

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 19 FEBRUARY, 2019
AT 5.30PM

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
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**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.	DEPUTATIONS AND PETITIONS	2
7.1	Use of Ford Road as an East / West Truck Link	2
7.2	Request to Reverse the B Double Classification of Ford Road	3
7.3	Hawdon Street and Verney Road Intersection Upgrade	4
7.4	Proposed works on Hawdon Street, Verney Road, Balaclava Road and New Dookie Road.....	5
8.	MANAGEMENT REPORTS FROM THE INFRASTRUCTURE DIRECTORATE.....	6
8.1	Contract 1918 - Provision of Tree Maintenance Services	6
8.2	Princess Park Future Directions Plan and Landscape Masterplan	9
9.	MANAGEMENT REPORTS FROM THE COMMUNITY DIRECTORATE	14
9.1	Maternal and Child Health Service - 2017/2018 report	14
9.2	Best Start Early Years Plan update	23
9.3	Greater Shepparton Youth Strategy and Action Plan 2019-2022.....	28
9.4	Section 86 Special Committees - Memberships.....	33
10.	MANAGEMENT REPORTS FROM THE CORPORATE SERVICES DIRECTORATE.....	39
10.1	January 2019 Monthly Financial Report	39
10.2	2018/2019 Q2 Forecast Review	41
10.3	Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded	44
10.4	Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me	49
10.5	2017-2021 Council Plan - 2018-19 Quarter 2 Progress Report	54
11.	MANAGEMENT REPORTS FROM THE SUSTAINABLE DEVELOPMENT DIRECTORATE	57
11.1	Rename - Flanagan Place, Tatura	57
11.2	RiverConnect Implementation Advisory Committee Community Member Appointments.....	62
11.3	RiverConnect Implementation Advisory Committee Terms of Reference	66
11.4	Cussen Park Advisory Committee	69

11.5	Council Submission to Draft Solar Energy Facilities Design and Development Guidelines	73
11.6	Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019.....	78
11.7	International Engagement Policy.....	84
11.8	Shepparton Truck and Transport Museum - MOVE	88
12.	REPORTS FROM COUNCILLORS	96
13.	REPORTS FROM SPECIAL AND ADVISORY COMMITTEES	96
14.	NOTICE OF MOTION, AMENDMENT OR RESCISSION.....	96
15.	DOCUMENTS FOR SIGNING AND SEALING.....	96
16.	COUNCILLOR ACTIVITIES.....	97
16.1	Councillors Community Interaction and Briefing Program.....	97
17.	URGENT BUSINESS NOT INCLUDED ON THE AGENDA.....	99
18.	CONFIDENTIAL MANAGEMENT REPORTS	99
18.1	Designation of Confidentiality of Information – Report Attachments	99

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

RECOMMENDATION

That the apology from Cr Oroszvary be noted and a leave of absence be granted.

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 18 December 2018 as circulated, be confirmed.

6. PUBLIC QUESTION TIME

7. DEPUTATIONS AND PETITIONS

7.1 Use of Ford Road as an East / West Truck Link

Summary

Council has received a petition containing 1423 signatures opposing the use of Ford Road as an East /West truck link between the Goulburn Valley Highway and Grahamvale Road.

RECOMMENDATION

That the Council receive the petition relating to Use of Ford Road as an East / West Truck Link

Attachments

Nil

7. DEPUTATIONS AND PETITIONS

7.2 Request to Reverse the B Double Classification of Ford Road

Summary

A petition containing 880 signatures has been received by Council, requesting the reversal of the B Double classification of Ford Road.

RECOMMENDATION

That the Council receive the petition relating to the Request to Reverse the B Double Classification of Ford Road

Attachments

Nil

7. DEPUTATIONS AND PETITIONS

7.3 Hawdon Street and Verney Road Intersection Upgrade

Summary

Council has received a petition containing 86 signatures in addition to 14 letters of objection, relating to the proposed intersection upgrade works on Hawdon Street and Verney Road.

RECOMMENDATION

That the Council receive the petition relating to Hawdon Street and Verney Road Intersection Upgrade works.

Attachments

Nil

7. DEPUTATIONS AND PETITIONS

7.4 Proposed works on Hawdon Street, Verney Road, Balaclava Road and New Dookie Road

Summary

A petition containing 70 signatures has been received by Council, which opposes the proposed works on Hawdon Street, Verney Road, Balaclava Road and New Dookie Road.

RECOMMENDATION

That the Council receive the petition relating to Proposed works on Hawdon Street, Verney Road, Balaclava Road and New Dookie Road

Attachments

Nil

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1918 - Provision of Tree Maintenance 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 Parks, Sports and Recreation and Team Leader Parks, Open Spaces and Sports, Coordinator Arboriculture

Proof reader(s): Manager Parks, Sports and Recreation and Team Leader Parks, Open Spaces and Sports

Approved by: Director Infrastructure

Executive Summary

Council maintain over 36,000 trees in streets, public open spaces and rural roadsides within the municipality. These trees require proactive and reactive maintenance. Council strives to maintain its urban forest through contemporary Arboriculture Practices.

This contract is for the provision of tree maintenance works including tree plantings, pruning and removals. This 3 year contract is for the provision of a panel of supplier to undertake these works. Council advertised these works on TenderSearch and received 6 submissions.

RECOMMENDATION

That the Council:

1. accept the tenders submitted by Choice Corporate Pty Ltd, Supreme Tree Stump Removal Pty Ltd, Arbor Dynamics, Vic State Tree Services, Summit Open Space Services and Austral Tree Services for Contract No. 1918 Provision of Tree Maintenance Services for the total cost of \$1,980,000 (GST inclusive).
2. note that the contract term is for a period of 3 years, with 1 x 1 year extension option
3. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

This contract is for the provision of tree maintenance works including tree plantings, pruning and removals. These works will be undertaken in accordance with Council's Tree Management Plan and the relevant Australian Standards.

Annual audits will be conducted to determine the quantity of trees requiring pruning, with several contractors to be engaged to prune nominated trees to ensure we meet the objectives of the Tree Management Plan and Australian Standards.

The tender evaluation panel is satisfied that the tenderers below meet all the necessary assessment criteria and provide value for money to Council.

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1918 - Provision of Tree Maintenance Services (continued)

Tenders

Tenders were received from:

Tenderers
Choice Corporate Pty Ltd
Supreme Tree Stump Removal Pty Ltd
Arbor Dynamics
Vic State Tree Services
Summit Open Space Services
Austral Tree Services

Tender Evaluation

Tenders were evaluated by the following Parks, Sport and Recreation Officers:

Title
Manager Parks, Sports and Recreation
Team Leader – Parks Open Spaces and Sports
Coordinator Arboriculture

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Relevant previous experience	15%
OHS systems	15%
Benefit to local region	10%
Environmental Sustainability	10%

Council Plan/Key Strategic Activity

This procurement is consistent with the strategic objective of “Environment” outlined in the Council Plan 2017 – 2021 to ensure the region’s environmental assets are planned and managed to sustain for future generations. This procurement is also strives to achieve the objective of Greening Greater Shepparton to be an attractive, vibrant and liveable place with well-connected green spaces that are valued by the community.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic, Pedestrian and Buses /Trucks management during works.	Likely	Moderate	Moderate	Traffic management and work methodology to provide for vehicle and pedestrian access.
Accident or injury to public or contractor staff.	Possible	Moderate	Moderate	Site inductions, Safe Work Method Statement, Job Safety Analysis’s and OH&S management Safety Management during construction –compulsory use of traffic control and “spotters” for overhead lines.
Damage to assets owned by other authorities.	Likely	Moderate	Moderate	Consult with relevant authority to identify the proposed lines.

8. INFRASTRUCTURE DIRECTORATE

8.1 Contract 1918 - Provision of Tree Maintenance Services (continued)

Policy Considerations

This procurement has been undertaken in accordance with Procurement Guidelines adopted by Council on 19 June 2018 and the Victorian Local Government Procurement Best Practice Guidelines 2013.

Financial Implications

The below figures are over a 3 year period

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	1800000	1800000	1800000	1980000
Net Total	1800000	1800000	1800000	1980000

¹ Budgets are GST exclusive

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

The annual expenditure value of this contract is subject to the number of trees identified for works by Council's Arboriculture Officers. The figures above are determined using an average number of trees pruned in the past 3 years. The figure above also includes tree planting and maintenance.

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

Tenderers were evaluated on their experience in managing, and commitment to environmental sustainability. Companies were asked to supply to Council their Environmental Management Plan (EMP) and demonstrate the implementation of their EMP.

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

Greater Shepparton Urban Forest Strategy.

Conclusion

The tender evaluation panel are satisfied that all tenderers offer value for Council and have the appropriate resources, skills and qualifications to complete the work. Therefore it is recommended that Council award all abovementioned tenderers to the panel of suppliers for Contract 1918 for Provision of Tree Maintenance Services.

Attachments

Nil

8. INFRASTRUCTURE DIRECTORATE

8.2 Princess Park Future Directions Plan and Landscape Masterplan

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 Sports Development and Strategic Planning

Proof reader(s): Manager Parks, Sport and Recreation

Approved by: Director Infrastructure

Executive Summary

Princess Park abuts the Shepparton central business district and provides a unique and picturesque parcel of open space for the local community. Its location alongside the Goulburn River provides a popular area for walking and informal recreation pursuits, while its sporting infrastructure plays an important role in meeting the organised sporting needs of the Greater Shepparton community.

The Princess Park Future Directions Plan and Landscape Masterplan have been developed to provide Greater Shepparton City Council with a vision for supporting the future use, development, management and maintenance of Princess Park which addresses current and future community need.

Consultation has taken place with key stakeholders in developing the Future Directions Plan and Landscape Masterplan. The stakeholders consulted have included the Princess Park user groups, Council officers, Goulburn Broken Catchment Management Authority and peak sporting associations. Flyers requesting the completion of an online survey were also mailed to properties located within approximately three blocks of the reserve. The consultation process has included workshops and face to face discussions and a survey.

A detailed background report has been prepared along with a Landscape Masterplan summarising the key recommendations which include:

- Working in partnership
- Improving the support infrastructure
- Improving playing facilities
- Enhancing informal recreation options and aesthetics of the park
- Building the capacity of the park

At the Ordinary Council Meeting held on 16 October 2018, Council resolved to release the *Draft Princess Park Future Directions Plans and Landscape Masterplan* for public exhibition and comment.

The draft Future Directions Plan and Landscape Masterplan was released for public comment from 17 October 2018 to 14 November 2018. This consultation was undertaken in accordance with Council's *Community Engagement Strategy 2009* and 28 submissions were received by Council.

The feedback largely supported a majority of the suggested developments of the Future Directions Plan and Landscape Masterplan, with items such as the off leash dog park,

8. INFRASTRUCTURE DIRECTORATE

8.2 Princess Park Future Directions Plan and Landscape Masterplan (continued)

upgraded pavilion, second netball court, female friendly facilities and realignment of the oval. The changes that have been made since the release of the draft document include addition of pump station/fire suppression equipment, a path to access the reserve, solid linetype for the cricket wicket, reference to cricket included where it only had “football facility” referenced, storage shed included, review of additional shelter including covered deck on building and relocation of shipping container. The content of the submissions are in the attached submission recorder.

The Future Directions Plan proposes a staged development over time ensuring implementation of the Landscape Masterplan can be best aligned with funding availability.

It is recommended that Council adopt the Princess Park Future Directions Plan and Landscape Masterplan.

RECOMMENDATION

That the Council adopt the *Princess Park Future Directions Plan* and the *Princess Park Landscape Masterplan*.

Background

The Princess Park Future Directions Plan and Landscape Masterplan have been developed to provide Greater Shepparton City Council with a vision for supporting the future use, development, management and maintenance of Princess Park which addresses current and future community need.

The documents consider the needs and expectations of the local community, Council's priorities for improving the liveability of the Greater Shepparton community and the condition and functionality of the reserve.

The draft Future Directions Plan and Landscape Masterplan have been developed in consultation with the user groups of the reserve, Goulburn Broken Catchment Management Authority, peak sporting associations and occupiers of properties located within approximately three blocks of the reserve.

The Future Directions Plan and Landscape Masterplan recommends:

- Working in partnership
 - Assess the feasibility of developing a multipurpose shared clubroom facility
 - Implement a program of regular joint meetings of groups who use Princess Park
- Improving the support infrastructure
 - Develop change room facilities to support participation by females
 - Assess the feasibility of upgrading or replacing the public toilet facilities
 - Improve accessibility of paths of travel throughout the park
 - Improve spectator amenities, particularly seating and shelter
- Improving playing facilities
 - Assess the feasibility of increasing the size and capacity of the Jim McGregor Oval
 - Relocate and replace the netball courts

8. INFRASTRUCTURE DIRECTORATE

8.2 Princess Park Future Directions Plan and Landscape Masterplan (continued)

- Enhancing informal recreation options and aesthetics of the park
 - Pursue the development of picnic and barbecue facilities and consider the development of a dog park
 - Provide safe and accessible pathways connecting the Park to the CBD and to the Eastbank Lake Project
 - Upgrade the Park entrance way to more appropriately reflect the aesthetic and significance of the Park
- Building the capacity of the Park
 - Assess the feasibility and impact of providing perimeter fencing
 - Explore the opportunities to increase the use of the Park for community events and activities such as markets
 - Formalise the car parking around the Park and explore options for use of the Italian Social Club car park minimising impact on Goyen Reserve

At the Ordinary Council Meeting held on 16 October 2018, Council resolved to release the *Draft Princess Park Future Directions Plans and Landscape Masterplan* for public exhibition and comment.

The draft Future Directions Plan and Landscape Masterplan was released for public comment from 17 October 2018 to 14 November 2018. This consultation was undertaken in accordance with Council's *Community Engagement Strategy 2009* and 28 submissions were received by Council. The changes that have been made since the release of the draft document include addition of pump station/fire suppression equipment, a path to access the reserve, solid linetype for the cricket wicket, reference to cricket included where it only had "football facility" referenced, storage shed included, review of additional shelter including covered deck on building and relocation of shipping container. The content of the submissions are in the attached submission recorder.

The consultation process has allowed Council officers to review community feedback and to respond accordingly, including some minor changes to the documentation. It is recommended that Council now adopt the Future Directions Plan and Landscape Masterplan.

Council Plan/Key Strategic Activity

The proposal directly aligns with the following objectives of the Council Plan:

Theme 2: Social

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

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

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

Objective 2.10 Council demonstrates strong regional and local partnership efforts across health and wellbeing.

Theme 3: Economic

Objective 3.3 Greater Shepparton is a major destination for events and tourism.

Risk Management

If the Future Directions Plan and Landscape Masterplan are not adopted by Council there is a risk that adhoc infrastructure upgrades will continue at the site given there will

8. INFRASTRUCTURE DIRECTORATE

8.2 Princess Park Future Directions Plan and Landscape Masterplan (continued)

be no clear direction for the future of Princess Park. Without any adopted plan this also significantly limits our ability to be successful in obtaining external funding from the State and Federal Government.

Policy Considerations

The Future Directions Plan and Landscape Masterplan does not conflict with any existing Council policies.

Financial Implications

Responsibility for implementation of action items is identified in the background report. Should the Future Directions Plan and Landscape Masterplan recommendations be endorsed by Council, the future implementation of the recommendations will be subject to individual detailed investigations and funding allocations. The estimated cost to implement various aspects of the Landscape Masterplan, based on concept design, is considered to be in the order of \$5.5m to \$7.5m.

Council will continue to seek funding from all levels of government to assist in the cost of the implementation and where Council contribution is required, will be subject to Council's normal capital budget process.

Legal/Statutory Implications

All procedures associated with the Future Directions Plan and Landscape Masterplan comply with the legislative requirements. Implementation of recommendations may require statutory approvals.

The Future Directions Plan and Landscape Masterplan were released for public comment in accordance with Council's *Community Engagement Strategy*.

Environmental/Sustainability Impacts

The recommendation will not result in any negative environmental/sustainability impacts.

Social Implications

The recommendation will not result in any negative social implications. The Future Directions Plan seeks to improve access to facilities supporting current use, encouraging increased use and supporting increased social connection opportunities.

Economic Impacts

The recommendation will not result in any negative economic impacts.

Consultation

Initial stakeholder consultation has been undertaken with the user groups of the reserve, Goulburn Broken Catchment Management Authority, peak sporting associations and local residents and businesses located in close proximity to the reserve.

The draft Future Directions Plan and Landscape Masterplan was endorsed by Council at the October Ordinary Council Meeting to release for public exhibition and comment from 17 October 2018 to 14 November 2018. There were 28 submissions were received by Council. The content of the submissions are in the attached submission recorder.

These submissions have been assessed and the final Future Directions Plan and Landscape Masterplan considers and addresses these comments as relevant.

8. INFRASTRUCTURE DIRECTORATE

8.2 Princess Park Future Directions Plan and Landscape Masterplan (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2: Community Life – Enhance social connectedness, physical and mental health and wellbeing, education and participatory opportunities in order to improve liveability with a greater range of public open spaces, and recreation and community services.

