adopted by Council at the Ordinary Council Meeting held on 16 July 2019.

Council received 47 applications during the six-week application period, which opened from 24 July to 7 September 2020. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

As in previous years, the calibre of applications was extremely high. It is recommended that Council resolve to award 11 grants under the Program, to the total value of \$80,000, as outlined above.

Report Detail

Greater Shepparton contains a wide variety of cultural heritage places of local, regional and international significance owing to its richly-layered history, dating back over 40,000 years. Shepparton's cultural heritage is an integral part of the rich tapestry that connects our community, as well as adding character, appeal and interest to our Municipality. Greater Shepparton is notable for the great diversity and variety of cultural heritage places.

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.

In February 2017, 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 were 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*, and allocate \$25,000 in the 2017/18 financial year to fund the Program. This was first time that such a Program had been undertaken independently by a council in regional Victoria.

The Program has proven to be highly successful and, as a result, increasing budgets have been allocated in each subsequent year, totalling \$50,000 in the 2018/2019 financial year and \$65,000 in the 2019/2020 financial year. In July 2019, Council resolved to adopt the updated *Heritage Grants Guidelines 2019* (the Guidelines).

Completed works from previous years have demonstrated consistently positive outcomes, providing benefits for both owners of significant properties and the community.

The objectives of the Heritage Grants Program are to:

- enhance, protect and conserve places and sites included in the Heritage Overlay in the Greater Shepparton Planning Scheme;
- 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 in the Municipality.

Conservation, restoration and/or reconstruction may be eligible for funding assistance under the Program, as well as documentation projects that demonstrate a commitment to obtaining specialist assessments or studies, or the preparation of conservation management plans as a preliminary to future works. Works must contribute to the retention of the significance of the place, and ideally be visible from a public place or improve a building or structure's external appearance.

Applications for the Program were open from 24 July 2020 to 7 September 2020. All owners of eligible properties were notified of the application period by mail prior to 20 July 2020. Numerous enquiries were received, and 47 applications were lodged during this time. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council. The Judging Panel comprised one member of the Committee the Heritage Adviser and a planner from the Building, Planning and Compliance Department.

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. Additional consideration will be given to projects that encourage heritage trade skills.
5. Capacity of the applicant to fund the works independently.

The Judging Panel has agreed that the following 11 applications be awarded a heritage grant (in no particular order):

Address	Works to be funded	Amount (ex GST)
195A Pogue Road, Toolamba	Log cabin restoration	\$15,000.00
Royal Mail Hotel, Mooroopna	Brickwork repairs	\$13,681.00
Mooroopna Grandstand/ Recreation Reserve	Timber repairs and painting	\$ 9,104.00
138-140 Nixon Street, Shepparton	Replacement of gutters and downpipes, painting	\$ 9,753.00
137 Waverley Avenue, Merrigum	Leadlighting repairs	\$ 2,250.00
815 Crawford Road, Tatura	Roof and verandah repairs	\$ 6,947.00
21 Watson Street, Murchison	Roof and verandah repairs	\$10,553.00
915 Springvale Road Harston	Painting	\$ 2,831.00
90 Corio Street, Shepparton	Restumping	\$ 4,472.00
17 Gladstone Street, Dookie	Verandah and weatherboard repairs	\$ 1,341.00
55 Ross Street, Tatura	Restumping	\$ 4,068.00
Total		\$80,000.00

The completion of works resulting from successful grant applications will assist in the conservation of places of heritage significance for future generations to enjoy.

Council Plan / Key Strategic Activity

BUILT

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

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

Risk Management

There are no anticipated risks associated with awarding eleven grants in accordance with the Guidelines. The 2020/21 budget includes an allocation of \$80,000 for the 2020/21 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 is unlikely to result in any unforeseen financial implications. The 2020/21 Budget includes an allocation of \$80,000 for the Program. All grants are GST exclusive. The grants to be awarded do not exceed this allocation, as shown below.

Address	Works to be funded	Amount (ex GST)
195A Pogue Road, Toolamba	Log cabin restoration	\$15,000.00
Royal Mail Hotel, Mooroopna	Brickwork repairs	\$13,681.00
Mooroopna Grandstand/ Recreation Reserve	Timber repairs and painting	\$ 9,104.00
138-140 Nixon Street, Shepparton	Replacement of gutters and downpipes, painting	\$ 9,753.00
137 Waverley Avenue, Merrigum	Leadlighting repairs	\$ 2,250.00

(Continued)

Address	Works to be funded	Amount (ex GST)
815 Crawford Road, Tatura	Roof and verandah repairs	\$ 6,947.00
21 Watson Street, Murchison	Roof and verandah repairs	\$10,553.00
915 Springvale Road Harston	Painting	\$ 2,831.00
90 Corio Street, Shepparton	Restumping	\$ 4,472.00
17 Gladstone Street, Dookie	Verandah and weatherboard repairs	\$ 1,341.00
55 Ross Street, Tatura	Restumping	\$ 4,068.00
Total		\$80,000.00

Legal / Statutory Implications

The recommendation will not result in any legal/statutory implications.

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 owner participation in conserving places of cultural heritage significance, and provides opportunities for the community to appreciate the municipality's 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, and potential tourism opportunities. There are no negative economic impacts associated with the Program.

Consultation

The Program was promoted in local media and letters were sent to all owners of properties within the Heritage Overlay in the municipality.

Applications for the Program were open from 24 July 2020 until 7 September 2020. During this time, numerous enquiries were received, and Council officers and the Heritage Adviser undertook 27 site visits with land owners. As a result of this engagement, Council received 47 applications.

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

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

- Greater Shepparton Heritage Strategy 2019.
- Greater Shepparton Heritage Study Stage II 2020.

Conclusion

The Greater Shepparton Heritage Advisory Committee agreed to request that Council resolve to support a Heritage Grants Program in the 2017/18 financial year. 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.

The Program is now in its fourth year, and the responses received demonstrate its continuing support from and relevance to the community.

Applications for the Program were open from 24 July 2020 until 7 September 2020. Council received 47 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 11 grants as part of the Program, as outlined in this report.

Attachments

Nil

11.2 Endorsement of Vaughan Street Landscaping Concept Plans 2020

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. note the outcomes of the targeted consultation undertaken in June 2020;**
- 2. endorse the Vaughan Street Landscaping Concept Plans 2020; and**
- 3. authorise advocacy to the Federal and State Governments for funding to undertake detailed design work / construction.**

Executive Summary

The section of Vaughan Street between Corio and Hoskin Streets provides a crucial connection between the areas addressed by the *Vaughan Street and Maude Street Redevelopment* (Stage 1 of the CBD Revitalisation Project) and the *Shepparton Railway Precinct Master Plan 2017* (see Figure 1, below).

In February 2019, Council appointed Spiire Australia Pty Ltd to prepare the *Vaughan Street Landscaping Concept Plans 2020* (the Plans), aiming to upgrade this small but important linkage to ensure a consistent and aesthetically attractive transition space for both visitors and residents.

In June 2020, Council corresponded with surrounding land owners and occupiers, to inform and consult on the Plans prior to seeking funding for the detailed design and construction phases of the project. The submission form on Council's website was also publicly accessible during the consultation period.

Three submissions were received from local businesses during the four-week consultation period. While there was broad support for the proposed works, the submissions raised concerns regarding pedestrian and cyclist safety at vehicle crossovers, potential damage to trees where larger commercial vehicles require access for deliveries, access to off-street car parking during and following works, and the potential loss of multi-bay parking in the median that currently accommodates longer vehicles such as caravans when required.

These concerns have been recorded for consideration and resolution during the detailed design phase.

It is recommended that Council endorse the Plans, and authorise advocacy for funding to proceed to the detailed design and construction phases. With the imminent addition of further rail services to the Shepparton Railway Station and potential for works to upgrade the Station and surrounds, having 'shovel-ready' plans for the completion of this important linkage will increase the likelihood of obtaining grant support for its implementation. The proposed works may be carried out in conjunction with works in neighbouring precincts, minimising construction costs and disruption to the community. The proposed works are a key element in ensuring both visitors and residents are greeted with an attractive and welcoming gateway to the CBD, maximising benefit from investment in the *Shepparton CBD Revitalisation Project*, and the *Shepparton Railway Precinct Master Plan 2017*.

Report Detail

In recent years, Council has planned and implemented a number of improvements to the Shepparton CBD, to enable increased employment, improved retail diversity, expanded court and legal activities, and new commercial and mixed-use development opportunities. Collectively known as the *Shepparton CBD Revitalisation Project*, these have included the *Vaughan Street and Maude Street Redevelopment*, the *Shepparton Railway Precinct Redevelopment*, and the *Shepparton Court House Precinct Development*, with a total estimated cost of more than \$100 million. Council also undertakes ongoing works to maintain the safety and attractiveness of public spaces in the CBD, such as the North Street Landscaping Project.

The Vaughan Street and Maude Street Redevelopment has in turn comprised four sub-projects: Vaughan Street – Corio Street to Maude Street improvement; Maude Street – Vaughan Street to High Street improvements; the Bus Interchange at Maude and Vaughan Streets; and the Maude Street Mall redevelopment. Each of these adds to the amenity and public value of Shepparton's retail precinct, augmenting significant development undertaken by the private sector.

The *Shepparton Railway Precinct Master Plan 2017* aims to improve connectivity between the Shepparton Railway Station and the Shepparton CBD through the construction of a pedestrian overpass, enhancing access for both residents and the visitors expected as a result of an increase of V/Line services from five to nine arrivals per day. This project is further expected to provide a catalyst for redevelopment of VicTrack land along Hoskin Street for commercial purposes.

The section of Vaughan Street between Corio and Hoskin Streets provides a crucial connection between the areas addressed by the *Vaughan Street and Maude Street Redevelopment* (Stage 1 of the CBD Revitalisation Project) and the *Shepparton Railway Precinct Master Plan 2017* (see Figure 1, below).

