

AGENDA

Greater Shepparton City Council

COUNCIL MEETING

5:30PM, Tuesday 20 April 2021

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 20 APRIL 2021 AT 5:30PM**

**CHAIR
CR KIM O'KEEFFE
MAYOR**

INDEX

1 WELCOME TO COUNTRY	6
2 ACKNOWLEDGEMENT	6
3 PRIVACY NOTICE	6
4 GOVERNANCE PRINCIPLES	6
5 APOLOGIES	7
6 DECLARATIONS OF CONFLICT OF INTEREST	7
7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	7
8 PUBLIC QUESTION TIME	7
9 DEPUTATIONS AND PETITIONS	8
9.1 The Residents' Committee of Kensington Gardens, Shepparton - Council Rates Concern Petition.....	8
10 COMMUNITY DIRECTORATE	9
10.1 Greater Shepparton Public Health Advisory Committee - Endorsement of Membership and Terms of Reference.....	9
10.2 Community Arts Grants - Round 2 2020/2021	15
10.3 Community Matching Grants - Round 2 2020/2021	23
11 CORPORATE SERVICES DIRECTORATE	34
11.1 Conflict of Interest Policy.....	34
11.2 Councillor Gift Policy	37
11.3 Instrument of Delegation to the Chief Executive Officer.....	40
11.4 Instrument of Delegation to Members of Council Staff.....	43
11.5 March 2021 Monthly Financial Report.....	46
11.6 Contracts Awarded Under Delegation - March 2021.....	48
11.7 Council Meeting Schedules.....	53
11.8 Mayor and Councillor Allowances	55
11.9 2020/2021 Quarter 3 Forecast Review	59
11.10 Greater Shepparton City Council 2021/2022 Draft Budget	63

12 SUSTAINABLE DEVELOPMENT DIRECTORATE	69
12.1 Draft Tatura Structure Plan 2021 - Authorisation for Public Exhibition.....	69
13 INFRASTRUCTURE DIRECTORATE	74
13.1 Discontinuance of part Impey Street, Murchison.....	74
13.2 Play Space Strategy 2020-2030.....	78
13.3 Australian Botanic Gardens Shepparton Advisory Committee - Appointment of Community Representatives	82
13.4 Greater Shepparton City Council Road Management Plan Review	86
13.5 Award of Contract Number 2077 Construction of Northern Taxiway and Helipark at Shepparton Aerodrome	90
14 DOCUMENTS FOR SIGNING AND SEALING	95
15 CONFIDENTIAL MANAGEMENT REPORTS	96
15.1 Designation of Confidentiality of Information	96
15.2 Greater Shepparton Cultural Heritage Awards 2021.....	97
15.3 Re-opening of the Council Meeting to Members of the Public	98
15.4 Designation of Confidentiality of Information - Report Attachments	99
16 COUNCILLOR REPORTS	99
16.1 Councillor Activities	99
16.1.1 Councillor Activities - March 2021	99
16.2 Council Committee Reports	102
16.3 Notice of Motion, Amendment or Rescission	102
17 URGENT BUSINESS NOT INCLUDED ON THE AGENDA	102
18 CLOSE OF MEETING	102
18.1 Close of Meeting	102

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 Welcome to Country

To be presented by Cr James on behalf of the Yorta Yorta Elders Council and the 16 family groups.

2 Acknowledgement

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

3 Privacy Notice

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

4 Governance Principles

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

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

5 Apologies

Nil Received.

6 Declarations of Conflict of Interest

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

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

7 Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the minutes of the 30 March 2021 Additional Council Meeting as circulated, be confirmed.

8 Public Question Time

Nil Received.

9 Deputations and Petitions

9.1 The Residents' Committee of Kensington Gardens, Shepparton - Council Rates Concern Petition

Summary

A petition containing 150 signatures has been received by Council, requesting to take into account, and give due consideration to the concerns expressed to Councillors in a letter from the Kensington Gardens Residence Committee dated 3rd February 2021, during the review of the Council Rate Strategy.

RECOMMENDATION

That the Council receive and note the petition titled 'The Residents' Committee of Kensington Gardens, Shepparton – with regards to Council Rates' in accordance with Governance Rule 80.

10 Community Directorate

10.1 Greater Shepparton Public Health Advisory Committee - Endorsement of Membership and Terms of Reference

Author Healthy Communities Officer
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 Terms of Reference (TOR) for the Greater Shepparton Public Health Advisory Committee to guide the formation of this advisory committee and to manage their role and expectations.
2. appoint the following community representatives to the Greater Shepparton Public Health Advisory Committee for a period of two years commencing on 1 May 2021 and concluding on 1 May 2023:
 - Dr. John Mackellar
 - Mr. Craig Chadwick
 - Dr. Sursh Jayasundera
 - Dr. Sharman Stone
 - Mr. Tony Triado
 - Mr. Charles Oguntade
 - Ms. Carla Dixon
 - Ms. Lisa Bourke
 - Ms. Katie Richter
 - Ms. Charlotte Brewer
 - Mr. Gordon Ross
 - Dr. Menon Parameswaran OAM
3. appoint the Mayor as the councillor representative and chair of the Greater Shepparton Public Health Advisory Committee.

Executive Summary

Council is required to establish and maintain a Municipal Public Health Advisory Committee as well as develop a four-year Municipal Public Health and Wellbeing Plan (MPHWP) as part of its obligations under the Health and Wellbeing Act 2008 and the Local Government Act 2020.

The Greater Shepparton Public Health Advisory Committee (PHAC) was established in September 2001 and has played a pivotal role in engaging the wider community in the planning, development, implementation and review of its Public Health and Wellbeing plan and actions over this time.

More recently, the PHAC with the support of Councils Healthy Communities Team developed the Greater Shepparton Public Health Strategic Health Plan 2018 – 2028 which takes a liveability approach to informing Greater Shepparton’s public health priorities, guide collaborative health prevention projects and identify emerging public health risks. The committee has been effective in its role in recent years in part, by their recommendation to Council the incorporation of the MPHWP and annual implementation plan into the four-year Council Plan. As Council looks to develop its 2021 – 2025 Council Plan, the intent is to again incorporate the MPHWP as part of this plan.

The committee, according to its terms of reference will comprise of up to 15 members with voting rights. Council will be represented by a Councillor who will be appointed as the chairperson for the committee, Director Community, Manager Active Living and Team Leader Healthy Communities and will provide administrative support to the committee. Neither the appointed Councillor nor staff will have voting rights as on this committee.

An Expression of Interest (EOI) was advertised to fill current vacancies on the committee and ensure representation across all sectors of the community for the Council Plan term 2021- 2025.

The EOI closed on 26 February 2021 with 15 completed applications being received.

The applications received represent a diverse cross section of the community with 12 applications meeting the eligibility criteria and being recommended for endorsement. Acceptance of these applications will ensure the PHAC will be effective in considering and making recommendation to Council in relation to a Public Health Plan with representation across all liveability focus areas.

Summary of all applicants and an updated DRAFT Terms of Reference are attached with this report for adoption by Council.

Report Detail

The functions of this Advisory Committee are governed by the TOR which are attached with this report for adoption by Council. The key roles of the committee as outlined in the TOR are to:

- Advocate for improved health and wellbeing outcomes.
- Promote health and wellbeing across the Municipality.
- Promote public health as everybody’s business.
- Encourage community participation in all levels of decision-making about public health.
- Make recommendation to Council where advocacy and or resource support is required to deliver improved health and wellbeing outcomes to the community.

The Greater Shepparton PHAC will provide an alliance across our Municipality including; local government, local business representatives, health professionals, community organisations and interested community members across all sectors to work together to improve liveability in Greater Shepparton.

This PHAC provides a great opportunity for a collaborative approach to local health and wellbeing issues, identifying risks and effort to maximise health outcomes for individuals and the local community.

Some examples of recent projects and programs supported by the previous Advisory Committee include:

- Development and annual review of the Greater Shepparton Public Health Strategic Health Plan 2018 – 2028 and Annual Implementation Plan.
- Guidance and support to develop and implement the obesity monitoring project across Primary Schools in Greater Shepparton.
- Formation of a collaborative network of community leaders with a focal point for discussion of local health risks and rising health demands impacting on individuals and the whole community.

The PHAC will support the analysis of local evidence, health and wellbeing indicators, health status data and demographics to identify public health risks, emerging health trends or gaps in Greater Shepparton.

The PHAC will work as a forum to discuss regional health risks across interest groups and municipalities resulting in a better co-ordinated research, planning, consultative and action network.

The PHAC will assist with the development and annual review of a Greater Shepparton Public Health Strategic Health Plan 2018 – 2028 and the development, implementation and annual review of an annual Implementation Plan.

An EOI was advertised in the Shepparton News, Shepparton Adviser and Councils website for local professional and community members to nominate their interest as a representative. The EOI encouraged representation from all sectors of the community for individuals of all ages to establish an inclusive and well-rounded approach to health and wellbeing discussions.

A key focus of this committee will be to align with the Council Plan to investigate liveability across the life stages, particularly any impact on health and wellbeing for an individual, families and the wider community. Council sought local knowledge, experience and personal interest from representatives from any of the following liveability themes to bring benefit to this committee:

- Crime and Safety
- Education
- Employment
- Food and Local Services
- Health and Social Services
- Housing
- Leisure and Culture
- Local Democracy/Social Equality
- Open Spaces/Natural Environment

- Public Transport

From the quality of nominations received, it is expected that the PHAC will continue to be an active and effective advisory committee to 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.

1.1 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.

Risk Management

Risks associated with this advisory committee are low and are managed through the operational decision making and recommendation to Council as required.

Policy Considerations

There are no conflicts with existing Council policies associated with this report.

Financial Implications

The financial implications of the role played by the PHAC is relatively simple with a small amount set aside to support the committee's function.

Council provides administrative support to co-ordinate meetings, prepare agendas, record minutes and cater for morning tea or lunch as required.

The recommendations made by this advisory committee to Council at times have greater financial implications however that authority rests with Council as part of its overall budget deliberations.

	Approved Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue				
Expense	1,500	1,500	0	1,650
Net Total	1,500	1,500	0	1,650

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 advisory committee plays an important support role for Greater Shepparton City Council who have received exemption to integrate health and wellbeing matters into the Council Plan.

Whilst proposing to again integrate the Municipal Public Health and Wellbeing plan into the Council Plan 2021 - 2025, Councils decision to develop and adopt the Greater Shepparton Public Health Strategic Plan 2018 – 2028 and annual implementation plan which is

reviewed further supports the statutory requirements of the Local Government Act 2020 and Public Health and Wellbeing Act 2008.

The Public Health Advisory Committee are custodian of this strategic plan.

Environmental/Sustainability Impacts

Environmental and sustainable impacts are key to the success of public health plan.

The committee will consider environment/sustainability as a specific liveability indicator requiring specific attention to meet natural environment expectations and a sustainable approach into the future and reflect this in any recommendation to Council accordingly.

With Council's declaration of a Climate Emergency in 2020 and the Victorian Government's focus on Adaptation to Climate Change public health framework, this decision-making process takes on greater significance.

Social Implications

Local Government's leadership in considering public health matters is paramount, based in part on their population focus, closeness to their communities and ability to influence wider and more equitable access to the social determinants of health through effective policies and strategies that address local needs.

The Liveability focus of the strategic plan and incorporation of the Municipal Public Health and Wellbeing Plan into the Council Plan both demonstrate Council's commitment to embedding the principles of health and wellbeing into its long term strategic aims of supporting its community.

Economic Impacts

A collaborative approach to public health discussion will help to strengthen Council's approach to supporting the economy. Key liveability domains including education, workforce opportunities and transport are all key drivers of economic prosperity and so are important as part of this committee's work, their networks and recommendations to Council.

Consultation

Consultation across Council departments and previous PHAC members has been completed to develop both the Public Health Strategic Plan 2018 – 2028 and outline for targets of upcoming annual Implementation Plan.

As part of the current consultation as part of development of the 2021 – 2025 Council Plan, public health and wellbeing issues form large part of the feedback being sought and that being received.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Links to all objectives of this plan have been identified; settlement & housing ensuring enough diverse housing is available, community life encouraging social connection and access to services, environment to plan sustainable practices, waste management and tree protection, economic development to encourage growth and infrastructure to expand transport and active transport opportunities.

b) Greater Shepparton Council Plan 2017-21

This report demonstrates the direct link with the integration of health and wellbeing matters across health planning.

c) Greater Shepparton Public Health Strategic Health Plan 2018 – 2028.

d) Greater Shepparton's Reconciliation Action Plan, Gender Equity Plan, Disability Action Plan

e) Greater Shepparton Sport 2050 Strategic Plan

This plan is Council's long-term plan for ensuring every resident has the opportunity to play sport, now and in the future.

Conclusion

The endorsement of the terms of reference and membership for the Greater Shepparton Public Health Advisory Committee will allow the establishment of a collaborative network to address public health matters.

This committee will play a pivotal role in meeting Council's statutory obligations to involve community in the development and annual review of each Public Health Strategic Plan and annual implementation plan to monitor progress and capture achievements.

Most important though, this advisory committee will provide Council with advice and recommendation on where and how the health and wellbeing of its community can be improved.

Attachments

1. Terms of Reference Greater Shepparton Public Health Advisory Committee [**10.1.1** - 4 pages]
2. Summaries of Qualifications Skills and Experience of Proposed Committee Members [**10.1.2** - 2 pages]

10.2 Community Arts Grants - Round 2 2020/2021

Author Team Leader Business Development, Riverlinks
 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

1. That the Council note the Director Community has awarded the Community Arts Grants projects under delegated authority to the following applicants:

Applicant	Project	Amount requested in application (Excluding GST)	Amount of grant recommended (Excluding GST)	Recommended for approval Including GST (*Not registered for GST)
Aldara Yenara Australia Aboriginal Corporation	Yalka Yakapna Woka (Children Family Country)	\$2,500.00	\$2,500.00	\$2,750.00
Awaken Dance Theatre Company Inc	Within	\$2,500.00	\$2,500.00	\$2,500.00*
Art in the Heart Project Group Auspiced by Shepparton Festival	Art in the HeART	\$2,500.00	\$2,500.00	\$2,750.00
Gowrie Street Primary School Community Hub	Both Ways: Women Crafting Stories	\$2,376.00	\$2,376.00	\$2,613.60
	TOTAL	\$9,876.00	\$9,876.00	\$10,613.60

Executive Summary

Greater Shepparton City Council has offered Community Arts Grants for many years. The intention of the Community Arts Grant funding is to facilitate projects which achieve some or all of the following objectives:

- Enhance the wellbeing of the community through artistic activities and pursuits which create cultural wealth.
- Encourage participation in arts and cultural activities for individuals, groups and the broader community.
- Encourage, support and promote innovation and skill development in the arts.
- Celebrate local and emerging culture and identity.
- Promote and encourage enduring and sustainable arts activities including those which may generate cultural tourism or income generating opportunities for artists.

All applicants are required to discuss their applications with the Grant administrator prior to receiving the application link, to ensure that all application requirements are met.

Four applications were received in Round Two of the 2020/2021 Greater Shepparton Community Arts Grants. All applications were assessed as suitable using the Smarty Grants assessment process. The assessment panel subsequently met to determine if the applications met all of the grant requirements and details as requested. The eligible applications were considered for partial or full funding dependent on the extent to which the applications met the criteria. Overall, the quality of applications was of a high standard.

Following the recently adopted Grant Distribution Policy Update these applications have been reviewed by the assessment panel, and approved by the Manager Riverlinks Venues and Director Community.

Report Detail

Community Arts Grants Acquittals

The following is a summary of 9 Community Arts Grant projects previously undertaken as provided by the community organisations.

