

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 18 DECEMBER, 2018
AT 5.30

IN THE COUNCIL BOARDROOM

COUNCILLORS:

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

VISION

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

**A G E N D A
FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
TUESDAY 18 DECEMBER, 2018 AT 5.30**

**CHAIR
CR KIM O'KEEFFE**

INDEX

1.	ACKNOWLEDGEMENT	1
2.	PRIVACY NOTICE	1
3.	APOLOGIES	1
4.	DECLARATIONS OF CONFLICT OF INTEREST	1
5.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	1
5.1	Confirmation of Minutes of Previous Meetings	1
6.	PUBLIC QUESTION TIME	1
7.	MANAGEMENT REPORTS FROM THE INFRASTRUCTURE DIRECTORATE	2
7.1	Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation	2
7.2	Contract 1881 - Supply of Landfill Compactor	6
7.3	Contract 1884 - VicFleet Open Panel SPC Motor Vehicle	11
7.4	Contract 1877 - Cosgrove 3 Infrastructure and Building Construction Works	15
7.5	Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction.....	19
7.6	Review of the Waste and Resource Recovery Management Strategy 2013-2023.....	24
7.7	Appointment of Community Members for Saleyards Advisory Committee	29
8.	MANAGEMENT REPORTS FROM THE COMMUNITY DIRECTORATE	32
8.1	Draft Volunteer Strategy 2019-2022.....	32
8.2	Draft Greater Shepparton Multicultural Strategy 2019-2022.....	36
9.	MANAGEMENT REPORTS FROM THE CORPORATE SERVICES DIRECTORATE	40
9.1	Council Plan 2018-2019 Quarter 1 Progress Report	40
9.2	Contract 1862 - Professional Veterinary Services	43
9.3	Contract 1876 - Installation and Supply of Photocopier Hardware and Services	47
9.4	Audit and Risk Management Committee Independent Member Remuneration	51
9.5	Appointment of New Chairperson to the Audit and Risk Management Committee	54
9.6	November 2018 Monthly Financial Report	56
9.7	Shepparton Show Me 2017-2018 Annual Report	58
9.8	Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded.....	61
9.9	Councillor Representation on Committees	66

10. MANAGEMENT REPORTS FROM THE SUSTAINABLE DEVELOPMENT DIRECTORATE	75
10.1 China, Hong Kong and Jakarta Delegation Report 2018.....	75
10.2 Instrument of Appointment and Authorisation (Planning and Environment Act 1987)	82
10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages	85
10.4 Proposed Park Name - Sherwood Park (Archers Field Estate, Mooroopna)	96
10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement.....	100
11. REPORTS FROM COUNCILLORS	106
12. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES	106
13. NOTICE OF MOTION, AMENDMENT OR RESCISSION	106
14. DOCUMENTS FOR SIGNING AND SEALING	106
15. COUNCILLOR ACTIVITIES	107
15.1 Councillors Community Interaction and Briefing Program	107
16. URGENT BUSINESS NOT INCLUDED ON THE AGENDA	109
17. CONFIDENTIAL MANAGEMENT REPORTS	109
17.1 Designation of Confidentiality of Information – Report Attachments	109

RISK LEVEL MATRIX LEGEND

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

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

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

High Intolerable – Attention is needed to treat risk.

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

Low Tolerable – Managed by routine procedures

PRESENT:

1. ACKNOWLEDGEMENT

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

2. PRIVACY NOTICE

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

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

3. APOLOGIES

4. DECLARATIONS OF CONFLICT OF INTEREST

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

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

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the minutes of the Ordinary Council meeting held 20 November 2018 as circulated, be confirmed.

6. PUBLIC QUESTION TIME

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation

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 Engineer

Proof reader(s): Team Leader Project Management Office, Manager Projects

Approved by: Director of Infrastructure

Executive Summary

This contract is part of the Balaclava Rd/Verney Rd Intersection Upgrade Project. The contract will facilitate the relocation of Goulburn Valley Water (GVW) mains that are impacted by the road pavement reconstruction works required by the Balaclava Rd/Verney Rd Intersection Upgrade Project.

The water main relocation works are required to be constructed prior to the commencement of proposed road pavement reconstruction works.

To re-locate the affected water mains the Council needs to engage a GVW accredited consultant to design the water mains and project manage their installation in accordance with the agreement between GVW, Council and the appointed consultant.

GVW will make a contribution to the replacement of the water main based on the aging condition of their infrastructure. It is estimated that their estimated contribution will be 60% of the total relocation costs.

The engineering cost estimate for the proposed works was \$620,790 (excluding GST). The tender submitted by the preferred tender is \$616,245 (excluding GST). This is within 1% of the original engineering estimate.

RECOMMENDATION

That the Council:

1. accept the tender submitted by N L Drainage Pty Ltd of Tatura for Contract No.1888 Construction of Balaclava Road/Verney Road Intersection Goulburn Valley Water Main Relocation for the Lump Sum price of \$677,869.50 (including GST);
2. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

The works under this contract include: -

- (a) Site establishment
- (b) All traffic management systems
- (c) Supply and installation of new DICL water main pipe on the west side of Verney Road and north side of Balaclava Rd including reconnection of the services.

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation (continued)

- (d) All testing and commissioning
- (e) Tidy road reserve, nature strips and as built drawings

Tenders

Tenders were publicly advertised in Shepp News and The Age. At close of tender, tenders were received from:

Tenderers
N L Drainage, Tatura
Mawson Construction Pty Ltd, Shepparton
Crowley Excavations Pty Ltd, Kilmore
Armstrong Constructions Vic Pty Ltd, Essendon*

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Engineer	Projects
Design Officer	Projects
Manager	Projects
Contract and Procurement Advisor (Moderator)	Procurement

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50
Prices supplied for additional works	5
OH&S System and implementation	5
Environmental Sustainability	10
Social Procurement Economic Contribution to the Shepparton Region	10
Integrated management system (i.e. Quality, Risk, HR, Environmental Mgmt. Systems) and financial capability	5
Previous relevant experience, corporate capability, relevant personnel and equipment.	5
Project delivery methodology, Works Program	10
TOTAL	100

Council Plan/Key Strategic Activity

This procurement is consistent with the strategic objective in the Council Plan for 2017-2021, to “provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.”

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic, Pedestrian and Buses /Trucks management during construction	Likely	Moderate	Moderate	Traffic management and work methodology to provide for vehicle access
Damage to existing/proposed electric lines and electrocution	Likely	Major	High	Consult with Powercor to identify the proposed lines. Safety Management during construction – use of warning equipment / “spotters” for overhead lines
Damage to assets owned by other Authorities	Likely	Moderate	Moderate	Consult with relevant authority to identify the proposed lines. Relocate assets prior to works Safety Management during construction

Policy Considerations

There are no conflicts with Council Policy.

Financial Implications

These works are a component of an overall project. The total estimated cost for the entire project is \$4.54 million, which is intended to be funded over the 2018/19 and 2019/20 financial years.

	Approved 18/19 Budget for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	Comments
Expenditure Budget for water main works:	\$744,948			Estimated expenditure - Part of Adopted budget of \$2,404,074 - Work Order 4406
Expense		\$616,245		CN1888 GVW main relocation - Proposed award amount

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation (continued)

	Approved 18/19 Budget for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	Comments
Expense		\$61,625		10% Construction contingency
Expense		\$28,000		External Project Management fees (GVW requirement)
Expenditure Result	\$744,948	\$705,870	\$39,078	

¹ Budgets are GST exclusive

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Asset Management Strategy 2007 (page 12)

Infrastructure

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

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

Conclusion

N L Drainage Pty Ltd has submitted a conforming tender. N L Drainage Pty Ltd is a local contractor who is an accredited GVW contractor and has completed many similar projects for Goulburn Valley Water including Maude Street Stage 1 GVW main relocation, Verney Road Stage 1, 2 & 3 GVW main reticulation works. The panel is satisfied that N L Drainage Pty Ltd has established a good performance history in the water industry and is considered to have the experience, capability and resources to complete this project within the time period stipulated.

Therefore, the tender submitted by N L Drainage Pty Ltd for a total lump sum price of \$677,869.50 (including GST) has been determined to provide the best value for Council.

Attachments

Nil

7. INFRASTRUCTURE DIRECTORATE

7.2 Contract 1881 - Supply of Landfill Compactor

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 Strategic Assets, Team Leader Plant, Fleet & Store

Proof reader(s): Manager Strategic Assets, Team Leader Plant, Fleet & Store

Approved by: Director Infrastructure

Executive Summary

A new landfill compactor is to be procured to replace the existing compactor (Tana E320) at the Cosgrove Landfill.

An open Request for Tender process has been undertaken and two tenders were received.

The evaluation panel has determined that the landfill compactor offered by GCM Enviro Pty Ltd (TANA E320) is the lowest nett cost to Council, meets the functional requirements for the Cosgrove Landfill site and is expected to be a very reliable item of plant based on Council's previous experience with the same model of compactor.

Therefore it is recommended that Council award Contract 1881 to GCM Enviro Pty Ltd for the supply and delivery of a TANA E320 compactor and trade-in of Council's existing TANA E320 compactor.

RECOMMENDATION

That the Council:

1. accept the tender submitted by GCM Enviro Pty Ltd of 34 Beaumont Rd Mt. Kuring-Gai NSW for Contract No.1881 for the Supply and Delivery of Landfill Waste Compactor for the Lump Sum price of \$652,850 (including GST), inclusive of the trade-in of Council's existing TANA E320 compactor;
2. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

A new landfill compactor is to be procured to replace the existing compactor (Tana E320) at the Cosgrove Landfill. The existing compactor will surpass its target operating life of 5 years and 8000 hours of use in the coming financial year.

An open Request for Tender process was selected as the most appropriate procurement method and Tenderers were asked to submit tenders to replace the above mentioned compactor with a new landfill compactor of equivalent capacity or better. Tenderers were also asked to include a trade-in price for the existing Tana E320 Compactor.

7. INFRASTRUCTURE DIRECTORATE

7.2 Contract 1881 - Supply of Landfill Compactor (continued)

Tenders

Tenders were received from:

Tenderers
GCM Enviro Pty Ltd
Tutt Bryant Equipment (RT Equipment Pty Ltd)

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager Strategic Assets	Strategic Assets
Team Leader Plant, Fleet & Store	Strategic Assets
Fleet Coordinator	Strategic Assets
Waste Management Officer	Works & Waste

To replace the existing TANA E320 compactor the following machines have been proposed by the tenderers:

Tenderer	Compactor offered
GCM Enviro Pty Ltd	TANA E320
Tutt Bryant Equipment (RT Equipment Pty Ltd)	Bomag BC772RB-2

Neither company is based locally.

Council officers are very familiar with the TANA E320 offered by GCM Enviro because it is the same model that Council currently use and has a demonstrated track record in performing the required functions well for a period of 5 years.

Council officers were less familiar with the Bomag BC772RB-2 offered by Tutt Bryant Equipment, but it was noted that this machine is slightly larger than the TANA, being a 36 tonne machine compared to a 32 tonne. Referees were contacted to ascertain the expected performance of the Bomag machine, which led to the following conclusions being drawn:

- The Bomag compactors were experiencing many reliability issues approximately 5 years ago but the current model has been reliable so far at 3000hrs and 3 years old in one example.
- The support service by Tutt Bryant Equipment was described as poor but getting better.

Neither machine perfectly conformed to the technical specification, however in both cases the non-conformances were considered to be insignificant in terms of the machines being able to perform the intended functions. The detail and structure of the specifications for future similar procurements will be reviewed to ensure that the specifications only contain items that are genuine functional requirements.

7. INFRASTRUCTURE DIRECTORATE

7.2 Contract 1881 - Supply of Landfill Compactor (continued)

During the tender evaluation it was identified that the Waste department are potentially proceeding with a new method for temporary covering of waste at Cosgrove, and that the proposed method would require the new compactor to be capable of lifting a Tarpomatic or equivalent covering system. This system is mounted to the front of the compactor. GCM Enviro's proposed TANA E320 compactor required no further modification to fulfil this requirement, whereas Tutt Bryant Equipment's proposed BOMAG compactor required an extra cylinder to be fitted at a cost of \$15,000. This cost was subsequently factored into the tender assessment.

Tenderers were also asked to confirm the expected delivery time from award for the machines offered. The following responses were received:

Tenderer	Delivery Time
GCM Enviro Pty Ltd	8-10 weeks
Tutt Bryant Equipment (RT Equipment Pty Ltd)	20-24 weeks

The timeframe indicated by GCM Enviro was consistent with Council officer's expectations and fits well with Council's program.

The timeframe indicated by Tutt Bryant Equipment is significantly longer and would place significant doubt on their ability to deliver the new compactor this financial year and satisfy Council's needs.

Council has also received a Corporate Scorecard on the two tenderers which revealed no significant items.

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Specification	25%
Warranty	5%
Benefit to the Local Region	10%
Environmental Sustainability	10%

Council Plan/Key Strategic Activity

The award of the contract for the supply of a landfill compactor links to the following objectives outlined in the Council Plan 2017-2021:

- 4.5 - assets are well managed and their renewal is being planned through long term renewal strategies.
- 5.3 - waste is managed in a sustainable way that is environmentally friendly, reliable and sustainable for future generations.

Risk Management

Insignificant to Low risks have been identified and will be addressed at the operational level if the recommendation is adopted.

7. INFRASTRUCTURE DIRECTORATE

7.2 Contract 1881 - Supply of Landfill Compactor (continued)

The experience that Council officers have gained through the operation, servicing and maintenance of the existing TANA E320 will result in no new operational risks or delays if the recommendation is adopted.

There are some minor to medium risks that would have resulted if the Bomag machine was recommended. New operational procedures would have to be developed for the Cosgrove Landfill, along with training of operators, training of mechanics to undertake maintenance and establishment of servicing relationships. Each of these things creates a potential for delay that may have compromised the efficiency of compaction at the Cosgrove Landfill.

Should the award of the contract be delayed or not proceed at all, a medium to high risk would be created that is related to an increased probability of major breakdown of the existing landfill compactor. A major breakdown would accelerate the rate that air space is consumed in the current Cosgrove landfill cell, which is estimated to have less than 12 months capacity remaining. All of that capacity is required to provide sufficient time for the new Cosgrove cell to be completed and commissioned for use.

Policy Considerations

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

Financial Implications

The tendered amount by GCM Enviro (\$733,500) for the replacement compactor exceeded the approved budget of \$700,000, however this overrun is offset by the favourable trade-in price (\$140,000) offered for the current TANA E320 compactor. The nett result is a saving of \$106,500 on the budget estimate.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue		140,000	-140,000	154,000
Expense	700,000	733,500	33,500	806,850
Net Total	700,000	593,500	-106,500	652,850

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

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

Environmental/Sustainability Impacts

No environmental or sustainability impacts have been identified for this proposal.

Strategic Links

a) Greater Shepparton 2030 Strategy

This procurement has no direct linkage to the Greater Shepparton 2030 Strategy.

b) Other strategic links

Nil

7. INFRASTRUCTURE DIRECTORATE

7.2 Contract 1881 - Supply of Landfill Compactor (continued)

Conclusion

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

The evaluation panel is satisfied that the landfill compactor offered by GCM Enviro Pty Ltd (TANA E320) meets the functional requirements for the Cosgrove Landfill site and is expected to be a very reliable item of plant based on Council's previous experience with the same model of compactor.

Therefore it is recommended that Council award Contract 1881 to GCM Enviro Pty Ltd for the supply and delivery of a TANA E320 compactor and trade-in of Council's existing TANA E320 compactor.

Attachments

Nil

7. INFRASTRUCTURE DIRECTORATE

7.3 Contract 1884 - VicFleet Open Panel SPC Motor Vehicles

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: Fleet Coordinator

Proof reader(s): Manager Strategic Assets

Approved by: Director Infrastructure

Other: Team Leader Plant, Fleet and Store

Executive Summary

The purpose of this report is to gain Council approval to participate in the Vic Fleet Open Panel SPC Motor Vehicles – SS-01-218. The contract will be referred to as Contract 1884 for Council purposes. The VicFleet contract term is ongoing, but it is proposed that Council review the contract and Council's participation in it after 5 years.

VicFleet is Victorian Government's in-house service provider for the delivery and management of fleet vehicles on behalf of the Victorian State Government. VicFleet maintain a range of contracted suppliers to ensure best value vehicles in each market segment are captured. The current list of suppliers was obtained through an open RFT process undertaken in February 2018.

Council currently maintains a fleet of approximately 140 passenger and commercial vehicles. Vehicles are renewed every 2-3 years, depending on their usage and annual budget allocations.

The value of Council's spend under this contract will be dependent on approved annual budgets however is expected to be in the order of \$1,000,000 per annum. This exceeds the Chief Executive Officer 's delegated authority and requires Council's approval.

RECOMMENDATION

That the Council:

1. agree to participate in the Vic Fleet Open Panel SPC Motor Vehicles – SS-01-218 for a period of 5 years. The contract will be referred to as Contract 1884 with an estimated value of \$5,500,000 (including GST) over 5 years.
2. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

VicFleet and the Standard Motor Vehicle Policy (SMVP)

The government has a centralised framework for the delivery and management of fleet vehicles that features an in-house service provider (and key stakeholder) VicFleet. The management of the government's Standard Motor Vehicle Policy (SMVP) is the responsibility of VicFleet. The SMVP is a WoVG framework to optimise the management and use of government vehicle assets.

7. INFRASTRUCTURE DIRECTORATE

7.3 Contract 1884 - VicFleet Open Panel SPC Motor Vehicles (continued)

The SMVP maintains a focus on key fleet objectives including fleet efficiency, vehicle and passenger safety, and environmental sustainability.

Amendments to the SMVP

Two key changes to the SMVP will assist in meeting the Government's fleet efficiency agenda. In summary these are:

1. The SMVP has been amended to account for the end of local manufacturing – the 'purchase Australian made vehicles' policy has been replaced with the requirement for government entities to purchase from the Approved Vehicle List (AVL). The AVL is a list of best value for money (VFM) vehicles in each vehicle segment (based on whole of life costings), which will be reassessed as market conditions, models and safety features change. VicFleet is responsible for conducting the VFM assessments on individual vehicles in each segment, and for the subsequent composition and renewal of the AVL.

In order to undertake the VFM assessments, VicFleet require a range of contracted suppliers to ensure best value vehicles in each market segment are captured.

2. The Government has approved the application of the SMVP to include all General Government (GG) agencies.

This further expands VicFleet's role and the use of the government's Finance Lease Facility (FLF) by expanding its application to an additional 8,000 GG vehicles (estimated).

Tender process

The Department of Treasury and Finance released an open Request for Tender (RFT SS-01-2018) for the supply of Motor Vehicles and related services to the market on 19 February 2018, which closed on 16 March 2018.

The objective of the RFT was to support the government in achieving its fleet efficiency agenda by providing a range of pre-qualified suppliers eligible for further assessment and potential inclusion to the AVL.

18 suppliers have been recommended for inclusion to the State Purchase Contract (SPC) panel, which commenced on 1 May 2018.

The SPC agreement term is ongoing and will remain in force until DTF cancels a pre-qualification or dissolves the panel. DTF may also refresh the panel at its discretion. It is expected that the first refresh period will not occur until early 2019.

SPC objective

The objective of the SPC contract is to provide motor vehicles for the State's ongoing service delivery requirements. The State uses the SPC for the acquisition of vehicles in three key areas:

- Service delivery - ongoing operational requirements of government including child protection, fire-fighting, policing and other front-line government services to the community,
- Public sector transport services – vehicles for delivery of key policy functions such as inspectors, case workers, meetings, and
- Executive vehicles – for executive remuneration purposes.

7. INFRASTRUCTURE DIRECTORATE

7.3 Contract 1884 - VicFleet Open Panel SPC Motor Vehicles (continued)

Key SPC benefits/changes

The key benefits of the SPC are:

- a range of pre-qualified suppliers bound by standard contract terms and conditions,
- discounted price catalogue (ceiling rates) available for each supplier that includes related services such as accessories, pre-paid service and roadside assistance,
- price protection for 90 days,
- panel scope has been increased to include heavy vehicles up to 8 tonnes,
- the contract access fee (CAF) has been abolished,
- measurement and monitoring of performance against the contract has improved.

Vehicle Suppliers

The companies listed below are currently on the SPC panel:

Tenderers
BMW Australia
Fiat Chrysler Australia (includes Jeep)
Ford
General Motors Holden
Hyundai
Isuzu
Iveco Trucks
Kia Australia
Mercedes Benz Passenger
Mercedes Benz Vans
Mitsubishi Australia
Nissan Australia
Peugeot Citroen
Renault
Subaru
Toyota Australia
Volkswagen (includes Skoda)

Contract Term

As the VicFleet SPC agreement term is ongoing, it is proposed that Council review its participation in the contract after 5 years (October 2023).