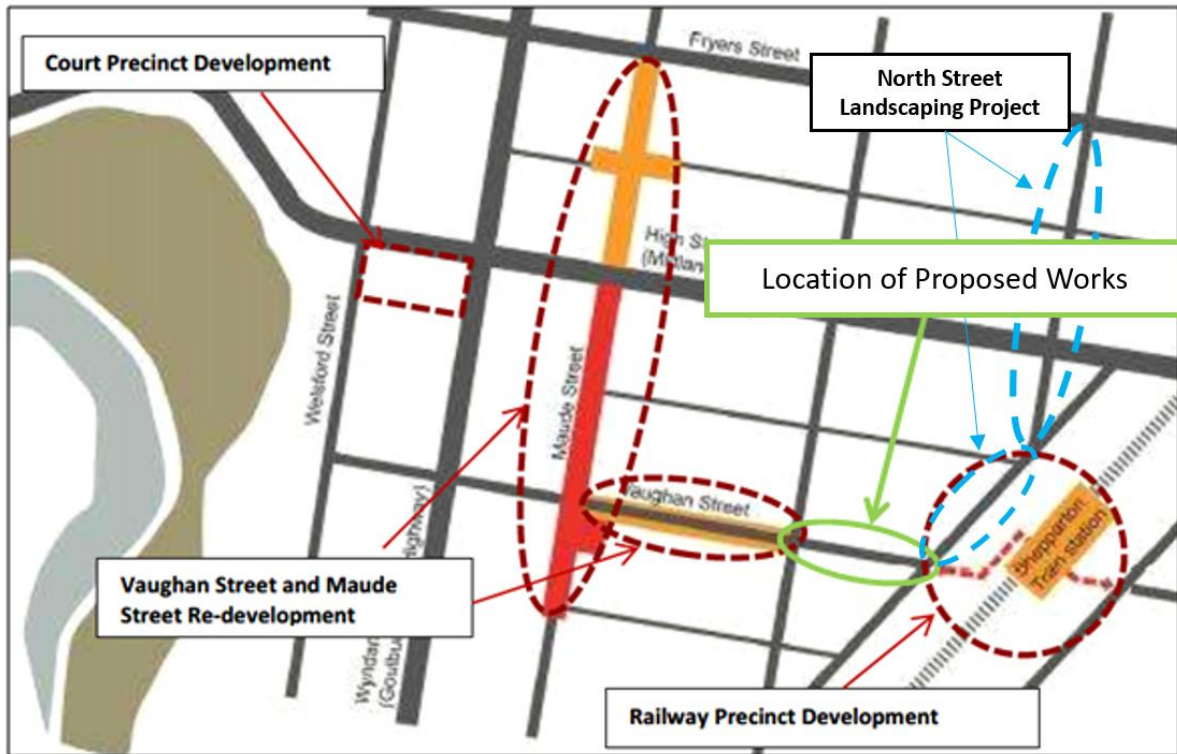


Figure 1: Shepparton CBD revitalisation projects

In particular, community consultation regarding the Shepparton Railway Pedestrian Overpass noted that the section of Vaughan Street between Corio Street and Hoskin Street provided an unattractive and potentially unsafe gateway to the Shepparton CBD for future users of the Overpass.

In February 2019, Council appointed Spiire Australia Pty Ltd to prepare Concept Plans (the Plans) for the landscaping of this section of Vaughan Street, aiming to upgrade this small but important linkage to ensure a consistent and aesthetically attractive transition space for both visitors and residents.

The Plans include mixed plantings and additional street trees, street furniture, way-finding, public artworks, and a shared path along the north side of Vaughan Street to intersect the existing local cycling network, to achieve connection and continuity between the CBD and the Railway Precinct.

Initial surveys indicated that the road surface was also in poor condition, with extensive surface cracking and minor deformation, so an investigation of the road pavement was undertaken by B.M. Civil Engineers Pty Ltd. The recommendations of the report were incorporated into the proposed works.

In June 2020, Council officers undertook targeted consultation with surrounding land owners and occupiers, as indicated in Figure 2 (below), to inform and consult prior to seeking funding for detailed design and construction phases of the project. Wider community consultation is anticipated once detailed designs are prepared.



Figure 2: Extent of targeted consultation with landowners and occupiers (in blue).

Three submissions were received from local businesses during the four-week consultation period. While support was expressed for the proposed works, including appreciation for Council’s foresight, the submissions raised the following concerns:

- The safety of pedestrians and cyclists utilising the shared path in regard to freight vehicles making deliveries and cars leaving off-street car parking areas provided by businesses on the north side of Vaughan Street;
- That freight vehicles may damage large trees or new infrastructure;
- Access to off-street car parking for customers and staff of businesses during and following works;
- That additional trees proposed for the Vaughan Street median will prohibit their use by longer vehicles such as caravans, for whom there is no alternative parking available; and
- The entry to a staff car park on the corner of Vaughan Street and Hoskin Street has been blocked by the proposed pedestrian crossing.

These concerns have been recorded for consideration and resolution during the detailed design phase.

It is recommended that Council endorse the Plans to inform Council’s advocacy for funding to proceed to the detailed design and construction phases. With the imminent addition of further rail services to the Shepparton Railway Station and potential for works to upgrade the Station and surrounds, having shovel-ready plans for the completion of this important linkage will increase the likelihood of obtaining grant support for its construction. In particular, the proposed works may be carried out in conjunction with works in neighbouring precincts, minimising construction costs and disruption to the community, and ensuring visitors are greeted with an attractive and welcoming gateway to the CBD.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

SOCIAL

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

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

BUILT

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

4.4 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.

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

Risk Management

There are no discernible risks arising from noting the outcomes of the targeted correspondence regarding the *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design work and construction.

Policy Considerations

Consultation in regard to the *Vaughan Street Landscaping Concept Plans 2020* was undertaken in compliance with the *Greater Shepparton Community Engagement Policy 07.POL4*, and the *Greater Shepparton Community Engagement Strategy 2009*.

It is expected that the preparation of detailed designs will be undertaken in compliance with established Council policies such as the *Infrastructure Design Manual*, and the *Wayfinding Strategy Design Guidelines 2014*.

The recommendation to endorse the *Vaughan Street Landscaping Concept Plans 2020*, and commence Council advocacy for funding to undertake detailed design work supports existing Council policies.

Financial Implications

There are no direct financial implications to noting the outcomes of targeted consultation *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design work and construction.

While preliminary costings have been prepared based on the Plans, these costs are expected to be revised following the preparation of detailed designs. There may be future implications to Council's budget and works program to implement the design, although grant funding will be sought. Implementation of the design will be the subject of separate budgetary and approval processes.

Council currently has two sections of kerbing scheduled for renewal in 2020-2021. These and other renewal works could be undertaken in accordance with the *Vaughan Street Landscaping Concept Plans 2020* and/or detailed designs, to disperse costs and maximise benefit obtained.

Legal / Statutory Implications

There are no legal or statutory implications arising from noting the outcomes of the targeted correspondence regarding the *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design works.

Environmental / Sustainability Impacts

There are no environmental or sustainability impacts arising from noting the outcomes of the targeted correspondence regarding the *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design work.

Social Implications

There are no direct social implications arising from noting the outcomes of the targeted correspondence regarding the *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design work and construction.

Economic Impacts

There are no direct economic impacts arising from noting the outcomes of the targeted correspondence regarding the *Vaughan Street Landscaping Concept Plans 2020*, endorsing the Plans, and commencing Council advocacy for funding to undertake detailed design work and construction.

In the long term, redevelopment of the CBD and development of the Railway Precinct are expected to have positive economic impacts for Greater Shepparton. The proposed works to the section of Vaughan Street between Corio Street and Hoskin Street provides a crucial connection between these projects, ensuring maximum benefit is obtained through consistent high-quality presentation, and safe and attractive access for both visitors and residents.

Consultation

The *Vaughan Street Landscaping Concept Plans 2020* are specific to the section of Vaughan Street between Corio Street and Hoskin Street, so targeted consultation to inform and consult with affected landowners and occupiers was considered to be an appropriate first stage of engagement.

In June 2020, Council officers sent letters to all land owners and occupiers within the area indicated in Figure 2 (above), to inform and consult prior to seeking funding for detailed design and construction phases of the project, and provided a website for public submissions. Options to respond by mail, email, video conferencing with Council officers, phone or online methods were offered to promote accessibility.

A total of three submissions were received during the four-week consultation period, all from local businesses. Two of the submissions expressed support for the proposed works, with one going further to commend Council's foresight. No objections were received, although some concerns were raised, revealing important aspects of the practical operations of businesses and traffic movement in the area.

The concerns were based on pedestrian and cyclist safety at vehicle crossovers, potential damage to trees where larger commercial vehicles required access for deliveries, access to off-street car parking during and following works, and the potential loss of multi-bay parking

in the median for longer vehicles such as caravans. These points have been recorded for consideration and resolution during the detailed design phase.

Wider community consultation is anticipated once detailed designs are prepared, as well as further one-on-one discussions with submitters.

All consultation activities have been undertaken with due regard for the restrictions imposed by COVID-19 responses, and in accordance with the *Greater Shepparton Community Engagement Policy 07.POL4*, and the *Greater Shepparton Community Engagement Strategy 2009*.

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: Economic Development

Theme: Retail/Commercial Centres

Objectives:

3. To revitalise the CBD of Shepparton and improve the urban design and architectural standards of retail/commercial areas.

3.6. Encourage the redevelopment of peripheral areas of the Shepparton CBD.

b) Other strategic links

Shepparton CBD Strategy 2008

Shepparton CBD revitalisation Project 2013

Shepparton Railway Precinct Master Plan 2017

Conclusion

The section of Vaughan Street between Corio and Hoskin Streets provides a crucial connection between the areas addressed by the *Vaughan Street and Maude Street Redevelopment* (Stage 1 of the CBD Revitalisation Project) and the *Shepparton Railway Precinct Master Plan 2017*.

In February 2019, Council appointed Spiire Australia Pty Ltd to prepare the *Vaughan Street Landscaping Concept Plans 2020*.

