

AGENDA

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

TO BE HELD ON
TUESDAY 18 FEBRUARY, 2020
AT 5.30PM

IN THE COUNCIL BOARDROOM

COUNCILLORS:

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

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
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TO BE HELD ON
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**CHAIR
CR SEEMA ABDULLAH**

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RISK LEVEL MATRIX LEGEND

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

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

- Extreme** Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation
- High** Intolerable – Attention is needed to treat risk.
- Medium** Variable – May be willing to accept the risk in conjunction with monitoring and controls
- Low** Tolerable – Managed by routine procedures

PRESENT:

1. ACKNOWLEDGEMENT

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

2. PRIVACY NOTICE

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

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

3. APOLOGIES

4. DECLARATIONS OF CONFLICT OF INTEREST

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

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

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held 17 December 2019, as circulated, be confirmed.

6. PUBLIC QUESTION TIME

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1979 - Construction of Yakka Basin

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 Projects

Proof reader(s): Team Leader Development Engineering

Approved by: Director Infrastructure

Executive Summary

Tenders have been received for the construction of Yakka Basin including all basin earthworks, pump station supply and installation, drainage construction, access tracks, bio retention swales, fencing and all associated works. The evaluation panel assessed Apex Earthmoving Pty Ltd as having the highest moderated tender score.

The tender amount is within the 2019/20 budget allocation for this project. The evaluation panel is satisfied that Apex Earthmoving Pty Ltd have the appropriate experience and resources to successfully undertake this project.

RECOMMENDATION

That the Council:

1. Accept the tender submitted by Apex Earthworks Pty Ltd of Congupna for Contract No. 1979 Construction of Yakka Basin for the price of \$1,282,545.36 (including GST).
2. Authorise the Chief Executive Officer to sign and seal the contract documents.

Contract Details

This is a lump sum contract for the construction of Yakka Basin including all basin earthworks, pump station supply and installation, drainage construction, access tracks, bio retention swales, fencing and all associated works.

Tenders

Tenders were received from:

Tenderers
Gradian Projects
S&R Engineering and Construction
Mawson Constructions Pty Ltd
Trazilbat Pty Ltd
Apex Earthworks Pty Ltd

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1979 - Construction of Yakka Basin (continued)

Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager	Projects
Team Leader	Development Engineering
Project Manager	Project Management Office

Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Sustainability / Environmental measures	10%
Project delivery – schedule & methodology	20%
Relevant past experience and capability	10%
Benefit to Local Region	10%
OH&S systems	Pass / Fail

The evaluation panel assessed Apex Earthmoving Pty Ltd as having the highest moderated tender score. Apex Earthmoving Pty Ltd are local contractors that have a good recent track record with Council having recently completed another major infrastructure project at the Cosgrove 3 landfill site. Apex Earthmoving Pty Ltd submitted a high quality construction methodology that provided the panel confidence in their ability to deliver these works well and were the second lowest priced tender. The exclusions noted by Apex Earthmoving Pty Ltd do not impact on the intent of the contract and are therefore acceptable.

Council Plan/Key Strategic Activity

Council 10 year Capital Works Plan 2018-2019 to 2027 2028.

Quality Infrastructure (Built):

4.2 - urban and rural development is sustainable and prosperous.

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

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1979 - Construction of Yakka Basin (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Traffic, Pedestrian and Buses /Trucks management during construction	Likely	Moderate	Moderate	Traffic management and work methodology to provide for vehicle 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

Policy Considerations

There are no conflicts with Council Policy

Financial Implications

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	\$0	\$0	\$0	\$0
Expense	\$1,213,000	\$1,165,950	-\$47,050	\$1,282,545
Net Total	\$1,213,000	\$1,165,950	-\$47,050	\$1,282,545

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

7. INFRASTRUCTURE DIRECTORATE

7.1 Contract 1979 - Construction of Yakka Basin (continued)

Conclusion

Apex Earthmoving Pty Ltd has submitted a conforming tender and has been evaluated as the highest scoring tender. The tender amount is within the 2019/20 budget allocation for this project. The evaluation panel is satisfied that Apex Earthmoving Pty Ltd have the appropriate experience and resources to successfully undertake this project.

Therefore, the evaluation panel recommends that Apex Earthmoving Pty Ltd be award Contract 1979.

Attachments

Nil

8. COMMUNITY DIRECTORATE

8.1 Appointment of New Members to the Greater Shepparton Positive Ageing 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: Access & Inclusion Officer

Proof reader(s): Manager Neighbourhoods

Approved by: Director Community

Executive Summary

The current Positive Ageing Advisory Committee (PAAC) was appointed by Council resolution at the Ordinary Council Meeting held 16 May 2017.

Resignation of two community members has resulted in the need to undertake a recruitment to comply with the committee's terms of reference.

Advertisements calling for nominations for applicants to fill the vacant positions were placed in the Shepparton News on 13 September 2019. A notice calling for nominations was also placed on Council's website for the same period. Nominations closed on Monday 30 September 2019.

The PAAC forms a strong link between Council and the older people living in our community. The PAAC meets monthly and provides advice and recommended actions to Council that ensure the needs of older people are considered in our community.

RECOMMENDATION

That the Council:

1. Appoint the following members to Greater Shepparton Positive Ageing Advisory Committee, commencing 19 February 2020 and concluding 25 June 2021:
 - DE SIMONE, Alberto (Community Representative)
 - DOWELL, Veronica (Community Representative)
 - PEARCE, Thurlie (Community Representative)
 - POOLE, Ronald (Community Representative)
2. Accept the resignations of Rosita Young and Sarah Pain and thank them for their contributions to the committee.

8. COMMUNITY DIRECTORATE

8.1 Appointment of New Members to the Greater Shepparton Positive Ageing Advisory Committee (continued)

Background

In 2008 Council adopted the Positive Ageing Strategy, and one of the recommendations for action was the establishment of an Older Person's Advisory Committee (OPAC). A media campaign was subsequently conducted in the second half of 2010, seeking community members to apply as a representative on the committee. New committee members were appointed in April 2013. The appointments of all the committee members appointed in April 2013, expired in April of 2016. Subsequently a decision was taken to extend the terms of the current committee members appointed in April 2013 until December 2016.

The process to appoint a new Positive Ageing Advisory Committee was completed in May 2017.

The purpose of the current round of recruitment is to fill vacancies on the committee that have arisen due to the resignations of two committee members.

A number of residents applied and all were interviewed, with four being selected in line with the committee's terms of reference. It was considered that the successful candidates represented a good cross section of the community.

The PAAC forms a strong link between Council and the older people living in our community. The PAAC meets monthly and provides advice and recommended actions to Council that ensure the needs of older people are considered in our community.

Council Plan/Key Strategic Activity

The appointment of nominations to the Positive Ageing Advisory Committee is intrinsically linked to the Council Plan 2017-2021, in particular the following objectives:

- Develop and pursue strategies to improve community health and wellbeing.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
The PAAC fails to comply with the Assemblies of Councillor's requirement set out in the Local Government Act 1989	C	3	Moderate	Inclusion of a clause within the Terms of Reference outlining this requirement which will remind the committee of their obligations
Lack of communication between Committee and Council	C	4	Low	One Councillor is an appointed member of the committee to provide a communication channel and directions

8. COMMUNITY DIRECTORATE

8.1 Appointment of New Members to the Greater Shepparton Positive Ageing Advisory Committee (continued)

Policy Considerations

There are no conflicts with any current Council policy documents. This action relates to an existing advisory committee for which all policy considerations have been made.

Financial Implications

It is anticipated that the majority of actions identified in the Positive Ageing Advisory Committee will be met within existing budget allocations. Any initiatives endorsed within the action plan which require additional Council funding will be referred to Council for consideration as part of the annual budget process.

Legal/Statutory Implications

This report is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibility Act 2006*.

Environmental/Sustainability Impacts

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

Social Implications

Appointing new community members to the PAAC will help build a sense of community as it raises the profile of positive ageing within our community.

There are many benefits to consider relating to social implications including:

- Sense of community – Stakeholder participation for the older people in our community and social cohesion.
- Community Services – improve the range and quality of services for different groups such as elderly people, improvement of the accessibility of services
- Community Health and well-being – accessible and inclusive recreation facilities, public safety, health services and facilities or public health implications
- Education and skills development – number and quality of education options for the community, life-long learning opportunities or meeting the needs of our local community
- Transport – safety for travellers, emissions of fuel consumption, public transport usage, walking and cycling or transportation needs of the older person.

Economic Impacts

There are no economic impacts arising from this proposal.

Consultation

Advertisements calling for nominations for applicants to fill the vacant positions on the PAAC were placed in the Shepparton News on Friday 13 September 2019. A notice calling for nominations was also placed on Council's website for the same period. Nominations closed on 30 September 2019. This recommendation has been made with the support of the Positive Ageing Advisory Committee Members and Council's Governance officers.

8. COMMUNITY DIRECTORATE

8.1 Appointment of New Members to the Greater Shepparton Positive Ageing Advisory Committee (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Consultation with committee members
Involve	Work together. Feedback is an input into decision-making	<ul style="list-style-type: none"> • Council to consult with the committee in relation to matters relating to positive ageing in Greater Shepparton.
Collaborate	<p>Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible</p> <p>Council will give due consideration to implementation of the committee's recommendations</p>	<ul style="list-style-type: none"> • Advisory Committee consisting of community members to be appointed. • A Councillor is appointed to the committee. • The committee is supported by the Team Leader Assessment Services and the Access and Inclusion Officer. • Council will consider funding requests where possible 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

This recommendation is consistent with the Community Life Topic within the Greater Shepparton 2013 Strategy.

b) Other strategic links

Universal Access and Inclusion Plan 2018-2021

c) Council Plan 2017-2021

Conclusion

The Positive Ageing Advisory Committee (previously known as the Older Person's Advisory Committee) has been operational for the past nine years. The Committee continues to be instrumental in providing advice and recommended actions to Council that ensure the needs are met of older people in our community. The recruitment has been conducted in a manner that ensures the broadest possible community representation. The process also ensured that residences from smaller towns in the municipality are represented on the Positive Ageing Advisory Committee.