Shepparton and District Hand Weavers and Spinners Guild Inc. - Saori Weaving creative weaving

The guild has introduced members of the group to Saori weaving, by purchasing a Saori Loom and underwent training, so they can now train others when COVID restrictions allow. The loom is ideal for the beginner. It is lightweight so easy to carry around. It is foldable into a small space when not in use and can be folded even with work in progress. They have been able to take the loom to members houses during COVID to maintain the connectedness. The group will now be able to demonstrate at various venues, Shepparton Show, Schools Food and Fibre day, Father's Day market at Emerald Bank and their own fibre day.

Dookie Arts – Dookie Flowering Gum

150 handmade aluminium metal flowers were installed onto the 125 year old dead sugar gum tree, located in the heart of Dookie. It has gained a lot of interest with people detouring off the Midland Highway to come and see the tree. All workshops were full, and the facebook page received 14k likes. It has increased tourism, and they have noticed a shift in the community's interest in the Arts, wanting to know what's next and how they can be involved.

Kristen Retallick Artist auspiced by Shepparton Festival – Sensing Place

As part of Shepparton Festival 2020, Sensing Place was a visual, sound and scent art installation inside a caravan that was trialled at Three Belle's Cafe in Nathalia, appeared at the Opening Celebration of the festival in the Maude St. Mall in Shepparton and the Quarry Chorus event in Dookie. There was also an installation of artwork made in collaboration with the interactions from patrons to the exhibition displayed at Fryers Street Food Store cafe in Shepparton. Despite the exhibition being cut short due to the pandemic, the exhibition overall benefited people from all ages and diverse demographics.

Goulburn Valley Regional Library – Rainbow Story Time

Initially planned to be an in-person event, this was adapted during the pandemic, and delivered online. Viewers were able to watch a streamed recording of Drag Queen Frock Hudson reading 7 picture books. The stories read were about diversity, acceptance, imagination, family and love. The public were also able to pick up a Rainbow Tambourine craft pack from Mooroopna, Shepparton and Tatura Libraries, as well as GV Pride in Shepparton. Goulburn Valley Libraries put together an LGBTIQ+ book list that included books for adults, young adults, and children, as well as some suggested movies available through their online streaming service, Kanopy.

Engagement included regular library patrons who were excited to make the craft with their children, as well as a new audience that came through the OUTintheOPEN Festival promotion. As an online event, there was opportunity for participation by an audience from a much broader area and therefore the number of people who could participate and benefit from the session was dramatically increased.

Kaiela Arts - Freshwater People: Short Film Project

A short film-based community art project that documents artistic processes involved in design and making of screen prints. Tracing conceptual and expressive skills and development undertaken by eight participating Kaiela Arts artists, the film enables Viewers - patrons of Kaiela Arts and educational organisations the opportunity to understand the nature of creative endeavour and practice taking place at Kaiela Arts through a deep connection to Country. The film consists of a cinematic depiction of the process of making charcoal pigment through the process of sourcing the material, the production of charcoal, the milling and incorporation of the pigment into a paste that is then used to print artists designs on fabric. Pre-production, filming and editing was led by independent filmmaker Cecelia Hedditch.

Toolamba Craft Group – Community Quilt

The Toolamba Community Quilt was completed and the funds were utilised to permanently install the finished quilt in the Toolamba Community Hall to enable all community members and visitors to have access to the quilt. The quilt was professionally framed and an engraved label was attached with the quilt title, completion date and makers details. The quilt was "launched" at a community afternoon tea. This event was hosted by the Lions Club of Toolamba and it included a display of quilts and local artworks. Mr Damian Drum MP Federal Member for Nicolls and Councillors from Greater Shepparton City Council were in attendance. Postcards of the quilt were professionally printed and distributed on the day and also delivered to local residents. As the launch event partnered with the Lions Club, not all funds were needed, and as a result \$440 that wasn't required was returned to Council and reallocated to new projects in the current round of applications.

Shepparton Malayalee Association - SHEMA Traditional Music and Arts exhibition 2019

Cultural activities were undertaken according to Onam festival such as Thiruvadera dance by the women group, traditional drum band, the procession of King Mahabali and a tug of war sports events for kids, adults, kids' arts and crafts, Traditional dance performance by kids, Musical band by kids' group. The community feast with traditional food was seven

banana leaf print paper. The program was successful with more than 400 participants from Shepparton, Melbourne, and Bendigo. The event was broadcasted in WIN news and Shepparton Newspaper.

36 Degrees South – Electric Piano at Chapel on Maude

Funding enabled the Choir to purchase an electric piano for Chapel on Maude, funding contributed to approximately 50% of the cost. Pre covid the acquisition of the keyboard allowed them to hold rehearsal, concerts, and fundraising events that promoted community arts in the region and also gave them the ability to hold concerts to fundraise for other projects and charities in the region.

Murchison Community Care – Murchison Poetry Slam

A poetry writing workshop led by an award-winning poet and teacher was held, as was a poetry/ story telling open mic on the evening following the workshop. A different style of approaching poetry writing was learnt by workshop attendees. The profile of the Murchison writing group was raised through publicity of the event. Connection with a local representative of Writers Victoria to recruit a presenter and promote the event has been a relationship the group has made. The open mic night was less successful than hoped for. The change of venue and number of similar events planned within a close time in neighbouring communities impacted on attendance. Local events clashed with the chosen day.

Community Arts Grants Round 2 - 2020/2021 - Applications

The Community Arts Grant was established as part of the 2014/2015 Council budget to enhance community wellbeing and the development of skills and innovation through artistic pursuits and participation. Prior to the 2014/2015 Council budget it was known as the Arts in the Community Fund.

Funding projects must be able to demonstrate that they are inclusive, have wide community support, and where appropriate, are sustainable following Council's funding. Funding may be used to conduct arts events, festivals, establish or develop artistic or cultural projects and workshops, build artistic capacity, enable artistic development and innovation or promote excellence in the arts.

The assessment panel reviews each application based on given criteria and recommends that grants be provided in full or part, or not at all if the criteria are not met. Details on each project and a summary of the extent it met selection criteria are provided here:

Organisation	Aldara Yenara Australia Aboriginal Corporation (AYAC)
Project	Yalka Yakapna Woka (Children Family Country)
Project Description	To provide a school holiday program that coincides with NAIDOC Week 2021 for young Aboriginal and Torres Strait Islander children, aged 6 to 17, to work with Aboriginal community artists. The program will allow young Aboriginal and Torres Strait children to connect to both artists and Elders, respected persons and community members, to learn about their culture, through art, yarning and sharing a meal.
Who will benefit from the project	Young Aboriginal and Torres Strait Islander children aged 6 to 17. Aboriginal community artists, Elders, respected persons and community members.
Amount Requested	\$2,500.00 Plus GST
Recommendation	Full funding of \$2,500 plus GST
Reasoning	A great concept that is achievable and beneficial. It is intergenerational and will improve connectiveness.

Organisation	Awaken Dance Theatre Company Inc
Project	Within
Project Description	A powerful piece of dance theatre. A collaborative piece with the Australian Ballet Outreach & Education Team. The performance of "Within" plans to feature an atmospheric soundtrack, lighting, artwork projections using animation, costumes, make up, props and be a part of the 2021 Shepparton Festival program in June. Initially it was hoped to perform in the current SAM building where the audience would view the performance in a covid safe travelling instalment, scene by scene, but unfortunately, it's not available so Awaken Dance is now planning to deliver the work at Westside.
Who will benefit from the project	Young dancers 9-18 years. For the youth, the community and beyond. Programmed as part of the Shepparton Festival 2021.
Amount Requested	\$2,500.00 No GST
Recommendation	Full funding of \$2,500 No GST
Reasoning	A well constructed application. There is broad creative involvement from animation, costumes, choreography, make up and props through to the dancers. The collaboration with the Australian Ballet brings additional experience.

Organisation	Art in the Heart Project Group, auspiced by Shepparton Festival.
Project	Art in the HeART
Project Description	The project is based Marcus Westbury's Renew Newcastle model which has now evolved into Renew Australia. The Art in the HeART project aims to secure 10 empty shops in Shepparton's Mall and CBD and offer artists and arts groups the opportunity to occupy the shops for one month over the duration of the Shepparton Festival. Art in the HeART will open concurrently with the Shepparton Festival and the event will run for one month. It is believed this opportunity will provide social engagement and financial gain as the artists will have the ability to earn income from exhibition sales or other activities they choose to deliver.
Who will benefit from the project	By creating opportunity for engagement in arts and culture in unexpected spaces it will help build a healthy and vibrant community. This will benefit our regional artists, our community and our tourism industry.
Amount Requested	\$2,500.00 Plus GST
Recommendation	Full funding of \$2,500 plus GST
Reasoning	A well organised application, with good support. A great community art project to activate the vacant shops in the CBD during the Shepparton Festival.

Organisation	Gowrie Street Primary School Community Hub
Project	Both Ways: Women Crafting Stories
Project Description	<p>This is a cross-cultural dialogue through working with textiles. In this project, 3 culturally different women's groups (First Nations; North End Anglo-Australian; Afghan) will tell their stories through textile projects. Each group will work with lino cut block prints; solar, indigo and madder dyeing; and marbled fabric as well as fabrics recycled from their own and their children's old clothing. During this process, the women will learn new skills whilst at the same time recalling their particular cultural traditions, and telling their own stories through their craft.</p> <p>This is a project designed for women to learn new skills, explore their own and other cultures, engage with others, and to foster mental health, and self-expression. Individuals will begin with what they know, extending out and reaching past cultural parameters to innovate on their own cultural traditions. One or more of the pieces will be shared work, passed from individual to individual, group to group, to add their own threads to the larger community story.</p> <p>In this application we are requesting funding for the equipment to enable us to hold an exhibition of this work, that will be both online and in situ, accompanied by a podcast in which the women tell their stories about growing up and/or living in the north end of Shepparton. We require a laptop (we currently only have the Hub leader's personal computer for Hub activities) and digital recorders that can be taken out into the community by participants to collect stories and to do interviews.</p>

Organisation	Gowrie Street Primary School Community Hub
Who will benefit from the project	Families, Women, Indigenous, CALD communities, People with Disabilities, and Disadvantaged Groups.
Amount Requested	\$2,376.00 Plus GST
Recommendation	Full funding of \$2,376 plus GST
Reasoning	An inclusive cross cultural community project. They've identified that sharing stories in writing doesn't suit their demographic, and have looked at creative ways to share the stories through other means. Existing networks put them in a good position to be able to achieve the desired outcomes. The funding provides a legacy for the podcasts to continue beyond this project.

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.

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

2.5 Creativity and participation in arts and culture is nurtured and encouraged.

2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

2.8 Our Aboriginal culture and people are valued and celebrated, with collaborative actions undertaken to enable peaceful, healthy and productive lives in a safe environment.

Risk Management

Considerations have been given to risk management issues during the assessment of all applications for funding support.

Policy Considerations

This report and its recommendations comply with existing Council grants policy and guidelines.

Financial Implications

The total budget for Community Arts funding under this scheme in the current financial year is \$20,000. \$10,568 was committed in Round 1 2020/2021, a further \$440 was returned from a project that partnered with another community event, thus reducing their expenditure, leaving a balance of \$9872 available for projects in Round 2 2020/2021.

	Budget ¹	Previously committed in 2020/2021 Financial Year	Unused funds returned in 2020/2021 Financial Year GST Exclusive	Requested in current grant round GST Exclusive	Recommendations in this proposal GST Exclusive	Recommendations in this proposal GST Inclusive
Expense	\$20,000.00	\$10,568.00	\$440.00	\$9,876.00	\$9,876.00	\$10,613.60

¹ Budgets are GST exclusive

Legal/Statutory Implications

There are no known legal or statutory implications for Council. Applicants are required to hold suitable public liability insurance for the duration of the project.

Environmental/Sustainability Impacts

Where applicable, environmental and/or sustainable impacts have been considered by the applicants.

Social Implications

These projects all support positive social outcomes.

Economic Impacts

Minor economic benefits are expected from projects where indicated.

Consultation

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	Grants information is easily accessible through council's external website and public information sessions were conducted.	Media releases Flyers, social media, newsletters Websites Information sessions.
Consult	Council staff available to consult, in person, via telephone, teams, zoom and email to all community groups.	Information sessions and follow up advice for applications as required.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Involve	Grants involve community participation by their nature and scope.	Approved projects include community participation as a required outcome.
Collaborate	Community groups will be responsible for the planning and implementation of projects.	Successful applicants will drive their own initiatives.
Empower	Community groups will be responsible for the planning and implementation of projects.	Community groups drive and deliver 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

- Community Life: Encouraging Arts in the Community, City of Greater Shepparton

b) Other strategic links

- Council Plan 2017-2021 as outlined above
- Municipal Health and Wellbeing Plan
- Cultural Diversity & Inclusion Strategy
- Greater Shepparton Youth Strategy and Action Plan
- Greater Shepparton Safety Strategy
- Cultural Diversity & Inclusion Strategy
- Greater Shepparton Volunteer Strategy & Action Plan

Conclusion

The applications for funding through the Community Arts Grant Round Two 2020/2021 were reviewed by an internal assessment panel. Overall, the quality of the applications was high, with positive outcomes for the community. All four applications meet eligibility requirements for grants under the initiative. Accordingly, the panel recommends that all applications be funded to the full amount.

Attachments

Nil

10.3 Community Matching Grants - Round 2 2020/2021

Author Project Administration Officer – Community Wellbeing
 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 Director Community has awarded \$32,510.85 funding in Round 2 of the Community Matching Grants Program 2020/2021 under delegated authority to the following applicants:

Organisation	Project	Total Requested
Kidsafe Victoria	Hunter Boyle Swim Program	\$4,950
Horses for Hope	Client Information System Improvements	\$5,000
St Alban's Anglican Church Mooroopna	No 9 All Weather Pergola	\$5,000
Tatura & District Historical Society Inc.	Floor Coverings	\$5,000
Gowrie Street Community Hub	Get Cranking	\$4,495
Rotary Club of Mooroopna	History Book Rotary Club of Mooroopna	\$2,500
Goulburn Region Pre School Association	Murchison Pre School	\$4,400
Historical Society of Mooroopna Inc	Update Computer System	\$1,165.85
TOTAL		\$32,510.85

- note that due to the current COVID-19 pandemic, Council Officers will work with approved applicants, and will seek approval of variations where appropriate and support organisations to complete the projects as intended.

Executive Summary

Greater Shepparton City Council offers the Community Matching Grants Scheme to support the development and implementation of community projects and activities as a part of Council's Community Development Framework.

For the 2020/21 financial year the Community Matching Grants Scheme has a total budget of \$75,000. Round One 2020/2021 allocated \$36,560 from this amount. Round Two 2020/2021 will see an allocation of \$32,510.85 for the 8 listed projects.

Round Two 2020/2021 opened on Monday 21 December 2020 and closed on Monday 15 February 2021. A total of 12 applications were received and assessed by an internal Grant Assessment Panel. The Panel recommended 8 projects to be funded within this Grant round.

Due to the current COVID-19 pandemic, Council Officers will work with approved applicants, and will seek approval of variations where appropriate and support organisations to complete the projects as intended.

Following the recently adopted Grant Distribution Policy Update these applications have been reviewed by the assessment panel, and approved by the Manager Community Wellbeing and Director Community.

Report Detail

Background

Greater Shepparton City Council first launched the Community Matching Grants Scheme in September 2011. Community Matching Grants are designed to support projects from the Greater Shepparton community which:

- Build new social connections and partnerships within communities, or reinforce those that already exist.
- Allow participation in a community activity, at all stages of the project from planning to completion.
- Enable community members to acquire or develop a new skill.
- Create, renew or revitalise places and spaces within the community.

