

AGENDA

Greater Shepparton City Council

COUNCIL MEETING

3:00PM, Tuesday 20 July 2021

Virtually Via Zoom

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 JULY 2021 AT 3:00PM**

**CHAIR
CR KIM O'KEEFFE
MAYOR**

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Risk Level Matrix Legend

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

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

Extreme Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation

High Intolerable – Attention is needed to treat risk.

Medium Variable – May be willing to accept the risk in conjunction with monitoring and controls

Low Tolerable – Managed by routine procedures

PRESENT:

1 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.

Nil Received.

7 Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the minutes of the 15 June 2021 Council Meeting as circulated, be confirmed.

8 Public Question Time

Nil Received.

9 Deputations and Petitions

Nil Received.

10 Community Directorate

10.1 Greater Shepparton Women's Charter Advisory Committee - Membership and Annual Reports

Author Coordinator – Social Equity and Safety
 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. appoint the following community representatives to the Greater Shepparton Women's Charter Advisory Committee for a period of two years commencing on 21 July 2021 and concluding on 30 June 2023:
 - Neha Kariyaniya
 - Simone Wilson
 - Erika Lee
 - Angela McLeod
 - Cindy Hansford
 - Mercedes Bentancourt
 - Marwa Abboud
 - Meena Malla
 - Kirstie Ash
 - Nadine Jones
 - Renae Marshall
2. formally acknowledge Lauren Braker, Diane Baglin and Mariam Mgoter for their significant contributions as they conclude their term serving on the Greater Shepparton Women's Charter Advisory Committee; and
3. receive and note the Greater Shepparton Women's Charter Advisory Committee 2018/2019, 2019/2020 and 2020/021 Annual Reports.

Executive Summary

The Greater Shepparton Women's Charter Advisory Committee (GSWCAC) was established by Greater Shepparton City Council in 2011 with the purpose to provide advice to Greater Shepparton City Council (Council) on the promotion of women in leadership and provide opportunity for women to be involved in decision making roles and advancing gender equity through the three charter principles of diversity, active citizenship and gender equality.

The GSWCAC is seeking the endorsement of eleven Committee members (three returning and eight new) to fill its eleven vacancies, as per the current GSWCAC Terms of Reference.

Since 2018, GSWCAC has progressed priorities as a part of their 3x3 Action Plan, this plan will enter its review cycle in 2021. In summarising the achievements of this Action Plan, the GSWCAC would like to present its 2018/2019, 2019/2020 and 2020/2021 Annual Reports to the Councillors for their information.

Report Detail

The Women's Charter was first launched by the Women's Participation in Local Government Coalition in 1996. The Charter's three principles of gender equity, diversity and active citizenship are now supported by more than 60 local governments, please refer to attachment 11.1.2

Greater Shepparton City Council officially endorsed its commitment to the Women's Charter in 2010 and an action plan followed. In 2011 an Advisory Committee was initiated and commenced with its first meeting being held on 4 November 2011. The Committee was officially endorsed by Council on 21 February 2012, and is currently known as the Greater Shepparton Women's Charter Advisory Committee (GSWCAC).

As per the current GSWCAC Terms of Reference, a membership drive has been undertaken to fill eleven vacancies. Council Officers reviewed and assessed the 13 applications using an assessment matrix against responses provided in the membership applications. Council Officers recommend the appointment of the following community members for a two-year term effective 21 July 2021, concluding on 30 June 2023;

- Neha Kariyaniya
- Simone Wilson
- Erika Lee
- Angela McLeod
- Cindy Hansford
- Mercades Bentancourt
- Marwa Abboud
- Meena Malla
- Kirstie Ash
- Nadine Jones
- Renae Marshall

Officers also recommend Council formally thank Lauren Barker, Diane Baglin and Mariam Mgoter for their significant contributions to the Advisory Committee as they conclude their term serving on the GSWCAC.

The GSWCAC's three guiding principles are gender equity, diversity, and active citizenship, with activities delivered through the development and implementation of an action plan. The action plan details events, activities and key strategies employed by the Committee to achieve its outcomes.

The current Action Plan 2018 – 2021 continues to focus on the three principles of the Women’s Charter.

The achievements of the GSWCAC are detailed in the Annual Reports (attachment 11.1.3) for 2018/2019, 2019/2020 and 2020/2021. Key highlights include:

Champions and Award Winners:

- Councillor Seema Abdullah 2018/19 financial year Charter Champion and Councillor Kim O’Keeffe becoming Charter Champion at the beginning of 2020.
- Annual Womens Award Recipients announced on International Women’s Day - 2019 recipient Jeihan Elmaz, 2020 recipient Thelma Bull and 2021 recipient Maria Brown-Shepherd.

GSWCAC Working Groups Activities:

- Award Working Group - 2018/2019, 2019/2020 and 2020/2021.
- International Women’s Day Working Group - 2018/2019, 2019/2020 and 2020/2021.
- Budget Working Group 2018/2019.
- View and Chat 2019/2020 and 2020/2021.

In 2018/19 Activities and Events:

- International Women’s Day – 7 March 2019 with approximately 300 people in attendance.
- Attendance at Victoria Government’s Gender Equality Stakeholder Forums, August 2018.
- Financial support for GSWCAC member to participate in Fairley Leadership.

In 2019/20 Activities and Events;

- International Women’s Day – 12 March 2020, approximately 100 people in attendance.
- Story Pod Project, community participation about Gender Equity, November 2019.
- Visit to Parliament House, August 2019.
- View and Chat inaugural event – 29 November 2019.
- Rebels and Trailblazers, Associate Professor Clare Wright, 28 October 2019.
- Jan Fran, presentation on gender equality.

In 2020/21 Activities and Events;

- International Women’s Day – March 2020, virtual engagement.

The GSWCAC was significantly impacted by the COVID-19 pandemic during 2020 with limited face to face meetings, often with a lack of quorum at meetings and general disengagement from members which has resulted in some unanticipated vacancies.

The enthusiasm shown throughout the 2021 membership application process however demonstrates an interest and passion for the Charter principles and it is expected that the new members will bring about a reinvigoration of the committee. Although planning for projects and activities in 2020/2021 has been challenging for the committee, Council Officers have supported members to engage and operate through platforms such as Zoom.

The GSWCAC continue to implement the actions outlined in the Action Plan 2018-2021 with the support of a Committee Support Person and a Responsible Budget Officer. The Advisory Committee is very proud of their achievements delivering the 2018-2021 Action Plan and the positive impact the committee and these activities have in improving outcomes and opportunities for women on various levels within Greater Shepparton.

On appointment of the new members, Council Officers will work with the committee to commence the preparation of the 2021-2024 3x3 Action Plan.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

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

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

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.

2.1 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.

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

Risk Management

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

Policy Considerations

Officers have not identified any current policy implications associated with this report. However, it may be noted that the aim of the committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management

Financial Implications

Council annually allocates a budget of \$12,000 to the Women's Charter, this budget allocation allows Council Officers and Charter members to progress actions associated with the Women's Charter 3x3 Action Plan.

Past actions have been detailed in the above, with future actions to be identified through community consultation in the creation of the future 3x3 Action Plan.

Financial Year	Approved Budget \$	Expenditure	Activities Delivered With Budget implication
2018 -19		6001.95	International Women's Day Event
	1000		International Women's Day partnership (Melbourne University)
	500		International Women's Day partnership (Primary Care Connect)
	1000		International Women's Day partnership (La Trobe University)
	500		International Women's Day partnership (Ethnic Council of Shepparton and District)

Financial Year	Approved Budget \$	Expenditure	Activities Delivered With Budget implication
	300		International Women's Day partnership (GAME Traffic & Contracting)
		220.00	Women's Award
		296.73	Promotions (badges and banner)
		500	Sponsorship for Fairley Leadership participant (GSWCAC member)
		1000	Tickets/support for lunch with Julia Gillard (event)
		520	Membership recruitment (advertising)
		590.91	Healthy Masculinities Forum
		2073	Kaiela Arts Scholarship
		909.99	Her Place Museum Exhibition contribution
	3300	12212.58	
2019-20	Income	Expenditure	Activities
2019 - 20		1850	Story Pod Project, community participation about Gender Equity.
		5376.38	International Women's Day
	1000.00		International Women's Day partnerships (income – Melbourne University)
		185.46	Women's Award
		756.17	Charter membership recruitment
		34.23	Promotions (badges)
		1000.00	Claire Wright Event
	1000	8412.83	
2020 - 21	Income	Expenditure	Activities
		1455.44	International Women's Day Virtual Activations in partnership with FIX Movement Performance and GOTAFE
		65.45	Women's Award
		2000	Greater Shepp Foundation Scholarship
		1300	Intro to Gender Equity
		1061.44	Charter membership recruitment
	0	5882.33	

Figures in this table do not include GST

Legal/Statutory Implications

The introduction of the Victorian Gender Equality Act 2020 will have significant implications in supporting and strengthening the current and future direction of the Charter, allowing for

greater alignments to state-wide actions and support to Council obligations outlined within the Act.

