

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 19 APRIL, 2016
AT 5.30PM

AT THE MOOROOPNA EDUCATION AND ACTIVITY CENTRE
23 ALEXANDRA STREET, MOOROOPNA

COUNCILLORS:

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

VISION

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

**A G E N D A
FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
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**CHAIR
CR DINNY ADEM**

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RISK LEVEL MATRIX LEGEND

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

Likelihood	Consequences				
	Negligible (5)	Minor (4)	Moderate (3)	Major (2)	Catastrophic (1)
Almost Certain (A) Event expected to occur several times per year (i.e. Weekly)	Low	Moderate	High	Extreme	Extreme
Likely (B) Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly)	Low	Moderate	Moderate	High	Extreme
Possible (C) Not generally expected to occur but may under specific circumstances (i.e. Yearly)	Low	Low	Moderate	High	High
Unlikely (D) Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)	Insignificant	Low	Moderate	Moderate	High
Rare (E) Only ever occurs under exceptional circumstances (i.e. +10 years)	Insignificant	Insignificant	Low	Moderate	High

Extreme CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

High Director’s attention required. Consider suspending or ending activity OR implement additional controls

Moderate Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

Low Operational, manage through usual procedures and accountabilities

Insignificant Operational, add treatments where appropriate

PRESENT:

1. ACKNOWLEDGEMENT

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

2. APOLOGIES

3. DECLARATIONS OF CONFLICT OF INTEREST

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a “conflict of interest” in a decision if they would receive, or could reasonably be perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

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

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 15 March 2016 as circulated, be confirmed.

5. DEPUTATIONS AND PETITIONS

5.1 Petition for Playground Equipment

Summary

A petition containing 20 signatures has been received by Council requesting the installation of playground for surrounding areas Crane Street, Bennett Court and Florence Court in Mooroopna.

RECOMMENDATION

That the Council receive the petition relating to the installation of playground equipment.

Attachments

Nil

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016

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

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

Council Officers involved in producing this report

Author: Sports Development Officer

Proof reader(s): Team Leader Sports Development and Strategic Planning

Approved by: Director Infrastructure

Executive Summary

Greater Shepparton City Council, Our Sporting Future Funding round received 6 applications for the second and final round for 2015/2016 – four applications in the Minors Category (not exceeding \$15,000) and two applications in the Sports Aid Category. All applications were assessed taking into the guidelines and have been supported by the assessment panel.

RECOMMENDATION

That the Council approve the recommendations of the assessment panel and subsequent funding for the following Our Sporting Future projects:

Our Sporting Future – Minor/Sports Aid Category

Club	Project	Allocation
Northern Vic Showjumping Club	West Perimeter Fence	\$ 5,500
Congupna Community Centre COM	Kitchen/Kiosk Upgrade	\$12,500
Dhurringlie Tennis Club	Community Play Junior Tennis	\$ 4,500
Shepparton Darts Assoc	Oche's and Dartboard Surrounds	\$ 811
Undera Rec Res COM	Upgrade Bathroom Facilities	\$ 15,000
Shepparton Rowing Club	Improvements to the Boathouse	\$ 10,000

Details of each project

Northern Victorian Showjump Club

Funding Category	Minors
Project	West Perimeter Fence
Short project description	Construction of a chain mesh fence along the west side of the WB Hunter Reserve. At present there is no perimeter fence on the South or West side of our grounds. The South side will be fenced as part of the Greater Shepparton Regional Sports Precinct redevelopment. If a horse escapes its handler there is no fence to keep it within our grounds which is a real safety issue for the horse and surrounding residents. The fence would also help with security.

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Who will benefit from the project	Our World Cup brings competitors from all over Australia to compete. They vary in age from young teenagers to riders in their sixties of both sexes. We normally have in excess of 200 riders plus support crew attend our major event. All competitors that use our venue will benefit from a safer venue.		
Total Project Cost	\$11,000	Organisation Cash	\$ 5,500
Requested Council Contribution	\$ 5,500	Organisation In-kind	\$0
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.		

Congupna Community Centre COM

Funding Category	Minors		
Project	Kitchen/kiosk Upgrade		
Short project description	The Congupna Community Centre has a kitchen kiosk that is utilised by all of our user groups. This kitchen and food preparation area is in need of modernising in order to meet with food handling and preparation safety requirements. We want to install new benches, cupboards, sink and hot water facilities.		
Who will benefit from the project	<p>All of our user groups will utilise the upgraded kitchen facilities and the dining room will serve as a dual purpose meeting room for our user groups.</p> <ul style="list-style-type: none"> * Congupna Football Netball Club * Dookie Cricket Club * Congupna Tennis Club * Congupna Tallygaroopna LandCare Group * Congupna Country Women's Association * Congupna Primary School * Congupna Primary School After School Care * The Avicultural Society of Australia: Goulburn Valley Branch * Congupna Line Dancers Group 		
Total Project Cost	\$25,000	Organisation Cash	\$ 6,500
Requested Council Contribution	\$12,500	Organisation In-kind	\$ 6,000
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.		

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Undera Recreation Reserve COM

Funding Category	Minors		
Project	Upgrade Bathroom Facilities		
Short project description	The current bathroom facilities are outdated and require rejuvenating and renovating. The bathroom suffered water damage due to a leaking roof over the past years. When the kitchen was renovated, the Recreation Reserve Committee contributed additional funding and replaced the roof. The Project will enable showers, basin, floor and toilet upgrade to a cleaner, fresher facility enhancing the usage of the facility.		
Who will benefit from the project	All users of the facility. The facility is a multi-user facility used by Undera Football Netball Club, Undera Primary School, Undera Tennis Club, Undera Brownies/Guides, Undera Community and Development Group, Undera Landcare and community members for birthday celebrations\family gatherings\ funerals\wakes. All Community users will benefit from clean bathroom facilities.		
Total Project Cost	\$37,900	Organisation Cash	\$15,000
Requested Council Contribution	\$15,000	Organisation In-kind	\$ 7,900
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.		

Shepparton Rowing Club

Funding Category	Minors		
Project	Improvements to the Boathouse		
Short project description	Construct a permanent and concrete floor in the Boathouse - currently comprising loose blue-metal.		
Who will benefit from the project	All users of the facility. All Club members – both present and in perpetuity.		
Total Project Cost	\$21,000	Organisation Cash	\$ 6,000
Requested Council Contribution	\$10,000	Organisation In-kind	\$ 5,000
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.		

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Dhurringile Tennis Club

Funding Category	Sports Aid		
Project	Community Play Junior Tennis		
Short project description	To purchase equipment and offer primary school aged children of all abilities the fundamental skills of developing tennis through coaching. To use tailored equipment including smaller nets, racquets and low-compression tennis balls. This ensures children are introduced to tennis in an environment which is suited to their age and skill level and makes learning tennis fun and easy. Also, encourage children to play tennis through community play so as to keep tennis viable within our area.		
Who will benefit from the project	The benefits we hope will be two fold. The first being the increased participation of children in the great sport of tennis. The second is for the potential of clubs like Dhurringile to gain access to new players to ensure they remain viable into the future. By encouraging primary age children to participate in sport will also encourage more families to play the tennis. This will attract other new comers to the club who may have settled in the area. Promoting the sport will not only help our facility but the sport in general. Dhurringile considers to be a highly motivated community and we would like other areas within the community to participate.		
Total Project Cost	\$ 5,220	Organisation Cash	\$ 720
Requested Council Contribution	\$ 4,500	Organisation In-kind	\$ 0
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance for special projects relating to participation.		

Shepparton Darts Association

Funding Category	Sports Aid		
Project	Oche's and Dartboard Surrounds		
Short project description	We are a newly formed group aiming to fill the void left when the old darts association folded about 9 years ago. The Association moved into the Victorian Railway Institute Hall in Purcell Street, Shepparton (next to the railway station) about 4 months ago and as part of the rental agreement with the Victorian Railway Institute we were given the job of fixing up the building as they were going to demolish it. As such they are not prepared to spend any money on the building which is why we need to apply for the grant to help us get the hall into a good enough condition to encourage more people to come along and play. We plan to use timber sheets to build raised oche's at our premises and mount dartboard surrounds around the dartboards to protect the walls from damage caused by stray darts.		

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Short project description	At present we are using rubber mats on the floor and surrounds cut from the same type of mats which have proven to be inadequate as the heavier darts still penetrate the walls through the rubber surrounds. Our club members have volunteered their labor to install the raised oche's.		
Who will benefit from the project	At present we have 30 full members, both male and female, with ages ranging from low twenties to high sixties and another 37 registered players (male and female), playing in our first summer competition. These numbers have been increasing steadily since November when we first held several open nights at the hall. We have also received a number of enquiries from both individuals and teams to enter our winter competition starting in May 2016. We are planning on starting juniors (under 18's) in the next two weeks. All of the above mentioned would benefit from the work being done by being able to participate in a safe and professional environment for the playing of darts.		
Total Project Cost	\$ 1, 011	Organisation Cash	\$ 0
Requested Council Contribution	\$ 811	Organisation In-kind	\$ 200
Recommendation from the Interim assessment team	The project is consistent with the funding criteria in providing assistance to projects that provide support to new and developing sporting organisations.		

Background

The Our Sporting Future Funding Program has been established to assist community organisations with the implementation of small to medium sized facility development projects. The types of projects that may be funded include:

- Sports surface development
- OHS and public safety improvements
- Lighting upgrades
- Pavilion upgrades
- Shade for participants
- Disability Access.

The program also assists with development programs for new and developing sporting organisations throughout Greater Shepparton. Clubs such as the reformation of the Shepparton Rowing Club and the Shepparton Rugby Union Club have benefited from the Sports Aid program.

The funding program provides three categories for funding:

- Major facility development – for projects on a \$1 for \$1 basis but not exceeding \$30,000
- Minor facility development – for projects on a \$1 for \$1 basis but not exceeding \$15,000
- Sports Aid - funding between \$500 and \$5,000 (without matching contributions) for special sports projects that provide support to new and developing sporting organisations, or for special access and participation projects.

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

The Our Sporting Future Funding applications are assessed in two rounds annually, with the first round closing at the end of July each year and the second round closing in February each year.

A cross department assessment team has been developed to improve the assessment of applications. The team consists of the following members:

- Sports Development Officer
- Coordinator Events
- Project Manager - Active Living
- Neighbourhood Planning Coordinator
- Coordinator Sports Fields and Premier Places.

The Our Sporting Future Funding Program is available for all sporting/recreational groups with the municipality. The program has been advertised this year in the Shepparton News. Council also held three grant information sessions over the last four months. The program is also promoted on council's external website with testimonials from previous recipients of funding. ValleySport, the Goulburn Valley's regional sports assembly, actively advertise the funding program through their network of known local community sport and recreation groups and via a monthly newsletter reaching over 640 recreation and sporting contacts in the Greater Shepparton Region.

The Our Sporting Future Funding Program has an acquittal process at the completion of the project. A written funding acquittal form is received including supporting documentation of invoices and photographs of installation. A Council Officer also undertakes a site visit.

Council Plan/Key Strategic Activity

The endorsement of the Our Sporting Future Funding Program is intrinsically linked to the Council Plan 2013-2017. The main objective or goal that the Our Sporting Future Funding Program will be meeting is the Active and engaged communities, in particular continuing to enhance community capacity building.

Risk Management

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

Policy Considerations

There are no conflicts with existing Council policy.

Financial Implications

	2015/2016 Approved Budget	Funds previously committed in 2015/2016	Funds requested this round	Balance remaining from budget allocation
Majors	\$80,000	\$48,347	\$0	\$31,653
Minors	\$90,000*	\$28,679	\$48,311	\$13,010

* \$20,000 from the Our Sporting Futures Funding Minors category has been used to fund the Sporting Chance program

** All items are exclusive of GST

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Legal/Statutory Implications

All project applicants must comply with planning, building and health legislative and statutory requirements prior to commencement of projects and/or release of the Council's funds.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts from this project.

Social Implications

These projects will support on going community participation in sporting activity.

Economic Impacts

There is expected to be a minor regional economic stimulus arising from the construction works.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure that the information about the application process was widespread	Media Release Website Social media
Consult	Council staff available to consult, in person or via telephone or email to all community groups	Meetings with applicants.
Involve	Recreation Program and Services Coordinator to provide assistance to community groups	Consultation on an individual basis with the application process
Collaborate	Community groups will be responsible for the planning and implementation of projects.	Successful applicants will drive their own initiatives.
Empower	Whilst decision making regarding the successful grant applications is made by Council, community groups will be responsible for the planning and implementation of projects.	Community groups will drive the delivery of their projects.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

These proposals support the community and infrastructure objectives of the Greater Shepparton 2030 Strategy. Direction 2 – Community Life

b) Other strategic links

Council Plan 2013 – 2017

Goal 1 – Active and Engaged Communities (social)

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

6. INFRASTRUCTURE DIRECTORATE

6.1 Our Sporting Future Funding Round 2 - 2015/2016 (continued)

Conclusion

The applications for funding through the 2015/2016 Our Sporting Future Funding Program round two were reviewed by an internal Assessment Panel which has recommended the above applications be funded.

The projects meet eligibility requirements for the Minors/Sports Aid categories for Our Sporting Future.

Attachments

Nil

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2

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

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

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

Council Officers involved in producing this report

Author: Consultant - CTMG

Proof reader(s): Team Leader Waste

Approved by: Director Infrastructure Services

Other: Manager Environment, Acting Waste Project Officer, CTMG

Executive Summary

The contract is for the construction of a permanent capping system and stormwater management infrastructure for Cell 3 (Phase 1), Cosgrove 2 Landfill, Cosgrove.

In summary the works consist of:

- (1) Re-profiling of Subgrade;
- (2) Construction of Earthen Cover
- (3) Construction of Compacted Clay Liner
- (4) Supply & Install Geosynthetics
- (5) Construction of Subsoil & Topsoil layers
- (6) Construction of Stormwater Infrastructure

Council received seven (7) tenders in response to advertising this contract. The Evaluation Panel has extensively reviewed all submissions received in accordance with the Request For Tender documents and Council's Procurement policies and procedures. The tender process has been overseen by the Procurement Department.

The recommendation provides, in the opinion of the Evaluation Panel, the best balance of outcomes from the evaluation criteria, including the application of the "Economic Contribution to the Shepparton Region" criteria.

The purpose of this report is to provide information to the Council so it can make an informed decision to:

- a) support the recommendation, or
- b) reject the recommendation, or
- c) defer a decision pending provision of further information, or
- d) select a contractor of their own choice

The Evaluation Panel recommendation provides the Best Value outcome based on the Local Economic Impact policy.

The value of the contract is estimated at \$1,684,229.80 including GST, which exceeds the amount which can be approved by Council's Chief Executive Officer under delegated authority and the tender thresholds stated in Section 186 of the Local Government Act 1989 (amended 2007).

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

RECOMMENDATION

That the Council:

1. accept the tender submitted by Mawson Constructions Pty Ltd of Shepparton for Contract No. 1631 – Construction of Cell 3 Capping & Stormwater Management Infrastructure, Cosgrove 2 Landfill for the Lump Sum amount of \$1,684,229.80 (GST inclusive) subject to reaching agreement on minor changes to the contract conditions
2. authorise the Chief Executive Officer to negotiate minor changes to the Contract
3. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

The contract is for the construction of a permanent capping system and stormwater management infrastructure for Cell 3 (Phase 1), Cosgrove 2 Landfill, Cosgrove.

In summary the works consist of:

- (1) Re-profiling of Subgrade;
- (2) Construction of Earthen Cover
- (3) Construction of Compacted Clay Liner
- (4) Supply & Install Geosynthetics
- (5) Construction of Subsoil & Topsoil layers
- (6) Construction of Stormwater Infrastructure

The Technical specification was prepared by Golder Associates and approved by the Environmental Auditor.

The Contract Term is twelve (12) weeks from appointment with the works programmed to be completed by Friday 24 July 2016.

Tenders

Tenders closing 4.00pm, Wednesday 2 March 2016 were received from seven (7) tenderers as follows:

Tenderers Received
Envirocon Construction & Environmental Services Pty Ltd
Mawson Constructions Pty Ltd
Shamrock Civil Engineering Pty Ltd
Whelan's Group Investments Pty Ltd
Keystone Environmental Pty Ltd
Ertech Pty Ltd
Goldsmith Civil & Environmental Pty Ltd

Note: The closing date was extended by one week to allow time to respond to the large numbers of questions lodged.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

There were no late tenders. All tenders were non-conforming due to limitations and conditions set out in the tenders.

Tender Evaluation

Tenders were evaluated by the following Panel:

Position	Name	Title	Branch
Panel Leader/Chair	Ifte Hossain	Team Leader Waste	Works & Waste
Member	Greg McKenzie	Manager Environment	Environment
Member	Richard Wheeler	Acting Waste Project Officer - Consultant	Environment
Member	Terry Alford	Technical Advisor Contracts	Consultant (Waste Services)

The Tender Evaluation Panel formally met on six occasions:

Meeting No.	Date	Time
1.	Wednesday 27 January 2016	2.00 pm
2.	Tuesday 8 March 2016	2.00 pm
3.	Wednesday 16 March 2016	9.00 am
4.	Monday 21 March 2016	1.30 pm.
5.	Wednesday 30 March 2016	2.30 pm
6.	Thursday 31 March 2016	9.00 am

Notes of each meeting have been reviewed and confirmed by Panel members. A copy of each meeting notes have been kept on the Council file.

Evaluation Criteria

The Evaluation Criteria used for the assessment of Tenders was that approved in the Procurement Plan and as detailed below:

Evaluation Criteria	Weighting	Assessment Weighting	Assessment Criteria
Mandatory			
Price	30%	30%	The Tenderer must submit the completed Pricing Schedule(s) for both the Lump Sum and Schedule of Rates components Lump Sum plus assessed Schedule of Rates cost.
Occupational Health and Safety	10%	5%	The Tenderer must submit the completed OH&S Schedule(s)/Questionnaire in the Request for Tender documents.
		5%	Occupational Health and Safety track record on construction sites.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

Evaluation Criteria	Weighting	Assessment Weighting	Assessment Criteria
Comparative Compulsory			
Specific Project Experience	20%	10%	Please provide details of recent Project experience (within the past ten (10) years) in the construction of a landfill cap which incorporates geosynthetics components (geomembrane/geosynthetic clay liner/geotextile) and compacted clay
		10%	Please provide details of recent experience of nominated specialist subcontractors installing geosynthetics in landfills.
Capacity to Complete the Contract (including timeliness)	20%	5%	Please provide details of the proposed personnel, in particular the qualifications and experience of the nominated Project Manager
		10%	Please provide details of the plant, equipment and subcontractor resources to be used to undertake the Works.
		5%	Please provide details of the methodology, including a draft program of works, to be used for the delivery of the Works
Environmental Sustainability	10%	10%	Please demonstrate how the environmental aims and sustainability objectives of Council will be met during the delivery of this contract.
Comparative Optional			
Quality and Environmental Systems	10%	5%	Please show that the quality system is Australian Standards compliant with proven track record of in-field implementation.
		5%	Please show that environmental system is Australian Standards compliant with proven track record of in-field implementation.

A detailed scoring table was prepared and agreed to by the Panel at its initial meeting. The scoring table ensured that a consistent approach to scoring was achieved.

Economic Contribution to the Shepparton Region Assessment

The scores for Economic Contribution to the Shepparton Region of the top three tenderers that had scores within 10% of the highest total score were as follows:

- Mawson Constructions 63%
- Envirocon 60%
- Ertech 46%

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

As a consequence the Evaluation Panel collectively undertook an assessment of the “Economic Contribution to the Shepparton Region” as submitted by each tenderer. As a result Mawson Constructions Pty Ltd became the recommended tenderer based on the policy of Council.

Council Plan/Key Strategic Activity

Section 2.1 Enhancing the Environment – Strategies – Continue to reduce Council’s Greenhouse Emissions.

The construction of the Cell 3 Cap and associated works will ensure that any gas generated from the landfill cell will be collected and not allowed to escape into the environment.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delays in Contract Award	Unlikely	High	Moderate	Submission of documents in accordance with adopted timelines.
Contractor failing financially	Unlikely	High	Moderate	Financial Capability checks completed on short listed tenders in contention as part of the Evaluation Process
Large variation in value of Australian dollar during purchase period for geosynthetics.	Likely	Moderate	Low	The value of the dollar in the contract is set at \$0.76 against the US dollar.
Wet weather stops works and extends the contract term	Likely	Low	Low	Contract provisions cover this aspect to minimise cost increases to both parties.

As the design is now approved by the EPA the risk of needing contract variations to meet EPA requirements has now been removed.

Policy Considerations

The Sustainable Decision Making Policy includes the following Objectives:

- Being more responsive to climate change
- Using our resources more efficiently
- Reducing our Environmental impact

Key projected outcomes from the implementation of this Contract, include

- a) Containment and harvesting of greenhouse gas emissions.
- b) Best Practice capping design ensuring maximum environmental protection.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

Financial Implications

The budget for the Contract, after allowance for the design, GITA & CQA costs, is \$1,385,775 based on the Opinion of Probable Cost Worksheet over the periods 2015/2016 (est. \$509,000) and the balance during 2016/2017.

The Lump Sum amount includes Provisional Sums for:

Cosgrove 1 Remediation Works:	\$ 85,000.00
Cosgrove 2-Cell 1&2 Cap remediation	\$ 20,000.00
Perimeter Access Track:	\$ 75,000.00
Total Provisional Sum:	\$180,000.00

The Provisional Sums are optional works that the Contractor may undertake at the direction of Council. These works are subject to an appropriate budget allocation.

The Opinion of Probable Costs associated with the provision of the Contractor by the recommended contractor are:

Total Lump Sum amount	\$1,531,118.00
Provisional Amounts (Incl in LS)	\$ 180,000.00
Net Lump Sum Amount	\$1,351,118.00
GST	\$ 135,111.80
Total Estimated Contract Cost	\$1,486,229.80
Est. Budget Surplus	\$ 34,657.00

Legal/Statutory Implications

The Tender process has been carried out according to the requirements of *Section 186* of the *Local Government Act 1989* and Councils *Procurement Guidelines 1985*.

Mason Constructions Pty Ltd, in their supplementary submission on the Geosynthetics requested the following change to the contract. "For compliant products \$259,600 ex GST is subject to rise and fall of the Australian Dollar and will yield the above increase in out tendered lump sum if the US is at \$AU 0.76." The Panel noted that most tenderers had this request as the materials are sourced overseas and has agreed that this should be agreed to as it does not expose Council to any major risks. The balance of the Contract will remain fixed price for the Contract Term.

Environmental/Sustainability Impacts

The impacts of the design services under the Contract include:

- The potential to reduce the escape of methane to the environment, which is a very significant (approximately 20 times more negative effects than CO₂) greenhouse gas. It is worth noting however, that Greater Shepparton City Council's Cosgrove Landfill is estimated to reduce the methane impacts by 80% with a landfill gas collection and electricity generation system.
- Safety and sustainability in design & construction.

6. INFRASTRUCTURE DIRECTORATE

6.2 Contract 1631 - Cell Construction Cosgrove 2 (continued)

Strategic Links

Greater Shepparton 2030 Strategy

Directly relates to the 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

Other strategic links

The State Government Waste and Resource Recovery Policy is titled “Getting Full Value”. Published in April 2013, this is the peak strategic document for Victoria for addressing the Federal Government’s National Waste Policy: Less Waste, More Resources.

This policy led to the “Draft Statewide Waste and Resource Recovery Infrastructure Plan 2013-2043”, which addresses infrastructure issues and identifies the Cosgrove 3 Landfill development.

Conclusion

The Evaluation Panel has taken into account the Evaluation Criteria as the basis for their recommendation to Council for acceptance of the tender submitted by Mawson Constructions Pty Ltd of Shepparton for Contract No. 1631 – Construction of Cell 3 Capping & Stormwater Management Infrastructure, Cosgrove 2 Landfill and further recommends that the Chief Executive Officer, under powers of delegation, sign and seal the Contract documents and to negotiate changes to the Contract.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.1 Amendment to Terms of Reference - Greater Shepparton Public Health and Wellbeing Advisory Committee

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

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

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

Council Officers involved in producing this report

Author: Municipal Health Project Officer

Proof reader(s): Manager Neighbourhoods,

Team Leader Community Strengthening

Approved by: Director Community

Executive Summary

The formation of the Greater Shepparton Health and Wellbeing Advisory Committee (HWBAC) occurred in November 2011, with the initial Terms of Reference (TOR) endorsed by Council in 18 July 2012.

Council are required to review the TOR for the HWBAC every two years. Following consultation with the HWBAC the current revised terms of reference were endorsed by Council 17 November 2015.

Due to the recent resignation of one partner organisation, Family Care, we are again requesting Council to endorse a change to our Terms of Reference to remove Family Care as a partner organisation. There will be no impact on the quorum numbers.

RECOMMENDATION

That the Council endorse the revised Terms of Reference for the Greater Shepparton Health and Wellbeing Advisory Committee.