Tender Evaluation

Tenders were evaluated by VicFleet. Council has a long history in successfully utilising the VicFleet vehicle procurement contracts. The vehicle discounts achieved through this procurement method are unable to be sustained and Council is unlikely to achieve this through any other mechanism.

Council Plan/Key Strategic Activity

The procurement of passenger and commercial vehicles links to the following objectives outlined in the Council Plan 2017-2021:

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

Risk Management

No substantive risks have been identified in participating in this state-wide contract.

7. INFRASTRUCTURE DIRECTORATE

7.3 Contract 1884 - VicFleet Open Panel SPC Motor Vehicles (continued)

Policy Considerations

Council's Procurement Policy and the Fleet Corporate Procedure have been considered and this aligns with those documents.

Financial Implications

The financial table below assumes an estimated \$1,000,000 ex. GST per year in vehicle procurement costs over 5 years.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	Varies annually	\$5,000,000		\$5,500,000
Net Total				

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

VicFleet considers the environmental credentials of vehicles before adding them to the Approved Vehicles List.

Strategic Links

a) Greater Shepparton 2030 Strategy

Mobility of Council staff is critical to enable those staff to engage with and service the Greater Shepparton community in achieving all of the 2030 strategic goals.

b) Other strategic links

Nil

Conclusion

Continued participation in the VicFleet vehicle procurement framework is recommended as the most cost-effective means for Council to procure replacement vehicles for its passenger and commercial fleet.

It is recommended that Council agree to participate in the Vic Fleet Open Panel SPC Motor Vehicles – SS-01-218 for a period of 5 years. The contract will be referred to as Contract 1884 with an estimated value of \$5,500,000 (including GST) over 5 years.

Attachments

Nil

7. INFRASTRUCTURE DIRECTORATE

7.4 Contract 1877 - Cosgrove 3 Infrastructure and Building Construction Works

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 Cosgrove 3

Proof reader(s): Manager Projects and Team Leader Projects

Approved by: Director of Infrastructure

Executive Summary

An open Request for Tender process has been undertaken and five tenders were received for Contract 1877 - Construction of Buildings and Infrastructure for Cosgrove 3 Landfill.

Ertech Pty Ltd is the highest scoring tenderer as evaluated against the selection criteria and the evaluation panel is satisfied that Ertech's tender for this contract represents good value to Council. Ertech have strong relative experience in the landfill projects and have previously delivered the Cosgrove 3 subgrade construction works.

The tender called for two options, one with the Education Centre and the other without. Council Officers have evaluated the proposals and are recommending that Option 1A (including the Education Centre) be adopted. Therefore Option 1A is recommended at a tendered price of \$4,513,877.65 (excluding GST) which is within the budget allocation.

RECOMMENDATION

That the Council:

1. accept the tender submitted by Ertech Pty Ltd of Dandenong South for Contract No. 1877 - Construction of Buildings and Infrastructure for Cosgrove 3 Landfill (Option 1A). Contract value of \$4,965,265.42 (including GST);
2. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

Cosgrove 3 Landfill is currently under construction to operate as the new landfill site for Greater Shepparton City Council commencing in 2019. The construction of the landfill is separated into two major components:

1. Cell and leachate pond construction (under construction)
2. Buildings and Infrastructure construction

This Contract is for the construction of buildings and infrastructure for Cosgrove 3 Landfill.

7. INFRASTRUCTURE DIRECTORATE

7.4 Contract 1877 - Cosgrove 3 Infrastructure and Building Construction Works (continued)

The major elements of the works covered by the Contract include:

- Facility entrance from Lemnos Cosgrove Road
- Internal sealed road for access to the Landfill Cell
- Other internal roadways
- Carpark for staff and visitors
- Weighbridge, inspection platform and associated infrastructure
- Non-conforming/Quarantine/Emergency Management area
- Site Offices with associated amenities
- Education Centre with associated amenities (Option 1A)
- Plant shed
- Wheel wash and wheel bath facilities
- Stormwater drainage and wetlands retention basin
- Perimeter, internal fencing and associated site security
- Internal power supply and associated street lighting
- Firefighting facilities including pumps, tanks and associated pipework

Two options were provided to tenderers. Option 1A included the construction of the education centre whilst Option 1B excluded this. The options were included to provide Council with flexibility should the overall tender price exceed the available budget.

Tenders

Five tenderers submitted tenders for the works.

Tenderer
Mawson Constructions Pty Ltd
Keystone Civil
Ertech Pty Ltd
Ace Infrastructure Pty Ltd
BMD Constructions

Tender Evaluation

Tenders were evaluated by an evaluation panel as follows;

Title
Project Manager
Team Leader Projects
Assisting Consultant

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	40%
Occupational Health & Safety	10%
Specific Project Experience	10%
Capacity to complete the Contract (including timeliness)	10%
Environmental Sustainability	10%

7. INFRASTRUCTURE DIRECTORATE

7.4 Contract 1877 - Cosgrove 3 Infrastructure and Building Construction Works (continued)

Evaluation Criteria	Weighting
Quality & Environmental Systems	10%
Benefit to the Local Region	10%

The tender evaluation was divided into quantitative and qualitative sections as detailed in the above table and attached evaluation summary reports.

The evaluation panel is satisfied that Ertech's tender for this contract represents good value to Council due to Ertech having strong relative experience in landfill projects and having previously delivered the Cosgrove 3 subgrade construction works.

Council Plan/Key Strategic Activity

This procurement is consistent with the Environmental Objective 5.3, "*Waste is managed in a sustainable way that is environmentally friendly, reliable and sustainable for future generations.*"

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Contractor failing financially	Unlikely	High	Moderate	Financial capability checks completed on short listed tenders in contention as part of the Evaluation Process
Contractor fails to deliver the contract on time	Unlikely	Major	Moderate	Rigorous contract management
Contract not awarded in time	Likely	Major	Moderate	Evaluation and report prepared and submitted for approval

Policy Considerations

Consideration was given to the Sustainable Decision Making Policy, which includes the following Objectives:

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

Financial Implications

	Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue	0	0	0	0
Expense	4,860,000	4,513,877.65	(346,122.35)	4,965,265.42
Net Total	4,860,000	4,513,877.65	(346,122.35)	4,965,265.42

¹ Budgets are GST exclusive

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

7. INFRASTRUCTURE DIRECTORATE

7.4 Contract 1877 - Cosgrove 3 Infrastructure and Building Construction Works (continued)

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

The works under the Contract provide for controlled and modern operation of waste management, sustainable buildings with minimum energy consumption, water retention and reuse.

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Infrastructure

Objective: 3. Integrated strategy for waste management

Action: 1.4 – Waste facilities

Conclusion

Ertech Pty Ltd is the highest scoring tender as evaluated against the selection criteria and the evaluation panel is satisfied that Ertech's tender for this contract represents good value to Council. It is recommended that Council award Contract 1877 to Ertech Pty Ltd for Construction of Buildings and Infrastructure for Cosgrove 3 Landfill (Option 1A).

Attachments

Nil

7. INFRASTRUCTURE DIRECTORATE

7.5 Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction

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 Engineer

Proof reader(s): Manager Projects

Approved by: Director of Infrastructure

Executive Summary

Works under this contract include new public amenities to be constructed on Maude Street and a new bus interchange on both the east and west sides of Maude Street. Maude Street between High Street and Ashenden Street has been identified in the CBD Strategy as requiring an upgrade to complement the works already undertaken in Vaughan Street. The concept plan for the Maude Street component was approved by the Council in March 2013.

The works under this contract relate to construction of a bus interchange and plaza which include drainage, pavement, tree cells, bus shelters, hard and soft landscaping and fencing.

The cost estimate for the proposed works was \$2,250,000 (excluding GST). The recommended tenderer, Mawson Constructions Pty Ltd, submitted a tender of \$2,536,571.60 (excluding GST) which is within 20% of the original cost estimate. Mawson Constructions Pty Ltd is a local company and has satisfactorily completed similar works for Council previously.

For the Maude Street Redevelopment Project, Council has been successful in receiving funding from the Federal Government's Building Better Regions Fund, Department of Justice's Public Safety Infrastructure Fund, Public Transport Victoria's contribution for bus shelters component and VicRoads funding for the raised pedestrian crossing component of the project. Council has an obligation under the funding agreements to complete the entire project by December 2020.

RECOMMENDATION

That the Council:

1. accept the tender submitted by Mawson Constructions Pty Ltd of Shepparton for Contract No.1887 Construction of Maude Street Redevelopment – Bus Interchange and Plaza construction for the Lump Sum price of \$2,790,228.76 (including GST);
2. authorise the Chief Executive Officer to sign and seal the contract documents.

7. INFRASTRUCTURE DIRECTORATE

7.5 Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction (continued)

Contract Details

This contract is a component of the larger Maude Street Revitalisation project for which Council has entered into funding agreements with the following agencies:

- Federal Government's Building Better Regions Fund;
- Department of Justice's Public Safety Infrastructure Fund;
- Public Transport Victoria's contribution for bus shelters component; and
- VicRoads funding for the raised pedestrian crossing component of the project.

Council has an obligation under funding agreements to complete the entire Maude Street Revitalisation Project by December 2020. The project is being managed in four stages:

Stage 1	Amenities Block (contract previously awarded)
Stage 2*	Bus Interchange, Plaza and Vaughan to Ashenden Street streetscape (this contract)
Stage 3	Vaughan to High streetscape
Stage 4	Signalisation of roundabout at Vaughan/Maude Streets

*The subject of this report

The works under this contract include: -

- (a) Preliminaries
- (b) Supply and install drainage
- (c) Excavate the road pavement and dispose off-site
- (d) Supply and install tree cells
- (e) Supply and lay kerb & channel and concrete path.
- (f) Supply, lay and compact new pavement in layers
- (g) Supply, lay and compact spray seal / asphalt
- (h) Supply and installation of signs and associated infrastructure.
- (i) Bus Shelters and street furniture
- (j) Hard and soft landscaping
- (k) Line-marking, tactile indicators and bollards
- (l) Tidy road reserve, nature strips and as built drawings

Tenders

Tenders were received from:

Tenderers
Mawsons Constructions Pty Ltd, Shepparton
Jarvis Delahey Contractors Pty Ltd, Orrvale
Ace Infrastructure Pty Ltd, Nunawading

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Engineer	Projects
Manager	Projects
Procurement Officer (Moderator)	Procurement
Project Manager - Cosgrove	Projects

7. INFRASTRUCTURE DIRECTORATE

7.5 Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction (continued)

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria		Weighting
Mandatory	Price	50
	Prices supplied for additional works	5
	OH&S System and implementation	5
Compulsory	Environmental Sustainability	10
	Previous relevant experience, corporate capability, relevant personnel and equipment.	5
	Project delivery methodology, Works Program	10
Optional	Integrated management system (i.e. Quality, Risk, HR, Environmental Mgmt. Systems) and financial capability	5
Social Procurement	Benefit to the local region.	10
	TOTAL	100

The tender evaluation was divided into quantitative and qualitative sections as detailed in the attached evaluation summary report.

Mawson Constructions score highest on both the quantitative (price) and qualitative sections and are overall the highest scored tenderer when evaluated against the criteria.

Projects previously completed by Mawsons Constructions Pty Ltd for Council include Welsford Street Stages 1 to 3, Old Dookie Road, Verney Road Stage 1 & 2 upgrade, various stages of Balaclava Road Drainage, Archer Street Drainage, Archer Street Duplication, Knight Street Drainage and Vaughan Street (Precinct) redevelopment.

The evaluation panel is satisfied that Mawsons Construction's tender for this contract represents good value to Council due to their competitive tender price and track record in previously delivering similar streetscape upgrade works for Council. The construction program being longer than requested in the tender documents is acceptable because works will still be completed in the 2018/19 financial year.

Council Plan/Key Strategic Activity

The procurement is consistent with the strategic objective in the Council Plan 2017-2021, to "provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city."

7. INFRASTRUCTURE DIRECTORATE

7.5 Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic, Pedestrian and Buses /Trucks management during construction	Likely	Moderate	Moderate	Traffic management and work methodology to provide for vehicle access
Damage to existing/proposed electric lines and electrocution	Likely	Major	High	Consult with PowerCor to identify the proposed lines. Safety Management during construction – use of warning equipment / “spotters” for overhead lines
Damage to assets owned by other Authorities	Likely	Moderate	Moderate	Consult with relevant authority to identify the proposed lines. Relocate assets prior to works Safety Management during construction
Timeframes	Likely	Moderate	Moderate	Strict monitoring of works and allowance for additional resources for completion of work in given timeframe.

Policy Considerations

There are no conflicts with Council Policy.

Financial Implications

These works are a component of an overall project. The total estimated cost for the entire project is \$6.6 million, which is intended to be funded over the 2018/19 to 2020/21 financial years.

7. INFRASTRUCTURE DIRECTORATE

7.5 Contract 1887 - Maude Street Redevelopment - Bus Interchange and Plaza Construction (continued)

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Expenditure Budget for Stage 1 civil works:	\$2,250,000			Estimated expenditure - Part of Adopted budget of \$2,858,000 – WO7292
Expense		\$2,536,571.60		CN1887 Maude St bus interchange & plaza works - Proposed award amount
Expenditure Result	\$2,250,000	\$2,536,571.60	-\$286,571.60	Additional funds will be adjusted in Mid-year budget review

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

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

Environmental/Sustainability Impacts

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Asset Management Strategy 2007 (page 12)

Infrastructure

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

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

Conclusion

Mawson Constructions Pty Ltd is the highest scoring tender when evaluated against the selection criteria and the evaluation panel is satisfied that the tender represents good value to Council.

Therefore, it is recommended that Council award Contract 1887 to Mawson Constructions Pty Ltd for a total lump sum price of \$2,790,228.76 (including GST).

Attachments

Nil

7. INFRASTRUCTURE DIRECTORATE

7.6 Review of the Waste and Resource Recovery Management Strategy 2013-2023

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 Waste

Proof reader(s): Manager Works and Waste

Approved by: Director Infrastructure

Executive Summary

In 2013, Greater Shepparton City Council adopted the 2013-2023 *Waste and Resource Recovery Management Strategy* and action plan to deliver waste and recycling services that achieve a balance between accessibility, affordability and sustainability. The 10 year strategy provided for a midterm review. That review has been undertaken resulting in a revised document that is proposed for public consultation and ultimately Council adoption.

The purpose of the Waste and Resource Recovery Management Strategy 2013 – 2023 (revised in 2018) is to provide sustainable solutions for the collection, disposal and resource recovery from waste generated within the community of Greater Shepparton City Council.

This revised strategy continues with the 2013-2023 strategy goals in that waste is managed in a reliable and sustainable manner for future generations.

The revised strategy is structured on five key areas as follows:

1. Kerbside waste collection
2. Resource recovery centres
3. Landfill
4. Waste education
5. Litter and illegal dumping

Under the five key areas, the strategy defines the current situation 'where are we now' in the management of waste. It then seeks to develop an understanding of 'where we need to be' and by identifying the gaps between our current situation and future aspirations, strategic actions have been established to achieve the desired outcome. The revised document also directly assesses and makes recommendations on a number of specific initiatives such as Hard Rubbish collections and Free Tip Vouchers.

The revised document is now ready for public consultation and Council is asked to approve its release.

7. INFRASTRUCTURE DIRECTORATE

7.6 Review of the Waste and Resource Recovery Management Strategy 2013-2023 (continued)

RECOMMENDATION

That the Council:

1. authorise the exhibition of the Draft Waste and Resource Recovery Management Strategy (2018 Revision) for a period of twenty eight days, commencing on 19 December 2018 and concluding on 1 February 2019;
2. invite submissions from the community on the Draft Waste and Resource Recovery Management Strategy (2018 Revision).

Background

In 2013, Greater Shepparton City Council adopted the 2013-2023 Waste and Resource Recovery Management Strategy (strategy) and action plan. The aim of the strategy was to deliver waste and recycling services that achieved a balance between accessibility, affordability and sustainability. It also aimed to reduce waste to landfill, reduce greenhouse gas emissions and increase reuse and recycling.

In 2017 Council recommended that a review of the strategy be conducted in an effort to:

- Monitor progress of the 2013 – 2023 strategic actions and consider the need to make any refinements;
- Consider additional initiatives that could be included in a revised strategy; and
- Consider any changes in waste and recycling practices to ensure the strategy is aligned to current practices and government policy.

A review of the strategy has been undertaken and includes a renewed focus on strategic actions to be undertaken by Council from now until 2023.

Council Plan/Key Strategic Activity

Development of the revised strategy considers the federal, state and local government strategic and policy framework. It is based on the waste management hierarchy, which is included in the Environment Protection Act 1970 and is the underlying principle of waste management policies in Victoria.

Strategic actions outlined in the strategy are associated with objectives of the Goulburn Valley Waste and Resource Recovery Group (GVWRRG) and the Goulburn Valley Waste and Resource Recovery Implementation Plan. The GVWRRG works in partnership between five member councils, Sustainability Victoria, EPA and other state departments and agencies.

Risk Management

The risks associated with the strategies incorporated within this document are considered as follows.

7. INFRASTRUCTURE DIRECTORATE

7.6 Review of the Waste and Resource Recovery Management Strategy 2013-2023 (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Economic – the cost to deliver waste services exceeds income generated resulting in a financial loss to Council	Possible	Major	High	Undertake whole of life cost modelling that balances affordability with providing waste services that are accessible and sustainable in the longer term and meet the needs and expectations of the community.
Environmental – negative environmental impacts resulting from a waste related incident	Possible	Major	High	Operation and development of facilities that are compliant with the relevant EPA and other regulatory requirements.
Social – not meeting with needs of the community. Failure to provide adequate waste services. Dissatisfied community.	Possible	Major	High	Increased community engagement and education to ensure expectations are met and waste services meet with the agreed levels of service.

Policy Considerations

The revised Waste Strategy – Revised 2018 does not conflict with any existing Council policy but supports Council's general commitment to using resources wisely and minimising waste going to landfill.

Financial Implications

Income and expenditure associated with Council's waste services are managed through a financial reserve. With the exception of using funds from this reserve, Council does not provide any other financial support. Income generated from waste services covers all expenditure and associated provisions.

The strategy may be used to support funding applications for infrastructure or other initiatives which support the strategic actions set out within the document.

Legal/Statutory Implications

The Strategy conforms with the *Local Government Act 1989*, *Environment Protection Act 1970* and all other relevant legislation.

7. INFRASTRUCTURE DIRECTORATE

7.6 Review of the Waste and Resource Recovery Management Strategy 2013-2023 (continued)

Environmental/Sustainability Impacts

The waste strategy provides Council with a long-term plan towards meeting improved waste and recycling options for a sustainable future.

With the revision of the waste strategy, positive environmental impacts will be achieved through the following.

- Increased diversion of waste from landfill.
- The potential to reduce greenhouse gases compliant with emissions standards.
- Increased rates of recycling and reuse of existing waste products.

Social Implications

The development of the Strategy has incorporated Council Plan objectives to ensure that the community and relevant stakeholders have several opportunities to contribute to the overall development of the Strategy.

Economic Impacts

There are minimal economic impacts with the implementation of the revised strategy. Where funding for the achievement of strategic actions is required, Council will apply for grants, or where appropriate, make use of the waste reserve.

Consultation

A comprehensive consultation process will be undertaken in advance of strategy adoption by Council. Council have consulted with representatives from both the GVWRRG and Sustainability Victoria and community feedback will be sought by placing the strategy on public exhibition for a period of twenty eight days.

The public consultation process for the revised Waste Strategy will include the following;

- Advertise intention to place strategy on public exhibition, seeking community feedback.
- Engage with Council departments inviting feedback.
- Engage and consult with Goulburn Valley Waste Resource Recovery Group.
- Engage and consult with our current contractors and local commercial waste operators.

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Environment

Theme: Best Practice land management

Objective 4: To reduce greenhouse gas emissions by local actions

Collection and processing of organics will reduce greenhouse gas emissions.

b) Other strategic links

The State Government Waste and Resource Recovery Policy "*Getting Full Value*", published in April 2013. This is the strategic document for Victoria for addressing the Federal Government's National Waste Policy: Less Waste, More Resources.

State environment protection policies (SEPPs) are subordinate legislation made under the provisions of the Environment Protection Act 1970 to provide more detailed requirements and guidance for the application of the Act to Victoria.