Environmental/Sustainability Impacts

Officers have not identified any Environmental/Sustainability implications associated with this report, although will consider impacts for future planning of events.

Social Implications

The aim of the committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management. GSWCAC has adopted a three point action plan focusing on Diversity, Active Citizenship and Gender Equity to guide the key strategic objectives of this Committee. This focus is on addressing social disadvantage and increasing women's participation.

Economic Impacts

The aim of the committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions. The GSWCAC will continue to deliver information to the community that is aimed at informing, educating and supporting women in their pursuits – including participation in the workforce.

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	Share and promote opportunities for women in the community	Email distribution list of 250+ 'friends' of the Charter
Consult	Co-design of proposed TOR with Charter members	Workshops
Involve	Evaluation of events	Evaluation forms are provided at GSWCAC activities and events
Collaborate	GSWCAC to partner with other organisations as opportunities arise	Guest Speakers and events such as International Women's Day
Empower	GSWCAC is empowered to make decisions to inform Council on the operations of the committee.	GSWCAC has planned, implemented and evaluated its own events throughout 2018-2020 with the assistance of a Council Support Officer and responsible Budget Officer.

Strategic Links

a) Greater Shepparton 2030 Strategy

- Nil.

b) Other strategic links

- Greater Shepparton Gender Equity Strategy and Action Plan 2018-2020
- Community Safety Strategy 2018-2021

Conclusion

GSWCAC is encouraged by the calibre and quality of all applications for membership received and believe that the eleven successful members will add further strength, diversity and capability to the committee and support the achievements of its action plan moving forward.

The GSWCAC has compiled their 2018/2019, 2019/2020 and 2020/2021 Annual Reports to inform Council and the community of its operations throughout the past three years. The committee has continued to undertake projects and events to promote diversity, active citizenship and gender equity in the community and looks forward to future opportunities.

Attachments

1. GSWCAC 3 x 3 Action Plan 2018-2021 FINAL [**10.1.1** - 7 pages]
2. Womens Charter [**10.1.2** - 1 page]
3. Greater Shepparton Women's Charter Advisory Committee Annual Report 2018-2021 [**10.1.3** - 13 pages]

11 Corporate Services Directorate

11.1 VEC - 2020 Local Government Election Report

Author Team Leader - Governance
 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 Victorian Electoral Commission Greater Shepparton City Council 2020 Local Government Election Report.

Executive Summary

The 2020 Local Government Elections Greater Shepparton City Council Election Report has been provided by the Victorian Electoral Commission following the general election in October 2020.

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, the Chief Executive Officer must provide a copy of the report to the Council.

Report Detail

The 2020 Local Government Elections Greater Shepparton City Council Election Report (**Report**) has been provided by the Victorian Electoral Commission (VEC) following the 2020 general election.

The Report provides general election information including details of the end-to-end service delivery of electoral activities as well as post-election items such as compulsory voting enforcement.

The VEC developed a COVIDSafe Election Plan in consultation with the Department of Health and Human Services. The VEC acknowledges the collaboration and contributions of Council Officers in navigating the changes required to the election program as a result of COVID-19.

Some key statistics detailed in the Report include:

- At certification, the voter's roll included 46,242 enrolled votes (*refer to Appendix 1 of the attached Report for breakdown*).

- The overall participation rate (*measured by the number of marks on the role as a percentage of the total enrolment*) in the Greater Shepparton City Council election was 85.86%, which is higher than the stage average of 84.12% and higher than the 78.84% recorded at the 2016 council election.
- The overall voter turnout (*measured by the number of formal and informal ballot papers counted as a percentage of voters on the voter's roll*) for the 2020 election was 83.56% compared to the State average of 81.47% and also higher than voter turnout at the 2016 election of 77.79%.
- The overall informal voting rate for Greater Shepparton City Council was 7.11% compared to the State average of 4.76% but noticeably lower than the rate of 11.99% recorded at the 2016 election.

Importantly, the Electoral Commissioner has certified the conduct of the 2020 Greater Shepparton City Council local government election as a true and correct account of the number of ballot papers issued, returned and not used in the election and declarations not returned (*refer to Schedule 1 and 2 of the Report*).

The VEC has also provided additional information in relation to compulsory voting enforcement. A please explain media release was published on the 8th February 2021. Subsequently 3,236 infringement notices were mailed with a due date of 4 May 2021. The VEC anticipates the Infringement Notice mail out to be finalised across all councils by mid-May and the mail out of the Penalty Reminder Notices before the end of the financial year.

The VEC also invited feedback from councils on its services in December 2020 and acknowledges the receipt of feedback provided by Greater Shepparton City Council.

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

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

Risk Management

There are no risk management considerations.

Policy Considerations

There are no policy considerations.

Financial Implications

There are no financial implications.

Legal/Statutory Implications

Presentation of the 2020 Local Government Elections Greater Shepparton City Council Election Report to Council will ensure compliance with Regulation 83 of the Local Government (Electoral) Regulations 2020.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts.

Social Implications

There are no social implications.

Economic Impacts

There are no economic impacts.

Consultation

No consultation was required for the preparation of this report.

Strategic Links

There are no strategic links.

Conclusion

In accordance with the Local Government (Electoral) Regulations 2020, the Chief Executive Officer must provide a copy of the Victorian Electoral Commission's Report to the Council.

It is recommended that the Council now receive and note the attached report in order to comply with the Regulation 83 of the of the Local Government (Electoral) Regulations 2020.

Attachments

1. Greater Shepparton City Council - Election Report - 2020 Local Government Elections [11.1.1 - 44 pages]

11.2 Contracts Awarded under Delegation - June 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 under delegated authority by the Chief Executive Officer;**
2. **note the contracts awarded under delegated authority by a Director;**
3. **note the contracts awarded under delegated authority by a Manager; and**
4. **note the requests for tender 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 22 May 2021 to 24 June 2021, and those that have been publicly advertised but are yet to be awarded as at 24 June 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
2149	Street Tree Bud Lighting – Lump Sum Contract	Supply and installation of street bud lighting in Shepparton	\$328,031.00	Watters Electrical Pty Ltd

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
2166	Drainage Upgrade Design – Drummond Road, Shepparton – Lump Sum Contract	Services for the design of a drainage network upgrade at Drummond Road, Shepparton.	\$56,760.00	Chris Smith & Associates Pty Ltd

Tendered Contracts Awarded under Delegated Authority by a Manager

Contract No.	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2153	Greater Shepparton Secondary College Local Traffic Management Study – Lump Sum Contract	Consultancy services for development of a Local Area Traffic Management Plan for the GSSS area.	\$21,989.00	One Mile Grid Pty Ltd

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2099	Design of the Riverlinks Eastbank Southern Section Refurbishment – Lump Sum Contract	Lead Architectural and Consultancy services for the refurbishment design of the Southern Section of Riverlinks Eastbank.	Panel currently evaluating.
2127	Project Management Services for Maude Street Mall Redevelopment Construction	Provision of project management services for the construction phase of the Maude Street Mall Redevelopment project	Panel currently evaluating.

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2114	Riverlinks Box Office Refurbishment Construction – Lump Sum Contract	Refurbishment of Riverlinks Box Office.	Panel currently evaluating.
2164	Cosgrove Landfill 3 Cell 2 – GITA Support Services – Lump Sum Contract	Provision of services for the Geotechnical Inspection and Testing Authority (GITA Level 1 and 2) and Geosynthetics Construction Quality Assurance during the construction of Cell 2.	Panel currently evaluating.
2179	Demolition of Youth Club Hall and ACE Facilities, Shepparton – Lump Sum Contract	Demolition of the Youth Club Hall and ACE Facilities in Shepparton.	Panel currently evaluating.
2170	Maude Street Mall Redevelopment Construction – Lump Sum Contract	Construction of Maude Street Mall Redevelopment.	Panel currently evaluating.
2136	Vibert Reserve Pavilion Stage 3 Construction – Lump Sum Contract	Construction of the Vibert Reserve Pavilion Stage 3.	Panel currently evaluating.
2133	Provision of Traffic Management and Control Services – Panel of Suppliers Contract	Traffic management services and equipment to support construction works, major events and other nominated projects.	Panel currently evaluating.
2062	Supply and Installation of Cosgrove 2 Cell 4 Capping – Lump Sum Contract	Supply and installation of Composite Capping at Cosgrove 2 Cell 4 Landfill site, Cosgrove Victoria	Panel currently evaluating.

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2168	South Shepparton CINA update 2021 – Lump Sum Contract	Provision of research, analysis, deliberative engagement, and report preparation services.	Panel currently evaluating.
2180	Tatura and Mooroopna Community Infrastructure Needs Assessment – Lump Sum Contract	Provision of a community infrastructure needs assessment for the townships of Mooroopna and Tatura.	Panel currently evaluating.
2110	Provision of Structure Plans for three Industrial Investigation Areas – Lump Sum Contract	Provision of Structure Plans for Investigation Area 7 – Wanganui Road, Investigation Area 9 – Mooroopna North and Investigation Area 11 – Lemnos.	Panel currently evaluating.