Grants are available for up to \$5000 with each project required to provide a matching component of the total project cost, either through a cash or in-kind (material or labour) contribution. The scheme aims to be as flexible as possible regarding matching funding so there are no concrete rules about the size of the matching contribution. As a guide, however, it is anticipated that the group applying will contribute 50% of the total project cost, with no more than 50% of the applicant's contribution being in-kind. The ability of an organisation to provide financial and in-kind support to a project is taken into account during the assessment process to ensure a fair distribution of grant funds.

This round of Community Matching Grants has been promoted through the Council's external website, social media, a media release and via community organisation email lists and networks. An online Grant Information session was delivered by the Grants Coordinator supported by Council Officers on the 2 February 2021. In addition, the Project Administration Officer continues to speak with community organisations to discuss projects and options for funding. 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.

Round Two 2020/2021 opened on Monday 21 December 2020 and closed on Monday 15 February 2021. A total of 12 applications were received and assessed by an internal Grant Assessment Panel. Of the 12 applications assessed four applications were declined due to:

- Receiving funding for the same project under the Heritage Advisory Committee's Interpretive Signage Program.
- Deemed not suitable under the grant guidelines or eligibility requirements.

All applications were received via SmartyGrants, Councils online grants administration platform. Applications were first checked for eligibility and are the evaluated and scored by an Assessment Panel of internal staff utilising the following funding criteria:

- Applications meet some or all of the objectives of the Scheme
- The intended project meets an objective within the Council Plan
- Community benefit
- Project feasibility
- Matching component
- Evidence of community support

The applications were ranked in order of score with a cut-off point determined by the amount of funding available as per the Grant Distribution Policy. Final recommendations were determined at a meeting of the Grant Assessment Panel on Tuesday 2 March 2021. The panel recommended 8 projects be funded. All of the recommended projects meet eligibility requirements and all aim to build or strengthen the Greater Shepparton community.

Recommended Projects

Organisation	Kidsafe Victoria		
Project	Hunter Boyle Swim Program		
Short project description	<p>In August 2020, two-year-old Hunter Boyle tragically drowned in a Grahamvale dam while visiting his Grandfather's farm. His parents, Ash and Matt, through their devastation, have vowed to make a difference in Hunter's name and have established the Hunter Boyle Children's Swim Program.</p> <p>The pilot program will provide 12 months of swimming lessons and water safety programs to vulnerable children between the ages of 6 months to 5 years.</p> <p>The Community Matching Grant funds will provide children with a range of essential swimming items such as bathers, goggles, a towel and backpack, to help facilitate their ongoing involvement in water activities and allow them to feel integrated into the community program.</p> <p>This program works in partnership with The Bridge Youth Services and Aquamoves (Greater Shepparton City Council).</p>		
Requested Council Contribution	\$4,950	Organisation Cash/in-kind	\$25,000/ \$9,200
Recommendation from the Assessment panel	Recommended		

Organisation	Horses for Hope		
Project	Client Information System Improvements		
Short project description	<p>Horses for Hope already run a successful program in improving peoples mental health and wellbeing and capacity to manage the effects of trauma and disabilities. They encourage participants in the program to continue to reflect on what they discover during their time in program sessions and practice at home the techniques they have learnt.</p> <p>By improving the client information systems will enable the organisation to better deliver the therapy particularly when affected by events such as COVID lockdowns. Restrictions imposed by COVID lockdowns can be offset to some degree by enabling replays of previous sessions if direct horse interaction is not possible.</p> <p>Horses for Hope intend to implement a threefold strategy - Session Video Recording, Client Management Software and Electronic Filing System.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$5,000/ \$2,350
Recommendation from the Assessment panel	Recommended		

Organisation	St Alban's Anglican Church Mooroopna Auspiced by: Bendigo Diocesan Trusts Corporation		
Project	No 9 All Weather Pergola		
Short project description	<p>To enable groups to continue meeting regardless of the weather St Alban's Anglican Church Mooroopna plan to install an all-weather pergola at the rear of the No 9 building in Young St Mooroopna. The organisation has been developing a multipurpose, multiuse garden at the rear of the former Post Office, (now known as No 9). What was a carpark is now a welcoming space containing garden beds, a lawn area for relaxing or playing, a mulched area for play equipment and paths for walking or riding small bikes. The garden is used by a play group for families with pre-school aged children that meet weekly. During COVID restrictions the group met outside so parents could continue to meet, maintaining contact with others instead of being isolated at home. A gardening group has also been established which will run free garden workshops and other community activities in the future.</p> <p>Having an appropriate shelter outside allows groups to continue to meet even if varying COVID restrictions prevent people from meeting inside.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$3,857/ \$1,620
Recommendation from the Assessment panel	Recommended		

Organisation	Tatura & District Historical Society Inc.		
Project	Floor Coverings		
Short project description	<p>The museum is located in a building that is approx. 130 years old. The Historical Society wishes to up-grade the floor coverings in three rooms and the central passageway. Their preference is to extend the floor coverings to match the other galleries which are carpet tiles. The installation of floor coverings will improve the function and the visual appeal of the museum, providing a unified spacious feel throughout the museum. The completion of this work allows the Tatura and District Historical Society Inc. to have suitable premises in which to display high quality exhibits of local history.</p>		
Requested Council Contribution	\$5,000	Organisation Cash/in-kind	\$1,676/ \$300
Recommendation from the Assessment panel	Recommended		

Organisation	Gowrie Street Community Hub		
Project	Get Cranking		
Short project description	<p>Gowrie Street Community Hub is situated in the north end of Shepparton at Gowrie St Primary School. It is one of an Australia-wide network of Community Hubs that operate under the umbrella of Community Hubs Australia.</p> <p>'Get Cranking' is a program for women and children from several different cultures who get together to socialise and improve physical health and mental wellbeing through cycling. The women will meet regularly to learn to cycle/resume cycling, learn bicycle maintenance, and undertake weekly rides, beginning with small rides to explore our north-end walking & cycling paths, then to venture onto the Yanha Gurtji Shared Path network and beyond. Children will be catered for with child carriers and child-sized bicycles. This grant will support the purchase of good quality adult bicycles with child seats.</p>		
Requested Council Contribution	\$4,495	Organisation Cash/in-kind	\$398/\$1,545
Recommendation from the Assessment panel	Recommended		

Organisation	Rotary Club of Mooroopna		
Project	History Book Rotary Club of Mooroopna		
Short project description	Facilitate the writing and production of a history book on the Rotary Club of Mooroopna. Featuring their many achievements and projects which have added value to the Mooroopna community. The book will be gifted to libraries and many of their guest speakers who attend their regular meetings.		
Requested Council Contribution	\$2,500	Organisation Cash/in-kind	\$7409.10/ \$1000
Recommendation from the Assessment panel	Recommended		

Organisation	Goulburn Region Pre School Association (GRPSA)		
Project	Murchison Pre School		
Short project description	GRPSA wishes to paint rooms and equipment within the Murchison Pre School, the refresh will benefit the quality of the learning environment and support all the play-based programs. The current colours are outdated colours and are not a reflection of today's expectations and values. Staff and families feel that a neutral paint colour would support a calm learning environment for the children to engage effectively in activities. The Murchison Community Centre where the pre school resides is a Council facility managed by a Community Asset Committee, who have provided full support for this application.		
Requested Council Contribution	\$4,400	Organisation Cash/in-kind	\$2,000/\$200
Recommendation from the Assessment panel	Recommended		

Organisation	Historical Society of Mooroopna Inc.		
Project	Update Computer System		
Short project description	The project will provide an upgrade to the organisations existing computer system. The system is used for cataloguing of items stored in the museum. The new software will allow the set up of visual displays, further develop databases and communicate with members and the community via email. The digitisation of the catalogue will also allow for secure storage off this information, off site.		
Requested Council Contribution	\$1,165.85	Organisation Cash/in-kind	\$45.80/ \$1120
Recommendation from the Assessment panel	Recommended		

Not Recommended

Organisation	Filipino Australian Friends Association		
Project	Council Economic Rescue Package Funding		
Short project description	Purchase of items required for continued operation of Phillipine House facility including adhering to health and safety requirements. Equipment includes Oven, Freezer, Pedestal Fan.		
Requested Council Contribution	\$1,470	Organisation Cash/in-kind	\$0/\$0
Recommendation from the Assessment panel	Not Recommended – ineligible - did not provide matching component in application.		

Organisation	Murchison & District Historical Society Inc.		
Project	Renew Heritage Signage		
Short project description	This project will replace three existing deteriorating interpretive signs (Thornbridge, Garden, Hospital) about local history. Public spaces will be revitalised with new professionally produced signs using modern techniques to provide surfaces that will stand varied weather conditions, coated to resist graffiti and all be installed professionally.		
Requested Council Contribution	\$2,466.75	Organisation Cash/in-kind	\$606.75/ \$1860
Recommendation from the Assessment panel	Not Recommended – receiving funding under the Heritage Advisory Committee’s Interpretive Signage Program.		

Organisation	Caroline Chisholm Society		
Project	Building Resilience for Women and Children		
Short project description	Provide much needed support when women visit the Shepparton centre seeking support for material aid. Women are often presenting with complex needs and require further assistance to coordinate with other service providers in the community to improve social and economic outcomes for the mothers and their young children.		
Requested Council Contribution	\$5000	Organisation Cash/in-kind	\$15,000/ \$38,750
Recommendation from the Assessment panel	Not Recommended – does not fit with grant guidelines, due to being existing service		

Organisation	Type 1 Foundation		
Project	Type 1 Foundation Carers Event		
Short project description	The Type 1 Foundation want to host Carers events in Greater Shepparton to help families, especially parents, living with a child who has type 1 diabetes who often feel isolated and unsupported. It’s an opportunity for carers to gain an insight into how others deal with the daily struggles of living with type 1 diabetes.		
Requested Council Contribution	\$2,000	Organisation Cash/in-kind	\$0/\$900
Recommendation from the Assessment panel	Not Recommended – lack of evidence for costs and quotes		

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.

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.

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

2.5 Creativity and participation in arts and culture is nurtured and encouraged.

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

2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

2.9 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.

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

Risk Management

Insignificant to low risks have been identified and will be addressed at the operational level. All grant recipients 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 Assessment Panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form.

Policy Considerations

The report and its recommendations comply with existing Council grant policy and guidelines.

Financial Implications

Council has allocated a total of \$75,000 for the 2020/2021 financial year for the Community Matching Grants Scheme. Round One 2020/2021 allocated \$36,560 from this amount. Round Two 2020/2021 will see an allocation of \$32,510.85 for the 8 listed projects. All projects incorporate a matching component where the community group share the costs with Council, the matched contribution being financial or in kind (materials or labour). The total cash/in-kind support from the recommended applicants is estimated at \$62,720.

	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	There is no revenue associated with the Community Matching Grant Scheme
Expense	2020/2021 \$75,000	\$32,510.85	R1: \$36,560 R2: \$32,510.85 \$5,929.15 under allocation	\$32,510.85
Net Total	\$75,000	\$32,510.85	\$69,070.85	\$32,510.85

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 Community Matching Grants Scheme is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

Environmental/Sustainability Impacts

The approval of the recommendations for this round of the Community Matching Grant Scheme will not have any negative environmental impacts.

Social Implications

The recommended projects demonstrate the strength of community connection, engagement and meaningful participation in community life in Greater Shepparton. The volunteer contribution required to deliver these projects is inspiring. The community are taking on bold solutions to challenges in our community.

Kidsafe Victoria aims to assist vulnerable children within the community by offering swimming lessons and equipment and Gowrie Street Community Hub will support multicultural women and children to access and maintain bicycles, both projects supporting ongoing health and wellbeing. Goulburn Region Pre School Association, Tatura & District Historical Society and St Alban's Anglican Church of Mooroopna will work towards improving their facilities, two of these venues are Council owned and the community are actively sharing the cost of improving and keeping those assets in good order. Horses for Hope and the Historical Society of Mooroopna Inc will upgrade equipment to continue to assist and support their clients and members. The Rotary Club of Mooroopna will work towards preserving their history into a book which will celebrate their projects and achievements throughout the community. The recommended applications in Round Two of the Community Matching Grant Scheme will reach a broad cross section of our community and the positive impacts will have a ripple effect in our community.

Economic Impacts

In most instances the applications are for the purchase of equipment, materials and services which will support local businesses.

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 Email lists and networks
Consult	Grant Information Session Appointments offered to discuss applications whilst the grants are open.	2 February 2020
Involve	Project Administration Officer and Community Development Officers 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 community capacity building.	Successful applicants will drive their own community initiatives. They can seek assistance if a variation is required during the delivery of the project.
Empower	Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects.	Community organisations will deliver their projects.

Officers believe that appropriate consultation has occurred.

Strategic Links

a) Greater Shepparton 2030 Strategy

- Direction 2 – Community Life

b) Other strategic links

- Council Plan 2017-2021
- Greater Shepparton City Council – Community Development Framework
- Greater Shepparton City Council – Community Engagement Strategy
- Greater Shepparton City Council – Community Plan Implementation Policy
- Municipal Health and Wellbeing Plan 2017-2021
- Universal Access and Inclusion Plan 2018-2021
- Greater Shepparton Multicultural Strategy 2019-2022
- Greater Shepparton Environmental Sustainability Strategy 2014-2030
- Greater Shepparton Volunteer Strategy and Action Plan 2019-2022

Conclusion

The applications for funding through the Community Matching Grants Round Two 2020/2021 have been reviewed by an internal Grant Assessment Panel in line with the Grant Distribution Policy of Council and the Guidelines of the Community Matching Grant Scheme. The Grant Assessment Panel has recommended 8 projects be funded. All of these projects meet eligibility requirements and aim to both build and strengthen connections in the Greater Shepparton community.



Attachments

Nil

11 Corporate Services Directorate

11.1 Conflict of Interest Policy

Author	Team Leader Governance
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 adopt the Conflict of Interest Policy 37.POL6.

Executive Summary

Following the Local Government General Elections on 24 October 2020, a review of all Council policies was initiated.

Policies are essential to ensure that legal, fair and consistent decisions are made across the Council. They support Council in achieving its corporate objectives and provide crucial guidelines for Councillors, staff and other stakeholders. It is therefore imperative that they are regularly reviewed and remain current with legislative requirements, and that the incoming Council is provided an opportunity to have input into the Policy positions.

Governance engaged Macquarie Local Government Lawyers to assist with the review of the Conflict of Interest Policy, following a number of changes being introduced through the implementation of the Local Government Act 2020 (the Act).

The revised policy is now presented for Council consideration.

Report Detail

The Act has introduced significant reform to the conflict of interest provisions under which Victorian Councils previously operated under, with the intent being to implement a simplified model.

The new legislation now recognises conflicts of interest in two forms, being either a 'General' or 'Material Conflict of interest.

There have also been some changes in relation to when the provisions apply, and who they apply to.

Councils Conflict of Interest Policy has been amended to reflect these legislative changes to ensure it continues to provide valuable guidance to Councillors and Council Officers in relation to their conflict disclosure obligations.

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

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

The adoption of this policy is intended to support Councils compliance with Sections 127, 128 and 130 of the Act.

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 impacts associated with this report.

Consultation

The revisions to this Policy have been limited to ensuring consistency with the legislative amendments introduced by the Act.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil identified.

Conclusion

The Conflict of Interest Policy has been reviewed and amended in accordance with the changed legislative obligations introduced by the Local Government Act 2020.

