

MINUTES

Greater Shepparton City Council

COUNCIL MEETING

3:00PM, Tuesday 19 October 2021

Virtually via Zoom

COUNCILLORS

Cr Kim O’Keeffe (Mayor)
Cr Robert Priestly (Deputy Mayor)
Cr Seema Abdullah
Cr Anthony Brophy
Cr Geoffrey Dobson
Cr Greg James
Cr Shane Sali
Cr Sam Spinks
Cr Fern Summer

VISION

GREATER SHEPPARTON, GREATER FUTURE

A thriving economy in the foodbowl of Victoria with excellent lifestyles, innovative agriculture a diverse community and abundant opportunities

Values

Values reflect what we feel is important. Organisations may have core values that reflect what is important in the organisation. These values may be guiding principles of behaviour for all members in the organisation.

Respect first, always

We are attentive, listen to others and consider all points of view in our decision making.

Take ownership

We take pride in honouring our promises and exceeding expectations, and are transparent with and accountable for our actions.

Courageously lead

We lead with integrity, and stand up and stand by what is in the best interests of the Greater Shepparton community.

Working together

We work collaboratively to create higher quality outcomes that are more efficient, thoughtful, effective and responsive. We cannot accomplish all that we need to do without working together.

Continually innovate

We are open to new ideas and creatively seek solutions that encourage us to do our best for our community.

Start the celebration

As ambassadors for our people and place, we proudly celebrate the strengths and achievements of Council and the Greater Shepparton community.

**MINUTES
FOR THE
COUNCIL MEETING
HELD ON
TUESDAY 19 OCTOBER 2021 AT 3:00PM**

**CHAIR
CR KIM O'KEEFFE**

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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: Cr Kim O'Keeffe (Mayor)
Cr Robert Priestly (Deputy Mayor)
Cr Seema Abdullah
Cr Anthony Brophy
Cr Geoffrey Dobson
Cr Greg James
Cr Shane Sali
Cr Sam Spinks
Cr Fern Summer

Officers:	Peter Harriott Darryl Hancock Marcus Daniel Boboleia Kom	Chief Executive Officer Manager Corporate Governance Team Leader - Governance Official Minute Taker
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1 Welcome to Country

The Council Meeting commenced with a Welcome to Country presented by Cr James on behalf of the Yorta Yorta Elders Council and the 16 family groups.

2 Acknowledgement

"We, Greater Shepparton City Council, acknowledge the Yorta Yorta Peoples of the land which now comprises Greater Shepparton, we pay our respect to their tribal elders, we celebrate their continuing culture and we acknowledge the memory of their ancestors."

3 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.

4 Governance Principles

Council considers that the decisions contained in these Minutes gives effect to the overarching governance principles stated in Section 9(2) of the *Local Government Act 2020*. These principles are as follows:

1. Council decisions are to be made and actions taken in accordance with the relevant law;
2. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
4. the municipal community is to be engaged in strategic planning and strategic decision making;

5. innovation and continuous improvement is to be pursued;
6. collaboration with other Councils and Governments and statutory bodies is to be sought;
7. the ongoing financial viability of the Council is to be ensured;
8. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
9. the transparency of Council decisions, actions and information is to be ensured.

5 Apologies

Nil Received.

6 Declarations of Conflict of Interest

In accordance with section 130 (1)(a) of the Local Government Act 2020 Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

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

Cr Sali indicated a general conflict of interest in relation to item 12.1 – Awarding of Grants under the Heritage Conservation Grants Program 2021/2022.

7 Confirmation of Minutes of Previous Meetings

**Moved by Cr Dobson
Seconded by Cr Brophy**

That the minutes of the 21 September 2021 Council Meeting as circulated, be confirmed.

CARRIED UNOPPOSED

8 Public Question Time

Nil Received.

9 Deputations and Petitions

Nil Received.

10 Community Directorate

10.1 Draft Universal Access and Inclusion Plan 2022-2026

Moved by Cr Summer
Seconded by Cr Spinks

That the Council:

1. endorse the Draft Universal Access and Inclusion Plan (UAIP) as attached to this report; and
2. support the release of the Draft Universal Access and Inclusion Plan (UAIP) for public consultation for a period of 4 weeks commencing on 20 October 2021 and concluding on 19 November 2021.