In July 2020, Council officers undertook targeted correspondence to inform and consult with affected land owners and occupiers. Three submissions were received, providing important information on issues surrounding the practical operations of businesses and traffic, that will inform the preparation of detailed designs.

It is recommended that Council note the responses received, endorse the Plans, and authorise advocacy for funding to proceed to the detailed design and construction phases, to maximise the likelihood of procuring this important linkage in a timely and efficient manner.

Attachments

1. Vaughan Street Landscape Concept [11.2.1 - 6 pages]
2. Vaughan Street Landscaping Concept Plans - Consultation Submissions [11.2.2 - 1 page]

11.3 Community Sustainability Grants Round 1 2020/2021

Author Sustainability Officer
 Approved by Director Sustainable Development
 Purpose For Decision by Executive

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council adopt the recommendation of the Community Sustainability Grants Assessment Panel to fund the following five Sustainability Grants to the value of \$11,329 (GST inclusive).

Organisation	Event/Project	Allocations Inclusive GST
Transition Tatura	Communities Shaping the Future: My Community 2021	\$1500
Tatura Community House	Harvest Table	\$1670
Shepparton Search and Rescue Squad Inc.	Security Light LED Upgrade	\$3000
Zero Carbon Tatura	Communications Project	\$3000
Currawa Primary School	Wicking Vegetable Garden Beds	\$2159
	Total	\$11329

Executive Summary

The Community Sustainability Grants will support the development and implementation of sustainable projects and events, which will go towards achieving sustainability actions within the Environmental Sustainability Strategy.

Greater Shepparton City Council launched the first round of the Community Sustainability Grants program in July 2016. The first round of the Community Sustainability Grant for 2019/2020 was opened to applications on Wednesday 26 August 2020 and closed Monday 21 September 2020 with six applications received. All applications were assessed by an internal grant review panel and five applications were recommended for approval. The community Sustainability Grant has a total budget of \$20,000 for the 2019/2020 financial year.

The project that was not recommended to be funded by the panel did not meet the objectives of the Community Sustainability Grant Guidelines. All projects recommended meet the objectives of the grant guidelines and the Environmental Sustainability Strategy.

Report Detail

The Sustainability Grants are designed to support the development and implementation of sustainable projects and events, which will contribute to achieving sustainability related actions within the Environmental Sustainability Strategy. For the 2019/2020 grants round the Sustainability and Environment have a budget of \$20,000 allocated to the grants program. Grants are available for up to \$3,000 per application

The intention of the funding is to facilitate projects which achieve some or all of the following objectives:

1. Encourage and support businesses, industry and the general community to reduce energy costs and greenhouse gas emissions to mitigate the impacts of climate change
2. Increase the energy efficiency of existing and new residential and commercial buildings across the municipality
3. Raise community awareness of the relevance of climate change, the impacts it will have on our environment and way of life, and the opportunities it will present
4. Encourage participation in sustainability activities and events
5. Enable community members to acquire or develop new skills in relation to Sustainability
6. Increase community awareness on waste minimisation and correct waste disposal
7. Enable community members to acquire or develop new skills in relation to sustainability.

This round of Community Sustainability Grants has been promoted through the Council's external website, social media and a media release. The internal Grants Working Group facilitated by the Grants Coordinator continues to collaborate to improve access for community organisations across the different grant programs within Council.

The grant opened on 26 August 2020 and closed on 21 September 2020 with a total of six applications being received. Grants were submitted via the online application process, SmartyGrants. Six applications were received with a total value of \$15,829.00 excluding GST.

Through the assessment process the panel has recommended five projects be funded. The panel agree that these projects will be a worthy investment into the community to achieve the objectives, and assist the community in raising awareness about sustainability and climate change. All of the recommended projects meet eligibility requirements and all aim to implement sustainability projects within the community.

One project did not meet the grant objectives or eligibility requirements, the panel recommended they not be funded. One project was recommended to be part funded due to the eligibility of meeting the grant guidelines.

Organisation	Transition Tatura
Project	Communities Shaping the Future: My Community 2121
Short Project Description	Art Competition for all Greater Shepparton Schools which will be celebrated in our social media, news media and our annual film festival later in the year - the topic is "My Community 2121: what will it be like and how can I help make it happen". The key focus of the entries will be based on the principles of Transition Tatura; Community Energy Environment. - all art forms will be encouraged and accepted: Visual Art, Music, Performance Art, Dance, Literature, Media Arts, Sculpture.
Requested Council Contribution	\$3000
Recommendation from the Assessment Panel	Recommended to part fund \$1500 to be in line with grant guidelines

Organisation	Tatura Community House
Project	Harvest Table
Short Project Description	Build a harvest trolley that will be located in the new Tatura Community House/Library shared foyer to encourage locals to drop off any excess produce and take whatever they need from the table. Not only does this activity encourage sustainability practices by individuals it will also reduce food waste and contribute to food security for residents.
Requested Council Contribution	\$1670
Recommendation from the Assessment Panel	Recommended \$1670

Organisation	Shepparton Search and Rescue Squad Inc.
Project	Security Light LED Upgrade
Short Project Description	Required Retro fit all external security lighting from halogen to LED
Requested Council Contribution	\$3000
Recommendation from the Assessment Panel	Recommended \$3000

Organisation	GV Community Energy
Project	Sustainable Lifestyle Planning
Short Project Description	This project will develop a process to prepare customised plans that provide direction for future investment (time and dollars) for the suite of aspirations and activities, that an individual or family intend to be involved with, that will limit the amount of greenhouse gases that can be attributed to their lifestyle. The Plan will include prioritised actions with approximate costs that will assist participants meet their agreed greenhouse annual budget and long-term greenhouse gas reduction goals.
Requested Council Contribution	\$3000
Recommendation from the Assessment Panel	Not recommended – did not meet the grant guidelines

Organisation	Zero Carbon Tatura
Project	Communication Project
Short Project Description	Zero Carbon Tatura has a vision to transition the Tatura postcode to zero emissions by 2030 in line with the Paris 1.5C target and the declaration of a Climate Emergency by the Greater Shepparton City Council. A communications toolkit with a variety of materials for the project are required to ensure all residents, businesses and industries in the town understand the impact of climate change and their ability to act and reduce emissions, and become involved in projects to benefit their local area. The communications toolkit will incorporate the development of a dedicated website, graphic design components, and the creation production and distribution of information over both digital and print media. This will assist in the finalisation of the Tatura Energy Descent Plan.
Requested Council Contribution	\$3000
Recommendation from the Assessment Panel	Recommended \$3000

Organisation	Currawa Primary School
Project	Wicking Vegetable Garden Beds
Short Project Description	Construct 3 wicking garden beds in the school grounds to grow vegetables. The students will germinate vegetable seeds, plant and care for seedlings and plants, and harvest the produce. Some of the produce will be used in cooking at school and some will be available for the school families to use at home. Students will learn about life cycles of plants, be encouraged to eat more vegetables, and learn how to grow vegetables in a sustainable way.
Requested Council Contribution	\$2159
Recommendation from the Assessment Panel	Recommended \$2159

Council Plan / Key Strategic Activity

SOCIAL

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

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

ENVIRONMENT

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

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

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

Risk Management

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

Policy Considerations

Approval of the Community Sustainability Grant recommendations supports existing Council policies

Financial Implications

Council has committed \$20,000 for the 2019/2020 financial year for the community sustainability grant program. It is recommended that \$11329 is approved for four projects is round one of the 2019/2020 program.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	N/A	N/A	N/A	No revenue associated with the Community Sustainability Grant
Expense	2019/2020 Budget \$20,000	Round 1 \$11329		\$ (\$ GST)
Net Total	\$20,000	\$11329	(\$8671)	\$11329

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 plan conforms with the *Local Government Act 2020* and other relevant legislation.

Environmental / Sustainability Impacts

The adoption of the recommendation stated above will support the implementation of the associated projects which will have a positive impact on the improvement of sustainability with the community.

Social Implications

The applications received this Round demonstrate the significant value of local volunteers and community organisations who contribute to the social connectedness of the Greater Shepparton community. There are projects that will engage the community to be involved in the projects and therefore have a positive social impact.

Economic Impacts

Grant allocations this round will contribute to community organisations being able to provide community events and opportunities. This will promote local business and have a positive effect on the local economy.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure that the information about the application process was widespread	Media Release Website Social Media Emailed to networks Information Sessions
Consult	Grant Drop-in sessions throughout the year	Sessions offered at various times throughout the year
Involve	Sustainability Officer provide assistance to community groups	Consultation on an individual basis during the application process
Collaborate	Successful community groups/members will be responsible for the implementation of their projects which will provide the opportunity for incorporating sustainability initiatives into the community	Successful applicants will drive their own community initiatives.
Empower	Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects.	Community groups will drive the delivery of their projects

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- Direction 2: Community Life
- Direction 3: Environment

b) Other strategic links

Environmental Sustainability Strategy 2014-2030

2. Healthy, productive and sustainable water resources

2.5 Partner with, support and empower our community to achieve healthy, productive and sustainable water resources.

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

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

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

3.4 Increase the energy efficiency of existing and new residential and commercial buildings across the municipality.

3.5 Council supports our businesses, industries, and residents to live more efficiently and sustainably.

3.7 Advocate and maximise partnership opportunities to reduce Council and community greenhouse gas emissions and respond to the opportunities and challenges of climate change.

Conclusion

The applications for funding through the Community Sustainability Grants 2019/2020 have been reviewed by an internal Grant Review Panel in line with Council's Grant Distribution Policy and have recommended five projects be funded. All of these projects meet eligibility requirements and all aim to build or strengthen sustainability in the Greater Shepparton community. Officers recommend these applications be adopted to ensure that Council takes advantage of the community's commitment to the projects listed.

Attachments

Nil

11.4 Community Grants Round 1 2020/2021 COVID -19 Response

Author Grants Statistics & Economic Research Officer
 Approved by Director Sustainable Development
 Purpose For Noting

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council note the outcomes of the Economic Response Package Stage 2 Quick Response Community Grants Round 1.