It is recommended that the revised Policy be adopted by Council, to ensure clear and relevant advice is available to Councillors and Council Officers when making a determination on conflict related matters.

Attachments

1. Conflict of Interest Policy [11.1.1 - 11 pages]

11.2 Councillor Gift Policy

Author Team Leader Governance
 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:

- 1. adopt the Councillor Gift Policy 37.POL18; and**
- 2. revoke the Gifts and Benefits Policy 37.POL1, which was previously adopted by Council on 19 November 2019.**

Executive Summary

Following the introduction of the *Local Government Act 2020* (the Act), a number of new requirements have been introduced to Victorian Councils in a staged approach.

Section 138 of the Act, which commenced operation on 24 October 2020, requires that all Councils must adopt a Councillor Gift Policy within the period of 6 months of the commencement of this provision.

Councils existing Gift and Benefits Policy has been reviewed in accordance with this requirement, and is presented to Council as a Councillor Gift Policy for consideration and adoption.

The Councillor Gift Policy provides clear guidelines to ensure Councillors are not compromised in the performance of their duties by accepting gifts or hospitality which may result in a sense of obligation or could be interpreted as an attempt to influence.

This policy provides transparency and assists to protect and promote public confidence in the integrity of the Council

Report Detail

The Councillor Gift Policy aims to provide clear guidelines to ensure Councillors are not compromised in the performance of their duties by accepting gifts or benefits which may result in a sense of obligation or could be interpreted as an attempt to influence. This helps to protect and promote public confidence in the integrity of the Council

The 2020 General Election, in addition to the introduction of new legislative requirements under the Act has prompted the review of Councils Gifts and Benefits Policy.

In accordance with Section 138 of the Act, the Policy is required to:

- include procedures for the maintenance of a gift register; and
- any other matters prescribed by regulations.

Councils' current policy has been reviewed and amended to comply with the above requirements, in addition to some other minor administrative changes being made to improve clarity.

This review was undertaken by Council, in consultation with Governance Lawyers, to ensure our approach meets both legislative obligations and best practice.

Key changes resulting from the review include:

- The scope of the Policy being amended to apply to Councillors only (as required by the Act). Note: a gift procedure has been developed for council employees.
- Improved guidance on declaration requirements when offers of cash or cash equivalent gifts are offered and refused.
- Clarified the declaration requirements for hospitality, noting an exemption from declaring 'reasonable hospitality when acting in an official capacity'.
- Removal of the threshold determining when a gift can be retained by a Councillor (previously \$30)

The revised Policy is now presented for Council consideration and adoption.

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

No risk has been identified in relation to the adoption of this policy.

Failure to do so, would constitute a breach of the Local Government Act 2020.

Policy Considerations

The Councillor Gift Policy supports a number of existing Council Policies, including the Conflict of Interest Policy and Councillor Code of Conduct.

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

Review and adoption of the Councillor Gift Policy prior to 24 April 2021 will ensure Council meets its legislative obligations under the Act.

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

Councillors are provided with a briefing on their legislative requirements and have the opportunity to provide input into the Policy prior to it proceeding to a Council Meeting for adoption.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil identified

Conclusion

Councils Gifts and Benefits Policy has been amended to reflect recent changes to the Act to ensure continued compliance with legislative requirements.

It is recommended that the Councillor Gift Policy be adopted and implemented.

Attachments

1. Councillor Gift Policy 37. PO L 18 [11.2.1 - 8 pages]

11.3 Instrument of Delegation to the Chief Executive Officer

Author Team Leader Governance
 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

In the exercise of the power conferred by S11(1)(b) of the *Local Government Act 2020* (the Act), Greater Shepparton City Council (Council) resolves that:

- 1. there be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached *Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.**
- 2. the instrument comes into force immediately the common seal of Council is affixed to the instrument.**
- 3. on the coming into force of the instrument, all previous delegations to the Chief Executive Officer are revoked.**
- 4. the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

Executive Summary

Delegations are a critical governance tool of the Council. Most Council decisions are not made at Council meetings and the effective functioning of the Council would not be possible if they were. Instead, most decision-making power is allocated by formal delegations.

The most important delegation issued by the Council is to the Chief Executive Officer (CEO). This delegation allows the CEO to then sub-delegate powers, duties and functions to Council officers, to allow them to make the day-to-day decisions necessary to provide responsive and high-quality services to the community.

Report Detail

The previous Instrument of Delegation from the Council to the CEO was authorised by resolution at a Council meeting held on 04 September 2020.

This review has been undertaken in accordance with the template provided by Maddocks Lawyers, as part of Councils subscription to their Delegations and Authorisation service.

Only minor administrative changes (updating of dates) have been made to this instrument.

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.

Risk Management

The review and adoption of the CEO's delegation ensures that it remains current, valid, and legal and that there is no temptation to operate outside a delegation which has become dated and unworkable over time.

Subscribing to the Maddocks service reduces the risk that legislative changes which have implications for the Council's delegations are not properly identified and implemented.

Policy Considerations

The Council adopted Exercise of Delegations policy provides guidance to delegates on how they should exercise their delegations. This instrument of delegation is implemented in accordance with the Exercise of Delegations policy.

Financial Implications

There are no direct financial implications arising from the *Instrument of Delegation to the Chief Executive Officer*.

Legal/Statutory Implications

There are no direct legal or statutory implications arising from the *Instrument of Delegation to the Chief Executive Officer*.

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to Greater Shepparton 2030 Strategy

b) Other strategic links

No other strategic links have been identified.

Conclusion

It is recommended that the updated Instrument of Delegation to the Chief Executive Officer be approved, as regular reviews are undertaken in accordance with best practice guidelines and meet the current legislative requirements.

Attachments

1. S5 Instrument of Delegation to the Chief Executive Officer [11.3.1 - 4 pages]

11.4 Instrument of Delegation to Members of Council Staff

Author Team Leader Governance
 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

In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Greater Shepparton City Council (Council) resolves that:

- 1. there be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to Members of Council Staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.**
- 2. the instrument comes into force immediately the common seal of Council is affixed to the instrument.**
- 3. on the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.**
- 4. the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

Executive Summary

As the Council is not a “natural” person, it can act in only two ways, which is by resolution or through others acting on its behalf. For others to act on the Councils behalf, the relevant Council powers must be delegated by the Council.

The Council has delegated the majority of its delegable powers to the Chief Executive Officer (CEO), who is permitted under the act to further sub-delegate these powers to other members of Councils staff. The powers conferred on the Council under some legislative

instruments cannot be delegated through the CEO, and must be delegated by resolution of Council directly to Council officers.

The purpose of this report is to delegate certain powers and functions of Council which cannot be sub-delegated by the CEO to Members of Council staff, in accordance with Section 11 of the *Local Government Act 2020* (the Act).

The Instrument of Delegation to Members of Staff was last adopted by Council on 4 September 2020.

This review has been prompted by the biannual updates provided by Maddocks Lawyers which council subscribes to. This ensures Council continues to operate in accordance with current legislative requirements.

Report Detail

The Council is not in a position to exercise all the powers conferred upon it by resolution and requires others to act on its behalf. This is made possible under section 11 of the Act which provides that a Council may, by Instrument of Delegation, delegate to a member of its staff any power, duty or function of a Council under the *Local Government Act 2020* or any other Act, other than certain specified powers.

The Council has delegated the majority of its delegable powers to the CEO. The CEO, through an instrument of sub-delegation, then has the ability to delegate these powers to Council staff.

However, the powers conferred on the Council under some legislative instruments cannot be delegated through the CEO, and must be delegated by resolution directly to Council officers. The Acts and Regulations referred to in the attached *Instrument of Delegation - Members of Council Staff* are among those which require direct delegation.

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.

Risk Management

The review of Instruments of Delegation ensures that they remain valid, legal and that generally routine decisions are able to be made without the need for a Council meeting.

The Council subscribes to the Delegations and Authorisations Service provided by Maddocks Lawyers. Subscribing to the Maddocks service ensures that legislative changes which have implications for the Council's delegations and authorisations are identified and implemented accordingly.

Policy Considerations

All Instruments of delegation must be exercised in accordance with the Council's Exercise of Delegations policy.

Financial Implications

There are no direct financial implications arising from the *Instrument of Delegation to Members of Council Staff*. Financial delegations have been made by the CEO and are consistent with the Council's Exercise of Delegations Policy.

Legal/Statutory Implications

The *Instrument of Delegation to Members of Council Staff* ensures that decisions made by Council officers are legally compliant and enforceable.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts on the coming into force of the *Instrument of Delegation to Members of Council Staff*.

Social Implications

There are no social implications with the coming into force of the *Instrument of Delegation to Members of Council Staff*.

Economic Impacts

There are no economic impacts with the coming into force of the *Instrument of Delegation to Members of Council Staff*.

Consultation

The review of the Instrument of Delegation was completed through Councils delegations software. Consultation was conducted with the relevant staff on any proposed changes to the Instrument.

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

There are no other strategic links.

Conclusion

It is important that all of Council's Instruments of Delegation remain up to date with the latest versions of legislation and that the document reflects the current organisation structure. The amended Instrument of Delegation reflects such changes and it is therefore recommended that the updated document comes into force and the previous Instrument is revoked.

Attachments

1. S6 Instrument of Delegation Council to Members of Staff April 2 [JP3V] [11.4.1 - 169 pages]

11.5 March 2021 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 March 2021 Monthly Financial Report.

Executive Summary

The report presents the Council's actual financial performance compared to the budget for the nine months ended 31 March 2021.

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.

The 2020/2021 Q1 Adopted Forecast was adopted at the Ordinary Council Meeting held 15 September 2020. The 2020/2021 Q1 Adopted Forecast provided an operating surplus of \$6.8 million, an increase on the 2020/2021 Adopted Budget surplus of \$1.58 million, largely due to an increase in Capital Grant income. The 2020/2021 Q1 Adopted Forecast also provided for capital works of \$65.28 million an increase of \$3.56 million on the adopted budget due to capital works re-budgeted from the 2019/2020 financial year.

On 16 February 2021, Council adopted the 2020/2021 Q2 Adopted Forecast with an accounting surplus of \$9.29 million which is \$4.08 million more than the 2020/2021 Adopted Budget and \$2.49 million more than the 2021/2022 Q1 Adopted Forecast. The capital works program of \$65.21 million is forecast to be expended during the 2020/2021 financial year which is an increase of \$3.49 million from the 2020/2021 Adopted Budget.

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

The March 2021 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 financially 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

There are no strategic links associated with this report.

Conclusion

The report presents Council's actual financial performance compared to the budget for the nine months ended 31 March 2021.

Attachments

1. March 2021 Monthly Financial Statements [11.5.1 - 11 pages]

11.6 Contracts Awarded Under Delegation - March 2021

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

1. note the contracts awarded by the Chief Executive Officer under delegated authority;
2. note the contracts awarded by the Director under delegated authority;
3. note the contracts awarded by the Manager under delegated authority; and
4. note the requests 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 March 2021 to 31 March 2021, and those that have been publicly advertised but are yet to be awarded as at 31 March 2021.

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
2024	Upgraded Sound System – Riverlinks Eastbank	Lump sum contract for the supply and installation of an upgraded sound system for Riverlinks Eastbank.	\$264,782.97	Light and Sound Solutions Integration Pty Ltd
2069	Construction of Landscaping and Irrigation for Block 4, McLennan Street Mooroopna	Lump sum contract for the onstruction of landscaping and irrigation works in Block 4 McLennan Street, Mooroopna.	\$323,830.15	Preston's Turf and Garden 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
Nil				

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
2120	Construction of Concrete Shared Path – Midland Hwy, Mooroopna	Lump sum contract for the construction of a concrete shared path between Elsie Jones Dr to Service Rd, Midland Hwy, Mooroopna.	\$96,906.00	Cleaves Earthmoving and Drainage Pty Ltd
2124	Construction of Footpath – Watson Street, Murchison	Lump sum contract for the construction of a new asphalt footpath in Watson St, Murchison, between Robinson St and Willoughby St.	\$70,914.80	Cleaves Earthmoving and Drainage Pty Ltd
2137	Construction of stone dust footpath – Victoria Street, Tallygaroopna	Lump sum contract for the construction of a stone dust footpath in Victoria St between Parkland Dr and Slaughterhouse Rd, Tallygaroopna.	\$39,270.00	Cleaves Earthmoving and Drainage Pty Ltd

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2074	Marketing of the new Shepparton Art Museum (SAM), pre, during and post opening weekend celebrations	Lump sum contract for the appointment of a creative, production and media buying agency to market the new SAM in the lead up to, during and post the opening launch of the new building.	Tender scheduled to close on 7 April 2021.

Requests for Tenders advertised but not yet awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2094	Water Main Construction – Australian Botanic Gardens, Kialla	Lump Sum Contract for the supply of all labour, plant and materials for the construction of a water main along Botanic Gardens Avenue (Kialla Tip Road), Kialla	Tender scheduled to close on 7 April 2021.
1928	Safety Improvements on Burkes Road Bridge, Moorilim –	Lump sum contract for safety improvement works on the Burkes Road Bridge.	Tender scheduled to close on 16 April 2021.
2132	Supply and Installation of Shepparton Aerodrome Boundary Fencing	Lump sum contract for the supply and installation of fencing and gates at Shepparton Aerodrome.	Open request for Quotation due to close on 14 April 2021.
2112	Sports Stadium and Events Centre- Detailed Design, Contract and Construction Documentation	Lump sum contract for the engagement of a suitably qualified architect for the Detailed Design, Contract and Construction documentation of Shepparton Sports Stadium and Events Centre.	Tender scheduled to close on 16 April 2021.
2077	Construction of Northern Taxiway and Concrete Helipark at Shepparton Aerodrome	Lump sum contract for the construction of a Northern Taxiway and Concrete Helipark at the Shepparton Aerodrome.	Tender closed 24 March. Currently under evaluation.
2138	Sport 2050 Strategic Plan Review – Consultancy	Engagement of a suitably qualified consultant to review and update the Sport 2050 Strategic Plan and provide re-naming suggestions.	Tender closed 5 March. Currently under evaluation.
2147	Supply and Installation of Leachate Pump, Compressor and Pipe System – Cosgrove 3 Landfill Precinct	Lump sum contract for the supply and installation of leachate pumps, compressor and construction of the associated rising main at Cosgrove 3 Landfill site, Cosgrove	Tender closed 24 March. Currently under evaluation.
2121	Watt Road Bridge Upgrade Works	Lump sum contract for upgrade works on Watt Road Bridge in Mooropna.	Tender closed 10 March. Currently under evaluation.

Requests for Tenders advertised but not yet awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1911	Merrigum Swimming Pool – Sand Filter and Pump Renewal	Lump sum contract for the supply and installation of new commercial filtration plant at the Merrigum Swimming Pool, Morrissey Street, Merrigum.	Tender closed 17 March. Currently under evaluation.
2040	Supply of Resource Recovery Glass Bins	Lump sum contract for the construction and delivery of five specialised glass collection hook lift bins.	Tender closed 27 January. Currently under evaluation.

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 and Directors under delegated authority of the Council during the period 1 March 2021 to 31 March 2021.

Attachments

Nil

11.7 Council Meeting Schedules

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 that Scheduled Council Meetings are to be held at 3.00pm on the third Tuesday of each month, at 70-90 Welsford Street, Shepparton.

Executive Summary

The purpose of this report is to amend the commencement time of Scheduled Council Meetings for the remaining of 2021.

It is proposed that the Scheduled Council Meetings for the 2021 Council meeting cycle are to be held on the third Tuesday, once per month at 70-90 Welsford Street, Shepparton to commence at the earlier time of 3.00pm

Report Detail

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

At the December 2020 meeting of Council, it was resolved that Scheduled Council Meetings for the 2021 Council meeting cycle are to be held on the third Tuesday, once per month, commencing at 5.30pm.