Background

The purpose of the HWBAC is fundamental to inform Council of the most relevant health and wellbeing issues. Their input is pivotal in helping Council to meet statutory obligations in the preparation, development and review of each annual Action Plan.

There are 11 listed partner organisations for the HWBAC currently. However, Family Care has recently advised that they need to resign from the HWBAC due to increasing demand on local services and staff unavailability. Their resignation reduces the number of partner organisations but does not reduce the quorum currently stated in the TOR as half plus one.

There is an additional clause in the TOR that allows the committee to co-opt extra support from local organisations, such as Family Care, when matters are appropriate in the future.

7. COMMUNITY DIRECTORATE

7.1 Amendment to Terms of Reference - Greater Shepparton Public Health and Wellbeing Advisory Committee (continued)

Council Plan/Key Strategic Activity

Under the *Active and Engaged Communities – Social Environment* of the Council Plan 2013-2017 and Goal 3 *Ensure liveability options are always considered in our decision making activities* the development of a Municipal Health and Wellbeing Action Plan is specifically listed as a key strategy; *‘Develop, adopt and implement the Greater Shepparton City Council Municipal Health and Wellbeing Action Plan’*.

Risk Management

The recommendation focuses on minor changes to an existing TOR, which provides clear roles and objectives for advisory committee members. No moderate or extreme risks have been identified in relation to this matter.

Policy Considerations

The above recommendation does not conflict with any existing Council Policy.

Financial Implications

The above recommendation does not have any financial implications.

Legal/Statutory Implications

The above recommendation complies with the Local Government Act, a quorum number is set by the committee.

Environmental/Sustainability Impacts

The above recommendation does not have any negative Environmental or Sustainability impacts. The HWBAC consists of members that consider the environmental or sustainable impact of health and wellbeing issues in our Municipality.

Social Implications

HWBAC supports local Government’s leadership in considering public health and wellbeing matters within a population focus, understanding local health trends and demands, being close to their communities and having the ability to influence wider and more equitable access to health through effective policies and strategies that address local needs. Council has a strong influence in areas of intervention and requires the involvement of community to meet statutory obligations. The above recommendation does not have any negative social implications.

Economic Impacts

The above recommendation does not have any economic impacts.

Consultation

Consultation with the HWBAC members resulted in a motion to accept the resignation of Family Care and amend the TOR to reflect the accurate number and participation of partner organisations. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

7. COMMUNITY DIRECTORATE

7.1 Amendment to Terms of Reference - Greater Shepparton Public Health and Wellbeing Advisory Committee (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Outlines the importance of Council maintaining a financial and socially acceptable environment, while meeting the expectations and future needs of our local community.

b) Other strategic links

Greater Shepparton Strategic Resource Plan 2013-14 to 2022-23

Captures the Council financial and non-financial resources required to achieve the strategic objectives of the Council Plan.

Conclusion

The recommendations include minor changes to the TOR for the Greater Shepparton Health and Wellbeing Advisory Committee to ensure that the correct partner organisations are reflected with the removal of Family Care as a partner organisation.

There are no foreseeable implications that officers have identified as to why their resignation should not be accepted and the TOR amended.

Attachments

Greater Shepparton Public Health and Wellbeing Advisory Committee - Terms of Reference

7. COMMUNITY DIRECTORATE

7.2 Committees of Management - Appointment of Members

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

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

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

Council Officers involved in producing this report

Author: Committees and Cemeteries Operations Officer

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

Approved by: Director Community

Executive Summary

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

As the term of office for current members of the Toolamba Recreation Reserve and Community Centre Committee of Management expires on 17 April 2016, it is necessary a new Committee be appointed to manage the facilities. This report recommends nine appointments to the Toolamba Recreation Reserve and Community Centre Committee of Management for a two year term commencing 20 April 2016.

This report also recommends the appointment of the additional members to the current term of appointment on the below Committees of Management:

- Dookie Memorial Hall Committee of Management – term of appointment concluding on 18 December 2017
- Murchison Community Centre Committee of Management – term of appointment concluding on 17 July 2016.

RECOMMENDATION

That the Council:

1. having considered the nominations received for appointment to the Toolamba Recreation Reserve and Community Centre Committee of Management, appoint the following members for a term of two years, commencing 20 April 2016:
 - Allison KNIGHT
 - Donna LANE
 - William McDONALD
 - Geoff MAYNARD
 - Helen MORRITT
 - John MORRITT
 - Jessica WHITE
 - Rhonda WHITE
 - James WOODWARD

7. COMMUNITY DIRECTORATE

7.2 Committees of Management - Appointment of Members (continued)

2. having considered the nomination received for appointment to the Dookie Memorial Hall Committee of Management, appoint the following member for the remaining term of the current committee concluding on 18 December 2017:
 - Donna WOOD
3. having considered the nomination received for appointment to the Murchison Community Centre Committee of Management, appoint the following member for the remaining term of the current committee concluding on 19 July 2016:
 - Edmund (Tom) REILLY
4. resolve that all members (who are not Councillors or nominated Officers) of the Toolamba Recreation Reserve and Community Centre Committee of Management, Dookie Memorial Hall Committee of Management and Murchison Community Centre Committee of Management, continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the *Local Government Act 1989*.

Background

Toolamba Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting held on 15 April 2014, eight applicants were appointed to the Toolamba Recreation Reserve and Community Centre Committee of Management for a term of two years. As the term of appointment for members is nearing expiration, it is necessary that a new committee be appointed to manage the facility.

Applications have been received from nine members of the community who are interested in joining the committee and it is recommended that all of the applicants be appointed to the committee for a two year term commencing 20 April 2016.

Dookie Memorial Hall Committee of Management

At the Ordinary Council Meeting held on 15 December 2015, six applicants were appointed to the Dookie Memorial Hall Committee of Management for a term of two years concluding 18 December 2017. This report recommends the appointment of an additional committee member to the current term commencing 20 April 2016, bringing the total number of committee members to seven.

Murchison Community Centre Committee of Management

At the Ordinary Council Meeting held on 15 July 2014, five applicants were appointed to the Murchison Community Centre Committee of Management for a term of two years concluding 17 July 2016. Since that time two members subsequently rescinded their membership resulting in the number of members dropping to three. This report recommends the appointment of an additional committee member to the current term commencing 20 April 2016 bringing the total number of committee members to four.

Interest Return Exemption

In accordance with the resolutions passed at previous Ordinary Council Meetings, it is recommended that all newly appointed members of Section 86 Committees be exempt from the requirement of completing Interest Returns.

7. COMMUNITY DIRECTORATE

7.2 Committees of Management - Appointment of Members (continued)

Council Plan/Key Strategic Activity

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

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

Risk Management

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

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

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

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

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

A public notice calling for applications from community members who are interested in joining the Toolamba Recreation Reserve and Community Centre Committee of Management was placed in the Shepparton News on Friday 5 February 2016. Posters were placed around the Toolamba township and a notice included in the Toolamba Primary School's newsletter. Letters were also sent to the outgoing members of the committee inviting them to apply for a further term on the committee.

7. COMMUNITY DIRECTORATE

7.2 Committees of Management - Appointment of Members (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Website announcement • Letter to outgoing committee members
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

No other strategic links have been identified.

Conclusion

It is recommended that all of the abovementioned applicants be appointed to their respective Committees of Management for the term specified.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016

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

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

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

Council Officers involved in producing this report

Author: Team Leader Marketing and Administration Riverlinks Venues

Proof reader(s): Manager Performing Arts and Conventions

Approved by: Director Community

Other: Grants Co-Ordinator, Events Facilities Officer, Art Museum Education

Executive Summary

Greater Shepparton City Council's Community Arts Grants received ten applications for the second round for 2015/2016. All applications were considered for eligibility using the Smarty Grants assessment process and an assessment panel met subsequently to determine eligibility in order of priority, the available funds to meet applications received, and to recommend quantum for each application. Seven of the ten applications were considered eligible for part or full funding dependent upon the extent to which the applicants met the criteria.

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

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

RECOMMENDATION

That Council fund the following projects for Community Arts Grants round 2, 2015-16:

Applicant	Project	Grant Sought	Recommendation
GV Chinese Association	Tofu Art Dinner	\$2,500	\$1,100
Kildonan Uniting Care	Bayadharra Sculpture	\$2,750	\$2,750
Goulburn Valley Writers Group Inc	Tamba 2016	\$2,000	\$1,250
Shepparton Competition Society	Shepparton Young Instrumentalists' Award	\$2,500	\$2,500
36 Degrees South Inc	Music for the Elderly	\$900	\$900

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Applicant	Project	Grant Sought	Recommendation
Goulburn Valley Concert Orchestra	Bus for Elderly Audiences of GVCO	\$350	\$350
Murchison Community Care	Murchison Craft and Quilt Expo	\$2,750	\$1,375
TOTAL		\$20,500	\$10,225

Background

The Community Arts Grant was established as a part of the 2014/15 Council budget to enhance community wellbeing and the development of skills and innovation through artistic pursuits and participation. Prior to 2014/15 Council budget it was known as the Arts in the Community Fund.

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

The assessment panel reviews each application based on given criteria and recommends that grants be provided in full or in part or not at all if the criteria are not met.

Details of each project and a summary of how it met selection criteria are provided below:

Successful Applications

Organisation	GV Chinese Association
Project	Tofu Art Dinner
Project description	<p>Working with contemporary artist Chen Qiulin from Chengdu, China, they will create an artistic culinary event using aspects of traditional Chinese culture, such as tofu, to explore their local history and the broader themes of migration and cultural displacement in Shepparton.</p> <p>They will provide historical knowledge of the local Chinese community, networks to contextualise the artwork, and share personal experiences of migration and elements of their Chinese cultural heritage.</p> <p>They will also be collaborating with the Shepparton Art Museum and Toby Chapman and Mikala Tai of 4A Centre for Contemporary Asian Art, Sydney, to deliver this event.</p>

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Who will benefit from the project	<p>Estimated participants: 70 (venue capacity)</p> <p>Groups who would benefit:</p> <ul style="list-style-type: none"> • GV Chinese community- by increasing the visibility of the GVCA playing a positive, proactive role in presenting cultural events and collaborating with established organisations such as SAM and 4A Centre for Contemporary Asian Art. • Arts Organisations local, national and international - Shepparton Art Museum patrons, associated networks and Friends of SAM; 4A Centre for Contemporary Asian Art, Sydney; Chen Qiulin and her gallery Long March Space in Beijing, China. • Local tourism industry - by bringing in people from outside the region • Local art groups and people interested in the arts and/or Chinese culture • Shepparton - by creating and participating in publicity for the event which raises the profile of Shepparton as an exciting regional centre with relevant, community-driven contemporary arts events.
Recommendation	Partial Funding of \$1,100.
Reasoning	The per head admission should be increased to a more reasonable level to assist in covering the costs of the dinner.

Organisation	Kildonan Uniting Care (previously Uniting Care Cutting Edge)
Project	Bayadharra Sculpture
Project description	This project will engage aboriginal young people in the design and production of a sculpture of a long necked turtle made from scrap metal. The project will build skills, confidence and community connectedness for participants. The aim is to find a permanent location for the display of the sculpture, for example at Kidstown or Rumbalara Aged Care facility. The public display will showcase the efforts of the young people, and provide an ongoing source of pride for them and their family/community.
Who will benefit from the project	<p>Kildonan's Yanyun Lodjpan Yapanyapak (YLY: Walk and Talk Together) program is staffed by aboriginal workers and engages with young aboriginal people at risk of disengagement from education, training or employment. The activities based program supports the young people to find confidence and healing through reconnection to culture. It is anticipated that this arts project will engage YLY participants directly in the design and production of the sculpture - estimated number of young people is 8 - 10</p> <p>While the young people are the primary beneficiaries of the arts project, Kildonan will host an event to "launch" the sculpture and it is anticipated 50 - 80 members of the community will attend. Additional beneficiaries will be community members proximate to the ultimate ongoing location of the sculpture.</p>
Recommendation	Full funding of \$2,750

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Reasoning	A project to engage the local indigenous youth was seen as a positive project for council to support. Advice will be provided to Kildonan so that they can source a suitable indigenous artist for guidance through the project.
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Organisation	Goulburn Valley Writers' Group Inc. (auspiced by Tatura Community House)
Project	Tamba 2016
Project description	Production of two issues of 'tamba', the longest running literary journal in Australia to be produced without any ongoing government funding. Tamba is a well-known and well-respected literary journal and helps to enhance Shepparton's reputation as a centre of artistic endeavour and excellence.
Who will benefit from the project	The local community. The opportunity to be published in Tamba offers encouragement to local writers of all ages and backgrounds. The writers who are published. Around 30 writers are featured in any issue of Tamba. Tamba has been the starting point for several writers who have gone on to have successful writing careers. Anyone who reads the journal and gets pleasure from it. Tamba has over 50 subscribers and as it is a physical journal it is reasonable to expect that each copy is read by several people. Tamba is also available for download from the GV Writers' group website.
Recommendation	Partial funding of \$1,250
Reasoning	While there is merit in the application, some expenses listed in the budget aren't substantiated. The review panel would like to partially support the application. Recommendations for future events/projects to promote writing and to encourage participation in producing content, rather than for covering printing costs would be viewed more favourably in a future funding application.

Organisation	Shepparton Competition Society
Project	Shepparton Young Instrumentalists' Award
Project description	The Shepparton Young Instrumentalists Award is a friendly performance opportunity for young people to the age of 19 to prepare music on their instrument or voice for performance. The event is organised into sections according to the instrument family and is run throughout the day of Sunday 18th September 2016 at Eastbank. The adjudicators select finalists from these sections who then perform later in the evening for the main Award. The prize for this Award includes a performance opportunity with the Goulburn Valley Concert Orchestra in 2017, cash awards and certificates. The event is sponsored and supported by Riverlinks through provision of the venue and promotion. The event is in its 5th year in 2016. Since its inception in 2012 the event has grown continually. The brainchild of Bill Scott, it initially provided sections for brass, woodwind, strings and percussion. In 2014 a section for piano was added, which proved very popular and had significant entries.

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Project description	2015 saw the addition of a Vocal section, including Classical, Contemporary and Music Theatre categories. Adjudicators of a professional capacity were sourced from as far away as Ballarat.
Who will benefit from the project	<ul style="list-style-type: none"> • 100-150 participants and their families participated in the 2015 event. This was a huge increase on previous years when there were 30 in 2014. Participants come from the Goulburn North East (part of Hume) Education region, promoted through the NEVR region music coordinator employed by the Department of Education; the Independent, Catholic and Home-Schooled students. • Participants, their teachers and parents benefit from the professional feedback provided. • Parents, siblings and extended family and friends of the participants attend the morning sessions. • The 2015 event saw 135 seats occupied in the morning session and 41 ticket sales at the Gala Concert in the late afternoon.
Recommendation	Full funding of \$2,500
Reasoning	There has been significant growth in this event, from 30 participants to 95 in one year, the event is working towards a sustainable event. Funding to be allocated to adjudicator fees and expenses and not prize money, and to be acquitted accordingly.

Organisation	36 Degrees South Inc
Project	Music for the Elderly
Project description	<p>Over the last two years, they have had the opportunity of performing Christmas Carols at Aged Care facilities in the Greater Shepparton area, at Christmas time. This has proved to be a beneficial exercise for both the group and the audiences in the Aged Care facilities.</p> <p>This year, they would like to perform once a month at Kialla Gardens Aged Care. This would be undertaken in lieu of their weekly rehearsal.</p>
Who will benefit from the project	<p>The audience, being aged care residents, and the members of the choir.</p> <p>Music has been found to significantly improve life satisfaction, attitude, and self-concept. Additionally, evidence has also been found of positive outcomes in relation to a lot of neurological chronic diseases, including aphasia, dementia or Parkinson.</p>
Recommendation	Full funding of \$900
Reasoning	<p>This project has positive benefits for the aged community and their families, as well as their performers. The equipment and material provided through the grant will position the choir in a good place for similar projects.</p> <p>The review panel were keen to see the project rolled out to other aged care facilities in the future.</p>

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Not Successful

Organisation	36 Degrees South Inc
Project	Singing Masterclass
Project description	Masterclass with Rachel Head on 4 April 2016
Who will benefit from the project	The members of 36 Degrees South The audiences of 36 Degrees South
Recommendation	Application unsuccessful. The funding would be retrospective as the workshop is taking place in April.
Reasoning	The masterclass is scheduled for the 4 April, and the report isn't due to council until the April council meeting, so funding would be retrospective. This was the second of two applications from 36 Degrees South in the current Community Arts Grants round, and the review panel felt that it was a small group that would benefit from the masterclass, as such the participants fees should be greater than the \$10 to go towards their expenses.

Organisation	St Pauls Lutheran Church (auspiced by Council for Lutheran Community Care)
Project	Concerts in the Chapel
Project description	St Pauls Lutheran Church is wanting to establish low cost, regular high quality concerts in the Lutheran Church, that will bring people together from diverse communities, to share in the joy of listening to the music of professional and "up and coming" local and interstate musicians. The new Lutheran church building has a grand piano and excellent acoustics that is "calling" to be shared with the local community to enhance and strengthen cultural diversity, build capacity of the community, to increase the accessibility to the arts to as many people as possible across the municipality and to build new relationships and networks.
Who will benefit from the project	There are many people who will benefit from this new initiative for Shepparton and the wider community. <ul style="list-style-type: none"> • The wider Shepparton music community will have the opportunity to listen to quality and diverse music that normally does not come to regional Shepparton on a regular basis. • The artists will get experience and more exposure so as to develop their careers • The low cost events will allow those people who are not normally able to attend expensive shows locally or in Melbourne • The attendees will be able to network and share their musical appreciation over supper after the performance. <p>The full impact of the number of attendees is unknown at this stage as more publicity will be required for the Shepparton community to become aware of the event.</p> <p>At the trial event in November 2015 there were 60 people in attendance. While this is encouraging, the goal is to have 80 - 90 people at regular attendances.</p> <p>The number of musicians attending will be variable from the single musician, String Quartets, orchestral events or a choir.</p>

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Who will benefit from the project	It would be expected that people would be staying overnight and possibly staying longer depending if they are visiting family or as a tourist in the area.
Recommendation	Application unsuccessful.
Reasoning	Application includes retrospective funding for past events, and events which will have been completed prior to the grant approval. 4 of the 7 events that make up this series are between the 30 January 2016 through to 17 April 2016 (which is prior to the council meeting to approve the grants). The remaining 3 events are scheduled for August and September, of which 2 are still to be confirmed. The review panel was unable to support past events, or events that are yet to be confirmed.

Organisation	Goulburn Valley Concert Orchestra
Project	Bus for Elderly Audiences of GVCO
Project description	This year is the GVCO's 20th Anniversary, and we are planning to include a matinee at our annual concert this year on the 19th of June at 2:00 pm. We attract a large number of elderly people to our Chamber Concerts in Spring because they are all afternoon concerts. Many of our elderly audience members have difficulty coming out at night. We decided to put on a second matinee concert with them in mind and hope to make it as easy as possible for them to attend. While some aged care facilities provide transport for their residents, some do not and could make use of a bus to transport their residents to the concert and home again. We would like to provide that for them, so we would need to hire a low floor bus to collect the residents from their aged care facilities to take them to Eastbank and then return them when the concert is over.
Who will benefit from the project	Elderly people who would have been unable to attend the concert due to mobility issues. We expect about 30 audience members to attend the event who would not have been able to come without free transport. In the past, we have had audiences of 450 to 500 attend our annual evening concert, but hope to enable more elderly people to attend a matinee. Most of our audience members are from the Goulburn Valley, though we have audience members coming from as far afield as Melbourne, Geelong, Finley and towns like Kyabram and Tatura. Audience members who come to Shepparton from Melbourne usually stay overnight.
Recommendation	Full funding of \$350
Reasoning	A small amount of money, with such a big impact on the elderly, it increases accessibility and a great initiative. The only regret the review panel had was that they hadn't asked for funding for another bus to be able to increase the accessibility of their event further.

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Organisation	Murchison Community Care
Project	Murchison Craft and Quilt Expo
Project description	This project is being driven by a group of women that meet weekly as a craft group who want to promote the work that they do and to encourage more people to get involved. The event will be an opportunity to showcase the work of local craft groups (Murchison & surrounds) and provide a chance to survey interest from participants about the sort of craft they might like to learn, and the time they would be available to learn eg. weekend workshops, evening or day time classes. Make and take workshops will be held to encourage participation during the event. Pre-loved craft materials will be on sale during the event and handmade items will be for sale. Devonshire teas will be for sale to encourage people to stay and look and more, as well and meet others involved in the event.
Who will benefit from the project	Neighbourhood House craft group can better market and plan relevant activities for local residents Local artists eg. beaders, card makers, painters – can promote activities not offered regularly in the community and potentially organise future teaching opportunities Other groups – eg. strengthen alliance with Toolamba craft group, inviting CWA and Church guilds, Neighbourhood Houses, individual artists Local community by the attraction of visitors to Murchison over the period of the event
Recommendation	Partial funding \$1,375
Reasoning	Two funding applications were awarded to Murchison Community Care in the previous round of Grants through the Community Matching Grants. Whilst it is a great project for participation, some of the expenses for security and display board hire and printing were quite high, and the review panel supported partial funding of this project.

Organisation	Nicky Kriss Art
Project	ArtExpo New York – Nicky Kriss Art
Project description	Nicky Kriss Art has been accepted to showcase her abstract artwork at artexpo {Solo} New York 2016, the world's largest fine art market place on an international platform along with artists and galleries from around the world. This is Nicky's first exhibition and an opportunity to bring tremendous exposure and unlimited opportunities to further her career and develop as an emerging artist.
Who will benefit from the project	Nicole Kriss. Nicky hopes that her involvement and drive to succeed from being given this opportunity will increase other artists future engagement and participation by taking a chance to put themselves and their work out there for everyone to see. She also hopes that this experience will open up new opportunities to exhibit her collections in her local community, and that this will also help to boost sales in the two stores who currently stock her artwork.
Recommendation	Application unsuccessful.

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Reasoning	Nicky Kriss Art does not meet the requirements to be eligible for a grant, nor have they sought an auspice. The project also does not meet the Community Arts Grants objectives.
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Applicants receiving grants will be informed of the amount of the grant and the reason full or partial funding was provided.

Unsuccessful applicants will be informed of the reason their application was not successful and recommendations made to assist with future applications.

All grant recipients will be required to provide an acquittal of their project.

Council Plan/Key Strategic Activity

The Community Arts Grant program is intrinsically linked to the Council Plan 2013-2017 by encouraging an active and engaged community. Council aims to improve liveability through social and recreational opportunities, a range of inclusive community services and activities and by valuing our community (Goal 1).

Council valued arts, culture and heritage as an integral part of our dynamic community. (Priority 1.6) "We recognise that a vibrant and broad ranging arts and culture program is important in making the municipality a dynamic and appealing place to live, work, play and visit, builds social capital and contributes to education and economic development opportunities. We will encourage and deliver a diverse range of artistic, cultural and heritage activities that are accessible to as many people as possible across the municipality."

Risk Management

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

Policy Considerations

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

Financial Implications

	2015/2016 Approved Budget for this proposal*\$	This Proposal \$	Previously committed in 2015/16 \$	Balance remaining from budget allocation (Round 2 in 2016)
Expense	\$30,000	\$9,850	\$12,350	\$7,800

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

7. COMMUNITY DIRECTORATE

7.3 Community Arts Grants Round 2 - 2015/2016 (continued)

Social Implications

These projects support positive social outcomes.

Economic Impacts

Minor economic benefits are expected from projects where indicated.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Grants information is easily accessible through Council's external website and public information sessions were conducted.	Media release Website Information sessions
Consult	Council staff available to consult, in person or via telephone or email to all community groups	Information sessions and follow up advice for applications as required
Involve	Grants involve community participation by their nature and scope	Approved projects include community participation as a required outcome
Collaborate	Community groups will be responsible for the planning and implementation of projects	Successful applicants will drive their own initiatives
Empower	Community groups will be responsible for the planning and implementation of projects	Community groups drive and deliver their projects

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Council plan 2013-17 as outlined above

Conclusion

The applications for funding through the Community Arts Grant Round one 2015/2016 were reviewed by an internal assessment team which as recommended that the above applications be funded. Accordingly, the projects meet eligibility requirements for grants under this initiative.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016

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

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

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

Council Officers involved in producing this report

Author: Community Development Officer

Proof reader(s): Community Development Coordinator,

Team Leader Community Strengthening and Manager Neighbourhoods

Approved by: Director Community

Executive Summary

Greater Shepparton City Council provides the Community Matching Grants Scheme to support the development and implementation of community activities and projects as a part of Council's Community Development Framework. The Community Matching Grants Scheme has a total budget of \$75,000 for the 2015/2016 financial year.