CARRIED UNOPPOSED

11 Corporate Services Directorate

11.1 Financial Plan 2021-2031

**Moved by Cr Priestly
Seconded by Cr Brophy**

That the Council adopt the Financial Plan 2021-2031 as attached to this report.

CARRIED UNOPPOSED

11.2 September 2021 Monthly Financial Report

**Moved by Cr Dobson
Seconded by Cr Priestly**

That the Council receive and note the September 2021 Monthly Financial Report.

CARRIED UNOPPOSED

11.3 Audit & Risk Management Committee - Unconfirmed Minutes - 11 August 2021

Moved by Cr Abdullah
Seconded by Cr Summer

That the Council receive and note the confirmed minutes of the 11 August 2021 Audit and Risk Management Committee as attached to this report.

CARRIED UNOPPOSED

11.4 Contracts Awarded under Delegation - September 2021

**Moved by Cr James
Seconded by Cr Sali**

That the Council:

- 1. note the Contracts awarded under delegated authority by the Chief Executive Officer;**
- 2. note the Contracts awarded under delegated authority by a Director;**
- 3. note the Contracts awarded under delegated authority by a Manager; and**
- 4. note the requests for tender advertised but not yet awarded.**

CARRIED UNOPPOSED

11.5 Instrument of Delegation to the Chief Executive Officer - S5

Moved by Cr Abdullah
Seconded by Cr Priestly

That the Council, in the exercise of the power conferred by S11(1)(b) of the *Local Government Act 2020* (the Act) resolves that:

1. there be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached *Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument;
2. the instrument comes into force immediately the common seal of Council is affixed to the instrument;
3. on the coming into force of the instrument, all previous delegations to the Chief Executive Officer are revoked; and
4. the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CARRIED UNOPPOSED

11.6 Instrument of Delegation to Members of Council Staff - S6

**Moved by Cr Dobson
Seconded by Cr Sali**

That the Council, in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolves that:

- 1. there be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to Members of Council Staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument;**
- 2. the instrument comes into force immediately the common seal of Council is affixed to the instrument;**
- 3. on the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked; and**
- 4. the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

CARRIED UNOPPOSED

11.7 2020-2021 Annual Report

**Moved by Cr Summer
Seconded by Cr Sali**

That the Council endorse the Greater Shepparton City Council Annual Report 2020-2021 for the year ended 30 June 2021, as attached to this report, including the Financial Statements and Performance Statement, as certified by the Auditor-General.

CARRIED UNOPPOSED

11.8 Live Streaming and Publishing Recording of Council and Delegated Committee Meetings Policy

**Moved by Cr Spinks
Seconded by Cr Dobson**

That the Council adopt the revised Live Streaming and Publishing Recordings of Council and Delegated Committee Meetings Policy as attached to this report.

CARRIED UNOPPOSED

12 Sustainable Development Directorate

12.1 Awarding of Grants under the Heritage Conservation Grants Program 2021/2022

Cr Sali declared a conflict of interest and left the meeting at 3.49pm.

Moved by Cr James
 Seconded by Cr Summer

That the Council note the successful applicants of the Heritage Conservation Grants Program 2021/2022 as outlined below (in no particular order):

Address	Works to be funded	Cost (excl. GST)	Cost (incl. GST, if relevant)
305 Dookie-Gowangardie Road, Mount Major (Dookie Cemetery)	Restoration of headstone plinths	\$3,966.00	\$3,966.00
19 Dunkirk Street, Shepparton (Churchill)	Weatherboard and verandah repairs, and external painting	\$5,454.55	\$5,454.55
54 Rea Street, Shepparton (House)	Weatherboard and verandah repairs, and external painting.	\$4,545.45	\$4,545.45
1320 Stewart Road, Dhurringile (former POW Camp 1)	Building stabilisation works and tree removal	\$9,786.45	\$9,786.45
80 Gowrie Park Road, Tatura (Gowrie Park Homestead)	Cellar restoration	\$7,235.00	\$7,958.50