Vision 4.3.5 Different New Residential Development – A priority on an active community with walking and cycle networks linked to major attractions as a major consideration

b) Other strategic links

Greater Shepparton Municipal Health and Wellbeing Plan – Priority 14 – Physical Activity

Conclusion

The Princess Park Future Directions Plan and Landscape Masterplan has been subject to a community consultation process, including releasing the draft for public comment. Council has responded to feedback received and made changes to the Future Directions Plan and Landscape Masterplan to improve the intent and legibility of the Plan.

It is recommended that Council adopt the Princess Park Future Directions Plan and Landscape Masterplan.

Attachments

- | | |
|---|----------|
| 1. Princess Park - Feedback Spreadsheet ↓ | Page 101 |
| 2. Princess Park Future Directions Plan - January 2019 ↓ | Page 107 |
| 3. Princess Park Revised Masterplan (January 19) ↓ | Page 161 |
| 4. 2017-18 Princess Park Building Condition Survey Report by Internal Staff | |

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 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 Maternal and Child Health

Proof reader(s): Manager Children and Youth Services

Approved by: Director Community

Executive Summary

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

The service in Greater Shepparton is provided from 14 centres across 8 towns and offers both centre and outreach / home visits. The majority of M&CH centres are collocated with at least one other Early Childhood service. Our M&CH team consists of 16 permanent M&CH nurses, 6 casual MCH nurses, a M&CH assistant (Group facilitator), Play therapist and 2 Administration staff.

RECOMMENDATION

That Council note the 2017-2018 Maternal and Child Health Report.

Background

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

The standard universal service delivery consists of 10 Key Age and Stage visits for each child before they commence formal schooling. The first visit is completed by a M&CH nurse in the family's home ideally between 6-10 days of the child's birth and the final scheduled visit occurs at or around the time the child is 3.5 years old. Additional visits either booked or via open sessions are available to parents / carers when they require additional support. Each visit has a planned procedure to monitor relevant developmental milestones, growth and physical health, to offer age appropriate advice on the child's next stage of development and to respond to parent questions. Parental health both physical and emotional is also assessed and concerns responded to should they arise.

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

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

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

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

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

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

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

2017/18 Annual Report

The report data summarises the achievements of the 2017-18 period and compares the last 3 years;

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

- **Birth notices**, 934 , up from 847 last year and from 891 the year before
- **Total enrolments babies born 1/7/17-30/6/18** –915, up from 817 last year. This is a 12% increase this year
- **Key Age and Stage (KAS) visits** – a total of 7,915, up 363 from last year

MCH KAS participation rates (Non ATSI plus ATSI) (NB: These figures were rounded)

2014/2015									
HomeVisit	2wk	4wk	8wk	4 mth	8mth	12mth	18mth	2 yr	3.5 yr
	101%	96%	96%	93%	91%	86%	81%	77%	64%
2015/2016									
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	100%	95%	95%	94%	92%	81%	83%	74%	71%
2016/17									
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	102%	95%	92%	96%	93%	89%	85%	74%	77%
2017/2018									
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yrs	3.5yrs
	100%	96%	97%	95%	88%	83%	79%	78%	75%

- 2,367 additional consults (based on family's needs) were provided
- 44 Healthy Start for School visits were completed. (If included in the 3.5year visits this would bring the participation rate for this visit to 79%)
- 202 New parent groups were conducted this year up from 184 last year. New parent groups provide new parents with a support network that regularly proves to be invaluable. Groups are also run focussing on Sleep Settling, Educational diet, First Aid (specific to infants and children) and Infant massage.
- Phone consults offering additional support for families were up to 1,193 (from 1,159 last year)
- 728 MIST (Melbourne Initial Screening Tests) were carried out– vision screening.
- KAS participation rates (Aboriginal and Torres Strait Islander (ATSI) and Non ATSI) – these figures demonstrate the gradual increase we've achieved over recent years.

2011/2012										
HomeVisit	2wk	4wk	8wk	4 mth	8mth	12mth	18mth	2 yr	3.5 yr	
99%	86%	69%	71%	81%	63%	51%	36%	33%	49%	
2014/2015										
HomeVisit	2wk	4wk	8wk	4 mth	8mth	12mth	18mth	2 yr	3.5 yr	
100%	92%	94%	77%	77%	81%	63%	48%	52%	52%	

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

2017/18									
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr
98%	81%	92%	72%	73%	70%	65%	70%	76%	80%

North Eastern Victoria and Victorian ATSI participation Rates & Vic figures 2015/16

	2017/18									
	HV	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr
NE	96%	91%	89%	87%	83%	79%	77%	66%	64%	49%
Vic	88%	77%	77%	74%	70%	62%	57%	51%	50%	43%

- These figures include children seen at the both the M&CH service conducted at Rumbalara and all other centres. Approximately 25-30% of families who identify as ATSI attend the service located at Rumbalara).
 - The Maternal and Child Health team completed a total of KAS visits for ATSI children 688 – up 91 from last year
- “Closing the Gap” – the table below illustrates the gap we are attempting to close between Aboriginal and Non-Aboriginal children
- Keep in mind that whilst the gap is obviously larger than we would like, it will take relatively small numbers to close it. For example this year, had 1 more child received the 2yr visit the gap would have closed, likewise had 6 more children completed the 18m visit and 12 more the 12mth visit. This is a promising improvement.

The gap between Non ATSI and ATSI participation

2017/18	Non ATSI								
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr
100%	98%	98%	97%	90%	84%	81%	79%	79%	74%
2017/18	ATSI								
Homevisit	2wk	4wk	8wk	4mth	8mth	12mth	18mth	2yr	3.5yr
98%	81%	92%	72%	73%	70%	65%	70%	76%	80%
Gap	17%	6%	25%	17%	14%	16%	9%	3%	+6%

Breast Feeding (BF) rates;

- These are low as compared to other municipalities, and there are many reasons for this. State-wide trends in BF rates indicate a yearly decline in rates at 6 months, whereas in here in recent years 6month rates have been static or shown increases.
- Support is provided to women via the BF café run fortnightly in the Riverside Plaza community space, and through BF outreach visits, available weekly. Promotion of the importance of BF and the supports available to families takes place via various events organised throughout the year – e.g. The Big Latch on held during BF week. These are coordinated by the BF Project Officer at GSCC.

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

Breastfeeding rates 2017/18 (babies born 2016/17)

	2017/18		(Born 2016/17)	
	Discharge	2 Weeks	3 Months	6 Months
Fully	74.5%	64.2%	44.7%	12.3%
Partially	16.9%	18.9%	15.9%	32.5%
Total	91.4%	83.1%	58.5%	44.9%
	+3.9%	3.4%	.8%	.1%

Family Violence

- Consultations in which was discussed either routinely or because of a concern of the nurse numbered 1,112.
- The number of visits in which Family Violence was first disclosed numbered 55
- 42 safety plans were developed with families
- The number of referrals for Family violence was 55.
- It is important to note that research indicates that the most likely time for physical family violence to begin to occur for the first time is whilst a woman is pregnant. Of the safety plans developed, 16 of these were at visits with infants 4 weeks of age or younger.

Issues to Keep in Mind

- Transition to CDIS (Child Development Information System) – this is the new data management system developed specifically for M&CH by the Municipal Association of Victoria (MAV) and the Department of Education and Training (DET). CDIS has currently been rolled out to approximately 45 municipalities in the state. It is anticipated that Council will transition to this system within the next 12 months. The broad aims of the system are to provide an appropriate data management system for the Maternal and Child Health service which incorporates diary bookings, clinical record storage and which enables consistent data reporting across the state, including for the Local Government Reporting Framework. The system will also allow better service provision in relation to vulnerable children and those in Out of Home Care, as effectively this is a state wide data base able to enhance information sharing between practitioners in different municipalities.
- The increasing complexity of issues facing families within the Greater Shepparton community has a number of consequences for service delivery:
 - It impacts on the resourcing required to deliver the M&CH service – Greater Shepparton has high numbers of vulnerable cohorts such as ATSI, Culturally and Linguistically Diverse (CALD) and socially disadvantaged families. This means more time is required to follow up and engage with families for whom access to the service is difficult.
 - It creates a more urgent need for GSCC IT department to support both connectivity to data systems for offsite staff and some form of secure email communication with Child Protection and other relevant agencies
 - It increases safety risks to staff who are home visiting families or working in isolation. Increasingly two staff are needed on home visits for this reason
 - It increases the stress for staff that are working in isolation and providing clinical care for highly vulnerable children

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

- The incidence of MCH staff being subpoenaed is likely to increase
- State budget announcements of increased M&CH funding to support an additional visit for families experiencing family violence and to increase the number of families seen by the Enhanced Home Visiting M&CH service will require recruitment to allow additional EFT to implement this
- Closing the Gap – this has been a focus area for the M&CH service over the past 12 months with strategies being implemented to attempt to lift attendance rates for these children. These include...
 - Providing cultural awareness training to the entire M&CH team
 - Reviewing the environment within M&CH centres to ensure they are culturally appropriate and safe spaces (visual cues have been added such as Aboriginal desk top flags / lanyard pins, Aboriginal paintings completed by children and staff at Lulla and Rumbalara and posters / BF booklets relevant to Aboriginal families)
 - The M&CH Team Leader is an active member on the Collaboration, Closing the Gap stakeholder group convened by Communities for Children
 - In the past 12 months an Aboriginal MCH nurse position has been created and successfully filled. This worker identifies as a Yorta Yorta woman, is a fully qualified MCH nurse and is staffing the Rumbalara centre plus one of the mainstream centres. There are no other positions like this that we are aware of in Victoria
 - The M&CH nurses have also been provided with data reports quarterly to enable them to prioritise engagement of Aboriginal families for the final four KAS visits. They have also been required to report on the effectiveness of this quarterly.
 - Lastly efforts have been made to increase the Aboriginal Early Start to Kindergarten enrolment figures - this involved running reports identifying all eligible children within the municipality and then home visiting the families with information packs about Early Start Kindergarten to inform families of this. Enrolment forms were also provided and assistance given to complete these if required
 - Pleasingly, the consultation attend by the One Village Collaboration identified that
 - 100% of families had attended some MCH appointments
 - 92% reported this was a positive experience

Legislative changes: Recent changes to the Child Safety legislation have resulted in the creation of the Family Violence and Child Safety information Sharing Schemes. These schemes have significant implications for the MCH service as they recognise the MCH service as a prescribed Information Sharing Entity (ISE). ISE's are required / able under legislation to share information in situations where there is a reasonable belief of family violence or where a child's wellbeing or safety is in concern, without consent. This will require us to have clear guidelines for staff and appropriate record keeping and documentation standards. Local Government and Early Childhood Services will also be recognised under the reforms in 2020

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

Council Plan/Key Strategic Activity

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

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

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

Under the key theme “Social” within the council plan, Objective 2.2, 2.3 and 2.4 also have direct relevance to MCH service delivery.

- 1.2 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 1.3 Lifelong learning is valued and fostered in our community
- 1.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.

Further, achievement of all four objectives of the current *Greater Shepparton Best Start Early Years Plan 2015-2019* relies on M&CH participation. Approximately 60% of its initiatives are delivered through the M&CH service.

- Outcome 1 – Every child enjoys a health start to life. Strategies include increasing the proportion of children attending M&CH Key Age and Stage visits, (particularly Aboriginal children) increasing the rate of initiation and continuance of breastfeeding until an infant is six months old.
- Outcome 2 – Every child is supported to become a confident learner. Strategies include delivery of the four baby book bags by M&CH nurses.
- Outcome 3 – A child and family friendly city. Strategies include attendance by M&CH nurses at supported playgroups / outreach days (for example Lulla’s Children’s Service, attendance by M&CH administration Officer at Council Immunisation Sessions, and facilitation of the BF café.

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

- Outcome 4 – Collaboration to achieve collective impact. Strategies include ongoing data collection, reporting Local and State government bodies and consultation with medical and social welfare professionals.
- Goal 1.3 – Continue to implement the Early Years Plan objectives.
- Goal 1.4 – Continue to prioritise the needs of vulnerable and disadvantaged citizens and advocate on their behalf.
- Goal 1.4 – Support the provision of quality services with the municipality.
- Goal 1.5 – Ensure Council's activities and events support and enhance cultural harmony and inclusion.

Risk Management

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

Policy Considerations

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

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

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

Financial Implications

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

Nil identified.

Social Implications

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

9. COMMUNITY DIRECTORATE

9.1 Maternal and Child Health Service - 2017/2018 report (continued)

The Australian Bureau of Statistics Social and Economic index For Area (SEIFA) <http://www.abs.gov.au/websitedbs/censushome.nsf/home/seifa> and the Australian Early Development Census (AEDC) <https://www.aedc.gov.au/> both indicate the likelihood of disadvantage and poorer outcomes for children in the City of Greater Shepparton.

The M&CH service is one of the keys to improving these outcomes. The service's core business to monitor child health and development and maternal health has been expanded to promote a wide variety of additional functions. These include early language and literacy programs, referral to tertiary support services, support to access other services for families and children, delivery of Baby Book bags, the supply of Quit information and a host of other requirements. In addition the service collects vital data on a number of population indicators to inform future requirements.

Economic Impacts

International research demonstrates that for every dollar spent on quality early childhood services, up to \$17 can be saved in providing remedial services within the community.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Best Start Early Years Plan 2015-2019

Greater Shepparton Health and Wellbeing Plan

Conclusion

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

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.2 Best Start Early Years Plan update

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: Best Start Co-ordinator

Proof reader(s): Manager Children's and Youth Services

Approved by: Director Community

Executive Summary

Greater Shepparton has been a Best Start site since 2003. The State government has provided funding which has been directed by the Best Start Early Years Partnership towards goals set in each four / five year plan.

The Partnership consists of representatives of local agencies who work within the early years sector. It is the recognised expert body for the sector in Greater Shepparton. Since 2003, goals, key outcome areas have been set within the partnership or by the funding body. We are currently working towards the following outcomes

1. Every child enjoys a healthy start to life
2. Every child is supported to become a confident learner
3. Greater Shepparton – a child and family friendly community
4. Collaboration to achieve collective impact.

It is important for Council to be aware of the work of the Best Start Program and the positive impact it has on the community. Through pro-active intervention in the early years better outcomes can be achieved for children, families, young people and the community.

RECOMMENDATION

That Council acknowledges the work and achievements over the past 18 months of the Greater Shepparton Best Start Early Years Plan.

Background

The Greater Shepparton Best Start Early Years Plan (GSBSEYP) 2015-2019 has just ticked over four years of work and will enter its final year in 2019. The integrated plan combines the strategic directions of Best Start and Council's Municipal Early Years Plan. It is the fourth combined plan for Greater Shepparton and each plan is governed by the Greater Shepparton Best Start Early Years Partnership.

The GSBSEYP aims to improve the health, learning, development and wellbeing outcomes of children from birth to eight years in our community. It has a particular focus on:

- Improving access to and engagement with the Maternal and Child Health (MCH) service
- Improving access to and participation in early childhood education (specifically kindergarten and supported playgroups)
- Improving breastfeeding rates
- Improving the language and literacy skills of children prior to school

9. COMMUNITY DIRECTORATE

9.2 Best Start Early Years Plan update (continued)

There is a focus on vulnerable families and Aboriginal children and families for the MCH and kindergarten outcome areas.

Best Start is funded by the Department of Education and Training (\$120,000 per annum) and Council contributes funding to the Municipal Early Years Plan component (\$25,000 per annum). Greater Shepparton has been a Best Start site since 2003.

Over the past 12 to 18 months we are pleased to report some positive progress towards the above goals. In particular improving MCH attendance rates for our Aboriginal families and increasing enrolment for Aboriginal children in Early Start to Kindergarten (ESK). (ESK is a state government program to increase participation in three year old kindergarten by Aboriginal children and those known to Child Protection.)

The MCH 2016/17 annual report showed an increase in four of the 10 key age and stage visits for Aboriginal children compared to the 2015/16 data, and in 2017/18 there was an increase in five of the 10 key age and stage visits. Of particular note is the two year visit which increased by 8% in 2016/17 and then a further 9% in 2017/18, and the three and a half year visit which increased by 22% in 2016/17 and a further 20% in 2017/18.

Best Start worked with the MCH service on prioritising visits due for Aboriginal children, running Xpedite (MCH data management software) reports to identify these children and the MCH nurses making contact with families and doing active outreach to complete these visits.

We also worked with the MCH service to identify Aboriginal children eligible for ESK. Again using reports from Xpedite, MCH nurses contacted families and booked a home visit to explain ESK and assist families to complete the enrolment form. Our ESK enrolments for Aboriginal families in Greater Shepparton have increased from 41 in 2017 to 53 in 2018.

Vulnerable families with children eligible for four year old kindergarten were contacted and supported to enrol.

Kristie Welch, Breastfeeding Project Officer worked with the Breastfeeding Workgroup to deliver a very successful forum in August at Eastbank. Approximately 90 people from across the state attended to listen to highly regarded speakers on various topics such as the Breastfeeding Friendly Hospitals initiative. Kristie continues to oversee the Greater Shepparton Breastfeeding Friendly Locations map and breast pump hire through Council. While breastfeeding rates have remained fairly static or increased slightly for our municipality over the past few years we are still one of the lowest in the state.