Attachments

Nil

8. COMMUNITY DIRECTORATE

8.2 Appointment of New Members to the Greater Shepparton Disability 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: Access & Inclusion Officer

Proof reader(s): Acting Manager Neighbourhoods

Approved by: Acting Director Community

Executive Summary

The Disability Advisory Committee was formally established by resolution of Council on 11 November 2008 ensuring that there is consultation and participation mechanisms in place for people with disabilities, their families, carers, advocates and service providers to enable meaningful input into Councils service planning and policy development.

A vacancy has occurred for a service provider representative following notification of resignation from the committee from Gateway Health. As a result of the resignation a recruitment process has been undertaken to fill the vacancy that has arisen.

A notice of resignation was also received from committee member Emily Slaughter. Recruitment for a replacement community member is not currently required as the committee has sufficient community members to function in accordance with its terms of reference.

Advertisements were placed in the Shepparton News on 13 September 2019 calling for nominations. A notice calling for nominations was also placed on Council's website for the same period. Nominations closed on 30 September 2019.

The terms of reference indicate that the Committee must include between five and nine members, including those with disabilities and their carer's, and in addition up to two service provider representatives appointed by resolution of the Council.

RECOMMENDATION

That the Council:

1. Having considered the nominations received, appoint the following Service Provider to the Disability Advisory Committee for a term of 1 year and 6 months, commencing on 19 February 2020 and expiring on 20 June 2021:
 - Rights Information and Advocacy Centre (Service Provider Representative)
2. Accept the resignations from Emily Slaughter and Gateway Health and thank them for their contributions to the committee.

8. COMMUNITY DIRECTORATE

8.2 Appointment of New Members to the Greater Shepparton Disability Advisory Committee (continued)

Background

The Disability Advisory Committee was formally established by resolution of Council on 11 November 2008. The Disability Advisory Committee continues to form a strong link between Council and people living with disabilities in our community. The Disability Advisory Committee meets monthly and provides advice and recommended actions to Council, that ensure the needs of people with disabilities in our community are identified and steps taken to address the need.

The Disability Advisory Committee ensures there is a consultation and participation mechanism in place for people with disabilities, their families, carers, advocates and service providers to enable meaningful input into Councils service planning and policy development. The Disability Advisory Committee:

- Works in partnership with the community and Council towards acknowledging and valuing people with disabilities
- Informs and educates Council and the community about issues for people with disabilities, their families and carers.
- Identifies and prioritises their concerns and contribute to the planning to address these issues; and
- Provides advice and assistance to Council in achieving capital works and services that are accessible and inclusive of people with disabilities.

The committee has previously undergone recruitment cycles in 2012, 2015, 2018 and early 2019.

Council Plan/Key Strategic Activity

The appointment of nominations to the Disability Advisory Committee is intrinsically linked to the Council Plan 2018-2021, in particular the following objectives:

- Social - Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.
- Built - Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
The DAC fails to comply with the Assemblies of Councillor's requirement set out in the Local Government Act 1989	C	3	Moderate	Inclusion of a clause within the Terms of Reference outlining this requirement which will remind the committee of their obligations
Lack of communication between Committee and Council	C	4	Low	One Councillor is an appointed member of the committee to provide a communication channel and directions

8. COMMUNITY DIRECTORATE

8.2 Appointment of New Members to the Greater Shepparton Disability Advisory Committee (continued)

Policy Considerations

There are no conflicts with any current Council policy documents.

Financial Implications

It is anticipated that the majority of actions identified in the Disability Advisory Committee will be met within existing budget allocations. Any initiatives endorsed within the action plan which require additional Council funding will be referred for consideration as part of the annual budget process.

Legal/Statutory Implications

This report is consistent with the *Local Government Act 1989* and the Victorian *Charter of Human Rights and Responsibility Act 2006*.

Environmental/Sustainability Impacts

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

Social Implications

The appointment of a new Service Provider to the committee will provide a differing perspective on the needs of people with disability and will support the committee to advocate to Council.

Economic Impacts

There are no negative economic impacts arising from this proposal.

Consultation

Advertisements calling for nominations for applicants to fill the vacant position on the Disability Advisory Committee were placed in the Shepparton News on 13 September 2019. A notice calling for nominations was also placed on Council's website for the same period. Nominations closed on 30 September 2019.

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
Involve	Work together. Feedback is incorporated into Councils decision making processes.	<ul style="list-style-type: none"> Council to consult with the committee in relation to matters relating to people with disabilities in Greater Shepparton.
Collaborate	<p>Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible</p> <p>Council will give due consideration to implementation of the committee's recommendations</p>	<ul style="list-style-type: none"> Advisory Committee consisting of community members to be appointed. A Councillor is appointed to the committee. The committee is supported by the Team Leader - Assessment and Inclusion Services and the Access and Inclusion Officer. Council will consider funding requests where possible to undertake desired projects

8. COMMUNITY DIRECTORATE

8.2 Appointment of New Members to the Greater Shepparton Disability Advisory Committee (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Report No 3: Community Life

2.2 The Direction – 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.

8.1.2 Accessibility

8.2 Objective 2: To provide accessible environments in public spaces and new developments.

b) Other strategic links

Council Plan 2017- 2021

Universal Access and Inclusion Plan 2018-2021

Conclusion

The Disability Advisory Committee continues to be instrumental in providing advice and recommended actions to Council that ensure the needs of people with disabilities in our community are identified and actioned as appropriate.

Attachments

Nil

8. COMMUNITY DIRECTORATE

8.3 Advocacy for Improvements to the Community Support Program - Amnesty International

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 Community Strengthening

Proof reader(s): Manager Neighbourhoods

Approved by: Director Community

Other: Multicultural Development Officer

Executive Summary

The Community Sponsorship Program (CSP) is a Federal Government Program that enables individuals, businesses or community organisations to fund and sponsor the travel and resettlement of people seeking asylum.

The number of visas allowed under the CSP is part of the overall quota in Australia's humanitarian program. This means that, for each refugee sponsored privately, one less place is available in the government-funded resettlement program.

The CSP requires the sponsored refugee to be capable of getting a job quickly and have functional English. Altogether, the current program is at risk of exploiting the goodwill of the community while shifting the cost of resettlement away from the government.

Although CSP is a positive first step, there are minor amendments that could strengthen and improve the current program. Amnesty International Australia is leading a campaign that is asking communities, organisations, and Government to raise awareness and lobby the Federal Government to expand and improve its Community Sponsorship Program.

32 Councils around Australia have already passed motions in support of a fairer and more accessible refugee Community Sponsorship Program.

RECOMMENDATION

That the Council:

1. Support the Community Sponsorship Program (CSP) proposals recommended by Amnesty International Australia.
2. Write to Federal representatives calling for action to expand and improve the program in line with the recommendations of Amnesty International Australia.

8. COMMUNITY DIRECTORATE

8.3 Advocacy for Improvements to the Community Support Program - Amnesty International (continued)

Background

Greater Shepparton has a strong and significant history of welcoming refugees into this community and in March 2014 the Greater Shepparton City Council signed the declaration to be a Refugee Welcome Zone, making a commitment to welcome refugees into the community, upholding the human rights of refugees, demonstrating compassion for refugees and enhancing cultural and religious diversity in the community.

Following on from a successful pilot, the Government announced the establishment of the Community Sponsorship Program (CSP) in 2016 to enable individuals, businesses or community organisations to fund and sponsor the travel and resettlement of people seeking asylum

While it is a welcome start that Australia has recognised the potential of community sponsorship, the Government's model has significant flaws. There are currently only 1,000 sponsored places and these are not additional to the Federal Government's existing humanitarian intake commitment.

An appropriate program would:

1. Not take places from others in need: Community Sponsorship Program places should be additional to Australia's existing humanitarian intake. This would ensure that the Government is not shifting their responsibility onto the community.
2. Provide adequate support and services: to assist integration it is essential that adequate settlement and support services are provided. It is also necessary to put in place measures to protect refugees from exploitation and harm or if the sponsorship arrangement breaks down.
3. Limit cost; the cost of the application and visas is approximately \$80,000 for a family of five – this is three times the amount of the equivalent programs on other countries.
4. Allow three main categories of potential sponsors: family, independent and businesses.
5. Increase number of places for people seeking asylum to settle in Australia: Amnesty recommends that the Australian community could support the sponsorship of around 10,000 refugees per annum through CSP. This is based on Australia's wealth, population and recent levels of interest in community sponsorship. By way of comparison, the Canadian community had a quota of 16,000 places for 2017, 15,000 more than Australia's.

Council Officers met with Amnesty International Australia and discussed the CSP and its recommendations to improve and expand the program. Amnesty International Australia requested Council's support to lobby by way of writing to the relevant government members and Federal Ministers, joining 32 other Australian Councils supporting of a fairer and more accessible refugee community sponsorship program.

Council Plan/Key Strategic Activity

This report is linked to the Council Plan through:

Leadership and Governance

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

Social

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

8. COMMUNITY DIRECTORATE

8.3 Advocacy for Improvements to the Community Support Program - Amnesty International (continued)

Risk Management

There are no risks associated with the recommendations in this report.

Policy Considerations

There are no policy implications associated with this report. This report is consistent with all existing Council Policies.

Financial Implications

There are no costs associated with the recommendations this report

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

Acknowledgement of the Community Sponsorship Program (CSP) or advocacy to expand and improve the CSP will send a clear message that Council is proud of its multicultural and refugee community and the diversity it brings. As well as signalling to the broader community that Council is serious about acknowledging and celebrating all cultures, nurturing community cohesion, and enabling a generous and inclusive society.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

Amnesty International Australia contacted Council in April 2019 requesting to meet with Council Officers regarding the CSP.