7. INFRASTRUCTURE DIRECTORATE

7.6 Review of the Waste and Resource Recovery Management Strategy 2013-2023 (continued)

Conclusion

Greater Shepparton City Council has many waste management and environmental legislative responsibilities to comply with. There is a community expectation that Council will proactively avoid waste, preserve the environment, and reduce the amount of waste going to landfill.

The revised Waste Strategy aims to drive sustainable waste minimisation decision making by identifying opportunities to improve Council's current waste management practices. This updated Strategy will seek to guide the achievement of environmental and waste management goals and objectives as outlined in the Council plan 2017-2021 and Victorian government policies and legislation.

Attachments

Draft Waste and Resource Recovery Management Strategy

7. INFRASTRUCTURE DIRECTORATE

7.7 Appointment of Community Members for Saleyards 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: Coordinator - Property

Proof reader(s): Acting Manager - Strategic Assets

Approved by: Acting Director - Infrastructure

Executive Summary

In accordance with the Terms of Reference for the Shepparton Regional Saleyards Advisory Committee (SRSAC), the position of Community Representative was advertised in the Shepparton News on 18 May 2018 for a 28 day period. Three applications were received. All three candidates are suitable and demonstrate strong alignment with the desired attributes of the representative's role. Based on the encouraging response and the potential benefits to the committee it is proposed to amend the Terms of Reference to allow up to three Community representatives and appoint the three candidates who applied during the current process. The three candidates are Shane Flynn, Kevin Ryan and Graham Montgomery.

RECOMMENDATION

That the Council:

1. adopt the amended Terms of Reference for the Shepparton Regional Saleyards Advisory Committee; and
2. appoint Shane Flynn, Kevin Ryan and Graham Montgomery as Community Representatives on the Shepparton Regional Saleyards Advisory Committee for a period of two years commencing on 19 December 2018 and concluding on 18 December 2020.

Background

The Shepparton Regional Saleyards Advisory Committee (SRSAC) was formed as a forum for key stakeholders associated with the Shepparton Regional Saleyards to have input into the direction and management of the facility. On 15 May 2018, Council approved the Terms of Reference for the SRSAC. The terms of reference stipulate that one representative of the Saleyards Management team, a representative of the Goulburn Valley Stock Agent Association and the Councillor representative are the voting members of the committee and are to vote on the recommendation to Council for the appointment of the Community Representative.

7. INFRASTRUCTURE DIRECTORATE

7.7 Appointment of Community Members for Saleyards Advisory Committee (continued)

On 18 May 2018 Council advertised for a community representative to join the Advisory Committee and three applications were received. After discussions with the Executive Leadership Team it was decided that further information should be sought from the three applicants in order to better understand the three candidates and the individual strengths they could bring to the committee. A form based on the selection criteria was populated by the applicants providing Council more information on the candidates.

The committee identified Mr Flynn's long term association with the saleyards, his extensive experience in the livestock industry and his well-balanced approach to addressing issues within an environment such as the SRSAC as strengths that made him best-suited for the role.

Council officers have reviewed the candidate's applications and supporting documentation and believe that there is potential to obtain significant benefit from appointing all three candidates. Officers believe that the strong interest from the community and the quality of candidates warrants an amendment to the Term of reference and appointment of more than one community representative.

Council Plan/Key Strategic Activity

The appointment of the Community Representative links to the following objectives in the Council Plan 2017-2021:

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

No significant risks were identified in relation to this appointment.

Policy Considerations

This proposal requires a change to the Terms of Reference for this committee which is recommended as part of this report.

Financial Implications

There are no direct financial implications for Council's budget as none of the positions on the Advisory Committee are paid positions. However having an effective committee in place will help ensure the best financial outcomes are achieved for the facility.

Legal/Statutory Implications

The appointment of the community representatives on the Saleyards Advisory Committee is being done in accordance with the amended Terms of Reference being recommended as part of this report and associated.

Environmental/Sustainability Impacts

There are no sustainable or environmental impacts in relation to this appointment.

Social Implications

There is a positive social impact within the community by expanding the committee to include additional community representatives.

7. INFRASTRUCTURE DIRECTORATE

7.7 Appointment of Community Members for Saleyards Advisory Committee (continued)

Economic Impacts

There are no economic impacts in relation to this appointment.

Consultation

The appointment of a community member was advertised in the Shepparton News over a period of one month and three separate applications were received. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

This proposal does not conflict with anything in the Council 2030 Strategy.

Conclusion

That the nomination of the three candidates Shane Flynn, Graham Montgomery and Kevin Ryan be accepted for the role of Community Representative on the Shepparton Regional Saleyards Advisory Committee. That the Terms of Reference be amended to reflect that up to 3 community representatives can be appointed by Council to the Committee.

Attachments

Terms of Reference

8. COMMUNITY DIRECTORATE

8.1 Draft Volunteer Strategy 2019-2022

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

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

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

Council Officers involved in producing this report

Author: Community Development Officer

Proof reader(s): Manager Neighbourhoods

Approved by: Director Community

Executive Summary

Greater Shepparton City Council recognises the pivotal role that volunteers play in our community. With the conclusion of the Volunteer Strategy and Action Plan 2014-2018, Council, with the support of the Volunteer Managers Network and relevant Council departments, the Volunteer Strategy 2019-2022 has been developed. This Strategy will further enhance Council's commitment to volunteers and the organisations that utilise and manage them. The Strategy also aims to build on the work already undertaken by Council and the community. Four strategic directions have been identified through consultation and these frame the focus of the Volunteer Strategy 2019-2022. An associated Action Plan has defined priorities for achievement, review and evaluation and will form the development of new Council priorities in following years. The draft Strategy will be placed on public exhibition for one month to seek further feedback from the volunteering community.

RECOMMENDATION

That the Council;

1. authorise for exhibition the Draft Volunteer Strategy 2019-2022 for public consultation for a period of four weeks commencing on 19 December 2018 and concluding on 18 January 2019;
2. invite submissions from community members and stakeholders.

Background

Volunteering is an essential community resource which promotes active citizenship, strengthens community connectedness and social inclusion. Social connections, such as those developed through volunteering, can provide meaning, purpose and satisfaction in people's lives. The experience of helping others can lead to stronger social ties with different groups of people brings health and wellbeing benefits and better physical and mental health. Volunteering extends value to our communities to make them safe, robust, inclusive and culturally rich. It provides a vehicle for individuals or group to address human, environmental and social needs.

8. COMMUNITY DIRECTORATE

8.1 Draft Volunteer Strategy 2019-2022 (continued)

The Volunteer Strategy 2019-2022 has been developed to build upon the partnerships and initiatives of the previous Volunteer Strategy 2014-2018 and address emerging needs identified by stakeholders and the community. The aim of the strategy is to:

- Promote Volunteer opportunities
- Engage volunteers
- Ensure standards of best practice and consistency in supporting volunteers
- Recognise and celebrate volunteers

Four strategic directions have been identified to frame the directions Council will undertake to support volunteering in Greater Shepparton.

Promotion

1. Promote and inform on the benefits of volunteering; this focus area will raise the profile of volunteering in Greater Shepparton to ensure all facets of the community have a greater understanding of the benefits of volunteering, with the ultimate goal of facilitating greater participation.

Recruitment

2. Implement leading practices and high quality standards; this focus area will support an active infrastructure that is essential to inclusive and sustained volunteer involvement. Issues that impede volunteering through regulatory requirements have the potential to impact volunteering.

Supporting Volunteers

3. Ongoing commitment to volunteer participation, support and development; this focus area will identify the scope of demand for volunteering with the view to offer more opportunities to existing volunteers, expand opportunities for volunteers and build capacity and identify training and development opportunities for volunteers.

Celebrate and Recognise

4. Volunteers are appreciated, acknowledged and celebrated

Endorsement of the draft strategy and approval to release for public exhibition is sought from Council, with a view to formally adopt the final strategy in early 2019.

Council Plan/Key Strategic Activity

- Council Plan 2017-2021
- Social 2.6: Volunteering is promoted and encouraged along with other measures to improve community resilience.

Risk Management

Consideration has been given to risk management issues during the development of the Volunteer Strategy 2019-2022. Any risks identified have been addressed through the action planning process.

Policy Considerations

The Volunteer Strategy 2019-2022 will support existing Council policies

Financial Implications

The Volunteer Strategy 2019-2022 is set within the Council context and existing financial constraints and staff capacity. Actions will be subject to annual budgetary processes and external funding opportunities will also be explored to implement projects.

8. COMMUNITY DIRECTORATE

8.1 Draft Volunteer Strategy 2019-2022 (continued)

Legal/Statutory Implications

The Volunteer Strategy 2019-2022 is consistent with the *Victorian Charter of Human Rights and Responsibilities Act 2009* and the Local Government Act (1989).

Environmental/Sustainability Impacts

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

Social Implications

Greater Shepparton City Council recognises the pivotal role that volunteers play within the community. Many community organisations, programs, clubs and sports would simply not exist without the dedication of volunteers; Volunteering is an essential community resource which promotes active citizenship and social inclusion. Volunteering extends value 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. Volunteering provides a vehicle for individuals or groups to address human, environmental and social need and increase community participation. The Volunteer Strategy 2019-2022 reflects this.

Economic Impacts

The economic impact of volunteers is unmeasurable. Their hard work and dedication equates to large volumes of work. ABS statistics indicate that volunteering yields a 450% return for every dollar invested. Nationally, this is an estimated annual contribution of \$290 billion.

Consultation

The Volunteer Strategy 2019-2022 has been developed through extensive consultation with volunteers, external volunteer managers and internal Council departments including volunteer managers.

A number of mechanisms were used to engage and consult with the volunteer community. A survey was developed and distributed in hard copy format and electronically and placed on Council website. Over 100 surveys from community members were received. This survey was distributed widely through Greater Shepparton volunteer network and social media. Additional hard copies were distributed to Neighbourhood Houses and volunteer involving organisations such as Meals on Wheels kitchen.

Consultation workshops with Council Volunteer Managers and the Volunteer Managers Network were undertaken to provide input into the development of the Volunteer Strategy. Throughout the consultation phase four strategic directions were identified for Council to continue to build on and undertake to support the volunteering sector and strive for best practice for the volunteers of Greater Shepparton.

Following the endorsement of the draft Volunteer Strategy 2019-2022 the Strategy will be released for public exhibition in late December 2018 with submissions closing in early February 2019. During this time, the draft will be distributed throughout Council advisory committees and network, Volunteer Managers Network and via Council's online platforms. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

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

8. COMMUNITY DIRECTORATE

8.1 Draft Volunteer Strategy 2019-2022 (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Community Engagement Strategy

Community Development Framework

Conclusion

The draft Volunteer Strategy 2019-2022 has been developed through extensive consultation and will demonstrate Council's continued commitment to volunteers and volunteer involving organisations. This draft strategy is presented to Council for endorsement. As part of this endorsement, Council will approve for the draft strategy to be released for public exhibition and welcome submissions from Key stakeholders and community feedback.

Attachments

Draft Volunteer Strategy and Action Plan 2019-2022

8. COMMUNITY DIRECTORATE

8.2 Draft Greater Shepparton Multicultural Strategy 2019-2022

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

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

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

Council Officers involved in producing this report

Author: Multicultural Development Officer

Proof reader(s): Manager of Neighbourhoods

Approved by: Director Community

Executive Summary

Greater Shepparton City Council adopted its second Cultural Diversity and Inclusion Strategy and associated Action Plan in 2015. The Cultural Diversity and Inclusion Strategy and Action Plan 2015-2018 is due to be completed this year and Council officers have commenced the review of the strategy's achievements and conducted conversations with the community, service providers, local organisations, education providers and different levels of government to develop a new strategy for the next four years.

The change of Strategy name, draft Multicultural Strategy 2019-2022 and associated action plan has been designed to better reflect the community Council will work with on this plan. It will also build on achievements already gained by Council and the communities' involvement in past initiatives including Localities Embracing and Accepting Diversity (LEAD) pilot program, Racism. It Stops With Me campaign, Refugee Welcome Zone, MILS (Multilingual Information Line Service), Our Community, Our Culture calendars and the support of many cultural events including large scale events such as Converge on the Goulburn and the St George's Rd Food Festival.

The draft strategy and action plan is now ready for release for public exhibition and feedback to inform the final version of the Greater Shepparton Multicultural Strategy 2019-2022.

RECOMMENDATION

That the Council:

1. authorise for exhibition the draft Multicultural Strategy 2019-2022 for public consultation for a period of four weeks, commencing on 19 December 2018 and concluding on 18 January 2019;
2. invite submissions from the community and stakeholders.

8. COMMUNITY DIRECTORATE

8.2 Draft Greater Shepparton Multicultural Strategy 2019-2022 (continued)

Background

Greater Shepparton enjoys significant cultural, spiritual and historical heritage both new and old from our long history of migration to the region. Based on the 2016 census, 14.8% of the Greater Shepparton population identified as being born in a country other than Australia. Whilst the ABS is the only formal measure of population, anecdotal evidence from local sector organisations suggest that the overall numbers of people born overseas is likely to be under represented for Greater Shepparton.

The draft Multicultural Strategy 2019-2022 and associated action plan is intended to continue and also build on existing initiatives and partnerships developed throughout the first strategy. This strategy and action plan is inclusive of all multicultural communities regardless of age, socio economic status, sexuality and gender and is based on valuing communities, recognising their contribution to our society and celebrating the many cultures and the diversity it brings to the area.

Council officers have utilised many forms of information in the development of the draft strategy and action plan. Information has been incorporated from official statistics and anecdotal evidence of local demographics, current relevant legislation and consultation that engaged the community, service providers, education providers, government and local organisations.

The draft Multicultural Strategy 2019-2022 and associated action plan aligns with the Municipal Association of Victoria's (MAV) Statement of Commitment to Cultural Diversity that aims to promote and facilitate good multicultural practice and leadership within and across Victorian local government. MAV's vision is for a strong local government sector that provides leadership in the way cultural diversity is recognised, nurtured, respected and valued is embed in the measures of the action plan.

Council Plan/Key Strategic Activity

Goal 1: Social

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

Risk Management

Consideration has been given to risk management issues during the development of the Multicultural Strategy 2019-2022. Any risks identified have been addressed through the action planning process.

Policy Considerations

The Multicultural Strategy 2019-2022 will support existing Council policies.

Financial Implications

The Multicultural Strategy 2019-2022 is set within the Council context and existing financial constraints and staff capacity. This is subject to annual budgetary processes. External funding opportunities will also be explored to implement projects.

Legal/Statutory Implications

The Multicultural Strategy 2019-2022 is consistent with the *Victorian Charter of Human Rights and Responsibilities Act 2009* and the *Local Government Act (1989)*

8. COMMUNITY DIRECTORATE

8.2 Draft Greater Shepparton Multicultural Strategy 2019-2022 (continued)

Environmental/Sustainability Impacts

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

Social Implications

The draft Multicultural Strategy 2019-2022 has been informed by significant consultation with a range of individuals and organisations throughout the Greater Shepparton municipality. Cultural diversity and inclusion is about respecting and living within a society with multiple communities and creating a socially cohesive community that celebrates multiculturalism.

Economic Impacts

There are no negative economic impact related to this report.

Consultation

The draft strategy has been developed based on engagement with community, current research and literature and other related strategies and plans of Council. Council used community events and broader consultations to connect with and discuss the future of multiculturalism in Greater Shepparton. Council used a variety of consultation methods to ensure a diverse range of community and stakeholders were consulted and part of the planning process.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	The community, service providers, education providers, government and local organisations were informed by various techniques regarding the development of a new strategy and the opportunity to provide feedback	Public notice the Shepparton News, online and hard copies of the survey, email, consultation with service providers, committee meetings
Consult	Council consulted broadly in the development of the draft strategy and action plan with community, service providers, education providers, government and local organisations	Public notice in the Shepparton News, online and hard copies of the survey, consultation with service providers
Involve	Feedback from individuals and organisations is an important input into decision making	Draft strategy placed on public exhibition to ensure feedback is gathered
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Additional community consultations in partnership with local service providers will be held regarding the draft document.

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

8. COMMUNITY DIRECTORATE

8.2 Draft Greater Shepparton Multicultural Strategy 2019-2022 (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Council Plan

Public Health Strategic Plan

Volunteer Strategy and Action Plan

Community Safety Strategy

Youth Strategy and Action Plan

Universal Access and Inclusion Plan

Conclusion

Following the successful implementation of the 2015-2018 Cultural Diversity and Inclusion Strategy it is timely for a new strategy and action plan to be adopted. The draft Multicultural Strategy 2019-2022 and associated action plan has been developed through extensive consultation. Upon release of the draft strategy, the Greater Shepparton people will be invited to provide further comment and feedback on the draft strategy to ensure that it is reflective of the needs of the community.

Attachments

DRAFT Greater Shepparton Multicultural Strategy 2019-2022

9. CORPORATE SERVICES DIRECTORATE

9.1 Council Plan 2018-2019 Quarter 1 Progress 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: Corporate Planning Analyst

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

In accordance with Section 125 of the *Local Government Act 1989*, Council developed and adopted a four year Council Plan on 20 June 2017. The Council Plan contained Key Strategic Objectives and Strategies to achieve those objectives.

This report provides the first quarter update of 2018-19 in relation to the actions taken to achieve the Key Strategic Objectives identified in the 2017-2021 Council Plan and forms part of council's accountability framework. The report also includes progress made in achieving the Key Strategic Activities contained within the 2018-19 Budget which form Council's Performance Statement.

The Council Plan becomes the organisational focus for the development of Directorate and Business Unit plans and ultimately the individual responsibilities of officers which are subsequently reflected in those officers' annual appraisals.

Of the identified general actions for progress reporting in relation to measuring achievement, the majority of actions are in progress and on track.

RECOMMENDATION

That the Council note the progress and summary reports for the 2017-2021 Council Plan which provides details in relation to achieving the Measures of Success identified in the Council Plan 2017-2021.

Background

The 2017-2021 Council Plan identified Goals, Key Strategic Objectives and Strategies for implementation across the life of the plan.

Based on the outcomes of the community consultations, Council identified five themes to describe what we are working towards in achieving the community's vision of a Greater Shepparton - Greater Future. As these goals explicitly align with the Municipal Public Health Planning Framework (Department of Health Services, 2001) with the emphasis on the built, social, economic and natural environments, the Council Plan also addresses the legislative requirements for the Municipal Health and Wellbeing Plan.

9. CORPORATE SERVICES DIRECTORATE

9.1 Council Plan 2018-2019 Quarter 1 Progress Report (continued)

These five themes are:

1. Leadership and Governance - Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.
2. Social - Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn and play.
3. Economic - Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business.
4. Built - Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.
5. Environment - Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is.

Council Plan/Key Strategic Activity

Council is high performing; customer focused and is marked by great people and quality outcomes. (Leadership and Governance)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to report to Council and the community	Unlikely	Moderate	Moderate	Continue quarterly reports to Council

Policy Considerations

There are no policy considerations associated with this report.

Financial Implications

The report contains no financial implications, however many of the initiatives contained within the Council Plan required Council to allocate funds in its 2017-18 budget to provide the finances to continue implementation of the Council Plan.

Legal/Statutory Implications

The report complies with councils obligations to monitor and report on progress in relation to achieving the strategic objectives and strategies contained within the council plan. The provision of regular reporting, in addition to the Annual Report, provides an opportunity for Council and the community to consider the progress made towards achieving the targets set by Council against the Council Plan.

Environmental/Sustainability Impacts

The report contains no environmental/sustainability impacts, however many of the initiatives contained within the Council Plan were targeted at improving Greater Shepparton's sustainability, both as an organisation and a municipality.

Social Implications

The report contains no social implications, however there are a number of initiatives contained in the Council Plan that were aimed at improving the health and well-being of the Greater Shepparton communities and the wider municipality. This is expected to improve social outcomes.

9. CORPORATE SERVICES DIRECTORATE

9.1 Council Plan 2018-2019 Quarter 1 Progress Report (continued)

Economic Impacts

The report contains no economic impacts however there were a number of initiatives contained in the Council Plan that were aimed at improving the economic wellbeing of the Greater Shepparton municipality.

Consultation

Internal consultation occurred with the responsible officers regularly updating individual actions and the overall review of all plans by the Executive Team.

Community consultation was achieved by publishing quarterly reports in the Council meeting agenda and including the plan and quarterly updates on Councils website.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	Council Meeting Minutes Council Website

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The Council Plan 2017-2021 plays a pivotal role in the delivery of the short term plans and aspirations of council and the community whilst following the long term strategies of Greater Shepparton 2030.

b) Other strategic links

The Council Plan supports the short term direction of the organisation (4 years) and provides linkage to the strategies developed and or implemented over the duration of the plan.