The Early Years Language Workgroup continues to oversee programs like the book bag program, book swap boxes, Mother Goose and the locally developed professional development training 'Encouraging Language Development in Early Childhood Settings'. One training has been held this year with another planned for mid-next year. The grade 5 and 6 story writing competition was held for the fifth year running with the winning story, 'Tillie's Fruit Farm' professionally printed and included in the three and a half year book bag (handed out by MCH). The workgroup is currently developing their own multi-lingual books for the eight month and 18 month book bag and will feature local families, places and facilities.

9. COMMUNITY DIRECTORATE

9.2 Best Start Early Years Plan update (continued)

The next 12 months will focus on finalising current activities and evaluation, as well as commencing discussions and consultations to identify priorities for the new Greater Shepparton Best Start Early Years Plan.

Council Plan/Key Strategic Activity

The Greater Shepparton Best Start Early Years Plan supports the work of the Council Plan in the following area:

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

Objectives 2.1, 2.2, 2.3, 2.4, 2.7 and 2.8

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Funding for Best Start ceases	Unlikely	4 - Major	Medium	Seek funding from other sources to continue critical work. Consider what is sustainable without external funding. Council and Partnership members to advocate to DET on need for continued funding.
Council ceases financial contribution	Unlikely	4 - Major	Medium	Present to Council the impacts and outcomes of the program for financial investment (early investment results in greater impact / return later in life).

Policy Considerations

The GSBSEYP is informed by a range of key policy resources including:

- Best Start Policy and Guidelines 2016
- Municipal Early Years Planning Framework 2011
- Victorian Early Years Learning and Development Framework
- Early Years Strategic Plan, Improving Outcomes for all Victorian Children 2014-2020
- Victoria's Vulnerable Children – our shared responsibility 2013
- Roadmap to Reform
- Early Childhood Reform Plan

Financial Implications

	Approved Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue	\$129,967			\$129,967
Expense	\$148,721			\$148,721
Net Total	\$18,754			\$18,754

¹ Budgets are GST exclusive

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

9. COMMUNITY DIRECTORATE

9.2 Best Start Early Years Plan update (continued)

There are no additional financial implications associated with this report

Best Start is funded by the Victorian State Government Department of Education and Training (DET). As such, the full income is required to be acquitted to the DET. Any surplus funds in each financial year are accrued for use in ensuing years. Conversely, any expenses over budget are met from these accrued funds.

Legal/Statutory Implications

No legal implications. As fund holder for the Best Start Program, Greater Shepparton City Council has a contract with the Department of Education and Training to expend annual funding through the implementation of the GSBSEYP.

Environmental/Sustainability Impacts

Activities within the GSBSEYP consider the environmental and sustainability impacts which may contribute to the future environment our children will grow up in, and how these can be lessened. An example of this is the promotion of breastfeeding, engagement of children in early years services which teach children and families about the importance of sustainability.

Social Implications

The GSBSEYP promotes the importance of the early years and encourages parents, service providers and the community to support children's long term development and outcomes. By providing opportunities for children to reach their full potential we are supporting them to become our future leaders, employers and employees and contributors to our community – but it takes a whole of community approach. As a community we have a social responsibility to keep our children safe and support their growth and development.

Economic Impacts

For a relatively small budget the GSBSEYP achieves a great deal with a strong focus on system change, sustainability and collaborative work. Research tells us that investment in the early years is critical if we are to make a difference to the long term outcomes of children, and that you get a 'bigger bang for your buck' investing here as a preventative measure rather than in later teenage and adult years, as a reactive response to issues. Ninety percent of a child's brain development happens before age 5. The 'Lifting our Game' report showed that children who take part in quality early childhood education have better school results, are less likely to need additional support in school and are more likely to complete year 12.

Consultation

Consultation with community members and service providers was undertaken for the development of the GSBSEYP 2015-2019 and a new consultation process will commence from October 2019 to inform the development of the new plan. Progress reports are provided to key stakeholders on a six monthly or annual basis.

9. COMMUNITY DIRECTORATE

9.2 Best Start Early Years Plan update (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed during five year plan	meetings newsletters media releases presentations
Consult	N/A until 2019	
Involve	In annual reviews and data collection	meetings -workshops
Collaborate	On activities and strategies	development of workplans exploring common themes across key initiatives
Empower	Listening to the voice of community to develop the plan	reflected in the plan

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Links with Direction 2: Community Life – enhance social connectedness, physical and mental health and wellbeing, education and participatory opportunities in order to improve liveability and provide a greater range of community services.

b) Other strategic links

- Municipal Health and Wellbeing Plan (specifically around breastfeeding)
- State of Greater Shepparton’s Children Report 2014 – partly funded by Best Start and information used to provide the evidence for inclusion of specific indicators
- The Greater Shepparton Lighthouse Project
- Communities for Children and the One Village Collaboration.

Conclusion

It is important to celebrate the achievements of the past 12 to 18 months and acknowledge the collaborative effort that has occurred to achieve these results. Too often we don’t take the time to reflect on what we have achieved and promote this to the public and the community. At the same time we cannot lose sight of the tasks ahead of us or continuing to build on the promising work we have started.

The long term outcomes of the plan require significant investment, commitment and collaboration. There is definite buy in from partners and workgroup members and a shared responsibility to implement activities and strategies of the plan. All involved should be congratulated for their efforts.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.3 Greater Shepparton Youth Strategy and Action Plan 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: Youth Development Officer

Proof reader(s): Manager Children & Youth Services

Approved by: Director Community

Executive Summary

Greater Shepparton City Council's first Youth Strategy and Action Plan 2012-2015 was developed in partnership with agencies and the community in 2012.

In 2017-18 consultation and research was undertaken by the Youth Development team with the support of contractor CommunityVibes Consultancy. The Strategy outlines the future proposals and support Council and partners will continue to offer the sector, our young people and their families for the next 4 years.

This report details the process undertaken to deliver the Youth Strategy and Action Plan and the planned partnership approach to delivering Youth initiatives.

Public consultation concluded on 17 December 2018 with three formal responses, with no recommended changes to the document.

RECOMMENDATION

That Council adopt the Greater Shepparton Youth Strategy and Action Plan 2019-2022.

Background

Young people are important to any community. Young people are vital to our present and future community; they are the next generation of adults, parents, rate/ tax payers and leaders. The years between 12-25 can be the most enjoyable, thrilling and yet emotional and confusing time for a young person. This is also the time that is most crucial to the beginnings of becoming an individual adult. This is a time of neurologic developmental peaks combined with milestone events and decisions. It is evident why it really does take a village to raise a child.

International and national research shows that when a focus of adequate resources is directed towards supporting our young people early in their lives the amount of Government resources and community day to day supports required later, in adulthood, reduces dramatically.

Greater Shepparton City Council's Youth Strategy and Action Plan is an important document that provides a vision and a four year strategic plan responding to the key needs of young people aged between 12-25 years of age who live, study, work and recreate in Greater Shepparton. Greater Shepparton City Council's Youth Services team has two officers, including a Youth Development Officer based at Welsford Street and an

9. COMMUNITY DIRECTORATE

9.3 Greater Shepparton Youth Strategy and Action Plan 2019-2022 (continued)

Event Project Manager based at Word and Mouth. This plan will be used to guide their work and Council's activities and investment in the youth sector between 2019-2022.

This evidence-based strategy identifies priority partnerships, programs, activities and actions to enhance the lives of Greater Shepparton young people, their families and communities.

Greater Shepparton City Council is in a unique position within the youth sector to act as an independent neutral party and is not seen to be a competitor in relation to funding and service delivery models. This position enables Council to facilitate longstanding partnerships and the ability to take on a leadership role within the sector.

A whole of community approach is required to ensure better outcomes for young people. Therefore, it is important for all service providers, as well as young people, secondary and tertiary education providers, Victoria Police, sports clubs, businesses, community-based organisations, places of worship, government departments and families to work together. It is important that these services feel valued and supported by all levels of government to ensure sustainability and access to support our young people.

Greater Shepparton City Council has taken a non-service delivery approach in this space and we acknowledge the imperative work our local services provide to our young people. The 2019-2023 strategy highlights this and indicates the level of support we are committed to providing to our young people and to the services assisting youth in becoming productive, active and engaged citizens.

The 2019-22 Strategy is broken down into six key directions reflecting the areas our young people have told us they need support in;

1. To be loved, healthy and safe
2. To have access to material basics
3. To learn and develop skills
4. To have a voice
5. To be part of a community
6. To engage the youth sector

In order to develop the Youth Strategy and Action Plan, consultation was undertaken with young people and service providers. This consisted of five Community Youth Workshops, 17 Key Stakeholder meetings and a five week open survey throughout the municipality to canvas views on key challenges and opportunities. We also;

- reviewed local, regional, state and national policies, strategies and research documents
- undertook a demographic analysis of the municipality
- benchmarked against Youth Services in other Local Government Areas
- mapped youth services that are available within the municipality.

This information was analysed and utilised to prepare a Youth Strategy and Action Plan that is realistic and achievable.

The strategy compliments the 2017/22 Council Plan and also a number of Council strategies encouraging strong strategic internal partnerships. The strategy is also in alignment with the Shepparton Lighthouse Project's Greater Shepparton Community

9. COMMUNITY DIRECTORATE

9.3 Greater Shepparton Youth Strategy and Action Plan 2019-2022 (continued)

Strategy for Children and Young People 2018-2023 document and will allow the two organisations to work cohesively over the lifetime of the documents.

The previous four year Youth Strategy and Action plan resulted in fantastic community achievements and the endorsement of the 2019-23 strategy will enable Council to continue its vital support for young people the youth sector and community.

Some key achievements from our previous strategy include

- forming strong partnership with local organisations such as Headspace, GV Health, Go Tafe and local High Schools;
- providing 500 students with exposure to a career in Health with the Health Careers Event;
- developing and delivery of an Aboriginal Cultural Leadership program with 34 young people graduating from the program since 2017;
- developing a Youth Skate Park Reference group which has been instrumental in the implementation of our annual State wide Skate Park Competition,;
- Four young people going on to start successful full time or part time businesses after attending the Indigo at Dusk Youth Week Market and being provided the support to experiment in testing our business ideas and selling products.

These are just some of the achievements from the previous strategy, providing a positive base for the new plan.

Council Plan/Key Strategic Activity

Council Plan 2017/21

Leadership and Governance

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council in accordance to 1.1, 1.2, 1.3, 1.4, 1.5 1.6, 1.7, 1.8, 1.9

Social

Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn and play in accordance to 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10

Economic

Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business in accordance to 3.1 3.3, 3.5

Built

Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city in accordance to 4.1 4.4, 4.6, 4.7, 4.8,

Environment

Enhance and protect the clean, green environment that makes Greater Shepparton the unique place it is in accordance to 5.1

Risk Management

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

9. COMMUNITY DIRECTORATE

9.3 Greater Shepparton Youth Strategy and Action Plan 2019-2022 (continued)

Policy Considerations

Council Plan 2017/2021
Community Planning Policy
Managing Volunteer

Financial Implications

Councils financial contribution fits within the current adopted budget and operations from the previous Youth Strategy. Any funding required for actions will be sourced externally in accordance with the plan when required and has no additional financial implications to Council.

	Approved Budget Estimate for this proposal ¹	This Proposal GST Exclusive	Variance to Approved Budget Estimate	This Proposal GST Inclusive ²
	\$	\$	\$	\$
Revenue				
Expense	\$25,000	\$25,000	0	\$25,000
Net Total	\$25,000	\$25,000	0	\$25,000 2017/18 budget

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The recommendation for adoption will not result in any legal implications

Environmental/Sustainability Impacts

The recommendation for adoption will not result in any adverse environmental or suitability impacts.

Social Implications

The recommendation for adoption will not result in any social implications

Economic Impacts

The recommendation for adoption will not result in any economic implications

Consultation

CommunityVibe Consultancy was contracted throughout the development of the Strategy to assist officers in engaging with young people, Greater Shepparton Lighthouse Project, the community and the youth sector through various channels including key stakeholder meetings, Council internal departments meetings, youth workshops and surveys.

The development stage of the Strategy also drew from Nationwide and local literature reviews, demographic analysis including the 2016 census information, local service mapping and benchmarking against comparative Local Government Areas.

Officers believe that appropriate consultation and literature research has been conducted and the Strategy is now ready for consideration and community consultation.

9. COMMUNITY DIRECTORATE

9.3 Greater Shepparton Youth Strategy and Action Plan 2019-2022 (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Links to the 2030 strategy include

2.3.2 Community Life

2.3.5 Infrastructure

2.4.2 Access to Life Long Education

2.4.4 The need to Grow

2.4.5 Other Major Issues

b) Other strategic links

Greater Shepparton Lighthouse Project Community for Children and Young People Strategy 2018-2023

Greater Shepparton Health Strategic Plan

Volunteer Strategy and Action Plan 2014-2018

Municipal Health and Wellbeing Plan

Greater Shepparton Economic Development, Tourism and Major Events Strategy

Best Start Municipal Early Years Plan (2015)

Shepparton Education Plan

Conclusion

Endorsing the Youth Strategy and Action Plan for final community consultation will enable Council to continue its vital support for young people and the youth sector fostering engaged and productive citizens.

Attachments

Greater Shepparton Youth Strategy and Action Plan 2019-2022 [↓](#) Page 165

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships

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

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

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

Council Officers involved in producing this report

Author: Committees Liaison Officer

Proof reader(s): Manager Neighbourhoods

Approved by: Director Community

Executive Summary

In accordance with Greater Shepparton City Council Corporate Procedure 07.PRO05 section three, members of special committees (established under Section 86 of the *Local Government Act 1989*), can only be appointed or removed by a formal resolution of Council.

As the terms of appointment of the Harston Hall Committee of Management, Tallygaroopna Memorial Hall Committee of Management and the Tallygaroopna Recreation Reserve and Community Centre Committee of Management are nearing completion new committees must be appointed to ensure continuity in the management and operation of the facilities.

In addition Council has received an application from a parent to fill the current vacancy for a representative from the Dookie Kinder on the Dookie Memorial Committee of Management.

Council has also received letter of resignation from a current member of Kialla District Hall Committee of Management.

RECOMMENDATION

That the Council:

1. having considered the Applications for Appointment to the Harston Hall Committee of Management received, appoint the following members for a four year term commencing 20 February 2019 and concluding 20 February 2023:
 - Bruce BRADBURY
 - Margaret GRAY
 - James NICHOLL
 - Joan SCOTT
 - Greg SHERMAN
 - Sally SHERMAN
 - Heather STUART
 - Wesley TYSON
 - Dennis WATTS

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships (continued)

2. having considered the Applications for Appointment to the Tallygaroopna Memorial Hall Committee of Management received, appoint the following members for a four year term commencing 20 February 2019 and concluding 20 February 2023:
 - Tony FARRELL
 - Lynette HOFFMAN
 - Melinda HOGEBOOM
 - Patricia MOSS
 - Robyn SLEE
 - Alan STRANG
 - Heath THOMPSON
3. acknowledge the contribution of Carmel STRANG to Tallygaroopna Memorial Hall Committee of Management after many years of committed service as member of the committee.
4. having considered the Applications for Appointment to the Tallygaroopna Recreation Reserve and Community Centre Committee of Management received, appoint the following members for a four year term commencing 20 February 2019 and concluding 20 February 2023:
 - Chris HAZELMAN
 - Neville HOSIE
 - Brett MCFARLANE
 - Neville MONTGOMERY
 - Jonathon PEARCE
 - Trent SIDEBOTTOM
 - Yvonne SPRUNT
 - Rodney TAYLOR
5. having considered the Application for Appointment to the Dookie Memorial Hall Committee of Management appoint the following applicant to the existing committee's term effective immediately and concluding 22 November 2021:
 - Sheree LAWS
6. acknowledge the contribution of Cheryl GARNHAM to the Kialla District Hall Committee of Management, accept her resignation and rescind her membership accordingly
7. resolve that all members (who are not Councillors or nominated Officers) of the Harston Hall Committee of Management, Tallygaroopna Memorial Hall Committee of Management, Tallygaroopna Recreation Reserve and Community Centre Committee of Management and the Dookie Memorial Hall Committee of Management continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the *Local Government Act 1989*.

Background

Harston Hall Committee of Management

At the Ordinary Council Meeting held 20 December 2016 ten applicants were appointed to Harston Hall Committee of Management for a two year term commencing 19 February 2017 and concluding 19 February 2019. Throughout the current term one member

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships (continued)

resigned and their membership was rescinded accordingly at the Ordinary Council Meeting held 19 September 2017.

Council has received nine Applications for Appointment all from existing committee members. It is recommended that all applicants be appointed to a four year term concluding 20 February 2023.