Executive Summary

A total pool of \$150,000 was made available to not-for-profit community groups and sporting clubs across Greater Shepparton as a response to COVID-19 activation and recovery. The grant initiative was part of the Council's Economic Response Package Stage 2. A total of \$116,009.37 has been allocated across six different grant programs and will benefit local community and sporting organisations.

Report Detail

As part of Council's Economic Response Package Stage 2 to support the local community in navigating the impacts of COVID-19 a Community Quick Response Grant Round was implemented. A total pool of \$150,000 was made available to not-for-profit community groups and sporting clubs across Greater Shepparton.

This report provides an update to the Council as to which projects were approved and funded as part of Council's Economic Response Package Stage 2.

The grant round included existing grant programs; Community Arts Grants, Community Matching Grants, Our Sporting Future, Minor and Major Events Grants, Small Towns Festive Events and Australia Day Grants. Each program had its individually approved budget in the 20/21 budget program.

The quick response factor allowed applicants to access funding via a fast-tracked approval process to implement community projects and activities to aid and adapt in COVID-19 activation and recovery. A COVID-19 lens was implemented and grants were assessed based on how the proposal will activate and support the local community in the recovery process. All event-based grants will be made available pending clarity of restrictions.

All applications were assessed and scored by an assessment panel made up of relevant Council staff and recommendations were reviewed by individual Managers and approved

under the delegation of the relevant Director for each program. The ability of organisations to provide financial and in-kind support to projects is taken into account during the review process.

The community quick response grant round was opened on 1 July 2020 and with individual closing dates for each program all programs have now been assessed and funding agreements executed and monies dispersed to local community organisations.

This round of Grants was promoted through the Council’s external website, social media, a media release, newspaper ad and via community organisation email lists and networks. A free Grant Writing Webinar was delivered by Non-Profit Training and the Council Grants Coordinator on the 22 June 2020.

In addition, officers have discussed projects and options for funding with various community organisations and provided support. The internal Grants Working Group facilitated by the Grants Coordinator continues to collaborate to ensure Council’s investment in community, through the grant programs, meets best practice.

Please see attached to this report a list of approved Grants.

TOTAL EXPENDITURE COVID-19 COMMUNITY QUICK RESPONSE GRANTS
 \$116,009.37

Council Plan / Key Strategic Activity

- Objective 2.3: Lifelong learning is valued and fostered in our community.
- Objective 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.
- Objective 2.5: Creativity and participation in arts and culture is nurtured and encouraged.
- Objective 2.6: Volunteering is promoted and encouraged along with other measures to improve community resilience.
- Objective 2.7: Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Financial – Insurance Claims	Unlikely	Low	Low	Ensure successful applicant has a current public liability insurance policy/certification.
Strategic – Emergency / Catastrophes	Rare	Low	Moderate	Ensure successful applicant has an Emergency Response Plan if organising an event.
Operations – OH&S	Possible	Medium	Moderate	Ensure a Risk Management Plan has been undertaken prior to any public event.

Policy Considerations

The assessment and recommendations have been made in line with the Grant Distribution Policy 43.POL1.

Financial Implications

A total of \$150,000 was allocated as part of Council's Economic Response Package Stage 2 towards a Quick Response Round of Community Grants. This allocation was made up of pre-approved budgets for grant funding in the Community Arts Grants, Community Matching Grants, Minor and Major Event Grants, Small Towns Festive Event Grants, Australia Day Grants and the Our Sporting Future Grants Program. The variance amount (\$33,990.63) will be allocated to Round 2 of Council's Community Grants Program opening in December 2020 and closing in February 2021.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	NA	NA	NA	NA
Expense	\$150,000	\$116,009.37	\$33,990.63	
Net Total	\$150,000	\$116,009.37	\$33,990.63	

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

There are no known legal or statutory implications for Council. All grant applicants must comply with planning, building and health legislative and statutory requirements prior to commencement of projects/events. Applicants are required to hold suitable public liability insurance for the duration of the project.

Environmental / Sustainability Impacts

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

Social Implications

Grants provided by Council are aimed at increasing opportunities for the community to come together, fostering community pride and esteem.

Economic Impacts

Events and projects funded by Council have resulted in increased visitation and increased employment opportunities. Applicants are encouraged to utilise local contractors and purchase all supplies locally.

Consultation

This round of Grants was promoted through the Council's external website, social media, a media release, newspaper ad and via community organisation email lists and networks. A free Grant Writing Webinar was delivered by Non-Profit Training and the Council Grants Coordinator on the 22 June 2020.

Strategic Links

- a) Greater Shepparton 2030 Strategy
 - 2.3.2 Community Life
 - 2.4.4 The Need to Grow
 - 4.3.4 The Municipality is More Attractive
 - 4.3.9 The Municipality is Culturally Active
- b) Other strategic links
 - Municipal Health and Wellbeing Plan
 - Cultural Diversity & Inclusion Strategy
 - Greater Shepparton Youth Strategy and Action Plan
 - Greater Shepparton Economic Development, Events and Tourism Strategy

Conclusion

A total of \$116,009.37 has been awarded in grant funding as part of Council's Economic Response Package Stage 2. This report provides an update to Council as to which projects were approved and funded via quick response process.

Attachments

1. Community Grants Round 1 2020/2021 [11.4.1 - 4 pages]

11.5 Land Sale - The Vines

Author Principal Statutory Planner
 Approved by Director Sustainable Development
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council resolve to:

- 1. authorise the publication of a public notice of intention to sell the land shown generally as 'Reserve No 2' on proposed plan of subdivision 840858W, which invites submissions from the public on the proposed sale, in accordance with sections 189 and 223 of the *Local Government Act 1989 (Act)*;**
- 2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council's functions under section 223 of the Act in relation to this matter.**

Executive Summary

Council is the owner of the land described as Reserve 1 on Plan of Subdivision 823641 (**Land**), being part of the land generally known as the Yakka Basin Reserve at 42 Southdown Street, Shepparton.

The land to the north, being 50 Ford Road, Shepparton, is being subdivided and developed for the purpose of a residential development.

The owner of 50 Ford Road, The Vines Pty Ltd, has contacted officers with an offer to purchase part of the Land for the creation of an electrical reserve. This electrical reserve is stated to be required to satisfy the requirements of Powercor Australia Ltd in subdividing the land and to facilitate electrical supply to stage 4 of the residential development.

Officers propose that a square 51.8m² part of the Land be subdivided from the balance of the Land and transferred to Powercor for the purposes of the electrical reserve. Although the part of the land would be transferred to Powercor, The Vines Pty Ltd would pay for the purchase of the land.

Pursuant to the requirements of the *Local Government Act 1989*, officers seek authorisation from the Council to publish a public notice of intention to sell part of the Land and invite

Pursuant to section 189 of the *Local Government Act 1989*, before selling land, Council must give public notice of its intention to do so at least 4 weeks prior to the sale. A person also has a right to make a submission on the proposed sale of land by Council.

Officers seek permission to advertise the proposed sale in accordance with the *Local Government Act 1989* and invite any person who wishes to be heard in person or be represented by a person acting on their behalf to attend a Council meeting to make submissions. Council would then, having considered all submissions, make a determination on the proposed sale.

It is noted that the advertisement of the proposed sale does not necessarily mean that the land will, in fact, be sold and transferred.

Council Plan/Key Strategic Activity

BUILT

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

4.1 Growth is well planned and managed for the future.

4.4 Quality infrastructure is provided and maintained to acceptable standards.

Risk Management

Officers consider that the primary potential risk is selling the land at a value that is not in accordance with a formal valuation. This risk will be managed by engaging a certified valuer to undertake an assessment of the land and, if Council resolves to sell the land, by selling the land in accordance with this valuation.

Policy Considerations

Clause 19.01-1S (Energy Supply) of the Greater Shepparton Planning Scheme seeks to facilitate appropriate development of energy supply infrastructure.

Financial Implications

An independent valuation of the land will be undertaken by a certified valuer. If the land is sold, Council will receive the income from the purchase price. The costs associated with the subdivision, creation of the reserve, and transfer of the land will be borne by the owner of the land at 50 Ford Road.

Legal/Statutory Implications

Officers have obtained a fee proposal from Holding Redlich, who will be engaged to ensure the public notice and, if it proceeds, the transfer of land, are undertaken in accordance with the *Local Government Act 1989* and *Local Government Act 2020*.

This report seeks a resolution to advertise the proposed intention to sell the land and invite submissions on the proposed sale of land. Following the 28-day advertising period, Council will consider all submissions received and determine whether the land should be sold.

Environmental/Sustainability Impacts

The proposed land sale for a Powercor reserve has neutral environmental or sustainability impacts.

Social Implications

Officers consider that the proposed land sale has a neutral social outcome.

Economic Impacts

Officers consider that the proposed land sale has neutral economic impacts.

Consultation

Council proposes to publish a public notice of its intention to sell the Land in accordance with section 189 of the Local Government Act. The public notice will invite submissions on the proposed sale under section 223 of the Local Government Act for a period of 28 days. Following the conclusion of the submission period, all submissions will be considered by Council.

Strategic Links

Greater Shepparton 2030 Strategy

An objective of Settlement and Housing is to release land efficiently in terms of location, supply of services and infrastructure.

Officers consider that the proposed land sale will allow for the orderly supply of electricity to the subdivision.

Conclusion

The proposed sale will enable the construction and installation of an electrical kiosk, which will allow the subdivision of 50 Ford Road, Shepparton to proceed and facilitate electrical supply to the residential development at that land.

Officers recommend that it is appropriate for Council to consider the proposal to sell part of the land and, in accordance with its obligations under section 189 of the *Local Government Act* 1989, publish a public notice of intention to sell the land and invite submissions from the public on the proposed sale for consideration by Council.