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 22 May 2021 to 24 June 2021.

Attachments

Nil

11.3 Appointment to the Shepparton Racecourse and Recreation Reserve Committee of Management

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 nominate CR to the Shepparton Racecourse and Recreation Reserve Committee of Management for a three-year term expiring July 2024.

Executive Summary

The Department of Environment, Land, Water and Planning (DELWP) is seeking a representative from the Greater Shepparton City Council (Council) for the Shepparton Racecourse and Recreation Reserve Committee of Management for a three-year term, expiring in July 2024.

Report Detail

The Shepparton Racecourse and Recreation Reserve Committee of Management operates under the Department of Environment, Land, Water and Planning (DELWP).

This committee has not met since the Council Elections in 2020, there is currently a vacancy on the committee as Council’s represented was previously Cr Adem.

As this position is currently vacant, DELWP is now seeking a representative from the Greater Shepparton City Council (Council) for the Shepparton Racecourse and Recreation Reserve Committee of Management for a three-year term, expiring in July 2024. It is also anticipated that the nominated Councillor will be appointed as Chair of the Committee by DELWP.

The Shepparton Racecourse and Recreation Reserve Committee of Management consists of representatives from user groups as well as community representation.

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.

Risk Management

There are no identified risks associated with this report

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this report.

Legal / Statutory Implications

There are no legal implications associated with this report.

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 implications 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
- b) Other strategic links

Conclusion

It is recommended that a Councillor be appointed to the Shepparton Racecourse and Recreation Reserve Committee of Management for a three-year term expiring July 2024.

Attachments

Nil

12 Sustainable Development Directorate

12.1 Shepparton Showgrounds Advisory Committee - Membership

Author Events Facilities Coordinator
 Approved by Director Sustainable Development
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

1. **appoint the following community representatives to the Shepparton Showgrounds Advisory Committee for a period of two years commencing on 21 July 2021 and concluding on 20 July 2023:**
 - Ross Graham
 - Lloyd Healey
 - Callum Phillips
 - Sue Trevaskis
 - Brendan Webb
 - Julie Winch
 - Kevin Winch
2. **formally acknowledge Morry Mckellar, Lloyd Ohlin and Mark Parker for their significant contributions as they conclude their term serving on the Shepparton Showgrounds Advisory Committee.**

Executive Summary

The Shepparton Showgrounds Advisory Committee provides an opportunity for community consultation in regard to the Shepparton Showgrounds event facility. The committee hold four meetings annually.

Applications to join are sought from within the local community, with a preference for venue hirers or visitors to the Showgrounds facility to partake in the committee. Applications are sought for a two-year term commitment.

Following public advertisement, seven applications were received, with officers now seeking approval of interested individuals to formally join the committee.

Report Detail

The Shepparton Showgrounds Advisory Committee, appointed by Council resolution, makes recommendations to Council on their procedures, rules, conditions of use, future strategic planning and proposed capital works which are necessary for the appropriate and sustainable management of Shepparton Showgrounds, and any specific issues which may arise from time to time.

With the outgoing Advisory Committee appointment having expired, notification calling for appointments was made in March 2021 by way of public notice. Insufficient applications were received at that time to form a committee. Applications were duly reopened for an additional period, with a total of seven applications received.

Applicants were required to outline any relevant qualifications, skills and experience to support their application, as well as any considerations and improvements that they considered could positively improve the Showgrounds facility. Of the seven applicants three were outgoing Committee members, with interest from four new applicants.

The terms of reference governing the Shepparton Showgrounds Advisory Committee indicates that the committee must include between five-and-ten members representative of the Greater Shepparton community including two representatives from the Shepparton Agricultural Society and up to two Councillors, appointed by resolution of the Council.

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.

ECONOMIC

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

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

Risk Management

All relevant risks are considered minimal.

Policy Considerations

There are no conflicts with existing Council policies arising from this report.

Financial Implications

There are no financial implications arising from this report.

Legal/Statutory Implications

Officers have consulted Council's Corporate Governance Department in undertaking the application process for Shepparton Showgrounds Advisory Committee.

Environmental/Sustainability Impacts

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

Social Implications

The ongoing appointment of community members to the Shepparton Showgrounds Advisory Committee helps build a sense of community by increasing stakeholder participation and pride in the community assets.

Economic Impacts

There are no economic impacts arising from this report.

Consultation

Community consultation via public notice was made advising of applications being sought for Shepparton Showgrounds Advisory Committee.

Outgoing Committee members and Shepparton Showgrounds venue hirers were contacted directly.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- Nil.

b) Other strategic links

- Economic Development Tourism and Major Events Strategy

Conclusion

Officers recommend the appointment of the listed seven applicants to the Shepparton Showgrounds Advisory Committee, allowing the committee to continue to play a vital role in assisting Council with the ongoing operation and future planning of the Shepparton Showgrounds facility.

Attachments

Nil

12.2 Greater Shepparton Heritage Advisory Committee Annual Report 2020

Author	Senior Strategic Planner
Approved by	Director Sustainable Development
Purpose	For Noting

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council receive and note the Greater Shepparton Heritage Advisory Committee Annual Report 2020 for the year ended 31 December 2020.

Executive Summary

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

The Committee has prepared an annual report to inform Council of its activities for the year ending 31 December 2020. At the Committee's monthly meeting held on 7 June 2021, the Committee agreed to present the *Greater Shepparton Heritage Advisory Committee Annual Report 2020* (the 2020 Annual Report) to Council, and for Council to receive and note the Report.

Report Detail

Council authorised the formation of the Committee at the Ordinary Council Meeting held on the 17 January 2012. As part of the resolution, Council adopted Terms of Reference (TOR) to guide the future operation of the Committee.

The Committee's membership consists of up to two Councillors, one voting member from each of the ten member organisations, up to six community representatives unaffiliated with any of these organisations, up to two members of Council's Strategic Planning Team and Council's Heritage Advisor.

The Committee has prepared its seventh annual report to inform Council of its activities. At the Committee's monthly meeting held on 7 June 2021, the Committee agreed to present the 2020 Annual Report to Council, and for Council to receive and note the Report.

Only two Committee meetings were held in February and March 2020 owing to the COVID-19 pandemic. Despite this, a number of recurring and new items in the Committee's scheduled work program were able to be undertaken or progressed. The Annual Report

updates Council on each of these initiatives and includes a description of the Heritage Council of Victoria's case study on the *State of Heritage Review: Local Heritage* that reviewed local cultural heritage recognition, protection and management arrangements across the state.

The Review found that since the formation of the Heritage Advisory Committee, Greater Shepparton has vastly improved its management of local heritage, highlighting how the Committee, Council officers and Council's Heritage Advisor have worked to identify, protect and support better local cultural heritage outcomes. These initiatives were also highlighted in a related online seminar in early 2021, reflecting the increased recognition given by State heritage authorities to heritage work within Greater Shepparton.

The Annual Report outlines the Committee's activities for the year ending 31 December 2020 (see Attachment 1: *Greater Shepparton Heritage Advisory Committee Annual Report 2020*). It tracks the Committee's membership, activities and achievements, advocacy and advice.

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.

2.6 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.

BUILT

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

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

Risk Management

There are minimal risks associated with the consideration of the 2020 Annual Report.

Policy Considerations

The consideration of the 2020 Annual Report does not conflict with existing Council policies.

Financial Implications

There are no costs associated with the consideration of the 2020 Annual Report.

The Committee has an annual budget allocation of approximately \$2,000 to support its operation. A total of \$2,000 was included in the 2020/2021 Budget to meet the operating costs of the Committee in the 2020/2021 financial year.

Legal/Statutory Implications

There are no legal or statutory implications associated with the consideration of the 2020 Annual Report.

The preparation of the 2020 Annual Report accords with the *Victorian Charter of Human Rights and Responsibilities Act 2006* and *Local Government Act 1989*. No human rights were negatively impacted upon through the preparation of the 2020 Annual Report.

The consideration of the 2020 Annual Report is unlikely to impact upon the rights of all individuals and groups with regard to freedom of expression, the right to be heard, or entitlement to participate in public life and property rights.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts associated with the consideration of the 2020 Annual Report.

Social Implications

There are no direct social impacts associated with the consideration of the 2020 Annual Report.

The operation of the Committee has positive social impacts. The Committee is seen as a critical way of raising awareness and promoting community participation of cultural heritage issues within the municipality. The Committee will continue to raise awareness within the community of cultural heritage conservation.

Economic Impacts

There are no economic impacts associated with the consideration of the 2020 Annual Report.

Consultation

Council officers believe that appropriate consultation has occurred during both the formation and operation of the Committee, and the key activities it has been involved in since its formation by Council.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- The consideration of the 2020 Annual Report is consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*.

b) Other strategic links

- The consideration of the 2020 Annual Report will continue to implement a key recommendation of the *Greater Shepparton Heritage Study Stage II April 2020*.

Conclusion

It is recommended that Council receive and note the 2020 Annual Report.

The Committee provides a critical way of raising awareness of cultural heritage issues, as well as promoting community participation in cultural heritage issues within the municipality.