Conclusion

This report provides the first quarter 2018-19 update with progress on achieving the Key Strategic Objectives contained within the 2017-2021 Council Plan and the Key Strategic Activities contained within the 2018-19 Budget.

Attachments

1. Council Plan 2018-19 Quarter 1 Progress Report
2. Council Plan 2018-19 Quarter 1 Summary Report

9. CORPORATE SERVICES DIRECTORATE

9.2 Contract 1862 - Professional Veterinary Services

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

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

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

Council Officers involved in producing this report

Author: Team Leader Regulatory Services

Proof reader(s): Manager Citizen Services

Approved by: Director Corporate Services

Executive Summary

Contract 1862 is for provision of professional veterinary services to support Council's animal shelter, animal shelter staff and Community Rangers. The services are to be provided at the contractor's clinic, Council's animal shelter and other off site locations as required.

The previous veterinary services contract expired in May 2018. The service is currently being provided on an as needs basis via purchase orders requesting services.

Over the course of the previous veterinary services contract, Council responded to changing community expectations and moved toward a strong focus on animal welfare. This has seen the nature of veterinary services change over that period, resulting in greatly reduced euthanasia rates and increased levels of desexing, microchipping and vaccination as all suitable animals are prepared for rehoming.

This contract will be awarded to a veterinary service with a strong animal welfare conscience and an understanding of Council's budget constraints.

RECOMMENDATION

That the Council:

1. accept the tender submitted by GV Vets of Shepparton Victoria for Contract No. 1862 – Professional Veterinary Services Schedule of Rates Contract;
2. note the contract is for a two year period with the option to extend for a further two, at an estimated value of \$170K per year (GST Inclusive);
3. authorise the Chief Executive Officer to sign and seal the contract documents and award the contract extension if required.

Contract Details

The contract is a schedule of rates contract which covers provision of veterinary services for a two year period with the option to extend the contract for a further two years. The estimated value of the contract is \$680,000 including GST (4 x \$170,000)

9. CORPORATE SERVICES DIRECTORATE

9.2 Contract 1862 - Professional Veterinary Services (continued)

The contract is for works on an as required basis with no defined workload outcomes. It is expected that the service will assist Council to treat animals in a humane manner and provide general welfare care for the animals under Council's care.

Tenders

Tenders were received from:

Tenderers
GV Vets
Sheppvets Pty Ltd
Tatura Vet/Mooroopna Vet Clinic

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager Citizen Services	Citizen Services
Manager Finance	Finance and Rates
Team Leader Regulatory Services	Regulatory Services
Procurement Advisor	Procurement

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price - rates	40%
Works performed/provided	25%
Occupational Health and Safety Risk Management	25%
Environmentally Sustainable Purchases	10%

Council Plan/Key Strategic Activity

Provision of a professional veterinary services contract supports the Animal Management team and Community Rangers to meet community expectations in relation to animal management in Greater Shepparton and meets Council plan aims;

- increase community safety (including public safety, and safety at home)
- improve liveability
- grow local businesses (Recommended tenderer is local and tenderers were required to show use of local businesses)
- Council Plan 2017-21 Objective;
- 1.9 – Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business

Risk Management

The risk involved for Council is in not appointing the Professional Veterinary Services contract as without a contract in place, Council is subject to an ad hoc arrangement with past contractor who may or may not be able to provide services requested on an 'as needs' at all times.

9. CORPORATE SERVICES DIRECTORATE

9.2 Contract 1862 - Professional Veterinary Services (continued)

Policy Considerations

Veterinary Services will be undertaken in accordance with all relevant legislation and codes of practice, in particular, the *Domestic Animals Act 1994*, the *Code of Practice for the Management of Dogs and Cats in Shelters and Pounds* and the *Local Law No. 1 Community Living 2018*.

Financial Implications

In accordance with relevant legislation Council is required to provide animal management to the Greater Shepparton community. This tender is for a schedule of rates contract and the services required are requested on an 'as needs' basis. The value of the contract is \$170,000 per year over 2 + 2 years, being a total of \$680,000 inc GST.

Calculations using GV Vets schedule of rates and Council's service data from the past 12 months show GV Vets cost estimate at \$144, 690.33 which is well under our estimated budget of \$170,000.00. (see attachment) It must be noted that these are estimates only. Works required can vary throughout the year. It is not possible for us to estimate how many animals will be in need of these services, or what type of services will be required over the term of this contract. It would appear that GV Vets' schedule of rates will be affordable and manageable over the course of this contract.

	Approved Annual Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal Annual Budget Estimate GST Inclusive ² \$
Revenue				
Expense	\$170,000.00		\$25,309.67	\$144,690.33
Net Total				

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

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

Of the three tenders received, two submissions did not meet the evaluation criteria. Tatura/Mooroopna Vet Clinic provided a schedule of rates only and did not respond to any other evaluation criteria.

Sheppvets failed to provide after hours rates as required in the Schedule of Rates. GV Vets were the only tenderer to provide a complete tender submission. As a result, the tender submitted by GV Vets is the only tender that was able to be considered.

Environmental/Sustainability Impacts

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenders were required to demonstrate company systems and procedures in place that address and reduce any negative impacts of the business on the environment.

9. CORPORATE SERVICES DIRECTORATE

9.2 Contract 1862 - Professional Veterinary Services (continued)

Strategic Links

a) Greater Shepparton City Council Plan 2017-2021

b) Greater Shepparton 2030 Strategy

Other strategic links

Domestic Animal Management Plan (2017-2021)

Local Law No.1 Community Living 2018

Conclusion

As a consequence of applying the evaluation process outlined in the tender and information gathered and discussed by the members of the evaluation panel, the tender submitted by GV Vets is the recommended tenderer for Contract No. 1862.

The panel took into consideration GV Vets acceptable schedule of rates, their commitment to meeting community expectations in relation to animal management in Greater Shepparton and their support of local businesses where appropriate.

Attachments

Nil

9. CORPORATE SERVICES DIRECTORATE

9.3 Contract 1876 - Installation and Supply of Photocopier Hardware and Services

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

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

Council Officers involved in producing this report
Author: Manager Information & Communication Technology
Proof reader(s): Acting Director Corporate Services
Approved by: Acting Director Corporate Services

Executive Summary

Photocopying equipment provides the ability to scan, print and copy. This equipment provide a critical service across nearly all Council sites. The current equipment has been in place since April 2014. In 2017, the equipment condition and current costs were assessed against any potential savings if equipment was replaced. The decision was made to extend the life of the equipment for a further 12 months under CEO exemption. Since expiry of the exemption, the incumbent supplier has continued to provide this service to Council on a month to month arrangement pending this tender process.

Tenders were invited for the Installation & Supply of Photocopier Hardware and Services.

The tender commenced on 24 August 2018 and closed on 26 September 2018.

5 tenders were received and have been reviewed and scored in accordance with the Council's Procurement Policy.

The contract aims to engage a suitable contractor to provide copying/scanning/printing equipment and support services for a period of 4 years.

The value of this contract exceeds the amount which can be approved by Council's Chief Executive Officer under delegated authority.

RECOMMENDATION

That the Council:

1. accept the tender submitted by Next Office Tech of Shepparton Victoria for Contract No. 1876 - Installation & Supply of Photocopier Hardware and Services for the Lump Sum price of \$702,669 (including GST);
2. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

The contract covers provision of copier/printing/scanning equipment and on-site support for a period of 4 years.

9. CORPORATE SERVICES DIRECTORATE

9.3 Contract 1876 - Installation and Supply of Photocopier Hardware and Services (continued)

Tenders

Tenders were received from:

Tenderers
Viatek
Cloud Copy Click
Next Office Tech
MediaForm
Southern Cross Office Equipment

One tender was non-conforming due to not submitting their pricing schedule correctly.

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager Information & Communication Technology	Information & Communication Technology
Team Leader Systems Infrastructure	Information & Communication Technology
ICT Support Officer	Information & Communication Technology

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Capability & relevant experience	50%
Equipment fit with requirements	10%
Capacity to complete the contract to meet specification	10%
Environmental Sustainability	10%
Benefit to local region	25%

Council Plan/Key Strategic Activity

ICT infrastructure such as this directly impacts most Council users on a daily basis. The equipment must be reliable and efficient in order to maintain our financial sustainability and high service standards.

Risk Management

Any complete change of vendor, hardware and software will involve a significant element of risk.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Completely new software architecture may take some time to configure.	Possible	Minor	Low	Configure proof of concept ASAP.

9. CORPORATE SERVICES DIRECTORATE

9.3 Contract 1876 - Installation and Supply of Photocopier Hardware and Services (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incumbent will want to pass on any significant costs that they have previously be absorbing	Minor	Minor	Low	Complete the transition as fast as possible.

Policy Considerations

Procurement has been undertaken under supervision of Council's Procurement Team in strict accordance to Council's purchasing policy.

Financial Implications

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	0	0	0	0
Expense	\$680,000	\$638,790	\$ - 41,210	\$702,669
Net Total	\$680,000	\$638,790	\$ - 41,210	\$702,669

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

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

It should be noted, while the tender was out to market a review of current expenditure has revealed that the total exemption amount plus the subsequent printing spend since the exemption expired has left us well in excess of the CEO's delegation. Therefore finalising this tender in a timely manner is essential as we are currently operating outside of our statutory guidelines.

Environmental/Sustainability Impacts

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenders were required to declare if they had a formal environmental certification under AS14000 2007, and/or demonstrated they had company systems in place to ensure their business did not negatively impact on the environment.

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to the Greater Shepparton 2030 Strategy

b) Other strategic links

Nil identified

9. CORPORATE SERVICES DIRECTORATE

9.3 Contract 1876 - Installation and Supply of Photocopier Hardware and Services (continued)

Conclusion

As a consequence of applying the evaluation process and information gathered and discussed by the members of the evaluation panel, the tender submitted by Next Office Tech is the recommended tenderer for Contract No. 1876

The panel took into consideration Next Office Tech's expertise and experience. The fact that their head office is located in Shepparton means that they are strategically placed to provide good service to Council.

Attachments

Nil

9. CORPORATE SERVICES DIRECTORATE

9.4 Audit and Risk Management Committee Independent Member Remuneration

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 and Assurance

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

The independent members of the Audit and Risk Management Committee (ARMC) have requested this agenda item be presented to Councillors so that consideration can be given to adjusting their remuneration annually for CPI.

Independent members of the Audit and Risk Management Committee believe this change is warranted because:

- In their opinion, the current level of remuneration does not reflect the level of effort required from committee members;
- They are anticipating that the amount of work will increase further if changes in the Local Government Act are passed;
- There has been no increase in the level of remuneration for the last 4 years.

Council Officers obtained comparative data from 6 other major regional councils to help determine whether ARMC independent members are inadequately remunerated. This information is listed in the Background section. Whilst Council Officers believe the data obtained does not indicate that an increase is warranted, independent Committee members passed a motion to request that Councillors consider their request for an annual CPI increase for the reasons listed above at the ARMC meeting on the 17 October.

RECOMMENDATION

That the Council:

1. refuse the independent members request for an annual CPI increase to their remuneration;
2. note that a comparison of market rates does not currently support an increase in fees;
3. review the Audit and Risk Management Committees remuneration again in February 2020.

9. CORPORATE SERVICES DIRECTORATE

9.4 Audit and Risk Management Committee Independent Member Remuneration (continued)

Background

The ARMC Charter requires that remuneration of the Audit and Risk Management Committee members be set by Council and that it should be reviewed annually.

The table provided below shows data obtained from other regional Councils. Latrobe is the only Council where audit and risk committee members have a higher remuneration than Shepparton.

Council	Independent member fee	Chair Fee	Notes
Shepparton	\$850	\$1,075	
Bendigo	\$600	\$750	
Mildura	\$870	\$1,280	
Wodonga	\$500	\$500	Recently reviewed and decided to increase by CPI annually, starting 2019.
Ballarat	\$800	\$1,000	Only recently increased to this fee.
Wangaratta	\$625	\$750	
Latrobe	\$1,000	\$1,500	

Council Plan/Key Strategic Activity

- Council Plan Leadership and Governance – 1.4 Financial Management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council.

This Objective from the Council Plan is relevant because Council need to be seen to be responsible in regards to remuneration levels provided to Committee members.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Remunerating GSCC's committee members at a level above other Councils may be seen by the community as an inefficient use of limited funds.	Possible	Minor	Low	(Suggested) Put any ARMC member remuneration increases on hold until changes to the LGA increasing their workload are implemented and/or their remuneration becomes out of sync (lower) than other regional Councils

9. CORPORATE SERVICES DIRECTORATE

9.4 Audit and Risk Management Committee Independent Member Remuneration (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
May be unable to attract new independent members to the Committee if remuneration inadequate. (3 positions become vacant in February 2019.)	Unlikely	Moderate	Low	Promote other benefits of committee membership (eg. giving back to community) when advertising.

Policy Considerations

There are no Policy considerations associated with this paper.

Financial Implications

The Consumer Price Index as at September 2018 is 1.9%. Therefore the requested remuneration increase for the Chair person and independent members is an extra \$20.43 and \$16.15 per meeting, respectively for the 2019 year.

Legal/Statutory Implications

There are no Legal/Statutory Implications for this report.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts for this report.

Social Implications

There are no social implications of this report.

Economic Impacts

There are no economic impacts of this report.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Nil

Conclusion

Analysis of the ARMC remuneration provided by other Councils does not indicate that GSCC's Independent Committee members are being underpaid. In addition, the role of Independent Member on the Audit and Risk Management Committee is supposed to be primarily philanthropic in nature and paying these members above market rate does not align with this view.

Attachments

Nil

9. CORPORATE SERVICES DIRECTORATE

9.5 Appointment of New Chairperson to the Audit and Risk Management 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: Team Leader – Risk and Assurance

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

At the Audit and Risk Management Committee held on 17 October 2018, the Committee proposed a recommendation to Councillors that Mr. John Calleja be appointed as Chairperson. This is because the current Chair's term of appointment will expire in February 2019, and he will be ineligible to reapply.

There are 3 independent committee member positions whose terms will expire in February 2019, and 2 persons in these positions (Mr. Graeme Jolly and Mr. Geoff Cobbledick) are ineligible to reapply. As there will be at least 2 new members of the ARMC in 2019, the appointment of Mr. Calleja to role of Chair will help provide some continuity to the Committee.

The appointment of Mr. Calleja to the role of Chair would mean that Mr. Cobbledick would revert to being an ordinary independent member of the ARMC for the February 2019 meeting.

RECOMMENDATION

That the Council appoint Mr. John Calleja as the Chair of the Audit and Risk Management Committee commencing in January 2019.

Background

The Audit and Risk Management Committee charter provides Councillors with direct responsibility for selecting the members of the Committee, including the Chair, who will be independent and not a Councillor.

The Charter also outlines that each external member is only eligible to serve two terms on the Committee, being a maximum of 3 years each term.

Council Plan/Key Strategic Activity

There are no Council Plan/Key Strategic Activities associated with this recommendation.

Risk Management

There are no Moderate to Extreme Risks associated with this recommendation.

Policy Considerations

There are no policy considerations associated with this recommendation.

9. CORPORATE SERVICES DIRECTORATE

9.5 Appointment of New Chairperson to the Audit and Risk Management Committee (continued)

Financial Implications

There are no financial implications arising from this recommendation.

Legal/Statutory Implications

There are no legal/statutory implications from this recommendation.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts from this recommendation.

Social Implications

There are no social implications.

Economic Impacts

There are no economic impacts.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Nil

Conclusion

The purpose of this paper is to recommend the appointment of John Calleja to the Chairperson role on the Audit and Risk Management Committee.

Attachments

Nil

9. CORPORATE SERVICES DIRECTORATE

9.6 November 2018 Monthly Financial Report

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

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

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

Council Officers involved in producing this report:

Author: Team Leader Management Accounting

Proof Reader: Manager Finance & Rates

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for five months ended 30 November 2018.

RECOMMENDATION

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

Background

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

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

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

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

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

Council Plan/Key Strategic Activity

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

Risk Management

There are no risks identified in providing this financial report.

9. CORPORATE SERVICES DIRECTORATE

9.6 November 2018 Monthly Financial Report (continued)

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic implications in providing this financial report.

Consultation

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

Conclusion

The report presents Council's actual financial performance compared to the budget for five months ended 30 November 2018.

Attachments

November Monthly Financial Statements

9. CORPORATE SERVICES DIRECTORATE

9.7 Shepparton Show Me 2017-2018 Annual 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: Shepparton Show Me Marketing Coordinator

**Proof reader(s): Shepparton Show Me Administration Officer,
Communications Officer**

Approved by: Director Corporate Services

Other: Manager Marketing and Communications

Executive Summary

Shepparton Show Me presents the Annual Report for 2017 - 2018. At the annual general meeting an annual report, including annual financial statements, must be received. The Shepparton Show Me 2017 – 2018 Annual Report was endorsed by the Committee at the Annual General Meeting on the 15 October 2018.

The Annual Report highlights the achievements and reports the financials for Shepparton Show Me over the past financial year.

RECOMMENDATION

That the Council receive and note the 2017/2018 Shepparton Show Me Committee Annual Report.

Background

The 2017 – 2018 Shepparton Show Me Annual Report reports on the functions, operations and activities of the Committee using the following structure:

1. Vision, Mission and Direction
2. History
3. Milestones
4. Chairperson's Report
5. Committee
6. Operations
7. Marketing and Communications
 - Strategic initiatives
 - Tactical initiatives
 - Annual campaigns
 - Sponsorship and events
 - Communications
8. Financial Report
9. Shepparton Show Me Contribution Area Map

It's been another busy year for Shepparton Show Me (SSM) which recently saw two new members joining the committee and two existing members returning.

9. CORPORATE SERVICES DIRECTORATE

9.7 Shepparton Show Me 2017-2018 Annual Report (continued)

SSM delivered on the 2017-2018 Marketing Plan with the tactics and outcomes detailed in the Annual Report.

Strategic initiatives included the results of the first stage of the Greater Shepparton Great Things Happen Here campaign and touches on the launch of stage two of the campaign. The strategic initiatives also outline the Shepp Square activation.

Annual campaigns such as Father's and Mother's Day, End of the Financial Year, Fun Starts Here, Spring into Shepparton, Christmas and Summer and Winter City Markets continued to be delivered.

Other highlights this financial year have been the opportunity to sponsor several events such as the Shepparton Shake-Out, Shepparton Festival and the International Beach Volleyball - Federation Internationale De Volleyball (FIVB) World Tour.

For a full overview of activities undertaken during the 2017 - 2018 financial year, please refer to the attached Annual Report.

Council Plan/Key Strategic Activity

Goal 3: Economic – build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business.

Risk Management

There are no risks associated with this report.

Policy Considerations

There are no conflicts with Council policies.

Financial Implications

An overview of the 2017 - 2018 expenditure is included in the attached Annual Report.

Legal/Statutory Implications. At the annual general meeting an annual report, including annual financial statements, must be received. The Shepparton Show Me 2017– 2018 Annual Report was endorsed by the Committee at the Annual General Meeting on the 15 October 2018.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts

Social Implications

One of the Shepparton Show Me's objectives is to facilitate a culture that encourages government, business and the community to work together to grow Shepparton's prosperity.

Economic Impacts

The vision for Shepparton Show Me is to position Shepparton as the premier place in northern Victoria to work, do business, shop, dine, play and stay.

The mission of Shepparton Show Me is to advance the growth and development of business (retail and commercial) and professional services in Shepparton.

9. CORPORATE SERVICES DIRECTORATE

9.7 Shepparton Show Me 2017-2018 Annual Report (continued)

Consultation

The SSM Committee and acquittals provided by sponsored events contribute to the production of the Annual Report.

The Committee reviewed the Annual Report and it was endorsed at the AGM held on the 15 October 2018.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The Shepparton Show Me Committee is an important component of the development and delivery of the Council's objectives for the enhancement of the Shepparton business community. The committee supports the retail strategies outlined in the Greater Shepparton 2030 plan.

b) 2017-2021 Council Plan

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

- 3.1 The Greater Shepparton Economy is prosperous, high value and a focus of choice for business, investment and employment.
- 3.2 Strong global, national and local business connections are developed and nurtured.
- 3.3 Greater Shepparton is a major destination for events and tourism.

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

- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.5 Creativity and participation in arts and culture is nurtured and encouraged.

c) Economic Development, Tourism & Major Events Strategy 2017-2021

6. Visitor Economy

Grow the visitor economy through improved product, experiences, targeted marketing and visitor servicing.