Attachments

Nil

11.6 Proposed MC Pipes Land Sale

Author Principal Statutory Planner
 Approved by Director Sustainable Development
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council resolve to:

1. **authorise the publication of a public notice of intention to sell the land shown generally as the part of lot 2 on the plan of proposed subdivision prepared by SPIRE – Drawing Number 307410UD00 (Version 1), being approximately 2415m² in area, which invites submissions from the public on the proposed sale, in accordance with sections 189 and 223 of the *Local Government Act 1989*;**
2. **authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council’s functions under section 223 of the *Local Government Act 1989* in relation to this matter.**

Executive Summary

Council is the owner of the land at 30R Florence Street, Shepparton (**Land**), which is partly used for the Telford Drainage Basin.

As part of an approved subdivision of the Freedom Foods site, Provincial Crescent, which abuts the Land to the south, will be extended and part of the Land will become a road. As a consequence, part of the Land will become separated from the remainder of the Land. This part is shown in red on Figure 1, below.



The Copulos Group of Companies has approached Council with a proposal to purchase that part of the Land. Copulos Group has also expressed interest in purchasing the L-shaped parcel of land owned by Goulburn Murray Rural Water Corporation, located immediately to the east of the Land.

The purpose of the purchase would be to consolidate these parcels with the larger parcel to the south of the Land which is used for a concrete pipe factory.

The part of the Land proposed for sale is currently vacant and is not required in association with the drainage basin or used by Council for any purpose. There are currently no plans in place for the use or development of this part of the Land. Officers consider that the land is surplus to Council's needs.

Pursuant to the *Local Government Act 1989*, a person has a right to make a submission on the proposed sale of land by Council. Officers are seeking permission to advertise the proposed land sale, pursuant to Section 189 of the *Local Government Act*.

Following the public notice period, Council will consider all submissions at a Council meeting, at which any person who wishes to be heard in person or be represented by a person acting on their behalf may attend to make submissions. Council will then, either at that Council meeting or a later Council meeting, having considered all submissions on the proposed sale, make a determination on the proposed sale.

It is noted that the decision to advertise or give notice of an intention to sell has no influence on Council's ultimate determination on the proposed sale.

Report Detail

Council owns the land at 30R Florence Street, Shepparton (**Land**). Part of the Land is to be vested as a road for the purpose of extending Provincial Crescent, in accordance with an approved subdivision. This extension of Provincial Crescent will divide the Land into two separate parcels. The parcel to the west, being the larger, primary parcel, comprises the Telford drainage basin. The parcel to the east, being a smaller, rectangular parcel, is currently vacant land.

In early July 2020, Copulos Group approached officers with a proposal to purchase this smaller parcel to the east of the future Provincial Crescent extension. The reason for the proposed purchase is to consolidate the smaller parcel into the landholding of Copulos

Group. The part of the Land proposed for sale is currently vacant and is not required in association with the drainage basin or used by Council for any purpose. There are currently no plans in place for the use or development of this part of the Land.

Copulos Group has also expressed interest in purchasing the L-shaped parcel of land owned by Goulburn-Murray Rural Water Corporation, located immediately to the east of the Land. No formal proposal has been made for the purchase of part of the Land or Goulburn-Murray Water's land and no detailed discussions or negotiations have occurred.

Copulos Group has, in principle, proposed to pay all of the costs incurred by Council in relation to the sale of the proposed parcel, including surveying costs, legal costs and titles office lodgement fees. Copulos Group has also proposed to accept any risks in relation to any contamination of the Land.

Council officers propose that the sale of the specified part of the Land be considered and advertised by way of public notice in accordance with the requirements of the *Local Government Act*. It is proposed that submissions be invited and considered by Council prior to any determination by Council as to the proposed sale of the specified part of the Land.

Council Plan / Key Strategic Activity

ECONOMIC

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

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

Risk Management

Officers consider that the primary potential risk is selling the land at a value not in accordance with a formal valuation. Officers will manage this risk by engaging a certified valuer with the necessary qualifications to provide an independent valuation. This is in accordance with Council's obligations under section 189 of the *Local Government Act*.

Policy Considerations

Officers consider policy support exists at Clause 21.06-4 of the Greater Shepparton Planning Scheme to facilitate and enable industrial land use including:

Objectives - Industry

To sustain a growing and diverse industrial base.

Financial Implications

An independent valuation of the land will be undertaken. Should the land be sold, Council will receive income from the sale in accordance with the valuation. Officers will also obtain a second valuation to ensure Council is setting a fair and reasonable sale price for the land.

Legal / Statutory Implications

Officers have obtained a fee proposal from Holding Redlich who will be engaged to ensure that the land sale is undertaken in accordance with the *Local Government Act*.

Environmental / Sustainability Impacts

The proposed land sale has neutral environmental or sustainability impacts.

Social Implications

Officers consider that the proposed land sale has a neutral social outcome.

Economic Impacts

Should the Copulos Group successfully purchase the land it will allow a minor expansion of their concrete pipe factory at the site, which will consolidate the business in Greater Shepparton.

Consultation

Council proposes to publish a public notice of its intention to sell the Land in accordance with section 189 of the *Local Government Act*. The public notice will invite submissions on the proposed sale under section 223 of the *Local Government Act* for a period of 28 days. Following the conclusion of the submission period, all submissions will be considered by Council.

Strategic Links

Greater Shepparton 2030 Strategy (GS2030)

GS2030 sets out the importance of the manufacturing sector to the region's economy and provides strategic policy direction to encourage investment.

Provide for and support the expansion of the industrial base of Greater Shepparton in appropriate locations.

Officers consider that the proposed land sale supports the continued operations of a significant concrete product industry in Shepparton.

Conclusion

The part of the Land proposed to be sold will be subdivided and separated from the remainder of the Land upon extension of Provincial Crescent. The specified part of the Land is currently vacant and unused by Council and there are currently no plans to use or develop this part of the Land. The sale of the specified part of the Land will allow Copulos Group to consolidate the parcel into its landholding.

Officers recommend that it is appropriate for Council to consider the proposal to sell part of the Land and, in accordance with its obligations under section 189 of the *Local Government Act 1989*, publish a public notice of intention to sell the land and invite submissions from the public on the proposed sale for consideration by Council.

Attachments

Nil

12 Infrastructure Directorate

12.1 Terms of Reference for Shepparton Regional Saleyards

Author Coordinator Property
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council adopt the Terms of Reference for the Shepparton Regional Saleyards Advisory Committee.

Executive Summary

The Terms of Reference for the Shepparton Regional Saleyards Advisory Committee were adopted by the Council on 18 December 2018. As specified in the document the Terms of Reference are to be reviewed biannually. This review, due December 2020, has occurred and minor amendments have been made to the document. The revised document is now presented to Council for formal adoption.

Report Detail

The purpose of the Shepparton Regional Saleyards Advisory Committee is to provide advice and input to the Council regarding matters associated with the Shepparton Regional Saleyards.

As a result of the review the only changes proposed to the Terms of Reference document are limited to updating the next review date to 'December 2022', and removing the reference to the *Local Government Act 1989*, which has been superseded.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

BUILT

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

4.1 Growth is well planned and managed for the future.

Risk Management

There have been no risks identified with the proposed changes to the Terms of Reference that require specific mitigation measures.

Policy Considerations

The proposal to adopt the Terms of Reference is consistent with Council's Advisory Committees Corporate Procedure 37.PRO7.

Financial Implications

The proposed changes to the Terms of Reference have no financial implications.

Legal / Statutory Implications

The proposed changes to the Terms of Reference have no legal implications. The *Local Government Act 2020* no longer informs the process surrounding Advisory Committees.

Environmental / Sustainability Impacts

The proposed changes to the Terms of Reference have no environmental or sustainability impacts.

Social Implications

The proposed changes to the Terms of Reference have no social implications.

Economic Impacts

The proposed changes to the Terms of Reference have no economic impacts.

Consultation

The Terms of Reference document was tabled at the most recent Advisory Committee meeting and no amendments were proposed by the Committee.

Officers believe that no additional consultation is required and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

- N/A

b) Other strategic links

- N/A

Conclusion

That Council adopt the proposed amendments to the Shepparton Regional Saleyards Advisory Committee Terms of Reference.

Attachments

1. Shepparton Saleyards Terms of Reference for Advisory Committee [12.1.1 - 3 pages]

12.2 Permission to Advertise Leases - Tatura Children's Centre, Murchison Historical Society, Kialla Children's Centre and Gawne Aviation

Author Coordinator Property
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

1. in accordance with Section 223 of the *Local Government Act 1989* (the Act), give public notice of the Council's intention to grant the following leases for 5 + 5 + 5 years to:
 - a. Tatura Children's Centre;
 - b. Murchison Historical Society; and
 - c. Kialla Children's Centre
2. in accordance with Section 223 of the *Local Government Act 1989*, give public notice of the Council's intention to grant the following leases for 10 + 10 years to:
 - a. Gawne Aviation for Hangar Site 1; and
 - b. Northern Side of Terminal Building.
3. stipulate in the public notice that persons may make a submission on the leases in accordance with Section 223 of the Act, and that written submissions must be received by 22 January 2021.
4. authorise the Chief Executive Officer to undertake the administrative procedures necessary to enable the Council to carry out its functions in relation to this matter under Section 223 of the Act.
5. if submissions are received under Section 223 of the Act:
 - a. an Additional Council Meeting be convened at a date and time to be determined, to hear from any person or persons who request to be heard in support of a Section 223 written submission; and
 - b. a report on any Section 223 submissions received by the Council, along with a summary of any hearings held, be presented to the Council meeting at which the matter is to be considered.

Executive Summary

A review of Council's leases has determined that there are four leases requiring renewal (Murchison Historical Society, Kialla Childrens Centre, Gawne Aviation Aerodrome sites), and one new lease to be established for the Tatura Children's Centre.

This report seeks Council approval to formally commence the process to enter into these leases by issuing a public notice of Council's intention and to the subsequent actions pending public submissions.

Report Detail

Section 190 of the *Local Government Act 1989* stipulates that Council must publish a public notice of any proposed lease to be granted by Council for a period of 10 years or more and undertake a consultation process which invites and considers submissions from the public.

Council's current practice is to offer all community groups a lease for 5 + 5 + 5 years. The leases for the Murchison Historical Society and the Kialla Children's Centre are both due to expire and it is proposed that a new lease be offered to both of these groups for a period of 5 + 5 + 5 years.