It is now proposed that scheduled Council meetings are to commence at the earlier time of 3.00pm

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 alteration to the commencement times of Scheduled Council Meetings as the meetings are both live streamed and recorded to enable the public to view them at any time via Councils Facebook page.

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 the Scheduled Council Meetings are commence at the earlier time of 3.00pm into the future.

Attachments

Nil

11.8 Mayor and Councillor Allowances

Author Manager Corporate Governance
 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

1. in accordance with Sections 74 and 223 of the Local Government Act 1989 (1989 Act), provide public notice in the Shepparton News of the intention to retain the Councillor allowance at \$26,244 and the Mayoral allowance at \$81,204.
2. stipulate in the public notice that persons may make a submission on the Councillor and Mayoral allowances in accordance with Section 223 of the 1989 Act, and that written submissions must be received by 5.00pm, Friday 21 May 2021.
3. stipulate in the public notice that submissions received will be made available for public inspection for a period of 28 days
4. authorise the Chief Executive Officer to undertake the administrative procedures necessary to enable the Council to carry out its functions under section 223 of the 1989 Act in relation to this matter:

If submissions are received under section 223 of the 1989 Act:

- a. an Additional Council Meeting be convened to hear from any person or persons who request to be heard in support of a section 223 written submission and, if required, the Additional Council Meeting be held at a time and date to be determined
- b. a report on any section 223 submissions received by the Council, along with a summary of any hearings held, be provided to the Scheduled Council Meeting of 15 June 2021;
5. if no submissions are received within the prescribed period, the Council resolves to retain the Councillor allowance at \$26,244 and the Mayoral allowance at \$81,204, without further resolution of the Council.

Executive Summary

Under section 74(1) of the 1989 Act, councils must review and determine the level of mayoral and councillor allowances within six months of a general election or by 30 June, whichever is later.

All councils should therefore plan to undertake and complete their own review of allowances under the 1989 Act by 30 June 2021.

In undertaking their reviews, councils must ensure that a person has a right to make a submission under section 223 of the 1989 Act (as required by section 74(4)).

An important reform of the Local Government Act 2020 (2020 Act) is the transfer of responsibilities in determining mayoral, deputy mayoral and councillor allowances to the Victorian Independent Remuneration Tribunal (the Remuneration Tribunal). However, until the Remuneration Tribunal makes its first determination on allowances, Council allowances are to remain at their current rate.

Report Detail

Mayors and councillors are entitled to receive an allowance while performing their duty as an elected official. The Victorian Government sets the upper and lower levels for allowances paid to councillors. These levels are divided into categories based on the income and population of each Council.

Greater Shepparton City Council is in Category 2.

An important reform of the Local Government Act 2020 (2020 Act) is the transfer of responsibilities in determining mayoral, deputy mayoral and councillor allowances to the Victorian Independent Remuneration Tribunal (the Remuneration Tribunal).

However, until the Remuneration Tribunal makes its first determination on allowances, the allowance framework under the Local Government Act 1989 (1989 Act) continues to apply, despite the repeal of those relevant provisions last year. Section 39(6) of the 2020 Act provides for this transitional arrangement.

The Minister will request the Remuneration Tribunal to make a determination. A determination is expected late 2021.

Current arrangements (under the 1989 Act)

Under section 74(1) of the 1989 Act, councils must review and determine the level of mayoral and councillor allowances within six months of a general election or by 30 June, whichever is later.

All councils should therefore plan to undertake and complete their own review of allowances under the 1989 Act by 30 June 2021.

In undertaking their reviews, councils must ensure that a person has a right to make a submission under section 223 of the 1989 Act (as required by section 74(4)).

Future arrangements (under the 2020 Act)

The power to determine mayoral, deputy mayoral and councillor allowances will transfer to the Remuneration Tribunal.

Under section 23A of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019, the Remuneration Tribunal has six months to make a determination from the date the determination is requested by the Minister.

Before making its determination, the Remuneration Tribunal must review the existing councillor allowance 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.

1.8 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 risks associated with this report are that Council does not meet its statutory requirement to provide an opportunity for the community to make a submission in accordance with section 223 of the 1989 Act. This risk is mitigated through Council Resolution of the recommendation and council action in accordance with the resolution.

Policy Considerations

There are no policy considerations arising from the payment of a Councillor Allowance.

However Councillors will also be able to claim expenses incurred in the course of performing their councillor duties and these will be paid in accordance with the Councillor Expenses and Entitlements Policy.

Council also has a procedure outlining the Section 223 process which has been applied to ensure compliance with the relevant provisions of the Local Government Act 1989.

Financial Implications

Council's Budget contains provision for the payment of Councillor and Mayoral allowances.

Legal / Statutory Implications

Section 74(1) of the Act requires that Councils must review and determine the level of Mayoral and Councillor allowances within the period of six months after a general election or by next 30 June, whichever is later.

This report ensures Council is meeting this legislative requirement well within the allowable timeframe.

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 social implications arising from this proposal.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

- There are no other strategic links.

Conclusion

Greater Shepparton City Council promotes its intention to retain the Councillor allowance at \$26,244 and the Mayoral allowance at \$81,204 until such time as there is a determination from the Remuneration Tribunal.

Attachments

Nil

11.9 2020/2021 Quarter 3 Forecast Review

Author Management Accountant
 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:

1. adopt the 2020/2021 Quarter 3 Forecast Review; and
2. adopt the following Cosgrove Landfill commercial waste fees through to 30 June 2021 (excluding those customers that have signed an existing landfill disposal agreement):
 - a. Industrial/Commercial Waste (per tonne) \$250 inc GST
 - b. Industrial/Commercial Waste 1,000-5,000 tonnes per annum (per tonne) \$245.00 inc GST
 - c. Industrial/Commercial Waste 5,001-8,000 tonnes per annum (per tonne) \$241.00 inc GST
 - d. Industrial/Commercial Waste 8,001-9,000 tonnes per annum (per tonne) \$236.00 inc GST
 - e. Industrial/Commercial Waste 9,001+ tonnes per annum (per tonne) \$230.00 inc GST; and
 - f. Prescribed Waste (per tonne) \$339.00 inc GST.

Executive Summary

The report presents the Council's 2020/2021 Q3 Forecast Review compared to the 2020/2021 Adopted budget.

The report also proposes an increase to the Cosgrove Landfill User Fees in response to available remaining airspace of Cosgrove Landfill and current levels of demand.

Report Detail

Under section 98 of the *Local Government Act 2020* the Chief Executive Officer at least every three months must ensure quarterly statements comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council.

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

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.

The 2020/2021 Q1 Adopted Forecast was adopted at the Ordinary Council Meeting held 15 September 2020. The 2020/2021 Q1 Adopted Forecast provided an operating surplus of \$6.80 million, an increase on the 2020/2021 Adopted Budget surplus of \$1.58 million, largely due to an increase in Capital Grant income. The 2020/2021 Q1 Adopted Forecast also provided for capital works of \$65.28 million an increase of \$3.56 million on the adopted budget due to capital works re-budgeted from the 2019/2020 financial year.

At the Ordinary Council meeting on the 16 February 2021 the Q2 Adopted Forecast provided an operating surplus of \$9.29 million, an increase on the 2020/2021 Q1 Adopted Forecast surplus of \$2.49 million. The 2020/2021 Q2 Adopted Forecast also provided for capital works of \$65.21 million a decrease of \$66,000 on the 2020/2021 Q1 Adopted Forecast.

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

Forecast variances to the adopted budget included re-budgeted projects that were to be delivered in 2020/2021 financial year where funding was received or was held from last financial year and were not included in the adopted budget 2020/2021.

Forecast variances are also impacted by projects that were budgeted for in 2020/2021 but will now be delivered in the 2021/2022 financial year and are included in the 2021/2022 Draft Budget.

COVID-19 Financial Impact

The financial impact on Greater Shepparton City Council's accounts due to COVID-19 continues to be monitored and understood.

The 2020/2021 Adopted Budget assumed COVID-19 restrictions through to the end of September 2020, which resulted in a net cost of \$2.22m.

The Q1 Adopted Forecast identified further reductions in User Fees and Charges (\$2.08m reduction) and Statutory Fees and Fines (\$50k reduction) relating to COVID-19.

The Q2 Adopted Forecast identified further reductions in User Fees and Charges (\$820k reduction).

This Q3 Forecast review identifies small reductions in User Fees and Charges (\$199k reduction) and Other Income (\$30k reduction).

While the majority of financial impacts relate to reduced income, some offsetting expenditure savings in Employee Costs (Q1 Adopted Forecast \$836k and Q2 Adopted Forecast \$325k) have been identified from facility closures, event cancellations and postponements. However, funds have been reallocated to initiatives within the adopted economic response packages such as the Visitor Economy COVID-19 Recovery and Activation Grants.

The estimated net cost of the COVID-19 pandemic on the 2020/2021 financial year is \$4.51m.

Environmental Upgrade Agreements – Quarterly Statement

There were two new environmental upgrade agreements entered into this quarter.

One agreement has been entered into in relation to land at 460 Craven Road Tatura. The total value of the charge is \$450,979.04, which is \$442,948.24 environmental upgrade charge and \$8,030.80 administrative costs.

The second agreement relates to land at 485 Craven Road Tatura East. The total value of the charge is \$25,117.51, which is \$24,674.71 environmental upgrade charge and \$442.80 administrative costs.

There are now eight environmental upgrade charges in operation with a total value of \$3,878,098.21. Charges due this year total \$463,841.07 and \$25,524.00 arrears plus interest to date \$1,797.00. Total payments of \$112,962.72 fell due this quarter, with \$109,781.22 paid and \$3,181.50 unpaid.

Fees and Charges – Waste Management – Cosgrove Landfill

During the 2020/2021 financial year, demand on the available airspace in Cell 1 at the Cosgrove 3 Landfill has increased significantly. A number of factors have contributed to the increased demand, however, benchmarking of landfills in reasonable vicinity to Shepparton (i.e. Moira, Benalla and Wangaratta landfills) has shown the current landfill fees to be relatively low and attracting customers from outside of the municipality. With the remaining available airspace within Cell 1 and the current timeframes for construction of Cell 2, an adjusted pricing program is required to suppress demand. The proposed changes are shown below:

Charge	Adopted Budget Inc GST	New Charge Inc GST
Industrial/Commercial Waste (per tonne)	\$196.00	\$250.00
0-999 Tonnes of waste per annum (per tonne)	\$196.00	\$250.00
1,000-5,000 Tonnes of waste per annum (per tonne)	\$193.00	\$245.00
5,001-8,000 Tonnes of waste per annum (per tonne)	\$188.00	\$241.00
8,001-9,000 Tonnes of waste per annum (per tonne)	\$181.00	\$236.00
9,001+ Tonnes of waste per annum (per tonne)	\$177.00	\$230.00
Prescribed Waste (per tonne)	\$309.00	\$339.00

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 financially 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

The financial implications are covered in the Q3 Forecast Review attachment.

Legal/Statutory Implications

Section 91 of the Local Government Act 2020 provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition, Section 97 requires that at least every 3 months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public. 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

Not applicable.

Strategic Links

a) Greater Shepparton 2030 Strategy

- Nil

b) Other strategic links

- Nil

Conclusion

The report presents the Council's 2020/2021 Q3 Forecast Review compared to the 2020/2021 Adopted budget.

Attachments

1. 2020/2021 Quarter 3 Forecast Review [11.9.1 - 20 pages]

11.10 Greater Shepparton City Council 2021/2022 Draft Budget

Author Manager - Finance & Rates
 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:

- 1. endorse the 2021/2022 Draft Budget as presented for the purposes of section 94 of the *Local Government Act 2020*;**
- 2. authorise the Chief Executive Officer to give public notice on the preparation of the 2021/2022 Draft Budget in accordance with Section 223 of the *Local Government Act 1989* and Section 96 of the *Local Government Act 2020* and stipulate that persons may make a written submission in accordance with Section 223 of the *Local Government Act 1989* that must be received by no later than 5.00pm, 21 May 2021; and**
- 3. hold an Additional Council Meeting on Tuesday 1 June 2021 to hear any person wishing to be heard in support of their written submission on any proposal contained in the 2021/2022 Draft Budget in accordance with Section 223 of the *Local Government Act 1989*.**

Executive Summary

The 2021/2022 Draft Budget prepared in accordance with the requirements of the *Local Government Act 2020* is presented for Council to endorse for public submissions.

The 2021/2022 Draft Budget proposes a zero per cent rate rise, lower than the 1.5 per cent rate cap increase, and proposes to generate \$84.9 million in rates and charges revenue. This is subject to change until the final budget adoption scheduled in June 2021.

The 2021/2022 Draft Budget proposes a \$26.3 million accounting surplus and allows for a capital works budget of \$71.56 million.

Public submissions will be sought on the 2021/2022 Draft Budget from 23 April 2021 to 21 May 2021.

Report Detail

Background

The 2021/2022 Draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020*.

Greater Shepparton City Council (Council) utilises the *Local Government Model Budget* published by Local Government Victoria to assist councils in preparing annual budgets in accordance with Australian Accounting Standards.

The 2021/2022 Draft Budget reflects year one of the Financial Plan and takes into account the activities and initiatives which contribute to achieving the strategic objectives specified in the Council Plan.

The 2021/2022 Draft Budget has been developed under the key financial principles which aim to a) budget for an underlying operating surplus annually, b) fund the capital renewal of existing assets as a priority and c) consider the use of borrowings as a legitimate and responsible financial management tool.

Impact of COVID-19

The 2019/2020 and 2020/2021 financial years have been impacted by COVID-19. The biggest impact on Council finances is a significant reduction in User Fee income, an important revenue source outside of rates revenue and operating grants. While the 2021/2022 Draft Budget sees an improvement in User Fee income, it is still below pre-COVID levels.

The 2020/2021 Q3 Forecast Review estimates the net cost to Council of COVID-19 for 2020/2021 alone, based on lost User Fee income and provision of recovery support to community members, at \$4.5m which has approximately a 23 per cent negative impact on liquidity.

The 2021/2022 Draft Budget has been prepared on the assumption that the current situation in Victoria relating to COVID (as at April 2021) will continue through the financial year and have minimal impact on Council operations and finances.

Should the situation change, it is possible that changes to the draft budget version made available for submission will be required prior to adoption. Furthermore, it is possible that changes due to COVID-19 will be required at future Quarterly Forecast Reviews during 2021/2022.

Council will continue to be transparent in disclosing any changes and will ensure compliance with the *Local Government Act 2020* in regards to Adopted and Revised Budgets.

2020/2021 Forecast/Actual

The 2021/2022 Draft Budget provides comparisons with the 2020/2021 financial year forecast. The Q3 Forecast Review has been used for the 2021/2022 Draft Budget document.

2021/2022 Draft Budget – Rates and Charges Revenue

The 2021/2022 Draft Budget proposes a zero per cent increase in total rates revenue and a 1.25 per cent increase in kerbside collection charges, both excluding supplementary valuations, which will generate \$83.9 million.

Section 4.1.2(l) of the 2021/2022 Draft Budget document confirms Council's compliance with the State Government's Fair Go Rates System (Rate Cap).

A further \$818,000 in supplementary rates and \$184,000 in penalty interest is budgeted for 2021/2022 taking the total rates and charges figure to \$84.9 million. Note these items, along with the kerbside collection charges, do not form part of the rate cap.

2021/2022 Rating Differentials

The proposed rating structure for the 2021/2022 year has been informed by the Rating Strategy 2017-2021 and previous consultation undertaken by Greater Shepparton City Council in February 2018.