Position Greater Shepparton as a major regional destination through co-ordinated branding, efficient governance, and investment in quality attractions and experiences focused on food, agri-tourism, arts, indigenous and cultural product.

7. Major Events Destination

Continue to develop Greater Shepparton into a major events hub in central Victoria capitalising on quality infrastructure and investment in arts and cultural assets.

Conclusion

That Council receives and considers the Shepparton Show Me Annual Report 2017 - 2018 for the year ended 30 June 2018.

Attachments

Shepparton Show Me Annual Report 2017-2018

9. CORPORATE SERVICES DIRECTORATE

9.8 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded

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

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

Council Officers involved in producing this report
Author: Team Leader Contracts and Procurement
Proof reader(s): Manager Corporate Governance
Approved by: Director Corporate Services

Executive Summary

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

RECOMMENDATION

That the Council note:

1. tendered contracts awarded under delegated authority by the CEO;
2. tendered contracts awarded under delegated authority by a Director;
3. requests for tenders advertised but not yet awarded.

Tendered Contracts Awarded under Delegated Authority by the CEO

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

Tendered Contracts Awarded under Delegated Authority by a Director

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1886	Aquamoves Master Plan Concept Design	Lump Sum Contract for the Aquamoves Master Plan Concept Design	\$82,940.00	Otium Planning Group PTY LTD

9. CORPORATE SERVICES DIRECTORATE
9.8 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)
Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1862	Provision of Professional Veterinary Services	Schedule of Rates Contract for the Provision of Professional Veterinary Services	Tender closed on 29 August 2018. Tender included in the December Ordinary Council Meeting Agenda.
1864	Provision of Asphalt Surfacing and Associated Works – Panel of Suppliers	Schedule of Rates Contract for the Provision of Asphalt Surfacing and Associated Works – Panel of Suppliers	Tender closed on 12 December 2018. Tender currently being evaluated
1865	Construction of Shepparton Art Museum	Lump Sum & Schedule of Rates Contract for the Construction of Shepparton Art Museum	Tender closed on 10 October 2018. Tender currently being evaluated
1871	Provision of Early Intervention Services	Schedule of Rates Contract for the Provision of Early Intervention Services	Tender closed on 28 November 2018. Tender currently being evaluated
1872	Provision of Temporary Placements and Contractors – Panel of Suppliers	Panel of Suppliers Contract for the Provision of Temporary Placements and Contractors	Tender closed on 10 October 2018. Tender currently being evaluated
1876	Installation and Supply of Photocopier Hardware and Services	Schedule of Rates Contract for the Provision of I.T. Products and Services for the Installation and Supply of Photocopier Hardware and Services	Tender closed on 26 September 2018. Tender included in the December Ordinary Council Meeting Agenda.
1877	Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Lump Sum Contract for the Construction of Buildings and Infrastructure for Cosgrove 3 Landfill	Tender closed on 31 October 2018. Tender currently being evaluated
1881	Supply and Delivery of New Landfill Compactor	Lump Sum Contract for the Supply and Delivery of New Landfill Compactor	Tender closed on 26 September 2018. Tender included in the December Ordinary Council Meeting Agenda.
1883	Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Lump Sum Contract for the Construction of Kialla Park Recreation Reserve - Main Oval Redevelopment	Tender closed on 28 November 2018. Tender currently being evaluated

9. CORPORATE SERVICES DIRECTORATE
9.8 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1885	Provision of Cleaning Services for Key Operational, Recreation & Minor Operations Facilities	Lump Sum and Schedule of Rates Contract for the Provision of Cleaning Services for Key Operational, Recreation & Minor Operations Facilities	Tender closes on 9 January 2019
1887	Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Lump Sum Contract for the Maude Street Streetscape Upgrade - Ashenden Street to Vaughan Street	Tender closed on 14 November 2018. Tender currently being evaluated
1888	Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Lump Sum Contract for Water Main Replacements - Verney Road/Balaclava Road Intersection, Shepparton	Tender closed on 19 September 2018. Tender included in the December Ordinary Council Meeting Agenda.
1895	Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Lump Sum Contract for the Design of Signalisation, Landscape, and Upgrade of Wyndham and Fitzjohn Streets	Tender closed on 28 November 2018. Tender currently being evaluated
1896	Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Lump Sum Contract for the Appointment of a Creative and Production Agency and/or Appointment to the Media Buying Services Panel - Shepparton Show Me	Tender closed on 19 September 2018. Tender currently being evaluated
1900	Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Lump Sum Contract for the Design and Construction of Solar PV Systems at Doyles Road Complex and Mooroopna Hub	Tender closed on 25 October 2018. Tender currently being evaluated
1904	Provision of a Business Case and Master Plan for the Redevelopment of Riverlinks Eastbank, Shepparton	Lump Sum Contract for the Provision of a Business Case and Master Plan for the Redevelopment of Riverlinks Eastbank, Shepparton	Tender closed on 05 December 2018. Tender currently being evaluated

9. CORPORATE SERVICES DIRECTORATE
9.8 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1906	Provision of Architectural Design for the Redevelopment and Expansion of the Shepparton Sports and Events Centre	Lump Sum Contract for the Provision of Architectural Design for the Redevelopment and Expansion of the Shepparton Sports and Events Centre	Tender closes on 19 December 2018
1907	Provision Of Cleaning Services For Aquamoves Aquatic Centre Shepparton	Lump Sum and Schedule of Rates Contract for the Provision Of Cleaning Services For Aquamoves Aquatic Centre Shepparton	Tender closes on 9 January 2019
1908	Provision Of Cleaning Services For Key Community Hubs, Children Childcare Centres & Maternal Child Health Services, Preschools and Youth Services	Lump Sum and Schedule of Rates Contract for the Provision Of Cleaning Services For Key Community Hubs, Children Childcare Centres & Maternal Child Health Services, Preschools and Youth Services	Tender closes on 9 January 2019
1912	Construction of Tatura Museum Extension	Lump Sum Contract for the construction of Tatura Museum Extension	Tender closed on 12 December 2018. Tender currently being evaluated
1918	Provision of Tree Maintenance Services	Schedule of Rates Contract for the Provision of Tree Maintenance Services – Panel of Providers	Tender closed on 14 November 2018. Tender currently being evaluated
1919	Reconstruction of Central Park Netball Courts & Associated Drainage Works	Lump Sum Contract for the Reconstruction of Central Park Netball Courts & Associated Drainage Works	Tender closed on 12 December 2018. Tender currently being evaluated
1925	Design Consultant for Architectural Design of Tatura Library Refurbishment Extension	Lump Sum Contract for the Design Consultant for Architectural Design of Tatura Library Refurbishment Extension	Tender closed on 10 December 2018. Tender currently being evaluated

9. CORPORATE SERVICES DIRECTORATE

9.8 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1926	Consultancy Services for The Greater Victoria Commonwealth Games Bid Prefeasibility Study (Re-scoped)	Lump Sum Contract for the Consultancy Services for The Greater Victoria Commonwealth Games Bid Prefeasibility Study (Re-scoped)	Tender closed on 26 November 2018. Tender 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 \$500,000 including GST.

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

Legal/Statutory Implications

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

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

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer and Directors under delegated authority of the Council during the period 1 November 2018 to 30 November 2018.

Attachments

Nil

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees

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: Governance Officer

Proof reader(s): Team Leader Governance, Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, as well as purpose groups appointed by the Council. The purpose of this report is to appoint Councillors to these various committees.

RECOMMENDATION

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

Committee	Councillor Representative/s 2019
Australian Botanic Gardens Shepparton Special Committee	Cr Dinny Adem
Best Start Municipal Early Years Partnership Committee	Cr Seema Abdullah
Calder Woodburn Memorial Advisory Committee	Cr Shelley Sutton
Dhurringile Prison Community Advisory Group	Cr Dennis Patterson
Deakin Reserve Advisory Committee	Cr Bruce Giovanetti Cr Chris Hazelman
Development Hearings Panel	Cr Chris Hazelman Cr Dennis Patterson
Disability Advisory Committee	Cr Bruce Giovanetti

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Goulburn Broken Greenhouse Alliance	Cr Fern Summer
Goulburn Valley Highway Bypass Action Group	Mayor [Cr Kim O'Keeffe]
Goulburn Valley Regional Library Corporation Board	Cr Seema Abdullah [Chair]
Goulburn Valley Local Government Waste Forum	Cr Bruce Giovanetti
Greater Shepparton Aerodrome Advisory Committee	Cr Dennis Patterson
Greater Shepparton Audit and Risk Management Committee	Mayor [Cr Kim O'Keeffe] Cr Chris Hazelman
Greater Shepparton Public Health Advisory Committee	Cr Kim O'Keeffe
Greater Shepparton Safe Communities Advisory Committee	Cr Les Oroszvary
Greater Shepparton Women's Charter Alliance Advisory Committee	Cr Seema Abdullah
Greater Shepparton City Council – Off Leash Dog Park Advisory Committee	Cr Shelley Sutton
Heritage Advisory Committee	Cr Seema Abdullah
Municipal Association of Victoria	Cr Dinny Adem Substitute Representative Cr Bruce Giovanetti
Municipal Emergency Management Planning Committee (MEMP)	Mayor [Cr Kim O'Keeffe]
Murray Darling Association	Mayor [Cr Kim O'Keeffe] Cr Dennis Patterson
North Eastern Australian Local Government Women's Association (NE-ALGWA)	Cr Shelley Sutton [Council Representative] Council Members

9. CORPORATE SERVICES DIRECTORATE
9.9 Councillor Representation on Committees (continued)

		Cr Kim O'Keeffe Cr Seema Abdullah Cr Fern Summer
	Positive Ageing Advisory Committee	Cr Bruce Giovanetti
	Rail Freight Alliance Committee	Cr Bruce Giovanetti
	Regional Aboriginal Justice Advisory Committee	Cr Les Oroszvary
	Regional Cities Victoria [RCV]	Mayor [Cr Kim O'Keeffe]
	RiverConnect Community Advisory Committee	Cr Dennis Patterson
	Rumbalara Aboriginal Cooperative 'Working Party'	Mayor [Cr Kim O'Keeffe] Deputy Mayor [Cr Shelley Sutton]
	Shepparton Art Museum Advisory Committee	Cr Chris Hazelman [Chair]
	Shepparton Racecourse and Recreation Reserve Committee of Management	Cr Dinny Adem
	Shepparton Regional Saleyards Advisory Committee	Cr Dinny Adem
	Shepparton Show Me Committee	Cr Dinny Adem Cr Les Oroszvary
	Shepparton Showgrounds Advisory Committee	Cr Shelley Sutton Cr Fern Summer
	Sir Murray Bouchier Memorial Advisory Committee	Cr Shelley Sutton
	Sports Hall of Fame Advisory Committee	Cr Dennis Patterson Cr Bruce Giovanetti
	Tatura Park Advisory Board	Cr Dinny Adem Cr Fern Summer

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Victorian Local Governance Association	Cr Kim O'Keeffe
--	-----------------

In some cases, the Council is represented by the Mayor, and therefore, a separate appointment is not required.

Mayoral appointments include:

- Greater Shepparton Audit and Risk Management Committee
- Goulburn Valley Highway Bypass Action Group
- Municipal Emergency Management Planning Committee [MEMP]
- Murray Darling Association
- Regional Cities Victoria [RCV]
- Rumbalara Aboriginal Cooperative Working Party
- 2030 Greater Victoria Commonwealth Games

Background

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

It has now been determined that Councillor Representation on committees will be reviewed annually.

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

Australian Botanic Gardens Shepparton Special Committee

The function of the Australian Botanic Gardens Shepparton Special Committee is to manage the former Kialla Landfill Site and to work closely with Council to prepare a development and management plan for the site, maximise the sustainable use of the facilities and encourage public interest and involvement in the development and use of the facility.

Best Start Municipal Early Years Partnership Committee

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

Calder Woodburn Memorial Avenue Advisory Committee

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

Community Advisory Group – Dhurringile Prison

The Advisory Group consists of representatives from the Dhurringile Prison, Department of Justice and Regulation, Victoria Police, Greater Shepparton City Council and Community Members. The group meets to discuss prison operations and opportunities for greater connections between the prison and community.

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Deakin Reserve Advisory Committee

This Committee makes recommendations to Council on the procedures, rules, conditions of use and proposed capital works necessary for the proper management of the facility, and if requested gives advice on specific issues.

Development Hearings Panel (DHP)

The DHP is a special committee of the Council established under Section 86 of the Local Government Act 1989 and has been formed to consider and determine, as a delegate of Council, various matters under the Planning and Environment Act 1987, the Greater Shepparton Planning Scheme and other relevant regulations.

Disability Advisory Committee

This Committee aims to improve the accessibility and inclusiveness of Council services and facilities and assist in the strategic and detailed planning of all new activities. As part of a capacity building opportunity, a rotating chairperson position is filled by members of the Disability Advisory Committee with the Councillor playing a key role in connecting the Disability Advisory Committee and its objectives with the Council.

Goulburn Broken Greenhouse Alliance

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

Goulburn Valley Highway Bypass Action Group

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

Goulburn Valley Regional Library Corporation Board

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

Greater Shepparton Aerodrome Advisory Committee

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

Greater Shepparton Audit and Risk Management Committee

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

Greater Shepparton City Council Off Leash Dog Park Advisory Committee

The Off Leash Dog Park Advisory Committee will provide the Council with assistance in the continued development of the Ducat Reserve Off Leash Dog Park.

Greater Shepparton Public Health Advisory Committee

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

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Greater Shepparton Safe Communities Advisory Committee

The Greater Shepparton Safe Communities Advisory Committee (SCAC) provides a forum to advise on current community safety priorities and work towards developing initiatives to address these issues.

Greater Shepparton Women's Charter Alliance Advisory Committee

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

Heritage Advisory Committee

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

Municipal Association of Victoria

The Municipal Association of Victoria is the peak representative and advocacy body for Victoria's 79 councils. A council which is a financial member of the Association must appoint a representative and a substitute representative of the Council to the Association.

Municipal Emergency Management Planning Committee (MEMP)

The MEMP outlines Council's approach to emergency management, planning and coordination through partnerships with emergency services agencies. This includes details of the municipality, history of emergency incidents, processes, standard operating procedures and updating contact details and maps.

Murray Darling Association

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

Murray Darling Basin Association

The Murray Darling Basin Authority (MDBA) is an independent Commonwealth agency responsible for developing and implementing the Basin Plan. The Basin Plan aims to achieve a healthy and productive river system. The MDBA is also charged with operational management of the River Murray.

North Eastern Australian Local Government Women's Association (NE-ALGWA)

The Australian Local Government Women's Association is the peak body representing the interests of Women in Local Government across Australia. The Association seeks to assist in furthering women's knowledge, understanding and participation in the function of Local Government. It also encourages and supports women to become actively involved in their communities and in the key decision making processes of Local Government.

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Positive Ageing Advisory Committee

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

Rail Freight Alliance Committee

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

Regional Aboriginal Justice Advisory Committee

The Regional Aboriginal Justice Advisory Committee (RAJAC) is an initiative of the Victorian Aboriginal Justice agreement (AJA), and based on Recommendation 2 of the 1991 Final Report of the Royal Commission into Aboriginal deaths in custody. Matters which the group might appropriately consider include:

- The implementation of the recommendations of this report, or such of them as receive the endorsement of the Government
- Proposals to change policies which affect the operation of the criminal justice system.
- Programs for crime prevention and social control which enhance Aboriginal self-management and autonomy
- Programs which increase the recruitment of Aboriginal people to the staff of criminal agencies
- The dissemination of information on policies and programs between different agencies and between parallel bodies in different states

RiverConnect Community Advisory Committee

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

Rumbalara Aboriginal Co-operative Working Party

This group consists of a joint working party formed between Rumbalara Aboriginal Cooperative and the Council to foster a cohesive working relationship between the Indigenous community and the Council.

Shepparton Art Museum Advisory Committee

The purpose of this Committee is to formulate recommendations to the Council in respect of policies of relevance to the Art Gallery and to provide contract performance evaluation advice to the Council.

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Shepparton Racecourse and Recreation Reserve Committee of Management

This Committee consists of representatives from user groups as well as community representation and provides advice to Council on the Shepparton racecourse and the greyhound operations.

Shepparton Regional Saleyards Advisory Committee

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

Shepparton Show Me Committee

This Committee promotes the retail and commercial sector of Shepparton, and helps to ensure its long-term viability and economic sustainability.

Shepparton Showgrounds Advisory Committee

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

Sir Murray Bouchier Memorial Committee

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

Sports Hall of Fame Advisory Committee

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

Tatura Park Advisory Board

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

Victorian Local Governance Association

The Victorian Local Governance Association was formed in 1994 to provide advice and support to member Councils, including advocating on behalf of member Councils to Victorian and Australian governments. As a member Council, it is appropriate that a delegate Councillor be appointed to receive correspondence from the VLGA and exercise the Council's voting rights.

Council Plan/Key Strategic Activity

Councillor representation on Committees is consistent with the following Council Plan objective:

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

Risk Management

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

9. CORPORATE SERVICES DIRECTORATE

9.9 Councillor Representation on Committees (continued)

Policy Considerations

There are no conflicts with existing council policies.

Financial Implications

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

Legal/Statutory Implications

This proposal conforms with all relevant legislation.

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications arising from this proposal.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

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

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

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

No other strategic links have been identified.

Conclusion

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

Attachments

Nil

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018

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: Economic Development Project Officer

**Proof reader(s): Team Leader Business & Industry Development,
Manager Economic Development**

Approved by: Director Sustainable Development

Executive Summary

At the Ordinary Council Meeting held on 20 March 2018, Council resolved that the Mayor, Director of Sustainable Development, a Council Officer and local exporter would visit Jintan, Shanghai and Hong Kong and potentially South East Asia in 2018. It was also resolved that Council would invest in having a stand at the Asia Fruit Logistica in Hong Kong.

On 26 August 2018 Greater Shepparton City Council led a delegation into China, Hong Kong and Jakarta to investigate and pursue opportunities that relate to international trade. The delegation consisted of the Mayor Cr Kim O’Keeffe, Greater Shepparton City Council Director of Sustainable Development Geraldine Christou and Economic Development Project Officer Rohan Sali as well as local fruit grower Peter Hall. The visit consisted of meetings with Commissioner Tim Dillon at the Shanghai Business Victoria Office, AusTrade in Shanghai to support lobbying efforts on fruit protocols, Jinko Energy, Changzhou Institute of Technology, our Friendship City Jintan, Invest Hong Kong and the Commissioner Brett Stevens at the Jakarta Business Victoria Office. The visit has since resulted in various successful outcomes and opportunities which are detailed within the attachments to this report.

Due to the success of the 2018 delegation visit, officers are proposing that a Greater Shepparton delegation revisit China in September 2019. The Delegation would include the Mayor, two Council Officers, a local fruit grower and potentially a representative from Regional Development Victoria.

The proposed visit would include meetings with Council’s Friendship City Jintan, Business Victoria and Austrade (based in Shanghai). The visit to China will also involve attending and having a physical presence at the Asia Fruit Logistica Expo in Hong Kong, where Council in conjunction with the local growers feel there is an opportunity to improve on our stand from the 2018 expo. There is also scope to include another visit to Indonesia to further develop existing relationships and pursue the markets further there in a much more structured way as proposed by the Commissioner for Victoria to South East Asia. Our 2018 visit created opportunities to meet with potential buyers in South East Asia and this will encourage further opportunities for local growers.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

Council officers have completed consultation with the appropriate agricultural industry bodies and exporters who are in full support of Council's involvement at the Asia Fruit Logistica Expo for 2019. The expo provided Council with an opportunity to support the local growers by having a presence at the event to demonstrate local government backing and also to market the region as a place to invest. A stand at the expo increased awareness of the region's horticultural offering and aided growers to build on the opportunity for agreements to be negotiated between overseas buyers and Greater Shepparton growers.

Council has an International Engagement Strategy which further outlines the requirement for continued efforts towards supporting local business and industry to capitalise and prepare for international investment opportunities. The China, Hong Kong and Jakarta visit aligns with Council's adopted International Engagement Strategy 'to enhance investment opportunities and build relationships with overseas investors'.

RECOMMENDATION

That the Council:

1. note the outcomes of the China, Hong Kong and Jakarta delegation and endorse the actions within the 2018 China, Hong Kong and Jakarta Report;
2. note that two Council Officers are part of the Greater Shepparton delegation that visits Asia in 2019;
3. note that Council Officers will advertise an expression of interest opportunity allowing for a local grower to attend Asia with the Council led delegation in 2019;
4. host a stand at the 2019 Asia Fruit Logistica in Hong Kong, and:
5. in accordance with the previously adopted International Engagement Strategy, approve the Mayor to lead the delegation that visits Asia in 2019.