The leases subject to this report at the aerodrome are offered on a 10 + 10 year basis, which is consistent with other leases at this site.

The Tatura Children's Centre has occupied the site at 5/9 Kerferd Street Tatura for the past 24 years. The facility resides in part Council owned land and part Crown land. This results in a lease with two separate components, one for Council land, and one for the lease of Crown land.

Council officers are seeking Council's approval to advertise the leases in accordance with Section 223 of the *Local Government Act 1989*.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

1.1 Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity.

SOCIAL

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

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

Risk Management

The risks identified relate to non-compliance with Section 223 to the *Local Government Act 1989* or failure to sign the lease agreements.

Officers have undertaken the appropriate steps and measures to ensure full compliance with the relevant legislation, and to ensure all leases are processed and signed in a timely manner.

Policy Considerations

The leases have been prepared in accordance with Council policies.

Financial Implications

The financial implications for these leases are minor in respect of the three community leases as the rental amounts for the three are less than \$1,000 per annum. The leases for Gawne will return an annual rent of approximately \$8,100 per annum.

Legal / Statutory Implications

The process of proposing the renewal of these lease agreements has been undertaken in accordance with Section 190 and 223 of the *Local Government Act 1989*. All legal and statutory obligations will be considered and met in the preparation of granting the leases.

Environmental / Sustainability Impacts

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

Social Implications

There are no social implications associated with this recommendation.

Economic Impacts

The economic impacts associated with these five leases are minor.

Consultation

Consultation will be undertaken as part of the Section 223 process which will commence once this recommendation is approved. A public notice will be issued advertising the leases to Murchison Historical Society, Kialla Childrens Centre and Tatura Children's Centre for 5 + 5 + 5 years and Gawne Aviation Aerodrome sites for 10 + 10 years.

Strategic Links

a) Greater Shepparton 2030 Strategy

- N/A

b) Other strategic links

- N/A

Conclusion

That Council approve the Section 223 advertising of the three community leases to Murchison Historical Society, Kialla Children's Centre and Tatura Children's Centre for 5 + 5 + 5 years and for the Gawne Aviation Aerodrome sites for 10 + 10 years.

Attachments

Nil

12.3 Variation to Contract No. 1925 - Architectural Design of Tatura Library Refurbishment and Extension

Author Projects Manager
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council authorise payment of Contract Variation 5 under Contract No. 1925 Architectural Design of Tatura Library Refurbishment and Extension, for a total value of \$18,700.00 including GST.

Executive Summary

Contract 1925 was awarded under Director delegation in February 2019 to Millbrook Enterprises Pty Ltd for the Provision of Architectural Design of Tatura Library Refurbishment and Extension for \$104,820.00 excluding GST.

Itemised in the contract schedule of rates for variations was Tender and Construction Support for a monthly fee of \$2,125.00 excluding GST plus time charged for consultants where required. The approved contract value of \$104,820.00 excluding GST did not make allowance for the monthly support fee, and therefore payment of the fee is being documented as a contract variation. Council approval for the payment of Contract Variation No. 5 for the support services is now required as the cumulative value of all variations under the contract, including the support services, will exceed \$30,000 being the CEO's threshold set in Council's Procurement Corporate Procedure.

Tender and construction support services for the Tatura Library refurbishment has been provided for a period of 8 months.

Report Detail

Millbrook Enterprises Pty Ltd was awarded the Architectural Design of Tatura Library Refurbishment. Itemised in the contract schedule of rates for variations was Tender and Construction Support for a monthly fee of \$2,125.00 excluding GST plus time charged for consultants where required. The approved contract value of \$104,820.00 excluding GST did not include an allowance for the monthly support fee, and therefore payment of the fee is being documented as a contract variation (Contract Variation No. 5).

Tender and construction support services for the Tatura Library refurbishment has been provided for a period of 8 months with a cumulative fee of \$18,700.00 including GST.

Council approval for the payment of Contract Variation No.5 for construction support services is now required as the cumulative value of all variations under the contract, including the support services, will exceed the \$30,000 threshold set in Council's Procurement Corporate Procedure for the CEO.

Approval to pay for the services provided under Contract Variation No. 5 is required to facilitate payment of Millbrook Enterprises Pty Ltd invoice for the month of September 2020.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council.

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

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

Risk Management

Negligible to minor risks have been identified and will be addressed at the operational level as part of standard contract management practices.

Policy Considerations

This request is in accordance with Council's Procurement Corporate Procedure.

Financial Implications

The Superintendent has assessed the need for the variation and the variation estimate and has concluded that the works are necessary to achieve the project intent and the estimate is in accordance with the executed contract schedules.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	\$118,738.46	\$135,738.46	\$17,000.00	\$18,700.00
Net Total	\$118,738.46	\$135,738.46	\$17,000.00	\$18,700.00

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 recommendation is consistent with the relevant Act.

Environmental/Sustainability Impacts

No environmental impacts have been identified as a result of this recommendation.

Social Implications

No social impacts have been identified as a result of this recommendation.

Economic Impacts

No economic impacts have been identified as a result of this recommendation.

Consultation

Officers believe appropriate consultation has occurred and is now ready for Council considerations.

Strategic Links

a) Greater Shepparton 2030 Strategy

N/A

b) Other strategic links

Conclusion

Officers recommend that the variation to Contract No. 1925 Architectural Design of Tatura Library Refurbishment and Extension be approved for payment in accordance with the Superintendent's assessment of the claim.

Attachments

1. Contract Sum & Schedule of Rates for Variations [12.3.1 - 1 page]

12.4 Variation to Contract No. 2070 - Wyndham Street Intersection Works

Author Contracts Engineer
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. authorise payment of Variation 7 under Contract 2070 - Construction of Wyndham Street and Fitzjohn Street Intersection for a total value of \$508,399.34 inc GST.**
- 2. authorise the Chief Executive Officer to approve additional variation payments, up to a limit of \$300,000 inc GST, if additional variations are required to complete the project.**

Executive Summary

The purpose of this report is to authorise payment of Variation 7 with a value of \$462,181.22 excluding GST for Contract 2070 Construction of Wyndham Street and Fitzjohn Street Intersection and to provide the Chief Executive Officer authorisation to approve payment of any additional variations required to complete the contract up to a limit of \$300,000.00 including GST.

At the time of the tender and contract award the road pavement for the Wyndham Street upgrade works included a pavement depth of 360mm with an asphalt overlay of 50mm. Shortly after the tender had been awarded for Contract 2070, Regional Roads Victoria (RRV), who are the responsible authority for the road, requested the through traffic lanes to be upgraded to a deep lift asphalt. RRV has also requested that hard barriers be included in the Traffic Management Plan to improve safety of motorists and construction workers during the construction phase of the project. The requirement to upgrade the pavement design and the inclusion of the hard barriers has resulted in additional costs to the contract to enable the project to be completed.

In accordance with Council's Procurement Policy, for contracts above \$250,000.00 including GST, Council approval is required for variations, where a single variation exceeds 10% of the contract sum. The original contract sum for this contract, C2070, was \$2,869,981.50 excluding GST. The percentage for variation 7, for which this approval is

sought, for this contract is 16.10% of the original approved contract sum and therefore requires Council approval.

Report Detail

Apex Earthworks Pty Ltd was awarded the Contract 2070 for the construction of Wyndham Street Fitzjohn Street intersection for the amount of \$2,869,981.50 excluding GST, by the Council, in September 2020.

The contract has two separable portions, one for the Wyndham Street and Fitzjohn Street, MacIntosh Street and Hassett Street intersections works and one for the Wyndham Street Road widening works in front of the Victoria Park Lake.

RRV agreed to contribute an apportionment of the road widening works and their contribution towards the intersection works is also being considered.

Variation 7, a single variation of \$462,181.22 excluding GST, equates to 16.10% of the contract sum. The approval of Variation 7, with the previously approved variation under delegations, brings the cumulative variation sum for this contract to \$501,070.54 excluding GST, being 17.46% of the original approved contract sum.

The Superintendent has assessed the variation amount as being reasonable and consistent with market rates.

The additional works have been assessed as necessary to gain approval from RRV, the responsible authority for the asset, to proceed and enable the project to reach practical completion.

The project has several key milestones remaining before completion and it is likely other minor variations will be required to complete the project. Therefore, to enable efficient management of the contract it is recommended that the Chief Executive Officer be authorised to approve any additional variations up to a limit of \$300,000 including GST.

Council Plan/Key Strategic Activity

BUILT

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

4.1 Growth is well planned and managed for the future.

4.2 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.

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.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delays in completing the works	Possible	Moderate	Medium	Monitor construction activities regularly and report/ request any approvals timely.
Traffic Impact	Likely	Moderate	High	Liaise with stakeholders and public with advance notice to alleviate any surprises in traffic changes
Wet Weather/Hot Summer	Likely	Moderate	High	Consider weather forecast on works program to reduce the impact on weather.
Emergency Access	Likely	Major	Extreme	Coordinate works program with traffic management plans and allocate adequate access to emergency management. Advise emergency services well in advance of any changes to Traffic Management Plans.
COVID-19 Restrictions	Likely	Moderate	Medium	Work within State Government guidelines
COVID19 – Material	Likely	Moderate	Medium	Work with contractor to order all materials that could have likely delay at start of project

Policy Considerations

There are no conflicts with existing Council policy. The action sought under this report ensures compliance with Council's Procurement Policy and Council's Exercise of Delegations Policy.

Financial Implications

The Superintendent has assessed the need for the variation and the variation estimate and has concluded that the works are necessary to achieve the project intent and the estimate of additional cost to be reasonable.

The approved 2020/21 capital budget for Wyndham Street Fitzjohn Street construction projects is \$5,035,000 excluding GST. There is no change to the approved budget due to the approval of this variation.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	2,869,981.50	3,332,162.72	462,981.50	3,665,378.99
Net Total	2,869,981.50	3,332,162.72	462,981.50	3,665,378.99

¹ Budgets are GST exclusive

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

Taking into account other contracts underway that form part of this project e.g. power relocations, there will still be a remaining available project budget of approximately \$600,000 after inclusion of this variation.