Tallygaroopna Memorial Hall Committee of Management

At the Ordinary Council Meeting held 20 December 2016 six applicants were appointed to Tallygaroopna Memorial Hall Committee of Management for a two year term commencing 19 February 2017 and concluding 19 February 2019. One additional applicant was appointed to the existing term at the Ordinary Council Meeting held 20 March 2018.

Council has received seven Applications for Appointment six from existing committee members and one from a community member. It is recommended that all applicants be appointed to a four year term concluding 20 February 2023.

Council would like to acknowledge the contribution of Carmel Strang to the Tallygaroopna Memorial Hall Committee of Management. Carmel has been a member of the committee for approximately 5 years and has decided not to apply for a further term. Council would like to thank Carmel for her work on the committee and wish her well for the future.

Tallygaroopna Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting held 20 December 2016 seven applicants were appointed to Tallygaroopna Recreation Reserve and Community Centre Committee of Management for a two year term commencing 19 February 2017 and concluding 19 February 2019. One additional applicant was appointed to the existing term at the Ordinary Council Meeting held 17 October 2017.

Council has received eight Applications for Appointment all from existing committee members. It is recommended that all applicants be appointed to a four year term concluding 20 February 2023

Dookie Memorial Hall Committee of Management

At the Ordinary Council Meeting held 21 November 2017 six applicants were appointed to Dookie Memorial Hall Committee of Management for a four year term concluding 22 November 2021.

A further Application for Appointment has now been received and it is recommended that this application be accepted and the community member appointed to the existing committee's term commencing immediately and concluding 20 November 2021.

Kialla District Hall Committee of Management

At the Ordinary Council Meeting held 15 May 2018 ten applicants were appointed to Kialla District Hall Committee of Management.

Cheryl Garnham has submitted her resignation to Council for this Committee. The Council would like to recognise Cheryl's contribution and work with the Committee of Management accept her resignation and rescind her membership accordingly.

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships (continued)

Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Special Committees be exempt from the requirement of completing Interest Return in accordance with Section 81(2A) of the *Local Government Act 1989*.

Council Plan/Key Strategic Activity

This proposal supports the following goals of the *Council Plan 2017-2021*:

- Leadership and Governance
 - 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
 - 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
 - 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.
- Social
 - 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
 - 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
 - 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
 - 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.
- Built
 - 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

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delegation of Council powers to a committee	Possible	Major	High	The appointment and removal of members by formal resolution of Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.
Exemption of all special committees from submitting primary and ordinary returns	Possible	Major	High	Restricted powers outlined in the Instrument of Delegation and Guidelines to these committees ensures that this risk is minimal. Committees are also required to declare any conflicts of interest at the start of each committee meeting

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships (continued)

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this report.

Legal/Statutory Implications

All of Council's Committees of Management responsible for halls, community centres and recreation reserves have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

The appointment and rescinding of memberships to Section 86 special committees by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no economic impacts arising from this report.

Consultation

A public notice was placed in the Shepparton News on 7 December and 14 December 2018 calling for applications from community members to join the Harston Hall Committee of Management, Tallygaroopna Memorial Hall Committee of Management and the Tallygaroopna Recreation Reserve and Community Centre Committee of Management. Letters were also sent to outgoing members of the committees inviting them to apply for a further term.

Dookie Memorial Hall Committee of Management has been notified that an Application for Appointment has been received. Further contact will be made to confirm the outcome of the Application for Appointment.

The Kialla District Hall Committee of Management has been informed of the resignation of one of their members. Further contact will be made to confirm the outcome of the resignation.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements. • Letters to incoming and outgoing committee members. • Communication with committee officer bearers.
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making

9. COMMUNITY DIRECTORATE

9.4 Section 86 Special Committees - Memberships (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
		decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

Local Government Act 1989

Conclusion

It is recommended that the abovenamed applicants be appointed to the Harston Hall Committee of Management, Tallygaroopna Memorial Hall Committee of Management, the Tallygaroopna Recreation Reserve and Community Centre Committee of Management and the Dookie Memorial Hall for the terms specified and that Council recognise the contribution of those members who have decided not to apply for a further term of appointment.

In addition, it is recommended that the resignation of Cheryl Garnham from the Kialla District Hall Committee of Management be accepted, their contributions acknowledged and their memberships rescinded in accordance with their resignations.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.1 January 2019 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 seven months ended 31 January 2019.

RECOMMENDATION

That the Council receive and note the January 2019 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 January 2019 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.

10. CORPORATE SERVICES DIRECTORATE

10.1 January 2019 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 seven months ended 31 January 2019.

Attachments

January 2019 - Monthly Financial Statements [↓](#) Page 210

10. CORPORATE SERVICES DIRECTORATE

10.2 2018/2019 Q2 Forecast Review

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

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

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

Council Officers involved in producing this report

Author: Team Leader Management Accounting

Proof reader(s): Manager Finance and Rates

Approved by: Director Corporate Services

Executive Summary

The report presents the draft forecast financial performance for the 2018/2019 financial year compared to the Adopted Budget submitted by Responsible Managers.

RECOMMENDATION

That the Council adopt the revised forecasts identified by the 2018/2019 Q2 Forecast Review.

Background

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

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

The 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.

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

Council Plan/Key Strategic Activity

This proposal is consistent with the strategic objective Leadership and Governance.

10. CORPORATE SERVICES DIRECTORATE

10.2 2018/2019 Q2 Forecast Review (continued)

Risk Management

Monitoring of performance against the 2018/2019 adopted budget as well as the forecast year end position provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

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

Policy Considerations

There are no identified conflicts with existing Council policies.

Financial Implications

Forecast variances to the 2018/2019 Section 138 of the Local Government Act 1989 requires that at least every three months the Chief Executive Officer must ensure a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council. A detailed financial report is presented to the Council each month. Adopted Budget are detailed throughout the attached report.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no identified economic impacts.

Consultation

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

10. CORPORATE SERVICES DIRECTORATE

10.2 2018/2019 Q2 Forecast Review (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

The report is consistent with the governance principle of Strategic Objective one of the Council Plan 2017-2021 “Leadership and Governance”.

Conclusion

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

Attachments

2018/2019 Q2 Forecast Review [↓](#) Page 223

10. CORPORATE SERVICES DIRECTORATE

10.3 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 Chief Executive Officer;
2. 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
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	\$223,478.01	Watters Electrical Pty Ltd
1912	Construction of Tatura Museum Extension	Lump Sum Contract for the construction of Tatura Museum Extension	\$449,114.60	Crow Construction Pty Ltd
1919	Reconstruction of Central Park Netball Courts & Associated Drainage Works	Lump Sum Contract for the Reconstruction of Central Park Netball Courts & Associated Drainage Works	\$220,930.41	Mawson Construction

10. CORPORATE SERVICES DIRECTORATE
10.3 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)
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
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	\$129,932.00	Francis-Jones Morehen Thorp Pty Ltd

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
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
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
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 closed on 9 January 2019 Tender currently being evaluated

10. CORPORATE SERVICES DIRECTORATE
10.3 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
1889	Construction of Balaclava Road – Verney Road Intersection Stages 1 & 2 Upgrade	Lump Sum Contract for the Construction of Balaclava Road – Verney Road Intersection Stages 1 & 2 Upgrade	Tender closed on 23 January 2019. Tender currently being evaluated
1891	Construction of Hawdon Street Temporary Bus Interchange	Lump Sum Contract for the Construction of Hawdon Street Temporary Bus Interchange	Tender closed on 14 December 2018. Tender currently being evaluated
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 is included in this Council Meeting agenda.
1899	Design and Construction of Merrigum Splash Park	Lump Sum Contract for the Design and Construction of Merrigum Splash Park	Tender closed on 23 January 2019. Tender currently being evaluated
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 closed on 19 December 2018 Tender currently being evaluated
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 closed on 9 January 2019 Tender currently being evaluated

10. CORPORATE SERVICES DIRECTORATE
10.3 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
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 closed on 9 January 2019 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. Contract 1918 is included in the February 2019 Ordinary Council Meeting Agenda.
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
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
1934	Supply & Installation of Replacement Pool Heating	Lump Sum Contract for the Supply & Installation of Replacement Pool Heating	Tender closed on 30 January 2019. 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.

10. CORPORATE SERVICES DIRECTORATE

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

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 December 2018 to 30 January 2019.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.4 Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me

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 Marketing and Communications

Proof reader(s): Team Leader Marketing and Communications

Approved by: Director Corporate Services

Other: Shepparton Show Me Co-ordinator, Contracts and Procurement Advisor

Executive Summary

Following the expiry of contract 1492 - provision of marketing and/or advertising services for Shepparton Show Me (SSM) in 2018, the opportunity to provide this service required it to be re-tendered.

Following a robust Request for Tender (RFT) evaluation process, it is recommended that Alchemy Media is awarded contract No. 1896 Provision of Creative & Production Services and Media Buying for Shepparton Show Me for a period of three (3) years, with a view of a potential one by one year extension.

RECOMMENDATION

That the Council:

1. accept the Request for Tender including Schedule of Rates submitted by Alchemy Media for Contract No. 1896 Provision of Creative & Production Services and Media Buying for Shepparton Show Me for the estimated overall cost of the contract of \$1,200,000 (GST inc)
2. note that the contract term is for a period of 3 years, with 1 x 1 year extension option
3. authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

In July 2014 a panel of providers was appointed via tender to provide marketing and/or advertising services for Shepparton Show Me (SSM). This panel comprised Alchemy Media, Cuckoo Creative and Dainton & Sons. The contracts were for a three (3) year period, with a view of a potential one by one year extension.

During the first year of the contract Cuckoo Creative discontinued providing services to SSM. During the second year of the contract Dainton & Sons ceased operating which left Alchemy Media to continue to provide the service to SSM. The contractual arrangement with Alchemy Media was due to cease in 2018, hence the need to re-tender the opportunity.

10. CORPORATE SERVICES DIRECTORATE

10.4 Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me (continued)

In determining the parameters of the contract, the SSM Committee determined that a sole provider was to be appointed to provide creative and production services to ensure brand integrity, while a panel of providers would be preferable for media buying and planning. The Committee was advised that companies tendering for this contract are likely to provide the full suite of services required, and that it would be unlikely they would be willing to place marketing collateral that had been produced by an opposition company.

The purpose of the SSM creative and media buying RFT is to:

1. Appoint a creative and production agency to work with SSM.
2. Establish a panel of providers to media planning and buying services for SSM.
3. Work with the providers to assist in meeting the objectives of the SSM Marketing Strategy including implementation of the annual marketing plan.

Preferred providers will be appointed to provide services for a period of three (3) years, with a view of a potential one by one year extension.

Work to be performed under the contract includes:

- Development of effective and creative promotional campaigns and creative initiatives that will support meeting the goals of the SSM Marketing Strategy.
- Design and production of marketing collateral to support the execution of marketing campaigns.
- Co-ordinate/facilitate activities or events to support the execution of marketing campaigns.
- Undertaking media buying to ensure that campaigns are targeted and effective.
- Evaluation of campaigns to assist in measuring effectiveness.

Following the RFT being advertised, nine companies submitted applications, with two tenders being assessed as non-conforming. One submission did not meet the required specification while the other did not provide the requisite tender pricing schedules necessary to complete evaluation.

Tenders were received from:

1. Adcorp Australia
2. Alchemy Media
3. Dutch Media
4. Bastion State
5. Nexis Concept & Design
6. Pace Advertising Pty Ltd
7. Paykel Media Company
8. RYVL Channelzero
9. Sasi Marketing

Tenders were evaluated by:

Position	Title	Branch
Panel Leader	SSM Committee Chair	Industry member
Member	SSM Committee Deputy Chair	Industry member
Member	SSM Committee Treasurer	Industry member
Member	SSM Committee Member	Industry member
Member	Manager Marketing and	Marketing and Communications

10. CORPORATE SERVICES DIRECTORATE

10.4 Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me (continued)

	Communications	
Member	SSM Marketing Co-ordinator	Marketing and Communications
Member	Moderator	Procurement

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Relevant industry experience and outcomes	30%
Creativity/innovation /freshness	20%
Understanding of SSM objectives	15%
Price	15%
Project management experience	10%
Customer service	5%
Local content	5%
Total:	100%

* Please note:

Price is not of significant importance as the contractor has to work with the allocated budget which is not a set amount either per annum or during the life of the contract. The importance of the tender is on creativity and understanding target markets which does not equate to dollar figures. As part of Council's budgeting process SSM must apply for annual funding, hence the amount that is allocated per annum is not guaranteed or a set figure.

Shortlisting was part of the RFT process, with tenderers needing to achieve a minimum score of 70% to be considered.

Following the initial assessment, two tenderers achieved a score of at least 70% and were then required to make a formal presentation or "a pitch" to the evaluation panel to assist with decision making.

Shortlisted tenderers were required to present a creative design, indicative advertising schedule, advertising and production costs (including printing) and evaluation methodology for a creative brief provided by SSM.

The presentation or pitches were evaluated by the panel using the criteria below.

Shortlisting Evaluation Criteria	Weighting
Understanding of SSM objectives	20%
Understanding of SSM target markets	20%
Creativity/innovation /freshness	20%
Understanding of the need for evaluation	20%
Ability to work with clients/a committee	20%
Total:	100%

Following the shortlisting process, it is recommended that Alchemy Media be awarded this contract. During the evaluation it was identified that a panel of providers for media buying was not practical, with applications received not enabling a panel to be possible.

Council Plan/Key Strategic Activity

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

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

10. CORPORATE SERVICES DIRECTORATE

10.4 Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me (continued)

3.3 Greater Shepparton is a major destination for events and tourism.

Risk Management

There are no moderate to extreme risks associated with this contract.

Policy Considerations

There are no policy considerations with this contract.

Financial Implications

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	As an indicative cost, the annual marketing budget for SSM is approximately \$300,000. Please see notes below.			
Net Total	Approximately \$300,000.			

¹ Budgets are GST exclusive

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

Please note:

There is no set budget or fee amount per annum or during the life of the contract. Use of creative & production and media buying services is dependent upon activities detailed in the annual SSM Marketing Plan. These activities and the required funding vary from year to year. As an indicative cost for this contract, approximately \$298,000 (including GST) was spend on SSM Marketing activities from 1st July 2017 to 26th November 2018.

Also as part of Council's budgeting process SSM must apply for annual funding, hence the amount that is allocated per annum is not guaranteed or a set figure.

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 with this contract.

Strategic Links

a) Greater Shepparton 2030 Strategy

Economic Development

b) Other strategic links

Nil

10. CORPORATE SERVICES DIRECTORATE

10.4 Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me (continued)

Conclusion

Following a robust RFT evaluation process it is recommended that Alchemy Media be awarded contract No. 1896 Provision of Creative & Production Services and Media Buying for Shepparton Show Me for a period of three (3) years, with a view of a potential one by one year extension. This includes accepting the schedule of rates presented as part of Alchemy Media's RFT application.

Attachments

Nil.

10. CORPORATE SERVICES DIRECTORATE

10.5 2017-2021 Council Plan - 2018-19 Quarter 2 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 report for the 2017-2021 Council Plan which provides details in relation to achieving the Measures of Success identified in the Council Plan.

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.

10. CORPORATE SERVICES DIRECTORATE

10.5 2017-2021 Council Plan - 2018-19 Quarter 2 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 2018-19 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.

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.