In addition to this, Amnesty International Australia also met with other local organisations including Shepparton Ethnic Council Inc., Committee for Greater Shepparton, South Shepparton Neighbourhood House, Shepparton Interfaith Network, Uniting Church of Shepparton, Shepparton business community representatives, Uniting Shepparton (resettlement hub service provider).

Community conversations were hosted by Shepparton community members at the Goulburn Valley Library Shepparton featuring Ethnic Community Council of Victoria and Amnesty International: 'My New Neighbour Stories'.

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

b) Other strategic links

Council Plan 2107 - 2021

Community Safety Strategy 2018 - 20121

Universal Access and Inclusion Plan 2018 - 2021

8. COMMUNITY DIRECTORATE

8.3 Advocacy for Improvements to the Community Support Program - Amnesty International (continued)

Multicultural Strategy 2019 - 2022
Volunteer Strategy and Action Plan 2019 - 2022
Youth Strategy and Action Plan 2019 - 2023

Conclusion

The Community Sponsorship Program (CSP) is a Federal Government Program that enables individuals, businesses or community organisations to fund and sponsor the travel and resettlement of people seeking asylum.

Council acknowledges the current Community Sponsorship Program (CSP) and supports the proposals recommended by Amnesty International Australia to expand and improve the program by lobbying the Federal Government.

Council will write to the Hon. Damian Drum MP Federal Member for Nicholls, Prime Minister Scott Morrison, the Hon. Anthony Albanese MP, Leader of the Opposition, and the Federal Minister of Immigration, Citizenship, Migrant Services and Multicultural Affairs, the Hon. David Coleman, calling for action to expand and improve the program in line with the recommendations of Amnesty International Australia.

Attachments

Community Support Program- Amnesty International Australia Background Paper [↓](#) Page 59

8. COMMUNITY DIRECTORATE

8.4 Seniors Festival 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 Assessment & Inclusion

Proof reader(s): Manager Neighbourhoods

Approved by: Director Community

Executive Summary

The Seniors Festival provides an opportunity for Council to recognise and celebrate the contribution older people have made to our community over many years. The 2019 Seniors Festival was held across the municipality during the month of October, with 1900 people attending 32 events held both by Council and individual community groups.

At the July 2019 Ordinary council Meeting, nine grants were approved to community groups to help facilitate their own Senior Festival events for 2019. Due to unforeseen circumstances, two successful grant applicants, Shepparton Brass and Wind Inc. and Murchison and District Neighbourhood House withdrew their grant application, no funds were dispersed to these community organisations.

This year's senior's concert was held at Eastbank on 15 October 2019 where 457 seniors were entertained by Jefferson Smith, through song and music of the golden age of Hollywood music of the 50's and 60's.

There were also events held in Dookie, Mooroopna, Shepparton, Tatura, and Toolamba.

RECOMMENDATION

That the Council:

1. Note the Seniors Festival 2019 Final Report.
2. Continue to support the annual Seniors Festival grant allocation of \$5,000 (including GST, and a maximum of \$500 per application), subject to approval through the annual budget process.

Background

The Victorian Seniors Festival originally commenced in 1982 and was known as Senior Citizens Week. In 2002, the week was rebranded to Victorian Seniors Festival.

The theme for this year's festival was "**Get into it**" and Council Officers worked in collaboration with community organisations and clubs to develop a program that gave senior members of our community the opportunity to participate in a range of activities, including attending concerts and outings to enhance their social interaction and build on current relationships.

8. COMMUNITY DIRECTORATE

8.4 Seniors Festival 2019 (continued)

The festival is targeted at all people aged 60 years and over, with over 1000 events occurring state-wide with varying levels of support from Councils. People aged over 60 years of age is a significant cohort in Greater Shepparton with 23.4% of the population aged over 60 years according to 2016 census data.

Greater Shepparton City Council offers a small grant to community groups to assist in providing events and activities throughout the month of October that encourage participation of older people in our community.

At the July 2019 Ordinary Council Meeting, nine grants, totalling \$4008.00 (GST inclusive) were approved to community groups to help facilitate their own Senior Festival events for 2019. Due to unforeseen circumstances, two successful grant applicants, Shepparton Brass and Wind Inc. and Murchison and District Neighbourhood House withdrew their grant application; no funds were dispersed to these community organisations.

A total of seven projects were delivered in 2019 throughout the municipality with a total approved budget of \$3165.00. These projects included events such as, senior's gala dinner, movie matinee's, education/information session and come and try sessions.

The involvement of community groups is vital to the future sustainability of the Seniors Festival. The current grant budget of \$500 per applicant was well received by the community organisations. It is recommended that Council continue to provide the festival grants of \$5000 with grant applicants having an opportunity to apply for a maximum of a \$500 to assist individual community groups to continue to grow and expand the Seniors Festival.

The Seniors Festival 2019 was well received with 1900 people attending the 32 events on offer. Positive feedback provided by the senior community who attended the events included:

- "Very well organised and thanks for allowing questions."
- "Excellent speaker and knowledge. Great opportunity to ask questions of an expert."
- "It is great that Council organised this opportunity for residents to learn more about the cultural diversity of Shepparton. I feel privileged to be given this tour and I'd certainly like to be more aware of other communities, sharing this city of ours. Appreciated very much."
- "The entire cultural tour is splendid. A real eye-opener of the diversity of the wider Shepparton Community and the amazing efforts made to enable people to settle in Australia whilst still retaining cultural diversity. Note that I have visit more than 40 countries".
- "Well organised. Excellent display. Lovely afternoon tea to follow. Great staff."
- "Very good, more of this please. Excellent month for what was put on. Thank you".
- "Really beautiful afternoon."

A common theme identified through feedback from Seniors was their desire to have more events offered throughout the year.

Council Plan/Key Strategic Activity

The Seniors Festival is intrinsically linked to the Council Plan 2017 – 2021 Council Plan theme – Social.

Objective 2.5 – Creativity and participation in arts and culture is nurtured and encouraged

8. COMMUNITY DIRECTORATE

8.4 Seniors Festival 2019 (continued)

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

Risk Management

All delivered Seniors Festival events had low to insignificant risks identified. All grant recipients consulted with Council Officers prior to, and during, their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks.

Policy Considerations

Seniors Festival recommendations support existing Council policies.

Financial Implications

Expenditure for the 2019 Seniors Festival was \$15,879.52. This includes \$3165 in Council grants to community organisations to support Seniors Festival events in their local communities.

Legal/Statutory Implications

The Seniors Festival grants is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

Environmental/Sustainability Impacts

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

Social Implications

Community projects that were approved and received a Council grant came from community organisations that have been a part of the Greater Shepparton community for up to 100 years. Each project provided opportunities for the community to engage in activities that enhanced community connections and the social capacity of individuals and families. The projects and events delivered throughout Seniors Festival targeted older people from all backgrounds and abilities including those who reside in our smaller rural communities.

The planning and implementation of a majority of these projects and events is made possible through a significant voluntary contribution from community members. All projects are community driven initiatives that were implemented by local community groups.

Economic Impacts

The projects and events delivered throughout Seniors Festival supported economic stimulus throughout the municipality through the purchasing of materials and supplies.

8. COMMUNITY DIRECTORATE

8.4 Seniors Festival 2019 (continued)

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Deliver information about the application process to relevant groups/clubs.	Mailing list compiled with past and perceptive participants targeted. Advertising in local, GSCC website and brochures.
Consult	Speak with relevant groups and clubs about this year's event.	Speak with relevant groups and clubs about this year's event.
Involve	Provide assistance to groups and clubs.	Consult on a one on one basis.
Collaborate	Successful groups and clubs will be responsible for the implementation of their projects.	Successful applicants will drive their own community initiatives
Empower	Whilst the decision making process regarding successful grant applications is made by Council, Community groups will be responsible for the delivery of the projects.	Community groups will drive the delivery of their projects.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

b) Other strategic links

Council Plan 2017 – 2021

Theme: Social

Objective 2.5 – Creativity and participation in arts and culture is nurtured and encouraged

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

Conclusion

The 2019 Seniors Festival was warmly received by our seniors members of our community with many events very well attended and often booked out. The continued support of Seniors Festival by Council allows Council to recognise and celebrate the contribution older people have made to our community over many years.

Attachments

Nil

8. COMMUNITY DIRECTORATE

8.5 Community Leadership 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.

Council Officers involved in producing this report

Author: Community Development Officer

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

Approved by: Director Community

Executive Summary

The Community Leadership Program is a grassroots and skill based Community Leadership Program that aims to build the leadership potential of existing and emerging leaders within the Greater Shepparton municipality.

The Community Leadership Program has run each year from 2014 until 2019. Since the program's inception, 141 participants have successfully graduated from the full program and 21 community projects have been implemented.

Yearly evaluation of the full program has enabled the program to grow and evolve meeting the needs of the participants.

In 2019, the program was run as a Community Leadership Series. Six stand-alone sessions were delivered between May and November and were open to all community members to attend. In total 152 community members attended across all six sessions this year.

RECOMMENDATION

That the Council note the achievements of the 2019 Community Leadership Program.

Background

The Community Leadership Program is a grassroots and skill based program. The aims and objectives of the program are to:

- Build the leadership potential of existing and emerging leaders within the local community
- Provide a well-designed, skills based program with practical application that utilises the new skills and builds experience in hands on community projects
- Provide education and training on a range of topics
- Instil confidence in participants while providing them with the tools necessary to have a positive impact in their communities
- Encourage growth in personal and professional development

Following a successful pilot in 2014, Council delivered an annual program between 2015 and 2017 before committing to run the program for another 3 years between 2018 and 2020. This program was intended to be delivered under Contract by an external facilitator.

8. COMMUNITY DIRECTORATE

8.5 Community Leadership Program (continued)

In 2019, the external facilitator withdrew from the Contract advising, as they were no longer able to deliver the Community Leadership Program. Officers determined an alternate program for 2019, delivering a Community Leadership Series.