Round Two 2015/2016 opened on Monday 2 November 2015 and closed on Friday 5 February 2016 with 25 applications being received. One application was referred to the Sporting Futures Grant and another deemed ineligible because the organisation had been funded in Round One of this financial year. The remaining 23 applications have been assessed by an internal Grant Review Panel and recommendations made for consideration by Council.

There are 15 projects recommended for funding in the Community Matching Grants Scheme – Round Two 2015/2016.

RECOMMENDATION

That the Council approve the recommendations of the Grant Review Panel to fund 15 projects as detailed below to the value of \$32,473.40 (GST inclusive) representing Round Two of the Greater Shepparton City Council 2015/2016 Community Matching Grant Scheme.

Organisation	Project	Allocation GST Inclusive *
Codgers Capers Men's Group	Codgers Kitchen Capers	\$2500
Dunera Association	Reinstatement of the Arandora Star Memorial Sculpture	\$2500
Goulburn Valley Suns Football Club	Line Marking Capability	\$1774.60 *
KAR Shed Inc	KAR Shed	\$2500
Kialla District Hall Committee of Management	Purchase and Installation of Defibrillator	\$1719.30 *
Kildonan UnitingCare - Shepparton	Building Blocks	\$2750 *
Mooroopna Men's Shed	Update Essential Tools	\$2493
Shepparton Croquet Club	Food Safe Certificates	\$430
Shepparton Golf Bowling Club	Drink Bubble Fountain	\$1842.50 *
Shepparton Junior Soccer Association	Goals for grassroots soccer	\$2324

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Project	Allocation GST Inclusive *
Slap Tomorrow	Big Ideas 2016	\$2500
St Mels Primary School Social Club	Pizza Oven for the Community	\$2150
St Pauls Lutheran Church	Congo Week	\$2750 *
Tatura Girl Guides	Kitchen upgrade	\$2395
The Shout Out Self Advocacy Group	Self-Advocacy – Here We Are	\$1875

Background

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

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

Grants are available to a maximum of \$2500 with each project required to provide a matching component of the total project cost, either through a cash or in-kind (material or labour) contribution. The scheme aims to be as flexible as possible regarding matching funding so there are no concrete rules about the size of the matching contribution. As a guide, however, it is anticipated that the group applying will contribute around half of the total project cost, with no more than half of the applicant's contribution being in-kind. The ability of an organisation to provide financial and in-kind support to a project is taken into account during the review process to ensure a fair distribution of grant funds.

This round of Community Matching Grants has been promoted through the Council's external website, social media, a media release and three Grant Information Sessions held at the Council Offices. The Council Grant Officer also gave a radio interview on Star FM. The internal Grants Working Group continues to collaborate to increase access for community organisations across the different grant programs within Council.

Round Two 2015/2016 opened on 2 November 2015 closing on 5 February 2016 with a total of 25 applications being received. The extended opening time was to allow for the Christmas and school holiday period where many community organisations are in recess. Grants were submitted via the online application process, Smartygrants. One application was referred to the Sporting Futures Grant and another deemed ineligible because the organisation had been funded in Round One of this financial year. The remaining 23 applications were evaluated and scored against the funding criteria by a panel of internal staff.

The applications were assessed taking the following factors into consideration:

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

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

These applications were ranked in order of score with a cut-off point determined by the amount of funding available as per the Grant Distribution Policy. Final recommendations were determined at a meeting of the Grant Review Panel on Tuesday 1 March 2016. The total requested from the submitted applications was \$54,507 which meant that Round Two was oversubscribed as the remaining budget was \$31,672. There have been five projects that were not funded due to oversubscription to the available funds in the Community Matching Grants scheme. Three applications were not recommended and three have received a reduced amount where it is considered that the delivery of the project would not be affected.

The panel have recommended 15 projects be funded. All of the recommended projects meet eligibility requirements and all aim to build or strengthen the Greater Shepparton community.

Recommended

Organisation	Codgers Capers Men's Group - Shepparton		
Project	Codgers Kitchen Capers		
Short project description	An innovative Kitchen Cooking Program that will enable members to learn to cook healthy and easily prepared foodstuffs and then mentor children from local schools in the art of cooking for themselves and how to package foodstuffs for distribution to the needy and homeless in the community.		
Requested Council Contribution	\$2500	Organisation Cash	\$600
		Organisation In-kind	\$3350
Recommendation from the Assessment panel	Recommended		

Organisation	Dunera Association - Tatura		
Project	Reinstatement of the Arandora Start Memorial Sculpture		
Short project description	Re-instate the memorial sculpture that was originally established on Internment Camp 3 land in Tatura onto Council property at the Tatura Museum. It is a memorial to the 805 people who died in the sinking of the Arandora Star ship when it was torpedoed during WWII in the Irish Sea. Many who survived had friends and relatives who did not survive. Those men later came to Australia on the Dunera and were interned in Tatura. The original monument was created before 1941 but knocked down in 1947 by the land owner after the war.		
Requested Council Contribution	\$2500	Organisation Cash	\$20,350
		Organisation In-kind	\$1070
Recommendation from the Assessment panel	Recommended		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Goulburn Valley Suns Football Club - Shepparton		
Project	Line Marking Capability		
Short project description	Obtain line marking equipment so that the club can mark its own playing field lines. Lines need to be marked which are consistent with the rules of the game before both training sessions and competition days.		
Requested Council Contribution	\$1987	Organisation Cash Organisation In-kind	\$1987 0
Recommendation from the Assessment panel	Recommended a reduced allocation of \$1586		

Organisation	KAR Shed Inc - Shepparton		
Project	KAR Shed		
Short project description	The KAR Shed aims to provide an environment of Knowledge and Respect where young people can come and learn a skill for their future. The project will engage young people aged 15-25 in industry related programs and activities within an environment structured for social connection.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	\$19,500 \$15,300
Recommendation from the Assessment panel	Recommended		

Organisation	Kialla District Hall Committee of Management		
Project	Purchase and Installation of Defibrillator		
Short project description	The Kialla District Hall is a community resource utilised by groups, private functions and community activities. The majority of the weekly activities have an attendance of predominantly older age group. The defibrillator will be purchased and located in the hall, together with clear, concise operating instructions. A training session/s for the community and regular users will be held at the hall.		
Requested Council Contribution	\$1563	Organisation Cash Organisation In-kind	\$1562 \$25
Recommendation from the Assessment panel	Recommended		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Kildonan UnitingCare - Shepparton		
Project	Building Blocks		
Short project description	This project will develop an 'Education Success Foundations' program for New Arrival families who have limited or no previous formal education, incorporating both children and adults. It will focus on middle years to adult learners to assist them to gain vital pre-education/early education skills. This will enable use of education support programs and equipment thereby supporting participants to gain the knowledge, skills & confidence to participate successfully in the Australian education system.		
Requested Council Contribution	\$2500	Organisation Cash	\$2500
		Organisation In-kind	\$580
Recommendation from the Assessment panel	Recommended		

Organisation	Mooroopna Men's Shed		
Project	Update Essential Tools		
Short project description	To purchase tools (and replace old ones donated to the shed) so that the "Shed "is self-sufficient in repairing and manufacturing items for the community". At present we continually borrow items from local tradesmen, which really is not satisfactory all round.		
Requested Council Contribution	\$2493	Organisation Cash	\$2492
		Organisation In-kind	0
Recommendation from the Assessment panel	Recommended		

Organisation	Shepparton Croquet Club		
Project	Food Safe Certificates		
Short project description	To have four club members gain current food handling certificates. This would expand the options for catering for community events, club events, inter-club events and tournaments involving interstate visitors.		
Requested Council Contribution	1) \$430	Organisation Cash	\$50
		Organisation In-kind	\$400
Recommendation from the Assessment panel	Recommended		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Shepparton Golf Bowling Club		
Project	Drink Bubble Fountain		
Short project description	Removal of old non-functioning drink bubble fountain and install a new drink bubble fountain. Installation of new drink bubble fountain is essential to have a cool drinking water supply readily available onsite at the playing/viewing area of our west green. This will prevent dehydration and heat stress of all players, officials, members & guests.		
Requested Council Contribution	\$1675	Organisation Cash Organization In-kind	\$100 \$1400
Recommendation from the Assessment panel	Recommended		

Organisation	Shepparton Junior Soccer Association		
Project	Goals for grassroots soccer		
Short project description	Obtain two pairs of portable junior soccer goals with nets. We need to obtain more junior soccer goals as we have so many players wanting to play the sport in our competition. We do not have enough playing fields with our current goals to permit each player the desired amount of time playing. The game in the Shepparton area will be able to grow.		
Requested Council Contribution	\$2324	Organisation Cash Organisation In-kind	\$2324 0
Recommendation from the Assessment panel	Recommended		

Organisation	Slap Tomorrow - Shepparton		
Project	Big Ideas 2016		
Short project description	Big Ideas 2016 is about encouraging young people to think about and explore concepts that could successfully and safely take Australia and by implication the Goulburn Valley deep into the 21st century. The project will mentor young people to develop their thinking in this space; encourage entrepreneurial skills; support ideas that are sustainable from an environmental, social and economic perspective. Young people would form and develop an idea, relevant to the Greater Shepparton District. Their idea would be presented to a panel of judges in October 2016.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	\$6120 \$9900
Recommendation from the Assessment panel	Recommended		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	St Mels Primary School Social Club - Shepparton		
Project	Pizza Oven for the Community		
Short project description	Our aim is to build a pizza oven. It will be a project combining families, using different skill levels with some learning new skills and some sharing their expertise. Materials will be sourced locally. It will be constructed at various times i.e school hours, after hours and on weekends so all can be involved. The pizza oven will become the focal point to many social gatherings.		
Requested Council Contribution	\$2500	Organisation Cash	\$669
		Organisation In-kind	\$2139
Recommendation from the Assessment panel	Recommend a reduced allocation of \$2150		

Organisation	St Pauls Lutheran Church - Shepparton		
Project	Congo Week		
Short project description	St Paul's African House and GV Congolese Association are partnering to deliver events with the aim of informing the wider Shepparton community of the past and present issues of the Democratic Republic of Congo and <ul style="list-style-type: none"> • Building new social connectedness between the Congolese community and the wider Shepparton community. • Acknowledging and sharing the Congolese culture • Providing space for the Congolese members of the Shepparton community to tell their story, share their pain and receive support. 		
Requested Council Contribution	\$2500	Organisation Cash	\$1000
		Organisation In-kind	\$1820
Recommendation from the Assessment panel	Recommended		

Organisation	Tatura Girl Guides		
Project	Kitchen upgrade		
Short project description	The Tatura Guide Unit Hall has a very old kitchen area. The Guides have fundraised extensively to upgrade the kitchen area. This Grant application will provide half of the cost of the Kitchen Cabinetry and bench tops. Tatura Guides will match the Kitchen Cabinetry and bench top costs and also has sourced local donations to cover other related works for the Kitchen Project.		
Requested Council Contribution	\$2395	Organisation Cash	\$7588
		Organisation In-kind	\$1890
Recommendation from the Assessment panel	Recommended		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	The Shout Out Self Advocacy Group - Shepparton		
Project	Self-Advocacy – Here We Are		
Short project description	This project aims to enhance the group's community connections through social media and community activities. The group will develop their own 'brand' to get their group known and recognised in the community, including a banner and Facebook page designed and developed by the group. The group will participate in training to enhance their skills and knowledge to ensure their safety while using Social Media.		
Requested Council Contribution	\$2400	Organisation Cash Organisation In-kind	\$78 \$2478
Recommendation from the Assessment panel	Recommended a reduced allocation of \$1875		

Organisation	Congupna Community Centre		
Project	Meeting Room Makeover		
Short project description	Install a split air conditioner in a shared meeting room and refresh the male, female & disabled toilets. Many groups meet in our Centre and the current meeting room doesn't have heating nor cooling. The toilets are in need of minor plastering, repairs and painting.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	0 \$1900
Recommendation from the Assessment panel	Application referred to be included in the current Sporting Futures Grant application from Congupna.		

Not Recommended

Organisation	Alkasem Youth Organisation - Shepparton		
Project	Trip to Science Works		
Short project description	Alkasem Youth Organisation will take students from multicultural backgrounds aged 8-15 to Science Works in Melbourne. The aim is to inspire students to take a more active interest in science and their studies. There is a huge gap between resources in the rural regions and the city. This work needs to be done to help bridge that gap and inspire passion as they are a very under-represented group.		
Requested Council Contribution	\$1490	Organisation Cash Organisation In-kind	0 \$2400

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		
Organisation	Dookie Men's Shed Inc		
Project	Where do we store the Wood and Steel		
Short project description	We need to purchase a 20 foot storage container to store our constantly growing collection of donated recycled wood and steel.		
Requested Council Contribution	\$2200	Organisation Cash Organisation In-kind	\$1630 \$500
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

Organisation	Filipino-Australian Friends Association Inc. (Northern Victoria) - Shepparton		
Project	Philippine Independence Day		
Short project description	We would like to celebrate 118th Philippine Independence Day with the First Anniversary of the FAFA's acquiring the only 'Philippine House' in the southern hemisphere. In preparation for Friday, 10th of June 2016, FAFA members involved will rehearse dances & drama for presentation.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	\$1500 \$800
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

Organisation	Goulburn Valley Multicultural Youth Organisation Inc. - Shepparton		
Project	Strengthening Multicultural Youth in the GV		
Short project description	This project will strengthen our newly established organisation and highlight the social needs of our multicultural youth in the region. We will showcase elements of our culture in arts, food and fun activities with the assistance of secondary school students and youth groups. This project will be organised with various school organisations and with the Shepparton Agricultural Society Inc.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	\$250 \$4250
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Goulburn Valley Pigeon Club - Shepparton		
Project	Club Room and Computer upgrade		
Short project description	Repair white ant damage to toilet and kitchen area. Update computer system. The new computer is required to work with the new clocks.		
Requested Council Contribution	\$2500	Organisation Cash Organisation In-kind	\$500 \$2000
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

Organisation	Life Saving Victoria		
Project	Open Water Learning Experience		
Short project description	<p>The Open Water Learning Experience (OWLE) will provide young members of the Shepparton community with essential skills to familiarise themselves with their local aquatic environments and stay safe during aquatic recreation.</p> <p>The program's major emphasis is water safety and survival skills, empowering participants from 'at risk' target groups within the community to recreate safely and confidently in all aquatic environments including beaches, rivers, lakes, dams and pools.</p>		
Requested Council Contribution	\$2500	Organisation Cash/in-kind	\$2740 \$3895
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

Organisation	Mooroopna Education & Activity Centre		
Project	Men's Health Week		
Short project description	<p>Mooroopna Education and Activity Centre operate an extensive exercise program and we have more than 200 participants enrolled across our various classes.</p> <p>To complement our exercise program we regularly provide the community with information regarding health. During Men's Health week this year we would like to run some activities to provide further health education for senior men in our community.</p>		
Requested Council Contribution	\$1500	Organisation Cash Organisation In-kind	\$160 \$1275
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Organisation	Shepparton High School		
Project	Outdoor Furniture for Australian Botanical Gardens		
Short project description	Design timber and metal outdoor furniture to be installed in the Australian Botanical Gardens - Greater Shepparton. Students will meet with the committee of management and then work on construction of seats that they will install in the gardens.		
Short project description	The client needs/specifications will be consulted with to ensure the furniture complies with the appropriate design/style and safety specifications.		
Requested Council Contribution	\$2500	Organisation Cash	0
		Organisation In-kind	\$2750
Recommendation from the Assessment panel	Not Recommended – funding allocation exhausted		

Organisation	South Shepparton Community Centre		
Project	30 Year Open House		
Short project description	We will open our doors for everyone; (former) employees, (former) participants, people who are passing through, organisations who provide services from our centre and in general anyone who is interested. We will celebrate 30 Years South Shepparton Community Centre with activities at the Centre 11 Service Street. We will showcase our history, and offer a stands for our service providers to hand out their information.		
Requested Council Contribution	\$1550	Organisation Cash	\$450
		Organisation In-kind	\$2015
Recommendation from the Assessment panel	South Shepparton Community Centre was funded in Round One and therefore ineligible for this Round		

Council Plan/Key Strategic Activity

The endorsement of the Community Matching Grants is intrinsically linked to the Council Plan 2013 – 2017. The majority of applicants have identified that their project meets one or more of the Council Plan objectives:

Goal 1 - Active and engaged communities, in particular - Continue to enhance community capacity building.

Applicants have also noted projects that are linked to the following objectives:

Goal 4 - Quality Infrastructure - Ensure that communities have access to high quality facilities.

Risk Management

Insignificant to low risks have been identified and will be addressed at the operational level. All grantees will be required to consult fully with Council representatives prior to, and during their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks. Applicants have been asked to confirm that they have the necessary public liability insurances for projects where activities are being undertaken by the Grantees themselves. This will be confirmed prior to the release of any funds.

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

The risk of conflict of interest to the Review panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form.

Policy Considerations

Approval of the Community Matching Grant recommendations supports existing Council policies.

Financial Implications

Council has committed a total of \$75,000 for the 2015/2016 financial year for the Community Matching Grants Scheme. It is recommended that \$31,491 is approved for 15 projects in Round Two. Most of the projects incorporate a matching component where the community group share the costs with Council, the matched contribution being financial or in kind (materials or labour). Nine recommended applications in this Round have provided at least \$1 for \$1 cash match. Five applicants were registered for GST.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	N/A	N/A	N/A	There is no revenue associated with Community Matching Grant Scheme
Expense	2015/2016 Budget: \$75,000 R1 allocation: \$43,328 Remaining budget: \$31,672	R2: \$31,491	\$181 underspend	\$32,473.40 \$982.40 GST

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The Community Matching Grants Scheme is consistent with the Local Government Act 1989 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

Environmental/Sustainability Impacts

The approval of the recommendations for the Community Matching Grants will not have any negative environmental impacts. The Big Ideas project will see young people engaged in conversations to encourage entrepreneurial skills and support ideas that are sustainable from an environmental, social and economic perspective.

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Social Implications

The applications received this Round demonstrate the significant value of local volunteers and community organisations who contribute to the social connectedness of the Greater Shepparton community. There are projects that engage young people to encourage them to learn new skills and enhance the opportunity for them to participate more fully in community life. Two projects provide a valuable space for men to participate in activities. Several projects see community organisations taking pride in upgrading assets and facilities for sporting and community activities. There are three projects which have a focus on reducing barriers and increasing understanding of and for the multicultural community.

Economic Impacts

Grant allocations this Round will contribute to community organisations being able to cater and provide better facilities for inter-club events and the interstate visitors who visit and contribute to the local economy. Many of the applications are for the purchase of equipment, materials and services which will support local business.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure that the information about the application process was widespread	Media Release Website Social Media Radio interview Information Sessions
Consult	Grant Information Sessions	Three sessions offered at the Council Offices during the day and evening.
Involve	Community Development Officers provide assistance to community groups	Consultation on an individual basis during the application process
Collaborate	Successful community groups/members will be responsible for the implementation of their projects which will provide the opportunity for community capacity building.	Successful applicants will drive their own community initiatives.
Empower	Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects.	Community groups will drive the delivery of their projects

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

7. COMMUNITY DIRECTORATE

7.4 Community Matching Grant Round 2 - 2015/2016 (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Council Plan 2013 – 2017

Goal 1 - Active and Engaged Communities (Social)

Goal 2 - Enhancing the Environment (Natural)

Goal 3 - Economic Prosperity (Economic)

Goal 4 - Quality Infrastructure (Built)

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

b) Other strategic links

Municipal Health and Wellbeing Plan 2013-2017

Universal Access and Inclusion Plan

Cultural Diversity and Inclusion Strategy

Greater Shepparton Environmental Sustainability Strategy 2014-2030

Greater Shepparton Volunteer Strategy and Action Plan 2014-2018

Greater Shepparton Youth Strategy and Action Plan 2012- 2015

Tatura Community Plan 2015

Mooroopna Community Plan 2015

Other links identified

Greater Shepparton Communities for Children Strategic Plan

Greater Shepparton Lighthouse Project Strategic Plan

Conclusion

The applications for funding through the Community Matching Grants Round Two 2015/2016 have been reviewed by an internal Grant Review Panel in line with the Grant Distribution Policy with the Council and they have recommended 15 projects to be funded. All of these projects meet eligibility requirements and all aim to build or strengthen the Greater Shepparton community. All recommendations should be approved to ensure that Council takes advantage of the communities commitment to the projects listed.

Attachments

Guidelines Community Matching Grants 2015-2016

7. COMMUNITY DIRECTORATE

7.5 Greater Shepparton Safe Communities Advisory Committee Terms of Reference

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

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

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

Council Officers involved in producing this report

Author: Community Safety Officer

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

Approved by: Director Community

Executive Summary

The Greater Shepparton Safe Communities Advisory Committee (GSSCAC) first convened on 29 September 2011 and has met quarterly since to implement and review the Community Safety Strategy. The Advisory Committee has identified a number of amendments which are required to bring the Terms of Reference in line with its current structure and meeting arrangements.

RECOMMENDATION

That Council approves the amended Greater Shepparton Safe Communities Advisory Committee's Terms of Reference as presented.

Background

The Greater Shepparton Safe Community Advisory Committee was established in September 2011 to provide feedback and advice on community safety planning and initiatives. The Advisory Committee has a role in assisting with the development and drafting of the Community Safety Strategy while working in partnership to foster community safety planning at a local level.

The Advisory Committee are proposing the following amendments to its Terms of Reference to bring the document up to date with the current meeting arrangements:

- Purpose – statement of purpose has been amended to provide more direct explanation of purpose of committee.
- Role of GSSCAC – creation of an introduction statement, additional role descriptions have been added to include “responsibility of delivery” and “participation of ongoing evaluation”.
- Committee Membership – formatting has been amended with an explanation included for the role of Chairperson and Community Safety Officer. Additional amendments include Terms of Appointment, Nomination/Applications for SCAC and Co-option.
- Committee Meeting Procedure – procedure has been expanded to include the definition of quorum, minute's procedure, declaration of conflicts of interest by Councillors and non-requirement to comply Councils Local Law No.2 which previously sat in other sections of the terms of reference.
- Reporting – details of reporting have been amended to reflect current process.

7. COMMUNITY DIRECTORATE

7.5 Greater Shepparton Safe Communities Advisory Committee Terms of Reference (continued)

Council Plan/Key Strategic Activity

Greater Shepparton City Council, Council Plan 2013-2017

Goal 1: Active and Engaged Communities (Social), Objective 3: Ensure liveability options are always considered in our decision making activities, Strategies: “Develop, deliver and implement community safety initiatives with the State Government, Police, State agencies and the community, including but not limited to CCTV”, and “Review and continue to implement the Greater Shepparton City Council Safer City Strategy”.

Risk Management

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

Policy Considerations

This recommendation supports the delivery of the Community Safety Strategy 2014 – 2017.

Financial Implications

There are no financial implications expected as a result of this recommendation, all GSSCAC initiatives are implemented following council’s annual budget process.

Legal/Statutory Implications

Greater Shepparton City Council, Council Plan 2013-2017

Goal 1: Active and Engaged Communities (Social), Objective 3: Ensure liveability options are always considered in our decision making activities, Strategies: “Develop, deliver and implement community safety initiatives with the State Government, Police, State agencies and the community, including but not limited to CCTV”, and “Review and continue to implement the Greater Shepparton City Council Safer City Strategy”.

Environmental/Sustainability Impacts

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

Social Implications

There are no adverse social implications associated with this recommendation. This proposal supports the development of creating a whole of community approach to community safety whilst enhancing community’s health and wellbeing.

Economic Impacts

There are no identified negative economic impacts associated with this recommendation, however, by improving community safety within Greater Shepparton positive economic impacts may be seen as a result.

Consultation

Review of the Terms of Reference was conducted on the 11th of June 2015 during the Safe Communities Advisory Committee and submitted Terms of Reference were endorsed on the 13th of August by the committee.

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

7. COMMUNITY DIRECTORATE

7.5 Greater Shepparton Safe Communities Advisory Committee Terms of Reference (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 1 – Settlement and Housing

Direction 2 – Community Life

Direction 4 – Economic Development

Direction 5 - Infrastructure

b) Other strategic links

Greater Shepparton City Council – Community Safety Strategy 2014 – 2017

Greater Shepparton City Council – Municipality Public Health and Wellbeing Plan 2015-2016

Greater Shepparton City Council – Cultural Diversity and Inclusion Strategy 2015 – 2018

Greater Shepparton City Council Action Plan – Hume Region Preventing Violence Against Women and Children Strategy 2013 – 2017

Conclusion

The Terms of Reference submitted for adoption has been reviewed and endorsed by the Greater Shepparton Safe Communities Advisory Committee with the amendments made creating a document that reflects the current requirements of the Committee.