By continuing to support the Committee, Council is continuing to embrace a cost-effective opportunity of raising awareness and promoting community participation of cultural heritage issues within the municipality.

Attachments

1. HAC Annual Report 2020 [12.2.1 - 16 pages]

12.3 Shepparton Chamber of Commerce Memorandum of Understanding

Author Team Leader Business & Industry
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 endorse the Memorandum of Understanding between Council and Shepparton Chamber of Commerce and Industry for a period of three years commencing on 1 July 2021 and concluding on 30 June 2024.

Executive Summary

Greater Shepparton City Council (GSCC) and the Shepparton Chamber of Commerce & Industry (SCCI) board share common goals in supporting the business community and this Memorandum of Understanding (MOU) has been developed to support both organisations in relation to the common endeavour of a prosperous and thriving Greater Shepparton.

Both SCCI and Council have very clear roles in supporting economic development and there is an opportunity for both parties to work in greater alignment to achieve positive outcomes.

One of the challenges for SCCI is to sustain itself outside of the business awards and maintain a position to offer value to its members on an on-going basis through professional development, promotion of Greater Shepparton as a solid business community, and focusing on advocating for industry and infrastructure for the city.

It is the view of both organisations that a formal partnership is of significant benefit to both organisations and such benefit has been seen with previous MOU's.

A MOU between SCCI and GSCC will enable SCCI to expand its influence in the region and to become more sustainable into the future.

It should be noted that there has been an MOU in place previously supporting SCCI both financially and in-kind up to \$40,000 annually over three years from 2017-2020.

This MOU is proposed for three years from 1 July 2021 to 30 June 2024 for \$20,000 + GST per annum paid in four quarterly instalments of \$5000 + GST.

Report Detail

Council and SCCI both play key roles in building a prosperous community. Working together we can ensure the region's inherent strengths are leveraged and challenges are addressed to capitalise on key opportunities within the municipality.

Under the SCCI Strategic Plan 2016 – 2019, in representing the needs of business to Council and government the SCCI identifies as its core functions the following pillars:

- Resources
- Connection
- Representation
- Lobbying & advocacy
- Professional development
- Collaboration
- Youth Programs.

The SCCI advise they will deliver these pillars of service in the 2021/2022 – 2023/2024 financial years through networking, servicing its existing membership base, representing local business, projects to build the capacity of local business and providing resources for Greater Shepparton businesses including skills enhancement.

In previous years SCCI has been supported by Council through an MOU contributing financially up to \$40,000 annually over three years from 2017-2020 for the support of various business events and activations the SCCI coordinated.

In recent years these achievements have included;

- 2018
 - Business Awards – A very successful event unfortunately unable to proceed in 2020 and planned for 2021.
- 2019
 - Four breakfasts for business people to attend and they related to the various media in Shepparton - Southern Cross Austereo, The Adviser, Shepparton News and Channel 10.
 - Chamber participated in the Winter and Summer Markets offering complimentary parking vouchers to activate the Care Park Multideck car park.
 - Christmas 2019, at SCCI's instigation Council arranged for a carousel to be installed in the Mall. This initiative came from the Chamber and was part funded from the MOU at that time. This activity was repeated in 2020.
 - Chamber coordinated a successful lunch which had as guest speaker, Jane Fran, who talked about safety for women and other matters.
- 2020/2021
 - Good Morning Shepparton Business with Suzanna Sheed attended by 20 local business operators in July 2020.
 - Good Morning Shepparton Business with Damian Drum, Federal Member for Nicholls in August 2020.
 - Worksafe Shepparton – Online Webinar August 2020
 - Regular COVID Updates for Shepparton Chamber members via Zoom
 - Christmas 2020 Networking Event – December 2020
 - Christmas Decorations 2020
 - COVID Safe Plan information session December 2020

- Leadership Luncheon – March 2021 – 98 attendees
- Wendy Lovell Regional Update via Zoom – April 2021
- Psychological First Aid Training – April 2021

It is the view of both the SCCI and Council officers that a formal partnership is of significant benefit to both organisations.

A MOU between SCCI and GSCC will enable SCCI to expand its influence in the region and to become further sustainable into the future.

Under the MOU Council will provide to SCCI four quarterly payments of \$5000 + GST per annum.

The funds issued to the SCCI may be used to cover the cost of:

- Educational Events/Programs that benefit stakeholders - Industry and Commerce
- Strategic work that strengthens SCCI's future and sustainability
- Networking Events - Industry and Commerce
- Events/Activities that activate the CBD*
- Campaigns in alignment with GSCC
- Other agreed upon activities that are not specified exclusions within 'Activities not Supported under the MOU'.

The funds issued to the SCCI cannot be used to support the following activities under the MOU:

- Resources
- Catering and Room Hire for SCCI meetings
- Alcoholic beverages
- Activities that may have a detrimental impact on reputation of SCCI and/or Council
- Events that make a profit. Should any event make a profit, the profit will be deducted from the overall funding provided. This is to ensure as many events and activities as possible are undertaken at a reasonable cost to business and industry.
- Sponsorships
- Donations
- Memberships
- Subscriptions
- Events delivered and financed by GSCC*

*The MOU funds cannot be used for activities that are being delivered and financed by GSCC as this negates the requirement for an allocation of funds to the SCCI under the MOU. The SCCI can however utilise funds to provide add-ons to a GSCC funded and managed event however the add-on must be managed and delivered by the SCCI.

Ultimately, the funds provided to the SCCI under this MOU are issued to enable the SCCI to undertake activities beyond the current SCCI and GSCC offering.

It is recommended Council endorse the MOU between GSCC and SCCI ensuring the future prosperity and support of businesses in the Greater Shepparton region.

Council Plan/Key Strategic Activity

ECONOMIC

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

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

3.2 Strong global, national and local business connections are developed and nurtured.

3.5 Shepparton is the regional city centre supported by well-planned and designed existing and emerging commercial activity centres.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Insurance	Unlikely	Moderate	Medium	Clause in MOU states SCCI will maintain appropriate insurance at all times during the MOU
Events with SCCI are not well attended	Possible	Minor	Low	Work with SCCI to better promote the events and ensure they align with business needs
Recognition of Council support not completed	Unlikely	Minor	Low	Council will work with SCCI on providing logos, Mayor and Counsellor attendance to events to ensure recognition of Council's support

Policy Considerations

This Memorandum of Understanding does not conflict with any Council policies.

Financial Implications

The total cost of the Memorandum of Understanding over three years is \$60,000. Under the MOU the contribution would be \$20,000 + GST annually and this would be paid in quarterly instalments of \$5000 plus GST upon invoice from SCCI.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	\$20,000	\$60,000	\$40,000	\$66,000
Net Total	\$20,000	\$60,000	\$40,000	\$66,000

¹ The Approved Budget Estimate reflects the 2021-2022 Financial Year. Allocation for years two and three of the Agreement will be required from future adopted budgets.

² Budgets are GST exclusive

³ For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Legal/Statutory Implications

There are no legal/statutory implications associated with this report.

Environmental/Sustainability Impacts

There are no environmental implications associated with this report.

Social Implications

The MOU between Council and SCCI provides for positive social implications from the various events held by SCCI throughout the year aimed at providing information and networking opportunities for business operators in the region.

Economic Impacts

The economic impacts derived from this MOU are not easy to articulate however it should be noted that the support and business networking opportunities provided for by SCCI under this MOU would likely not occur without support from Council.

Business support has been instrumental in supporting Shepparton businesses recover from COVID and to learn and adapt to ensure prosperity for the region post COVID and beyond.

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	Maintain communication with business, industry and community on the progress of the MOU and events/workshops being run under the MOU	Facebook advertising, Newsletters such as CBD Traders and Business Centre newsletters
Consult	Direct consultation has taken place with SCCI	Consultation on draft MOU and proposed events/workshops for 2021/2022
Involve	Continue to update business and industry on events being held by SCCI in the region	Facebook advertising, Newsletters such as CBD Traders and Business Centre newsletters

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- 3.1 The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment.
- 3.5 Shepparton is the regional city centre supported by well-planned and designed existing and emerging commercial activity centres.

b) Other strategic links

Economic Development, Tourism and Major Events Strategy 2017-2021

3. Establish a program of networking and educational events

Conclusion

History has shown the value the Shepparton Chamber of Commerce and Industry brings to our region in supporting businesses and Greater Shepparton's economic development.

It is recommended Council endorse the Greater Shepparton City Council and Shepparton Chamber of Commerce and Industry Memorandum of Understanding for the next three years.

Attachments

1. Chamber of Commerce MOU - Draft 2021-2024(2) [12.3.1 - 8 pages]

12.4 Cussen Park Advisory Committee

Author Team Leader – Sustainability and Environment
 Approved by Director Sustainable Development
 Purpose For Decision by Council

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council:

1. **adopt the Terms of Reference of the Cussen Park Advisory Committee;**
2. **appoint the following community representatives to the Cussen Park Advisory Committee for a period of four years commencing on 20 July 2021 and concluding on 20 July 2025:**
 - **Sarah Clack**
 - **Terry Court**
 - **Simon Cowan**
 - **Lydia Drake**
 - **Greg Smith**
 - **Yvette Williams**
3. **formally acknowledge Sean Trebley for his significant contributions as he concludes his term serving on the Cussen Park Advisory Committee.**

Executive Summary

Cussen Park and its associated wetlands was established to cater for a wide range of passive recreational needs, educational values and to provide partial biological treatment for Tatura's stormwater.