10. CORPORATE SERVICES DIRECTORATE

10.5 2017-2021 Council Plan - 2018-19 Quarter 2 Progress Report (continued)

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 second 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

Council Plan 2018-19 Quarter 2 progress report [↓](#) Page 266

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Rename - Flanagan Place, Tatura

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 and Planning Support Officer

Proof reader(s): Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

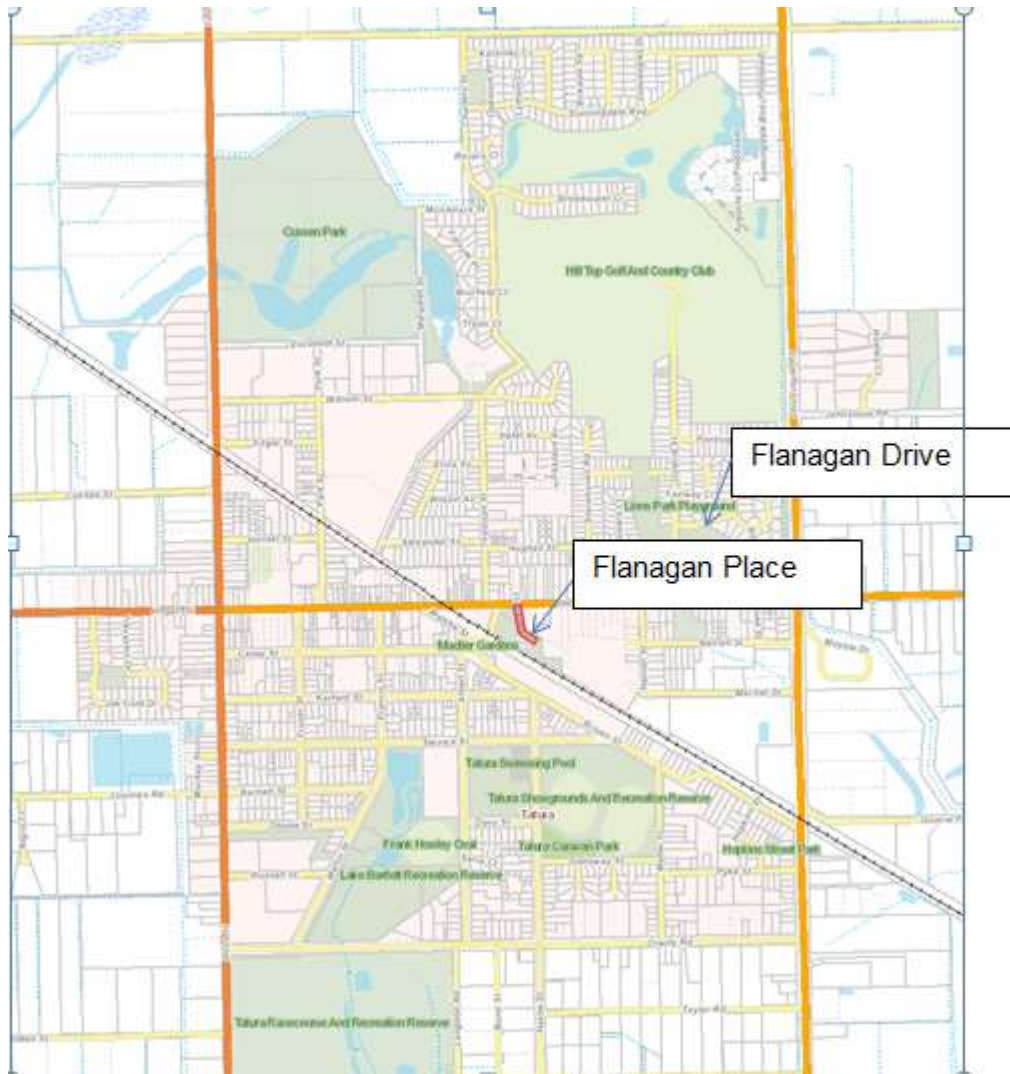
The purpose of this report is to commence the public consultation process to rename “Flanagan Place”, Tatura to “Memorial Place” in line with Naming Rules for Places in Victoria 2016.

Council received a letter from Tatura Senior Citizens requesting Flanagan Place be renamed as Flanagan Drive is also located in Tatura and is creating confusion for emergency services.

The Tatura Senior Citizens Club raised this issue with the Tatura Community Plan Committee, who fully support the name change. The club have also been in contact with the Flanagan family and they support the name change as Flanagan Drive and Flanagan Park still exist in the town.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

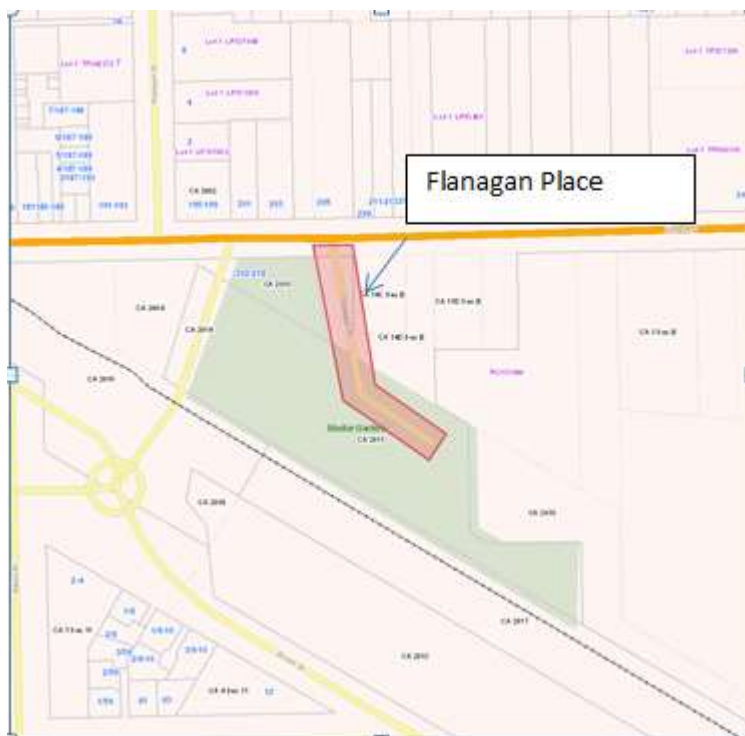
11.1 Rename - Flanagan Place, Tatura (continued)



Locality Plan

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Rename - Flanagan Place, Tatura (continued)



Specific location

RECOMMENDATION

That Council place the renaming of Flanagan Place to Memorial Place 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 commence the public consultation process to rename Flanagan Place, Tatura to Memorial Place in line with Naming rules for places in Victoria 2016.

Council received a letter from Tatura Senior Citizens Club requesting Flanagan Place be renamed as Flanagan Drive also exists in Tatura and is creating confusion for emergency services.

The Senior Citizens Club raised this issue with the Tatura Community Plan Committee, who fully support the name change. The club have also been in contact with the Flanagan family and they support the name change as Flanagan Drive and Flanagan Park still exist in the town.

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.

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

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Rename - Flanagan Place, Tatura (continued)

The notice requirements:

As per the *Naming rules for places in Victoria 2016* the Council is required to place the proposed renaming of “Flanagan Place” to “Memorial Place” 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 renaming 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.

It is therefore proposed to advertise the renaming of Flanagan Place, Tatura to Memorial Place, Tatura.

Council Plan/Key Strategic Activity

Community / Public Safety

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not proceeding with the name change creates confusion for emergency services staff, delaying response times	C	4	Low	Renaming to avoid confusion for emergency services

Policy Considerations

Road naming and/or renaming requests are assessed under Naming Rules for Places in Victoria 2016.

Financial Implications

The financial implications to Council for this road name change will be for street signage only.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

There are no environmental and sustainability impacts.

Social Implications

There are minimal social implications given that the proposal is to change a road name

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Rename - Flanagan Place, Tatura (continued)

only, but there could be significant emergency service delays if this is not acted upon, given the duplication of the road name within the town.

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	Letters to affected owners and public notice in the Tatura Guardian

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 link relating to road naming

b) Other strategic links

There are no strategic link relating to road naming

Conclusion

As Flanagan Place is not within a residential area the road name change should not impact on any individual resident in relation to changing address details. The family has also been consulted.

The renaming of the road is imperative to the safety of the local residents and the wider community.

Attachments

Duplication of street names in Tatura - Flanagan Place Renaming [↓](#) Page 374

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 RiverConnect Implementation Advisory Committee Community Member Appointments

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: RiverConnect Project Officer

Proof reader(s): Manager Environment

Approved by: Director Sustainable Development

Executive Summary

The RiverConnect Implementation Advisory Committee (RCIAC) is seeking the endorsement of its five nominated community representatives for a three year term, as outlined in the new RiverConnect Terms of Reference.

An Expression of Interest for community representatives to the RCIAC was advertised from Friday 10 August 2018 to Friday 24 August 2018 with five submissions received. The RCIAC recommend that all five community applicants be appointed as community representatives to the RCIAC.

RECOMMENDATION

That the Council appoint the following community representatives to the RiverConnect Implementation Advisory Committee, for a term of three years commencing on 20 February 2019 and concluding on 20 February 2022:

- Jay Whittaker
- Matthew Crawford
- Bruce Cumming
- Pat Feehan
- Rod McLennan

Background

The creation of the RiverConnect program was driven by the desire to develop a strong sense of belonging and connection to our rivers and a more cohesive approach to river management. RiverConnect and its partners aspire to see the Goulburn and Broken River environment duly recognised as the life and soul of river communities, and increase appreciation and custodianship of the river as a social, economic, environmental, educational and cultural asset.

The RiverConnect Implementation Advisory Committee (RCIAC) advises on the implementation of the RiverConnect Strategic Plan and associated initiatives of the RiverConnect project, incorporating high level community involvement and participation. This includes overseeing the activities and function of each of the four RiverConnect Working Groups; Education Working Group, Aboriginal Action Group, Land Management Working Group and Communication Working Group.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 RiverConnect Implementation Advisory Committee Community Member Appointments (continued)

The RCIAC is representative of all key stakeholders with an interest in the management and development of the Goulburn and Broken floodplain between Shepparton and Mooroopna and the broader community. The community representatives will enhance the knowledge base and expertise of the RCIAC.

The RCIAC Terms of Reference describes the purpose and structure of the committee. Under the current Terms of Reference it is a requirement to review the RiverConnect Implementation Advisory Committee Terms of Reference every two years. This is due now.

Council Plan/Key Strategic Activity

Leadership and Governance Objectives

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

Social Objectives

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

Built Objectives

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

Environment Objectives

- 5.1 - Greening Greater Shepparton has created an attractive, vibrant and liveable place with well-connected green spaces that are valued by the community.
- 5.2 - The region's environmental assets are planned and managed to ensure they are enhanced and sustainable for future generations.
- 5.6 Floodplain management minimises the consequences of flooding to life, property, community wellbeing and the economy.

Risk Management

The recommendations focus on the addition of community representatives to a Council Advisory Committee. No risks have been identified in relation to this matter.

Policy Considerations

The above recommendation does not conflict with any Council Policy.

Financial Implications

The above recommendation does not have any financial implications.

Legal/Statutory Implications

The above recommendation complies with the Local Government Act.

Environmental/Sustainability Impacts

The above recommendation does not have any negative Environmental or Sustainability impacts. The RiverConnect Implementation Advisory Committee consists of environmentally aware members.

Social Implications

The above recommendation does not have any negative social implications. An increase

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 RiverConnect Implementation Advisory Committee Community Member Appointments (continued)

in community membership to the RiverConnect Implementation Advisory Committee will result in a greater community awareness and inclusiveness.

Economic Impacts

The above recommendation does not have any economic impacts.

Consultation

The Terms of Reference were reviewed by the RiverConnect Implementation Advisory Committee.

An Expression of Interest for community representatives to the RCIAC was advertised as a Public Notice in the Shepparton News and Tatura Guardian from Friday 10 August 2018 to Friday 24 August 2018.

Five submissions were received via mail and email.

The RCIAC determined that all five community applicants addressed the relevant requirements and would be valuable assets to the RCIAC. Each applicant has a different knowledge base, skill set and passion for the various elements that make up the RiverConnect program.

The RCIAC endorsed the appointment of Bruce CUMMING, Pat FEEHAN, Matthew CRAWFORD, Jay WHITTAKER, and Rod McLENNAN as community representatives to the RiverConnect Implementation Advisory Committee.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	To provide the community with the opportunity to apply for a community representative position on the RiverConnect Implementation Advisory Committee.	Public Notice – Shepparton News Public Notice – Tatura Guardian
Collaborate	To provide relevant background information to enable the RiverConnect Implementation Advisory Committee to make an informed decision in relation to community representative appointments to the RiverConnect Implementation Advisory Committee.	Email correspondence

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

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 RiverConnect Implementation Advisory Committee Community Member Appointments (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

The proposal is consistent with the Community Life and the Environment topics within the strategy, specifically Outcomes:

- 4.3.3 A Balance of Urban Settlements and a Beautiful Rural Environment
- 4.3.4 The Municipality is More Attractive
- 4.3.7 The Municipality is Greener
- 4.3.13 The Municipality is More Active

b) Other strategic links

- RiverConnect Strategic Plan
- Greater Shepparton City Council Environmental Sustainability Strategy 2014 – 2030
 - Objective 1.1 - Action 1.1.1
 - Objective 1.3 – Action 1.3.1 and 1.3.2
 - Objective 1.4 – Action 1.4.1
 - Objective 2.5 – Action 2.5.2, 2.5.3 and 2.5.4
 - Objective 4.6 – Action 4.6.1 and 4.6.2
 - Objective 6.7 - Action 6.7.1
 - Objective 6.8 – Action 6.8.1
 - Objective 6.10 – Action 6.10.1

Conclusion

The above recommendation will enhance the knowledge base and expertise of members on the RiverConnect Implementation Advisory Committee. There are no foreseeable implications that officers have identified as to why these recommendations should not be adopted.

Attachments

RiverConnect Implementation Advisory Committee - Terms of Reference
2018 [↓](#)

Page 376

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.3 RiverConnect Implementation Advisory Committee Terms of Reference

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

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

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

Council Officers involved in producing this report

Author: RiverConnect Project Officer

Proof reader(s): Manager Environment

Approved by: Director Sustainable Development

Executive Summary

Council is required to review the Terms of Reference for the RiverConnect Implementation Advisory Committee every two years under the requirements of the current Terms of Reference.

The RiverConnect Implementation Advisory Committee (RCIAC) has reviewed its Terms of Reference and is seeking Council endorsement of this revised document. The committee has changed these Terms of Reference to include five community representatives and to extend the review requirement to every three years in line with community representative renominations.

A copy of the Terms of Reference can be found at Attachment 1.

RECOMMENDATION

That the Council adopt the revised Terms of Reference for the RiverConnect Implementation Advisory Committee.

Background

The creation of the RiverConnect program was driven by the desire to develop a strong sense of belonging and connection to our rivers and a more cohesive approach to river management. RiverConnect and its partners aspire to see the Goulburn and Broken River environment duly recognised as the life and soul of river communities, and increase appreciation and custodianship of the river as a social, economic, environmental, educational and cultural asset.

The RiverConnect Implementation Advisory Committee (RCIAC) advises on the implementation of the RiverConnect Strategic Plan and associated initiatives of the RiverConnect project, incorporating high level community involvement and participation. This includes overseeing the activities and function of each of the four RiverConnect Working Groups; Education Working Group, Aboriginal Action Group, Land Management Working Group and Communication Working Group.

The Terms of Reference have been changed to increase the community representatives from three to five. Officers received five excellent nominations. The RCIAC agreed to accept all applicants as each will bring expertise and experience useful to the project.

The Terms of Reference also seeks to extend the review period from two years to three years. Officers from RiverConnect and council Governance team agreed it would be

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.3 RiverConnect Implementation Advisory Committee Terms of Reference (continued)

suitable to extend the review period to meet the timeframes of the RiverConnect Strategic plan review and nominations for the community membership.

The RCIAC is representative of all key stakeholders with an interest in the management and development of the Goulburn and Broken floodplain between Shepparton and Mooroopna and the broader community.

The RCIAC Terms of Reference describes the purpose and structure of the committee. Under the current Terms of Reference it is a requirement to review the RiverConnect Implementation Advisory Committee Terms of Reference every two years. This is due now.

Council Plan/Key Strategic Activity

Leadership and Governance Objectives

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

Social Objectives

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

Built Objectives

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

Environment Objectives

- 5.1 - Greening Greater Shepparton has created an attractive, vibrant and liveable place with well-connected green spaces that are valued by the community.
- 5.2 - The region's environmental assets are planned and managed to ensure they are enhanced and sustainable for future generations.
- 5.6 Floodplain management minimises the consequences of flooding to life, property, community wellbeing and the economy.

Risk Management

The recommendation focuses on endorsement of the Terms of Reference, which provides clear roles and objectives for committee members.

No risks have been identified in relation to this matter.

Policy Considerations

The above recommendation does not conflict with any Council Policy.

Financial Implications

The above recommendation does not have any financial implications.

Legal/Statutory Implications

The above recommendation complies with the Local Government Act.

Environmental/Sustainability Impacts

The above recommendation does not have any negative Environmental or Sustainability impacts. The RiverConnect Implementation Advisory Committee consists of environmentally aware members.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.3 RiverConnect Implementation Advisory Committee Terms of Reference (continued)

Social Implications

The above recommendation does not have any negative social implications.

Economic Impacts

The above recommendation does not have any economic impacts.

Consultation

The Terms of Reference were reviewed by the RiverConnect Implementation Advisory Committee.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Collaborate	To provide relevant background information to enable the RiverConnect Implementation Advisory Committee to make an informed decision in relation to the RiverConnect Implementation Advisory Committee Terms of Reference	RiverConnect Implementation Advisory Committee Meeting Email consultation process

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The proposal is consistent with the Community Life and the Environment topics within the strategy, specifically Outcomes:

- 4.3.3 A Balance of Urban Settlements and a Beautiful Rural Environment
- 4.3.4 The Municipality is More Attractive
- 4.3.7 The Municipality is Greener
- 4.3.13 The Municipality is More Active

b) Other strategic links

- RiverConnect Strategic Plan
- Greater Shepparton City Council Environmental Sustainability Strategy 2014 – 2030
 - Objective 1.1 - Action 1.1.1
 - Objective 1.3 – Action 1.3.1 and 1.3.2
 - Objective 1.4 – Action 1.4.1
 - Objective 2.5 – Action 2.5.2, 2.5.3 and 2.5.4
 - Objective 4.6 – Action 4.6.1 and 4.6.2
 - Objective 6.7 - Action 6.7.1
 - Objective 6.8 – Action 6.8.1
 - Objective 6.10 – Action 6.10.1

Conclusion

The above recommendations relate to endorsement of the Terms of Reference for the RiverConnect Implementation Advisory Committee. There are no foreseeable implications that officers have identified as to why these revisions should not be accepted and the Terms of Reference adopted.