Background

The Greater Shepparton City Council delegation visited China, Hong Kong and Jakarta and conducted business activities between 26 August to 5 September 2018.

The delegation consisted of the following people:

- Cr Kim O'Keeffe – Mayor of Greater Shepparton City Council
- Geraldine Christou – Director Sustainable Development Greater Shepparton City Council
- Rohan Sali - Economic Development Project Officer Greater Shepparton City Council
- Peter Hall - Local grower and exporter

The China, Hong Kong and Jakarta visit consisted of the following:

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

Solar Investment Opportunities

The delegation met with Jinko Solar who is working with Council to establish a 35MW solar farm. The investment opportunity came as a result of our discussions with Business Victoria (Shanghai). This investment opportunity will continue to be progressed by Council's Economic Development department.

Business Victoria Shanghai

The delegation met with the Commissioner, Mr Tim Dillon and updated Business Victoria on progress in the past 12 months. Council and Business Victoria discussed the proposed Jinko Solar investment and the progression of this project within Greater Shepparton. Council will continue to keep Business Victoria updated on the great things happening in Greater Shepparton and will provide information on relevant investment opportunities.

AusTrade

The delegation met with Trade Commissioner, Mr Brent Moore to discuss Council's lobbying and advocacy efforts in relation to pear and apple protocols that are associated with the exporting of fruit into China. Local exporter Peter Hall expressed the challenges and opportunities that the industry faces. There were discussions around the current protocol of stone fruit and how AusTrade can assist our growers with access. The Trade Commissioner explained that AusTrade has employed a dedicated marketing officer who is responsible for (amongst other things) maintaining the WeChat Account for AusTrade who have over 40,000 subscribers. The Trade Commissioner outlined that WeChat presents a great opportunity for Council to provide content such as seasonal conditions, fruit varieties available and general marketing of our Greater Shepparton provenance and liveability story. Council will continue to lobby for the pear and apple protocol into China as we are the largest producer of both varieties in Australia.

Changzhou Institute of Technology

Council met with Changzhou Institute of Technology (CIT) to discuss opportunities that may exist between campuses in Greater Shepparton. Council is working closely with Claire Shen and Richard Speed from La Trobe University to further the discussion with CIT in terms of a mutually beneficial arrangement between the two entities.

Jintan District, China [Friendship City]

Council continues to progress the Friendship City Agreement objectives with its Sister City, Jintan. Council visited Jiangsu Jintan Secondary Specialised School. There is an opportunity to progress a student and teacher exchange program with a local Greater Shepparton school. Council is currently working towards facilitating this opportunity.

Asia Fruit Logistica Expo

Fifteen of the Greater Shepparton region's local fruit growers attended the Asia Fruit Logistica Expo. Council recognised an opportunity to attend the expo to support the local fruit growers and explore ways that the region can benefit from showcasing local growers and produce at future expos. Council staff and growers were kept extremely busy, fielding enquiries over the three days, making connections with fruit growers/buyers and marketing the provenance story of the region. The growers, State Government delegates and industry representatives were extremely complimentary of Council's efforts to have a presence on behalf of the region at the Expo and that this provided a greater opportunity to engage. Growers utilised the meeting rooms provided as part of the stand to negotiate outcomes with buyers.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

Growers also took the opportunity to attend information sessions and provide potential buyers with taste testing. Council officers identified a number of areas that could be refined in relation to a presence at the Expo for 2019.

Through consultation post event with local growers who attended in 2018, it has been identified that by being in attendance at the Expo, fruit growers benefit financially and strongly endorse the attendance of Council with a stand in 2019. Refer to the consultation component of this report for more information in regards to local grower support.

Invest Hong Kong

Council met with Invest Hong Kong who outlined the services that they provide. Invest Hong Kong assist with attracting foreign direct investment in Hong Kong and assisting businesses to start up with incentives. Invest Hong Kong provided a presentation outlining the Hong Kong market. They highlighted that in Hong Kong kitchens are shrinking or disappearing due to the lack of space therefore consumers are eating out more and seeking healthier food. Council provided an overview of the region and discussed the opportunities that may exist between Hong Kong and Greater Shepparton.

Business Victoria Jakarta

The Mayor and Director of Sustainable Development met with the Commissioner, Mr Brett Stevens in Jakarta who was made aware of Council's commitment towards enhancing economic growth within the region and connecting local operators to South East Asian investors. Commissioner Stevens met with Council in 2017 and this visit reinforced Council's commitment to support industry with market potential into South East Asia. The Business Victoria Office arranged meetings with supermarkets in Jakarta which have the potential to create future investment. Discussion also occurred about the potential for much more targeted marketing should Council include Indonesia in the international delegation in 2019.

CV Cherry Fruit and PT Corona Prajitna

The Mayor and Director of Sustainable Development visited CV Cherry Fruit and PT Corona Prajitna. Council discussed the opportunities that exist for pear imports. The supermarket currently imports five 'forty foot containers' of pears a month from South Africa and are now looking at the importing Australian pears as they offer a higher quality. Council is working with both these importers to facilitate contact with local growers.

Gunung Sewu Group – Great Giant Pineapple

The Mayor and Director of Sustainable Development visited Gunung Sewu Group – Great Giant Pineapple. The Gunung Sewu Group is currently seeking high quality pears, apples and beef. The company currently exports twelve thousand containers across South East Asia. Council will work with the group to put them in touch with local growers.

SHB Group (Importers for supermarkets)

The Mayor and Director of Sustainable Development visited SHB Group (Importers for supermarkets). SHB has existing connections into Greater Shepparton and understands the local market very well. SHB explained to Council that the Greater Shepparton region's second grade fruit is also in demand mainly due to affordability reasons, therefore we need to ensure we factor that into our marketing.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

For a further detailed overview of the delegation visit to China and resulting actions, please refer to the attached 'China, Hong Kong and Jakarta Delegation Report' and 'Action Plan'.

It should be noted that Council Officers will provide an overview of the China, Hong Kong and Jakarta visit to key Ministers and will continue to implement action items from the delegation and also from the International Engagement Strategy.

Council Plan/Key Strategic Activity

International Engagement Strategy 2017

International Engagement Policy 2017

Greater Shepparton Economic Development Tourism and Major Events Strategy

Fruit Growers Victoria and Greater Shepparton City Council Funding Agreement

Council Plan 2017-2021 – Economic 3.2 Strong global, national and local business connections are developed and nurtured.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Public criticism	Unlikely	Minor	low	Communicate the purpose of the visit and the outcomes from attending.

Policy Considerations

Council's visit aligns with the International Engagement Strategy and the International Engagement Policy.

Financial Implications

The estimated costs associated with sending three Council representatives, a local fruit exporter and hosting a stand at the Asia Fruit Logistica in 2019 is as follows:

Travel and Accommodation Expenses:

Flights, Accommodation, Visas and Insurance	\$14,910
Food, Taxi	\$1,700
Gifts	\$250
Promotional material	\$350
Cost for 4 attendees:	\$17,210
Cost for Asia Fruit Logistica Stand:	\$12,000
Total cost to Council	\$29,210

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

It is envisaged that an international relations budget adopted for the 2019/20 financial year would allow provision for the expenditure detailed above.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense		29,210	29,210	32,131
Net Total		29,210	29,210	32,131

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 legal/statutory implications associated with this report.

Environmental/Sustainability Impacts

There are no adverse environmental impacts associated with the International visit. The visit has created a positive renewable energy investment opportunity for Greater Shepparton. Council met with Jinko Solar the world's largest solar panel manufacturer to progress discussions around a proposed project in Greater Shepparton. This opportunity will continue to be facilitated by the Economic Development department.

Social Implications

Council utilised the opportunity to network with potential overseas investors that would support the growth of Greater Shepparton's agricultural sector. The attendance of the expo, the visit to Jintan, the meeting with Business Victoria and meeting with AusTrade in Shanghai allowed Council to further support local business and explore opportunities for future investment and development.

Economic Impacts

Council aims to build on the relationships developed overseas to enhance investment opportunity and support the region's agricultural industry and education sector. The stand at the Asia Fruit Logistica provided growers with an increased presence and supported Council in facilitating potential investors to the growers in attendance. Council received positive feedback from local growers who attended the Expo and have as a result highly recommended Council having a stand at future Asia Fruit Logistica events and to build on current success.

Consultation

Council's Economic Development department consulted fruit growers and transport companies who have previously attended the Asia Fruit Logistica in the past. An overwhelming majority of local operators who were consulted recommended that Council have a presence at the Asia Fruit Logistica. Since the 2018 delegation, Council has received letters from local growers/operators who have strongly suggested that Council have involvement in future expos given the recent success. Letters are attached to this report. In addition to the attachments, officers have received letters from three local horticultural businesses specifying that Council's attendance at the Asia Fruit Logistica and also having a stand (at the expo) is of significant financial benefit to their businesses.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 China, Hong Kong and Jakarta Delegation Report 2018 (continued)

Council made an opportunity available to a local grower to attend the China visit as part of the delegation. This opportunity was advertised as an expression of interest and interested parties made application, and a selection was made based on assessment against key criteria. It is envisaged that Council would refine this process for the 2019 delegation. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Economic Development

Theme: Agriculture and Rural Land – Objective 3 - To develop and promote the municipality as a regional centre for food and primary industry research and development.

Conclusion

The China, Hong Kong and Jakarta visit has enhanced investment opportunities for the Greater Shepparton region, offered Council with the opportunity to develop relationships with overseas investors and assisted in developing Council's knowledge in international business. An action plan has been developed since returning from the 2018 international trip which aligns with key objectives outlined within the International Engagement strategy.

Council will present to both Regional Cities Victoria and Fruit Growers Victoria to provide an overview of the visit. Council is committed to supporting the region's local businesses in regards to international relations and continues to implement the actions within Greater Shepparton's International Engagement Strategy.

Attachments

1. Letter of support 2018 Asia Fruit Logistica - Jeftomson
2. Letter of support 2018 Asia Fruit Logistica - Valley Pack
3. Letter of Support - Asia Fruit Logistica FGV
4. China, Hong Kong, Jakarta Report and Actions 2018

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

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 Building and Planning Support

Proof reader(s): Manager Building and Planning

Approved by: Director Sustainable Development

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.

A staff member that has commenced employment in the Planning Department and/or within a relevant position 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.

- Kate Clarke
- Alan Wright

This report seeks to authorise officers who have commenced work with the organisation and/or within a relevant position requiring authorisation.

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. Kate Clarke and Alan Wright be appointed and authorised as set out in the Instrument of Appointment;
2. 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
3. the Common Seal of Council be affixed to the Instrument as attached.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Instrument of Appointment and Authorisation (Planning and Environment Act 1987) (continued)

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.

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 2017-2021*:

- Instrument of Appointment and Authorisation relates to the Leadership and Governance pillar of the Council Plan 2017 -2021. Specifically, it relates to Objective 1.4 "Financial management is responsible..."

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Instrument of Appointment and Authorisation (Planning and Environment Act 1987) (continued)

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. Instrument of Authorisation - S11A - Kate Clarke
2. Instrument of Authorisation - S11A - Alan Wright

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages

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: Graduate Strategic Planner Projects

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

Approved by: Director Sustainable Development

Executive Summary

The Shepparton Railway Precinct Master Plan (Master Plan) was adopted by Council in June 2017. The Master Plan conceptualises and itemises the potential redevelopment of the Shepparton Railway Precinct to provide an attractive and practical gateway into Shepparton.

A key short-term objective of the Master Plan is to improve accessibility and connectivity to the Shepparton Railway Station for pedestrians and cyclists. Two of the actions specified to achieve the objective are:

- construction of a pedestrian overpass connecting the existing railway station to the Shepparton Central Business District (CBD); and
- implementation of shared walking and cycling pathways linking the station with the Maude Street Mall and the new Shepparton Art Museum (SAM) site at Victoria Park Lake.

Construction of an overpass would provide a foundation for implementation of the other strategic directives contained in the Master Plan, including enhancing amenity for public transport users, and promoting mixed-use development of the area. The implementation of shared pathway linkages will contribute to the ease of wayfinding between key destinations for residents and visitors, as well as augmenting the user-experience of public transport.

To better inform Council's advocacy for appropriate services at the railway station, Council appointed Arcadis Pty Ltd in mid-2018 to prepare a draft conceptual design for a pedestrian overpass. An opinion of probable cost for the development will also be supplied as part of this work. The design was required to consider the following:

- creating positive and accessible connections to the Shepparton Railway Station;
- improving access to facilitate use of public transport;
- improving pedestrian safety and customer experience at the Shepparton Railway Station and surrounds; and
- enhancing the appearance and atmosphere in the Shepparton Railway Precinct.

A Project Working Group, including representatives from Council, Regional Projects Victoria, Transport for Victoria, V/Line, VicTrack and Public Transport Victoria, was established to manage the project. On 8 October 2018, the Working Group agreed that the draft concept design prepared by Arcadis Pty Ltd satisfied the design objectives and strategic directives outlined above.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

The design for the overpass aligns pedestrian access and sightlines to Vaughan Street, which is an important thoroughfare providing access to the CBD retail core and a key element in the Shepparton CBD Revitalisation Project that includes the relocation of the Maude Street Bus Interchange, and the upgrading of Vaughan and Maude Streets. Visually, the design acknowledges Shepparton's agricultural and industrial identity, with a playful reference to fruit travelling along a conveyor belt wrapped around the bridge form, stairs and lift cores.

Liesl Malan Landscape Architects Pty Ltd was appointed in May 2018 to prepare concept designs for shared pathway linkages from the railway station to the CBD and SAM, as part of the Strategic Cycling Corridor, and to provide an opinion of probable cost for these streetscaping works. The final draft design complements the aesthetic approach taken to the streetscaping works evident along Vaughan Street (between Corio and Maude Streets) and proposed for Maude Street (between Ashenden and High Streets) identified as projects in the Shepparton CBD Revitalisation Project, providing comfort and visual amenity for users.

RECOMMENDATION

That the Council:

1. authorise for exhibition the *Shepparton Railway Station Pedestrian Overpass Concept Plan October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public comment for a period of six weeks, commencing on 7 January 2019 and concluding on 18 February 2019; and
5. note that Council officers will report on any feedback, comments and submissions received during the public consultation period prior to the consideration of any final concept plans for adoption and implementation.

Background

The Shepparton Railway Station is located at the eastern edge of the Shepparton CBD, see Figure 1. It provides transportation linkages to the retail, commercial, health, education and recreational facilities in Greater Shepparton from Melbourne, as well as other regional areas in Victoria and New South Wales (via the regional bus network).

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

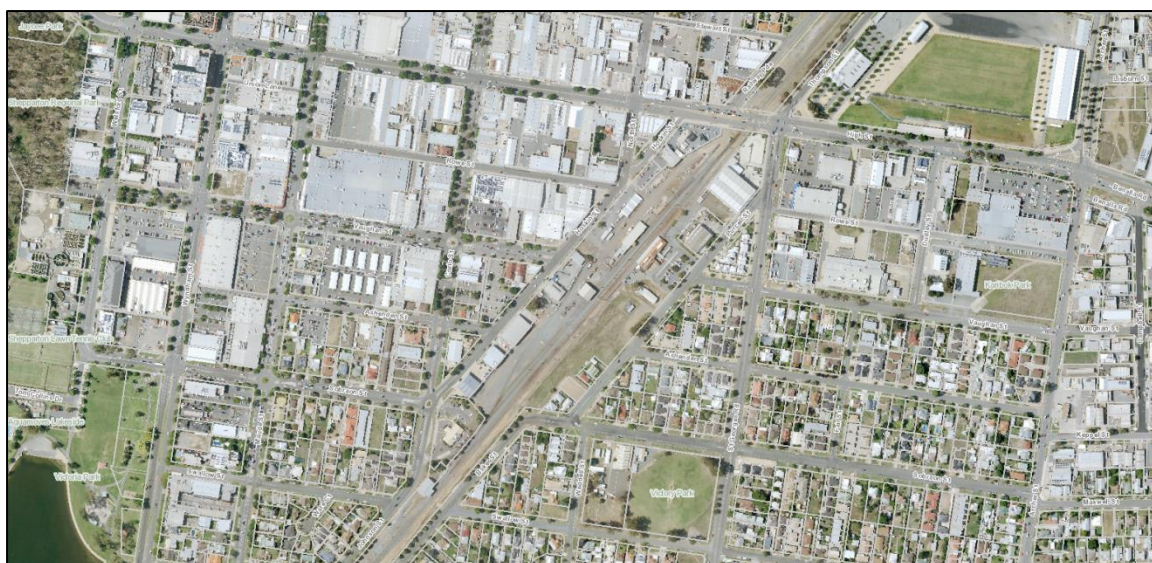


Figure 1. Aerial map of the Shepparton Railway Precinct and surrounding areas.

The *Shepparton CBD Strategy 2008* recognises the development potential of the Shepparton Railway Station Precinct, including higher scale development on underutilised land adjoining the railway, and the upgrading of streets, pedestrian and cycle spaces linking the Shepparton Railway Station with the CBD. The Strategy identifies creating a pedestrian and cycle-friendly environment as a priority, particularly the need for a pedestrian bridge linking the Shepparton Railway Station with Hoskin and Vaughan Streets to increase accessibility to the CBD.

The redevelopment of the Shepparton Railway Precinct is one of the three major infrastructure projects that make up the Shepparton CBD Revitalisation Project. The pedestrian overpass is a key element of the redevelopment, removing a virtual and physical barrier to access between the Railway Station and CBD, which has been identified as a “priority project” by the *Make Shepparton Greater Prospectus 2014*.

The *Shepparton Railway Precinct Master Plan 2017* responds to the existing site conditions, functional requirements and implementation considerations, to guide a co-ordinated program of improvements to achieve its vision:

The Railway Precinct Master Plan will conceptualise the transformation of the Railway Precinct into an enticing gateway to the City of Greater Shepparton. This project will identify the actions and aspirations that will allow Shepparton to bring its Rail Station into the City both physically and symbolically. The Master Plan will showcase urban design and provide a blueprint to guide existing and future land use within the Precinct and surrounding area. This will lead to increased vitality of the CBD and encouraging the use of, and investment in, sustainable transport.

A key objective of the Master Plan was to improve pedestrian and cycle access to the Shepparton Railway Station, encompassing a technical investigation into the provision of a pedestrian overpass connecting the existing railway station to the Shepparton Central Business Area, and implementation of shared pathways to enable linkages to key destinations, see Figure 2.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

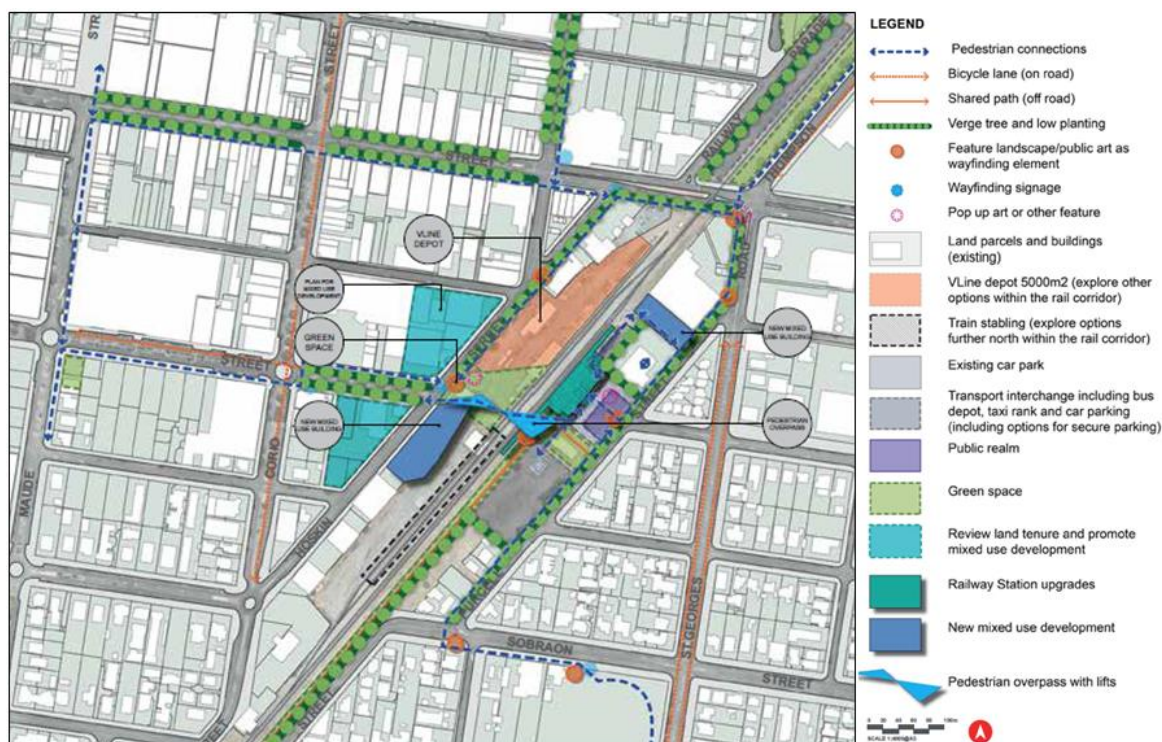


Figure 2. Spatial arrangement of the Shepparton Railway Station Precinct.