Greater Shepparton City Council established the Cussen Park Advisory Committee in 1994 to provide an avenue to promote community participation in the development and management of the park.

The Cussen Park Advisory Committee plays a vital role in providing advice to Council on the management of Cussen Park, as well as acting as an information disseminator to the local Tatura Community. The committee continue to be involved in the review of the Cussen Park Environmental Management Plan and the partnership continues to grow and develop.

The review into the Terms of Reference resulted in minor grammatical changes and deletion of reference to advertising in the Tatura Guardian which is no longer in print.

The Terms of Reference require public notification to call for nominations to the Advisory Committee every four years. Public notice was placed in the Shepparton News on 9 April 2021, with nominations closing on 23 April 2021.

Officers have completed this process and are now seeking endorsement for the appointment of six community members for a four-year term.

Report Detail

Cussen Park (the Park) is an Australian bushland style park encompassing 33 ha of wetlands, woodlands and open space in the northern outskirts of Tatura. The land that forms the Park is owned by Council and is surrounded by freehold industrial, residential and irrigated farm land.

The Park was formed from reclaimed wastelands by the Tatura community working closely with Council, State and Federal agencies, and local sponsors. It now forms a valuable community asset for the township of Tatura, providing educational opportunities, passive recreation, and significant habitat for indigenous plants and animals. The Park is also used to partially treat Tatura's urban stormwater, improving the quality of water flowing to wetlands and farms downstream.

The Cussen Park Committee of Management was formed in 1994, and in 2012 the structure of the committee changed to become an Advisory Committee. The Committee meet every month, and are passionate about the Park and its environmental values.

Over the past 20 years, the Cussen Park Advisory Committee and Council have worked together to turn Cussen Park into Tatura's premier environmental and recreational area. The natural Mosquito Depression has been developed into partial stormwater treatment wetland systems that provide habitat for a wide range of wetland plants and animals. The surrounding parkland has been revegetated with native trees, grasses and shrubs.

Since 2015, a colony of Grey Headed Flying Foxes have resided in Cussen Park. These are a nationally threatened species and therefore afforded extra protection under the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999*. The Advisory Committee has played an integral role in determining educational and management activities around the flying foxes including advising on strategy for signage, revegetation and protection of the roost location.

The Terms of Reference have been reviewed as part of this process with mainly minor grammatical changes but also to exclude reference to advertising the positions in the Tatura Guardian as the print edition ceased in 2019 (advertising will remain in the Shepparton News).

Advertising for the appointment to the committee was undertaken via Public Notice in the Shepparton News on 9 April 2021.

Six nominations have been received by community members. All nominations received are from existing Advisory Committee members with one member not seeking re-nomination. Under the Terms of Reference for Cussen Park, Council is able to appoint from between five to eleven members to the Advisory Committee. The number of members for the last term was seven.

Council Plan/Key Strategic Activity

Goal 1: Active and Engaged Communities, Objective 1: “Continue to enhance community capacity building”

Goal 2: Enhancing the Environment, Objective1: “Ensure that the environment is a major priority in planning for the future”

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council.	Possible	Minor	Low	Council’s Manager Environment attends Committee meetings.
Advisory committee members not covered under Council’s Insurance Policy.	Possible	Minor	Low	All committee members will be required to complete volunteer registration forms prior to the commencement of the role.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

Cussen Park and its associated wetlands cater for a wide range of passive recreational needs, educational values and to provide partial biological treatment for Tatura’s stormwater. It is regarded as a refuge in times of drought for water bird species and has a range of Indigenous and native plants that play an important role in the natural landscape features of the Tatura district.

Social Implications

The Cussen Park Advisory Committee contributes to a sense of community, increasing stakeholder participation and pride in their local environment and with Council.

Economic Impacts

There are no direct economic impacts from this proposal, however Cussen Park and its associated wetlands attract visitation to the Tatura township, providing economic outcomes as a result.

Consultation

Public Notice was placed in the Shepparton News on 9 April 2021.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	<ul style="list-style-type: none"> Newspaper advertisements Consultation with committee members
Consult	Informed, listen, acknowledge.	Council to consult with the Committee in relation to the park including prior to the commencement of any new major works.
Involve	Work together, feedback is an input into decision making	Council to consult with the committee in relation to management of the park.
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible.	Advisory Committee consisting of community members to be appointed.
Empower	Council will give due consideration to implementation of the committee's recommendations.	<ul style="list-style-type: none"> Completion of volunteer registration forms by committee members will enable them to be actively involved in minor maintenance and management of the park. However, any actions undertaken by the Committee members such as minor maintenance will not be done without first obtaining Council approval. Council will agree to funding where possible to enable the committee to undertake desired projects.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- The formalisation of the Cussen Park Advisory Committee helps to support the environment objectives of the *Greater Shepparton 2030* Strategy through the committee's involvement in supporting the management of Cussen Park.

b) Other strategic links

- The Cussen Park Environmental Management Plan sets out the roles and responsibilities of the Cussen Park Advisory Committee.

Conclusion

It is recommended that all six applicants be appointed to the Cussen Park Advisory Committee under the reviewed Terms of Reference.

Attachments

- DRAFT Cussen Park Advisory Committee Terms of Reference - February 2021 [12.4.1 - 5 pages]

12.5 Public Infrastructure Works Policy

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

Disclosures of Conflict of Interest in Relation to this Report

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

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

RECOMMENDATION

That the Council endorse the revised Greater Shepparton City Council Procurement of Public Infrastructure Works policy as attached to this report.

Executive Summary

The purpose of this report is to explain and seek approval for a revision of the Procurement of Public Infrastructure Works Policy.

The current policy was adopted by Council on 17 December 2019 and currently guides the construction of public infrastructure works (such as drainage and roads) that are required under a Developer Contributions Plan (DCP) or section 173 agreement (S173) or a planning permit condition.

Public infrastructure works are works that are required pursuant to an approved DCP, S173 or planning permit, but are not works for which the developer can be compelled to provide. Public infrastructure works are works which Council has assumed the obligation to provide.

An example of public infrastructure works is a signalised intersection that connects a residential development to a main road which provides access to a number of development fronts. Another example is a drainage basin and pump station that provides drainage to a number of separate developments. Such infrastructure is the responsibility of Council to implement. Funding for this type of infrastructure is most commonly by way of a DCP.

The current policy helps to ensure:

- a consistent, transparent and orderly methodology for officers and developers;
- Officers are acting in compliance with Council policy and the *Local Government Act 2020*; and
- Council is receiving good value in relation to works in kind from developers.

The revision of the current policy is to respond to the repealing of section 186 of the *Local Government Act 1989* (LG Act 1989) and address requirements of the *Local Government Act 2020* (LG Act 2020).

Report Detail

Greater Shepparton City Council has four existing residential growth corridors within its municipal boundaries. It is foreseen that these corridors will cater for the majority of Shepparton's future residential development.

These growth corridors have been integrated into the Greater Shepparton Planning Scheme and have had structure plans and DCPs already prepared and adopted to facilitate for development within these corridors.

These corridors are the South Growth Corridor, the North Growth Corridor, the Mooroopna West Growth Corridor and the Shepparton North-East Growth Corridor.

A significant degree of development has already occurred within the North and South Growth Corridors. Development has commenced in the Mooroopna West Growth Corridor on two fronts and development is expected in the Shepparton North-East Growth Corridor in 2021.

An additional precinct structure plan for the Shepparton South- East Growth Corridor is currently being prepared.

Existing Growth Corridors within City of Greater Shepparton

Growth Corridor	Proposed Lots	Estimated Population	Value of DCP	Status
North Growth Corridor	1,000	2,700	\$4.7M	Mostly completed
South Growth Corridor	1,400	3,650	\$7M	Mostly completed
Mooroopna West Growth Corridor	1,600	4,000	\$11.5M	Partially completed
North East Growth Corridor	1,500	4,000	\$21M	Development starting in 2021

In addition to DCP's, S173's are used to deliver infrastructure where formal DCP's have not been incorporated into the scheme; examples include the Marlboro Drive development precinct and Maley Court.

Officers have used the policy to facilitate the construction of public infrastructure works within these growth corridors. There are current residential estate developments where the policy is being used, such as The North Quarter within the Shepparton North-East Growth Corridor.

The introduction of the LG Act 2020 and subsequent changes to the LG Act 1989 have resulted in a need to revise the policy.

One of the most significant changes is the repeal of section 186 of the LG Act 1989 and the greater reliance on Council internal policies for financial management and procurement.

The revised policy largely retains the various checks and balances of the original policy, but changes the approval and supervision aspects of the policy, which are triggered in response the changes to the legislation.