All community members throughout the municipality were invited to attend a series of stand-alone, sessions focusing on a variety of elements of leadership. Council engaged a number of different external facilitators to run the following sessions:

- Community Leadership – Leadership styles, Self and Leadership, Leading change.
- Public Speaking – Tips and tricks to overcome fear and resistance, Becoming an engaging, clear and confident presenter
- Conflict Resolution & Communication – negotiation skills, managing conflict and interpersonal skills
- Team Building – Practical skills in engaging with local community, who is who in your community, Self & Others
- Project Management – Planning, delivering and evaluation, grant processes/good governance, social enterprise
- Resilience, Reflection & Goal Setting – Where to from here, continuing the leadership journey, community involvement including volunteering

These stand-alone sessions ran between May and November. Community members were required to register their interest for the sessions. In total 152 community members attended across all six sessions.

The success of the Community Leadership Series was apparent through participation numbers and from various community groups, organisations and grassroots community members who attended.

Future Direction of the Program:

Based on feedback provided through the program since inception, and the recent Evaluation Survey distributed by Council Officers, the program model will build on the strong foundations of the last 6 years of the program, taking on recommendations provided.

A diverse group of participants will continue to be sought, ranging in ages, gender, cultural background, geographical location and community involvement and experience.

The 2020 program will consist of 6 fundamental sessions and a number of optional leadership based events. The fundamental sessions will be completed by participants as a group, capped at 20 participants and the registrations will open in December 2019 and close in March 2020. The additional leadership events for further upskilling/learnings will be open to all community members, past alumni and current participants.

Fundamentals of Leadership sessions include:

- Community Leadership: Leadership styles, Self & Leadership and Leading change
- Public Speaking: Tips and tricks to overcome fear and resistance, Become and engaging, clear and confident speaker
- Conflict Resolution and Communication: Negotiation, Managing conflict and interpersonal skills
- Community Engagement & Advocacy: Community engagement techniques, applying techniques in your community, Advocacy – how, when and why

8. COMMUNITY DIRECTORATE

8.5 Community Leadership Program (continued)

- Networking and creating partnerships: Proactively creating partnerships, effective ways to network
- Reflection, Resilience and Goal setting: where to from here, continuing the leadership journey, community involvement including volunteering.

Additional Leadership Events to be held in 2020:

- Women in Leadership Symposium
- Grant Workshop
- Project Management Workshop
- Leadership Symposium

The series of Fundamental Sessions will be delivered by MMA Team and additional Leadership Events will be delivered by Council.

Mentor connections will be made through networking and attendance at sessions and additional Leadership Events. Survey evaluation shows, the one to one Mentor component had some challenges and was often unsuccessful. Contact from a panel of Mentors with different expertise and from a variety of backgrounds will be built in to the Fundamentals sessions and be of benefit to participants.

The project component will differ, with the facilitator and Council linking participants into current projects, community groups and community plans to gain knowledge and share experience in project delivery.

Council Plan/Key Strategic Activity

The Community Leadership Program is intrinsically linked to the Council Plan 2017-2021, in particular the following objectives:

Social 2.3 – Lifelong learning is valued and fostered in our community.

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

Risk Management

There are no moderate to extreme risks identified for this project.

Policy Considerations

The Community Leadership Program will support existing Council policies.

Financial Implications

Funding required to deliver this program is within current budget allocations for the Neighbourhoods Department. Operational budget to deliver this program in the 2019/2020 financial year has been included within the current Council budget.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

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

Social Implications

The Community Leadership program builds capacity, skills and confidence in emerging

8. COMMUNITY DIRECTORATE

8.5 Community Leadership Program (continued)

community leaders. The program encourages participants to be actively engaged in their community.

Community Leadership programs provide valuable skills and networks that continue to grow the participant's skills and knowledge and provide positive impacts in their communities over the years.

This program is a long term investment in the social capital of the community.

Economic Impacts

The Community Leadership Program will not have any economic impacts.

Consultation

Lifelong learning is valued and fostered in our community is a key objective of the Council Plan 2017-2021 and this program directly aligns with this objective.

Council officers have consulted with past and current participants, mentors and series session attendees of the program to gain feedback in the evaluation of the Community Leadership Program. The survey was distributed via email and hardcopy to 180 Alumni members of the program. The annual participation survey results have also been used to inform this report.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Greater Shepparton City Council – Community Development Framework

Conclusion

The Community Leadership Program has engaged 293 people successfully over the past 6 years and has seen 21 community projects implemented within the community.

The program continues to grow and evolve to meet the needs of the participants and the wider community. The program has and continues to be effective in meeting the aims and objectives and continues to offer a grass roots, skill based Community Leadership Program.

It is recommended that Council note the achievements of the program and endorse the delivery model for 2020 and beyond.

Attachments

1. Community Leadership Program 2020 - Timeline and Program [↓](#) Page 64
2. Snapshot Community Leadership Program Evaluation - Survey [↓](#) Page 67

9. CORPORATE SERVICES DIRECTORATE

9.1 Records & Information Management - Policy & Strategy

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

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

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

Council Officers involved in producing this report

Author: Team Leader – Information Management

Proof reader(s): Acting Manager – Corporate Governance

Approved by: Director – Corporate Services

Executive Summary

The Records & Information Management Policy is essential to establish a Council wide priority and standard in managing corporate information. Corporate Records & Information, regardless of format or system, need to be managed in line with legislative requirements and to ensure good governance capabilities.

The Policy has been reviewed and is now ready for adoption.

The Information Management Strategy sets out Council's priorities and direction with regard to the management of Corporate Records & Information for the coming four (4) years.

RECOMMENDATION

That the Council adopt the amended Records & Information Management Policy and the Information Management Strategy.

Background

Information Management and compliant recordkeeping practices are fundamental to transparent and accountable governance. It is the responsibility of Greater Shepparton City Council to ensure it facilitates the sound management of its records and information, and to ensure staff are engaged and aware of requirements in their everyday practices. This Policy sets out how this will occur and forms the framework for more efficient, effective and compliant management of records and information within the Council. The Strategy acknowledges current deficiencies and risks that Council has with regard to recordkeeping and sets the priorities for the coming three (3) years for both the Information Management Team, and all of Council.

Council Plan/Key Strategic Activity

Sound and comprehensive recordkeeping practices support all areas of the Council Plan. Particularly Leadership and Governance, enabling sound decision making in the interests of the community.

Risk Management

Poor recordkeeping practices pose significant risks to the organisation and violations of this policy may contravene the many acts that the council must comply with.

Breaches or non-compliances of Public Records Act 1973, Crimes (Document Destruction) Act 2006, Evidence Act 1958, Freedom of Information Act 1982, Privacy &

9. CORPORATE SERVICES DIRECTORATE

9.1 Records & Information Management - Policy & Strategy (continued)

Data Protection Act 2014, Health Records Act 2001 and the Local Government Act 1989 could result in significant risks to the Council.

Strong leadership, support and training is imperative to reduce risks to Council by effectively managing all records and information, regardless of format, in a manner that meets legislative requirements. Poor recordkeeping practices directly contribute to organisational inefficiencies, negatively affect the ability of staff to make informed and consistent business decisions and weakens the organisations accountability.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to capture full & accurate records of Council activities	Likely	Moderate	Moderate	<ul style="list-style-type: none"> • Adopted Policy • Management Support & Prioritisation • Staff Training • Adopted Corporate Procedures • Participation in Auditing Programs
Failure to control access, and to store & dispose of records appropriately	Likely	Moderate	Moderate	<ul style="list-style-type: none"> • Adopted Policy • Management Support & Prioritisation • Staff Training • Adopted Corporate Procedures • Participation in Auditing Programs
Failure to manage records strategically	Likely	Moderate	Moderate	<ul style="list-style-type: none"> • Adopted Policy • Management Support & Prioritisation • Staff Training • Adopted Corporate Procedures • Participation in Auditing Programs

Policy Considerations

Recommendations from Council's MAV ECM Audit and Public Record Office Victoria (PROV) Standards & Guidelines have been incorporated in the updated Policy and Strategy.

Financial Implications

There are no financial/budget implications associated with this report.

Legal/Statutory Implications

This Policy & Strategy meet the recommendations made by the Victorian Auditor General, the MAV ECM Audit Program and the Public Record Office Victoria (PROV). They ensure we address our legal and statutory obligations under the relevant acts that apply to recordkeeping & information management.

9. CORPORATE SERVICES DIRECTORATE

9.1 Records & Information Management - Policy & Strategy (continued)

There is also a direct link between compliant recordkeeping, and Council's ability to competently respond to legal challenge, Freedom of Information requests, to protect Privacy and to investigate Protected Disclosure submissions.

Environmental/Sustainability Impacts

The focus of the Policy & Strategy is for Council to be working to increase & improve our electronic capture & storage of records & information. Our continuing aim is to reduce paper reliance & storage.

Social Implications

Accountability to our ratepayers and residents through informed & consistent decision making. Sound practices also capture & protect Council's corporate memory & the history of our community & Council.

Economic Impacts

There are no economic impacts identified with this report.

Consultation

The Policy & Strategy have been developed in consultation with Information Management staff, Manager Corporate Governance and external consultant.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Ensure Council staff are aware of their recordkeeping responsibilities.	Attendance at Departmental Team Meetings IM Team Meetings Staff Newsletters Publishing of information on InSite
Consult	Seek feedback with regard to IM services	IM Team – Attendance at Departmental Team Meetings across Council
Involve	Encourage conversations about process improvement, process planning & compliance	IM Team – Attendance at Departmental Team Meetings across Council
Collaborate	Encourage feedback from Council Departments & offer assistance with process development & improvement	IM Team – Attendance at Departmental Team Meetings across Council
Empower	Ensure all staff are aware of their responsibilities, know where to get help & are confident in the use of EDRMS, & know what to consider when looking at new systems or procedures.	Individual & Team Training. Having Quick Guides & Training Material Available

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

Strategic Links

a) Greater Shepparton 2030 Strategy
Leadership and Governance

9. CORPORATE SERVICES DIRECTORATE

9.1 Records & Information Management - Policy & Strategy (continued)

b) Other strategic links

There are no other strategic links associated with this report

Conclusion

It is recommended that the Council adopt the updated Records & Information Management Policy, and the Information Management Strategic Plan 2019-2022, and support the continued progression towards improved compliance with legislation and audits.