Attachments

Terms of Reference - Greater Shepparton Safe Communities Advisory Committee August 2015

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy

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

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

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

Council Officers involved in producing this report

Author: Project Manager Active Living

Proof reader(s): Manager Active Living

Approved by: Director Community

Executive Summary

Council owns and manages seasonal outdoor pools in Merrigum, Mooroopna and Tatura. The provision of swimming pools is a traditional service delivered by Council's right across Australia and provides a number of physical and social health benefits to communities. The following table provides an overview of key information for each pool:

	Merrigum	Mooroopna	Tatura
Constructed	1985	1962 (War Memorial Pool)	1970
Features	26m x 12m main pool, toddler pool, shade, change rooms, kiosk, BBQ.	34.5m x 13.5m main pool, toddler pool, shade, change rooms, kiosk.	34.5m x 13.5m main pool, toddler pool, shade, change rooms, kiosk, BBQ.
Operational Cost (3 year average)	\$54,592	\$71,565	\$61,167
Population Catchment	672	7,837	4,362
Attendance (3 year average)	2,628	4,107	6,194
Cost Per Visit (3 year average)	\$21.73	\$17.47	\$10.06
Star Rating (out of 5)	2 Star – Local Facility	2 Star – Local Facility	2 Star – Local Facility

The Murchison Pool is on Crown Land and is managed by a volunteer committee who are undertaking their own strategic planning. The pool has been receiving a \$70,000 annual contribution from Council for a number of years of which \$20,000 is to support the operation of the pools, and \$50,000 is to support the upgrade of the pools ageing facilities. The Aquamoves 50m pool and associated seasonal aquatic areas will undergo a separate detailed strategic planning process as part of the entire facility.

In order to balance the needs of the community with the viability of the provision of rural seasonal pools, the development of a review and strategy by Council's Active Living Department has been undertaken. The key objective of this document is to provide guidance to Council in relation to the provision of services and the development of facilities for swimming in Greater Shepparton. The document sets direction and targets to achieve well run and utilised services, at a reasonable cost to Council, and provides a foundation for operational focus.

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy (continued)

The report recommends that Council continue to invest in the provision of the Merrigum, Mooroopna and Tatura seasonal pools, however there are clear actions to be achieved and key focus areas to be worked on to ensure improvement. These include efforts to increase visitation, reduce operational cost, increase community involvement, conduct more community events and activities, maintain and renew infrastructure, effectively manage operations and undertake suitable review, reporting and strategic planning.

Officers are now recommending that the document is released for final community comment. This will enable any feedback to be considered prior to it being adopted by Council.

RECOMMENDATION

That the Council:

1. supports the findings of the draft Greater Shepparton Seasonal Pools Review and Strategy;
2. release the document for community consultation for a period of 3 weeks, commencing on 22 April 2016 and concluding on 13 May 2016.

Background

Council owns and manages seasonal outdoor pools in Merrigum, Mooroopna and Tatura. The overall management includes all operational aspects such as staffing, water quality, maintenance, cleaning, kiosk provision, programming of activities and events, bookings and customer service. The current Active Living Department staffing structure has been developed to ensure the effective provision of seasonal pools to the community, including a Coordinator solely responsible for the season pools for the duration of the season (November to March).

Factors such as a decline in usage over time, the operational cost of running the facilities and the condition of major infrastructure prompted the need for a review and strategic focus. The Active Living Department has undertaken a comprehensive review of the provision of seasonal pools for the Greater Shepparton community. Consultants were engaged to undertake a thorough community consultation and included over 1200 interactions with the community. Final analysis of consultation results were provided to Council enabling the writing of the document to be completed.

A Project Team consisting of the following internal and external stakeholders have provided input into the development of the document as presented.

Project Team

- Manager Active Living
- Aquamoves Centre Manager
- Team Leader Leisure Facilities
- Project Manager – Active Living
- Manager, Sport and Recreation Victoria, Hume Region
- Communityvibe (Consultants)

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy (continued)

The Review and Strategy recommends that Council continue to invest in the provision of the Merrigum, Mooroopna and Tatura seasonal pools, however there are clear actions to be achieved and key focus areas to be worked on to ensure improvement. The report recommendations are focussed on three periods:

Stage 1: Short Term (Years 1 – 3)

This stage has a focus on operational improvement with the major target of '100% of pools performing at a 'Good' level or better'. The achievement of this target will require increases in community involvement, increases in visitation and a reduction in operational cost.

Stage 2: Mid Term (Years 4 – 6)

If Stage 1 Key Performance Indicators do not improve and the major target is not achieved, progression to this stage may not occur, or may only occur at certain facilities. This stage will focus on a review of services and the potential to consider and plan for capital improvement including undertaking upgrades and/or significant capital improvements to existing facilities.

Stage 3: Final Term (Years 7 – 9)

If Stage 2 Key Performance Indicators do not improve and the major target is not achieved, progression to this stage may not occur, or may only occur at certain facilities.

This stage will involve undertaking significant capital development to better meet the future needs of the community and cater to the demands of increased usage.

Council Plan/Key Strategic Activity

The review and strategy document is strongly linked to the following goal and objective from the Council Plan 2013 – 2017:

Goal 1: Active and Engaged Communities

- Objective: 4. Provide sustainable community services to our community
 - Strategy: Monitor and appropriately support the provision of quality services within the municipality.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Negative perception from users/public	C	3	Mod	Communication to the public will aim to raise awareness of the positive reasons for producing the Review and Strategy and outline the ratings and recommendations within, which should assist in an understanding of the content and minimise concerns.

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Document not adopted by Executive/Council	C	2	High	It is expected that all levels of Council are supportive of project aiming to provide guidance and clear direction on the future provision of quality community facilities, and as such the strategy will be adopted either in its current form or with some level of modification.

Policy Considerations

This project does not conflict with any Council policies.

Financial Implications

The majority of expenses for the project were undertaken in the 2014/15 Financial Year. Funding received from the Victorian Government covered the expenses associated with the consultation phase. Minor expenses will be required to release the document for community comment.

Legal/Statutory Implications

As public facilities, the seasonal pools are required to meet safety and accessibility standards and guidelines. As part of the seasonal pools review non-compliance items were identified during audits by Dennis Hunt and Associates in January 2014. This information formed a list of tasks to be addressed over the 2013/14, 2014/15, 2015/16 seasons. It must be noted that there are areas of non-compliance which would require significant capital works to rectify.

Environmental/Sustainability Impacts

This review and strategy will positively impact on the environment by highlighting and setting in place a plan to address non-compliance items. Whilst these items might not have a significant impact on the environment, ensuring that all areas of the facility (including plant and chemical use/storage) are compliant will reduce the risk of any potential negative environmental impact.

Social Implications

The review and strategy provides recommended actions and key focus areas aimed at improving the opportunities for socialisation at the seasonal pools, and creating environments that are enjoyed by the community. The social and physical health benefits for the community were a strong feature of the consultation and are outlined in the document.

Economic Impacts

The recommended actions and key focus areas in the review and strategy centre on achieving a satisfactory 'cost per visit' for each seasonal pool. A key element to calculate cost per visit is the operating subsidy of a facility. The review and strategy identifies opportunities aiming to increase revenue and/or reduce operational cost, relative to increased visitation.

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy (continued)

Consultation

Extensive consultation was undertaken with our community and staff to aid in a thorough review of the pools and in the development of relevant recommendations. Consultation focussed on positive aspects of the pools, as well as issues or areas for improvement that will assist in providing enjoyable experiences for the community. A summary of the consultations engagement with the community is as follows:

Consultation	Engagement
Pool Users Survey (2012 - 2014)	150
Greater Shepparton Seasonal Pools Consultation (2014/2015)	526
'Your pools, your say' Community Survey (2015)	520
Greater Shepparton Staff Consultation (2015)	21
TOTAL ENGAGEMENT	1,217

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Community Life

Theme: Recreation and open space

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

Strategies:

- 1.2 Encourage parks and facilities to cater for a range of recreational and sporting activities.
- 1.8 Promote a healthy lifestyle and the use of recreation and sporting facilities.

b) Other strategic links

Council Plan 2013-2017

Goal 1: Active and Engaged Communities

- Objective 4: Provide sustainable community services to our community.
 - Strategy: Monitor and appropriately support the provision of quality services within the municipality.

Conclusion

Council's seasonal pools provide our communities with valuable facilities providing opportunities for enjoyment, socialisation and activity, leading to improved health and wellbeing. In order to balance the needs of the community with the feasibility and viability of the provision of rural seasonal pools, the review and strategy has been developed. The key objective of this document is to provide guidance to Council in relation to the provision of services and the development of facilities for swimming in Greater Shepparton.

7. COMMUNITY DIRECTORATE

7.6 Greater Shepparton City Council Pools Review and Strategy (continued)

This report recommends that Council continue to invest in the provision of the Merrigum, Mooroopna and Tatura seasonal pools, however there are clear actions to be achieved and key focus areas to be worked on to ensure improvement. These include efforts to increase visitation, reduce operational cost, increase community involvement, conduct more community events and activities, maintain and renew infrastructure, effectively manage operations and undertake suitable review, reporting and strategic planning.

Attachments

1. Seasonal Pools Review and Strategy - Executive Summary
2. Seasonal Pools Review and Strategy

7. COMMUNITY DIRECTORATE

7.7 Volunteer Policy 07.POL3

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

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

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

Council Officers involved in producing this report

Author: Community Development Officer

**Proof reader(s): Community Development Coordinator,
Team Leader Community Strengthening, Team Leader People and Workforce,
Manager Neighbourhoods**

Approved by: Director Community

Executive Summary

One of the key actions of the Greater Shepparton City Council's Volunteer Strategy and Action Plan 2014-2018 is that 'Council will develop a Volunteer Policy that reflects the national standards of volunteering'. The Volunteer Policy outlines Council's commitment to volunteers and alignment with the national volunteer standards.

The Volunteer Policy identifies that volunteering is time willingly given for the common good and without financial gain. This definition aligns with the definition of volunteering provided by Volunteer Australia.

Volunteering is an essential community resource which promotes active citizenship and social inclusion. Greater Shepparton City Council as a local government body reflects the definitions, principles and National Standards in their commitment to volunteers across the municipality through the adoption of the Volunteer Policy.

RECOMMENDATION

That Council the adopt the Volunteer Policy 07.POL3.

Background

Greater Shepparton City Council's Volunteer Strategy and Action Plan 2014-2018 was adopted by Council in August 2014. As part of the strategy it was proposed to develop a Volunteer Policy to outline Council's commitment to volunteers.

Council relies heavily on volunteers to run many of our essential programs. This policy ensures volunteers across the municipality are supported with standards of best practice. Council supports the common understanding of the Definition of Volunteering, Principles of Volunteering and National Standards of Volunteering and the strategic directions of the Volunteering Strategy and Actions Plan 2014-2018.

The Principles of Volunteering was developed by Volunteering Australia as a result of a national consultation. These principles are a rationale or philosophy for involving volunteers in programs. Extensive consultation Australia wide by Volunteering Australia has resulted in the development of National Standards for Volunteering consisting of eight key elements. These elements represent the main activities that typically occur in organisations that involve volunteers regardless of their size or function.

7. COMMUNITY DIRECTORATE

7.7 Volunteer Policy 07.POL3 (continued)

The objective of the Volunteer Policy is to ensure the following:

- Best standards & best practice and a consistent approach in supporting volunteers within Council and the community. This adheres to the National Standards of Volunteering
- Provide a consistent approach to recruitment of volunteers across Council
- Engage and retain volunteers
- Recognise and celebrate volunteers across the municipality
- Work to raise the profile of volunteering across the municipality
- Respond to emerging trends and issues in the volunteer sector.

Council Plan/Key Strategic Activity

This document supports the Greater Shepparton City Council Volunteer Strategy and Action Plan 2014-2018 objectives:

Key Strategic Deliverable 2: Recruitment

Key Strategic Deliverable 3: Supporting Volunteers

This document supports the Greater Shepparton City Council Plan 2013-2017 objectives:
Goal 1 – Active and Engaged Communities (Social)

Risk Management

No risks have been identified for this policy and procedure document. A risk assessment is not required at this time.

Policy Considerations

There are no identified conflicts with existing Council policies.

Financial Implications

There are no financial implications associated with the endorsement of the Volunteer Policy 07.POL.3. The policy supports the existing Council volunteer programs and their associated budgets. Council commits funds each financial year towards the implementation of the Volunteer Strategy and Action Plan 2014-2018.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts as a result of the Volunteer Policy 07.POL.3.

Social Implications

Greater Shepparton City Council recognises the pivotal role that volunteers play within the community. Volunteering is an essential community resource which promotes active citizenship and social inclusion. Volunteering extends our values to our communities to make them safe, robust, inclusive and culturally rich as volunteers come from all walks of life and come together to achieve a common goal.

Economic Impacts

There are no economic impact associated with this report.

7. COMMUNITY DIRECTORATE

7.7 Volunteer Policy 07.POL3 (continued)

Consultation

Through the development of the Volunteer Strategy and Action Plan 2014-2018 extensive consultation was undertaken with the broader community. Further detailed consultation has occurred with a variety of internal Council departments, particularly those responsible departments that assist with the implementation of the Volunteer Policy. Consultation on elements of the draft processes and procedures have also occurred with Council's internal Volunteer Managers/Coordinators. The Volunteer Managers Network is a Council driven network and consists of internal Managers/Coordinators that coordinate volunteers within Council.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Objective 2:

b) Other strategic links

Greater Shepparton City Council Plan 2013-2017

Goal 1 – Active and Engaged Communities (Social)

Greater Shepparton City Council Volunteer Strategy and Action Plan 2014-2018

Key Strategic Deliverable 2: Recruitment

Key Strategic Deliverable 3: Supporting Volunteers

Greater Shepparton City Councils Community Development Framework

Greater Shepparton City Councils Community Engagement Strategy

Conclusion

It is essential that Council has a clearly defined process in place in regards to volunteers. The adoption of the Volunteer Policy 07.POL.3 will ensure that there is a shared view and understanding of the National Standards of Volunteering and a consistent and coordinated approach to which Council interacts with Volunteers.

Attachments

Volunteer Policy

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management

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

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

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

Council Officers involved in producing this report

Author: Committees & Cemeteries Operations Officer

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

Approved by: Director Community

Executive Summary

In accordance with the Greater Shepparton City Council Guideline – Committee Delegations, Committees of Management are required to provide Council with an annual report on the operation of the facility/s.

The information contained in this report provides an overview of the annual reports received for the 2014-2015 financial year from each of the Council owned halls and recreation reserves Committees of Management delegated under S.86 of the Local Government Act.

RECOMMENDATION

That the Council acknowledge the annual reports for the 2014-2015 financial year as presented for each of the Council owned halls and recreation reserves Committees of Management delegated under S.86 of the Local Government Act.

Background

The S.86 Committees of Management responsible for recreation reserves and community halls are delegated under the Local Government Act. As part of the responsibilities of these committees they are required to provide an annual report at their Annual General Meeting. The following information are key highlights taken from the 2014-2015 Annual reports provided by the S.86 Committees of Management:

Arcadia Community Centre Committee of Management

- Council completed \$110,000 upgrade and replacement to the existing toilet block.
- Community Planning Committee has been working with Council on a Draft Masterplan for the recreation reserve including landscaping, car parking, access, etc.
- A Heritage sign is being developed to erect at the recreation reserve. Includes original settlers, historic railway information and laces or interest.
- VicRoads replaced the Arcadia township signage on the freeway and now easier to find with a 3km directional sign.
- Council upgrading dangerous corner of Arcadia Road and Carters Road. Includes widening of the road and improving visibility for traffic coming from both directions.
- Working with Parks Victoria to maintain Arcadia Riverside Reserve. New rubbish bin at top of track to reduce littering and working to install new signage.

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

- Arcadia CFA Sunday Markets now taking place four times a year at the recreation reserve and generating interest and visitors from around the local area.

Ballantyne Centre Committee of Management

- Normal operational and maintenance requirements have been completed throughout the 12 month period.
- In January 2015 the Ballantyne Centre Committee of Management applied for a \$15,000 'Our sporting Future' grant. This application was successful and the funds will go towards the installation of a 25kw solar power system for the Ballantyne Centre. The Tatura Football Netball Club will provide half of the designated costs that are to be provided by the applicant for the project.
- Upgrading of the multimedia system has taken place with the purchase of a new high quality hand held microphone, amplifier, 4000 lumens overhead projector and the installation of HDMI for connection to laptop computers. The system provides greater clarity for users of the Centre.
- The vertical blinds have been removed and replaced by roller blinds and window tinting. This was mainly due to the continual maintenance of the verticals which were damaged by children.
- Usage of the facility increased from 95 days in 2013/14 to 121 days in 2014/15.

Bunbartha Recreation Reserve Committee of Management

- Bunbartha Tennis Club and the Northerners Cricket Club continue to be the prime user groups.
- Casual hiring's have slightly lifted the centres use for the year.
- The Committee will work to ensure the centres continuing use patterns and maintenance of the facility.

Caniambo Hall Committee of Management

- Christmas barbeque night was a success with a good crowd.
- CWA is a good user of the hall.
- No major problems around hall.
- Thanks to all volunteers.

Central Park Recreation Reserve Committee of Management

- Sewerage line upgrade.
- Site meetings in relation to investigating future options to upgrade change rooms.
- Representatives of the Committee have been working in conjunction with the Community Plan Group on future plans to improve the recreation reserve.
- Thanks to committee members for work throughout the year.

Congupna Recreation Reserve and Community Centre Committee of Management

- Facility has been running smoothly with regular bookings for the community centre.
- Council funding and upgrade of car park lighting.
- Committee purchased laptop to manage the Committees financials.
- Asbestos has been removed in the old meeting room.

Dhurringile Recreation Reserve and Community Centre Committee of Management

- During the year we have had several bookings, some great community functions with our meal deals and tennis functions and a very successful working bee with excellent volunteer work.

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

- Continue to work closely with the Shepparton Council, Dhurringile school and the Tennis club to maintain and improve the facility for the benefit of the community. The committee would like to attract more bookings especially corporate and business bookings to generate further revenue.

Dookie Memorial Hall Committee of Management

- Hosted Dookie Earthed 4 October 2014 – transformed the hall into a part time Arts Hub via a grant received by Dookie Arts. Funding enabled lighting, sound, projection equipment and sound proofing curtains to be purchased by Dookie Arts who then gifted these improvements to the Committee of Management.
- Other improvements have included stage curtains, painting, mobile exhibition units, glass display cabinets and new entry and foyer light pendants.
- White ants continue to cause concern and the Committee worked with Council in relation to regular treatments to stabilise the problem.
- Bookings have increased as a result of the improvements with 14 events held in the hall during the 2014-2015 year. These included 10 Shepparton Theatre Arts Group plays, Dookie Lions Club, Exercise Groups, Film Group, Carols by Candle Light as well as birthday parties.
- Six working bees were held throughout the year to paint, resurface the wooden floor, general maintenance and improvements to the interior and gardens.
- Committee of Management are pleased to be able to care-take this building for the community noting they are very proud of our Dookie Memorial Hall.

Dookie Recreation Reserve and Community Centre Committee of Management

- Successful 12 months with no major issues.
- Turf and sprinklers around the community centre installed.
- Working with Council on drainage plans for the recreation reserve.
- Oval was better this year because it didn't have the large rain fall events of past years.
- The community centre has been well utilised for the year.
- Recognition of volunteer work.

Harston Hall Committee of Management

- Annual Reg Poole Country Music Concert was a big success. Thanks to local artists who donated their takings back to the hall.
- New floor tiles were laid in the foyer and cloak room.
- Window tinting was undertaken to protect the tiles from the sun.
- Painting and maintenance work was undertaken by the Dhurringile Prison Community Work crew.
- Plans for replacement of windows in near future.
- Considering ways to get younger generation involved in promoting the use of the hall in the community.

Karramomus Recreation Reserve and Community Centre Committee of Management

- Tennis Club is still active with two teams playing in the summer competition.
- CWA uses the hall and pavilion depending on the time of the year for their meetings.
- The local CFA utilises the barbeque for their special meetings.
- Electrical wiring upgrade to building.
- Aim to undertake some funding raising and hope to encourage more bookings.

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

Katandra West Community Facilities Committee of Management

- New fence installed on the playground.
- Christmas lights and decorations installed.
- Advertising sign for Carols Walkabout.
- Repair to light meter at the tennis courts.
- New boundary fence installed on the western side.
- Working with Council on the delivery of the new community centre on recreation reserve.

Kialla District Hall Committee of Management

- Replaced plants at the front of the hall and garden bed.
- The rigorous cleaning and general housekeeping has been maintained.
- A new electrical board has been installed.
- An additional split system has been installed.
- A new dishwasher has been installed.
- The excellent volunteer work from Committee members has continued.
- Hiring has continued to be good this year.

Kialla West Recreation Reserve Committee of Management

- Two working bees undertaken to tidy up reserve.
- An additional seat was placed in some shade near the playground.
- New tiles were laid in the tea room.
- Cupboard doors were trimmed to allow for the new tiles.
- A successful application for a grant provided some outdoor gym equipment.
- Repairs to girls toilet door as a result of vandalism.
- Reserve utilised by Kialla United Football teams – two grade 3/4 and one grade 5/6 team, Kialla United Auskick program, Pine Lodge cricket team.

Lemnos Recreation Reserve Committee of Management

- Lemnos Recreation Reserve is home to four cricket teams and five tennis teams in both senior and junior competitions and also a mid-week ladies team.
- Water improvements via construction of dam enabling use of irrigation of reserve.
- Hiring of oval by Isik College for AFL Program for 6/52.
- Steady commitment of user groups.

Murchison Community Centre Committee of Management

- Service and repair of air-conditioning in Community Centre
- Regular bookings for boot camp yoga and older persons exercise groups
- Good casual use by local sporting clubs and community groups
- Partnership with RSL being investigated in relation to upgrade of curtains and air-conditioning in the RSL meeting room.
- Quotes obtained for replacement of the centres original curtains and carpet – looking at funding options to enable work.
- Acknowledgement of the passing away of long time Committee of Management President Bruce Brisbane.

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

Tallygaroopna Memorial Hall Committee of Management

- Successful year.
- Restoration of the Minenwerfer gun on the hall parapet.
- Plans to light the parapet for better display at night, cabinets to display war memorabilia and reconditioning of soldiers photos displayed in the hall.
- Repainting of the outside of the hall.
- Very successful ANZAC Day celebrations and local history display.

Tallygaroopna Recreation Reserve Committee of Management

- Caught up with [outstanding] user group fees where previously didn't cover our cost to now having a little in the bank and building on that in the future.
- Great facilities and need to continue with the plans to keep the whole place up to scratch.
- In the coming year will work on our wish list to upgrade the power, putting air conditioning in the pavilion and eventually upgrades to the kitchen.

Toolamba Recreation Reserve Committee of Management

- New committee members have enthusiastically taken up the challenge of reengaging with all of our user groups and understanding the usage numbers and patterns of the hall.
- The Committee has embarked on a series of regular Sunday working bees to carry out essential maintenance on the hall and its surrounds.
- The single chairs were all washing and screws replaced where required to keep them in good working order.
- Electrical maintenance was carried out including replacement of the switchboard to bring it up to current safety standards.
- The installation of solar panels has reduced our power bill enormously.
- The reconstruction of the car park was successfully completed and has provided a great asset for the hall and the Primary School.

Council Plan/Key Strategic Activity

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

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

Risk Management

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

Policy Considerations

There are no conflicts with existing Council policies.

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no economic impacts arising from this report.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Website announcement • Letters to outgoing committee members
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

7. COMMUNITY DIRECTORATE

7.8 2014/2015 Annual Reporting - Halls and Recreation Reserves Committees of Management (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

No other strategic links have been identified.

Conclusion

It is recommended that the above details relating to the achievements and operations of Councils halls and recreation reserves Committees of Management in the 2014-2015 be acknowledged.

Attachments

Nil

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee

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

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

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

Council Officers involved in producing this report

Author: Project Manager

Proof Reader: Project Manager

Approved by: Director Community

Executive Summary

On the 19 May 2015 Greater Shepparton City Councillors agreed to prepare all documentation necessary to progress the new SAM project including the governance model and transition process toward Company Limited by Guarantee.

Simon McArthur and Associates completed a feasibility study and business case in 2014 and recommended the following:

To proceed to implement a governance model based on a Publicly Owned Company Limited by Guarantee model (POCLbG).

This report details the progress made following the facilitated governance round table discussion with Councillors, SAM foundation members, Gallery Kaiela and Council staff on Tuesday 8 December 2015.

Russell Kennedy Lawyers have since produced the attached Shepparton Arts Museum Limited Constitution for Councils consideration and approval.