In June 2018, Council adopted changes to the number of rating differentials to make Greater Shepparton's rating strategy easier to understand, simpler to administer while also maintaining fairness for all ratepayers. Importantly, these changes determine only the share of revenue contributed by each property, not the total amount of rates collected by Council.

Council is, however, currently undertaking community engagement on its Revenue and Rating Plan required by the *Local Government Act 2020* to be adopted by 30 June 2021. The eventual Revenue and Rating Plan adopted by Council may influence the final version of the budget scheduled for adoption in June.

In the meantime, the 2021/2022 Draft Budget is based on the previously adopted changes as shown in the table below. For the purposes of stability and predictability, no changes to the rating differentials are proposed in the 2021/2022 Draft Budget.

Rating Differential Category	Rating Differential %
General	100%
Farm	90%
Commercial/Industrial	205%

Rates and Charges - 2021 Centralised Annual Valuations

Since 2019, the Valuer-General Victoria (VGV) is the sole valuation authority to conduct annual valuations for rating purposes.

The 2021/2022 Draft Budget includes preliminary valuation data for 2021/2022 with valuations as at 1 January 2021. All rating information contained within the budget, including rates in the dollars, are based on these updated valuations. However, the preliminary valuations are yet to be certified by the Victorian Valuer-General and are therefore subject to change prior to the budget adoption.

Movements in individual property valuations (Capital Improved Value or CIV) will have an impact on individual rate notices and are difficult to communicate through the 2021/2022 Draft Budget document.

Section 4.1.2(f) of the 2021/2022 Draft Budget provides an indication of the valuation movements for each rating differential group, however, individual property valuation movements will not be advised until the 2021/2022 annual rates notices for each property are distributed.

2021/2022 Draft Budget – Key Points (to be confirmed for Council Meeting)

The 2021/2022 provides for an Operating Surplus of \$26.3 million. Refer to Section 4.1 of the 2021/2022 Draft Budget document.

The 2021/2022 Draft Budget Schedule of Fees and Charges is included as Appendix A. It is budgeted that the proposed fees and charges will raise \$23.05 million during the 2021/2022 financial year.

The 2021/2022 Draft Budget provides for a \$71.56 million capital works program. Incorporated in the capital works program is \$32.26 million for renewal works and \$27.73 million for upgrade works. Refer to Section 4.5 of the 2021/2022 Draft Budget document for further information.

Funding sources for the capital works program include \$30.32 million from external grants and cash contributions, \$29.24 million from Council operations, cash reserves and investments and \$12 million in borrowings.

Any grants or contributions received by Council prior to 30 June 2021 will be considered as Council Cash for the purposes of the 2021/2022 Draft Budget as Council was in possession of the funds at the commencement of the budget year.

2021/2022 Draft Budget Financial Performance Indicators

Section 5 of the 2021/2022 Draft Budget document highlights Council's current and projected performance across a range of key financial indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Other Internal and External Budget Influences

In preparing the 2021/2022 Draft Budget, a number of internal and external influences in addition to the recovery from COVID-19 have been taken into consideration, as they impact significantly on the services delivered by the Council in the budget period.

For example, in addition to the net cost to Council of COVID-19 (\$4.5 million in 2021/2022 alone) the proposed zero per cent rate rise will also see Council lose just under \$12 million in rates revenue over the next 10 years (due to the effects of compounding) compared to the current rate cap increase of 1.5 per cent.

The State Government's planned increase in the Landfill Levy on 1 June 2021 (Regional – Municipal increasing \$19.92 per tonne or 60% and Regional – Industrial increasing \$35.43 per tonne or 61%) has seen significant increases passed on to commercial customers at the Cosgrove Landfill. The 2021/2022 Draft Budget estimates an EPA Landfill Levy expense of \$2.88 million compared to \$2.2 million in the 2020/2021 Q3 Forecast Review.

Other budgetary pressures extending into future years include increases to Council insurance premiums, current averaging increases of approximately \$200,000 or 20 per cent per annum, impending outcomes from Enterprise Bargaining negotiations, planned increases to the Superannuation Guarantee from 2021/2022 and the introduction of a fourth bin or service for recycling of glass.

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.

1.9 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

Council's financial plan models various scenarios over the longer term. The 2021/2022 Draft Budget is year one of the financial plan.

Policy Considerations

Nil

Financial Implications

	2020/2021 Forecast/Actual (‘000s) \$	2021/2022 Draft Budget (‘000s) \$	Variance (‘000s) \$	Comments
Revenue	150,337	168,927	18,590	Increased Capital Grants and User Fee income as the COVID recovery continues
Expense	142,064	142,672	(608)	Reduction in Materials and Services offset by increase in Depreciation expense
Net Surplus	8,273	26,255	17,982	

Legal/Statutory Implications

Section 94 of the *Local Government Act 2020* covers the requirements surrounding the annual budget.

Environmental/Sustainability Impacts

The 2021/2022 Draft Budget includes budget allocations to items relating to Council's 2030 Zero Emissions Target action plan.

Social Implications

Nil

Economic Impacts

The 2021/2022 Draft Budget includes a capital works program of \$71.56 million that will encourage economic activity within the municipality.

Consultation

The 2021/2022 Draft Budget will be made available for public submission from 23 April 2021 to 21 May 2021. The Shaping Greater Shepparton community engagement tool will also be utilised for community engagement.

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Nil

Conclusion

The 2021/2022 Draft Budget is presented for Council to endorse for public submission from 23 April 2021 to 21 May 2021.

Attachments

1. 2021 2022 Draft Budget Document [11.10.1 - 121 pages]

12 Sustainable Development Directorate

12.1 Draft Tatura Structure Plan 2021 - Authorisation for Public Exhibition

Author Graduate Strategic Planner (Amendments)
 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. receive and note the *Conversation Report - Tatura Structure Plan Pre-draft Consultation, March 2021*;
2. authorise the *Draft Tatura Structure Plan* for public exhibition for a period of five weeks from 3 May 2021 to 4 June 2021; and
3. note that Council officers will report back to Council on any feedback, comments and submissions received from the public during the consultation period.

Executive Summary

In July 2020, Council commenced work to prepare the *Draft Tatura Structure Plan* (Structure Plan) to guide future development in Tatura. The Tatura Structure Plan will guide the future development of all land to the north and east of the existing Tatura Township, and it will identify all infrastructure required to support the future development of the land.

The growth and development of Tatura is supported in Council policy documents implemented into the Greater Shepparton Planning Scheme, including the *Greater Shepparton Housing Strategy 2011* and the *Greater Shepparton Townships Framework Plan Review 2019*.

The *Shepparton Residential Land Supply and Demand Assessment September 2019* identified a shortage of residential zoned land in Tatura and concluded that additional residential land supply must be realised in the short-term to support the sustainable growth of the town.

To inform the preparation of the Structure Plan, Council commissioned three draft background reports that will identify all open space, stormwater drainage and transport infrastructure required to support future development, their costings and potential staging.

Council also conducted pre-draft consultation with the Tatura community, stakeholders and government agencies and referral authorities in July and August 2020 to inform the background reports and understand key issues and aspirations when developing the Structure Plan. Council received 30 submissions as part of this engagement process. A Conversation Report was prepared to summarise the responses received.

Following this feedback, Council has received the draft background reports; being the Traffic Impact Assessment, Integrated Water Management Plan and Ecological Assessment. A draft Tatura Structure Plan, which collates all the recommendations from the background reports and identifies all of the regional infrastructure required to support the Structure Plan, was then prepared.

Authorisation for public exhibition is now required to obtain feedback from the community, to ensure that all planning issues have been identified, and that concerns and aspirations are understood and considered, before finalising and implementing a final Structure Plan. The Structure Plan will ensure that adequate land is appropriately rezoned in the future to accommodate the needs of the town, and to provide surety to residents and developers.

Report Detail

Tatura is the largest township in Greater Shepparton outside of the Shepparton-Mooroopna urban area with a population of 4,669 in the 2016 census. There is a growing demand for new residential land supply in the town.

The need to identify land in Tatura for development has been reflected in Council policy for over a decade. The *Greater Shepparton Housing Strategy 2011* (GSHS) was prepared to guide the long-term identification and provision of residential land within Greater Shepparton. The GSHS included framework plans that identified land that may accommodate future development following detailed investigations. Such investigations seek to better understand the ability of the land to be developed for residential purposes and at what density. The framework plan for Tatura in the GSHS identified land to the north, north-east, and east of Tatura for future development. The GSHS was implemented into the Greater Shepparton Planning Scheme (Planning Scheme) in 2012 via Amendment C93, and included the framework plans in the Planning Scheme to guide future residential development proposals.

The *Greater Shepparton Townships Framework Plan Review 2019* (the Review) was prepared to evaluate and update the Framework Plans for nine of the ten townships that the GSHS provided framework plans for. The Review updated the framework plan for Tatura by changing the designated density for some lots of land within the settlement boundary. Amendment C212 implemented the Framework Plans into the Planning Scheme, and was approved and gazetted by the Minister for Planning in June 2020.

The *Shepparton Residential Land Supply and Demand Assessment September 2019* has identified a shortage of residential zoned land in Tatura, and concluded that additional residential land supply must be realised in the short-term. Following the gazettal of Amendment C212, Council received multiple rezoning requests from landowners and developers within the Tatura settlement boundary to have land rezoned for residential purposes.

As a result of these land shortages and rezoning requests, Council allocated budget in the 2020/2021 financial year to commence preparation of a high-level Tatura Structure Plan (Structure Plan). The Structure Plan will incorporate the recommendations of the Tatura framework plan, provide information on appropriate densities for future residential development, identify all appropriate regional infrastructure required to support residential development and outline the cost of this infrastructure.

To inform the preparation of the Structure Plan, Council commissioned three background reports to identify all appropriate regional infrastructure and their costings, including stormwater drainage and transport infrastructure, and the provision of open space. The background reports include a Traffic Impact Assessment prepared by Trafficworks Pty Ltd, an Integrated Water Management Plan prepared by Spiire Australia Pty Ltd, and an Ecological Assessment prepared by Ecology & Heritage Partners Pty Ltd (see attachments 1-3). To date, Council has received the three background reports in draft form, and will be updated and finalised after draft consultation with the community has concluded.

Council has also engaged with Niche Planning Studio Pty Ltd to collate the recommendations of the three background reports, identify all of the regional infrastructure required to support the Structure Plan, and to prepare the Structure Plan layout (see attachment 4).

To inform the three background reports, Council conducted pre-draft consultation between 7 July 2020 and 10 August 2020 with landowners and occupiers of land within the Structure Plan study area, other interested stakeholders, government agencies and referral authorities. Pre-draft consultation included distribution of letters, a media release, a consultation webpage on Council's website with an online submission form, meetings between Council officers and individual landowners, and a meeting with the Tatura Community Plan Steering Committee (Steering Committee). As a result of this engagement process, 30 pre-draft submissions were received. Further engagement was conducted with the Steering Committee to inform the preparation of the draft Traffic Impact Assessment. The results of the pre-draft consultation are contained within the *Conversation Report - Tatura Structure Plan Pre-draft Consultation* (see attachment 5).

With the three draft background reports and the draft Structure Plan layout now complete, Council officers believe that the draft Tatura Structure Plan is ready for Council consideration. Authorisation for public exhibition is now required to obtain feedback from the community, landowners and occupiers of land, relevant stakeholders and referral authorities, to ensure that all planning issues have been identified, and that concerns and aspirations are understood and considered, before finalising and implementing a final Structure Plan.

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.

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

Risk Management

There are no adverse risks associated with the exhibition of the draft background reports or the Tatura Structure Plan for public exhibition. The Tatura community and landowners have

expressed a high degree of interest in the preparation of the Tatura Structure Plan to date. There is a significant risk of community dissatisfaction and loss of trust in Council if the Structure Plan is not released for public feedback.

Policy Considerations

All consultation associated with the Draft Tatura Structure Plan will be undertaken in accordance with Council's *Community Engagement Policy 2020*.

Financial Implications

The preparation of the Tatura Structure Plan was budgeted for in the 2020/2021 financial year. To date, Council has been quoted \$92,430 (excl GST) for the final completion of the three background reports and the Structure Plan layout. The recommendation to release the Draft Tatura Structure Plan for public exhibition will not result in any significant additional financial and budgetary implications for Council that are not already accounted for.

Legal/Statutory Implications

The recommendation to release the Draft Tatura Structure Plan for public exhibition will not result in any legal or statutory implications.

Environmental/Sustainability Impacts

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

Social Implications

The recommendation to release the Draft Tatura Structure Plan for public exhibition will not result in any adverse social implications.

Economic Impacts

The recommendation to release the Draft Tatura Structure Plan for public exhibition will not result in any adverse economic impacts.

Consultation

Pre-draft consultation was undertaken in July and August 2020 to inform the preparation of the Draft Tatura Structure Plan, the results of which are contained in the *Conversation Report - Tatura Structure Plan Pre-draft Consultation*. Authorisation for public exhibition is now required to obtain feedback on the draft Structure Plan from the community, to ensure that issues have been identified, and that concerns and aspirations are understood and considered, before finalising the Plan.

Consultation will take place for a period of five weeks between the 3 May and the 4 June 2021 and include direct engagement with landowners and occupiers of land within the Structure Plan area, relevant government agencies and referral authorities, an online submission form, and a meeting with the Steering Committee with Council officers in attendance, in accordance with Council's *Community Engagement Policy 2020*.

Strategic Links

a) Greater Shepparton 2030 Strategy

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

Objectives:

- To provide for sufficient suitable additional land for urban growth until 2030.
- To release land efficiently in terms of location, supply of services and infrastructure.
- To contain urban growth to identified growth areas in order to protect higher quality and intact agricultural areas and achieve a more compact built-up area.

- To provide for a broader range of dwelling densities and types of housing to meet current and future community needs and differing lifestyles.
- To increase the supply of medium density housing in appropriate locations.

Topic: Community Life – Enhance social connectedness, physical and mental health and well-being, education and participatory opportunities to improve liveability and provide a greater range of community services.

Objectives:

- To provide an equitable and efficient distribution of community facilities and services.
- To ensure that facilities, services and policies are accessible and inclusive, and appropriate to the sporting and recreation needs of the community.

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

Objective:

- To develop Walking/Bicycle and Public Transport networks that provides transport and accessibility options to segments of the community who have not or prefer not to use a motor car.

b) Other strategic links

- Greater Shepparton Housing Strategy 2011
- Greater Shepparton Townships Framework Plan Review 2019

Conclusion

Residential land supply in Tatura has been effectively depleted due to strong demand for housing, and there is a need to realise additional land supply.

Council has prepared the draft Tatura Structure Plan to guide the future development of all land to the north and east of the existing Tatura Township, and it will identify all infrastructure required to support the future development of the land.

Council has undertaken pre-draft consultation with landowners in Tatura and relevant stakeholders and referral agencies, and has commissioned three background reports to inform the preparation of the draft Structure Plan.

Authorisation from Council is now required to place the draft Tatura Structure Plan and background reports on public exhibition. Draft consultation will seek to obtain feedback from the community, ensure that issues have been identified, and that concerns and aspirations are understood and considered before finalising and implementing the final Tatura Structure Plan.