To better inform Council's advocacy for appropriate services at the railway station, it is considered appropriate to prepare a conceptual design and costing for a pedestrian overpass.

Designing the Pedestrian Overpass

To achieve this, Council appointed Arcadis Pty Ltd in mid-2018 to undertake the technical investigation into the provision of the pedestrian overpass and to prepare an architectural design, and subsequently provide an opinion of probable cost for the development of the final design.

The design was required to respond to the following:

- must take account of the existing infrastructure at the Shepparton Railway Station, as well as the vision, objectives, and proposed redevelopment envisaged in the *Shepparton Railway Precinct Master Plan, May 2017*;
- must support existing and future infrastructure by providing cohesive, accessible and functional connections to existing active transport networks, and the ability to connect seamlessly to future active transport connections as detailed in the *Shepparton Railway Precinct Master Plan, May 2017* and other relevant Council documents; and
- must achieve compliance with all relevant Australian Standards, including those for accessibility (AS 1428 and DSAPT), VRIOGS 001 Rev B, AS 5100:2017 bridge standard, V/Line standards and any other applicable standards.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

A Project Working Group, including representatives from Council, Regional Projects Victoria, Transport for Victoria, V/Line, VicTrack and Public Transport Victoria, was established to manage the project from inception to the production of an agreed concept design and opinion of probable cost. A workshop was held on 26 June 2018, attended by members of the Project Working Group and other interested stakeholders, to discuss considerations such as car parking, signal sighting issues, maintenance, heritage impacts, and safety requirements.

Council officers also engaged with the Disability Advisory Committee and the Positive Ageing Advisory Committee of Council. Positive feedback was received from this engagement. The feedback generally supported the development of the overpass, with items such as disability access, and linkages to surrounding residential areas and the CBD, raised as opportunities and challenges facing its development.

On 8 October, the Project Working Group was presented with the final design option, see Figures 3 and 4. The stakeholders from V/Line, VicTrack, Transport for Victoria, Public Transport Victoria, Rail Projects Victoria and Council officers agreed that this design satisfied the design specifications and strategic directives, see Figure 5.

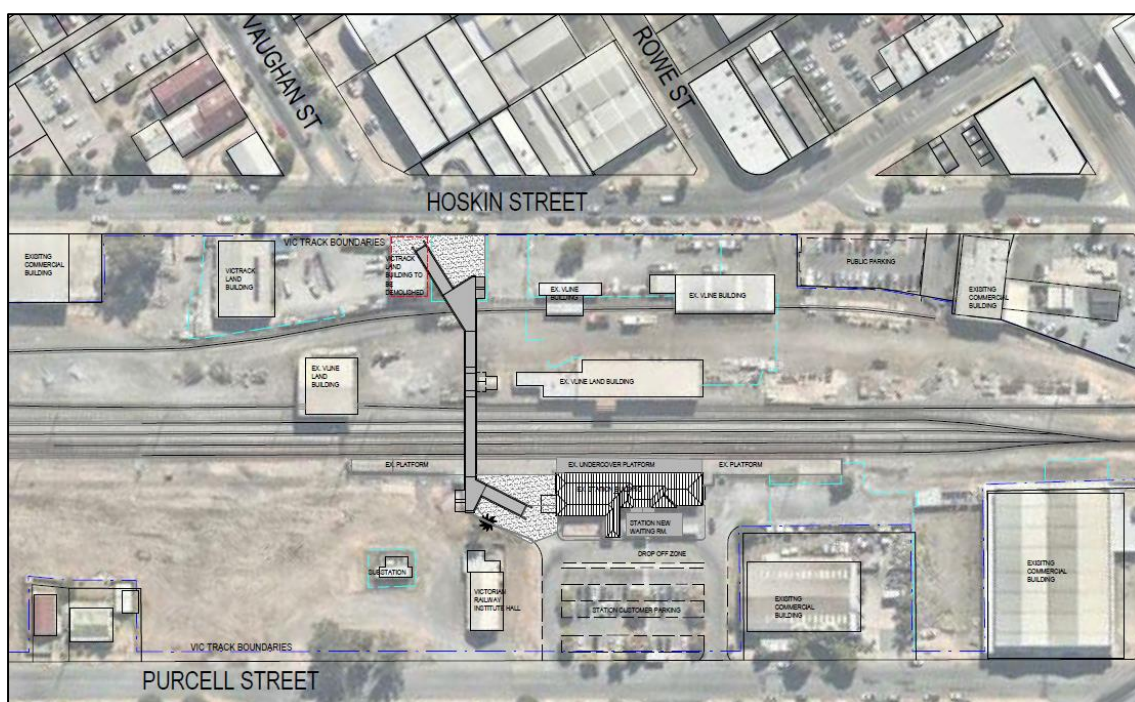


Figure 3. Site Plan showing spatial arrangement of the Shepparton Railway Pedestrian Overpass.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)



Figure 4. Aerial perspective from Hoskin Street (Southwest).

Aesthetically, the design features brightly coloured cladding that wraps around the bridge, the stairs, and the lift cores, suggesting the movement of fruit along a conveyor belt. This holistic design provides a dynamic visual effect which changes according to the viewing angle, while maintaining signal sightlines.



Figure 5. Artist's impression of the Railway Pedestrian Overpass viewed from Vaughan Street.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

Designing the Shared Pathways

Liesl Malan Landscape Architects Pty Ltd was appointed in May 2018 to prepare concept designs for shared pathway linkages from the railway station to the CBD and SAM, and to provide an opinion of probable cost for these streetscaping works.

The design was required to consider the following:

- suitable tree selections according to the Council's *Urban Forest Strategy 2017*, including appropriate planting beneath power lines and low buffer planting to soften interfaces;
- safety of users from cars;
- street furniture, lighting, sites for public artwork, and wayfinding;
- drainage impacts; and
- potential street upgrades including kerbs and car parking in accordance with the *Goulburn Valley Wayfinding Strategy Style Guidelines 2014*, the *Urban Design Manual 2007*, and any other applicable standards.

The final draft design complements the aesthetic approach taken to the streetscaping works evident along Vaughan Street (between Corio and Maude Streets) and proposed for Maude Street (between Ashenden and High Streets) identified as projects in the Shepparton CBD Revitalisation Project, providing comfort and visual amenity for users, see Figure 6.

The linkages will also form part of the Strategic Cycling Corridors currently being reviewed by Transport for Victoria.

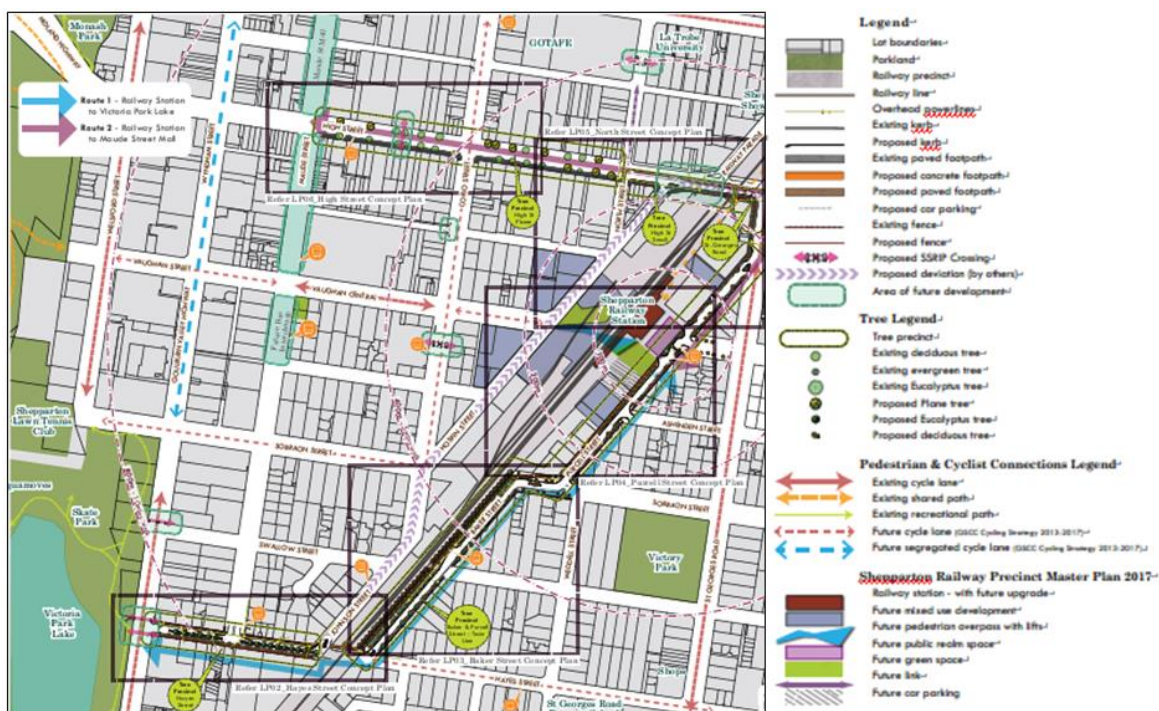


Figure 6. Overall Concept Plan for the Shepparton Railway Linkages.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

Council Plan/Key Strategic Activity

Theme 1: Governance

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

Theme 2: Social

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

Theme 4: Built

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

Objective 4.4 Quality infrastructure is provided and maintained to acceptable standards.

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

Risk Management

There are no adverse risks associated with releasing the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public consultation.

All consultation associated with the designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Policy Considerations

All consultation associated with the designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Financial Implications

The recommendation to release the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for consultation does not have any financial or budgetary implications for Council.

The *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* has been prepared to comply with the requirements of State government rail authorities, and Council are seeking public support to inform the next stage of advocacy for the realisation of the project. To comply with the various requirements of the State government rail authorities, the construction cost is has been estimated at approximately \$18,826,500 (including GST and contingency). The cost of the pedestrian overpass would be met by the State government. Confirmation of the final design to be constructed would be determined by the relevant rail authority at the time of the allocation of a budget.

The construction cost for the shared pathways has been estimated at approximately \$4,748,300 (including GST & contingency), which is expected to be met, in part or full, by Council. This would be the subject of a future Council resolution. Council may also seek a contribution to the delivery of this project by the State government.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

Legal/Statutory Implications

All procedures associated with the development of designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages comply with relevant legislative requirements, including the Act and guidelines set out by Heritage Victoria.

Environmental/Sustainability Impacts

The recommendation to release the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public comment will not result in any adverse environmental or sustainability impacts.

Social Implications

It is not expected that the recommendation to release the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public comment will have any adverse social implications.

Economic Impacts

It is not expected that the recommendation to release the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public comment will have any adverse economic impacts.

The financial impact to Council associated with implementing the final designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages was discussed in the financial implications section of this report.

Consultation

Council officers recommend that Council endorse the location and the design incorporated in the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018*, and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018*, and release them for public consultation.

All consultation associated with the designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

It is proposed to release the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* for public comment for six weeks from 7 January 2019 and concluding on 18 February 2019. Land owners and occupiers of adjacent properties will be directly notified to inform them of the release of concept designs for the Shepparton Railway Pedestrian Overpass and the Shared Pathway Linkages and provide them with the opportunity to attend a one-on-one workshop with Council officers.

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

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

Topic: Economic Development

Theme: Retail/Commercial Centres

Objective 2: To develop the Shepparton CBD as a regional centre for commerce and entertainment

Strategy 2.2: Encourage the integration of retail and tourist services, especially in respect to ease of access, security arrangements and opening hours.

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

Strategy 3.4: Encourage examples of landmark architecture for the Shepparton CBD.

Strategy 3.6: Encourage the redevelopment of peripheral areas of the Shepparton CBD

Topic: Infrastructure

Theme: Traffic and Transport Systems

Objective 5: To develop Walking/Bicycle and Public Transport networks that provide transport and accessibility options to segments of the community who have not or prefer not to use a motor car.

Strategy 5.7: Promote accessibility throughout the municipality by public transport.

b) Other strategic links

Shepparton CBD revitalisation Project 2013

A suite of projects aimed at revitalising the Shepparton CBD for broad economic and social benefit to the Greater Shepparton community:

Shepparton Court Precinct Development (completed 2017)

Maude Street Mall Revitalisation (in progress)

Shepparton Railway Precinct Master Plan

Shepparton Railway Precinct Master Plan 2017

Plan Objectives:

To include a technical investigation and feasibility study relating to the provision of a pedestrian overpass connecting the Railway Station with the CBD at the junction of Hoskin Street and Vaughan Street;

Provide amenity improvements for public transport users including linking the Railway Station with the proposed bus interchange at Maude Street, south of the Vaughan Street intersection;

Design Objectives:

Improve pedestrian and cycle access to the Rail Station.

Improve the visual amenity of the rail precinct

Provide amenity improvements for public transport users

Activate public space

Conclusion

The Shepparton Railway Station provides transportation linkages to the retail, commercial, health, education and recreational facilities in Greater Shepparton from Melbourne, as well as other regional areas in Victoria and New South Wales.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.3 Shepparton Railway Pedestrian Overpass and Shared Pathway Linkages (continued)

In June 2017, Greater Shepparton City Council adopted the *Shepparton Railway Precinct Master Plan*, which conceptualises and itemises the potential redevelopment of the precinct to provide an attractive and practical gateway into Shepparton and improve connection and accessibility between the station and other destinations in the Shepparton CBD and surrounds.

Key elements of the *Shepparton Railway Precinct Master Plan 2017* include the construction of a pedestrian overpass and shared pathways to link the Shepparton Railway Station with the Maude Street Mall and the site of the new Shepparton Art Museum at Victoria Park Lake. The provision of this infrastructure is expected to improve access to facilitate use of public transport, increase pedestrian and cyclist safety as well as customer experience at the Shepparton Railway Station, and enhance the appearance and atmosphere of the Shepparton Railway Precinct.

Council officers recommend that the *Shepparton Railway Station Pedestrian Overpass Concept Design October 2018* and the *Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018* be released for public comment. Land owners and occupiers of adjacent properties will be directly notified to inform them of the design of the Shepparton Railway Pedestrian Overpass and provide them with the opportunity to attend a one-on-one workshop with Council officers.

Following consultation, Council officers will review all feedback, comments and submissions received. The final Concept Plan is expected to be further considered by Council in 2019.

Attachments

1. Shepparton Railway Station Pedestrian Overpass Concept Plan October 2018
2. Shepparton Railway Station Shared Pathway Linkages Concept Plans June 2018

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.4 Proposed Park Name - Sherwood Park (Archers Field Estate, Mooroopna)

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: Building & Planning Support Officer

Proof reader(s): Team Leader Building & Planning Support

Approved by: Manager Building & Planning

Executive Summary

The purpose of this report is to seek a resolution to allow Council officers to commence the public consultation process to name the park in Park View Estate Mooroopna as Sherwood Park, in line with *Naming Rules for Places in Victoria 2016*.

The Council received a letter from Chris Smith and Associates requesting that the park be named “Sherwood Park”. This name is in keeping with the “archery” naming theme of the estate.

The name has been assessed and is in accordance with the *Naming rules for places in Victoria 2016*.

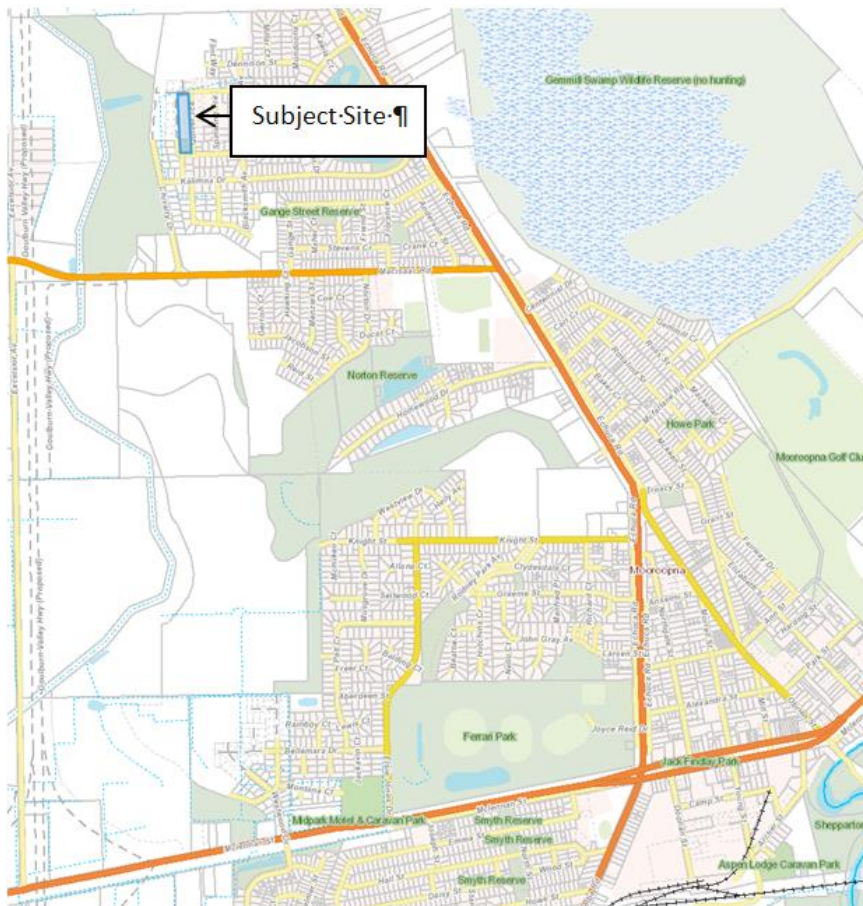


Figure 1 – Locality Plan

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.4 Proposed Park Name - Sherwood Park (Archers Field Estate, Mooroopna) (continued)

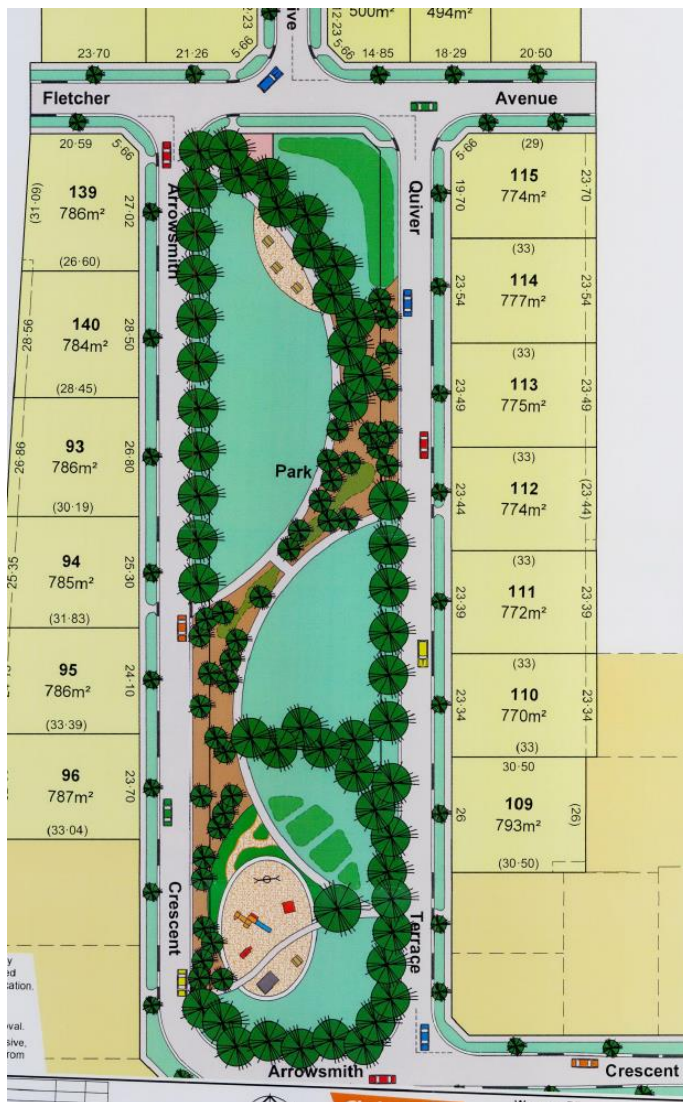


Figure 2 – Park

RECOMMENDATION

That the Council authorise for exhibition the proposed park name of 'Sherwood Park' on public notice in accordance with the *Naming Rules for Places in Victoria 2016 - Statutory requirements for naming roads, features and localities 2016*.