Legal/Statutory Implications

This recommendation is consistent with the *Local Government Act 2020*.

Environmental/Sustainability Impacts

No environmental impacts have been identified as a result of this recommendation.

Social Implications

There are no social implications associated with this recommendation.

Economic Impacts

The contractor is based in Shepparton and utilises all local sub-contractors where possible, including all plant and materials.

Consultation

The changes associated with this variation have been realised following post-tender consultation with Regional Roads Victoria (RRV). Wyndham Street is managed by RRV and the changes are required to meet RRV's compliance requirements for road pavement durability and safety during construction.

Ongoing engagement has been undertaken throughout this project with business owners/operators and residents. Regular updates in relation to this project is distributed via various communications media including website updates and letter drops. VMS boards are also displayed advising expected delays during the construction works.

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

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Updates on the works and changes to traffic conditions	Regular letter drops / Personal visits, VMS boards and webpage updates

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

N/A

Conclusion

Officers recommend that Variation 7 to Contract No. 2070 be approved for payment in accordance with the Superintendent’s assessment of the claim.

Attachments

Nil

12.5 Award of Contract No. 2075 - Upgrade of Weddell Street & John Street, Shepparton

Author Project Manager
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

1. **accept the tender submitted by Tactile Australia Pty Ltd Trading as One Stop Civil for Contract No. 2075 - Upgrade of Weddell Street and John Street, Shepparton for the lump sum price of \$636,554.05 (including GST).**
2. **authorise the Chief Executive Officer to sign and seal the contract documents.**

Executive Summary

An open Request for Tender for Contract Number 2075 Upgrade of Weddell Street and John Street, Shepparton was advertised on 2 October 2020 and closed on 28 October 2020.

In accordance with Greater Shepparton City Council's Procurement Corporate Procedure Version 1.1, as this recommendation to award is above the Chief Executive Officer's delegation of \$500,00.00 including GST, the recommendation to award Contract Number 2075 to Tactile Australia Pty Ltd Trading as One Stop Civil is presented to Council for endorsement.

Contract Details

Contract 2075 is for the construction of upgrades to Weddell Street, Shepparton between Hayes Street to the north and John Street to the south together with upgrades to John Street, Shepparton from Weddell Street to the west and St Georges Road to the east. Work includes the construction of pavement and drainage.

The Contractor shall construct all road, drainage and associated works in accordance with the contract drawings, specifications and to the satisfaction of the Superintendent.

The works to be completed under this Contract include the following:

- Site establishment & earthworks including quality documentation, traffic control, service locations and demolition works
- Setout control
- Road pavement
- Concrete works
- Drainage
- Incidental works i.e. line marking, nature strip reinstatement, service lid adjustments
- As constructed documentation

Tenders

Tenders were received from:

Tenderers
BA Road Services
Cleaves Earthmoving & Drainage Pty Ltd
Tactile Australia Pty Ltd Trading as One Stop Civil
Miller Pipe & Civil Pty Ltd
Apex Earthworks Pty Ltd
Mawson Constructions Pty Ltd

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager - PM02 - BC	Infrastructure - Projects
Project Manager – Capital Works - INS01	Infrastructure - Projects
Team Leader – Project Management Office - ISC80	Infrastructure - Projects
Moderator	Contracts & Procurement

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	55%
Sustainability / Environmental measures	10%
Capacity to Complete (schedule & methodology)	10%
Relevant past experience and capability	15%
Benefit to Local Region	10%
OH&S systems	Pass / Fail

Tactile Australia Pty Ltd received the highest moderated score and are a local business who support the local community.

Tactile Australia Pty Ltd submitted a compliant tender and the lowest lump sum price being \$578,685.50 excluding GST. They have experience delivering similar civil projects and have appropriate environmental and occupational health and safety systems in place to

deliver this project. One clarification was sought from Tactile Australia Pty Ltd regarding the proposed timeframe for the works, and it was confirmed that Tactile Australia Pty Ltd can meet Council's preferred construction program of 5 weeks.

Council Plan/Key Strategic Activity

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

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

Risk Management

This recommendation is considered to be low risk.

Policy Considerations

Consideration has been given to the following policies in proposing this recommendation:

- Procurement Policy

Financial Implications

A 2020/21 capital budget allocation of \$621,00.00 excluding GST has been made available for this project.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	\$621,000.00	-	\$42,314.50	-
Expense	-	\$578,685.50	-	\$636,554.05
Net Total	\$621,000.00	\$578,685.50	\$42,314.50	\$636,554.05

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 Request for Tender process for Contract Number 2075 has been carried out according to the requirements the *Local Government Act 1989* and the *Local Government Act 2020*.

Environmental/Sustainability Impacts

The contractor is required to provide an Environmental Management Plan for approval by the Superintendent and comply with all Environmental Protection Authority requirements in relation to all work under contract. No detrimental impacts are anticipated.

Social Implications

No social impacts have been identified as a result of this recommendation. Access to properties will be maintained throughout these works.

Economic Impacts

No economic impacts are anticipated as a result of this recommendation.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

- N/A

Conclusion

Tactile Australia Pty Ltd Trading as One Stop Civil's submission scored the highest by the evaluation panel against the selection criteria. The evaluation panel is satisfied that the works offered by Tactile Australia Pty Ltd meets the functional requirements for this contract.

It is recommended that Council award Contract Number 2075 for the Upgrade of Weddell Street and John Street, Shepparton to Tactile Australia Pty Ltd.

Attachments

Confidential Attachment

12.6 Project Management Policy and Framework

Author Manager Projects
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. adopt the Project Management Policy 03.POL5**
- 2. note the Project Management Framework.**

Executive Summary

This report seeks Council's adoption of a Project Management Policy to standardise and document expectations for project management processes throughout Council. The Project Management Policy will be supported by a Project Management Framework for operational application and a suite of standardised templates and guidance notes for officers to refer to.

Report Detail

Greater Shepparton City Council delivers a diverse range of Projects on behalf of the community and for the benefit of the community. Council has a responsibility to ensure that Projects are appropriately managed to achieve intended outcomes and with appropriate governance structures in place.

Projects have historically been managed through multiple departments of Council and with varying degrees of project management acumen and governance. Council has taken steps over recent years to enhance its project management performance, primarily through the creation of the Project Management Office, which has centralised much of the project management services.

In response to audit recommendations Council officers have been preparing a Project Management Framework that sets out the operational processes to be followed and developing/compiling a suite of documents to standardise project management practices throughout Council. This Policy has been developed to document expectations and objectives for project management throughout Council, with clear references to the Project Management Framework.

Council Plan / Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council.

1.5 Council is high performing; customer focused and is marked by great people and quality outcomes.

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially viable and in line with Council's core business.

Risk Management

No significant risks have been identified in relation to the adoption of this Policy.

Policy Considerations

These Policies have been reviewed and drafted in accordance with the *Local Government Act 2020*.

No conflicts have been identified with existing Council policies.

Financial Implications

Adoption and compliance with this policy is expected to lead to improved financial outcomes on projects through more robust and consistent planning and delivery of projects.

Legal / Statutory Implications

No legal/statutory implications are anticipated in relation to the adoption of this policy.

Environmental / Sustainability Impacts

No environmental/sustainability impacts are anticipated in relation to the adoption of this policy.

Social Implications

Successful implementation of this policy should lead to more efficient and consistent project delivery and improved perception of Council performance in relation to its capacity to deliver projects on behalf of the community.

Economic Impacts

Improvements in the consistency of project delivery performance are expected to have a positive impact on local economic outcomes by increasing market confidence to tender for Council projects.

Consultation

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

Strategic Links

There are no strategic links identified in relation to this report.

Conclusion

The adoption of a Project Management Policy and implementation of the Project Management Framework is recommended to document expectations and provide guidance for delivery of Council's projects.

Attachments

1. Project Management Policy [12.6.1 - 7 pages]
2. Project Management Framework [12.6.2 - 2 pages]

12.7 Award of Contract No. 2103 - Merrigum Netball & Tennis Court Upgrade

Author Team Leader Projects
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

- 1. accept the tender submitted by Jarvis Delahey Contractors for Contract No. 2103 - Merrigum Netball & Tennis Court Upgrade for the Lump Sum price of \$608,890.19 (inc GST).**
- 2. authorise the Chief Executive Officer to sign and seal the contract documents.**

Executive Summary

This contract is for the construction of two multi-use netball/tennis courts including stormwater drainage, concrete slab construction, electrical works and lighting, court surfacing with line marking and an interchange shelter. The Merrigum Netball and Tennis Court Upgrade project has been in consideration since the Master Plan was prepared in 2013. Netball Victoria has conducted an assessment of the surface quality and court offset area deeming the facility as non-compliant posing a risk to the club hosting competitive netball matches. The proposed works have received an allocation of Drought Funding to cover the project's scope of work with provisional items identified for inclusion should budget allow.

In accordance with Greater Shepparton City Council's Procurement Corporate Procedure Version 1.1, as this recommendation to award is above the Chief Executive Officer's delegation of \$500,000.00 including GST, the recommendation to award Contract Number 2103 to Jarvis Delahey Contractors is presented to Council for endorsement.

This contract period will include twelve (12) working weeks not including inclement weather and unforeseen delays due to the current pandemic.

Council advertised the tender for this contract via TenderSearch, Shepparton News and The Age receiving six tender submissions.

Following evaluation, the Tender Evaluation Panel recommends that Jarvis Delahey Contractors will provide best value, sufficient resources and experience to deliver Contract No 2103 Merrigum Netball & Tennis Court Upgrade.

Contract Details

This Contract includes the supply of materials and construction of two new multi-use netball/tennis courts and associated netball court lighting, surrounding pavement and stormwater drainage and interchange at the Merrigum Recreation Reserve.