Attachments

1. Draft Tatura Structure Plan - Traffic Impact Assessment [12.1.1 - 57 pages]
2. Draft Tatura Structure Plan - Intergrated Water Management Plan [12.1.2 - 27 pages]
3. Draft Tatura Structure Plan - Ecological Assessment [12.1.3 - 46 pages]
4. Draft Tatura Structure Plan Layout [12.1.4 - 1 page]
5. Conversation Report - Tatura Structure Plan Pre-draft Consultation, March 2021 [12.1.5 - 10 pages]

13 Infrastructure Directorate

13.1 Discontinuance of part Impey Street, Murchison

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 Sections 206 and 223 of the Local Government Act 1989 (the Act), give public notice of the Council's intention to discontinue the western part of Impey Street abutting Gregory Road, Murchison for the purpose of being sold to the owner of the abutting property at 25 Gregory Road, Murchison and consolidation with that allotment. The public notice will stipulate that persons may make submissions on the proposed road discontinuance and sale in accordance with Section 223 of the Act and that written submissions must be received within 28 days of publication of the public notice.
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out the functions in relation to this matter under Section 223 of the Act.
3. if any submissions are received under Section 223 of the Act;
 - a. hold an Additional Meeting of the Council to hear from any person or persons who request to be heard in support of a Section 223 written submission and, if required, the special council meeting be held "at a time and date to be determined" in the Council Offices at 90 Welsford Street, Shepparton or other venue as decided by Council; and
 - b. be provided with a report on any Section 223 submissions along with a summary of any hearings held, at an ordinary council meeting.

Executive Summary

The owner of the property located at 25 Gregory Road, Murchison has approached Council to purchase the section of Impey Street that is Council owned, as shown in red on the attached plan.

The status of the land and future options for use of the land have been investigated. Following this investigation, it is recommended that this parcel of land be discontinued as a road and that it be subsequently sold.

The Local Government Act requires the proposed discontinuance of this road be advertised in the local newspapers before proceeding further.

Report Detail

The eastern section of Impey Street that lies south of the unused railway line is crown land. The western section is owned by Council, formed as part of subdivision in 1993 as a road reserve. A formal road has not been formed on this section of road reserve and is not used for vehicular access. The owner of the property adjoining this section of Impey Street has applied to Council to purchase the western section of Impey Street. This area is highlighted in red on the attached plan.

Council has undertaken consultation with local authorities to identify if there are assets within the road reserve, including APA, DELWP, Goulburn Murray Water, Goulburn Valley Water, Origin, Powercor, Telstra, VicRoads and VicTrack. Vic Roads, Goulburn Murray Water, VicTrack, Goulburn Valley Water and DELWP responded in writing confirming that there are no assets within the road reserve and that they have no objections to the road being discontinued.

The owner of the adjoining property has advised Council Officers that having already planted numerous trees and shrubs on their own property, he intends to use this strip of land for tree planting to further promote bird habitat in the area.

If Council retained ownership of the land the most likely option for use would be for a tree reserve. Officers have therefore investigated its suitability for planting of trees under the One Tree Per Child initiative and confirmed that it is a suitable site. Notwithstanding its suitability Council Officers believe there is potential for negative public reaction if Council were to reject the proposed purchase and decide to actively make use this land only after the abutting landowner has raised the issue, noting that it has been in Council's ownership 1993.

The investigation has however highlighted these disused road reserves as potential tree planting reserves and Officers will conduct a detailed assessment of similar unused road reserves throughout the municipality, and have had initial discussions with DELWP about this potential.

It is noted that the road status is required to be removed to sell or use the land as a tree planting reserve. Once the road status is removed the land will become freehold and will be held in the name of the Council.

A benefit for proceeding with selling this road to the abutting land owner will enable the owner to consolidate the road title with the two titles of his property, creating one title for what is currently three separate parcels of land.

For these reasons Officers recommend proceeding with discontinuing the road to enable the adjoining land owner to purchase the land from 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.

ENVIRONMENT

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

5.1 Greening Greater Shepparton has created an attractive, vibrant and liveable place with well connected green spaces that are valued by the community.

Risk Management

This is a process that has occurred in the past at various locations. The key risks associated with this action are associated with consultation and formal process requirements. The requirement to give public notice and the legislated steps ensure these are managed effectively. There are therefore no risks associated with the discontinuance of this road that require additional mitigation measures.

Policy Considerations

The discontinuance of this part roadway will be undertaken in accordance with any Council policies and all appropriate legislation.

Financial Implications

Any financial implications will not be known at this time. If it is decided that the part roadway is sold following its advertising, then a valuation will be obtained and the land will be sold at that price.

Legal/Statutory Implications

The discontinuance of this roadway will be carried out in accordance with the provisions of the *Local Government Act 1989 and 2020*.

Environmental/Sustainability Impacts

Environmental and sustainability impacts may be achieved if this road is discontinued and the road is used for planting of trees. The future of this site as an area planted in trees will be beneficial to the environment. Whilst retaining ownership of the land could guarantee its use as a tree reserve the potential purchaser has indicated it will be used for that purpose if the sale is affected.

Social Implications

The discontinuance of this road enables better utilisation of the land in allowing the abutting owner to consolidated the road title with the other two titles to his property.

Economic Impacts

There are no significant economic outcomes identified as a result of the recommendation in this report.

Consultation

Council officers have undertaken consultation with Council's Projects, Strategic Assets, Parks, Sport & Recreation, Planning and Development and Environmental Sustainability Departments. Council officers have also undertaken consultation with various statutory authorities who may have assets contained with the road reserve and each of these authorities have indicated that they have no assets within the road reserve and have no problems with the road being discontinued and sold.

Council officers also intend to consult with the public when this proposal is advertised in the Local Newspaper and submissions are sought from interested parties.

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 identified with this proposal.

b) Other strategic links

- Not applicable.

Conclusion

Council is required to provide public notice of the Council's intention to discontinue the western part of Impey Street abutting Gregory Road, Murchison. Council Officers recommend this is completed to facilitate selling the discontinued road to the owner of the abutting property at 25 Gregory Road, Murchison.

Attachments

1. Map of Roadway at 25 Gregory Road Murchison [**13.1.1** - 1 page]

13.2 Play Space Strategy 2020-2030

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:

- 1. note feedback from the community consultation process;**
- 2. adopt the Play Space Strategy 2020-2030**

Executive Summary

Council's Playground Provision Strategy 2006-2018 has been reviewed and revitalised into a Play Space Strategy 2020-2030 ("the strategy") for Council consideration.

The purpose of the strategy is to articulate a vision for the future of play spaces in Greater Shepparton that meets the needs of the community and actions required to achieve that vision. The strategy is developed with a view to guide investment over the next ten years.

At the September Ordinary Council Meeting, Council resolved to release the Draft Play Space Strategy for public comment for a period of six weeks, which commenced at the cessation of the care taker period, being 26 October 2020 to 7 December 2020.

Based on the feedback received there has been some changes to the document put out for consultation. The main changes being:

- Inclusion of a small play space in River Rise, Oxbow Avenue
- Do not decommission Duncan Coates Reserve and for future upgrades to occur
- Include Stevens Crescent Park as a play space and for future upgrades to occur

The final document is now presented to Council for adoption.

Report Detail

Council's Playground Provision Strategy 2006-2018 has been reviewed and revitalised into a Play Space Strategy 2020-2030 ("the strategy") for Council consideration.

The draft strategy provides strategic guidance and direction to Council for the future provision and development of play spaces throughout Greater Shepparton. The strategy

incorporates an analysis of the distribution, quality of play experiences, age groups catered for, access and improvement opportunities of existing play spaces within Greater Shepparton. Note the term play space has been introduced to reflect the focus beyond playground equipment. The strategy now includes associated items at playgrounds including shade provisions and seating etc hence the term “Play Spaces”.

The number of play spaces spread across Greater Shepparton has increased in the last 15 years from 64 to 88. The existence of a comprehensive strategic document such as this strategy to guide policy, priorities and future capital works projects related to play space provision supported by community input is essential. The strategy will also guide the development of these assets and enable Council to ensure equitable distribution of well-designed spaces and opportunities for play throughout Greater Shepparton over the long term.

Significant consultation has occurred across Council departments including an intensive workshop held with internal Council stakeholders to discuss the vision for play in Shepparton. The key themes to emerge from that session define Council’s vision for play, these were:

- Play should be fun
- Play should be inclusive and non-prescriptive
- Play should cater for all ages and respond to community needs

The vision for play in Greater Shepparton provides a long-term goal for how play spaces will be upgraded, managed and maintained. The play space design guidelines included in the strategy will guide the future development of new and the renewal of existing play spaces to achieve the vision.

The scope of the strategy is confined to play spaces (traditional playgrounds) on land that is owned and managed by Council, publicly accessible and can be used at any time. It does not cover private facilities, specific areas such as skate parks, organised sporting venues, bike tracks and outdoor fitness equipment and the like.

Feedback was received from various community members during the consultation period. A copy of the feedback is provided in the attached spreadsheet.

Changes have been made to the Strategy, where considered appropriate, reflecting the feedback received. The main changes being:

- Inclusion of a small play space in River Rise, Oxbow Avenue
- Do not decommission Duncan Coates Reserve and for future upgrades to occur
- Include Stevens Crescent Park as a play space and for future upgrades to occur

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

SOCIAL

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

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

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.

Risk Management

There are no identifiable risks associated with the proposed recommendation. Having a strategy adopted for the upgrade and renewal of assets to meet standards is a good risk management initiative.

Policy Considerations

The recommendation does not conflict with any existing Council strategy.

Financial Implications

Following adoption of the strategy a 10 year capital expenditure plan will be formulated to build new, renew and upgrade existing assets through capital investment and any available grants. It is acknowledged that allocation of budget towards this strategy and program of works is subject to the annual budget process and adjustments throughout the life of strategy.

Legal/Statutory Implications

There are many applicable relevant codes, regulations and legislation that apply in relation to the provision of play spaces and each will be followed as required.

Environmental/Sustainability Impacts

The Play Space Strategy considers relevant environmental/sustainability impacts associated with the provision of play spaces.

Social Implications

There are many positive social outcomes from establishing a well-considered play space strategy to guide management and investment in these facilities. The provision of high quality, suitably located, well maintained and accessible play spaces allowing members of the community to participate in social and community activities.

Economic Impacts

The Play Space Strategy aims to provide high quality and suitably located infrastructure to create a positive experience for visitors and residents. Improved infrastructure may increase visitation and pedestrian/cycle travel throughout the municipality to recreation, entertainment, retail and tourism destinations.

Consultation

In November 2019, a workshop was held with internal Council stakeholders to agree on the vision for play in Shepparton.

The public consultation period has now been conducted and the strategy is considered ready for adoption.

Strategic Links

a) Greater Shepparton 2030 Strategy

Links to the 2030 strategy include

2.3.2 Community Life

2.3.5 Infrastructure

2.4.2 Access to Life Long Education

2.4.4 The need to Grow

2.4.5 Other Major Issues

b) Other strategic links

- Sport 2050 Plan
- Best Start Early Years Plan 2015-2019
- Small Towns Youth Recreation Spaces Strategy
- Greater Shepparton Youth Strategy and Action Plan 2019-2023
- Cycle in Greater Shepparton – Cycling Guide
- Greater Shepparton Cycling Strategy 2013-2017
- Greater Shepparton Public Toilet Strategy

Conclusion

Council officers recommend the adoption of the Play Space Strategy.

Attachments

1. Play Space Strategy Feedback Summary [13.2.1 - 4 pages]
2. Greater Shepparton Playspace Strategy (as at March 21) [13.2.2 - 70 pages]

13.3 Australian Botanic Gardens Shepparton Advisory Committee - Appointment of Community Representatives

Author Team Leader - Parks, Sport and Recreation
 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 Terms of Reference for the Australian Botanical Gardens Shepparton Advisory Committee and note that due to the calibre of nominations, change from six community representatives to eight community representatives**
- 2. appoint the following community representatives to the Australian Botanic Gardens Shepparton Advisory Committee for a two-year term commencing 21 April 2021 and concluding on 20 April 2023:**
 - Audrey Hurst
 - Marilyn Bazeley
 - Melissa Stagg
 - Wendy D'Amore
 - Suzanne White
 - Jenny Houlihan
 - Mary Jane Taylor
 - Karen Kilgour
- 3. appoint a Councillor as the councillor representative to Australian Botanical Gardens Shepparton Advisory Committee.**

Executive Summary

Council authorised the formation of the Australian Botanic Gardens Shepparton Advisory Committee ("the Advisory Committee") at the Ordinary Council Meeting on 16 June 2020, while dissolving the Special Committee at the same time.

Advertisements calling for community representative nominations for membership of the Advisory Committee were placed in the Shepparton News on 26 February 2021 for 2 weeks. Eight nominations were received.

The Terms of Reference for the Advisory Committee allow for the appointment of six community representatives. Due to the calibre of nominations the Terms of Reference have been changed to eight to allow for all nominations to be accepted.

Report Detail

Council authorised the formation of the Australian Botanic Gardens Shepparton Advisory Committee (“the Advisory Committee”) at the Ordinary Council Meeting on 16 June 2020, while dissolving the Special Committee at the same time. As part of the resolution, Council adopted Terms of Reference (“ToR”) to guide the future operation of the Advisory Committee.

The purpose of the Advisory Committee is to provide advice to Council in relation to the ongoing development, functioning and performance of the Australian Botanic Gardens Shepparton.

With changes to the ToR, the membership of the Advisory Committee will now comprise of up to eight members representative of the community and one Councillor. A Council Officer will also be present at meetings. All nine members will be appointed by resolution of the Council and have voting rights.

Advertisements calling for community representative nominations for membership of the Advisory Committee were placed in the Shepparton News on 26 February 2021 for 2 weeks. Eight nominations were received.

All community nominations have various skills and qualifications in regards to Australian Botanic Gardens maintenance and management and will be an asset to the on-going promotion and development of the gardens.

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.

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

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.

ENVIRONMENT

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

5.1 Greening Greater Shepparton has created an attractive, vibrant and liveable place with well connected green spaces that are valued by the community.

Risk Management

Officers have not identified any moderate to extreme risks associated with this report.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no costs associated with the appointment of new community representatives to the Advisory Committee.

Legal/Statutory Implications

There are no legal or statutory implications associated with resolving to appoint community representatives to the Advisory Committee.

The appointment of community representatives is in accordance with the Advisory Committee's Terms of Reference, which were adopted by Council at the Ordinary Council Meeting held on 16 June 2020.

Environmental/Sustainability Impacts

The Advisory Committee will have an official capacity in community involvement, promotion and education in local natural values related to the Gardens.

Social Implications

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

The Advisory Committee will act in an advisory capacity providing ongoing feedback to Council regarding any matters relating to the Gardens in the future.

Economic Impacts

The Advisory Committee has an official capacity in promotion of the Gardens.

Consultation

Advertisements calling for community representative nominations for membership of the Advisory Committee were placed in the Shepparton News on 26 February 2021 for 2 weeks. Eight nominations were received.

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 Community Life – Mosaic of Gardens – Emphasis is placed on selection of native species where appropriate and also the participation of interest groups and the community Environment.

Sustainable / Best practice land management

b) Other strategic links

Local Government Act 2020

Conclusion

Council officers were encouraged by the diversity, calibre and quality of all applications and believe that the successful members will create a strong and capable Advisory Committee.

