

# **ATTACHMENT TO AGENDA ITEM**

Ordinary Meeting

31 March 2020

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### Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillor Briefing Session – 4 February 2020		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Kim O'Keeffe, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott, Colin Kalms, Phillip Hoare, Kaye Thomson, Chris Teitzel, Mary Coad, Michael Carrafa, Julieanne Earles, Tim Zak, Anthony Nicolaci, Sam Saracino, Jeremy Roberts. (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Shepparton Chamber of Commerce Memorandum of Understanding	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe (partial) Cr Patterson Cr Summer Cr Sutton
2.	Goulburn Ovens Institute of TAFE Strategic Partnership Opportunities	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
3.	Draft Congupna Recreation Reserve Master Plan	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
4.	Proposed naming of Tatura Park Outdoor Arena	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
5.	Street cleaning	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton

6.	Professional Development	Cr Abdullah (Chair) Cr Adem Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
<b>Conflict of Interest Disclosures</b>		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
1	Cr O'Keeffe	Yes

## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

*These Councillor Briefing papers and CEO Catch ups are provided to Councillors for the purposes of discussion at these meetings.*

*Councillors are reminded that Councillor Briefings and CEO Catch ups are held in a place that is not open to members of the public for the purposes of discussing matters that are likely to come before Council for decision at a future Council meeting. The information provided to Councillors for these purposes is often of a sensitive nature and is not yet publicly known.*

*It is expected that Councillors will treat the information in these Councillor Briefing papers and CEO Catch ups with the appropriate level of discretion so that it is not discussed publicly, or otherwise disclosed, prematurely, as premature disclosure may have a detrimental impact on the interests of Council or other parties.*

*Councillors are therefore advised not to make public comment in respect of the information contained in these Councillor Briefing papers and CEO Catch Ups, unless advised otherwise by the CEO.*

*If Councillors are asked to comment on any information contained in these Councillor Briefing papers or CEO Catch ups, that query should be referred to the Mayor or CEO for a response.*

CEO and Councillor Catch up – 4 February 2020		
Matter No.	Matters discussed	Councillors Present for Discussion
Councillors		
Officers:	P.H.	
1.	MURKISON HOUSING COMMIT SAM CONTINGENCY PLANNING, ACKNOWLEDGEMENTS	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.		Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.		Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

<b>Audit &amp; Risk Management Committee Meeting – 5 February 2020</b>		
Councillors:	<b>Mayor Seema Abdullah and Cr Chris Hazelman</b>	
Officers:	Chris Teitzel, Rebecca Good, Matthew Jarvis, Karen Liversidge,	
<b>Matter No.</b>	<b>Matters discussed</b>	<b>Councillors Present for Discussion</b>
1.	Apologies	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
2.	Declarations of Interest	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
3.	Confirmation of previous minutes	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
4.1	Action register	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.1	CEO's report	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.2	OHS and WorkCover report	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.3	February finance report	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.4	ARMC risk and claims report	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.5	Strategic risks and high/extreme operational risks	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.6	High/extreme project risk reporting	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.7	Status of overdue and outstanding audit recommendations – 26 November 2019 to 22 January 2020	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.8	Internal audit report – Building & Planning	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
5.9	Publications of interest	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
6.1	Emergency Management – Memorandum of Audit Planning	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>
6.2	Public Participation & Community Engagement	<b>Mayor Seema Abdullah Cr Chris Hazelman</b>

6.3	Business Continuity exercise	Mayor Seema Abdullah Cr Chris Hazelman
6.4	Council insurance premiums and policy schedule 2019/2020	Mayor Seema Abdullah Cr Chris Hazelman
6.5	Risk team planner update – 2019/2020	Mayor Seema Abdullah Cr Chris Hazelman
6.6	ARMC Charter	Mayor Seema Abdullah Cr Chris Hazelman
6.7	Proposed dates for Audit & Risk Management Committee Meetings 2020/2021	Mayor Seema Abdullah Cr Chris Hazelman
7.	Any other business	Mayor Seema Abdullah Cr Chris Hazelman
8.	Date of next meeting	Mayor Seema Abdullah Cr Chris Hazelman
<b>Conflict of Interest Disclosures</b>		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