Attachments

RiverConnect Terms of Reference [↓](#) Page 382

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.4 Cussen Park 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: Manager Environment

Proof reader(s): Manager Environment

Approved by: Director Sustainable Development

Executive Summary

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

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

The Cussen Park Advisory Committee plays a vital role in providing advice to Council on the management of Cussen Park, along with acting as an information disseminator to the local Tatura Community. The committee have most recently participated in the review of the Cussen Park Environmental Management which was recently adopted by Council.

This partnership continues to grow and develop. The Terms of Reference require public notification for nomination for the Advisory Committee every two years.

Public notices were placed in the Shepparton News on Friday 21 October and 28 October 2018 as well as the Tatura Guardian on 25 October and 1 November 2018. Nominations closed on 2 November 2018.

Officers have completed this process and the Committee are seeking endorsement for the appointment of seven community members for a two year term, as outlined in the recommendation.

RECOMMENDATION

That the Council;

1. having considered the nominations received for appointment to the Cussen Park Advisory Committee, appoint the following members for a term of two years commencing on 20 February 2019 and concluding on 20 February 2021:
 - Terry Court
 - Simon Cowan
 - Lydia Drake
 - Greg Smith
 - Sean Trebley
 - Yvette Williams

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.4 Cussen Park Advisory Committee (continued)

2. Write to Alfred Heuperman thanking him for his service to the Community through his participation as a member of the Cussen Park Advisory Committee.

Background

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

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

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

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

It was identified that the two year term for the committee is due to expire in December 2018. Advertising for the appointment to the committee was undertaken via public notices in the Shepparton News on Friday 21 October and 28 October 2018, as well as the Tatura Guardian on 25 October and 1 November 2018.

Six nominations have been received by community members. All nominations received are from existing Advisory Committee members with one member not seeking re-nomination. Under the Terms of Reference for Cussen Park, Council is able to appoint from between five to eleven members to the Advisory Committee. The number of members for the last term was 7.

Council Plan/Key Strategic Activity

Goal 1: Active and Engaged Communities, Objective 1: *"Continue to enhance community capacity building"*

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

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council	Possible	Minor	Low	Council's Manager Environment attends Committee meetings

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.4 Cussen Park Advisory Committee (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Advisory committee members not covered under Council's Insurance Policy.	Possible	Minor	Low	All committee members will be required to complete volunteer registration forms prior to the commencement of the role.

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this proposal.

Legal/Statutory Implications

This proposal is consistent with the *Local Government Act 1989*.

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no economic impacts from this proposal.

Consultation

Public Notices were placed in the Shepparton News on Friday 21 October and 28 October 2016 as well as the Tatura Guardian on 25 October and 1 November 2016.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	<ul style="list-style-type: none"> Newspaper advertisements Consultation with committee members
Consult	Informed, listen, acknowledge	Council to consult with the committee in relation to the park including prior to the commencement of any new major works.
Involve	Work together, Feedback is an input into decision making	Council to consult with the committee in relation to management of the park.
Collaborate	Feedback and advice received	<ul style="list-style-type: none"> Advisory Committee consisting

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.4 Cussen Park Advisory Committee (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
	from the Committee will be incorporated into decisions to the maximum level possible.	of community members to be appointed.
Empower	Council will give due consideration to implementation of the committee's recommendations.	<ul style="list-style-type: none"> • Completion of volunteer registration forms by committee members will enable them to be actively involved in minor maintenance and management of the park. However any actions undertaken by the Committee members such as minor maintenance will not be done without first obtaining Council approval. • Council will agree to funding where possible to enable the committee to undertake desired projects.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic links

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

Conclusion

It is recommended that all six applicants be appointed to the Cussen Park Advisory Committee.

Attachments

Nil

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.5 Council Submission to Draft Solar Energy Facilities Design and Development Guidelines

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 Statutory Planning

Proof reader(s): Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

The Victorian Government has developed the draft Solar Energy Facilities - Design and Development Guidelines (the document) to help outline the assessment and development process for large-scale solar energy facilities in Victoria.

The draft document was informed by a review of guidelines and best practice standards applied interstate and internationally and includes an outline of requirements for the planning and assessing of new solar energy facility proposals.

During submissions to the Planning Panel for Greater Shepparton Planning Permit applications for solar energy facilities in May 2018, many submitters sought strategic guidelines to support permit applications for solar energy facilities. The Panel agreed with these submitters to the extent that the overall permit decision process would have been clearer and further expedited if there was additional and more detailed strategic guidance.

The final document will be developed through community and industry consultation, with the aim of providing clear and technically robust advice on establishing well located, best practice facilities.

The draft guidelines are open for comment until 1 March 2019.

Council planning officers have reviewed the document and are generally supportive of its contents in particular the document outlines:

- A community engagement process for proponents that will ensure early and effective community engagement for solar energy facilities
- Clear guidance on the information that should be submitted with a planning permit application.
- Acknowledges the importance of agricultural land and the need to balance conflicting land uses
- Acknowledges the landscape values of rural land including the need to retain native vegetation.

The Municipal Association of Victoria (MAV) have prepared a draft submission that addresses the need for the document to include:

- Further detail on what planning officers need to consider when assessing planning permit applications for solar energy facilities.
- The need for a set of standard planning permit conditions.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.5 Council Submission to Draft Solar Energy Facilities Design and Development Guidelines (continued)

Additionally the document mentions fire management of facilities as a key consideration but does not detail how this should be addressed. It is suggested that the document require the provision of a fire management plan for facilities and that the document detail what is required to be included in such a plan to satisfy the CFA requirements.

Council officers seek endorsement from Council of the attached officer submission which is generally supportive of the Guidelines, subject to the inclusion of:

- Further detail on what planning officers need to consider when assessing planning permit applications for solar energy facilities.
- A set of standard planning permit conditions. It is also recommended that any standard condition in relation to the decommissioning of facilities requires evidence of how the decommissioned structures and panels will be recycled to avoid additional whole of life costs.
- The requirement of a Fire Management Plan that will satisfy CFA requirements.

RECOMMENDATION

That Council endorse the submission to the Draft Solar Energy Facilities Design and Development Guidelines.

Background

Victoria has committed to a Renewable Energy Target of 25 per cent by 2020 and 40 per cent by 2025. This target will not be met through wind energy alone, and it is vital that the Victorian Government develop supporting infrastructure in the planning system to facilitate other forms of renewable energy facility development.

While there are currently planning policies and controls in place specifically for wind farms, there is very limited guidance for how to assess applications for other types of renewable energy facilities including solar.

Council have consistently raised this as a problem facing local government, industry, and the community at large. As demand for suitable sites to locate solar power generation increases, it is imperative that the assessment of applications has a strong strategic basis and is applied consistently across the state.

Large-scale solar energy facilities are likely to continue to be located in the Farming Zone. This makes it important to establish guidance for how to balance agricultural production against renewable energy as competing land uses. This is complicated further where the land in question benefits from significant investment in modernised irrigation infrastructure.

In 2017, four permit applications were submitted to Council. Greater Shepparton Solar Energy Facility Planning Permit Applications 2017-162, 2017-274, 2017-301 and 2017-344 seeking to use and develop Farming Zone land for solar energy facilities in Tatura East, Tallygaroopna, Lemnos and Congupna respectively. Collectively, the four facilities are proposed to be located on 827.9 hectares comprising 849,800 solar panels with the ability to generate 243 megawatts.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.5 Council Submission to Draft Solar Energy Facilities Design and Development Guidelines (continued)

In response to the statutory notice of each application, 39 submissions were received for the Tatura East proposal, 5 for Tallygaroopna, 19 for Lemnos and 5 for Congupna.

Key issues raised in objecting submissions related to:

- agricultural land loss and impact on water infrastructure
- environmental and economic impacts
- alignment with planning policy
- suitability of the proposals in the Farming Zone
- temperature change on neighbouring land
- effect on horticulture, livestock and insects
- glare and glint, noise, light and other potential amenity impacts
- visual impact
- fire management and construction management
- impact on property value.

At the November 2017 Ordinary Council Meeting, Council resolved to request that the Minister for Planning decide the solar energy facility planning permit applications.

Upon receiving a request from Council, the Minister for Planning called in the four solar farm applications and referred them to a combined panel hearing for consideration. It was intended that not only would this panel process provide advice on those applications, but also be valuable in informing guidance at a state level.

The panel recommended that permits for all four applications be issued. Subsequently, the Minister has issued a planning permit for the application at Congupna (2017-344), while a decision on the remaining three applications is still pending.

The Greater Shepparton Solar Farm Panel Report (the panel report) dated 23 July 2018 is useful in exploring the issues associated with assessing planning permit applications for solar energy facilities, and recommended that the Victorian Government prepare relevant guidelines to assist with the preparation, assessment and decision of future permit applications proposing a solar energy facility.

With the inclusion of the items addressed in the attached MAV submission, in particular the recommendations in relation to additional information for assessing officers and standard planning permit conditions, the document will address the issues outlined in the panel report.

Council Plan/Key Strategic Activity

The Council Plan 2017-2021 aims to increase solar power energy production within the Municipality, while continuing to attract more industries and employment. The Council Plan also acknowledges the importance of the agricultural sector and water resources.

Risk Management

There is minimal risk associated with endorsing the MAV submission and providing general support for the guidelines.

Policy Considerations

The draft guidelines recognise Government Policy in promoting renewable energy

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.5 Council Submission to Draft Solar Energy Facilities Design and Development Guidelines (continued)

facilities while preserving productive agricultural land and protecting rural landscapes and supporting biodiversity.

Financial Implications

There are no financial implications associated with endorsing the MAV submission and providing general support for the guidelines.

Legal/Statutory Implications

There are no legal or statutory implications associated with endorsing the MAV submission and providing general support for the guidelines.

Environmental/Sustainability Impacts

The design and development guidelines will assist with the assessment of applications for solar energy facilities from an environmental/sustainability perspective.

Social Implications

There are no known social implications associated with endorsing the MAV submission and providing general support for the guidelines.

Economic Impacts

Solar energy facilities have the potential to increase economic prosperity through construction and job creation, and decreasing energy costs. Endorsing the MAV submission will assist with the creation of guidelines to provide some direction in this area.

Consultation

DELWP is undertaking the consultation process on the draft document.

The document will help provide certainty for planning permit applicants and officers and help to streamline the planning permit application process.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The strategy notes the importance of protecting agricultural land and minimising the impact on the environment by reducing the level of greenhouse gas emissions.

b) Other strategic links

There are no other strategic links associated with making a submission to the draft guidelines.

Conclusion

The document provides a useful tool for proponents and planning officers in preparing and assessing solar energy facility planning permit applications.

The document has responded to the recommendation of the Planning Panel by providing further strategic guidance for stakeholders.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.5 Council Submission to Draft Solar Energy Facilities Design and Development Guidelines (continued)

Importantly the document also addresses key considerations such as:

- The need for early and effective community consultation.
- The need to protect productive agricultural land.
- The needs to protect landscape values of rural land.
- The need to avoid and minimise the removal of native vegetation.

Council officers are generally supportive of the draft document and of the MAV submission.

Additionally, the document would benefit from further detail on what is required for suitable fire management practices, including the need for the provision of a fire management plan for facilities that meet CFA requirements.

The officers' submission captures the key considerations that need to be included in the guidelines.

Attachments

1. Draft Guidelines [↓](#) Page 388
2. Panel Report [↓](#) Page 426
3. Officer Submission [↓](#) Page 538

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019

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

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

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

Council Officers involved in producing this report

Author: Team Leader Strategic Planner

Proof reader(s): Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

The *Shepparton and Mooroopna 2050: Regional City Growth Plan* (the Growth Plan) will integrate Council's considerable strategic work relating to growth, land use planning and infrastructure requirements into a cohesive framework, incorporating the various components into a blueprint for the future.

The Growth Plan will address residential, commercial and industrial needs, major infrastructure requirements and staging options, such as drainage, recreation and open space networks, and provide for the future needs of the transport network.

Preliminary consultation with key stakeholders, such as referral authorities, agencies and service providers, has been undertaken. This preliminary consultation included a workshop on 17 April 2018 as well as individual consultation sessions on 1, 2 and 3 May 2018. The purpose of this preliminary consultation was to confirm draft issues and opportunities, test principles and outcomes, identify additional issues and develop a draft vision statement.

The *Shepparton and Mooroopna 2050: Regional City Growth Plan – Key Issues and Opportunities Paper, February 2019* (Paper) identifies the key issues and opportunities for the area based on a review of existing literature and consultation with key stakeholders, see *Attachment 1 – Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019*.

The issues and opportunities identified in the Paper have been grouped under four key headings:

- Growth and character;
- Economy and employment;
- Environment and water; and
- Infrastructure.

The community will be invited to comment on the findings of the Paper to inform the preparation of a draft Growth Plan. The draft Growth Plan will also be made available for public comment.

It is recommended that Council endorse the Paper and release it for public comment from 22 February 2019 to 25 March 2019. Feedback received will inform the development of the Growth Plan.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019 (continued)

RECOMMENDATION

That the Council:

1. receive and note the *Shepparton and Mooroopna 2050: Primary School Engagement Report October 2018*;
2. authorise for exhibition the *Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019* for public comment for a period of four weeks, commencing on 22 February 2019 and concluding on 25 March 2019; and
3. note that Council officers will report back to Council on any feedback, comments and submissions received from the public during the consultation period.

Background

Shepparton is nominated as a regional city forecast for major growth in the *Hume Regional Growth Plan 2014* and *Plan Melbourne 2017-2050*. To inform this future growth, Council and the Victorian Planning Authority (VPA) are preparing the *Shepparton and Mooroopna 2050: Regional City Growth Plan* (the Growth Plan). The Growth Plan will identify Shepparton and Mooroopna's strategic advantages, address key challenges, and set a vision to guide sustainable growth and development to 2050.

The Growth Plan will be a high-level and broad strategy that:

- compiles and reviews existing strategies;
- identifies gaps in the provision and services of key infrastructure, such as drainage and transport networks;
- prepares reports where gaps have been identified;
- sets out the future vision for Shepparton and Mooroopna;
- guides sustainable future growth and development over the next 30 years;
- identifies the steps needed to manage growth;
- defines key projects and infrastructure required to support growth; and
- provides an improved and more certain environment for making both public and private investment decisions.

To inform the development of the Growth Plan, the *Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019* (Paper) was prepared. The key issues and opportunities for the area are based on a review of existing literature and consultation with key stakeholders.

The Growth Plan will be used to coordinate, guide and inform the preparation and consideration of future more detailed local plans and planning permit applications. The current Framework Plan for Greater Shepparton is the *Greater Shepparton 2030 Strategy* which was adopted in 2006. This document provides a blueprint for building sustainable economic activity and maximising the quality of life in Greater Shepparton.

Since the finalisation of this Strategy, Greater Shepparton has experienced a significant amount of growth, particularly in Shepparton and Mooroopna, and investment in infrastructure from the Commonwealth and Victorian Governments. It is now considered

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019 (continued)

necessary to prepare a revised Framework Plan to adequately plan for Shepparton and Mooroopna's future.

Council successfully received funding of \$200,000 from the Streamlining for Growth Fund, administered by the VPA in the 2016/2017 financial year. This funding allowed Council to undertake a Drainage Strategy and an Open Space Report to resolve gaps in the provision of infrastructure within the area.

The Open Space Project Report was completed by local consultants Spiire Australia Pty Ltd in June 2018. The Drainage Catchment Analysis and Strategy was completed by Water Technology Pty Ltd in July 2018. In addition to the above background reports, updated population forecasts were completed by .id consulting Pty Ltd in June 2018.

Council successfully applied for additional funding of \$200,000 from the Streamlining for Growth Fund in the 2017/2018 financial year, to prepare the draft Growth Plan, which will be informed by the Drainage and Open Space studies and previous strategic work. The VPA is providing \$150,000 of resources to the project, while \$50,000 is to be utilised for additional consultancy work, where required. Council is contributing \$100,000 towards the project in the form of in-house assistance.

Preliminary consultation with key stakeholders has been undertaken, including a workshop on 17 April 2018 and individual consultation sessions on 1, 2 and 3 May 2018. The purpose of this preliminary consultation was to confirm draft issues and opportunities, test principles and outcomes, identify additional issues and develop a draft vision statement. The VPA has prepared the *Shepparton and Mooroopna 2050: Primary School Engagement Report October 2018* to summarise the consultation undertaken with primary schools in Shepparton and Mooroopna, see *Attachment 2 - Shepparton and Mooroopna 2050: Primary School Engagement Report October 2018*.

The Paper has now been completed and it summarises all of the key issues and opportunities that the various stakeholders raised. The community will be invited to comment on the findings of the Paper to inform the preparation of a draft Growth Plan. The draft Growth Plan will also be made available for public comment. The Paper identifies the key issues and opportunities for the area based on a review of existing literature and consultation with key stakeholders. The issues and opportunities identified in the Paper have been grouped under four key headings:

- Growth and character;
- Economy and employment;
- Environment and water; and
- Infrastructure.