Attachments

1. Information Management Policy [↓](#) Page 71
2. Information Management Strategic Plan [↓](#) Page 80

9. CORPORATE SERVICES DIRECTORATE

9.2 2019/2020 Quarter 2 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: Manager Finance and Rates

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Services

Executive Summary

The report presents the draft forecast financial performance for the 2019/2020 financial year compared to the Adopted Budget submitted by Responsible Managers.

RECOMMENDATION

That the Council adopt the revised forecasts identified by the 2019/2020 Quarter 2 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 2019/2020 Budget was adopted at the Ordinary Council Meeting held 18 June 2019. The 2019/2020 Budget provided for an operating surplus of \$25.33 million with revenue of \$153.32 million and expenditure of \$127.99 million. The 2019/2020 Budget also provided for capital works of \$73.68 million.

The 2019/2020 Q1 Adopted Forecast was adopted at the Ordinary Council Meeting held 15 October 2019. The 2019/2020 Q1 Adopted Forecast provided for an operating surplus of \$23.29 million, a reduction on the 2019/2020 Adopted Budget surplus of \$2.04 million, largely due to increases in non-recurrent materials and services expenditure. The 2019/2020 Q1 Adopted Forecast also provided for capital works of \$72.98 million, steady with the 2019/2020 Adopted Budget of \$73.68 million.

The forecast 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.

9. CORPORATE SERVICES DIRECTORATE

9.2 2019/2020 Quarter 2 Forecast Review (continued)

Forecast variances to the adopted budget include re-budgeted projects that are to be delivered in the 2019/2020 financial year where funding was received or is held from last financial year and were not included in the adopted 2019/2020 budget.

Environmental Upgrade Agreements – Quarterly Statement

As at 31 December 2019, there has been one new environmental upgrade agreement entered into this quarter on land at 6130 Midland Highway Tatura. The total value of this charge in total is \$2,213,923.94, which is \$30,670.92 administrative costs and \$2,183,253.02 environmental upgrade charge.

There are now six agreements in operation with charges totalling \$311,251.62, arrears of \$17,178.62 and charges for the current year \$294,073.00. Total charges which have fallen due this quarter are \$34,007.53, with \$30,816.93 being paid and charges not yet due are \$277,244.09.

Council Plan/Key Strategic Activity

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

Risk Management

Monitoring of performance against the 2019/2020 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 2019/2020 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.

9. CORPORATE SERVICES DIRECTORATE

9.2 2019/2020 Quarter 2 Forecast Review (continued)

Environmental/Sustainability Impacts

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

Social Implications

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

Economic Impacts

There are no identified economic impacts.

Consultation

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

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

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

2019/2020 Quarter 2 Forecast Review [↓](#) Page 93

9. CORPORATE SERVICES DIRECTORATE

9.3 January 2020 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: Manager Finance and Rates

Proof reader(s): Director Corporate Services

Approved by: Director Corporate Services

Executive Summary

The report presents Council's actual financial performance compared to the budget for the seven months ended 31 January 2020.

RECOMMENDATION

That the Council receive and note the January 2020 Monthly Financial Report.

Background

The 2019/2020 Budget was adopted at the Ordinary Council Meeting held 18 June 2019. The 2019/2020 Adopted Budget provided for an operating surplus of \$25.33 million with revenue of \$153.32 million and expenditure of \$127.99 million. The 2019/2020 Adopted Budget also provided for capital works of \$73.68 million.

On 15 October 2019, Council adopted the 2019/2020 Q1 Adopted Forecast with an accounting surplus of \$23.29 million which is \$2.04 million less than the 2019/2020 Adopted Budget. The capital works program of \$73.0 million is forecast to be expended during the 2019/2020 financial year which is a decrease of \$0.7 million from the Adopted Budget.

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

The January 2020 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

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

Council Plan/Key Strategic Activity

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

Risk Management

There are no risks identified in providing this financial report.

9. CORPORATE SERVICES DIRECTORATE

9.3 January 2020 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 the seven months ended 31 January 2020.

Attachments

January 2020 - Monthly Financial Statements [↓](#) Page 114

9. CORPORATE SERVICES DIRECTORATE

9.4 Privacy Policy

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

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

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

Council Officers involved in producing this report

Author: Governance Compliance Officer

Proof reader(s): Acting Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

In response to recommendations made by the Victorian Information Commissioner changes are proposed to Council's Privacy Policy.

Approval of the updated Privacy Policy is sought from the Council.

RECOMMENDATION

That the Council adopt the Privacy Policy 37.POL12.

Background

Council is subject to the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. The Acts establish the Information Privacy Principles (IPPs) and Health Privacy Principles (HPPs) which regulate the collection and handling of personal and health information by the Victorian public sector including local councils.

On 19 September 2017, Council initially adopted Privacy Policy 37.POL12. While the policy is currently scheduled for review after a general election, a key report has been published by the Victorian Information Commissioner which requires the policy to be updated sooner.

Victorian Information Commissioner Report

On 5 February 2019 the Victorian Information Commissioner wrote to the Chief Executive Officer advising that he was conducting a review of local government privacy policies. As a result of this review the Victorian Information Commissioner published a report which made four recommendations to all councils:

- that councils review their privacy policies, unless they have done so in the last year;
- that privacy policy reviews are scheduled at least every two years;
- that explanations for the process of accessing and correcting personal information are reviewed; and
- that plain English drafting principles are considered when conducting reviews.

In addition to the four general recommendations, the Office of the Victorian Information Commissioner provided the following feedback specifically relating to Greater Shepparton City Council's Privacy Policy:

- that the policy is well written;
- that the policy does not address all of the IPPs and as such Council should consider reviewing the policy to ensure it explores how Council adheres to all the IPPs; and

9. CORPORATE SERVICES DIRECTORATE

9.4 Privacy Policy (continued)

- that Council consider including information in the policy concerning Council's privacy complaints process.

A Privacy Act Compliance and Management Review (internal privacy audit) conducted by Crowe Horwath in 2019 also noted that the Privacy Policy could be strengthened.

An updated Privacy Policy is attached which has been revised to address the feedback provided from the Office of the Victorian Information Commissioner and the internal audit report prepared by Crowe Horwath. Specifically, the updated Privacy Policy has additional material added to ensure it address all of the IPPs and provides significantly more information concerning the process for making a privacy complaint.

Council Plan/Key Strategic Activity

This report relates to the key theme in the Council Plan to provide “good governance in the operation of Greater Shepparton City Council”.

Risk Management

There are no risk management considerations.

Policy Considerations

If approved, the updated policy would create a new version of Privacy Policy 37.POL12.

Financial Implications

There are no financial implications.

Legal/Statutory Implications

IPP 5 and HPP 5 require Council to have a policy describing how it manages personal and health information.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts.

Social Implications

There are no social implications.

Economic Impacts

There are no economic impacts.

Consultation

Various officers were consulted in the development of the policy.

Strategic Links

There are no strategic links.

Conclusion

Approval of the proposed changes to the Privacy Policy will ensure Council takes action to address recommendations for improvement.

Attachments

Privacy Policy [↓](#) Page 124

9. CORPORATE SERVICES DIRECTORATE

9.5 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): Acting 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. 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.

Contracts Awarded under Delegated Authority by the Chief Executive Officer

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1976	Construction of Mooroopna War Memorial - Stage 1	Lump Sum Contract for the Construction of Mooroopna War Memorial - Stage 1	\$302,621.50	Tactile Australia Pty Ltd
1983	Contract for the Provision of Audit Services	Schedule of Rates Contract for the Provision of Audit Services	\$197,664.00	HLB Mann Judd Pty Ltd
1993	Refurbishment of Water Tower Gardens Public Amenity, Mooroopna	Lump Sum Contract for the Refurbishment of Water Tower Gardens Public Amenity, Mooroopna	\$351,122.26	FNG Group Pty Ltd

9. CORPORATE SERVICES DIRECTORATE
9.5 Contracts Awarded Under Delegation and Contracts Advertised but yet to be Awarded (continued)
Contracts Awarded under Delegated Authority by the Chief Executive Officer (continued)

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
2008	Construction of Athletics Jump Pits at Shepparton Sports City	Lump Sum Contract for the Construction of Athletics Jump Pits at Shepparton Sports City	\$205,200.60	Tuff Group Holdings Pty Ltd
2013	Provision of Ticketing Software for Riverlinks Venues	Lump Sum Contract for the Provision of Ticketing Software for Riverlinks Venues	\$108,707.00	Red Sixty One Australia Pty Ltd

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
1929	Provision of Construction Stage Two Safer City Network	Lump Sum Contract for Provision of Construction Stage Two Safer City Network	\$102,785.10	Watters Electrical Pty Ltd
1981	Design & Construction of Solar PV Systems at Shepparton Saleyards & Aquamoves	Lump Sum Contract for the Design & Construction of Solar PV Systems at Shepparton Saleyards & Aquamoves	\$193,119.39	Watters Electrical Pty Ltd
1994	Refurbishment of Stuart Mock Place Public Amenity, Tatura	Lump Sum Contract for the Refurbishment of Stuart Mock Place Public Amenity, Tatura	\$190,212.00	Bowden Corporation Pty Ltd