**Assemblies of Councillors**

### Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillor Briefing Session – 11 February 2020		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Kim O'Keeffe, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott, Colin Kalms, Craig Exton, Kaye Thomson, Chris Teitzel, Mary Coad, Michael Carrafa, Amanda Tingay, Rachael Frampton, Matt Jarvis, Chris Molyneaux, Hanna Shelton, Kelli Halden, Rebecca Good and James Nolan (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Acknowledgement of Traditional Owners	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
2.	2019/2020 Quarter 2 Forecast Review	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
3.	January 2020 Monthly Financial Report	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
4.	Community Satisfaction Survey 2019-20 Quarter 2 Report	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton

5.	Council Plan 2019-2020 Quarter 2 Progress Report	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
6.	Review of the Ordinary Council Meeting – 'Draft' Agenda	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM (partial) Cr O'Keeffe Cr Patterson
7.	Green Bin Waste Collection	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
8.	Mooroopna Hospital Site	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
9.	Solar Farms	Cr Abdullah (Chair) Cr Giovanetti Cr O'Keeffe Cr Les Oroszvary Cr Patterson Cr Summer Cr Sutton
10.	Embryo transfer business	Cr Abdullah (Chair) Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
11.	Salvation Army	Cr Abdullah (Chair) Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
<b>Conflict of Interest Disclosures</b>		
<b>Matter No.</b>	<b>Names of Councillors who disclosed conflicts of interest</b>	<b>Did the Councillor leave the meeting?</b>
	Nil	



### Record of Assembly of Councillors

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CEO and Councillor Catch Up – 11February 2020		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Kim O'Keeffe, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Murchison Nursing Home	Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
2.	Dog Kennels	Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
3.	Mooroopna Hospital	Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
4.	Regional Rural Land Use Strategy	Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
5.		Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton

6.		Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
7.		Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
8.		Cr Seema Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
<b>Conflict of Interest Disclosures</b>		
<b>Matter No.</b>	<b>Names of Councillors who disclosed conflicts of interest</b>	<b>Did the Councillor leave the meeting?</b>
	Nil.	

### Assemblies of Councillors

Tatura Park Advisory Committee Monday February 17 2020		
Councillors:	Cr Fern Summer	
Officers:	Jeremy Robers Sam Saracino Kim Taylor	
Matter No.	Matters discussed	Councillors Present for Discussion
4	Operational update	Cr Fern Summer
5	Booking Process/venue hire review update	Cr Fern Summer
6	Masterplan update	Cr Fern Summer
7	Outdoor Arena Naming	Cr Fern Summer
8	General Business	Cr Fern Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
NIL	NIL	NIL

### Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillor Briefing Session – 18 February 2020		
Councillors	Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Kim O’Keeffe, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott, Colin Kalms, Phil Hoare, Kaye Thomson, Chris Teitzel, Rebecca Good and Braydon Aitken (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Proposed Dwelling – 575 Channel Road, Shepparton East	Cr Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
2.	Local Government Bill 2019	Cr Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

### Record of Assembly of Councillors

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CEO and Councillor Catch Up – 18 February 2020		
Councillors	Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Kim O’Keeffe, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Contracts	Cr Seema Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
2.	Parking	Cr Seema Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
3.	Purchase of Land	Cr Seema Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
4.	Worksafe	Cr Seema Abdullah (Chair) Cr Giovanetti Cr Hazelman OAM Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

### Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillor Briefing Session – 25 February 2020		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott, Geraldine Christou, Phil Hoare, Kaye Thomson, Chris Teitzel, Rebecca Good, Sharon Terry, Greg McKenzie, Rachael Frampton, Bobbie Kom, Peter Lucarelli, Michael MacDonagh, Mitchel Stoter, Colin Kalms, Deborah Kemp, Craig Exton and Darren Buchannan (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Community Environment Group	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
2.	GMID Water Update	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
3.	Yorta Yorta Presentation Acknowledgement to the Traditional Landowners	Cr Abdullah (Chair) Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
4.	Instrument of Appointment and Authorisation (Planning and Environment Act 1987)	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Sutton
5.	Legal Matters Report	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer (partial) Cr Sutton

6.	Adoption of Amendment C205 - Greater Shepparton Heritage Study Stage II	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
7.	Shepparton CBD Pedestrian Safety Improvement Program	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
8.	Shepparton East Drainage Scheme Status Update	Cr Abdullah (Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
<b>Conflict of Interest Disclosures</b>		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

### Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

CEO and Councillor Catch Up – 25 February 2020		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton.	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	MAV	Cr Seema Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
2.	Minister Visits	Cr Seema Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
3.	Contract Report Discussion	Cr Seema Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
4.	Restructure Update	Cr Seema Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
5.	Rural Strategy Update	Cr Seema Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?



	Nil.	
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