It is recommended that Council authorise the Paper for release for public comment from 22 February 2019 to 25 March 2019.

Council Plan/Key Strategic Activity

Key theme: Built

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

Key objectives

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

4.2 *Urban and rural development is sustainable and prosperous.*

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019 (continued)

Risk Management

There are no risks associated with releasing the Paper for public comment. Consultation will be undertaken in accordance with Council's community consultation policies and procedures.

Policy Considerations

The Paper supports and builds upon existing Council policy, including the *Shepparton 2030 Strategy 2006*, the *Greater Shepparton Housing Strategy 2011* and the Greater Shepparton Planning Scheme. The recommendation does not conflict with any existing Council policy.

Financial Implications

The recommendation will not result in any financial implications for Council. The VPA is providing \$150,000 of resources to the project, while \$50,000 is to be utilised for additional consultancy work, where required. Council is contributing \$100,000 towards the project in the form of in-house assistance.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

A key component of the Growth Plan is a Drainage Catchment Analysis and Strategy, undertaken by Water Technology Pty Ltd. This document considers the impact of flooding and drainage on development in the area and explores how considered development might improve flooding, drainage, water quality and amenity and incorporate integrated water management opportunities.

The findings of this document have been utilised in the preparation of the Paper to ensure that any potential impacts on the environment can be appropriately mitigated.

The recommendation will not result in any adverse environmental or sustainability impacts.

Social Implications

The Growth Plan will, among other things, identify strategic infill sites for residential development within Shepparton and Mooroopna. The preparation of a comprehensive Growth Plan will assist in the release of additional land for development and allow for greater housing choice and diversity. This will result in positive social outcomes for Greater Shepparton.

The recommendation will not result in any adverse social implications.

Economic Impacts

The Growth Plan will provide clear direction and certainty to developers regarding areas suitable for development. It will identify opportunities for investment in infrastructure and development of residential areas, as well as industrial/commercial areas. It is expected this will lead to continued growth in construction, as well as economic growth associated with overall population growth.

The recommendation will not result in any adverse economic implications.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019 (continued)

Consultation

Preliminary consultation with key stakeholders, such as referral authorities, agencies and service providers, has been undertaken. This preliminary consultation included a workshop on 17 April 2018 as well as individual consultation sessions on 1, 2 and 3 May 2018. The purpose of this preliminary consultation was to confirm draft issues and opportunities, test principles and outcomes, identify additional issues and develop a draft vision statement.

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

It is recommended that Council authorise the Paper for release for public comment from 22 February 2019 to 25 March 2019. The Paper will be made available online on the Council and the VPA's websites. A number of "pop-up" sessions will occur in Shepparton, Kialla and Mooroopna, including hosting a consultation stall at the Shepparton Summer City Markets on 22 February 2019. Any feedback received will inform the development of the draft Growth Plan.

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

Relevant objectives:

- To provide for sufficient suitable additional land for urban growth
- To release land efficiently in terms of location, supply of services and infrastructure.
- To recognise the constraints of the floodplain on the development of land and minimise the future economic impacts of flooding.
- To locate industrial developments effectively, by utilising existing and planning infrastructure, and consolidating the existing main industrial areas.
- To provide sustainable infrastructure to support the growth and development of the municipality
- To provide for a broader range of dwelling densities and types of housing to meet current and future community needs and differing lifestyles
- To increase the supply of medium density housing in appropriate locations
- To provide a restricted amount of land for rural residential purposes, without impacting on the long-term growth potential of urban centres and productive agricultural land.

b) Other strategic links

- *Shepparton CBD Strategy 2008*
- *Greater Shepparton Housing Strategy 2011*
- *Industrial Land Review, City of Greater Shepparton, 2011*
- *Hume Regional Growth Plan 2014*
- *City of Greater Shepparton Commercial Activity Centres Strategy 2015*
- *Greater Shepparton Planning Scheme*

Conclusion

The Growth Plan will integrate the strategic work undertaken by Council relating to growth, land use planning and infrastructure into a cohesive framework, incorporating the various components into a blueprint for the future.

Relevant background reports have now been completed. These reports have informed the preparation of the *Shepparton and Mooroopna 2050: Regional City Growth Plan* -

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.6 Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019 (continued)

Key Issues and Opportunities Paper, February 2019. The Paper identifies the key issues and opportunities for the area based on a review of existing literature and consultation with key stakeholders, see Attachment 1 – *Shepparton and Mooroopna 2050: Regional City Growth Plan - Key Issues and Opportunities Paper, February 2019.*

It is recommended that Council authorise the Paper for release for public comment from 22 February 2019 to 25 March 2019. Feedback received will inform the development of the Growth Plan.

Attachments

1. Shepparton and Mooroopna 2050: Regional City Growth Plan - Issues and Opportunities Paper, February 2019 [↓](#) Page 541
2. Shepparton and Mooroopna 2050: Primary School Engagement Report October 2018 [↓](#) Page 559

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.7 International Engagement Policy

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

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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

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Manager Economic Development**

Approved by: Director Sustainable Development

Executive Summary

The International Engagement Policy was adopted at the June 2017 Ordinary Council Meeting with a review date set for April 2018. The policy has now been reviewed by Council officers with an administrative change to the review date for June 2021 and an additional amendment ensuring that Federal and State Government Affairs Policies are also considered when undertaking international liaison efforts.

The International Engagement Policy assists Council in taking appropriate measures when entering into a Friendship or Sister City agreement, managing delegations, determining which international visits are most appropriate for Council representatives to attend and maintaining current Friendship and Sister City Relationships.

RECOMMENDATION

That the Council adopt the International Engagement Policy.

Background

This International Engagement Policy was adopted in 2017 and officers seek to re-adopt the policy as it is intended to aid Council in taking the appropriate measures when entering into a Friendship or Sister City agreement, managing delegations, deciding what international visits are most appropriate for Council representatives to attend and maintaining current Friendship and Sister City Relationships.

The International Engagement Policy consists of four major areas:

1. Sister City and Friendship City Agreements

The following Selection Criteria will be considered by Council when determining whether Council should enter into a Sister City or Friendship City Agreement:

- Economic and Social benefits that the relationship would create for Greater Shepparton.
- The likelihood of increasing the potential for trade between the two cities.
- Synergies that exist between the two cities and whether a clear demand exists for Greater Shepparton product or the opportunity to attract investment or imports.
- The potential to establish international student placement opportunities in conjunction with local Universities and GoTafe.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.7 International Engagement Policy (continued)

Each Sister City and Friendship City Agreement should feature the following within the agreement:

- A sunset clause
- A 12 month review period
- Agreed outcomes
- The opportunity to extend the formal relationship
- A clear purpose of the agreement

2. Delegations and Business visits

The following Selection Criteria will be considered by Council when determining whether Council should host an international delegation:

- A clear intention of the visit has been articulated by the potential visitor and there is also a clear understanding of the potential outcomes that can be created as a result of the visit.
- The visit aligns with the International Engagement Strategy and the key objectives within the strategy.
- Visit fits within allocated budget constraints.
- Federal and State Government affairs policies.

3. Invitations to International Cities

The following Selection Criteria will be considered by Council when determining whether Council will accept an international invitation:

- A formal invite has been received from the City.
- Local Greater Shepparton businesses are interested in joining the delegation to visit.
- A clear purpose of the invite has been articulated by the City or State, authorities/government and there is a clear understanding of the potential outcomes that can be created as a result of the visit.
- The visit aligns with the International Engagement Strategy and the key objectives within the strategy.
- The visit is a priority taking into consideration other intended overseas visits for the financial year if any.
- Whether there is budget available to allow for the visit.

4. Maintaining current Sister and Friendship City relationships

- All relationships should have a focus on creating both economic and social benefits.
- All relationships should demonstrate economic progression and create opportunities for local business.
- All existing relationships should align with the direction of this policy and the International Engagement Strategy.
- Should it be determined that existing relationships are not achieving economic and social outcomes and do not align with the International Engagement Strategy, the relationship should be considered not a priority. If a sunset clause applies to the relationship, the relationship should not be extended.
- Focus should be applied towards existing prosperous relationships and also entering into relationships with other international cities where benefits can be created between our region and the city.

Council Plan/Key Strategic Activity

This policy aligns with the actions that are outlined within the International Engagement Strategy.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.7 International Engagement Policy (continued)

The strategy is also consistent with the vision and strategic goals of the Greater Shepparton City Council: Council Plan 2013-2017.

In particular, it relates to the following:

- Goal 3: Economic Prosperity

Risk Management

There are no adverse risks associated with the adoption of this policy. This policy has been developed to mitigate risks by outlining an approach when dealing with international inquiries and the managing of relationships.

Policy Considerations

The policy aligns with existing Council policy and also Council's strategic direction which includes The Council Plan 2013-2017, the International Engagement Strategy and the Economic Development Tourism and Major Events Strategy 2017-2021.

Financial Implications

The adoption of the International Engagement Policy does not have any direct financial or budgetary implications for Council. The proposed policy has been developed to assist in ensuring a consistent and transparent process when dealing with international inquiries and managing relationships which would also assist in guiding council with associated expenditure.

Legal/Statutory Implications

There are no legal/statutory implications associated with the adoption of the International Engagement Policy.

Environmental/Sustainability Impacts

There are no adverse environmental impacts associated with the adoption of International Engagement Policy.

Social Implications

There are no adverse social impacts associated with the adoption of the International Engagement Policy.

Economic Impacts

The International Engagement Policy aims to support Council with decision making when dealing with international inquiries and the managing of relationships. The ultimate aim of the International Engagement Strategy which outlines within its actions the requirement of developing an International Engagement Policy, is to enhance economic outcomes for the Greater Shepparton region by increasing overseas awareness of the regions strengths and linking overseas investors with locals.

Consultation

Officers believe that appropriate consultation has occurred in regards to the re-adoption of the International Engagement Strategy which outlines the requirement for an International Engagement Policy.

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Economic Development

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.7 International Engagement Policy (continued)

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.

Theme - Economic Development

Objectives:

- To support developing and emerging agribusinesses and their increasing requirement for high technical infrastructure.
- To develop and promote the municipality as a regional centre for food and primary industry research and development.
- To provide increased opportunities for local job creation.
- To sustain a growing and diverse industrial base.
- To encourage tourism growth and in particular promote the tourism opportunities of the irrigated rural landscape and the food growing and processing industries.

b) Other strategic links

Economic Development Tourism and Events Strategy 2017-2021

Conclusion

The purpose of the International Engagement Policy is to aid Council in taking the appropriate measures when entering into a Friendship or Sister City agreement, managing delegations, deciding what international visits are most appropriate for Council representatives to attend and maintaining current Friendship and Sister City relationships.

Attachments

International Engagement Policy [↓](#) Page 587

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE

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: Acting Team Leader Tourism and Major Events

Proof reader(s): Manager Economic Development

Approver: Director Sustainable Development

Executive Summary

The Goulburn Valley has a long history of transport and movement. Since the early days when Sheppard's Town (now Shepparton) was settled due to the ability to cross the Goulburn River by punt in the early 1800s, through to today where we now produce and transport 25% of Australia's produce across the nation and to the world, transport has been at the heart of the region's prosperity.

Following the successful opening of the Shepparton Motor Museum in 2011, a group of trucking enthusiasts, local businesses and transport operators came together to form a Shepparton Truck and Transport Museum (STTM) working group. This group has worked with the previous Shepparton Motor Museum and Collectibles (SMMC) Board to develop a new concept for Shepparton to be known as the Museum of Vehicle Evolution (MOVE) Shepparton.

MOVE will include curated displays of transport related vehicles and memorabilia, the history of the food bowl in the Goulburn Valley along with 3,000 square metres of indoor space for exhibitions, dealer displays and multimedia presentations along with an approximate 7,000 square metres of additional outdoor undercover space capable of presenting larger scale events.

A business case has been developed by Urban Enterprise and it conservatively anticipates that the construction of the new MOVE will attract approximately 17,500 admissions per annum (in year 1) and it is anticipated that the number of paid admissions and event visitors will increase annually. Visitor markets will include truck and transport enthusiasts often made up of transport drivers, the large visiting friends and relatives market (VFR), special interest groups such as truck, motor, transport enthusiasts and registered clubs and associations, families, older couples and groups.

The business case projects that the total project budget of \$6.25M will have a total economic impact of \$13.1M on the Greater Shepparton region. The project will create 14 jobs during construction and a multiplier of an additional 22 jobs in the construction, hospitality and supporting industry sectors and an increase of an additional two new full time equivalent positions at MOVE on an ongoing basis.

The proposed financial model to develop MOVE would see a number of stakeholders partner together to deliver this project, with investment from all tiers of government and private donors. This model includes the confirmed grant of \$2.5M from the Federal Government as part of the Regional Jobs and Investment Package (RJIP) announced in March 2018 and a proposed \$1.25M from the Victorian Government, \$1.25M from

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

Council and a minimum \$1.25M from local donors. The proposed financial contribution by Council could be delivered over 2-3 financial years.

At the October 2017 Ordinary Council Meeting (OCM) it was resolved that the Council would provide in-principle support to the STTM project, contingent on demonstration that:

1. All other funding had been secured from the Victorian Government, Federal Government and private industry;
2. The project had a business case approved by Council that demonstrates viability, compliance with Council's legal requirements, acceptable governance structures and warranted a financial contribution of up to \$1.375M including GST from Council.

Following the Ordinary Council Meeting, SMMC engaged Urban Enterprise to develop a business case which was presented to Council on 10 April 2018. The business case has now been updated and is attached to this report for Council's consideration.

RECOMMENDATION

That the Council:

1. Endorse the Business Case for Museum of Vehicle Evolution (MOVE) Shepparton.
2. Provide financial support of up to \$1.375M including GST subject to MOVE securing funding from the Victorian Government, Federal Government and private industry, a formal funding agreement is signed by both parties and the project meeting all legal and planning requirements.

Background

Shepparton has long been known as a drive destination - one of Australia's most productive transport logistic centres, home to the Driver Education Centre Australia (DECA) since 1974 along with having a significant level of collector car ownership.

The concept of the SMMC was first developed in 2010 by Mr Jim Andreadis as a way to safely and securely house his extensive collection of cars and present them for display to the community. The SMMC was purpose built and first opened in 2011 and has grown from a dedicated Motor Museum to include collectibles from around the Goulburn Valley region. The Museum operations are supported by a small team of paid staff (2 full time equivalents), including a Museum Manager/Curator, part time volunteer/marketing coordinator and part time museum assistant. SMMC also benefits from the support of over 100 dedicated volunteers with an interest in motoring, local history or are simply passionate about the Goulburn Valley. The SMMC successfully achieved Deductible Gift Recipient Status in 2016.

Concept of MOVE Shepparton

Greater Shepparton is a region of significant economic and social importance to the state and is a natural hub for road transport with nearly one-in-four of all of Victorian trucks registered here. It is strategically located at the intersection of two of the State's main highways – the Goulburn Valley Highway and Midland Highway and is only 60 kilometres from the Hume Freeway. The need to transport the region's premium produce to the

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

markets of the world has meant that Shepparton has been established, grown and flourished through transportation.

The MOVE Shepparton working group consisting of a group of trucking enthusiasts, local businesses and transport operators are passionate about the role that truck and transport has played in the development of the Goulburn Valley and are interested in telling the stories of the individuals and families that have shaped the region over the years. They also recognise the strong links to our food bowl story and the ability of the MOVE to showcase the role the region plays in growing and supplying the nation and world with premium quality products.

Target Markets

Currently the SMMC targets visitors to Shepparton, including the large visiting friends and relatives market (VFR), special interest groups (collectors, car clubs and motoring enthusiasts) families, older couples and groups. It is expected that the key visitor markets to the MOVE will include those mentioned above and also visitors to Greater Shepparton visiting a museum or art gallery, a history or heritage site or attending an event. This visitor profile aligns well with the visitor profile that currently exists within Shepparton and the Goulburn River Valley Tourism Region.

Current Visitation

Visitation to the SMMC has consistently increased over the past three financial years. Since 2015, visitation has increased by 11% reaching 15,000 in 2017. This growth reflects the ongoing investment and improvements to SMMC including the development of an additional 900 square metres of exhibition and display space as well as the attraction of corporate and social functions and events.

Since the SMMC opened in November 2011 it has expanded its offering to include a dedicated café, using local ingredients and local suppliers, the Furphy Museum – celebrating the history and contribution to the region by the Furphy Foundry and Furphy Family and a dedicated Museum Shop all linked to the exhibitions and collections of the Museum and it has increased its financial income through ticket sales, retail sales and corporate sponsorship.

It is open seven days per week from 10am until 4pm and is only closed on Good Friday, Christmas Day, Boxing Day and New Year's Day. Admission prices are \$10 per adult, \$7 concession and \$24 for families. RACV club members receive a 20% discount off the ticketed price.

The business model of the museum is built on relationships with local collectors, providing a safe and secure way to house collectibles providing the general public an opportunity and experience collections that would otherwise be locked away in private homes and businesses.