9. CORPORATE SERVICES DIRECTORATE

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

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1897	North Growth Corridor Stormwater Pump and Basins Upgrade Works, Warrumbungle Drive, Shepparton	Lump Sum Contract for North Growth Corridor Stormwater Pump and Basins Upgrade Works, Warrumbungle Drive, Shepparton	Tender Scheduled to close on 19 February 2020.
1915	Dookie - Cosgrove Rail Trail - Stage 2a & 2b Civil Construction Works	Lump Sum Contract for Dookie - Cosgrove Rail Trail - Stage 2a & 2b Civil Construction Works	Tender closed on 29 January 2020. Tender currently being evaluated.
1920	Construction of Ferrari Park Car Park - Kerb & Drainage	Lump Sum Contract for Construction of Ferrari Park Car Park - Kerb & Drainage	Tender Scheduled to close on 19 February 2020.
1960	Construction of Marlboro Drive Stormwater Pipeline & Sedimentation Basin, Kialla	Lump Sum Contract for Construction of Marlboro Drive Stormwater Pipeline & Sedimentation Basin, Kialla	Tender closed on 11 December 2019. Tender currently being evaluated.
1964	Provision of Parking Enforcement Services OR Provision of Parking Enforcement PLUS Administration Services	Lump Sum Contract for Provision of Parking Enforcement Services OR Provision of Parking Enforcement PLUS Administration Services	Tender closed on 22 January 2020. Tender currently being evaluated.
1980	Provision of Waste Operations Software	Lump Sum Contract for the Provision of Waste Operations Software	Tender Scheduled to close on 5 February 2020.
1989	Construction of Landscaping on Blocks 1,2 & 6 McLennan Street, Mooroopna	Lump Sum Contract for Construction of Landscaping on Blocks 1,2 & 6 McLennan Street, Mooroopna	Tender closed on 11 December 2019. Tender currently being evaluated.
1992	Provision of Single Consultancy into Relocation Economic Benefit Analysis of Shepparton Aerodrome	Lump Sum Contract for Provision of Single Consultancy into Relocation Economic Benefit Analysis of Shepparton Aerodrome	Tender closed on 20 December 2019. Tender currently being evaluated.
2012	Advance Supply of Trees - Panel of suppliers	Schedule of Rates Contract for the Advance Supply of Trees - Panel of suppliers	Tender closed on 4 December 2019. Tender currently being evaluated.
2014	Provision of Food Services	Schedule of Rates for Provision of Food Services	Tender Scheduled to close on 19 February 2020.

9. CORPORATE SERVICES DIRECTORATE

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

Requests for Tenders advertised but not yet awarded (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2018	Provision of Perimeter Fencing for Merrigum Swimming Pool	Lump Sum Contract for the Provision of Perimeter Fencing for Merrigum Swimming Pool	Tender closed on 4 December 2019. Tender currently being evaluated.
2020	Appointment of SAM Brand Campaign Creative, Production and Media Placement Agency	Lump Sum Contract for the Appointment of SAM Brand Campaign Creative, Production and Media Placement Agency	Tender closed on 24 January 2020. Tender currently being evaluated.

Policy Considerations

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$500,000 including GST.

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

Legal/Statutory Implications

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

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

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer and Directors under delegated authority of the Council during the period 1 December 2019 to 31 January 2020.

Attachments

Nil

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020

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

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

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

Council Officers involved in producing this report

Author: Graduate Strategic Planner Amendments

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

Approved by: Director Sustainable Development

Executive Summary

Council previously prepared the *Shepparton Tertiary Education Precinct Plan 2005* (STEP) to improve the overall appeal and reputation of Shepparton as a seat of learning and development. A key recommendation contained within the Plan is the need to establish a comprehensively planned tertiary education precinct within the Shepparton Central Business District (CBD).

In October 2018, Council was successful in obtaining a grant from the Victorian Planning Authority (VPA) under the Streamlining for Growth Program to prepare the *Shepparton Health & Tertiary Education Precincts Action Plan* (the Action Plan). The Action Plan updates the findings and recommendations of STEP in promoting tertiary education, but it also focusses on the growing community health presence now evident within the eastern CBD. The Action Plan was funded in conjunction with the Goulburn Ovens Institute of TAFE (GOTAFE), Goulburn Valley Health (GV Health) and La Trobe University.

The main objective of the Action Plan is to enhance Shepparton as a significant regional hub for health and higher education. It aims to support the expansion of health and education facilities with increased employment opportunities, as well as the provision of improved access to health and education facilities and related services for the benefit of the community.

Development of the Action Plan was overseen by a project working group that included representatives from Council, GOTAFE, GV Health, La Trobe University, and other relevant stakeholders. An Issues and Opportunities Report summarising the feedback and issues raised during the development of the Action Plan was also prepared (see attachment 1: *Shepparton: Health, Education and Innovation Precinct – The Vision July 2019*).

The Action Plan considers linkages between the community health and tertiary education hub in the CBD, the proposed clinical school in Graham Street, the Shepparton CBD, the future upgrades to passenger rail services and the Shepparton Railway Station, and other important services and facilities across Greater Shepparton.

It is recommended that Council adopt the *Shepparton Health & Tertiary Education Precincts Action Plan February 2020* (see attachment 2: *Shepparton Health & Tertiary Education Precincts Action Plan February 2020*).

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020 (continued)

RECOMMENDATION

That the Council:

1. Receive and note the Shepparton: Health, Education and Innovation Precinct – The Vision July 2019; and
2. Adopt the Shepparton Health & Tertiary Education Precincts Action Plan February 2020.

Background

In recent years, Council has undertaken a broad array of strategic improvements to transform the Shepparton Central Business District (CBD), recognising that specific projects are interconnected, and that the overall package has the potential to leverage new commercial development and economic benefits for the city and for the wider region that the Shepparton CBD serves.

The *Greater Shepparton 2030 Strategy 2006* identified both the Shepparton CBD and the Shepparton Railway Station as key infrastructure for supporting continuing population growth, economic development and social inclusion. The *Shepparton CBD Strategy 2008* subsequently defined key priorities to create an active, vibrant and safe CBD with a pedestrian and cycle-friendly environment, to consolidate the CBD as the principal retail centre in the region.

The *Shepparton Tertiary Education Plan 2005* (STEP) aimed to establish a comprehensively planned tertiary education precinct to improve the overall appeal and reputation of Shepparton as a seat of learning and development. Both La Trobe University's Shepparton campus and GOTAFE's Fryers Street campus are located within the precinct. The University of Melbourne's campuses, encompassing the Department of Rural Health, and the Academy of Sport, Health and Education, are located at Graham Street and Nixon Street in Shepparton respectively.

Demand for enrolment at regional campuses is continuing to grow. La Trobe University is undertaking an expansion that is predicted to generate an annual spending stimulus of \$1.2 million (2021) for Shepparton CBD businesses, including generating demand for additional CBD services such as retail, accommodation, food and beverage, financial, medical, etc. GOTAFE is also expanding its course offering and exploring options to address current and future community needs.

In addition, GV Health is seeking to increase its service offerings, beginning with the redevelopment of the existing Community Health building in Corio Street to accommodate additional child and adolescent mental health services, and ambulatory paediatric services. An extension and some refurbishment of the Corio Street facilities are expected to be undertaken shortly.

In addition, given the growth envisaged by the *Draft Shepparton & Mooroopna 2050: Regional City Growth Plan*, and the predicted role and function of Shepparton over the coming decades, there is a need for broader community health and education strategies to update STEP.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020 (continued)

In October 2018, Council was successful in obtaining a \$30,000 grant from the Victorian Planning Authority (VPA) through the Streamlining for Growth Program to prepare the *Shepparton Health & Tertiary Education Precincts Action Plan* (the Action Plan). The Action Plan was funded in conjunction with GOTAFE, Goulburn Valley Health and La Trobe University with each organisation contributing \$10,000 each.

The main objective of the Action Plan is to enhance Shepparton as a significant regional hub for community health and higher education. It aims to support the expansion of community health and education facilities with increased employment opportunities, as well as the provision of improved access to health and education facilities, and related services for the benefit of the community.

During the preparation of the Action Plan, GV Health outlined its proposal to deliver a new clinical school in Graham Street. A possible partnership between GV Health and La Trobe University, and potentially GOTAFE, may result in tertiary health-related education opportunities relocating from the CBD to Graham Street.

With this in mind, the Action Plan considers linkages between the community health and tertiary education hub in the CBD, the proposed clinical school in Graham Street, the Shepparton CBD, the future upgrades to passenger rail services and the Shepparton Railway Station, and other important services and facilities across Greater Shepparton.

The Action Plan provides a framework to attract investment to assist in developing a community health and tertiary education hub that would service a significant regional area outside of Greater Shepparton. This will have the benefits of affirming Shepparton's role as a key regional city and service hub for the Goulburn region, improving social and economic advantage, and assist in revitalising the CBD.

Development of the Action Plan was overseen by a project working group that included representatives from Council, GOTAFE, GV Health, La Trobe University and other relevant stakeholders.

One Collective Pty Ltd was engaged in February 2019 to conduct workshops between relevant stakeholders, government organisations, and health and educational institutions prevalent in the Shepparton area. One Collective Pty Ltd then prepared an Issues and Opportunities Report that summarised the feedback and issues raised during the workshops (see attachment 1: *Shepparton: Health, Education and Innovation Precinct – The Vision July 2019*).

The Action Plan identifies two clusters in Shepparton; the Shepparton CBD Health and Tertiary Education Hub (CBD Hub), and the Graham Street Health and Tertiary Education Precinct (Graham Street Precinct).

The key actions from the plan are to:

1. establish the Shepparton Health and Tertiary Education Steering Committee;
2. prepare an aligned business case to attract investment in the health and tertiary education sector;
3. invest in infrastructure to enhance connectivity to and between health and tertiary education facilities;
4. deliver urban realm improvements in the Shepparton CBD to enhance the location as one to study, work and invest; and

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020 (continued)

5. advocate for funding for the GV Health and La Trobe University Clinical School at Graham Street.