The original policy dealt with the circumstance where a net payment was required to a developer or contractor after a liability by the developer to pay a DCP contribution was offset against the cost of the developer constructing the Public Infrastructure Works.

The revised policy provides for approvals of total net payments for *Public Infrastructure Works* and/or acquisition of *Public Infrastructure Land* with the following thresholds:

- Director Sustainable Development, a total payment of not more than \$200,000;
- Chief Executive Officer a total payment of over \$200,000 and not more than \$5,000,000; and
- a Council resolution is required to approve a total payment of over \$5,000,000.

The administration of the contract for the construction of the Public Infrastructure Works and/or acquisition of Public Infrastructure Land is based on the following thresholds in the revised policy:

- the Building, Planning and Compliance Department in consultation with Projects Department supervise the contract for the construction where the total net payment is not more than \$5,000,000; and
- the Project Management Office supervise the contract for the construction where the total net payment is more than \$5,000,000.

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.

ECONOMIC

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

3.5 Shepparton is the regional city centre supported by well-planned and designed existing and emerging commercial activity centres.

BUILT

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

Risk Management

The implementation of the policy assists in the management of risks by consistent decision making by officers based on a properly prepared and approved policy.

Policy Considerations

Council currently has a procurement policy that must be considered and complied with by officers when spending Council money.

This proposed policy is also a procurement policy that is tailored to respond to the issues associated with public infrastructure works. Compliance with the procurement of public infrastructure works policy will result in deemed compliance with Council's procurement policy.

Financial Implications

The policy will have implications to Council's future budgets. It will become increasingly necessary for officers to undertake detailed design and construction of public infrastructure works in accordance with the policy. The costs associated with the design and subsequent construction must be considered when preparing future Council budgets.

Legal/Statutory Implications

The policy has been prepared by Council's Solicitors to ensure that the policy is consistent with the LG Act 2020.

Environmental/Sustainability Impacts

The policy is considered to have no detrimental environmental or sustainability impacts.

Social Implications

The policy is considered to have no detrimental social implications.

Economic Impacts

The policy is considered to have no detrimental economic impacts.

Consultation

Officers undertook consultation during the preparation of the original policy with various Council departments including Finance and Procurement. There has been consultation with Finance and Procurement as to the nature of the proposed changes.

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

Strategic Links

Greater Shepparton 2030 Strategy (GS2030)

GS2030 under Settlement and Housing provides strategic direction to apply DCP's to residential growth areas.

This direction has been followed as DCP's have been applied to the major growth areas in Shepparton and Mooroopna. Officers consider that the policy is a natural progression of DCP planning and implementation.

Conclusion

Officers recommend that Council endorse the revised policy to further improve the implementation of public infrastructure works associated with DCP's, S173's and planning permits and to respond to changes to the legislation.

Attachments

1. Procurement of Public Infrastructure Works Policy (draft 7 June 2021) [12.5.1 - 14 pages]
2. Item 11.2 Procurement of Public Infrastructure Works_ [12.5.2 - 2 pages]
3. Draft Templat PIW agreement [12.5.3 - 16 pages]

13 Infrastructure Directorate

13.1 Draft Mooroopna Recreation Reserve Master Plan

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 release the Draft Mooroopna Recreation Reserve Master Plan for public exhibition for a period of six weeks, commencing on 21 July 2021 and concluding on 1 September 2021, and invite submissions from the community and key stakeholders.

Executive Summary

The Mooroopna Recreation Reserve plays a pivotal role in the provision of open space, sport, recreation, community and event opportunities for the Mooroopna community and visitors.

A master plan was created in 2008, however this is now out of date and no longer represents the future requirements for the site. Council Officers have worked with the user group Committee of Management to revise and propose a new master plan. The need to revise the master plan was driven by a number of factors including:

- The need to undertake planning to guide future development across the Mooroopna Recreation Reserve at a holistic level.
- To better respond to changing demographics, needs of residents and visitors (including changing participation trends and demographics) in the future development of the Reserve.
- To better respond to State Sporting Associations in relation to the provision of sport and recreation opportunities, including assessment of current and future needs.
- To address impacts and opportunities from the development of the Mooroopna Recreation Reserve.
- To address the management of the precinct given Council are the Committee of Management.
- The need to address ageing infrastructure in the context of planning for the future.
- The need to develop strategic guidance to Clubs and Associations, visiting organisations and events in terms of effective future development, management and operations that can be of benefit to the Reserve in the future.

Council’s approval to publicly exhibit the draft Mooroopna Recreation Reserve Master Plan (“the draft Master Plan”) and invite submissions for review before finalising the document is now sought.

Report Detail

The Mooroopna Recreation Reserve is located on Crown Land with Council the appointed Committee of Management, there are also a number of buildings and facilities that operate under lease arrangements, all of which are with Council. There is still a very active user-based committee that undertakes a number of capital and maintenance projects at the site.

The Recreation Reserve is extensive and reflects a regional standard space with a trotting track, two ovals, multi-use grass spaces, grass and hard surface tennis courts, lawn bowls, croquet, netball, a fire brigade training area, playground and a number of toilet and change facilities as well as a functions and event centre.

In addition to a high level of local use, the venue also hosts a number of major events and has capacity to host national standard activities in some disciplines.

A detailed background report has been prepared including a Landscape Master Plan summarising the 18 development priorities across the site. The highest priorities include:

- Changerooms – Construct new changerooms for football and netball use on the northern side of the main oval
- Multi-purpose change, toilet and kiosk building – Construct a new multi-purpose building incorporating toilets, change and kiosk facilities to service the multi-purpose fields and John Gray oval in the area near the community storage sheds
- Upgrade the Sports Stadium – construct additional program space and reconfigure current spaces to suit long term use
- Raw Water Access – investigate improvements to raw water through new access points and possible increase of capacity of the dam to ensure there is sufficient water for future developments and to service the bowls and lawn tennis facilities
- Max Connors Pavilion – the toilets require upgrading to address constant blocking and accessibility issues
- Upgrade Tennis Social Facilities – upgrade of Sir Ian McLennan Centre to incorporate toilets and enhanced social facilities for the tennis club
- Upgrade Access to Natural Gas – provide additional access to natural gas for all relevant areas and facilities

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

Council Plan/Key Strategic Activity

LEADERSHIP AND GOVERNANCE

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

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

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

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.

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.

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

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

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.

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

There are no identifiable risks associated with the proposed recommendation.

Policy Considerations

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

Financial Implications

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

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

Consultation

Council officers recommend that Council endorse the draft Master Plan and release it for public consultation.

Initial stakeholder consultation has been undertaken with the user groups of the reserve, Council officers and peak sporting associations. This has occurred via a workshop with the user-based committee, internal stakeholder workshop and surveys to each user group.

Following consultation, Council officers will review all feedback, comments and submissions during public consultation and make recommendations to Council. Council officers will provide a report to Council on the feedback received when seeking final adoption of the Master Plan.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.3.5 Infrastructure
- 2.4.2 Access to Life Long Education
- 2.4.4 The need to Grow
- 2.4.5 Other Major Issues

b) Other strategic links

- Sport 2050

Conclusion

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

Attachments

1. Mooroopna Recreation Reserve Master Plan (as at May 2021) [13.1.1 - 52 pages]

13.2 Signing of Council Leases

Author Property Officer
 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 that the following leases were advertised in accordance with Section 223 of the *Local Government Act 1989*, with no submissions received:
 - Lease – Tatura Children’s Centre, 5/9 Kerferd Street, Tatura for a term of 5 years with 2 x 5 year options, commencing 1 July 2020.
 - Lease – Murchison Historical Society Inc, 4 Stevenson Street, Murchison for a term of 5 years with 2 x 5 year options, commencing 8 December 2020.
 - Lease – Kialla Children’s Centre, part of Kialla Recreation Reserve for a term of 5 years with 2 x 5 year options, commencing 1 January 2021.
 - Lease – Shepparton Heritage Centre, 154 Welsford Street, Shepparton for a term of 5 years with 2 x 5 year options, commencing 1 July 2021.
 - Lease – Shepparton Adventure Club, Victoria Park Lake for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – Shepparton Rowing Club, Victoria Park Lake for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – Shepparton Canoe Club, Victoria Park Lake for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – Shepparton Brass & Wind Inc, Sound Shell, Queen’s Gardens for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – Goulburn Valley Academy of Ballet, Sound Shell, Queen’s Gardens for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – Kialla Scouts, 18a Reserve Street, Kialla, for a term of 5 years with 2 x 5 year options, commencing 1 December 2019.
 - Lease – Mooroopna Guides & Scouts, 200 Echuca Road, Mooroopna for a term of 5 years with 2 x 5 year options, commencing 1 January 2020.
 - Lease – J Buckley, Hangar 11, Shepparton Aerodrome for a term of 10 years with 1 x 10 year option, commencing 1 July 2020.