Attachments

1. Australian Botanic Gardens Shepparton Advisory Committee Terms of Reference
[13.3.1 - 2 pages]

-0

13.4 Greater Shepparton City Council Road Management Plan Review

Author	Team Leader - Works and Waste
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. endorse the Road Management Plan Version 6**
- 2. authorise the Chief Executive Officer to:**
 - a. give public notice of the Road Management Plan Version 6 in the Government Gazette and the Shepparton News**
 - b. stipulate in the public notice that persons may make a submission on the Road Management Plan Version 6 in accordance with Section 223 of the *Local Government Act* (the Act) and that written submissions must be received by 5.00pm, 28 May 2021;**
 - c. to undertake the administrative procedures necessary to enable the Council to carry out its functions under Section 223 of the Act in relation to this matter;**
- 3. at an Additional Council Meeting at a time and date to be confirmed, hear any person wishing to be heard in support of their submission on any proposal contained in the Road Management Plan Version 6 in accordance with Section 223 of the *Local Government Act 1989***
- 4. consider all written submissions on any proposal contained within the Road Management Plan Version 6.**

Report Details

Council's Road Management Plan is a document which describes road assets within road reserves for which Council is responsible.

The Road Management Plan sets inspection intervals and response times and describes management systems used to meet responsibilities required of the Council as a road authority and as set out within the “*Road Management Act 2004*” (the Act). The Council, as a road authority, must be able to demonstrate that it has satisfied its duty of care to road users. It can provide such evidence by having in place systems for inspecting assets in its road reserve network to discover and measure defects, and plan and implement repairs within a reasonable timeframe to overcome those identified defects. This has systems in place achieved this including dedicated asset inspectors, specific maintenance management software “Confirm” and mobile devices to report and respond to issues.

Under the Road Management Act and in accordance with the *Road Management (General) Regulations 2016*, Council must review and publish its Road Management Plan (RMP) every four years.

A review of the Road Management Plan has been undertaken that included a series of internal workshops and discussions between September 2019 through to February 2021. These sessions included staff and managers from the Works, Assets and the Parks, sport and recreation departments of the Infrastructure Directorate. Comments were also invited from other Departments of Council. This review also included discussions with MAV and Council’s insurer where advice was given and included. The review was led by the Manager Works and Waste.

As a result of the review, a number of improvements to the overall standards are proposed which will lead to a higher overall standard than the previous (2016 – Version 5) list of standards. The revised document refines defect descriptions and their “trigger points”, as well as the response times.

Following a thorough review of the Road Management Plan Council officers are satisfied that the proposed amendments will lead to a higher overall standard than the previous (2016 – Version 5) list of standards. Council officers are seeking Council approval to place the reviewed Road Management Plan – Version 6 on public exhibition for a period of 28 days to invite and consider submissions in accordance with Section 223 of the *Local Government Act 1989* prior to formal adoption.

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.

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.

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

Risk Management

The Road Management Plan is structured to minimise risk of injury to road users and identify defects in time and repair to prevent premature failure of assets.

The Road Management Plan establishes a management system for the road management functions of Council which is based on policy, operational objectives and available resources. It is also used to establish the service standards which Council is required to meet in the discharge of those road management functions.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Injury or death from poorly maintained infrastructure	Likely	Major	High	Implement inspections and actions in accordance with the proposed revised Road Management Plan

Policy Considerations

No Council policies are impacted by the proposed amendments to the Road Management Plan.

Financial Implications

The proposed amendments to the Road Management Plan and resulting changes to service levels will be factored into the road and pathway maintenance budgets within the Works Department.

Legal/Statutory Implications

The Road Management Plan is consistent with the Local Government Act (2020), the Road Management Act (2004) and the Road Management (General) Regulations 2016.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts associated with the adoption of the amended Road Management Plan.

Social Implications

The proposed amendments to the Road Management Plan maintains and improves on the existing service levels and standards for the maintenance of Council's road and pathway infrastructure.

The proposed amendments should result in positive social impacts.

Economic Impacts

The proposed amendments to the Road Management Plan maintains and improves on the existing service levels and standards for the maintenance of Council's road and pathway infrastructure.

The proposed amendments should result in positive economic impacts.

Consultation

Extensive consultation was held with officers of the Council in the review of the Road Management Plan.

It is intended to place the reviewed Road Management Plan on public exhibition for a period of one month and invite submissions prior to consideration for certification under the signature of the Chief Executive Officer.

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 associated with this report.

b) Other strategic links

- There are no other strategic links associated with this report.

Conclusion

Following a thorough review of the Road Management Plan Council officers are satisfied that the proposed amendments will lead to a higher overall standard than the previous (2016 – Version 5) list of standards. Council officers are seeking Council approval to place the reviewed Road Management Plan – Version 6 on public exhibition for a period of 28 days to invite and consider submissions in accordance with Section 223 of the *Local Government Act 1989* prior to formal adoption.

Attachments

1. Road Management Plan Version 6 [13.4.1 - 22 pages]

13.5 Award of Contract Number 2077 Construction of Northern Taxiway and Helipark at Shepparton Aerodrome

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.

RECOMMENDATION

That the Council:

- 1. accept the tender submitted by Mawson Constructions Pty Ltd of Shepparton for Contract No. 2077 Construction of Northern Taxiway and Helipark at Shepparton Aerodrome for the Lump Sum price of \$1,100,589.24 (including GST).**
- 2. authorise the Chief Executive Officer to sign the contract documents.**

Executive Summary

Greater Shepparton City Council is required to ensure its aerodrome is compliant with the Civil Aviation Safety Regulations 1998 (CASR) and the Manual of Standards MOS139. Shepparton Aerodrome has approximately 4,500 aircraft movements along taxiways and runways per annum. Collectively, the Royal Flying Doctors Service and Ambulance Victoria fly approximately 289 fixed wing aircraft flights and 58 helicopter flights into the Shepparton Aerodrome each year.

A surveillance audit undertaken in August 2017 by CASA (Civil Aviation Safety Authority) identified a non-compliance to the MOS139 and a non-conformance notice was issued to Council. This was issued against the existing northern taxiway due to the limited manoeuvring and restricted area. The works scoped in this contract are required to update the aerodrome so that it is compliant with current regulations and standards.

Executive approved the Procurement Plan on 20 January 2021. Tenders were called in the Shepparton News and The Age and closed on 24 March 2021. Nine tenders were received. The panel evaluated the tenders and determined that the tender submitted by Mawson Construction Pty Ltd was a conforming submission.

The budget for the works is \$904,000 and the Engineer's estimate is \$1,219,000. The recommended tenderer's price is \$1,000,535.67 (excluding GST).

Council has approved funding of \$452,000 from the Federal Government for the project.

Contract Details

The works will include (but are not limited to) the supply of materials and construction of the Northern Taxiway and Concrete Helipark at the Shepparton Aerodrome including;

1. Preliminaries
2. Demolition of existing infrastructure and dispose off-site
3. Relocation of existing services
4. Supply and install drainage including oil-traps
5. Supply and lay taxiway pavement and spray sealed wearing course
6. Supply and lay concrete for helipark including base
7. Supply and lay Ambulance car park pavement including spray seal
8. Line-marking
9. Taxiway lighting
10. Reinstatement of fencing and tidy-up

Tenders

Tenders were received from:

Tenderers
Avard Civil Pty Ltd, Bendigo
ACE Infrastructure Pty Ltd, Nunawading
Miller Pipe & Civil Pty Ltd, Cobram
Mawson Construction Pty Ltd, Shepparton
MACA Infrastructure, Dandenong
Jarvis Delahey Contractors Pty Ltd, Orrvale
Ertech Pty Ltd, Shepparton
Apex Earthworks Pty Ltd, Congupna
Entracon Civil Pty Ltd, Dandenong

All tenders received were assessed as being conforming.

Mawson Constructions Pty Ltd were the highest moderated tenderer, largely owing to having the most competitive tender price.

Mawson Constructions' tender received comparatively low scores against the following non-price evaluation criteria, however their tender still received the highest moderated score:

- Mawson Constructions' methodology was brief and generic for a typical civil works project (not specific to the aerodrome works).
- Mawson Constructions' have not undertaken works within an aerodrome.

Despite not having specific aerodrome experience, Mawsons Constructions have substantial experience delivering road projects, which is the major element of this project. Mawsons Constructions have also successfully completed various projects for Council including the recent Maude Street upgrade and Balaclava Road Verney Road intersection.

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager	Works & Waste
Depot Officer/Aerodrome Reporting Officer	Works & Waste
Contracts and Procurement Advisor	Contracts & Procurement
Project Manager	Projects

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price,	50%
Environmental Sustainability	10%
Capacity to Complete – Schedule & Methodology	15%
Relevant past experience and capability	15%
OH&S Systems	Pass / Fail
Benefit to the Local Region	10%
Total	100%

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
Vehicle, Pedestrian, Helicopters and Aeroplanes management during construction	Likely	Moderate	Medium	NOTAM, Traffic management and work methodology to provide for vehicle access
Timeframes	Likely	Moderate	Medium	Regular monitoring of works and allowance for additional resources for completion of work in given timeframe.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Disruption to the Emergency services	Likely	Major	High	Identify and Consult with various emergency services especially Air Ambulance, CFA and Flying Doctors
Damage to assets owned by other Authorities	Likely	Moderate	Medium	Consult with relevant authority to identify the proposed lines. Relocate assets prior to works Safety Management during construction
COVID-19	Likely	Moderate	Medium	No negative impacts recorded in construction industry and adherence of relevant safe procedures.

Policy Considerations

There are no known conflicts with any Council policy

Financial Implications

	Approved Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue	\$452,000			
Expense	\$452,000	\$1,000,535.67		
Net Total	\$904,000	\$1,000,535.67	\$96,535.67	\$1,100,589.34

¹ Budgets are GST exclusive

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

The original budget bid did not include the helipark construction which provides a compliant landing area for the firefighting helicopters. The estimates for the overall works noted in the Procurement Plan varied from \$1.2 million to \$1.6 million.

Forecasts will be adjusted on approval of this report.

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 or sustainability impacts arising from this proposal.

Social Implications

There are no known social impacts for this proposal.

Economic Impacts

The wider taxiway and additional parking space will attract more aircrafts to the facility, the concrete Helipark will provide a better facility for firefighting helicopters. The upgrade will reduce the maintenance costs of the facility.

Consultation

Consultation for this project has included discussions with specialist suppliers, Civil Aviation Safety Authority, engineering firms, the Aerodrome Advisory Committee and hangar owners.

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) Asset Management Strategy 2007 (page 12)

Infrastructure

Greater Shepparton will provide urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

- Maintain the Council's major asset categories, such as roads, footpaths, kerb and channel, drainage and buildings to meet specified levels of service

Conclusion

Mawson Constructions Pty Ltd have submitted a conforming tender and received total overall highest moderated score. Mawson Constructions have completed various projects for Council including the recent Maude Street upgrade and Balaclava Road Verney Road intersection.

The panel is satisfied that Mawson Constructions has proven track record, capability and experience to deliver this contract at the aerodrome within a suitable timeframe.

Attachments

Confidential Attachment



14 Documents for Signing and Sealing

Nil Received.

15 Confidential Management Reports

15.1 Designation of Confidentiality of Information

RECOMMENDATION

That pursuant to section 66(1) of the Local Government Act 2020, resolve that the Council meeting be closed to members of the public for consideration of a confidential item.

15.2 Greater Shepparton Cultural Heritage Awards 2021

15.3 Re-opening of the Council Meeting to Members of the Public

15.4 Designation of Confidentiality of Information - Report Attachments

The following report attachment 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 13.5: Award of Contract Number 2077 Construction of Northern Taxiway and Helipark at Shepparton Aerodrome - Contract 2077 Moderated Evaluation Report.

This document contains 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'.

16 Councillor Reports

16.1 Councillor Activities

16.1.1 Councillor Activities - March 2021

Author Governance Officer
 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 receive and note the summary of the Councillor's community interaction, briefing program and record of Assemblies of Councillors.

Councillor's Community Interaction and Briefing Program

From 1 March 2021 to 31 March 2021, some or all of the Councillors have been involved in the following activities:

- Heritage Advisory Committee Meeting
- Shepparton Showgrounds Advisory Committee
- Business Fibre Zone Business Breakfast
- Verney Road School | School Captain Induction
- Kensington Gardens Visit and Meeting
- 2021 Fairley Leadership Program Launch
- Soroptimist International of Shepparton | International Women's Day – Breakfast
- Parking Reference Group Meeting
- Community Vision and Council Plan – Roadshow | Queens Gardens and Victoria Park Lake – Shepparton
- University of Melbourne - Shepparton Campus, MD Rural Stream | SOD Turning
- Goulburn Valley Local Government Waste Forum Meeting
- Shepparton Education Plan - Primary Years Plan Briefing
- Community Vision and Council Plan – Roadshow | Tatura
- Jeremy Sargent's Queen Scout Presentation
- Goulburn River Fun Run | Shepparton Runners Club
- Clean Up Australia Day | Step Up to Clean Up
- East Shepparton Bowls Club - The Naming of the Ray Henderson Green & Club 50 Year Celebration
- Murchison Historical Society | Guest Speaker

- Community Vision and Council Plan – Roadshow | Katandra and Congupna
- Tatura Community House | Tatura Women's Breakfast
- Community Vision and Council Plan – Roadshow | Mooroopna and Dookie
- Opening of Mental Health Session | Welcome Address
- 33rd Anniversary of Filipino House Shepparton
- Community Vision and Council Plan – Roadshow | Merrigum
- Sir Murray Bouchier Committee Meeting
- MDBA "Listening tour of Northern Victoria"
- Goulburn Valley Regional Library - Libraries After Dark Interview
- Launch - Community Leadership Program
- Shepparton Chamber of Commerce - Leadership Luncheon
- National Ride 2 School Day - Bouchier Street Primary School
- The Ethnic Council - Harmony Day Event
- Goulburn Valley Bowls Division | 100th Anniversary Dinner
- Shepparton Greyhound Racing Club | Shepparton Cup
- Community Vision and Council Plan | St Anne's College (Foundation Years)
- Greater Shepparton City Council | Visitor Economy Luncheon
- Voices of Harmony Event
- 'Racism – Understanding Your Rights and Taking Action' | Victorian Equal Opportunity and Human Rights Commission
- Regional Cities Victoria - General Meeting
- Opening | Seafood Business - Woolworths Plaza
- Greater Shepparton Sports Hall of Fame Advisory Committee Meeting
- Future Voices | Democratic Republic of Congo Summit
- Welcome to ASHE 2021 | Smoking Ceremony & Welcome to Country
- St Georges Road Primary School - Present Junior School Councillor Badges at Assembly
- Official Launch | John Pick Art Exhibition
- CFA VFBV Firefighters State Championships 2021
- Opening Ceremony | CFA VFBV Firefighters State Championships 2021
- Affordable Housing Reference Group - Inaugural Meeting
- Centenary of the Royal Australian Air Force | Service & Wreath Laying Ceremony
- Yorta Yorta Nation Aboriginal Cooperation | Grand Opening - New Barmah Office
- "Where I Live" Photography Competition | Presentation to Winner
- KJ Boutique Mooroopna Opening

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

Attachments

1. Record of Assembly of Councillors Heritage Advisory Committee 4 February [16.1.1.1 - 1 page]
2. CEO and Councillor Catch Up 2 March 2021 [16.1.1.2 - 2 pages]
3. Councillor Briefing Session 9 March 2021 [16.1.1.3 - 3 pages]
4. CEO and Councillor Catch Up 9 March 2021 [16.1.1.4 - 1 page]
5. CEO and Councillor Catch Up 16 March 2021 [16.1.1.5 - 2 pages]
6. Councillor Briefing Session 16 March 2021 [16.1.1.6 - 2 pages]
7. Councillor Briefing Session 23 March 2021 [16.1.1.7 - 2 pages]
8. Councillor Briefing Session 30 March 2021 [16.1.1.8 - 2 pages]

16.2 Council Committee Reports

Nil Received

16.3 Notice of Motion, Amendment or Rescission

Nil Received

17 Urgent Business not Included on the Agenda

Nil Received.

18 Close of Meeting

18.1 Close of Meeting