Background

The purpose of this report is to seek approval for Council officers to commence the public consultation process to name a park in the Archers Field Estate in Mooroopna in line with *Naming Rules for Places in Victoria 2016*.

The *Naming Rules for Places in Victoria 2016, Statutory requirements for naming roads, features and localities – 2016* (the naming rules) includes step-by-step information on naming, renaming or changing the boundaries of roads, features and localities in Victoria.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.4 Proposed Park Name - Sherwood Park (Archers Field Estate, Mooroopna) (continued)

The naming rules uphold the guidelines provided for in the *Geographic Place Names Act 1998*. They are mandatory for naming authorities in Victoria.

On 12 April 2018, Chris Smith and Associates on behalf of Waranga P/L wrote to Council requesting the reserve within Archers Field Estate be named “Sherwood Park”. The theme of the estate is Archery. The link of Sherwood is to Sherwood Forest of Robin Hood fame.

The name is assessed against various principles including but not limited to:

- No duplication of name within a 15km radius
- Not of similar sounding or spelling to any other feature within a 15km radius.
- Not to be offensive or derogatory
- No business/commercial link to the name

The notice requirements:

As per the *Naming rules for places in Victoria 2016* the Council is required to place the proposed name of “Sherwood Park” on public notice by way of advertisement in the local newspaper. The notice period is 30 days after which if no submissions are received the name then gets approved for use by way of formal Council resolution and then gazetted by the Geographic Names Victoria.

Any submission received during the public consultation period must be considered by the naming authority. The naming authority is responsible for deciding the weight to be given to competing submissions, having regard to these naming rules and any other relevant matters it identifies.

All submissions must be included in an assessment report, stating the objection or support for a proposal, indicating relevance to the naming rules and the naming authority’s consideration/response to the submission.

The decision about whether or not to proceed with a naming proposal resides with the naming authority.

Note: The naming authority need not consider objections that don’t explain reasons for the objector opposing the name.

Council Plan/Key Strategic Activity

Community / Public Safety – Council has a duty of care to its residents to provide clear and concise locations/names of features for Emergency Services purposes.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not proceeding with the name could create confusion for emergency services staff, delaying response times	Likely	Major	High	Name to avoid confusion for emergency services

Policy Considerations

Park requests are assessed under *Naming Rules for Places in Victoria 2016*.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.4 Proposed Park Name - Sherwood Park (Archers Field Estate, Mooroopna) (continued)

Financial Implications

Financial implications to Council for this park name will be a park name sign only.

Legal/Statutory Implications

There are no legal/statutory implications associated with park naming.

Environmental/Sustainability Impacts

There are no environmental and sustainability impacts associated with park naming.

Social Implications

There are minimal social implications given that the proposal is to name a park, but there could be significant emergency service delays if this is not acted upon, given the park is currently unnamed.

Economic Impacts

There are no known significant economic impacts associated with this proposal.

Consultation

The following consultation process will follow if the Council resolve to adopt the recommendation of this report.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Consult	Community Consultation	Public Notice placed in the Shepparton News.

Officers will undertake the above consultation in line with *Naming Rules for Places in Victoria 2016*

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no strategic links relating to park naming.

b) Other strategic links

There are no strategic links relating to park naming.

Conclusion

The naming of the park is imperative to the safety of the local residents and the wider community.

Attachments

Nil

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement

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 Industry Development

Proof reader(s): Manager Economic Development, Coordinator Property

Approved by: Director Sustainable Development

Executive Summary

Council has been in receipt of numerous renewable energy enquiries and in particular for the development of large scale solar farms within the Greater Shepparton region. Council had also been in receipt of a number of investment inquiries in relation to the leasing of land at the GV Link Site. Council Officers recognised an opportunity to make the GV Link land east of Toolamba Road available for a large scale solar farm.

Councillors resolved at the 14 September 2016 Special Council Meeting to:

1. resolve to request Expressions of Interest for the lease of the GV Link land east of Toolamba Road and the railway line, being part of the land in Certificate of Title Volume 11071 Folio 144, known as Toolamba Road, Mooroopna (**Land**) for the purposes of construction and use as a solar farm.
2. acting under section 190 of the *Local Government Act 1989* (**the Act**) resolves that the statutory procedures be commenced to give notice of an intention to lease the Land and report back to council upon the completion of this process including any submissions received;
3. authorises the Chief Executive Officer to appoint an independent probity auditor to undertake a probity audit of all aspects of the proposed lease transaction and all relevant statutory processes, procedures and decision-making associated with the proposed lease and development of the Land.

A lease proposal for the proposed solar farm at the GV Link site has been negotiated on the basis of the grant of a proposed lease to GVCE Mooroopna Solar Pty Ltd or other agreed nominated entity, being a 'Special Purpose Vehicle' (SPV) which consists of Goulburn Valley Community Energy (GVCE) and AKUO Energy. The proposed lease agreement has been prepared by Russell Kennedy Lawyers on behalf of Council and negotiated with the proposed tenant's solicitors. The principal terms in relation to the proposed lease are mentioned within this report.

Council Officers have prepared this report with a recommendation to progress to the next stage of the process which consists of advertising Council's intention to enter into a lease agreement with the SPV.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement (continued)

RECOMMENDATION

That the Council:

1. in accordance with Section 223 of the *Local Government Act 1989*, provide public notice in the *Shepparton News* of Council's intention to enter into a lease agreement with GVCE Mooroopna Solar Pty Ltd or other agreed nominated entity for the lease of the GV Link land east of Toolamba Road and the railway line, being part of the land in Certificate of Title Volume 12022 Folio 892 (formerly part of Volume 11071 Folio 144), known as Toolamba Road, Mooroopna (**Land**) for the purposes of construction and use as a solar farm.
2. note the principal terms of the proposed lease, are as follows:
 - Permitted use is construction and use for a major solar farm with a minimum capacity of 10MW;
 - Lease term of 25 years from the commencement date with the option to renew for a further 25 years;
 - The commencement date of the lease is conditional upon the tenant procuring all necessary approvals and finance for the proposed construction and operation of the solar farm and the requisite power purchase agreements to secure long term revenues for the sale of electricity;
 - The annual rental is to be \$30,000.00 plus GST, subject to CPI adjustments at regular intervals and a market review on exercise of the option;
 - The tenant is to be responsible for its share of outgoings in respect of the lease; and
 - The tenant is to provide Council with a security deposit for an agreed sum as security for the performance of the tenant's obligations under the lease.
3. stipulate in the public notice that persons may make a submission on the lease in accordance with section 223 of the Act;
4. authorise the Chief Executive Officer to undertake the administrative procedures necessary to enable the Council to carry out its functions under section 223 of the Act in relation to this matter and, in particular;
 - (a) if submissions are received under section 223 of the Act:
 - (i) a Special Council Meeting be convened at a date and time to be determined to hear from any person or persons who request to be heard in support of a section 223 written submission; and
 - (ii) a report on any section 223 submissions received by the Council, along with a summary of any hearings held, be provided to the Special Council.
 - (b) if no submissions are received under section 223 of the Act, a further report to be presented to Council for a final determination of the matter.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement (continued)

Background

Council has been in receipt of numerous renewable energy enquiries and in particular for the development of large scale solar farms within the Greater Shepparton region. Council had also been in receipt of a number of investment inquiries in relation to the leasing of land at the GV Link Site. Council Officers recognised an opportunity to make the GV Link land east of Toolamba Road available for a large scale solar farm.

Councillors resolved at the 14 September 2016 Special Council Meeting to:

1. resolve to request Expressions of Interest for the lease of the GV Link land east of Toolamba Road and the railway line, being part of the land in Certificate of Title Volume 11071 Folio 144, known as Toolamba Road, Mooroopna (**Land**) for the purposes of construction and use as a solar farm.
2. acting under section 190 of the *Local Government Act 1989 (the Act)* resolves that the statutory procedures be commenced to give notice of an intention to lease the Land and report back to council upon the completion of this process including any submissions received;
3. authorises the Chief Executive Officer to appoint an independent probity auditor to undertake a probity audit of all aspects of the proposed lease transaction and all relevant statutory processes, procedures and decision-making associated with the proposed lease and development of the Land.

Council commenced a select tender process which resulted in the preferred tenderer being GVCE. GVCE had submitted a proposal in response to the tender which articulated that they would develop a 12MW solar farm and would do so under a 'GVCE Consortium'.

It should be noted that since the submission of the tender application and commencement of lease negotiations, the applicant has outlined that it is highly likely that the solar farm will exceed the originally intended 12MW.

GVCE also articulated within their application that their proposed solar farm would lessen the community's dependence on fossil fuel generated electricity reducing our carbon footprint by taking down almost 600,000 tonnes of greenhouse gas emissions.

A proposed lease agreement for the proposed solar farm at the GV Link site has been negotiated with GVCE Mooroopna Pty Ltd or other agreed nominated entity, being a SPV consisting of GVCE and AKUO Energy. The proposed lease agreement has been prepared by Russell Kennedy Lawyers.

The proposed lease identifies that the SPV will pay to Council rent in the amount of \$30,000 per annum plus GST; the lease is for 25 years with an option to extend the lease for an additional 25 years; and the lease is subject to a number of conditions relating to the planning and development of the solar farm, which include but are not limited to; obtaining approvals and finance and entering into Power Purchase Agreements (PPA) with relevant parties to purchase the electricity generated by the solar farm.

The lease will not commence until the SPV has received all approvals and secured PPAs and obtained the required finance for the project with a financial institution. Rent will not be payable until the lease commences on the commencement date following compliance with these lease conditions.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement (continued)

The proposed lease contains a sunset date of four years which means that should the tenant not have approvals by the sunset date, the lease can be terminated. The tenant must also ensure that the solar farm is operational no later than 24 months after the lease commencement date.

It is a requirement of the *Local Government Act 1989* that any lease for a period of ten years or more be advertised under section 223 to allow for any public submissions.

Council Plan/Key Strategic Activity

Greater Shepparton Council Plan 2013 – 2017: Goal 2 - Enhancing the Environment. Ensure the environment is a major priority in planning for the future. Council will facilitate decision making to carry out development with due consideration given to the natural environmental, social, political, economic factors and provide a governance framework that will achieve sustainable outcomes.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Relevant approvals for a Solar Farm are not granted	Unlikely	Moderate	Low	Maintain regular communication with tenant
Solar Farm is never constructed	Unlikely	Moderate	Low	Maintain regular communication with tenant
Tenants vacate property post construction	Unlikely	Major	Medium	Council would be entitled to utilise the \$200k cash security deposit in accordance with proposed lease should the tenant breach the lease by vacating the premises post works/construction. In this case, the security deposit may be used to remediate the land.

Policy Considerations

Current policies identify GV Link as having a major strategic role within Greater Shepparton and the wider region. Such policies and strategies include:

- Council Plan 2017-2021
- Electricity Industry Act 2000
- Hume Strategy for Sustainable Communities
- Hume Regional Growth Plan
- Northern Victoria Regional Transport Strategy

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement (continued)

Financial Implications

Rent associated with the lease of the land as per the lease agreement is \$30,000 per annum plus GST.

Council rates and fee per MW amounts are guided by government policy and legislation. The below calculations are guided by gazetted order G41, 11 October 2018 under section 94 of the Electricity Industry Act 2000. The calculations below are made on the assumption that the maximum output of the solar farm will be 23MW or less.

	23MW Community (20% or more Community owned)	23MW Commercial (less than 20% Community owned)
Nameplate capacity MWH	23	23
Fixed Charge 18/19	nil	nil
Per MW Rate 18/19	nil	nil
Average Capacity Factor*	22%	22%
Hours per year	8,760	8,760
Generation estimate	23 x 22% x 8,760 = 44,325	23 x 22% x 8,760 = 44,325
Per MWh rate	\$0.56 or \$5k – whichever greater	\$1.12 or \$7.5k – whichever greater
Total Rate Payable per annum	44,325 x \$0.56 = \$24,822	44,325 x \$1.12 = \$49,644

* Estimates based on assumptions outlined in EY 2017, Modelling of the Victorian Renewable Energy Target scheme scenarios

Discounts pertaining to amounts owed to Council are relevant to solar farms under various scenarios pertaining to energy output and community status. The calculation applicable to GVCE Mooroopna Solar Pty Ltd or other agreed nominated entity will be determined once they have undertaken a process to invite community participation. The above table is to be used as a guide only given the factors that can influence the final fixed and variable charges owed to Council. As articulated above, all calculations and final amounts payable to Council will be guided by legislation.

Legal/Statutory Implications

This procedure is being undertaken in compliance with Section 190 of the *Local Government Act 1989* which provides Council with the power to lease the land. The Land is part of the overall GV Link land located east of Toolamba Road and requires a planning permit for solar farm use.

Environmental/Sustainability Impacts

As part of the planning permit that will need to be obtained for solar farming use, the applicant will need to comply with the environmental requirements in clause 52.42-2 of the Greater Shepparton Planning Scheme. This project also aims to reduce Greater Shepparton's greenhouse emissions.

Social Implications

This project will strengthen community awareness surrounding sustainable energy as well as increase environmental values and behaviours.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.5 GV Link Solar Lease - Advertising Intention To Enter Into Lease Agreement (continued)

Economic Impacts

The large scale solar farm will generate a long term stream of income from the lease. The project development will also generate employment opportunities for local contractors and businesses and has the potential to reduce energy costs for the community.

Consultation

Council is required under Section 190 (lease) of the *Local Government Act 1989* to advertise the lease of the Land and to consider all submissions received under section 223.

Under section 190 of the *Local Government Act 1989*, Council is required to publish a public notice of Council's proposal to enter into a lease for a period of 28 days and to consider any submissions received in respect of the lease proposal. It is noted that the terms of the lease proposal contained in the tender from GVCE needed to be the subject of further negotiation before there was a sufficiently formed proposal to be the subject of a public notice and Council's further consideration.

Officers believe that an appropriate level of negotiation of the proposal has now occurred and the matter is now ready to be the subject of the statutory process of public notice and consultation before Council makes a final determination in respect of the matter.

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Economic Development

Theme – Industry

Topic: Infrastructure

Theme – Traffic and transport system.

b) Other strategic links

Council Plan 2017 -2021

Greater Shepparton Environmental Sustainability Strategy 2014-2030 Strategic theme 3 – Using our Resources Wisely – Climate Change and Energy Efficiency

Conclusion

Council has been in receipt of numerous renewable energy inquiries and in particular for the development of large scale solar farms within the Greater Shepparton region. Council had also been in receipt of a number of investment inquiries in relation to the leasing of land at the GV Link Site. Council Officers recognised an opportunity to make the GV Link land east of Toolamba Road available for a large scale solar farm.

Post a limited tender process, a lease agreement for the proposed solar farm at the GV Link site has been negotiated between Council and GVCE Mooroopna Solar Pty Ltd or other agreed nominated entity as the SPV which consists of GVCE and AKUO Energy.

It is a requirement of the *Local Government Act 1989* that any proposed lease for a period of ten years or more be advertised under section 223 to allow for any public submissions.

Attachments

Nil

11. REPORTS FROM COUNCILLORS

Nil Received

12. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES

Nil Received

13. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

14. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

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* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

Councillors' Community Interaction and Briefing Program

From 1 November 2018 to 30 November 2018, some or all of the Councillors have been involved in the following activities:

- Country Womens Association | Katandra West Branch
- Launch | Shepparton Truck & Motor Museum
- Aerodrome Advisory Committee Meeting
- Committee for Greater Shepparton
- Shepparton Chamber of Commerce & Industry | Business Awards Gala Dinner
- 'OutintheOpen' Festival | Mayor Speaking Role
- 'Judging' Fashions on the Field | Ardmona Football Netball Club
- End of Year Dinner | For Section 86 members & Community Planning Groups members
- Sports Hall of Fame Advisory Committee Meeting
- Disability Advisory Committee
- Development Hearing Panel
- Community Leadership Program | Ethnic Communities
- Remembrance Day Services
- Welcome Lunch to Elizabeth Capp as new Head of Shepparton Campus – La Trobe University
- Heritage Advisory Committee Meeting
- Tourism Greater Shepparton | 2018 Industry Development Forum - Creating Destinalional Food Communities
- Celebration | Australian National Piano Awards 2018
- Goulburn Valley Waste Resource Recovery Group Sub Committee Meeting
- Committee for Greater Shepparton | Candidates Forum
- Deakin Reserve Committee Meeting
- Goulburn River Management
- Citizenship Ceremony
- Shepparton Italian Social Club | Salami Judging
- Goulburn Valley Libraries CEO Catch Up
- Stellar Victoria Opening - Bowls | Mayor Speaking Role
- Ganbina 2018 | Youth Achievement Awards
- Shepparton Italian Social Club | Salami Night
- Embassy of the Federal Republic of Germany | Memorial Service
- Strategic Engagement Coordinators of Victoria | Regional Forum - [The Ethnic Council]
- Shepparton Show Me Committee Meeting
- Shepparton East Community Planning Meeting
- Australian Botanic Garden Special Committee Meeting
- Probus Club of Mooroopna | 'Breakfast in the Park'
- Goulburn Valley Highway Bypass Action Group Meeting
- Primary Care Connect Official Gym Launch

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

- Shepparton Art Museum Foundation Meet & Greet for new Board Members
- Goulburn Valley Libraries Board Meeting
- Meeting | Shepparton Art Museum Foundation & Council
- Official Opening | Maculata Place - Shepparton Villages [The Hon Ken Wyatt, Minister for Aged Care]
- 'Bowls' Stellar Victorian - Closing Ceremony - Mayor Speaking Role
- Shepparton Art Museum - Craftivism, Dissident Object and Subversive Forms
- Shepparton | Spring Car Nationals 2018
- Riverlinks Season Launch
- Greater Shepparton Women's Charter Alliance Advisory Committee Meeting
- Tatura Park Advisory Committee Meeting
- Community Conversations - David Manne
- Street Rider | Night Bus Service - 10 Year Celebration
- 'Dob in the Dealer' - Mayor Speech
- Regional Cities Victoria Meeting & Dinner | Bendigo
- H'Art Of Rhythm Exhibition Opening | Kaiela Arts
- Official Opening Snitz - Mayor to cut Ribbon
- Shepparton East Primary School | "Izzy's Fruit Farm" Official Presentation

In accordance with section 80A of the *Local Government Act 1989* records of the Assemblies of Councillors are attached.

RECOMMENDATION

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

Attachments

1. Assemblies of Councillors -Aerodrome Advisory November 2018
2. Audit and Risk Management Committee
3. Audit and Risk Management Committee
4. Record of Assemblies of Councillors for Development Hearings Panel held on 9 November 2018
5. Councillor Briefing Session - 13 November 2018
6. CEO and Councillor Catch Up - 13 November 2018
7. Heritage Advisory Committee Meeting - 1 October 2018
8. Heritage Advisory Committee Meeting - 12 November 2018
9. Best Start Early Years Partnership
10. Councillor Briefing Session - 20 November 2018
11. CEO and Councillor Catch Up - 20 November 2018
12. Women's Charter Alliance Advisory Committee Meeting
13. Women's Charter Alliance Advisory Committee Meeting
14. Women's Charter Alliance Advisory Committee Meeting
15. Women's Charter Alliance Advisory Committee Meeting
16. Women's Charter Alliance Advisory Committee Meeting
17. Women's Charter Alliance Advisory Committee Meeting
18. Development Hearings Panel - 23 November 2018
19. Councillor Briefing Session - 27 November 2018
20. CEO and Councillor Catch Up - 27 November 2018

16. URGENT BUSINESS NOT INCLUDED ON THE AGENDA

17. CONFIDENTIAL MANAGEMENT REPORTS

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

1. Report 7.1: Contract 1888 - Balaclava Road/Verney Road Intersection - Goulburn Valley Water Main Relocation .This document relates to , which are relevant grounds applying under sections 89(2) of the Act.
2. Report 7.4: Contract 1877 - Cosgrove 3 Infrastructure and Building Construction works.
3. Report 9.2: Contract 1862 - Professional Veterinary Services
4. Report 9.3: Contract 1876 - Installation and Supply of Photocopier Hardware and Services.

These documents relates to contractual matters which are relevant grounds applying under sections 89(2) of the Act.