- Lease – Russell & Nissen, Hangar 8, Shepparton Aerodrome for a term of 10 years with 1 x 10 year option, commencing 1 July 2020.
- Lease – Gawne Aviation, Hangar 1, Shepparton Aerodrome for a term of 10 years with 1 x 10 year option, commencing 1 July 2020.
- Lease – Gawne Aviation, Northern side of terminal, Shepparton Aerodrome for a term of 10 years with 1 x 10 year option, commencing 1 July 2020.

2. authorise the Chief Executive Officer to sign and seal these documents.

Executive Summary

The above lease agreements have all undergone a public consultation process, in accordance with Section 223 of the *Local Government Act 1989*.

This consultation process has been completed and the report is presented for council consideration.

Report Detail

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

Reports have been presented at Ordinary Council Meetings on 16 April 2019, 17 December 2019 and 15 December 2020 to commence the public consultation process. Notices have been published in the Shepparton News and consultation was open for a period of 28 days. At the conclusion of these consultation periods, no submissions were received by Council.

Following the consultation periods, leases were sent to all lessees for signing. Where appropriate, the Department of Environment, Land, Water and Planning have approved any crown land leases and all lessee's have now returned signed copies of their leases and are ready for Council to authorise the Chief Executive Officer to execute these documents.

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

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

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

Policy Considerations

This report does not present any conflicts with Council policies.

Financial Implications

The income from the Goulburn Valley Academy of Ballet lease will be \$8,000 + GST. The income from the aerodrome leases has been determined by an independent valuation, and represents a modest income (\$11,565 + GST p/a) to Council's property portfolio. The balance of the leases are all community leases and the income is minimal.

Legal/Statutory Implications

The process of proposing and offering these new lease agreements has been undertaken in accordance with Sections 190 and 223 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications associated with the granting of these leases.

Economic Impacts

The income from these leases represents modest income to Council (\$22,231.68 + GST p/a) and there are no significant broader economic impacts identified as part of this process.

Consultation

In accordance with Section 223 of the *Local Government Act 1989* public notices have been placed in the Shepparton News. Where appropriate, further consultation has occurred with Council's Children & Youth Services for the Tatura Children's Centre and the Kialla Children's Centre leases.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- NA

b) Other strategic links

- NA

Conclusion

Section 190 of the *Local Government Act 1989* stipulates that proposed leases offered by Council are to be advertised to the general public. This process has been completed for above mentioned leases. This report recommends Council authorise the Chief Executive Officer to sign and seal these documents.

Attachments

Nil

13.3 Awarding of Contract No. 2154 Cosgrove 3 Cell 2 Construction

Author Project Manager - Cosgrove
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 Apex Earthworks Pty Ltd for Contract No 2154 Cosgrove 3 Cell 2 construction for the lump sum price of \$2,251,206.33 (inc GST); and**
- 2. authorise the Chief Executive Officer to sign and seal the contract documents.**

Executive Summary

This contract is for the supply and installation of all material and labour required to construct Cell 2 at Cosgrove 3 Landfill. Cosgrove 3 Landfill is forecast to run out of available airspace by February 2022. Therefore, timely completion of the works under this contract is critical.

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

Following evaluation, Apex Earthworks achieved the highest moderated evaluation score and are subsequently the recommended tenderer to be awarded Contract No 2154. Apex Earthworks' tender program showed practical completion being achieved on 22 December 2021 versus Council's nominated date of 21 January 2022. Apex Earthworks submitted an alternate tender which accelerated practical completion to 30 November 2021 for an increase in tender price of \$56,635.00 (inc GST). The evaluation panel recommend this amount be incorporated into Contract No 2154 as a bonus for early completion.

Contract Details

Contract No 2154 is for the supply and installation of all material and labour to construct Cell 2 at Cosgrove 3 Landfill. The scope of work consists of:

- a. Site establishment/disestablishment
- b. Earthworks
- c. Supply and Installation of Geosynthetic liners
- d. Supply and installation of leachate collection system
- e. Installation of Cell 2 leachate riser sump

The works are to be constructed in accordance with the EPA approved design to the satisfaction of the Geotechnical Inspection & Testing Authority (GITA) to be appointed by Council.

Tenders

Tenders were received from:

Tenderers
Apex Earthworks Pty Ltd
Civilwin
LMI Group
Millers Civil Engineering Pty Ltd
Shamrock Civil Engineering
Winslow Construction

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager Cosgrove	Projects
Team Leader – Projects	Projects
Manager Works and Waste	Works and Waste
Moderator	Contracts and Procurement

LMI were assessed as non-conforming as their tender didn't include the supply of all materials and labour for the works and they did not complete all tender schedules.

Of the conforming tenders, four tender prices were within 4% of each other, including Apex Earthworks. The remaining tenderer's price was 43% higher than the average.

While Apex Earthworks' tender price was marginally higher than two other tenderers, they were assessed as the highest scoring tender owing to substantially higher scores for non-price evaluation criteria. Apex Earthworks previously constructed Cell 1 at Cosgrove 3, and were assessed as being capable of delivering this contract successfully.

Apex Earthworks submitted an alternate tender for accelerated completion by 30 Nov 2021, compared to 22 Dec 2022. This tender price was \$56,634.94 higher than their standard tender. Given any program slippage will push completion well into January 2022, owing to Christmas shutdown, the tender evaluation team believe the increased price is a value-for-money mitigation to further de-risk Cosgrove 3 Landfill running out of airspace (currently forecast by February 2022).

Rather than awarding the contract for Apex's higher tender price, it is recommended that the tender price premium be incorporated into the contract as a bonus for early completion (which is allowed for in Council's AS4000 contract terms). That way Council is not liable for an increased cost if Apex Earthworks fail to complete the works early. Apex Earthworks would still be the highest scored tenderer if they ultimately earn the early completion bonus in full.

Evaluation Criteria

Tenders were evaluated on the following criteria in accordance with the procurement plan:

Evaluation Criteria	Weighting
Price	50%
Sustainability/Environmental measures	10%
Project delivery – schedule and methodology	15%
Relevant past experience and capabilities	15%
Benefit to Local Region	10%
OH&S systems	Pass/Fail

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.

ENVIRONMENT

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

5.3 Waste is managed in a sustainable way that is environmentally friendly, reliable and sustainable for future generations.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Availability of current airspace being fully consumed.	Likely	Major	High	Timely awarding of contract and construction of cell 2

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.

Financial Implications

The following table is prepared to include the maximum bonus for early completion discussed in this report.

	Approved Budget Estimate for this proposal ^{1,3} \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Expense	\$2,517,645.02	\$2,098,037.52	(\$419,607.50)	\$2,307,841.27

¹ Budgets are GST exclusive

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

³ The approved Cosgrove 3 full project budget of \$5,122,000.00 includes a number of aspects outside of this proposal.

- Cosgrove 3 Cell design services
- Geotechnical Inspection and Testing Authority services
- Cell construction Auditor services
- Cosgrove 3 Capping design

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

No Social implications have been identified as a result of this recommendation.

Economic Impacts

There is potential for council to incur additional external expenses should the cell construction be delayed or not proceed as a result of disposing of waste to another landfill.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- **Topic:** Environment: Conservation and enhancement of significant natural environments and cultural heritage.
- **Objective:** 4. To reduce greenhouse gas emissions by local action, in the interests of current and future generations
- **Action:** 4.2, 4.3.

b) Other strategic links

- Nil.

Conclusion

Apex Earthworks Pty Ltd submitted standard and alternate tenders which were both evaluated. The alternate tender offered accelerated completion for a higher tender price. Apex Earthworks were the highest scoring tenderer for either of their submissions.

The evaluation panel is satisfied that Apex Earthworks Pty Ltd have the appropriate experience and resources to successfully deliver the works under this contract, noting they successfully constructed Cell 2 at Cosgrove 3 Landfill.

The evaluation panel recommends Apex Earthworks Pty Ltd be awarded Contract No 2154 Construction of Cell 2 Cosgrove 3 Landfill for the lump sum amount of \$2,251,206.33 (Inc GST).

Separately the evaluation panel recommends a bonus for early completion of up to \$56,634.94 be incorporated into Contract No 2154 for the reasons stated in this report.

Attachments

Confidential Attachment

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 adopt the Road Management Plan Version 6 as attached to this report.

Report Detail

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.

As reported to and resolved by Council on Tuesday 20 April 2021, 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.

The Road Management Plan – Version 6 was placed 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. Notices were placed in the Victorian Government Gazette and the Shepparton News with the submission period ending at 5.00pm Friday 28 May 2021 to which Council received no submissions.

Council Officers believe that appropriate consultation has occurred and this report seeks a resolution of Council to adopt Version 6 of the Road Management Plan.

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

- Nil.

b) Other strategic links

- Nil.

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.

The Road Management Plan – Version 6 was placed 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. Notices were placed in the Victorian Government Gazette and the Shepparton News with the submission period ending at 5.00pm Friday 28 May 2021 to which Council received no submissions.

Council officers believe that appropriate consultation has occurred and this report seeks a resolution of Council to adopt Version 6 of the Road Management Plan.

Attachments

1. Road Management Plan Version 6 (M21/12581) [13.4.1 - 22 pages]

14 Confidential Management Reports

The following report attachment has 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 13.3 Awarding of Contract CN2154 Cosgrove 3 Cell 2 Construction

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 disadvantage'.