RECOMMENDATION

That the Council:

1. endorse a Publicly Owned Company Limited by Guarantee as the Governance model for a new Shepparton Art Museum
2. review and approve the draft Constitution for SAM Publicly Owned Company Limited by Guarantee
3. endorse SAM Foundation's participation/involvement in matters related to the Governance model.
4. Appoint Peter Harriott (Greater Shepparton City Council) and Peter Quinn (Sam Foundation) as the founding members/directors for Shepparton Art Museum Limited

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

Background

Simon McArthur and Associates completed a feasibility study and business case in 2014 and recommended the following:

It is recommended to proceed to implement a governance model based on a Publicly Owned Company Limited by Guarantee model (POCLbG). This model is the most effective way to significantly involve philanthropists and the private sector in funding and expertise to develop and operate a new art museum. This is critical to support a significant investment and increased operating risk. The other supporting reasons for this choice are:

- allows SAM to accept generous philanthropic gift collection, and ensure that this gift is not offered to a competitor
- share out financial risk, so that local government is not the only risk taker
- generate financial reserves to periodically source capital for product reinvigoration
- source funds from the private sector and to support ongoing operational requirements
- protect Council ownership of the existing collection
- create a highly functional facility which supports Shepparton communities;
- promote Shepparton nationally and globally by building a twenty first century state of the art facility that will attract world class exhibitions;
- generate higher levels of staff motivation and performance that typically comes from independent organisations with strong brand values; and
- attract valuable collections / art donations from those not prepared to donate to local government.

This recommendation is a necessary condition for project feasibility.

The Company would be run by a Board of Directors, who in turn would be supported by the Art Museum Director, staff and several management committees. The honorary non-representational skills based Board could then oversee two Management Committees focussed on:

1. Finance / Governance / Management / Capital Works
2. Acquisitions, Exhibitions & Public Programs

The Company could lease the land and building from Council at a peppercorn rent (part of Council's contribution (Lease and funding agreement)).

The current SAM public collection would be loaned to the Company (Custodian agreement) to look after and exhibit.

Donors could choose to donate significant art to the public collection, owned by Council or a new collection established and owned by the Company.

The choice of a governance model is a critical decision. Consultations on the existing SAM and other art galleries highlighted that the current governance model may not be conducive to the capital raising required to achieve the Project vision/objectives.

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

An alternative model would have the potential to:

- limit the financial risks facing the Council;
- encourage significant private collection gifts and financial donations towards ongoing operations;
- facilitate State Government funding of capital investment;
- access higher calibre skills and experience into the strategic management of the operation; and
- Through a stronger sense of independence, increase motivation, innovation and performance of all stakeholders.

The need for a new SAM Governance Model.

There is a significant trend towards more independent governance models for art museums in Australia and internationally. Concerns have been raised over the tendency for local government to view art collections as assets that can be sold to raise funds to support other council's services. Local government is no longer seen as a 'safe pair of hands' to protect the cultural assets that belong to community. Many communities have called for the creation of independent governance models that exist with the sole purpose of safeguarding the artworks on behalf on the community to which they belong.

Some of the most successful regional art museums in Victoria operate with a high degree of independence from their local Council. The Art Gallery of Ballarat and TarraWarra Museum of Art are two such museums that make major contributions to their local community and economy. More independent governance models have enabled greater fundraising and community support. They have also provided regional communities with sustainable art museums that contribute to the social and economic vitality of their regions.

Existing Governance Model

Research identifies a number of concerns with Council-owned and operated art museums:

- Regional art museums are rarely identified as "core business" for Councils. As a result, they often considered a discretionary expense. This can inhibit development and limit potential for exploiting external funding opportunities.
- The financial burden to operate the art museum entirely rests with local ratepayers.
- Council issues can discourage potential donations and bequests. Many private donors do not feel confident that their donations will be effectively managed and protected in the long-term.
- Council structures and processes can inhibit the entrepreneurial leadership necessary to develop strong regional art museums.
- Art museums that are embedded within local Councils can appear to well-provided for. This may impede the art museum's ability to apply for some grants and funding programs and may result in community resistance to making donations and giving support.

Consultations on the existing SAM and other art galleries highlighted that the current governance model may not be conducive to the capital raising required for achieve project vision/objectives.

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

An alternative governance model with potential to enhance SAM's long-term viability is supported by all relevant stakeholders. The SAM Feasibility study identified a Company limited by guarantee as the preferred governance model.

Key characteristics

- Non-profit organisation
- Board of Directors in charge of managing the company
- Art Museum Director appointed by the Company Board
- Company has several sub-committees to assist with management and operations
- Council continues to own its collection
- Company owns and insures donated acquisitions offered to new art museum.
Company insures collection including Council owned collection, at cost to Council
- Company insures collection including Council owned collection, (reimbursed through funding agreement with Council)
- Operation funded by a mix of revenue generated, fixed allocation from Council (CPI adjusted and/or performance based) and Foundation investment portfolio earnings and income earned through company's incentives, retail, events and Federal and State government grants.
- Council leases land and building to Museum at peppercorn rent (lease agreement)
- Company has DGR status
- Non-representational skills based board
- Council nominates two board positions

Key Benefits

- Protect the collection in perpetuity for the people of Greater Shepparton (Custodian Agreement and Guardian Board role)
- Greater ability to raise funds for capital and acquisitions from private sector
- Greater ability to attract valuable collections/art donations from those not prepared to donate to local government
- Divests Council of operating budget risk
- Reduced call on Council for new acquisitions
- Councils contribution capped to fixed annual rate + CPI (and or performance based on KPIs)
- Council reinvigorates SAM and benefits that this will bring to Shepparton
- Option that offers the greatest potential economic benefit to the Shepparton City economy
- Increases chances of attracting the best staff applicants to SAM
- Increases speed of SAM decision making and potential for innovation as management of budget and gallery in hands of a Board with appropriate skills and solely focused on this task

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

Implementation Timeline:

NO.	STAGE	ACTION OWNER	EST. DATE	PRECEDING STAGE
A	SAM PRE-REGISTRATION			
A-1	Development of draft Constitution for SAM	Russel Kennedy Pty Ltd (RK)	Monday 11/03/2016	
A-2	Finalise Council Report for Executive and Council Briefing	Director Community	Wednesday 16/03/2016	A-1
A-3	Executive Committee review and draft Constitution	Executive Committee & RK	March 2016 23/03/2016	A-2
A-4	Executive Committee approval of draft Constitution	Executive Committee	March 2016	A-3
A-5	Approved draft Constitution submission to Council. Briefing and explanation.	Director Community	April 2016 11/04/2016	A-4
A-6	Council Approval Appointment of two members/directors	Council	April 2016 19/04/2016	A-5
B	SAM REGISTRATION/ INCORPORATION			
B-7	Preparation of SAM registration application and accompanying documents	RK	TBC Duration: 2 days	A-5 & A-6
B-8	AM registration application sign off by two members/directors	Members /directors	TBC	B-7
B-9	Lodgement of SAM registration application with Australian Securities and Investments Commission (ASIC)	RK	TBC	B-8
B-10	SAM incorporation notification	RK	TBC Duration: 48 hours of application lodgement	B-9
11	<i>SAM commence operations</i>		<i>Milestone</i>	
C	POST SAM REGISTRATION/ INCORPORATION			
C-11	SAM registration with ATO (<i>includes obtaining a Tax File number and GST registration, seeking and obtaining charitable tax concessions, including an exemption from the income tax applicable GST</i>)	SAM	TBC	B-10

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

NO.	STAGE	ACTION OWNER	EST. DATE	PRECEDING STAGE
	<i>concessions.)</i>			
C-12	Registration application with Australian Charities & Non-for-Profits Commission (ACNC)	SAM	TBC	B-10
C-13	ACNC registration approval <i>(Application rework may be required as a part of review process)</i>	ACNC	TBC Duration: 30-90 days from application submission	B-10
C-14	Opening of SAM bank account; Obtain Australian Business number	SAM	TBC	B-10
C-15	Appointment of a Board of Directors and Company Secretary with a broad and diverse skill set and grant of approval by the charities regulator of the Board make up.	SAM	TBC	B-10
C-16	Preparation and adoption of a comprehensive board Governance Manual, providing guidelines and rules for the board's conduct in governing the affairs of SAM	SAM	TBC	C-12 to C-15
C-17	Development of a lease/license of the land and buildings	SAM	TBC	C-12 to C-15
C-18	Development of an agreement to curate and manage the Council collection	SAM	TBC	C-12 to C-15
C-19	Development of funding agreements	SAM	TBC	C-12 to C-15

Is Ministerial approval required for Council's involvement in SAM?

Legal Advice from Russell Kennedy Pty Ltd (reference Michael Gorton e-mail dated 17 February, 2016): The Ministerial approval is not required.

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
<p>Despite having secured funding from the State Government, project cannot proceed beyond Design competition phase if unsuccessful Federal Govt. application for \$10m.</p> <p>Note: Other funding sources that have been secured for the project include:</p> <ul style="list-style-type: none"> • \$10m - Greater Shepparton City Council - • \$10m – State Government – Grant approved • \$4.5m – SAM Foundation – documented pledge in place 	<p>Review timing of grant decision making and schedule into Staging Plan</p> <p>Liaise with funding application body to fully understand their requirements</p> <p>Use suitable expertise to prepare applications</p> <p>Work closely with relevant elected members to advocate for this project within Governments</p>	Possible	Extreme	High
<p>Project costs may exceed budget</p>	<p>Design is a fixed price</p> <p>Fixed price tender for construction</p> <p>Preparation of detailed budget which incorporates contingency planning</p>	Possible	Major	High

Policy Considerations

There are no conflicts with existing Council policy.

Financial Implications

Currently this process has cost \$4000 for the Governance workshop and approximately \$10,000 for the legal expenditure.

Legal/Statutory Implications

As per relevant acts

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

Environmental/Sustainability Impacts

There are no environmental/sustainability implications associated with this report

Social Implications

There are no social implications arising from this proposal.

Economic Impacts

As per the SAM business case.

Consultation

Community consultation with many parties occurred during the SAM Feasibility study and Business Case process. A Governance workshop was held with Greater Shepparton Councillors, members of the SAM Foundation and members of Gallery Kaiela in December 2015.

Council was briefed on the Draft constitution and transition process on Tuesday the 11th of April.

Level of public participation	Promises to the public/stakeholders
Inform	Through the Feasibility Study Community information sessions Information flyers Media releases Council briefing
Consult	Through the Feasibility Study Through community information sessions Council Briefing
Involve	Through the Feasibility Study and Governance workshop Through community information sessions Council Briefing
Collaborate	Through the Feasibility Study and Governance Workshop Through the Project Board and partners
Empower	Through the Feasibility Study and Governance Workshop Through the Community information sessions Council Briefing Through the Project Board

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Greater Shepparton Council Plan

Conclusion

Simon McArthur and Associates completed a feasibility study and business case in 2014 and recommended the following:

7. COMMUNITY DIRECTORATE

7.9 Governance Model for a new Shepparton Art Museum - Publicly Owned Company Limited By Guarantee (continued)

To proceed to implement a governance model based on a Publicly Owned Company Limited by Guarantee model (POCLbG).

This report details the progress made following the facilitated governance round table discussion with Councillors, SAM foundation members, Gallery Kaiela and Council staff on Tuesday 8 December 2015.

Russell Kennedy Lawyers have since produced the attached Shepparton Arts Museum Limited Constitution for Council consideration and adoption.

Attachments

Shepparton Arts Museum Limited Constitution

8. CORPORATE SERVICES DIRECTORATE

8.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - March 2016

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

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

Council Officers involved in producing this report

Author: Contracts and Procurement Analyst

Proof reader(s): Manager Corporate Governance

Approved by: Manager Corporate Governance

Executive Summary

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

RECOMMENDATION

That the Council notes tenders that have been advertised but not yet awarded.

Tendered Contracts Awarded under Delegated Authority by Chief Executive Officer

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

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1626	Party and Events Equipment Hire Services	Schedule of rate contract for the provision of Event and Party Equipment Hire, including temporary fencing and crowd control barriers	Tender closed 9 December 2015. Tenders are currently being evaluated. This will be signed under delegation.
1662	Construction of Small Pavilion	Lump sum contract Construction of small pavilion at the Greater Shepparton Regional Sports Precinct	Tender closed 9 March 2016. Tenders are currently being evaluated.
1669	Shepparton Senior Citizens Centre – External Toilet	Lump sum contract for the provision of minor works associated with the construction of an external single cell toilet at Welsford St, Shepparton	Tender closed 2 March 2016. Tenders are currently being evaluated.

8. CORPORATE SERVICES DIRECTORATE

8.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - March 2016 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1631	Construction of Cell 3 Capping	Lump sum contract for the Construction of Cell 3 Capping & Stormwater Management Infrastructure, Cosgrove 2 Landfill	Tender closed 24 February 2016. Tender has been listed in this Agenda for consideration.
1632	Victoria Lake Holiday Park Fire Services	Lump sum contract for the construction of a new upgraded fire services system	Tender closed 24 February 2016. This will be signed under delegation
1649	Pine Lodge cemetery expansion	Lump Sum Contract for construction of Cemetery expansion works	Tender closed 23 March 2016. This will be signed under delegation
1431	Provision of Landfill Waste, Recyclables & Organics Transfer Services	Lump sum contract for the provision of waste, recyclables & Organics Transfer services	Tender closed 10 February 2016. Tenders currently being evaluated.
1648	Provision of Ticketing System for Riverlinks venue	Lump sum contract for the provision of a new computerised ticketing system	Tender closed on 6 April 2016 and is currently being evaluated
1673	Tatura Senior Citizen Centre extension	Lump sum contract for extension works at the Tatura Senior Citizen Centre	Tender closed on 23 March 2016. Tenders currently being evaluated
1685	SPC Kidstown Fruit Bin Maze	Lump sum short form contract for manufacture and installation of Steel frame panels	Tender closes 20 April 2016. This will be signed under delegation
1598	Turning lane Extension on Numurkah Rd at Brauman St	Lump Sum contract for the construction of a turning Lane on Numurkah Rd	Tender closes 20 April 2016. This will be signed under delegation
1674	Modernisation of passenger lift	Lump Sum contract for the Modernisation of passenger lift at Welsford St Civic Centre	Tender closes on 6 April 2016. This will be signed under delegation
1680	Safer Cities Camera Network	Lump Sum Contract for the provision of Safer Cities Camera Network Ongoing Maintenance	Tender closed 23 March 2016. Tenders currently being evaluated.
1422	Horticultural Services	Lump Sum contract for the Horticulture Services	Tender closed 16 March 2016. Tenders currently being evaluated.

8. CORPORATE SERVICES DIRECTORATE

8.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - March 2016 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1489	Irrigation services, Material supply, Pumps & Equipment Repairs & Services	Lump Sum contract for the Irrigation services, Material supply, Pumps & Equipment Repairs & Services	Tender closed 16 March 2016. Tenders currently being evaluated.
1490	Horticulture and Arboriculture Materials Supply	Lump Sum contract for the Horticulture and Arboriculture Materials Supply	Tender closed 16 March 2016. Tenders currently being evaluated.
1583	Synthetic Athletics Track	Lump Sum contract for the Synthetic Athletics Track	Tender closed 16 March 2016. Tenders currently being evaluated.
1596	Balance of Precinct East West Links Boulevard	Lump Sum contract for the Balance of Precinct East West Links Boulevard	Tender closes on 27 April 2016.
1670	Victoria Park Lake Caravan Park Civil Repair Works	Lump Sum contract for the Victoria Park Lake Caravan Park Civil Repair Works	Tender closed 9 March 2016. Tenders currently being evaluated.

Policy Considerations

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$400,000 excluding GST.

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

Legal/Statutory Implications

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

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

8. CORPORATE SERVICES DIRECTORATE

8.1 Contracts Awarded Under Delegation and Contracts Yet to be Awarded - March 2016 (continued)

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature.

The report details of the status of requests for tenders that have not yet been awarded during the period 1 March 2016 to 31 March 2016.

Attachments

Nil

8. CORPORATE SERVICES DIRECTORATE

8.2 Risk Management Policy 79.POL1

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

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

Council Officers involved in producing this report

Author: Team Leader Risk

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

Council's draft Risk Management Policy has been reviewed by the Audit and Risk Management Committee and the Executive Leadership Team. It is presented for Council endorsement.

RECOMMENDATION

That Council adopt the Risk Management Policy 79.POL1.

Background

In meeting its objectives Council recognises that effective risk management is an integral part of good management practice and is committed to establishing an organisation culture that ensures that effective risk management is embedded in all activities and business processes. A formal Risk Management Policy will assist in achieving this.

Whilst this document should be read in its entirety, it is recommended that particular attention is paid to Council's Risk Appetite Statement (Section 4) which defines which risks are deemed to be acceptable.

Council Plan/Key Strategic Activity

The introduction of the Risk Management Policy and Procedure supports key strategies in section 5 of the Council Plan 2013 – 17 *“High Performing Organisation (Leadership and Governance.)*

In particular, this document supports the objective of ensuring strong internal systems and processes to ensure best practice delivery of services for the community.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Council may fail to identify and appropriately manage risks that have the potential to impact achievement of strategic and operational objectives.	Possible	Major	High	Approve and implement Risk Management Policy.

8. CORPORATE SERVICES DIRECTORATE

8.2 Risk Management Policy 79.POL1 (continued)

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

This policy will assist with managing risks with a potential financial consequence.

Legal/Statutory Implications

The policy and procedure described in these documents applies to Legal and Compliance Risks.

Environmental/Sustainability Impacts

The policy and procedure described in these documents applies to environmental risks.

Social Implications

The policy and procedure described in these documents applies to risks which impact the community.

Economic Impacts

This policy will assist with managing risks with a potential financial consequence.

Consultation

A range of internal stakeholders have been consulted regarding the risk management documents.

Strategic Links

a) Greater Shepparton 2030 Strategy

The risk management policy and procedure will be applied to manage risks associated with implementing strategies in the Greater Shepparton 2030 Strategy.

b) Other strategic links

There are not Strategic links associated with this report

Conclusion

Approval, publication and communication of the risk management policy is an important step to improving Risk Management at Council.

Attachments

Risk Management Policy

8. BUSINESS DIRECTORATE

8.3 2015/2016 March Quarter Budget Review

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

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

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

Council Officers involved in producing this report

Author: Manager Finance and Rates

Proof Reader: Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The report presents as at 31 March 2016 the draft forecast financial performance for the full 2015/2016 financial year.

Council's forecast performance is an accounting surplus of \$2.04 million, a \$1.77 million reduction from the Mid Year budget review.

Council's capital works program has decreased by \$2.89 million from Mid Year to a full year forecast of \$41.26 million and largely reflects capital projects being considered for re-budget in 2016/2017.

While Council's forecast working capital is a healthy \$17.56 million, the restricted investments ending balance is forecast to be \$20.46 million.

This demonstrates Council has the necessary funds to cover debts, however, the remaining funds are notionally committed and should not be treated as being available for discretionary use.

RECOMMENDATION

That the Council adopts the revised forecasts identified by the 2015/2016 March Quarter Budget Review.

Background

Under section 138 of the *Local Government Act 1989* the Chief Executive Officer at least every three months must ensure quarterly statements comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council.

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

The 2015/2016 Budget was adopted at a Special Council Meeting on 23 June 2015. The 2015/2016 Budget provided for an accounting surplus of \$9.11 million with revenue of \$125.15 million and expenditure of \$116.04 million. The 2015/2016 Budget also provided for capital works of \$40.10 million.

8. BUSINESS DIRECTORATE

8.3 2015/2016 March Quarter Budget Review (continued)

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

On 16 February 2016, Council adopted the 2015/2016 Mid Year Budget Review with an accounting surplus of \$3.81 million which was \$2.4 million more than the September Quarter Review, largely due to the recognition of additional Roads to Recovery grant funding. The capital works program increased by \$4.05 million to \$44.15 million in recognition of the additional Roads to Recovery works and re-budgeted capital projects from 2014/2015.

2015/2016 March Quarter – Operating Budget

As a result of the 2015/2016 March Quarter Budget Review the forecast accounting surplus is \$2.04 million. This is a reduction of \$1.77 million from the Mid Year Review largely due to the following:

Materials and Services	1,586	Largely due to increase in external labour (\$758k) and increased waste costs at Cosgrove landfill and Shepp Transfer Station (\$422k)
Contributions (Non-monetary)	1,000	Decrease in contributed (gifted) assets from developers.
Net loss on disposal of property, infrastructure, plant and equipment	740	Largely due to increase in written down value of land and building assets
Grants - Capital	(854)	Largely due to \$654k in milestone payments for Greater Shepparton Sports Precinct brought forward from future year
Employee Costs	(712)	Savings in salaries and oncosts (offset by increase in external labour)

For more information on changes please refer to Notes to the Income Statement within the attachment.

2015/2016 March Quarter – Capital Budget

Council's capital works forecast has decreased by \$2.89 million from the Mid Year Budget Review to of \$41.26 million due to the following:

Capital Works Program Mid Year	44,149	
Capital savings or transferred to operating	(1,066)	Includes \$340k reduction in computer workstations purchases now under lease arrangement.
Re-budgeted to 2016/2017	(2,068)	Includes \$1.12m for Cosgrove 2 and 3 landfill and \$400k for the Greater Shepparton Regional Sports Precinct
New or increased capital expenditure	249	Includes \$106k for additional bin purchases (waste) and \$115k for Katandra West Power consolidation
Capital Works Program Mid Year	41,264	

8. BUSINESS DIRECTORATE

8.3 2015/2016 March Quarter Budget Review (continued)

Risk Management

Monitoring of performance against the 2014/2015 March Quarter budget as well as the forecast year end position provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Inability to achieve current budget due to income not reaching budgeted levels or costs exceeding budget exposing the Council to a cash deficit.	Likely	Moderate	Moderate	Review detailed monthly financial reports and take corrective action where forecast varies against budget.
Breaching the local Government Act by expending funds against line items without endorsed budget.	Possible	Moderate	Moderate	Undertake quarterly budget reviews to formally consider and adjust for any known variances.

Policy Considerations

There are no identified conflicts with existing Council policies.

Financial Implications

Forecast variances to the 2015/2016 Mid Year budget are detailed throughout the attached report.

	2015/2015 Mid Year Budget \$'000	2015/2016 March Qtr Budget \$'000	Variance to Mid Year Budget \$'000
Revenue	122,922	122,023	(898)
Expense	119,109	199,984	(875)
Net Result	3,813	2,039	(1,774)

The forecast end of year result is expected to be an accounting surplus of \$2.04 million which is \$1.77 million less than the Mid Year budget.

Capital works

Capital works of \$41.27 million are forecast to be expended during the 2015/16 financial year which is \$2.08 million less than the Mid Year budget.

	2015/2016 Mid Year Budget \$'000	2015/2016 March Qtr Budget \$'000	Variance to Mid Year Budget \$'000
Capital works	44,149	41,264	2,885

8. BUSINESS DIRECTORATE

8.3 2015/2016 March Quarter Budget Review (continued)

Net current assets

Net current assets (working capital) is an indicator of Council's ability to pay existing liabilities in the next 12 months. An amount greater than 1 means there is more cash and liquid assets than short-term liabilities.

If current assets are less than current liabilities difficulties may arise in meeting obligations as they fall due. Net current assets is equal to current assets less current liabilities as accounted for in the Balance Sheet. Current assets include cash and debtors whereas current liabilities include creditors, employee provisions and trust funds.

A comparison of Council's budgeted net current assets less restricted investments is included in the table below.

	2015/2016 Mid Year Budget \$'000	2015/2016 March Qtr Budget \$'000	Variance to Mid Year Budget \$'000
Net current assets	16,443	17,555	1,112
Less Restricted investments	19,206	20,455	(1,249)
Underlying current assets	(2,763)	(2,900)	(137)

The table above demonstrates that Council has sufficient working capital to meet its obligations when they fall due. However, the \$17.56 million working capital should not be treated as available for discretionary use. Council has a forecast restricted investment balance of \$20.46 million containing significant commitments that need to be covered by Council's available working capital.

Legal/Statutory Implications

Section 138 of the Local Government Act 1989 requires that at least every three months the Chief Executive Officer must ensure a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council. A detailed financial report is presented to the Council each month.

Environmental/Sustainability Impacts

There are no environmental or sustainable impacts that will arise from this proposal.

Social Implications

There are no social impacts that will arise from this proposal.

Economic Impacts

There are no identified economic impacts.

Consultation

External consultation has not occurred regarding the contents of this report. Specific consultation, however, has and will take place on some specific items within the budget as and when appropriate.

Appropriate consultation has occurred with Council Officers and the matter is now ready for Council consideration.

8. BUSINESS DIRECTORATE

8.3 2015/2016 March Quarter Budget Review (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

The report is consistent with the governance principle of Strategic Objective five of the Council Plan 2013-2017 “High Performing Organisation (Leadership and Governance)”.

Conclusion

This report has been prepared and presented to identify and reflect known variances in the end of year financial forecast compared to budget.

Attachments

March Quarter Review 2015/2016

8. BUSINESS DIRECTORATE

8.4 March 2016 Monthly Financial Report

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

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

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

Council Officers involved in producing this report

Author: Team Leader Corporate Accounting

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for the nine months ended 31 March 2016.

RECOMMENDATION

That the Council receive and note the March 2016 Monthly Financial Report.