The Plan will provide the strategic justification needed for Council and other major stakeholders to lobby and advocate for improved health and tertiary education facilities within Shepparton.

Council Plan/Key Strategic Activity

Theme: Leadership and Governance

Objective:

- 1.1 Council demonstrates strong regional and local partnerships to improve health and wellbeing access and inequity.
- 1.2 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.

Theme: Social

Objective:

- 2.2 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.3 Lifelong learning is valued and fostered in our community.
- 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.

Theme: Economic

Objective:

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

Risk Management

There are no adverse risks associated with the adoption of the *Shepparton Health & Tertiary Education Precincts Action Plan*.

Policy Considerations

The recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* will not conflict with any existing Council policies. The Plan will build upon the existing findings and recommendations of the *Shepparton Tertiary Education Precinct Plan 2005*.

Financial Implications

The recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* does not have any financial or budgetary implications for Council.

Council has received \$30,000 from the VPA under a Streamlining for Growth program to prepare the Action Plan. Council received further contributions totalling \$30,000 from GOTAFE, GV Health and La Trobe University to prepare the Action Plan.

Legal/Statutory Implications

The recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* will not result in any legal or statutory implications.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020 (continued)

Environmental/Sustainability Impacts

The recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* for public comment will not result in any adverse environmental or sustainability impacts.

Social Implications

It is not expected that the recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* for public comment will have any adverse social impacts.

The adoption of the Plan may result in improved social outcomes by attracting new investment in health and educational facilities.

Economic Impacts

The recommendation to adopt the *Shepparton Health & Tertiary Education Precincts Action Plan* for public consultation will not result in any adverse economic impacts.

Consultation

The *Shepparton Health & Tertiary Education Precincts Action Plan* has undergone extensive consultation with major stakeholders to prepare the plan.

The project was steered by the project working group which consisted on the VPA, Council, La Trobe University, GOTAFE and GV Health, to ensure that the Action Plan reflected the key aspirations for these health and tertiary organisations within the precinct. This included internal consultation with these organisations and their key stakeholders.

Consultation also consisted of two workshops conducted by One Collective Pty Ltd with major stakeholders including Council, GOTAFE, GV Health, La Trobe University and the VPA. A wide range of state government organisations, health and education institutions also participated in the workshops. The workshops were designed for stakeholders to share their ideas and vision for the precinct, and to identify key issues and feedback about the precinct.

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

Strategic Links

a) Greater Shepparton 2030 Strategy 2006

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

Objectives:

- To make Greater Shepparton a regional centre of education facilities for a variety of education requirements, including ongoing facilitation and support of the University City concept.

Topic: Economic Development - Further economic growth, business development and diversification, with a primary focus upon the regional agricultural strengths.

Objectives:

- To provide increased opportunities for local job creation.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.1 Adoption of the Shepparton Health & Tertiary Education Precincts Action Plan 2020 (continued)

- To develop the CBD as a regional centre for commerce and entertainment.
- To revitalise the CBD of Shepparton and improve the urban design and architectural standards of retail/commercial areas.

b) Other strategic links

Shepparton Tertiary Education Precinct Plan 2005

Shepparton CBD Strategy 2008

Conclusion

The *Shepparton Health & Tertiary Education Precincts Action Plan 2019* sets the vision for Shepparton to build upon its existing strengths, and become a regional hub for health and higher education. It establishes clear actions to support the expansion of health and education facilities with increased employment opportunities, as well as the provision of improved access to health and education facilities, and related services for the benefit of the whole community.

It is recommended that Council receive and note the *Shepparton: Health, Education and Innovation Precinct – The Vision July 2019*, and adopt the *Shepparton Health & Tertiary Education Precincts Action Plan February 2020*.

Attachments

- | | |
|---|----------|
| 1. Shepparton: Health, Education and Innovation Precinct – The Vision July 2019 ↓ | Page 135 |
| 2. Shepparton Health & Tertiary Education Precincts Action Plan February 2020 ↓ | Page 212 |

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 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: Economic Development Project Officer

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

Approved by: Director Sustainable Development

Executive Summary

At the Ordinary Council Meeting on 19 November 2019, Council resolved:

That the Council:

- 1. note the outcomes of the China and Hong Kong delegation of 2019 and the actions that have arisen from the visit;*
- 2. note that two Council Officers will be part of the Greater Shepparton delegation that visits Asia in 2020;*
- 3. note that Council Officers will advertise an expression of interest opportunity allowing for a local horticultural industry representative to attend Asia with the Council led delegation in 2020;*
- 4. host a stand at the 2020 Asia Fruit Logistica in Hong Kong, and:*
- 5. in accordance with the previously adopted International Engagement Strategy, approve the Mayor to lead the delegation that visits Asia in 2020.*

Since this resolution, the political unrest in Hong Kong is continuing, leading to violent protests and continued interruptions by protestors to transport operations within Hong Kong, both domestic and international. Asia Fruit Logistica event organisers have determined to ensure the certainty of the event in 2020, that it take place in Singapore.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 Update (continued)

RECOMMENDATION

That the Council:

1. note that the Asia Fruit Logistica will now take place in Singapore and that Council will not be sending a delegation to China in 2020 as a result of this change;
2. note that two Council Officers will be part of the Greater Shepparton delegation that visits Singapore in 2020;
3. note that Council Officers will advertise an expression of interest opportunity allowing for a local horticultural industry representative to attend Singapore with the Council led delegation in 2020;
4. host a stand at the 2020 Asia Fruit Logistica in Singapore, and;
5. in accordance with the previously adopted International Engagement Strategy, approve the Mayor to lead the delegation that visits Singapore in 2020.

Background

The Greater Shepparton City Council delegation visited China and Hong Kong and conducted business activities between 1 September to 7 September 2019.

The delegation consisted of the following people:

- Cr Kim O’Keeffe – Mayor of Greater Shepparton City Council
- Peter Harriott – Chief Executive Officer Greater Shepparton City Council
- Anthony Nicolaci – Manager Economic Development Greater Shepparton City Council
- Tim Nethersole - Local grower and exporter Geoffrey Thompson Fruit Packing Co.

The China and Hong Kong visit consisted of the following:

Business Victoria Shanghai

The delegation met with the Strategic Advisor, Office of the Commissioner to Greater China, Mr Michael Baird and updated Business Victoria on progress in the past 12 months in relation to our region and specifically horticulture. Council and Business Victoria discussed strategies to further progress import protocols for apples and pears into China alongside strategies to progress our Friendship City agreement with Jintan. Council will continue to keep Business Victoria updated on the great things happening in Greater Shepparton and will provide information on relevant investment opportunities.

AusTrade

The delegation met with Trade Commissioner, Mr Dane Richmond to discuss Council’s lobbying and advocacy efforts in relation to pear and apple protocols that are associated with the exporting of fruit into China. Local exporter Tim Nethersole expressed the challenges and opportunities that the industry faces. There were discussions around the significant positive impact the new stone fruit import protocols have had on the industry and the necessity to further progress the discussions with China on apple and pear protocols.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 Update (continued)

The Trade Commissioner explained that AusTrade has employed a dedicated marketing officer who is responsible for (amongst other things) maintaining the WeChat Account for AusTrade who have over 40,000 subscribers. The Trade Commissioner outlined that WeChat presents a great opportunity for Council to provide content such as seasonal conditions, fruit varieties available and general marketing of our Greater Shepparton provenance and liveability story. Council will continue to lobby for the pear and apple protocols into China as we are the largest producer of both varieties in Australia.

Jintan District, China (Friendship City)

Council continues to progress its Friendship City Agreement objectives with Jintan. Council visited the Jintan Government to participate in a formal meeting to advance the ongoing relationship between Greater Shepparton and Jintan. At the meeting Council was advised Jintan will be opening a university with construction anticipated to be completed by 2021 and connections with La Trobe University in relation to student exchange would be an opportunity to explore at the appropriate time.

Asia Fruit Logistica Expo

Fifteen of the Greater Shepparton region's local fruit growers attended the Asia Fruit Logistica Expo. Council recognises an opportunity to attend the expo to support the local fruit growers and explore ways that the region can benefit from showcasing local growers and produce at future expos. Council staff and growers were kept extremely busy, fielding enquiries over the three days, making connections with fruit growers/buyers and marketing the provenance story of the region. The growers, State Government delegates and industry representatives were extremely complimentary of Council's efforts to have a presence on behalf of the region at the Expo and that this provided a greater opportunity to engage. Growers utilised the meeting rooms provided as part of the stand to negotiate outcomes with buyers. Growers also took the opportunity to attend information sessions and provide potential buyers with taste testing. Council officers identified a number of areas/improvements that could be refined in relation to a presence at the Expo for 2020.

Through consultation post event with local growers who attended in 2019, it has been identified that by being in attendance at the Expo, fruit growers in our region benefit financially (with one grower reporting a 100% increase in overall turnover) and strongly endorsing the attendance of Council with a stand in 2020.

Since the Council resolution in November 2019, the political unrest in Hong Kong is continuing, leading to violent protests and continued interruptions by protestors to transport operations within Hong Kong, both domestic and international. Asia Fruit Logistica event organisers have determined to ensure the certainty of the event in 2020, that it take place in Singapore.

Council Plan/Key Strategic Activity

International Engagement Strategy 2017

International Engagement Policy 2019

Greater Shepparton Economic Development Tourism and Major Events Strategy

Fruit Growers Victoria and Greater Shepparton City Council Funding Agreement

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

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 Update (continued)

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Public criticism of expenditure and reduced itinerary (i.e. Unable to meet with Austrade Shanghai and Business Victoria Shanghai)	Unlikely	Minor	Low	Communicate the purpose of the visit and the outcomes from the delegation. Communicate with the public the volatile nature of Hong Kong and the significant decrease in risk to attendees and exhibitors in Singapore.
Criticism from Sister City – Jintan	Unlikely	Minor	Low	Advise Jintan due to the movement of Asia Fruit Logistica to Singapore in 2020 our itinerary has had to be amended and we will review the opportunity to return to Jintan in 2021.
Safety of Delegation whilst visiting Singapore	Unlikely	Major	Moderate	Asia Fruit Logistica event organisers have moved the host location to Singapore to ensure decreased risk of event and travel interruptions to exhibitors, contractors and attendees. Singapore is regarded as a safe place to travel.