The Shepparton Farmers' Market was launched at Emerald Bank in November 2016 and is operated by the SMMC volunteers and staff. It was created to generate additional visitation to and awareness of the precinct and to generate additional funds to support the operation of the SMMC through donations and site fees. The Farmers Market has consistently attracted between 1,500 and 3,500 visitors each month depending on the weather. More recently SMMC has expanded its visitor base by offering the Museum space for corporate and special events, fundraisers and private functions with catering provided by the café and car rides provided in the collector and classic cars.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

Governance model

As part of the business case a number of governance models were explored to progress the development of the new Museum. In line with the recommendations within the Business Case the following has now occurred;

- The governance structure of the existing SMMC has been modified to manage a combined Museum as one entity.
- Peter Hill has been appointed to the MOVE Shepparton Limited Board as a dedicated transport industry skills based representative to reflect the interests and expertise required on behalf of the transport industry.
- Additional skills and expertise will be harnessed through various steering committees reporting back through to the Board via nominated representatives.
- It was also formally agreed that a new entity be known as the Museum of Vehicle Evolution Shepparton Limited. This entity has now been endorsed by ASIC and confirmation has been received of the ongoing DGR status.

The SMMC Board formerly comprised;

Peter Bicknell (Chair), Cam Mangiameli, Darren Linton, Michelle Luscombe, Helen Moutafis, Jim O'Connor, Gerard Brunier, Ken Cuthbert, Jim Andreadis, and the Museum Manager and Curator. The skills based board was supported by a range of operational committees focused on the finance, marketing, fund raising, events and collection management activities of the Museum.

An expression of interest was distributed seeking applicants to join the new MOVE Shepparton Limited board. Selection and confirmation has now taken. The new MOVE Board was formed and appointed on Wednesday 7th November 2018. The existing SMMC Board has now been spilled.

The new board comprises Benjamin Goodall (Chair), Peter Hill (Vice Chair), Carrie Donaldson, Darren Linton, Frank Papallo, Peter Bicknell, Ric Sofra, Tony Onley, Stan Lombrinos and Leanne Hulm.

It should be noted that the Australian Securities and Investment Commission (ASIC) has approved the transition of the entity from the Shepparton Motor Museum and Collectibles to the Museum of Vehicle Evolution Shepparton Limited and plans are underway to hand over the operations and ownership of the current Museum from Mr Jim Andreadis (operating as Tulljand Pty Ltd) to the Board of MOVE Shepparton Limited. In addition it is planned for the land to be gifted to MOVE.

The MOVE constitution outlines detail on what happens to the company in the case of MOVE winding up. More specifically detailing the following:

If:

- (a) the company is wound up; or
- (b) the endorsement of the company as a deductible gift recipient is revoked, any surplus money or other assets of the company must be transferred to a fund, authority or institution determined by the directors and which meets the following criteria:
 - (c) gifts to the chosen fund, authority or institution must be deductible under item 1 of the table in section 30-15 of the ITAA 97;
 - (d) the chosen fund, authority or institution is charitable at law; and
 - (e) the chosen fund, authority or institution must have objectives which benefit the community of Greater Shepparton.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

The new board will also now develop how the proposed community trust will work for when the facility is operational.

Additional information on the governance model is included in the MOVE business Case attached.

Council Plan/Key Strategic Activity

The concept aligns well with the 2017-2021 Greater Shepparton City Council Plan aspirations with specific alignment include:

- 3.1 The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment.
- 3.3 Greater Shepparton is a major destination for events and tourism
- 4.3 Greater Shepparton's heritage places, cultural landscapes, and objects are protected and conserved for future generations.
- 5.5 Alternative energy sources with both environmental and economic gains promoted and encouraged.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Funds not received by all proposed government partners	Possible	Major	High	If all funds not received, project does not proceed.
Project runs over budget	Possible	Major	High	STTM to underwrite cost of construction
STTM ongoing financial sustainability	Possible	Major	High	STTM to underwrite costs of operations

Policy Considerations

This report does not contain any recommendations that contravene any Council policies.

Financial Implications

The proposed financial model of the MOVE would see a number of stakeholders partner together to deliver this project. This would see investment from all tiers of government and private donors. In March 2018 the Federal Government announced a commitment of \$2.5M with an additional \$1.25M to be sought from the Victorian Government, \$1.25M from Council and \$1.25M from local donors. Fundraising for the local donors has commenced with pledges from top tier sponsors currently over \$1 million. The target for donors is now being increased from a minimum of \$1.25M up to \$2M. The additional funds will be used to ensure there is an adequate level of operational contingency to support operations in the first two years.

The proposed financial contribution by Council would be made over 2-3 financial years. Council's contribution will be allocated to the infrastructure build costs and not the ongoing operational costs of the Museum. Council currently has \$200,000 allocated in the 2018/2019 budget. Should council proceed a formal funding agreement would be developed by both parties.

The Victorian Government contribution could be to fund renewable energy infrastructure for the facility. This may impact timing of when each partners funding is required.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

The MOVE project is estimated to cost \$6.25M to construct. These costs include:

Detailed design and construction drawings, engineering and site surveys	\$200,000
Construction costs for the 3,000 square metre indoor pavilion	\$1,800,000
Construction costs of the 7,000 square metre open area	\$2,100,000
Fit out	\$200,000
Landscaping and road works	\$500,000
Solar panel installation	\$1,250,000
Project contingency	\$200,000

The following is the proposed Council contribution subject to the council resolution on October 17 2017.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue				
Expense	0	\$1,250,000	\$1,250,000	\$1,375,000
Net Total	0	\$1,250,000	\$1,250,000	\$1,375,000

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The Planning Department have been involved in the project planning and will work with MOVE to progress the project through the appropriate planning process including relevant statutory approvals if the project receives appropriate funding. In addition the final location of the Museum is currently being worked through with the Planning Department to ensure compliance.

Council will also work with MOVE on relevant legal documentation to formalise support as required.

Environmental/Sustainability Impacts

The business model being utilised includes harnessing 1 megawatt of solar power, capable of generating power for 250-300 homes along with battery storage and vehicle charging stations. Discussions are underway with the State to secure funding for this component of the project.

Social Implications

Surplus funds raised through the sale of this solar power (as mentioned in the environmental and sustainability impacts section) will go into a community fund type foundation to support projects in the Goulburn Valley. The project will also have some significant social implications for the community due to the historical links.

Economic Impacts

It is expected that the establishment of MOVE will attract a mix of both locals and visitors. The attraction of visitors to the region is anticipated to generate direct expenditure, which

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

in turn provides flow-on economic benefit to the local economy. This project produces both short-term and ongoing impacts on the economy. Conservatively it is anticipated that the construction of the new MOVE will attract an average of 17,500 additional admissions per year, which is a 100% increase on visitation numbers to SMMC. It is also anticipated MOVE will accommodate an estimated 12 events within the dedicated outdoor event space per annum attracting an average of 500 visitors from outside the region.

In addition, the re-establishment of the annual Shepparton Truck Show, which has state wide significance, will be developed and is expected to attract at least 5,000 visitors (Euroa Show and Shine attracts 10,000 visitors and the Alexandra Truck Show 12,000 annually). It is also anticipated that the Museum will host at least two significant dealer conferences/truck related business events annually attracting around 200 attendees per event for a two day event.

Based on an estimated construction cost of \$6.25M, the short-term construction period is projected to generate a total economic output of \$13.1M, including \$6.25M direct and \$6.85M indirect impact, supporting 14 direct and 22 indirect jobs.

Once operational, the MOVE will support a level of direct employment within the facility, and will also generate flow-on economic benefit to the region. It is expected that an additional two new full time equivalent staff will be employed at the museum.

The business case provides an analysis of case study examples of existing transport and motor museums in Australia. This provides a valuable insight into the product offer and concept, visitation and financial performance and can be used as a benchmark of visitation and market capture for MOVE. Examples of this include the National Transport hall of Fame in Alice Springs NT which attracts 85,000 visitors annually, the National Motor Museum in Birdwood, SA attracts 75,000 annually and the Queensland Transport Museum in Gatton that attracts 6,000 annually.

Consultation

The MOVE working group have consulted with a number of groups and stakeholders in the development of this project concept. This has included the establishment of a membership of over 35 key organisations, many of them located within the Greater Shepparton region. They include representatives of the Trucking and Transport industries, Tourism organisations (GRVT and TGS), other national calibre museums and the Committee for Greater Shepparton. There has also been discussion with various government agencies at the Federal and State level to determine the interest in this project and canvass potential funding opportunities.

The proponents of the concept believe that appropriate consultation has occurred.

Strategic Links

a) Greater Shepparton 2030 Strategy

This strategy produced in 2006 makes reference to encourage tourism growth with strategy 1.1 stating support new tourism based enterprises to achieve and increase in bed stays and visits to the municipality.

b) Other strategic links

Economic Development, Tourism and Events Strategy 2017-2021

The Strategy is aimed at identifying opportunities that will lead to building and diversifying the local economy, assist in building on Council's events portfolio and boosting tourism and overnight stays within the region.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.8 Shepparton Truck and Transport Museum - MOVE (continued)

Goulburn River Valley Tourism Destination Management Plan

The Truck and Transport Museum will support the following Destination Management Plan key themes:

THEME 1: Delivering strategic development opportunities and catalyst projects - the development of existing product, such as the redevelopment of existing sites, products or destinations to improve or diversify the existing offer.

THEME 3: Supporting and delivering new events - new events which fill gaps in the events audit or events calendar identified as part of the product audit and stakeholder consultation. Events which match target markets such as cultural and family based events.

THEME 5: Destination positioning - building on local strengths including promoting product in destinations that builds on unique local strengths, such as history and heritage, arts and culture, the retail offer, sports and RV friendly facilities.

THEME 6: Defining new touring routes and linkages - history, heritage, military history, food, wine and local produce

Environmental Sustainability Strategy 2014-2020

Implementation of the Environmental Sustainability Strategy will facilitate the achievement of the following three visions:

3. Our community: Our environmentally conscious and well-informed community demonstrate that they value our environment by incorporating sustainability principles into their everyday activities and by their involvement in local environmental protection and enhancement activities.

Leading by example

3.3 Encourage and attract innovative renewable and alternative energy industries/businesses development within our municipality. Innovative renewable or alternative energy industries or businesses move to, or establish their operations in Greater Shepparton.

Conclusion

At the October 2017 Ordinary Council Meeting it was resolved that the Council would provide in-principle support to the STTM project. Since that time Council has received a briefing from the proponents and a business case has been written to support the establishment of a sustainable operating model including governance, and to support applications for funding from Federal, State and local Government. Council has been provided with the opportunity to financially contribute to this project aimed at increasing economic outcomes in the region. \$2.5M in funding has already been committed by the Federal Government; however it has been advised that without all stakeholders contributing to the project (including Federal, State, Local and Industry) this project will not proceed. The next stage for Council is determining the suitability of the business case. Approval of the business case allows the project to move along to its next stage in seeking State Government support and private industry funding support which would then allow Council to make a final decision on whether to contribute financially to the project.

Attachments

Shepparton Truck and Transport Museum Business Case [↓](#) Page 591

12. REPORTS FROM COUNCILLORS

Nil Received

13. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES

Nil Received

14. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

15. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

16. COUNCILLOR ACTIVITIES

16.1 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 December 2018 to 31 January 2019, some or all of the Councillors have been involved in the following activities:

- The Park Run | Violence Against Women – Speech
- International Day of People with Disability | Community Event
- International Day of People with Disability | Community Access Forum
- Heritage Advisory Committee Meeting
- Goulburn Murray LLEN - SWL Excellence Awards | Shepparton Christian College
- Shepparton Chamber of Commerce | Christmas Break Up
- McAuley Champagnat Program | 'True Colours' Presentation
- Greater Shepparton City Council 'Christmas Thank You' Function for Key Community Stakeholders
- Sports Hall of Fame Advisory Committee Meeting
- Greater Shepparton Basketball Association | Presentations
- Grahamvale Primary School | 2019 Leadership Presentation
- Harmony Village - Opening of New Wing
- Rotary Club of Shepparton South | Official Opening of New Picnic Shelter
- Goulburn Valley Grammar School | Presentation Night 2018
- The Hon Damian Drum | End of Year Celebration
- Berry Street - Shepparton Campus | 'Celebration Night'
- Friends of SAM | Christmas Party
- GVWRRG Board meeting (bi-monthly)
- Too Cool for School [TC4S] Graduation – Mayor
- Congupna Tallygaroopna Landcare Group | Official Opening - Tallygaroopna Station Park Project
- Greater Shepparton Women's Charter Alliance Advisory Committee Meeting
- Shepparton High School | Official Awards Ceremony - Academic & Personal Achievements
- Australian Botanic Gardens Special Committee Meeting
- Goulburn Murray LLEN - SWL Excellence Awards | Wanganui Secondary College - Presentation Night
- Shepparton Carols by Candlelight
- Mooroopna Rotary Club | New Years Eve function
- Official Opening | Australian Seniors Tennis Teams Carnival and Individual Championships 2019
- Australian Senior Solo Championship 2019 | Unera Speedway – Presentations
- Cricket Australia Country Championships | Presentations
- Presentation Dinner | Australian Seniors Tennis Teams Carnival and Individual Championships 2019
- Shepparton Harness Racing Club & Neatline Homes | Shepparton Gold Cup
- Plaque Unveiling – Private James Harper | Murchison
- Mooroopna & District Garden Club | Mayor - Guest Speaker

16. COUNCILLOR ACTIVITIES

16.1 Councillors Community Interaction and Briefing Program (continued)

- International Dairy Week | Dairy Industry Leaders Breakfast
- International Dairy Week | Grand Champion Event - Presentation of Australia's Grand Champion
- Goulburn Valley African Australian Community Task Force Launch
- Australia Day 'Eve' | Function
- Australia Day Event and Citizenship Ceremony – Shepparton
- Tatura Australia Day Celebrations
- Mooroopna Australia Day Celebrations
- Murchison Australia Day Celebrations
- Toolamba Australia Day Celebrations
- Arcadia Australia Day Celebrations
- Dookie Australia Day Celebrations

RECOMMENDATION

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

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

Attachments

- | | | |
|--|-------------------|----------|
| 1. Aerodrome Advisory Committee Meeting- 1 November 2018 | ↓ | Page 676 |
| 2. Audit and Risk Management Committee Meeting - 10 September 2018 | ↓ | Page 677 |
| 3. Audit and Risk Management Committee - June 2018 | ↓ | Page 678 |
| 4. Audit and Risk Management Committee - 9 May 2018 | ↓ | Page 680 |
| 5. Development Hearings Panel Meeting - 9 November 2018 | ↓ | Page 682 |
| 6. Councillor Briefing Session - 13 November 2018 | ↓ | Page 683 |
| 7. CEO and Councillor Catch Up - 13 November 2018 | ↓ | Page 685 |
| 8. Heritage Advisory Committee - 1 October 2018 | ↓ | Page 687 |
| 9. Heritage Advisory Committee - 12 November 2018 | ↓ | Page 688 |
| 10. Best Start Early Years Partnership - 18 October 2018 | ↓ | Page 689 |
| 11. Councillor Briefing Session - 20 November 2018 | ↓ | Page 690 |
| 12. Women's Charter Alliance Advisory Committee - 26 March 2018 | ↓ | Page 692 |
| 13. Women's Charter Alliance Advisory Committee - 23 April 2018 | ↓ | Page 693 |
| 14. Women's Charter Alliance Advisory Committee - 28 May 2018 | ↓ | Page 694 |
| 15. Women's Charter Advisory Committee - 23 July 2018 | ↓ | Page 696 |
| 16. Women's Charter Advisory Committee - 27 August 2018 | ↓ | Page 697 |
| 17. Women's Charter Advisory Committee - 24 September 2018 | ↓ | Page 698 |
| 18. Development Hearings Panel - 23 November 2018 | ↓ | Page 699 |
| 19. Councillor Briefing Session - 27 November 2018 | ↓ | Page 700 |
| 20. CEO and Councillor Catch Up - 27 November 2018 | ↓ | Page 703 |
| 21. Heritage Advisory Committee - 3 December 2018 | ↓ | Page 704 |
| 22. Tatura Park Advisory Committee - 26 November 2018 | ↓ | Page 705 |
| 23. Councillor Briefing Session - 4 December 2018 | ↓ | Page 708 |
| 24. CEO and Councillor Catch Up - 4 December 2018 | ↓ | Page 710 |
| 25. Women's Charter Advisory Committee - 26 November 2018 | ↓ | Page 711 |
| 26. Shepparton Art Museum - Advisory Committee Meeting - 5 December 2018 | ↓ | Page 712 |

17. URGENT BUSINESS NOT INCLUDED ON THE AGENDA

18. CONFIDENTIAL MANAGEMENT REPORTS

18.1 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 8.1: Contract 1918 - Provision of Tree Maintenance Services. This document relates to a contractual matter, which is a relevant ground applying under section 89(2)(d) of the Act.
2. Report 10.4: Contract 1896 - Provision of Creative & Production Services and Media Buying for Shepparton Show Me. This document relates to a contractual matter, is a relevant ground applying under sections 89(2)(d) of the Act.