Background

The 2015/2016 Budget was adopted at a Special Council Meeting on 23 June 2015. The 2015/2016 Budget provided for an accounting surplus of \$9.11 million with revenue of \$125.15 million and expenditure of \$116.04 million. The 2015/2016 Budget also provided for capital works of \$40.10 million.

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

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

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

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

- Financial Report
- Income Statement
- Balance Sheet
- Cash Flow Statement

8. BUSINESS DIRECTORATE

8.4 March 2016 Monthly Financial Report (continued)

- Operating Budget
- Capital Budget
- Investment Summary
- Rates Debtors Report
- Sundry Debtors Report
- Councillor Expense Report

Council Plan/Key Strategic Activity

The report is consistent with the leadership and governance goal “High Performing Organisation” as included in the *Council Plan 2013-2017*.

Risk Management

No risks have been identified in providing this financial report.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

Section 137 of the *Local Government Act 1989* provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition Section 138 requires that at least every 3 months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public. This report satisfies that requirement.

Environmental/Sustainability Impacts

No Environmental or Sustainability impacts have been identified.

Social Implications

No Social implications have been identified.

Economic Impacts

No Economic impacts have been identified.

Consultation

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

Conclusion

The report provides details of Council’s financial performance compared to the budget for the nine months ended 31 March 2016.

Attachments

March Monthly Financial Statements

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget

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

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

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

Council Officers involved in producing this report

Author: Team Leader Corporate Accounting

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

This report presents to Council the Draft Budget for the financial year ending 30 June 2017. It is proposed that public notice be given inviting submissions on any proposal contained in the Draft 2016/2017 Budget.

The *Local Government Act 1989* requires the Council to give public notice of the preparation of the budget and a person has a right to make a submission on any proposal contained in the budget. Submissions will be received until 5.00pm Friday 20 May 2016.

RECOMMENDATION

That the Council:

1. endorse the Draft 2016/2017 Budget as presented;
2. authorise the Chief Executive Officer to:
 - a) give public notice of the preparation of the Draft 2016/2017 Budget in accordance with section 129 of the *Local Government Act 1989*;
 - b) invite submissions in accordance with section 223 of the *Local Government Act 1989*; and
 - c) administer the section 223 process.
3. hold a Special Council Meeting on Tuesday 7 June 2016 at 5.30pm to hear any person wishing to be heard in support of their submission on any proposal contained in the Draft 2016/2017 Budget in accordance with section 223 of the *Local Government Act 1989*.
4. consider all written submissions on any proposal contained within the Draft 2016/2017 Budget.

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget (continued)

Background

The Draft 2016/2017 Budget has been prepared in accordance with the requirements of the *Local Government Act 1989*.

Council has updated its Strategic Resource Plan as part of its corporate planning framework to assist in preparing a budget within a longer term framework. The Draft 2016/2017 Budget reflects year one of the updated Strategic Resource Plan and takes into account the activities and initiatives which contribute to achieving the strategic objectives specified in the Council Plan.

The Strategic Resource Plan highlights the significance of rates and charges as a source of revenue and guides Council on the amount required to be raised to maintain services, renew existing assets and invest in new and upgraded assets.

2015/2016 Forecast/Actual

The Draft 2016/2017 Budget provides comparisons with the 2015/2016 financial year forecast. Due to timings the Mid Year Budget Review forecast adopted 16 February 2016 has been used for the Draft 2016/2017 Budget document.

The March Quarter Budget Review forecast is scheduled to be tabled at the April 2016 Ordinary Council Meeting for adoption. The final Draft 2016/2017 Budget Document submitted to Council for adoption in June will be updated with the adopted March Quarter forecasts post the public submission process.

Draft 2016/2017 Budget

The Draft 2016/2017 Budget proposes a 2.5 per cent increase in rates revenue and 4.5 per cent in kerbside collection charges, both excluding supplementary valuations, which will generate \$70.62 million.

The proposed rating structure for the 2016/2017 year has been informed by the Rating Strategy 2013-2017 which took into account the recommendations of the Rating Strategy Reference Group and subsequent public comment received regarding what is an equitable distribution of the rates burden between categories of ratepayers. Refer to Section 7 of the budget.

The Draft 2016/2017 Budget provides for an Operating surplus of \$10.78 million. Refer to Section 10 of the budget.

The Draft 2016/2017 Schedule of Fees and Charges is included as Appendix A. It is budgeted that the adopted fees and charges will raise \$23.58 million during the 2016/2017 financial year.

To improve the understanding of the range and cost of the functions performed by Council the Draft 2015/2016 Budget incorporates a Program Budget which details purpose, influences, challenges, Council Plan links and service reduction/growth areas for each Council function. This is included in the Draft 2016/2017 Budget as Appendix C.

The Draft 2016/2017 Budget provides for a \$43.49 million capital works program. Incorporated in the capital works program is \$24.89 million for renewal works and \$14.69 million for new works. Refer to Section 6.

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget (continued)

Funding sources for the capital works program include \$30.07 million from Council operations, cash reserves and investments and \$8.35 million from external grants and cash contributions. \$5.064 million in borrowings is proposed in the Draft 2016/2017 Budget to fund Council's contribution to the Greater Shepparton Regional Sports Precinct project (\$4.064 million) and the new Shepparton Art Museum (\$1.0 million).

2016 General Revaluation

Independent property rating valuations as at 1 January 2016, to be used for the 2016/2017 rating year, are currently being finalised and are due to Council by the end of April 2016.

The valuations used for the Draft 2016/2017 budget have been valued at the common date of 1 January 2014. This has been done to allow time for the 28 day public submission process (as per Section 223 of the *Local Government Act 1989*) and meet the statutory timeframe of budget adoption before 30 June.

Upon receipt of the 2016 revaluations, Council will update the estimated total value of each type or class of land in section 7 and will disclose any changes in *Appendix D: Amendments to the 2016/2017 Budget* before final adoption.

Draft 2016/2017 Budget Influences

In preparing the Draft 2016/2017 Budget, a number of internal and external influences have been taken into consideration, as they impact significantly on the services delivered by the Council in the budget period.

For example, the Victorian State Government has introduced a cap of rate increase from 2016/2017. The cap for 2016/2016 has been set at 2.5 per cent which is also the state-wide Consumer Price Index (CPI) forecast increase for the year. Council's previous Strategic Resource Plan had projected a 4.95 per cent increase in rates and charges for 2016/2017.

Council also faces pressure from stagnating or reduced government funding, such as the decision by the Federal Government to pause indexation to the Federal Financial Assistance Grant programme for three years from 2014/2015 to 2016/2017, costing Council approximately \$340,000 per annum in lost revenue, as well as increasing levels of cost shifting from State and Federal governments onto Local Government.

Internally the budget has been influenced by a number of areas including a focus on greater cost recovery through Council's user fee income, such as transfer stations and the Cosgrove landfill, lower interest rates impacting Council's income from investments and an enterprise award increase of 3.05 per cent being greater than the rate cap of 2.5 per cent.

Council Plan/Key Strategic Activity

The Draft 2016/2017 Budget is consistent with the five strategic goals of the Council Plan which include:

1. Active & Engaged Community (Social)
2. Enhancing the Environment (Natural)
3. Economic Prosperity (Economic)
4. Quality Infrastructure (Built)
5. High Performing Organisation (Leadership & Governance)

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget (continued)

The Draft 2016/2017 Budget also includes 13 Service Performance Outcome indicators and 12 Financial Performance indicators (sections 2 and 4) as required by the *Local Government (Planning and Reporting) Regulations 2014 No. 17*. The final outcomes of these indicators will be reported in the 2016/2017 audited annual report.

Risk Management

A well planned budget will reduce the risk that Council will not be able to provide the services expected and required by the community.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to comply with the Local Government Act 1989	Unlikely	1	High	Recommendations for council to authorise the provision of public notice for the Draft 2016/2017 Budget
Operating surplus not achieved	Possible	3	Medium	Monthly financial performance and Quarterly Budget Reviews reported to Council
Capital works budget not delivered within the financial year	Possible	3	Medium	Full implementation of an integrated Project Management System including project governance arrangements

Policy Considerations

There are no conflicts with Council policy. The annual budget resources the Council Plan to enable the outcomes in the Council Plan to be achieved, including Council policies.

Financial Implications

The full financial implications are outlined in the background section of this report and within the attachments.

	2015/2016 Forecast/ Actual 2015/16 ('000s)	Draft Budget 2016/17 ('000s)	Variance \$ ('000s)	Comments
Revenue	122,922	129,300	6,378	Forecast/Actual recognises only 50% of 15/16 Federal Financial Assistance Grants (50% received early in 14/15).
Expense	119,109	118,516	(593)	Savings from materials and services.
Net Result	3,813	10,784	6,971	

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget (continued)

Legal/Statutory Implications

The Draft 2016/2017 Budget has been prepared in accordance with the requirements of the *Local Government Act 1989 (the Act)* and the *Local Government (Planning and Reporting) Regulations 2014 No.17*.

In accordance with section 127 of the Act, Council must prepare a Budget for each financial year containing the relevant financial statements and a detailed list of capital works expenditure.

Section 129 of the *Local Government Act 1989* requires the Council to give public notice of the preparation of the budget and a person has a right to make a submission on any proposal contained in the budget (as per section 223 of the Act).

Environmental/Sustainability Impacts

Environmental and sustainability impacts have been considered when developing the Draft 2016/2017 Budget.

Social Implications

The Draft 2016/2017 Budget provides resources for the implementation of various strategies, plans, works and the delivery of services required to achieve the objectives of the Council plan including an active and engaged community.

Economic Impacts

The boost from the Greater Shepparton City Council capital works program is important with \$43.49 million of infrastructure works proposed for the 2015/2016 financial year to encourage economic activity. A number of initiatives are also proposed in the Economic Development program area (refer Program Budget Appendix C) designed to encourage economic activity within the Greater Shepparton municipality.

Consultation

The Draft 2016/2017 Budget has taken into account the goals and strategies of the Council Plan

It is proposed that public notice be given in the Shepparton News on Friday 22 April 2016 that Council's Draft 2016/2017 Budget has been prepared and is available for inspection on Council's website, or at Council's offices in Welsford Street and Doyles Road and that written submission are invited in accordance with Section 223 of the *Local Government Act 1989*. Submissions are to be received by 5.00pm Friday 20 May 2016.

The Council Website and advertisements will be utilised to raise awareness of the Draft 2016/2017 Budget and encourage the community to seek further information.

Strategic Links

a) Greater Shepparton 2030 Strategy

The Draft 2016/2017 Budget is linked to the *Greater Shepparton 2030 Strategy* via the Council Plan 2013-2017.

b) Other strategic links

The Draft 2016/2017 Budget is linked to the Council Plan by the funding of the Strategic Objectives contained in the Council Plan.

8. CORPORATE SERVICES DIRECTORATE

8.5 Draft 2016/2017 Budget (continued)

Conclusion

The Draft 2016/2017 Budget is presented for consideration and if appropriate public notice will be given inviting submissions on any proposal contained in the Draft 2016/2017 Budget.

Attachments

Draft 2016/2017 Budget

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two

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

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

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

Council Officers involved in producing this report

Author: Support Officer Economic Development

**Proof reader(s): Team Leader Tourism and Events,
Manager Economic Development**

Approved by: Director Sustainable Development

Other: Grants Coordinator

Executive Summary

Greater Shepparton City Council aims to celebrate our people and our diverse region through a range of major and community events every year. The various events supported by Council include sporting, cultural, commemorative, festive as well as annual community events.

The purpose of the Event Grants program is to provide financial assistance as well as marketing support to groups who are organising events within the Greater Shepparton municipality.

The Events Grants Program has a budget of \$27,400 (excluding GST) for Round Two of the Events Grants Program. The total amount allocated is \$45,000 over the 2015/2016 financial year and is split into two streams of funding being 'small' and 'large' events grants. Small events can be funded up to \$2,000 and large events can be funded up to \$5,000.

Two funding rounds are held each financial year. Round One 2015/2016 opened on 1 July 2015 and closed on 31 July 2015 with a total of ten applications received via SmartyGrants. Round Two 2015/2016 opened 2 November 2015 and closed on 5 February 2016 for events to be held between 20 April 2016 and 31 December 2016. Twenty applications were received on this occasion.

Based on the Grant Policy and approved Guidelines the twenty applications were assessed by an internal assessment panel. It should be noted that out of the twenty applications received for this funding stream, four applications were rejected for funding by the panel and the reasoning is outlined in this report.

Each of the applicants who have not been considered for this round have been contacted and updated as to why their application was unsuccessful, with feedback provided where relevant.

For this round it is recommended that \$28,563.00 (GST inc) of events are funded. All of the recommended events meet eligibility requirements and adhere to the objectives of the Event Grant Program.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

The GST component is only represented in the funding amounts whose applicants are registered for GST.

RECOMMENDATION

That the Council adopt the recommendation of the Grants Assessment Panel to fund 16 events as detailed below to the total value of \$28,563.00 (GST inc) representing Round Two of the 2015/2016 Events Grants Program.

1	Tatura Community House Inc.	\$1,100.00 (GST inc)
2	Goulburn Ovens Institute of TAFE	\$1,738.00 (GST inc)
3	Shepparton Agriculture Society Inc.	\$3,300.00 (GST inc)
4	Australian Burundian Community in Victoria Inc.	\$770.00 (GST inc)
5	Shepparton High School	\$880.00 (GST inc)
6	Valley Radio Flyers Inc.	\$1,500.00 (GST n/a)
7	National Cutting Horse Association Inc.	\$5,500.00 (GST inc)
8	Riding for the Disabled, Shepparton	\$550.00 (GST inc)
9	Murchison and District Historical Society Inc.	\$650.00 (GST n/a)
10	Victoria Police (Auspiced by the Ethnic Council)	\$1650.00 (GST inc)
11	Undera Primary School	\$880.00 (GST inc)
12	Undera Primary School	\$495.00 (GST inc)
13	Victoria Police Blue Ribbon Foundation Greater Shepparton Branch	\$550.00 (GST inc)
14	Goulburn Valley Pride Inc.	\$5000.00 (GST n/a)
15	Transition Tatura	\$500.00 (GST n/a)
16	The Lions Club of Shepparton Inc.	\$3,500.00 (GST inc)

Details of Each Application

Tatura Community House Inc.

Funding Category	Small Event		
Event	Tatura Community Market		
Short event description	The Tatura Community House has commenced organising a monthly Community Market held at Stuart Mock Place in Francis Street, Tatura. The event will be held in December 2016.		
Who will benefit from the event	All members of the community along with organisations, groups and individuals will greatly benefit from this event. There is an opportunity for all participating groups and organisations to exhibit and or sell their locally produced items.		
Total Event Cost	\$2,000.00 (ex GST)	Other streams of funding	\$0
Requested Council	\$2,000.00 (ex GST)	Organisation In-kind	\$0

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Contribution			
Recommendation from the Assessment Panel	That Tatura Community House Inc. receive \$1,100.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Tatura Community Market" to be held in December 2016.		
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.		

Goulburn Ovens Institute of TAFE

Funding Category	Small Event		
Event	Dookie Wine Show Awards Dinner 2016		
Short event description	Regional wine show awards dinner, utilising regional produce to match a menu with award winning local wines. The dinner supports training for GO TAFE students and staff. It also attracts local residents and business, interested or involved in the Hospitality/Tourism sector.		
Who will benefit from the event	The Hospitality sector in the local region, GOTAFE staff and students, regional wineries, food suppliers and supporters of the Dookie wine show		
Total Event Cost	\$17,580.00	Other streams of funding	\$16,000.00
Requested Council Contribution	\$1,580.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That Goulburn Ovens Institute of TAFE receive \$1,738.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Dookie Wine Show" to be held September 2016.		

Shepparton Agriculture Society Inc.

Funding Category	Large Event		
Event	Australian Caravan Association Rally & AGM		
Short event description	Approximately 250 RV's and caravans have been booked in to stay in Shepparton with 10 days of activities, sporting events, guided tours around the local area, and also holding their Annual General Meeting. Participants will be based at the Shepparton Showgrounds for the entire duration of their stay.		
Who will benefit from the event	Members of the ACC, Local Businesses, Local Charities		
Total Event Cost	\$9,783.31	Other streams of funding	\$3,5831.31
Requested Council Contribution	\$5,000.00 (ex GST)	Organisation In-kind	\$3,200.0.00
Recommendation from the Assessment Panel	That Shepparton Agriculture Society Inc. receive \$3,300.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Australian		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

	Caravan Association Rally & AGM” to be held October 2016.
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.

Australian Burundian Community in Victoria Inc.

Funding Category	Small Event		
Event	Burundi Community Cultural Celebrations in Shepparton		
Short event description	The event will include performances by artists from other local African communities in Shepparton as well such as the local Congolese and Sudanese.		
Who will benefit from the event	The project will benefit the local community and will help establish better relationships between the Shepparton and the Melbourne Burundian communities.		
Total Event Cost	\$7,400.00	Other streams of funding	\$5,400.00
Requested Council Contribution	\$2,000.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That the Australian Burundian Community in Victoria Inc. receive \$770.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event “Burundi Community Cultural Celebrations in Shepparton ” to be held in June 2016.		
Reason for variation in recommended amount:	This event was awarded funding in 2015. Applicants who have received Events Grants funding for an event held over the past 5 years will lose marks in the assessment process as Council encourages and supports events to be sustainable into the future.		

Shepparton High School

Funding Category	Small Grant		
Event	Emergency Services Thank You Breakfast		
Short event description	Since 2014 Shepparton High School VCAL students provided a thank you breakfast for Police, Fire Fighters, Ambulance and SES workers.		
Who will benefit from the event	Emergency Services workers in: Police, Fire, Ambulance, Search & Rescue, GV Health emergency department staff as well as students at Shepparton High School.		
Total Event Cost	\$800.00	Other streams of funding	\$0
Requested Council Contribution	\$800.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That Shepparton High School receive \$880.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event “Emergency Services Thank You Breakfast ” to be held April 2016.		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Valley Radio Flyers Inc.

Funding Category	Large Grant		
Event	Mammoth Fly in Event		
Short event description	Two-day event held in Shepparton. Model planes of all description and sizes gather for a non-competitive event which is recognised as the most successful event of its kind in Australia.		
Who will benefit from the event	Model plane enthusiasts from all around Australia. Local participants as well as local traders and accommodation providers.		
Total Event Cost	\$7,150.00	Other streams of funding	\$2,500.00
Requested Council Contribution	\$3,500.00 (ex GST)	Organisation In-kind	\$1,150.00
Recommendation from the Assessment Panel	That Valley Radio Flyers Inc. receive \$1,500.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Mammoth Fly in Event" to be held September 2016.		
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.		

National Cutting Horse Association Inc.

Funding Category	Large Grant		
Event	2016 NCHA Victorian Futurity		
Short event description	The NCHA runs a five-day cutting horse event at Tatura Park which attracts hundreds of competitors and spectators to the area and local businesses.		
Who will benefit from the event	Competitors and local traders and businesses.		
Total Event Cost	\$206,181.00	Other streams of funding	\$201,181.00
Requested Council Contribution	\$5,000.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That the National Cutting Horse Association Inc receive \$5,500.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "2016 NCHA Victorian Futurity Event" to be held September 2016.		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Riding for the Disabled, Shepparton

Funding Category	Small Grant		
Event	RDA Northern Region Games		
Short event description	RDA Northern Region Games consists of a number of relay horse events. Teams of horses and riders come to complete from our Northern Region including: Shepparton, Cobram, Myrtleford, Bendigo, Echuca and Benalla.		
Who will benefit from the event	Our RDA riders and volunteers will all benefit from the event. Our riders will be able to put their horse riding skills that they have learned during our weekly classes into use and interact with other riders, volunteers and horses from within our Northern Region.		
Total Event Cost	\$1,500.00	Other streams of funding	\$1,000.00
Requested Council Contribution	\$500.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That Riding for The Disabled Association of Victoria Inc. receive \$550.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "RDA Northern Region Games " to be held September 2016.		

Murchison and District Historical Society Inc.

Funding Category	Small Grant		
Event	History Week 2016		
Short event description	History Week is celebrated throughout the State of Victoria every year in the third week of October. During History Week Murchison Heritage Centre opens every day and a major event is held to launch History Week such as a relevant guest speaker and book launch.		
Who will benefit from the event	Local residents and visitors will gain greater access to displays of local history and an opportunity to discover family history, find out information about historical events and increase knowledge of the development of the district over time. Local students of both art and history will broaden their knowledge of these subjects as well.		
Total Event Cost	\$2,426.80	Other streams of funding	\$327.00
Requested Council Contribution	\$1,199.80 (ex GST)	Organisation In-kind	\$900.00
Recommendation from the Assessment Panel	That Murchison and District Historical Society Inc. receive \$650.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "History Week 2016" to be held October 2016.		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.
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Victoria Police (Auspiced by the Ethnic Council)

Funding Category	Small Grant		
Event	Melbourne Renegades Community Cup		
Short event description	This event aims to promote integration between the Aboriginal community, the multicultural community and Police.		
Who will benefit from the event	The local economy will benefit from out of town cricketers and supporters attending the Greater Shepparton community to watch the event. Our Aboriginal and Multicultural communities will benefit from the integration of being involved in team sports with the police.		
Total Event Cost	\$3,449.00	Other streams of funding	\$250.00
Requested Council Contribution	\$1,999.00 (ex GST)	Organisation In-kind	\$1,200.00
Recommendation from the Assessment Panel	That Victoria Police receive \$1,650.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Melbourne Renegades Community Cup" to be held October 2016.		
Reason for variation in recommended amount:	This event was awarded funding in 2015. Applicants who have received Events Grants funding for an event held over the past 5 years will lose marks in the assessment process as Council encourages and supports events to be sustainable into the future.		

Undera Primary School

Funding Category	Small Grant		
Event	Spring Harvest Festival		
Short event description	Students will demonstrate their ability to grow food from seed and then prepare that food in an event that will include the school community including parent's grandparents and significant family members.		
Who will benefit from the event	All students will be involved in planning, preparation and delivering the event. The entire school community will be involved and will benefit including parents, grandparents and significant family members.		
Total Event Cost	\$1,500.00	Other streams of funding	\$150.00
Requested Council Contribution	\$1,000.00 (ex GST)	Organisation In-kind	\$350.00

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Recommendation from the Assessment Panel	That Undera Primary School receive \$880.00(GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Spring Harvest Festival" to be held September 2016.
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.

Undera Primary School

Funding Category	Small Grant		
Event	We Shall Remember		
Short event description	'We Shall Remember Them' will combine a district community event at the 11th of November Remembrance Day Service with the Undera Primary School Community.		
Who will benefit from the event	Undera and District Community and School Community (students, parents, siblings and significant family members as well the community of the Undera and District.		
Total Event Cost	\$1,100.00	Other streams of funding	\$0
Requested Council Contribution	\$1,000.00 (ex GST)	Organisation In-kind	\$200.00
Recommendation from the Assessment Panel	That Undera Primary School receive \$495.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "We Shall Remember Event" to be held November 2016.		
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.		

Victoria Police Blue Ribbon Foundation Greater Shepparton Branch

Funding Category	Small Grant		
Event	Inside Story		
Short event description	Inside Story is an event held to give members of the wider community an insight into how the Police investigate and solve criminal incidents. It allows the attendees to understand how an investigation is progressed to solve a crime.		
Who will benefit from the event	Members of the Shepparton community will learn about Police investigation and if the story is about a local crime they will have information of historical significance.		
Total Event Cost	\$6,000.00	Other streams of funding	\$0
Requested Council Contribution	\$2,000.00 (ex GST)	Organisation In-kind	\$4,000.00

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Recommendation from the Assessment Panel	That Victoria Police Blue Ribbon Foundation Greater Shepparton Branch receive \$550.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "Inside Story" to be held July 2016.
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group.

5,000

Funding Category	Large Event		
Event	OUTintheOPEN Festival		
Short event description	OUTintheOPEN is Shepparton's newest festival celebrating community diversity. OUTintheOPEN was developed to address some of the inequalities faced by the local gay, lesbian, bisexual, transgender, intersex, queer (GLBTIQ) & allied communities and to build a more inclusive community in Greater Shepparton.		
Who will benefit from the event	LGBTI people will directly benefit from this event as will the broader community, local traders and visitors to the area.		
Total Event Cost	\$20,000.00	Other streams of funding	\$17,000.00
Requested Council Contribution	\$5,000.00 (ex GST)	Organisation In-kind	\$3,000.00
Recommendation from the Assessment Panel	That Goulburn Valley Pride Inc. Greater Shepparton Branch receive \$5,000.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event "OUTintheOPEN Festival " to be held November 2016.		