Policy Considerations

Council's visit does not conflict with Council policy.

Financial Implications

The estimated costs associated with sending three Council representatives, a local fruit exporter and hosting a stand at the Hong Kong Asia Fruit Logistica in 2019 was \$33,429. However given the change of venue location for the Asia Fruit Logistica, an updated estimation of costs associated with sending three Council representatives, a local fruit exporter and hosting a stand at the Singapore Asia Fruit Logistica in 2020 is as follows:

Travel and Accommodation Expenses:

Flights, Accommodation and Insurance	\$11,455
Food, Taxi	\$1,700
Promotional Material	\$1,200

Cost for 4 attendees:	\$14,355
Cost for Asia Fruit Logistica Stand:	\$15,000
Total cost to Council	\$29,355

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 Update (continued)

It is estimated that a delegation visit to Singapore in place of Hong Kong and China will amount to a saving of \$4,074. It is envisaged that an international relations budget adopted for the 2020/21 financial year would allow provision for the expenditure detailed above. It should be noted that the cost of the Asia Fruit Logistica stand is only estimated and further clarity will be provided closer to the event.

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

There are adverse environmental impacts associated with the flights for the international visit. Opportunities for solar and renewable energy investment will continue to be facilitated by the Economic Development department through international connections.

Social Implications

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

Economic Impacts

Council aims to build on the relationships developed overseas to enhance investment opportunity and support the region's agricultural industry and education sector.

The stand at the Asia Fruit Logistica provided growers with an increased presence and supported Council in facilitating potential investors to the growers in attendance. Council received positive feedback from local growers who attended the Expo and have, as a result, strongly recommended Council have a stand at future Asia Fruit Logistica events and to build on current success.

Growers have reported financially benefiting from attendance and utilisation of the Council's stand at Asia Fruit Logistica with one grower as an example reporting a 100% increase in overall turnover and other various growers reporting contractual outcomes with international importers.

Consultation

Council's Economic Development department consulted fruit growers and transport companies who have previously attended the Asia Fruit Logistica in the past. An overwhelming majority of local operators who were consulted recommended that Council have a presence at the Asia Fruit Logistica in 2020. Since the 2019 delegation, Council has received verbal gratification from local growers/operators who have strongly suggested that Council have involvement in future expos given the recent success.

Council made an opportunity available to a local grower to attend the China and Hong Kong visit as part of the delegation. This opportunity was advertised as an expression of interest and interested parties made application and a selection was made based on assessment against key criteria. Due to the success in previous years of having an industry representative attend with the delegation, it is envisaged that Council will continue to refine this process and readvertise this opportunity for the 2020 delegation. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.2 Asia Fruit Logistica 2020 Update (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Topic: Economic Development

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

Conclusion

The China and Hong Kong visit of 2019 has enhanced investment opportunities for the Greater Shepparton region, offered Council the opportunity to develop relationships with overseas investors and assisted in developing Council's knowledge in international business. An action plan has been developed since returning from the 2019 international trip which aligns with key objectives outlined within the International Engagement strategy. Council representation at Asia Fruit Logistica 2020 will further build on Council's efforts towards investment opportunities for the Greater Shepparton region.

Council is committed to supporting the region's local businesses in regards to international relations and continues to implement the actions within Greater Shepparton's International Engagement Strategy.

Attachments

Nil

11. REPORTS FROM COUNCILLORS

Nil Received

12. REPORTS FROM SPECIAL AND ADVISORY COMMITTEES

Nil Received

13. NOTICE OF MOTION, AMENDMENT OR RESCISSION

Nil Received

14. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program

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

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

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

Councillors' Community Interaction and Briefing Program

From 1 December 2019 to 31 January, 2020, some or all of the Councillors have been involved in the following activities:

December 2019

- First Nation Dance
- Open Day | Shepparton High School - Honours The Past
- Albanian Earthquake | Fundraiser
- Heritage Advisory Committee Meeting
- Riverlinks 2020 Season Launch
- Shepparton Access | Annual International Day of People with Disability Celebration - Breakfast
- Greater Shepparton Lighthouse Project | Breakfast Event
- International Day of People with Disability | Free Community Event & BBQ
- International Day of People with Disability | All Abilities Tour of Exhibition 'A Finer Grain'
- Salvation Army | Volunteer Appreciation Dinner
- Notre Dame College | McAuley Champagnat Programme - 'True Colours'
- Council 'Christmas Thank You' function for Key Community Stakeholders
- Aerodrome Advisory Committee Meeting
- Community Action Group – Dhurringile
- Mooroopna Men's Shed | Monthly BBQ
- Dr Pierre Consul General of Belgium on Goulburn Valley-Belgium Exchange Program
- Fairley Leadership Program 2019 | Graduation Dinner
- Extra-ordinary Municipal Emergency Management Planning Committee Meeting
- Shepparton Chamber & Council | Parking Reference Group
- Japanese Student Visit
- Shepparton Art Museum | Official Opening - Collector/Collected
- St Augustine's - Anglican Parish Shepparton | Induction & Licensing of Rev Jerome Francis
- Filipino Australian Friends Association Inc (FAFA) | End of Year - Christmas Function
- Greater Shepparton Basketball Association | Annual Junior Tournament
- Shepparton Chamber of Commerce | Christmas Gathering 2019
- Tatura Park Advisory Committee Meeting
- Citizenship Ceremony
- RiverConnect Implementation Advisory Committee Meeting
- Lower Goulburn E-flows Workshop 2
- SAM Advisory Committee Meeting
- Goulburn Valley Grammar School | Presentation Night 2019
- Shepparton Show Me Committee Meeting
- Interfaith Open House - "Celebrating Guru Nank Dev Ji's 550th Parkash"

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

- Best Start Early Years Partnership Meeting
- Mooroopna Golf Pro AM – Presentations
- Berry Street | GMLLEN - Structured Workplace Learning Excellence Awards [SWL Awards]
- Goulburn Valley Waste Resource Recovery Group Board Meeting
- Shepparton Flexible Learning Centre | Structured Workplace Learning Excellence Awards [SWL Awards]
- Greater Shepparton Women's Charter Advisory Committee Meeting
- Shepparton High School | Official Awards Ceremony - Academic & Personal Achievements
- Murray Darling Association Board Meeting
- The Hon Damian Drum- Federal Member for Nicholls | End of Year Gathering
- Meeting | Victorian Leader of the Opposition, Michael O'Brien & The Hon Wendy Lovell
- Wanganui Secondary College | Presentation Night - Structured Workplace Learning Excellence Awards
- Too Cool for School (2C4S) Graduation
- Shepparton Chamber and Council Parking Reference Group Meeting
- Council Staff Combined Christmas Function
- Winton Wetlands
- Shepparton Fire Brigade - Christmas Cheer
- 2019 Shepparton Carols by Candlelight
- 'Christmas For Those Alone' 2019
- Mooroopna Rotary Club | New Years Eve function

January 2020

- Shepparton District Probus Club
- Undera Speedway | Australian Speedway Solo Titles - Welcome & Presentations
- Disability Advisory Committee
- Shepparton Harness Racing Club & Neatline Homes | Shepparton Gold Cup
- Kensington Gardens | Meet the Residents & Tour of the Facility
- Shepparton Chamber and Council Parking Reference Group Meeting
- Mooroopna & District Garden Club
- Mooroopna Community Plan Steering Group | Mooroopna Swimming Pool - Murals Launch
- Murray Darling Association | Board Meeting
- Greater Shepparton Women's Charter Advisory Committee - International Women's Day planning meeting
- Australian Ayrshires Ltd | Ayrshires Conference
- Sir Murray Bouchier Committee Meeting
- SAM Advisory Committee Meeting
- Shepparton Show Me Committee Meeting
- International Dairy Week 2020 | RASV Dairy Industry Leader's Breakfast
- International Dairy Week 2020 | Grand Champion Event - Presentation of Australia's Grand Champion
- Australia Day 'Eve' | Function
- Australia Day Ceremony & Citizenship Ceremony | Shepparton
- Councillors attended Australia Day Ceremonies in Mooroopna, Arcadia, Murchison, Dookie, Toolamba and Tatura
- Kaiela Arts | VIP Invitation - Preview of Art Work

15. COUNCILLOR ACTIVITIES

15.1 Councillors Community Interaction and Briefing Program (continued)

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

RECOMMENDATION

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

Attachments

- | | | | |
|-----|--|-------------------|----------|
| 1. | Councillor Briefing Session - 3 December 2019 | ↓ | Page 241 |
| 2. | CEO and Councillor Catch Up - 3 December 2019 | ↓ | Page 243 |
| 3. | CEO and Councillor Catch Up - 10 December 2019 | ↓ | Page 245 |
| 4. | Councillor Briefing Session - 10 December 2019 | ↓ | Page 246 |
| 5. | CEO and Councillor Catch Up - 17 December 2019 | ↓ | Page 248 |
| 6. | Councillor Briefing Session - 17 December 2019 | ↓ | Page 249 |
| 7. | Tatura Park Advisory Committee Meeting - 9 December 2019 | ↓ | Page 251 |
| 8. | Shepparton Art Museum Advisory Committee Meeting | ↓ | Page 252 |
| 9. | CEO and Councillor Catch Up - 28 January 2020 | ↓ | Page 253 |
| 10. | Councillor Briefing Session - 28 January 2020 | ↓ | Page 255 |
| 11. | Heritage Advisory Committee Meeting - February 2020 | ↓ | Page 258 |