Tenders

Tenders were received from:

Tenderers
Avard Civil
Earthworks Civil and Construction
Eltham Excavations
iDwala
Jarvis Delahey Contractors
Tuff Turf

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Team Leader PMO	Projects
Project Manager	Projects
Sporting Clubs Officer	Parks, Sport & Recreation
Team Leader	Contracts & Procurement

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Sustainability & Environment Measures	10%
Project Delivery – Schedule & Methodology	10%
Relevant Past Experience & Capability	10%
Benefit to Local Region	10%
OH&S System	Pass/Fail

Jarvis Delahey Contractors had the overall highest evaluated score and have the appropriate experience and resources to successfully deliver the works under this contract. Jarvis Delahey Contractors have previously completed netball court construction and relevant civil works and they have also engaged suitable sub-contractors for specialised works. Jarvis Delahey Contractors are a local contractor.

Council Plan/Key Strategic Activity

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic, Pedestrian and Buses/Trucks management during construction	Likely	Moderate	Medium	Traffic management and work methodology to provide for vehicle and pedestrian access
Accident or injury to public or contractor staff	Possible	Moderate	Medium	Site inductions, Safe Work Method Statement, Job Safety Analysis and OH&S management Safety Management during construction – compulsory use of traffic control and “spotters” for overhead lines
Damage to assets owned by other Authorities	Likely	Moderate	Medium	Consult with relevant authority to identify the proposed lines. Relocate assets prior to works
COVID-19	Likely	Moderate	Medium	Have a COVID Safe Plan and work within the directions of the Chief Health Officer

Policy Considerations

There are no policy considerations associated with this recommendation.

Financial Implications

	Approved Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue				
Expense	599,000	553,536.54	-45,463.46	608,890.19
Net Total	599,000	553,536.54	-45,463.46	608,890.19

¹ Budgets are GST exclusive

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

This project has been funded as part of the approved Drought Funding (\$1,000,000 ex GST) and associated Council capital budget.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

There are no environmental impacts associated with this recommendation.

Social Implications

There are no social implications associated with this recommendation.

Economic Impacts

There are no economic impacts associated with this recommendation.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- Infrastructure – The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth

Conclusion

Jarvis Delahey Contractors has submitted a conforming tender and has been evaluated as the highest scoring tender. The evaluation panel is satisfied that Jarvis Delahey Contractors has the appropriate experience and resources to successfully deliver the works under this contract.

Therefore, the evaluation panel recommends that Jarvis Delahey Contractors be awarded Contract No 2103 - Merrigum Netball & Tennis Court Upgrade.

Attachments

Confidential Attachment

12.8 Draft Tatura Sports, Events and Community Precinct Master Plan

Author Team Leader – Sports Development & Strategic Planning
 Approved by Director Infrastructure
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council release the *Draft Tatura Sports, Events and Community Precinct Master Plan* for public exhibition for a period of seven weeks commencing on 16 December 2020 and concluding on 2 February 2021 and invite submissions from the community and key stakeholders.

Executive Summary

The Tatura Sports, Events and Community Precinct Master Plan (“the draft Master Plan”) has been developed to provide a detailed strategic plan for future planning, development and management of sport and recreation facilities and opportunities at this location. The plan aims to maximise the effectiveness of the open space, preserve the natural environment for residents and cater for the future community needs.

Council’s approval to publicly exhibit the draft Master Plan and invite submissions for review before finalising the document is now sought.

Report Detail

Tatura Park Sports, Events and Community Precinct plays a vital role in the provision of open space, sport, recreation, community and event opportunities for the local community.

The Precinct is unique, particularly for a small rural town, in terms of an interconnected site offering a wide range of formal and informal sport and recreation opportunities in the one location within town boundaries.

A detailed background report has been prepared including a Landscape Master Plan summarising the 33 development priorities across the site. The highest priorities include:

- Investigations of caravan park lease and future use – camping and design plan
- Full upgrade to the eastern oval including drainage and zoned irrigation, as well as permanent fencing
- Cricket and soccer storage at Howley Oval 1
- Upgrade to indoor stadium to meet current compliance standards, including toilet facilities
- Install full perimeter fencing at Tatura Park including upgrade to existing fencing

- Install pedestrian crossing between football precinct and netball precinct
- Install waste disposal pits at Tatura Park Equestrian Complex
- Renewal of existing netting on Western Oval
- Investment in beautification and improved aesthetic of the Tatura Park Equestrian Complex
- Improved internal roadways at Tatura Park
- Create and implement Tatura Park Equestrian Complex drainage plan including building runoff and collection
- Tennis facility fencing upgrade
- Works in accordance with consultants “2MH” recommendations for netball courts

Tatura Park has traditionally been developed on an as needs basis, servicing immediate need. Therefore, this body of work will assist Council and the community in making sound business decisions for the immediate and long-term future of the facility.

Historically, Council has not funded capital infrastructure upgrades on land that is not owned or managed by Council. Therefore, some of the development priorities contained in the report, are unlikely to form part of any future Council budget, unless ownership/management changes occur or at the direction of the Executive Leadership Team and/or Councillors.

Council officers are seeking Council support to place the draft Master Plan on public exhibition for a period of seven weeks.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

SOCIAL

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

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

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

ECONOMIC

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

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

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

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

Risk Management

There are no identifiable risks associated with the proposed recommendation.

Policy Considerations

All consultation associated with the draft Master Plan will be undertaken in accordance with Council's Community Engagement Procedure.

Financial Implications

The recommendation to release the draft Master Plan for consultation has minimal financial or budgetary implications for Council. The resources and input required to undertake this process and prepare the final document has been allowed for in the current financial year budget provisions.

Legal/Statutory Implications

The recommendation to release the draft Master Plan for public exhibition is not likely to result in any legal or statutory implications.

Environmental/Sustainability Impacts

The recommendation to release the draft Master Plan for public exhibition will not result in any adverse environmental or sustainability impacts.

Social Implications

It is not expected that the recommendation to release the draft Master Plan for public exhibition will have adverse social impacts.

Economic Impacts

The recommendation to release the draft Master Plan for public exhibition will not result in any adverse economic impacts.

Consultation

Strong Consulting were engaged in 2015 to prepare the draft Master Plan, but due to budgetary reasons and awaiting completion of further supporting Council reports, the report was not finalised at this time.

Strong Consulting conducted an initial research phase at the time, including consultation with relevant stakeholders as listed below:

- Tatura Sports, Events and Community Master Plan project working group
- Council departments
- Community Groups/Clubs
- Local Sporting Groups/Clubs
- Goulburn Broken Catchment Management Authority
- Department of Land, Environment, Water and Planning
- Event Managers
- Tatura Park Advisory Group
- User Groups/Clubs
- General community

In October 2019 Council held a joint information session for all interested community members to attend. An updated survey was also sent out to each of the user groups.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- 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

- Sport 2050

Conclusion

Authorisation for public exhibition is now required to make the draft Master Plan available for community review and to obtain feedback from the community to ensure that the final document is reflective of the needs of the community, and that concerns and aspirations are understood and considered, before finalising the draft Master Plan.

Attachments

1. Draft Tatura Sports Events and Community Precinct Master Plan [**12.8.1** - 21 pages]

13 Confidential Management Reports

13.1 Designation of Confidentiality of Information

The following report attachments have been designated confidential by the Chief Executive Officer under Governance Rule 107 and in accordance with the definition of *Confidential Information* in the *Local Government Act 2020* (the Act).

- Item 12.5: Contract No. 2075 Weddell and John Street Upgrade - Moderated Evaluation Report
- Item 12.7: Contract No. 2103 – Merrigum Netball and Tennis Court Upgrade – Moderated Evaluation Report

These documents contain information which is consistent with the definition of '*private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage*'.

14 Documents for Signing and Sealing

Nil Received.

15 Councillor Reports

15.1 Councillor Activities

15.1.1 Councillor Activities - November and December 2020

Author Governance Support Officer
 Approved by Chief Executive Officer
 Purpose For Noting

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

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

Councillor's Community Interaction and Briefing Program

From 10 November 2020 to 11 December 2020, some or all of the Councillors have been involved in the following activities:

- Shepparton Festival | Annual General Meeting 2020
- The Athletes Foot | Official Opening of Relocated Business
- Tourism Greater Shepparton (TGS) | Annual General Meeting
- FamilyCare | Annual General Meeting
- Albanian Ambassador - Edmond Trako | Visit to Greater Shepparton
- Shepparton Education Plan Project Board
- Goulburn Valley Grammar School | 5 & 6 Story Writing Competition 2020
- Shepparton Chamber of Commerce | Christmas Party
- Grahamvale Primary School | Deputy Mayor presentation of badges to School Leaders
- Murray Darling Association - Region 2 | Annual General Meeting and Ordinary Meeting
- Announcement | Upgrade Campbell's Soups Australia
- Meet and Greet - St Anne's College Students | Speaking on Yorta Yorta Heritage and Aboriginal Community
- Shepparton Family & Financial Services – Opening of Relocated Business
- Mooroopna Kiwanis Club - Mayor Guest Speaker
- Greater Shepparton Municipal Recovery meeting
- Regional Cities Victoria Meeting

In accordance with section 106 of *Councils Governance Rules* the records of the Assemblies of Councillors are attached.

Attachments

1. CEO and Councillor Catch Up - 15 September 2020 [**15.1.1.1** - 1 page]
2. Councillor Briefing Session - 29 September 2020 [**15.1.1.2** - 1 page]
3. CEO and Councillor Catch Up - 6 October 2020 [**15.1.1.3** - 2 pages]
4. Councillor Briefing Session - 6 October 2020 [**15.1.1.4** - 2 pages]
5. Councillor Briefing Session 13 October 2020 [**15.1.1.5** - 1 page]
6. CEO and Councillor Catch Up - 13 October 2020 [**15.1.1.6** - 2 pages]
7. CEO and Councillor Catch Up - 20 October 2020 [**15.1.1.7** - 2 pages]

15.2 Council Committee Reports

Nil Received

15.3 Notice of Motion, Amendment or Rescission

Nil Received

16 Urgent Business not Included on the Agenda

Nil Received.

17 Close of Meeting