Transition Tatura

Funding Category	Small Event		
Event	Communities Shaping the Future		
Short event description	Day long film festival which focuses on the benefits of the arts in local community, living locally and sustainable living. Shorts films, speakers, food, music and art will be sprinkled throughout the day. Our goal is to offer practical advice so attendees can leave with strategies they can apply to their local community immediately and reduce the impacts of climate change and peak oil.		
Who will benefit from the event	This event is open to all people, regardless of race, colour, age, gender, social standing or religion		
Total Event Cost	\$2,500.00	Other streams of funding	\$500.00
Requested Council Contribution	\$2,000.00 (ex GST)	Organisation In-kind	\$0.00

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Recommendation from the Assessment Panel	That Transition Tatura Greater Shepparton Branch receive \$500.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event “Communities Shaping the Future” to be held August 2016.
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group

The Lions Club of Shepparton Inc.

Funding Category	Large Event		
Event	Lions District 201 V5 Convention 2016		
Short event description	The Convention brings together delegates from each Lions Club in the District (72 clubs) to formulate projects and activities District wide and hold elections for District officials.		
Who will benefit from the event	Residents of the City of Greater Shepparton as the Convention will be promoting Shepparton and the Goulburn Valley.		
Total Event Cost	\$34,035.00	Other streams of funding	\$20,760.00
Requested Council Contribution	\$4,500.00 (ex GST)	Organisation In-kind	\$8,775.00
Recommendation from the Assessment Panel	That The Lions Club of Shepparton Inc. receive \$3,500.00 (GST inc) funding from Greater Shepparton City Council for the costs associated with holding the event “Lions District 201 V5 Convention 2016 ” to be held October 2016.		
Reason for variation in recommended amount:	Due to the volume of quality applications received this round, the Assessment Panel could not fund the whole amount requested by this group		

Applications NOT recommended for funding

Lions Club of Toolamba

Funding Category	Small Event		
Event	Lions Club of Toolamba Twilight Festival 2016		
Short event description	Toolamba are hosting a Christmas festival full of food, family activities and market stalls.		
Who will benefit from the event	The Toolamba community.		
Total Event Cost	\$6,500.00	Other streams of funding	\$3,000.00
Requested Council Contribution	\$2,000.00 (ex GST)	Organisation In-kind	\$1,500.00
Recommendation from the Assessment Panel	That the Lions Club of Toolamba’s application for the “Toolamba Twilight Festival 2016” be internally referred to the Festive Event Grant Program which opens in July 2016.		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Society for Growing Australian Plants Shepparton & District Inc.

Funding Category	Large Event		
Event	Celebrating 50 Years Membership of the Australian Plants Society Victoria		
Short event description	To be held over the weekend of 9-10 April 2016 this event celebrates 50 years as a member of the Australian Plant Society Victoria.		
Who will benefit from the event	The influx of delegates over this weekend will also have economic benefits for local businesses; providing accommodation and meals, and retail outlets will have increased trade, in particular local nurseries.		
Total Event Cost	\$9,925.00	Other streams of funding	\$0
Requested Council Contribution	\$4,925.00 (ex GST)	Organisation In-kind	\$5,000.00
Recommendation from the Assessment Panel	That the Society for Growing Australian Plants Shepparton & District Inc. not be funded in this round as their application was not eligible due the fact the event is being held outside the specified funding dates.		

The Rotary Club of Tatura

Funding Category	Large Event		
Event	Tatura Community Art Show		
Short event description	To be held over four days the Tatura Community Art Show will celebrate its 10 th Anniversary.		
Who will benefit from the event	Local Residents, Tourists, Art Enthusiasts and Community Members throughout the Greater Shepparton Region.		
Total Event Cost	\$12,780.00	Other streams of funding	\$4,000.00
Requested Council Contribution	\$4,000.00 (ex GST)	Organisation In-kind	\$4,780.00
Recommendation from the Assessment Panel	That the Rotary Club of Tatura not be funded in this round as this event has received significant Council funding for the past 7 years. The community is encouraged to seek alternative streams of funding to ensure sustainable and viable events.		

Australian Caravan Club Limited (ACCL).

Funding Category	Large Event		
Event	ACC 2016 National Muster (also referred to as Australian Caravan Association Rally & AGM in the above application from Shepparton Agricultural Society.)		
Short event description	The annual National muster which is the peak meeting of the ACCL and includes the AGM. Members gather from all states of Australia and in addition to the statutory requirements, is enjoyed a week of information, seminars, games, socialising and fun.		

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Who will benefit from the event	Attendees as well as traders in the Greater Shepparton region.		
Total Event Cost	\$86,500.00	Other streams of funding	\$83,500.00
Requested Council Contribution	\$3,000.00 (ex GST)	Organisation In-kind	\$0
Recommendation from the Assessment Panel	That Australian Caravan Club Limited not be funded in this round as a recommendation has been made in this report that Shepparton Agricultural Society Inc. receive \$3,300.00 (GST inc) for the same event.		

Background

Greater Shepparton City Council has provided two types of events grant funding to community groups for over a decade. The event funding is only available to not-for-profit organisations or organisations that have successfully obtained an auspice. Organisations that have previously been funded by Council and have failed to comply with their financial and acquittal requirements will not be funded under the current guidelines. Organisations are only eligible for one allocation of funding in any given financial year.

The Events Grants applications are assessed in two rounds annually, with the first round closing at the end of July each year and the second round closing in February each year.

A total of twenty applications were received with four of that total not considered in the final funding recommendation as outlined in this report.

In some cases, the Events Grants Assessment Panel identifies applicants that are more suited to one of Council's other grant programs and in this instance, one application was referred internally to the Festive Events Grants Program which closes in July 2016.

A cross department assessment team has been formed to ensure there is a variety of backgrounds and knowledge which improves the assessment of applications.

The team consists of the following six members:

- Grants Coordinator
- Events Coordinator
- Investment Attraction Support Officer
- Community Development Officer
- Payroll Team Leader
- Strategic Planner

Other major event sponsorship is available via the Investment Attraction department for annual hallmark and significant events. It should be noted that sponsorship allocation is separate to event grant funding.

The community is encouraged to seek alternative streams of funding to ensure sustainable and viable events and information sessions are hosted by Council each year to educate previous as well as new recipients of other sources of grant funding available to them.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Large Events Sponsorship

The large events funding program applies to sponsorship requests of \$2,000-\$5,000 for event organisers and groups. The large event sponsorship application must address key criteria in detail on the following areas:

- Background of the organisation/club
- Background of the proposed event
- Event criteria
 - Economic impact
 - Social benefit
 - Strategic benefit
 - Environmental impact
- Event budget
- Greater Shepparton City Council recognition
- Post event evaluation

Small Events Sponsorship

The small event funding program applies to sponsorship requests of \$500- \$2,000 for event organisers. The event sponsorship application must address key criteria in the following areas:

- Event and organising group
- Participants/accompanying partners and spectators
- Community participation
- Events capacity for sustainability and growth
- Marketing advertising and promotion
- Events budget
- Greater Shepparton City Council recognition

Events Grant Funding Objectives:

As per the Events Grant Funding Guidelines the program objectives are listed below.

- **Event stimulation:** To increase visitation and event tourism to the Greater Shepparton area.
- **Economic benefits:** To maximise the economic benefits to our community from scheduled festivals, cultural events business events, major events and sporting activities.
- **Event tourism to the region:** To sustainably build the profile of events in the region to attract visitors from outside the local area and to sustainably build the volume and yield of the region's tourism products.
- **Regional profile:** To generate interest and lift the profile, brand and reputation of Greater Shepparton throughout Victoria, Australia and internationally.
- **Development and Enhancement of Events:** To provide appropriate resources and advice to assist in the facilitation and enhancement of the region's events and create an environment for innovation and creation within the municipality.
- **Education:** To develop general public and community awareness and understanding about the benefit of tourism and create tourism opportunities in the region.
- **Social Benefits:** To build social relationships for our culturally diverse region by fostering and strengthening supportive inclusions between individuals and diverse groups.
- **Wellbeing:** Encourage groups/organisations to deliver events that contribute to the well-being of the Greater Shepparton community.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

- **Celebration:** To encourage a diverse range of events to celebrate the tourism product strengths in the region.
- **Capacity Building:** Help develop event coordination skills of the Greater Shepparton Community.

Council Plan/Key Strategic Activity

The Greater Shepparton City Council Plan 2013 – 2017:

- **Goal 1:** Active and Engaged Communities
 - Ensure liveability options are always considered in our decision making activities
- **Goal 2:** Enhancing the Environment
 - Ensure the environment is a major priority in planning for the future
- **Goal 4:** High Performing Organisation
 - Develop stronger relationships between Council and State and Federal Governments, local Government sector and non-government partnerships to enhance the position of Greater Shepparton City Council.

Risk Management

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

Risks	Likelihood	Consequence	Rating	Mitigation Action
Financial – Insurance Claims	E	3	Low	Ensure successful applicant has a current insurance policy/certificate
Strategic – Emergency / catastrophes	E	2	Moderate	Ensure successful applicant has an Emergency Response Plan
Operations – OH&S	C	3	Moderate	Ensure a Risk Management Plan has been undertaken prior to each event
Operations – Infrastructure	D	3	Moderate	Ensure all Council equipment and infrastructure has been checked and is in safe working order prior to distribution for event
Other – Reputational Risk	D	3	Moderate	Ensure the funding Agreement has been signed off by grant recipient

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Policy Considerations

There are no conflicts with existing Council policy.

Financial Implications

	2015/2016 Approved Budget for this proposal*\$	Funds committed in 2015/2016 (Round One)	Funds available for 2015/2016 budget (Round Two)	Total requested GST exclusive	GST amount paid on total grant funds	Total amount requested	Amount left over
Small / Major Events	\$45,000.00	\$17,600.00	\$27,400.00 (GST ex)	\$26,980.00	\$1,583.00	\$28,563.00 (GST inc)	\$420 (GST ex)

Legal/Statutory Implications

All events grants applicants must comply with planning, building and health legislative and statutory requirements prior to commencement of events and/or release of the Council's funds.

Environmental/Sustainability Impacts

An Environmental/Sustainability Impacts Clause has recently been included in the Events Grants Funding Agreement so that compliance from the successful Grant recipient is achieved and that environmental impacts are considered.

Social Implications

Events sponsored by Council are aimed at increasing opportunities for the community to come together as a whole, fostering community pride and esteem

Economic Impacts

Community events funded by Council have in the past experienced an increased visitation and an increase in overnight stays with participants of the events, organisers, families spending more time in the Greater Shepparton region over the course of events. Retail stores, local speciality stores as well as cafes and restaurants have also reported a positive economic impact during these events.

Consultation

The Grants Working Group have successfully organised community information evenings and workshops to educate and inform the public about what Council Grants are available as well as how to write and submit an online application. There are a number of Grants Administrators throughout Council who are available to answer and meet with members of the community to discuss future applications and events.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.1 Events Grants Funding Program 2015-2016 Round Two (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure that the information about the application process was widespread	Media Release Website Social media
Consult	Council staff available to consult, in person or via telephone or email to all community groups	Meetings with applicants Community Workshops Community Information Sessions
Involve	Recreation Program and Services Coordinator to provide assistance to community groups	Consultation on an individual basis with the application process
Collaborate	Community groups will be responsible for the planning and implementation of projects.	Successful applicants will drive their own initiatives.
Empower	Whilst decision making regarding the successful grant applications is made by Council, community groups will be responsible for the planning and implementation of projects.	Community groups will drive the delivery of their events with the assistance of the Events Team.

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
- 2.4.4. The Need to Grow
- 3.2 Supporting Principles
- 4.3.4 The Municipality is More Attractive
- 4.3.9 The Municipality is Culturally Active

b) Other strategic links

Council Plan 2013 – 2017

Goal 1 – Active and Engaged Communities (Social)

Conclusion

The applications for funding through the Events Funding Round Two 2015/2016 were reviewed by an internal Assessment Panel and they have recommended that the above sixteen applications be funded. The events meet eligibility requirements for the Events Grants Guidelines.

Attachments

Nil

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements

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

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

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

Council Officers involved in producing this report

Author: Team Leader Business and Industry Development

Proof reader(s): Manager Investment Attraction

Approved by: Director Sustainable Development

Executive Summary

On 9 November 2015 and 17 February 2016 officers were given a presentation on Environmental Upgrade Agreements (EUA) by the Sustainable Melbourne Fund (SMF) and GV Community Energy.

An EUA is an agreement between a property owner, a bank and local government that facilitates a building upgrade to improve energy efficiency. EUAs allow for the tenants and building owners of commercial and industrial property to collaborate on energy, water and waste projects that will reduce the impact to the environment and reduce operating costs.

Benefits to Business of EUA's include:

- Facilitating low carbon businesses
- Stimulating a green economy, and
- Facilitating resource efficient businesses

In the arrangement presented, Council would act as the collector of funds from participants in the program and would do this through its rate collection processes.

Officers are seeding Council's endorsement to pursue participation in the EUA process.

RECOMMENDATION

That the Council:

1. progress with facilitating Environmental Upgrade Agreements through Sustainable Melbourne Fund and make this program available to the relevant Greater Shepparton property owners.
2. allocate \$11,000 (GST inclusive) within the 2015/2016 financial year which would pay for a 12 month licence agreement with the Sustainable Melbourne Fund.

Background

A major barrier for landlords to pursue energy efficiency upgrades for their properties is cost and return on investment of the proposed infrastructure. Initial cost and repayments often hinder renewable energy projects which ultimately impacts the environment.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Council officers were presented to on 9 November 2015 and 17 February 2016 regarding Environmental Upgrade Agreements (EUA) by Sustainable Melbourne Fund (SMF) and GV Community Energy.

The content and discussions that occurred during these presentations are detailed within this report.

What is an EUA?

An EUA is an agreement between a property owner, a bank and local government that facilitates a building upgrade to improve energy efficiency. EUAs allow for the tenants and building owners of commercial and industrial property to collaborate on energy, water and waste projects that will reduce the impact to the environment and reduce operating costs. Unlike other alternative finance options, EUAs allow tenants to contribute financially to the project where it makes sense to do so and help shape the project to best suit their needs. Importantly, EUA finance also offers 100% project finance, competitive interest rates and long term finance.

The SMF designed and implemented the EUA program for the City of Melbourne, the first Australian municipality to offer EUAs. They are now the Third Party Administrator (TPA) for the EUA program, engaging actively with the finance and property sectors as a trusted intermediary for building owners.

The Sustainable Melbourne Fund:

- Establishes EUA programs for municipal government
- Acts as a trusted intermediary to implement the program on behalf of Council
- Provides ongoing monitoring and reporting

As of 9 September 2015 legislation has been passed by the State Government that allows all Victorian Councils to offer EUAs to their business community.

What Are The Benefits For Council And Enterprises Within Greater Shepparton?

Through implementing EUAs, Council will be taking an innovative step to pioneer a mechanism that provides opportunities and benefits to Greater Shepparton City Council's business ratepayers to access attractive capital to improve their buildings. Upgrading buildings is a proven creator of local jobs and investment, increases environmental performance and hence asset value.

Key benefits are outlined below:

- **Low Cost Abatement.** Upgrading buildings delivers savings on utility bills, driving down the overall cost of energy for business while also reducing the impacts of climate change. Environmental Upgrade Agreements (EUAs) are a mechanism for building owners to access attractive finance for retrofitting.
- **Overcome structural and market barriers.** EUA finance can overcome the split-incentive barrier (between owners and renters) by enabling the costs and benefits to be shared with the building occupiers. This means that building owners and tenants pay back the loan at the same time that they are benefiting from the lower costs of a more resource efficient building. If ownership or tenancy rights change, the new owners take up the loan and pay it through their rates. Without this system businesses have a disincentive to invest in efficiency because they may move premises before paying off the loan.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

- Reduce Financial Risks. EUAs unlock private investment in local communities. As a consequence, there is no financial risk to local councils budgets and does not require government handouts.
- Complementarity. EUAs can work with any grants/subsidies available for projects through local, state or federal government departments to enhance the business case for a building retrofit. As such EUAs are a means of attracting government money into local communities.

EUAs can pay for any upgrades that improve energy, water or waste efficiency, or increase renewable energy. Projects that can be supported through the EUA include but are not limited to, solar panels, LED lighting, chiller upgrade, motion sensors, double glazing and weather proofing.

How an EUA Works - The Economics and Model

EUAs address an important cash flow consideration typical in commercial property ownership. The table below analyses building owner's decision making process when considering commissioning a 30kW solar array. Under a non-EUA finance structure the capital borrowed and repayments made are the responsibility of the building owner. In this case the building owner borrows \$40,740 over 5 years requiring an annual principle and interest repayment of \$7,940. Importantly, as the tenant pays all electricity costs, all savings attributable to this project will be to the benefit of the tenant. This results in an overall decrease in shareholder value (represented as a Net Present Value (NPV) of negative \$41,340.

However under an EUA, the tenant can contribute to the loan to the point where they are still better-off and shift the cash flow of the project to a positive annual cash flow. The ability for the tenant to contribute to the loan repayments means that the costs and benefits align for the building owner, resulting in an overall positive outcome for the project for both parties.

	Lease	EUA	
Loan Amount	\$40,740 (ex GST)	\$45,474 (inc GST)	
Interest Rate	9.3%	7.1%	
Years of Loan	7	10	
Payments Per Year	12	4	
Annual Payment (P&I)	-\$7,940	-\$6,463	
Annual Savings	\$0	\$6,463	← Tenant Receipts = 100% of savings
Projected Simple Payback (yrs)	N/A	7	
Net Annual Cost	-\$7,940	\$0	
Cash flow Benefit	-\$7,940	\$0	
NPV (pre tax)	-\$41,340	+\$3758	

The SMF will charge application and ongoing processing fees to all project applications, payable by the applicants (at present, these are the Charges within the City of Melbourne. These are currently under review, but the SMF envision these to be uniform regardless of council area). An administration fee of 0.072% is collected and itemized as part of the repayments.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Project Size	Application Fee (\$)	Processing Fee (\$)	Total Upfront Fee
<\$50,000	600	n/a	600
>\$50,000 and <\$200,000	600	612.5	1,212.50
>\$200,001 and <\$400,000	600	1,350.00	1,950.00
>\$400,001 and <\$800,000	600	2,340.00	2,940.00
>\$800,001 and <\$1,400,000	600	3,630.00	4,230.00
>\$1,400,001 and <\$2,500,000	600	4,875.00	5,475.00
>\$2,500,001 and <\$4,000,000	600	6,175.00	6,775.00
>\$4,000,001 and <\$8,000,000	600	9,600.00	10,200.00
>\$8,000,001 and \$12,000,000	600	16,000.00	16,600.00
>\$12,000,001	600	19,200.00	19,800.00

How Will The SMF Support Council To Set-Up The EUA Process?

Sustainable Melbourne Fund will assist Council to develop the EUA offering and the EUA application and administration process. They will also adapt all the EUA application documentation and templates, including process flowcharts and check sheets currently in use within the City of Melbourne to best match internal requirements.

Beyond the set-up, as part of the Third Party Administrator Services, they will process the applications including help line support and liaise with each of the relevant departments highlighted in the table below to obtain the information required to enable the signing of EUAs in an efficient manner and participate in stakeholder engagement activities (networking events, presentations, information sessions) to promote the program.

Department	Activity
Council	<ul style="list-style-type: none"> • Pass resolution to offer EUAs in the municipality • Provide instrument of delegation to CEO (or delegate) to sign EUAs
Legal Department	<ul style="list-style-type: none"> • Review and agree to template EUA form and other template documentation • Ad hoc responses to legal queries regarding the EUA template • Confirm final documentation is in order prior to execution by CEO – SMF will provide confirmation that in our opinion the documentation is complete and accurate • Store copy of the signed EUA for Council records (e.g. in the vault)
Rates Team	<ul style="list-style-type: none"> • Confirm property exists in your municipality and is used for non-residential purposes • Levy Environmental Upgrade Charge (EUC) and issue EUC notice • Collect quarterly EUC payments • Provide Quarterly EUC payment summary

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Council Plan/Key Strategic Activity

Council Plan – 3. Economic Prosperity

3.1 Develop and implement a strategy for attracting renewable energy based industries to Greater Shepparton.

Risk Management

It should be noted that a major risk associated with such a program when acting as the debt collector is the business owner or tenant being unable to pay its debts to Council. This risk is however mitigated due to Council not being held liable should payments not be received. The SMF requests that it is Council's responsibility to use its existing debt recovery procedures to the best of their ability. It is also stated that "Council is not liable to pay any amounts to the lender until they have received payment from the building owner".

The amendment to the Local Government Act provides that Councils are not liable for failure to pay an Environmental Upgrade Charge S181E (2) Local Government Amendment (EUA) Bill 2015.

"LOCAL GOVERNMENT ACT 1989 - SECT 181E

Liability of Council to recover environmental upgrade charge

(1) Subject to subsections (2) and (3), a Council must use its best endeavours to recover an environmental upgrade charge in accordance with any requirements imposed on it by this Act and an environmental upgrade agreement.

(2) A Council is not liable for any failure by an owner or any occupier or an owner and any occupier (as the case requires) to pay an environmental upgrade charge or charges.

(3) A failure by an owner or any occupier or an owner and any occupier (as the case requires) under subsection (2) does not make the Council liable to pay the outstanding amount under the environmental upgrade charge or charges to the lending body."

Risks	Likelihood	Consequence	Rating	Mitigation Action
Entering into an agreement with Council without understanding terms	Possible	Moderate	Moderate	Working with SMF to ensure the agreements that participants sign are accurate, clear and reflect the program.
Misinterpretation of program details	Possible	Moderate	Moderate	Have an EUA expert within Council who will provide guidance to potential participants in the program to ensure that communication is consistent.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Detail of program is misconstrued within Council's marketing	Possible	Moderate	Moderate	Ensure marketing material is clear and concise to avoid public confusion

Policy Considerations

Procurement policy will be complied with to ensure Council is complying with Local Government Act.

Council will comply with relevant policies.

Financial Implications

The cost for a one year pilot is \$10,000 excl. GST. EUA application fees are covered by the relevant businesses as outlined within this document. Additional years will cost \$10,000 excl. GST. Council will not be locked into this arrangement with MSF beyond the one year period.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense		10,000	10,000	10,000
Net Total				

¹ Budgets are GST exclusive

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

Note: First year fee pays for the following:

- SMF staff to work with Greater Shepparton City Council to set up internal templates and Council processes
- Assistance to achieve Council approval – delegation of EUA signing ability to CEO
- Agreed programmatic support – 4 events / workshops
- 12 month licence to use SMF IP systems, processes and documentation
- Free use and content update of BetterBuildingFinance.com.au
- Help line support for project applicants
- Council's in kind contribution is the following:
 - Design and printing of EUA programmatic content (Economic Development or Sustainability programs)
 - Venue, catering and event co-ordination
 - Local Media, PR and communications

Note: Additional costs to Council include general administration of the program and also debt collection fees should Council need to progress down this path with landlords or tenants.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Legal/Statutory Implications

All legal and statutory requirements will be complied with as part of this initiative.

Procurement policy will also be complied with to ensure Council is complying with Local Government Act.

Environmental/Sustainability Impacts

- Facilitating low carbon businesses
- Stimulating a green economy, and
- Facilitating resource efficient businesses

Social Implications

The availability of EUA's will hopefully encourage renewable energy and energy saving projects within Greater Shepparton. Landlords leading by example in the renewable energy field may encourage the general public to investigate energy saving initiatives.

Economic Impacts

Buildings will be upgraded which will enhance the value of the premises.

Tenants will be able to make savings due to a decreased electricity bill which will allow them to utilise the saved funds on other areas of their business.

Consultation

GV Community Energy has consulted with landlords regarding EUA's and has advised Council that there is interest in the program.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Inform Landlords of EUA's	Newspaper, Social Media, Face to face
Consult	Discuss benefits with Landlords	Face to Face
Involve	Involve GV Community Energy in relevant discussions	Meetings

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Economic Development – Promote economic growth

1. To provide increased opportunities for local job creation
 - 1.1 Facilitate opportunities for economic development to retain and build the employment base.

b) Other strategic links

Environmental Sustainability Strategy

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

- 3.5.1 Encourage and support businesses, industry and the general community to reduce energy costs and greenhouse gas emissions to mitigate the impacts of climate change.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.2 Environmental Upgrade Agreements (continued)

Conclusion

EUAs afford an opportunity for Council to partner with businesses within the municipality to reduce their operating costs, improve the asset value of commercial building stock and create more resource efficient enterprises.

Attachments

Frequently Asked Questions FAQ's - Environment Upgrade Agreements
EUA's

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review

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

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

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

Council Officers involved in producing this report:

Author: Team Leader Tourism and Events

Proof reader(s): Manager Investment Attraction

Approved by: Director Sustainable Development

Other: Support Officer Investment Attraction

Executive Summary

The current visitor profile for Greater Shepparton includes around 1.2 million visitors per year injecting approximately \$176 million into the economy.

With the importance of tourism gaining momentum in Victoria, trending to be the second biggest industry, many destinations are investing significantly in improving their tourism offerings, profiling, positioning, marketing spend and activations. Over the past five years the Council's visitor economy program has grown substantially, seeing an increase in tourism product, investment and development - with major events becoming a pillar of the program.