15 Documents for Signing and Sealing

Nil Received.

16 Councillor Reports

16.1 Councillor Activities

16.1.1 Councillor Activities - June 2021

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

Councillor's Community Interaction and Briefing Program

From 1 June 2021 to 30 June 2021, some or all of the Councillors have been involved in the following activities:

- Local Government Mayoral Advisory Panel Meeting
- Parking Reference Group Meeting
- Greater Shepparton Secondary College Project Board Meeting
- Goulburn Valley Local Government Waste Forum Meeting
- Sir Murray Bouchier Committee Meeting
- Heritage Advisory Committee Meeting
- Shape the Future of Greater Shepparton | Community Panel Meeting
- Audit Risk Management Committee Meeting
- Disability Advisory Committee Meeting
- Shape the Future of Greater Shepparton | Councillors speed dialogue with the Community Panel
- Positive Ageing Advisory Committee Meeting
- St Mary's Primary School - Teachers Excursion | The Flats
- Fijian Youth Sports Day – Shepparton
- Waste and Resource Recovery Group Meeting – Executive & Chairs
- RiverConnect Implementation Advisory Committee Meeting
- Greater Shepparton Public Health Advisory Committee
- Murray Darling Association Meeting - Region 2
- Regional Cities Victoria Meeting

- Best Start Early Years Partnership meeting
- Development Hearing Panel
- 'Protecting Your Rights' - Seniors Session
- Grand Opening | Albury Antiques in Shepparton
- Goulburn Valley Waste and Resource Recovery Group Meeting
- Health & Wellbeing - Industry Breakfast
- Affordable Housing Reference Group
- Shape the Future of Greater Shepparton | Community Panel – Council Plan Workshops
- Australian Independent Retirees Group
- Reconciliation Action Plan Meeting
- Primary Care Connect Meeting
- Community Leadership Program
- Heritage Advisory Committee | Educational Bus Tour
- Bouchier Street Primary School Visit - Councils Community Goals
- Encounter Church | Biggest Afternoon Tea
- Vesak Day Celebration and Lantern Festival
- UNIFY - Shepparton Festival | Official Festival Opening
- Unveiling | Water Tower Mural – Tatura
- Councillors Tour | Freedom Foods – Shepparton
- Greater Shepparton City Council - Doyles Road Complex - Smoking & Cleansing Ceremony by Yorta Yorta Nations
- Official Opening | ConnectGV - New Building
- Community Leadership Program | Celebration Dinner

In accordance with section 106 of *Council's Governance Rules* the record of the records of the Assemblies of Councillors are attached.

Attachments

1. Record of Assemblies of Councillors Shepparton Showgrounds Advisory Committee 1 March 2021 [**16.1.1.1** - 1 page]
2. Record of Assemblies of Councillors Tatura Park Advisory Committee 10 May 2021 [**16.1.1.2** - 1 page]
3. Record of Assemblies of Councillors Shepparton Showgrounds Advisory Committee Meeting 24 May 2021 [**16.1.1.3** - 1 page]
4. Councillor Briefing Session 1 June 2021 [**16.1.1.4** - 3 pages]
5. CEO and Councillor Catch Up 1 June 2021 [**16.1.1.5** - 2 pages]
6. Councillor Briefing Session 8 June 2021 [**16.1.1.6** - 4 pages]
7. CEO and Councillor Catch Up 8 June 2021 [**16.1.1.7** - 2 pages]
8. Councillor Briefing Session 15 June 2021 [**16.1.1.8** - 2 pages]
9. CEO and Councillor Catch Up 15 June 2021 [**16.1.1.9** - 1 page]
10. Development Hearings Panel 18 June 2021 Record of Assemblies of Council [**16.1.1.10** - 1 page]

16.2 Council Committee Reports

16.2.1 Murray Darling Association Region 2 - Meeting 16 June 2021 - Berrigan Shire Council

Author Cr Dobson
 Approved by Chief Executive Officer
 Purpose For Noting

RECOMMENDATION

That the Council receive and note Cr Dobson's report on the Murray Darling Association Region 2 Meeting on 16 June 2021 at Berrigan Shire Council.

Report Details

The meeting was attended by representatives of Federation Shire, Moira Shire, Berrigan Shire, Edward River Shire, Greater Shepparton City Council and Mr. Dennis Patterson.

The meeting was addressed by Anthony Wilson from the Commonwealth Environmental Water Holder (CEWH) Office on monitoring projects being carried out on the Edwards River, which flows from the Murray River, and joins the Wakool River.

The CEWH office employs water protection policies, the restoration of the environment, holds water for future requirements and trades water when required across the Murray Darling Basin.

The Edwards River study includes the effects of flow pulses on the degradation of river banks, the efficiency of water flows, fish and other aquatics studies and the study of inter valley transfers.

Also addressing the meeting was Michael Pisasale, the Water Policy Manager for Murray Irrigation Ltd (MIL).

MIL is a private company of 2000 irrigators who purchased and now operates the Mulwala Canal for their irrigation properties.

The Canal runs from Mulwala to Moulemein and into the Murray River and whilst it has a delivery potential of 1,000 ML to 1,200 ML of water per day, current delivery runs at just 500 ML per day.

There is currently studies under way to use the unused capacity to deliver additional water to downstream users by bypassing the Barmah Choke.

This could have advantages to the Goulburn System, which may not be called upon to deliver downstream requirements from its system, it has the potential of efficiency gains for environmental water and I encourage Greater Shepparton to learn more about this project.

From the Annual Conference of the Murray Darling Association (MDA), recently held in Wentworth, 18 motions of improvement to The Basin programs were resolved, which will now be taken to Canberra for the attention of the Murray Darling Basin Authority.

The next round of the Healthy Rivers Program is being assessed and I encourage Greater Shepparton to look at this program for the Eastbank Lake Project.

The next Annual Conference is being held in Albury and I have encouraged The CEO of the MDA to have the Goulburn System as a focus.

I also promoted the idea of a return visit by councils from the Northern Basin areas of the Murray Darling Basin to Shepparton and surrounds for ongoing dialogue on understanding our issues.

I encourage Greater Shepparton City Council to continue to be a strong voice within the Murray Darling Basin, representing the Middle Murray and Goulburn River systems.

Downstream water requirements, a decrease in large water pulses and the efficiencies of inter valley water transfers are just some of the challenges to our river system that need our attention.

It is anticipated that Shepparton will be the venue for our next Region 2 meeting.

Attachments

Nil

16.2.2 Tatura Park Advisory Committee Report

Author	Cr Sali
Approved by	Chief Executive Officer
Purpose	For Noting

RECOMMENDATION

That the Council receive and note Cr Sali's report on the Tatura Park Advisory Committee.

Report Details

The Tatura Park Advisory Committee is a group of eight representatives appointed for a period of two years, whose role is to advise Council on the procedures, rules, conditions of use and proposed capital works necessary for the proper management of Tatura Park. Committee representatives include members of the Tatura Community and equestrian users of the Tatura Park Exhibition and Events Complex, and include Angelo Torresan, Carl Walters, Caroline Coleby, Daryl Eaton, David Quick, Karina Damschke and Shaun O'Shannessy. The Committee is chaired by former Councillor Kevin Ryan OAM.

Two Councillors are appointed to the Committee with Cr James and myself the current appointees. Meetings are held four times per year.

The Committee have realised a number of challenges over the past few years as a result of aging infrastructure and a lack of direction to enable forward planning. At the June Ordinary Council Meeting the Tatura Park Precinct Master Plan was adopted by Council and very much welcomed by the Committee, with a blueprint for the future development of Tatura Park and the surrounding area.

International Dairy Week has been held at Tatura Park for over 30 years. The event has been supported by Council with strong advocacy from the Tatura Park Advisory Committee, with the event the largest of its kind in the Southern Hemisphere. Under the guidance of Brian Leslie and Scott Lord the event has become a great success and their efforts and commitment are to be commended. An exciting opportunity awaits with the recent sale of the event and I would like to express my commitment as a Councillor to supporting International Dairy Week into the future, understanding its importance in the landscape of Tatura.

Along with International Dairy Week there are a number of major events held at Tatura Park resulting in over \$4 million in economic benefit annually. In order to support these events and provide a positive impact both financially and socially to Greater Shepparton, in particular the small town of Tatura, Council support is vital to maintain and improve the Tatura Park facility through continued development.

I would like to acknowledge Jeremy Roberts of Greater Shepparton City Council, he will be leaving his role as Events Facilities Coordinator. Jeremy has been a big part of the continued success of Tatura Park with his professional skills in the equestrian and major events sector which at Tatura Park has provided a significant financial return to our local economy.

In closing I would like to congratulate and thank the Tatura Park Advisory Committee for their ongoing efforts in supporting Council to provide a sustainable venue.

Attachments

Nil

16.3 Notice of Motion, Amendment or Rescission

Nil Received.

17 Urgent Business not Included on the Agenda

Nil Received.

18 Close of Meeting