The 2011 to 2014 Tourism and Major Events Strategy outlined the need to develop a new destination brand. The current Discover Shepparton destination brand identity used to promote visitor economy activities was developed in 2008 and this has now become out dated, ineffective, not very recognisable to locals, industry and visitors and failed to reflect the current identity of the region's tourism and major event program.

As an action of this strategy, a visitor economy identity review of the destination brand mark (logo) was undertaken. The review aimed to create an engaging and contemporary brand mark that represented the identity of the Greater Shepparton region that is authentic, reflects the region's attributes and product strengths, and genuinely engages both the tourism industry and the community.

The brand mark review recommended that a new design with a clearer vision, identity and direction for the Greater Shepparton municipality be developed. It is recommended the "Many Great Things" design be endorsed as it represents a vision for the Greater Shepparton municipality.

RECOMMENDATION

That the Council adopt the Shepparton identity design and tagline "Many Great Things" as this best represents the visitation vision for Greater Shepparton.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)

Background

The 2011 to 2014 Tourism and Major Events Strategy outlined the need to develop a new destination brand. The aim of this visitor economy identity review was to engage and communicate with both visitors and locals alike and increase visitation to the region. It was to include a brand mark (logo), supporting graphic elements and style guide providing the foundations for a consistent approach to communications to promote the region. The design aims to be representative of the strengths of the region, easily recognisable and interpreted and have a lifespan of approximately 10 years. It should also galvanise support for the destination amongst all stakeholders including residents, industry and visitors. Such a brand mark would be utilised across Economic Development initiatives.

The brand mark would play a key role in the communication of what we aspire our region to be known for, how we see ourselves and how we will stand out amongst other destination offerings.

The identity review project was undertaken utilising the following components:

- Internal consultation (Councillors and staff) – workshops and online survey
- Community consultation – workshops, face-to-face interviews, phone interviews, and an online survey
- Region's key attributes, perceptions and attractions (see attachment figures 1,2 and 3)
- Brand framework (figure 4)
- Brand audit and competitor analysis (figure 5) noting that recent branding identity changes have occurred for Visit Victoria (State Government), Ballarat and Echuca Moama.

Based on the brand mark review outcomes, it was recommended that refreshing the destination's identity was imperative in terms of providing a clearer vision, identity and direction for the Greater Shepparton municipality and would enable:

- Development of a compelling and authentic brand that is more relevant to our visitation offer
- Creation of an identity that is more aligned to a powerful and distinctive Council vision on tourism and major events that can engage and guide the organisation for the future
- Support for the destination amongst all stakeholders including residents, industry and visitors
- Creation of a strong and aspirational sense of place to inspire the community
- Communication that Council's tourism and events visitor economy program has evolved since 2008, and provides the opportunity to project a more contemporary and relevant image.

The outcomes of the review were that a new design with a clearer vision, identity and direction for the Greater Shepparton municipality was required and a refreshed brand mark design has consequently been developed.

Officers workshopped the design and "A Great Many Things" tagline with Councillors and after some discussion a minor change was made to the tagline, amending it to become 'Many Great Things'.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)

“Many Great Things”

The following proposed design (with an amendment to the tagline) has been inspired by the city’s main product strengths, and not around one iconic element. The proposed tagline that complements the brand mark is “Many Great Things”. This depicts that we are in fact made up of many great attributes. The key drivers around Shepparton’s product strengths that have come from the review include the following 10 key areas which combined, will make up the brand logo mark development:

MANY GREAT THINGS

PEOPLE & FAMILIES			ENVIRONMENT
EVENTS			FOOD & AGRICULTURE
MOOVING ART			SUNSHINE
WATER			LIFESTYLE
ARTS & CULTURE			SPORTS

The proposed brand mark is a dynamic, bold new way to showcase the diverse layers and exciting dimensions that make Greater Shepparton distinctive and appealing for our community and visitors. It celebrates everything that makes Greater Shepparton great. Framed by a diverse multicultural community, natural bush, stunning rivers and lakes we benefit from location, climate, great people and families, fabulous food, exquisite arts and culture, major events and festivals, Mooving Art, spectacular lifestyle opportunities and a sporting culture like no other. These key areas combined will be the visitor economy brand story, the driving factors around future visitation campaigns, and profile Greater Shepparton in the destination market across all mediums.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)



The “Many Great Things” concept is recommended based on the following points:

- Innovative, bold and progressive
- Demonstrates strong leadership in tourism and major events
- Indicates economic growth and business development through visitation
- Is community focussed and committed
- Responsive to business and industry needs
- Clearly signifies that Council has evolved in the tourism and events space
- Leverages key product strengths that the region is renowned for.

Greater Shepparton City Council is committed to strong leadership and achieving the vision of stimulating economic growth through visitation initiatives as a key regional destination. It is worthwhile considering the proposed redesign in the context of our competitors and partners and making a statement about how serious we are about developing our visitor economy.

Council Plan/Key Strategic Activity

1. Active and Engaged Communities (Social)
2. Economic Prosperity (Economic)
3. Quality Infrastructure (Built)
4. High Performing Organisation (Leadership and Governance)

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
<u>Perceived</u> high costs associated with the project.	B	4	Moderate	Clear communication about the actual cost of rebranding, that there are minimal assets involved and the importance for Council to update its destination identity.
Council continues with existing brand Discover Shepparton which does not reflect the current organisational direction and vision for increasing the visitor economy in the municipality. The community, industry and staff remain unclear on the vision.	C	3	Moderate	A minor refresh of the existing brand could be undertaken, however this would not reflect the significant transformation or best represent the vision for the municipality.

Policy Considerations

There are no conflicts with current Council policy in relation to this report.

Financial Implications

The initial investment in the rebranding would be minimal as the visitation brand is predominantly web and print based with minimal physical assets.

Current assets used during events are at the end of their useful life and in need of replacement as some of these are eight years old. As such, new branding is timely as assets can be replaced encompassing the same. Ongoing costs would be normal business as part of the visitor economy marketing and destination positioning program in the Economic Development Department. A break-down of current allocations is listed below.

Resource	Quantity	Cost
Greater Shepparton Visitor Information Centre office signs	6	\$2,000
Brand video development for social media (various formats)	1	\$3,000
Visitor Centre staff and Volunteer uniforms	30	\$3,000
TV print and /or radio campaign	1	\$5,000
Tear drop fence banners 1.2m, 1.8m (40 metres) and pull up display banners	6	\$2,300
Total:		\$15,300

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)

Resources that would be rebranded that do not incur a cost include:

- Websites – updated Visit Shepparton website
- Publications/print, collateral/advertising templates including the remaining 2015-2016 Official Visitor Guide print run
- Social media platforms
- Email signatures

	2015/2016 Approved Budget for this proposal*\$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	-	-	-	-
Expense	\$15,300	\$15,300	Nil	This activity has been budgeted for as part of destination marketing program
Net Result	-	-	-	-

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

Legal/Statutory Implications

There are no major legal/statutory impacts with this project. Minor work would be required in registering the new name and tag line.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts with this project.

Social Implications

It is anticipated that a refreshed identity would assist Council being more positively perceived by the target market and stakeholders, which will increase engagement, pride and understanding.

Economic Impacts

While there would be an initial cost involved in the identity rollout to the value of approximately \$15,300, this has been budgeted as part of normal operational business within the Economic Development department. The economic value of tourism to the region is \$176 million with the major events calendar run by Council directly contributing \$36 million and this initiative will help further enhance and profile the region's reputation and product strengths in the visitor market.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	-	-
Consult	✓	Interviews, workshops and consultation (face-to-face and phone interviews).
Involve	✓	Workshop with Councillors. Workshops and online surveying of all staff.
Collaborate	✓	Draft concepts presented to staff and key community groups for consideration. Feedback used to inform final draft.
Empower	-	-

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.3 Visitor Economy Identity Review (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The Greater Shepparton 2030 Strategy provides a vision for the municipality. In undertaking a transformation Council is now in a better position to work with the community and government to implement the strategies in achieving the vision. The proposed refresh brand clearly communicates that Council is committed to this vision.

b) Other strategic links

Tourism and Major Events Strategy - 2011 to 2014 identified an action of development of a new destination brand with the objective of developing an identity of Greater Shepparton which is authentic and reflects the attributes of the region and that is owned by industry and community.

Conclusion

Council has the opportunity to refresh its visitor economy identity as identified in the 2011-2014 Tourism and Major Events Strategy so that it is more aligned with the current direction of the organisation and the vision for the Greater Shepparton municipality. Council is actively pursuing a greater focus on attracting visitation and developing economic growth. Transitioning to the Shepparton “Many Great Things” identity formally recognises that Greater Shepparton is moving forward - being a bold, innovative and strong leader in the visitor economy market. Greater Shepparton City Council tourism and major events visitation program has transformed significantly over the past 10 years and how Council presents and positions itself in this market needs to reflect this.

Attachments

Visitor Economy Identity Review consultation summary results

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Instrument of Appointment and Authorisation (Planning and Environment Act 1987 only) - Updated to Include New and Revoked Officers

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

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

Council Officers involved in producing this report

Author: Team Leader Strategic Planning

Proof reader(s): Manager Planning

Approved by: Director Sustainable Development

Other: Planning Support Officer

Executive Summary

The Chief Executive Officer (CEO) has delegated powers to appoint Council officers as Authorised Officers under various pieces of legislation to ensure appropriate appointments can be made efficiently and without significant delay. However, under the *Planning and Environment Act 1987*, the Council cannot delegate the provision to authorise officers for the purposes of enforcing the *Planning and Environment Act 1987* to the CEO. This can only be done by Council.

To this end, Council resolved to appoint Ian Boyle as an Authorised Officer under Section 147(4) of the *Planning and Environment Act 1987* on 20 August 2013. Ian Boyle however, is no longer employed by Greater Shepparton City Council and this appointment must now be formally revoked by Council.

Similarly, a number of replacement staff have commenced employment in the Planning Department and they are required to be Authorised Officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act by Council.

This report seeks to revoke officers that are no longer in Council's employ and authorise officers who have now commenced work with the organisation.

RECOMMENDATION

In the exercise of the provisions conferred by Section 147 of the *Planning and Environment Act 1987* and the other legislation referred to in the attached Instrument of Appointment and Authorisation (*Planning and Environment Act 1987 only*)(S11A), Council resolves that:

1. the Instrument of Appointment and Authorisation conferred to Ian Boyle and Malcolm France be revoked;
2. Elke Gilbert Cummins, Samuel Dangelo-Kemp, Grace Emily Docker and Robert James Duncan be appointed and authorised as set out in the Instrument of Appointment;
3. the Instrument comes into force immediately upon the Common Seal of Council being affixed to the Instrument and remain in force until Council determines to vary or revoke the Instrument; and

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Instrument of Appointment and Authorisation (Planning and Environment Act 1987 only) - Updated to Include New and Revoked Officers (continued)

4. the Common Seal of Council be affixed to the Instrument as attached.

Background

Council subscribes to a delegations and authorisations service provided by the legal firm Maddocks Lawyers Pty Ltd. This documentation is generally updated twice per year based upon any legislative changes and specific issues raised by councils.

Council Plan/Key Strategic Activity

This is a procedural matter, but ensures the successful delivery of Council business.

Risk Management

Only Authorised Officers are able to undertake various functions under the *Planning and Environment Act 1987*. This process ensures that officers have the correct authorisation in place. There is a minor risk of this occurring.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Unauthorised Officers	Unlikely	Minor	Low	Ensures officers have correct authorisation

Policy Considerations

There are no conflicts with existing Council policy.

Financial Implications

There are no financial implications as a result of this report.

Legal/Statutory Implications

The proposal is consistent with the *Planning & Environment Act*, in that officers must be authorised to perform duties under the *Planning & Environment Act*.

Environmental/Sustainability Impacts

There have been no negative environmental/sustainability impacts identified for this recommendation.

Social Implications

No social implications have been identified.

Economic Impacts

No economic impacts have been identified.

Consultation

No consultation is needed, as this is an administrative process.

9. SUSTAINABLE DEVELOPMENT DIRECTORATE

9.4 Instrument of Appointment and Authorisation (Planning and Environment Act 1987 only) - Updated to Include New and Revoked Officers (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

No strategic links have been identified to the *Greater Shepparton 2030 Strategy 2006*.

b) Council Plan

This proposal supports Council Plan Priorities and Actions of the *Council Plan 2013-2017*:

- Goal 5: High Performance Organisation (Leadership & Governance).
 - Objective 3: To ensure strong internal systems and processes to ensure best practice delivery of services for the community.

c) Other strategic links

No other strategic links have been identified.

Conclusion

To maintain Council's legal and statutory requirements, and avoid breaches to the *Planning and Environment Act*, it is recommended that the revoking of former employees and the appointment of the new officers be authorised.

Attachments

1. Staff package instrument of appointment authorisation
Elke Gilbert Cummins
2. Staff package instrument of appointment authorisation
Sam Dangelo-Kemp
3. Staff package instrument of appointment authorisation
Grace Emily Docker
4. Staff package instrument of appointment authorisation
Robert James Duncan

10. TABLED MOTIONS

Nil Received

11. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES

Nil Received

12. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

12.1 Cr Houlihan's Report on Special Committees and Advisory Committees

Name of Committee	Date of Meeting Attended	Key Items
Greater Shepparton Heritage Advisory Committee	7/03/2016	<ul style="list-style-type: none"> The Committee resolved to host a Cultural Heritage Award in the 2016/17 year, culminating with an Awards ceremony. The first GS Biennial Heritage Lecture has been organized. Louise Homan, a member of the Heritage Council of Victoria is the keynote speaker. Thursday, 21 April 21 - 1pm and 6pm. Master Class by Council Strategic Planning Officer Michael MacDonagh: 'Planning and Conservation in the Republic of Ireland'
Australian Botanic Gardens Shepparton Section 86 Committee	23/03/2016	<ul style="list-style-type: none"> With the construction phase of the Refugee Garden almost completed the Committee resolved to approve the Spiire Planting Design to enable the purchase and planting of the listed species in that garden to be progressed. There was a commitment to use the next working bee to tidy, mulch and weed The Terrace Garden at the western end of Honeysuckle Rise in preparation for a 50th birthday tour by the Shepparton and District Society for Growing Australia Plants, as that group assisted with advice and planning of that garden. Committee member and former mayor Geoff Dobson reported on his presentation of the ABGS Committee's Business Plan for 2016/17 to Councillors at a briefing on March 22nd. Mr Geoff Thompson, President of the Friend's group also attended. Additional seats for visitors have been ordered. Much more seating and shelter is required across the site.

RECOMMENDATION

That Cr Houlihan's report on Special Committees and Advisory Committees be noted.

Attachments

Nil

13. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

14. DOCUMENTS FOR SIGNING AND SEALING

14.1 Documents for Signing and Sealing

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

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

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

The following document has been presented for signing and sealing:

- **Lease** – between Council and Shepparton Aircraft Hire Pty Ltd for Hangar site 2, Shepparton Aerodrome, 7810 Goulburn Valley Highway, Kialla for a period of 7 years from 1 July 2013.

RECOMMENDATION

That the Council authorise the Chief Executive Officer to sign and seal the document listed above.

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program

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

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

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

Councillors' Community Interaction and Briefing Program

From 1 March 2016 to 31 March 2016, some or all of the Councillors have been involved in the following activities:

Cr Dinny Adem

Speak at Goulburn Valley University of the Third Age
 Soroptimist Shepparton International Women's Day Breakfast
 Opening of Champions for Change
 SAM Funding Announcement | The Hon Jaala Pulford
 AFL Civic Reception for Geelong Community Cup
 Shepparton High School - Presentation of badges
 Annual World Day of Prayer Service
 Powercor Community Dinner | AFL
 Opening Night Celebrations of the 20th Shepparton Festival
 Farmers Market
 AFL NAB Challenge - Essendon v Geelong
 2016 Netball Victoria Melbourne Vixens Preseason Challenge
 Opening Murchison Tomato Festa
 Visit Stage 34 at Kialla Lakes and Wetland
 International Women's Day event (Women's Charter)
 GV Brain | Featuring Peter Alexander
 MEMP | Executive Committee
 Positive Ageing Advisory Committee
 Cultural Diversity Week Launch
 McGuire College - Harmony Day Celebration
 GSCC Audit and Risk Management Committee Meeting
 Luncheon with The Hon Tim Pallas MP
 Rotary District Conference 9810 | Official Party & Opening Ceremonies
 Rotary District Conference | Welcome Cyclists
 Official Opening of the Builders' Display Centre | Ribbon Cutting
 Converge on the Goulburn
 Meeting | Ambassador Kicmari
 Shepparton Albanian Harvest Festival
 Shepparton High Harmony Day Event
 Shepparton Show Me Ordinary Meeting
 Beacon Program Charter Signing | Year 10 student's career journey
 Senior Combined Partners Meeting
 Greater Shepparton Sports Hall of Fame Advisory Committee Meeting
 Citizenship Ceremony
 Discussion of ideas for the CBD | Better Local Government Association

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

Cr Fern Summer

SAM Funding Announcement | The Hon Jaala Pulford
AFL Civic Reception for Geelong Community Cup
Farmers Market
International Women's Day event (Women's Charter)
GV Brain | Featuring Peter Alexander
Cultural Diversity Week Launch
Converge on the Goulburn

Cr Dennis Patterson

Visit Stage 34 at Kialla Lakes and Wetland
GV Brain | Featuring Peter Alexander
Cultural Diversity Week Launch
Mooroopna Business Breakfast
Getting to know people in our neighbourhood activity | St Brendan's
Tatura Park Advisory Committee Meeting

Cr Jenny Houlihan

International Women's Day Breakfast
SAM Funding Announcement | The Hon Jaala Pulford
AFL Civic Reception for Geelong Community Cup
Opening Night Celebrations of the 20th Shepparton Festival
Annual Contemporary Textile Art Exhibition Opening
2016 Netball Victoria Melbourne Vixens Preseason Challenge
Opening Murchison Tomato Festa
Heritage Advisory Committee meeting
Visit Stage 34 at Kialla Lakes and Wetland
International Women's Day event (Women's Charter)
GV Brain | Featuring Peter Alexander
Mooroopna Business Breakfast
#ShepPROUD The Community Fund | Winner Announcement
Luncheon with The Hon Tim Pallas MP
Beacon Program Charter Signing | Year 10 student's career journey
Eastbank Lake Project Workshop
Meeting | Sustainable Cities

Cr Kevin Ryan

AFL Civic Reception for Geelong Community Cup
Chair | Tatura Public Gardens & Recreation Reserve Committee of Management Meeting
Tatura Park Advisory Committee Meeting

Cr Chris Hazelman

AFL Civic Reception for Geelong Community Cup
Multicultural Morning Tea
Opening Night Celebrations of the 20th Shepparton Festival
AFL NAB Challenge - Essendon v Geelong
2016 Netball Victoria Melbourne Vixens Preseason Challenge
Visit Stage 34 at Kialla Lakes and Wetland
International Women's Day event (Women's Charter)
Development Hearings Panel
Cultural Diversity Week Launch
Luncheon with The Hon Tim Pallas MP

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

Cr Chris Hazelman (continued)

Converge on the Goulburn
Shepparton Art Museum Advisory Committee Meeting
Development Hearings Panel

Cr Les Oroszvary

Opening Murchison Tomato Festa
Shepparton Show Me Ordinary Meeting

RECOMMENDATION

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

Attachments

Nil

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors

RiverConnect Implementation Advisory Committee – 21 October 2015		
Councillors:	Cr Houlihan	
Officers:	Sharon Terry, Renee Ashmore, Damien Willoughby	
Matter No.	Matters discussed	Councillors Present for Discussion
2.1	Environmental Water Communications Strategy – Goulburn Broken CMA	Cr Jenny Houlihan
2.2	River Red Gum Management Planning – Parks Victoria	Cr Jenny Houlihan
2.3	RiverConnect Strategic Plan	Cr Jenny Houlihan
Conflict of Interest Disclosures		
	Nil	

Councillor Briefing Session –1 March 2016		
Councillors	Cr Adem (Chair), Cr Summer, Cr Hazelman, Cr Houlihan and Cr Ryan.	
Officers:	Chris Teitzel, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Andrew Farrell, Geraldine Christou, Michael Carrafa, Sharlene Still and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Contract 1436 – Shepparton Aerodrome Relocation Study – Draft Report	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan (partial) Cr Ryan
2.	Freedom of Information Policy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Ryan
3.	Protected Disclosure Policy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
4.	Election Caretaker Provisions Policy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Ryan
5.	Instrument of Delegation – Members of Staff and Development Hearings Panel	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Ryan
6	Ducats Dollars	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Ryan (partial)
7.	Commodity Mapping Project	Cr Adem (Chair) (partial) Cr Summer (partial) Cr Hazelman Cr Houlihan (partial)
8.	Commercial Activity Centre Strategy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan
9.	Telstra Tower	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan
10.	Tallygaroopna Scout Hall	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

Councillor Briefing Session –8 March 2016		
Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson and Chris Teitzel, Andrew Dainton, Colin Kalms, Matthew Jarvis, Majenta Rose, Marilyn Howley, James Nolan, Greg McKenzie, Michael MacDonagh and Rebecca Bertone (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Kialla Lakes and Wetlands – Site visit	Cr Adem Cr Hazelman Cr Houlihan Cr Patterson
2.	287 Doyles Road, Orrvale – Storm Water Drain	Cr Adem (Chair) Cr Summer (partial) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan (partial)
3.	2016/2017 Budget – Draft Fees and Charges	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan (partial)
4.	2016/2017 Capital Budget	Cr Adem (Chair) (partial) Cr Summer (Chair) Cr Hazelman (partial) Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan (partial)
5.	Shepparton and Mooroopna Flood Mapping and Intelligence Project – Status Update	Cr Adem (Chair) (partial) Cr Summer (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
6	Surveillance Policy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
7.	Draft Agenda – 15 March 2016 Ordinary Council Meeting	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
8.	Goulburn Valley Waste and Resource Recovery Group – operational processes following Council Elections	Cr Adem (Chair) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
9.	Shepparton Art Museum - Funding	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
10.	Council Meeting Seating Arrangements and Meeting Locations	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
8	Cr Summer	Yes

Councillor Briefing Session – 15 March 2016	
Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan
Officers:	Peter Harriott, Steve Bowmaker, Kaye Thomson and Chris Teitzel, Colin Kalms, Michael MacDonagh, Elka Marilyn Howley and Maree Martin (not all officers were present for all items).

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Discussion with Shepparton Chamber of Commerce	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
2.	Strategic Planning – Quarterly Update	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan)
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 15 March 2016

Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Marilyn Howley, Kaye Thomson and Chris Teitzel, Majenta Rose, Matthew Jarvis, Geraldine Christou, Megan Tracy, Sharlene Still and Natarlie Phillips (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Program Budget - Community	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
2.	Legal Matters Briefing with Rob Crow	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
3.	Australian Botanic Gardens – Business Plan	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Events Grants Funding Program 2015-2016 Round Two	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
5.	Risk Management Policy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

Councillor Briefing Session – 29 March 2016		
Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan	
Officers:	Peter Harriott, Marilyn Howley, Johann Rajaratnam, Kaye Thomson and Chris Teitzel, Majenta Rose, Matt Jarvis, Sharlene Still, Geraldine Christou, Michael Caraffa, Fiona Le Gassick, Mat Innes-Irons , Anthony Nicolaci, Megan Tracy, Maree Glasson, Tony Tranter, Paul Elshaug, Mel Sporry, Stacey Cole, Amanda Tingay, Amy Jones and Joel Board (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Waste - Fees and Charges	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
2.	Environmental Upgrade Agreement	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
3.	Shepparton Chamber of Commerce and Industry – Proposed MOU to Council	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Visitor Economy Identity Review	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
5.	Visit from The Hon Ryan Smith MP - Shadow Minister for Roads and Infrastructure	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan

16. ASSEMBLIES OF COUNCILLORS
16.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	GSCC Seasonal Pools Review and Strategy	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
7.	Our Sporting Future Funding Round 2 - 2015/2016	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
8.	Community Matching Grant Round Two - 2015/2016	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
9.	Adoption submission of Greater Shepparton Safe Communities Advisory Committee Term of Reference	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
10.	Women's Honour Roll in the Queens Garden	Cr Adem (Chair) Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

16. ASSEMBLIES OF COUNCILLORS

16.1 Assemblies of Councillors (continued)

RECOMMENDATION

That the Council note the record of Assemblies of Councillors.

Attachments

Nil

17. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA

18. PUBLIC QUESTION TIME

19. CONFIDENTIAL MANAGEMENT REPORTS

19.1 Designation of Confidentiality of Information – Report Attachments

RECOMMENDATION

In accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) the Council designates as confidential all documents used to prepare the following agenda item Contract 1631- Cell Construction Cosgrove 2, previously designated by the Chief Executive Officer or his delegate in writing as confidential under section 77(2)(c) of the Act. This document relates to a contractual matter, which is a relevant ground applying under section 89(2)(d) of the Act.