Address	Works to be funded	Cost (excl. GST)	Cost (incl. GST, if relevant)
12 Rushworth Road, Murchison (House)	Fence restoration	\$3,139.10	\$3,139.10
36-42 High Street, Shepparton (former Union Bank of Australia)	Various roof repairs	\$14,940.00	\$16,434.00
8 Acacia Street, Shepparton (Albanian Mosque)	Replacement of asbestos roof and guttering	\$15,000.00	\$16,500.00
1 Rushworth Road, Murchison (Kestell, House)	Verandah repairs	\$7,330.90	\$7,330.90
50 Ferguson Road, Tatura (House)	Verandah repairs	\$1,354.55	\$1,490.00
2 Alexandra Street, Mooroopna (St Andrew's Uniting Church and Hall)	External painting, led light window and gutter repairs	\$7,248.00	\$7,972.00
Total		\$80,000	\$84,577.00

CARRIED UNOPPOSED

Cr Sali returned to the meeting at 3.57pm

12.2 Greater Shepparton Affordable Housing Reference Group - Amendment of Membership Organisations

Moved by Cr Brophy
Seconded by Cr Summer

That the Council adopt the revised Affordable Housing Reference Group Terms of Reference October 2021 to update the list of organisational members appointed to the Reference Group.

CARRIED UNOPPOSED

**12.3 COVID - 19 Economic and Social Response Package
- Stage 3**

**Moved by Cr Priestly
Seconded by Cr Brophy**

That Council endorse the COVID-19 Greater Shepparton Economic and Social Response Stage 3 Package as attached to this report.

CARRIED UNOPPOSED

12.4 Extension to CBD Complimentary Parking for Christmas Trading Period

Moved by Cr Sali
Seconded by Cr James

That the Council:

1. note that the *Shepparton CBD Car Parking Strategy* supports complimentary timed parking from 1st December to 31st December each year subject to clear demonstration of economic benefit;
2. provide complimentary, timed parking for the Shepparton Central Business District this year for an extended period between 1 November 2021 and 28 February 2022 inclusive for Council owned on street car-parking spaces with only time limits applying (noting off street are already complimentary); and
3. note that a marketing campaign will be developed to promote the initiative.

CARRIED

13 Infrastructure Directorate

13.1 Contract Award - Contract No. 2134 - Supply and Delivery of Quarry Products

Moved by Cr Priestly
Seconded by Cr Dobson

That the Council:

1. accept the tenders submitted by the following tenderers for Contract No. 2134 - Supply and Delivery of Quarry Products – Panel of Suppliers: Allstone Quarries Pty Ltd, B Lawrence Business Trust t/a Lawrence Brothers Quarries Pty Ltd, Boral Construction Materials, Extons Pty Ltd, Norville Nominees Pty Ltd and Lima South Quarry Pty Ltd as trustee for the Day Family Trust to be appointed to a Panel for the Supply and Delivery of Quarry Products;
2. note the contract term is for a period of two years, with a one-year extension option subject to mutual agreement. The estimated contract value over the three years is in the order of \$8,448,000.00 (Including GST); and
3. authorise the Chief Executive Officer to execute the contract documents and approve any contract extension as deemed appropriate.

CARRIED UNOPPOSED

13.2 Contract Award - Contract No. 1999 - Provision of Irrigation Services, Supply of Materials and Repairs and Servicing of Pumps and Associated Equipment - Panel of Suppliers

Moved by Cr Sali
Seconded by Cr Spinks

That the Council:

1. accept the tenders submitted by the following tenderers for Contract No. 1999 – Provision of Irrigation Services, Supply of Materials and Repairs and Servicing of Pumps and Associated Equipment - Panel of Suppliers: A1 Electric Motors, Byers Electrical (VIC) Pty Ltd, Chris Smith & Associates Pty Ltd, Dynamic Electricians Pty Ltd, Water Plus Irrigation (AUS) Pty Ltd;
2. note that the contract term is for a period of three (3) years with two (2) options to extend for a further one (1) year each. The estimated contract value over a five (5) year period is \$800,000.00 (inclusive GST); and
3. authorise the Chief Executive Officer to execute the contract documents and approve any contract extension as deemed appropriate.

CARRIED UNOPPOSED

13.3 Contract Award - Panel of Supplies Contract No. 1997 - Purchase and Supply of Horticultural and Arboricultural Materials

Moved by Cr James
Seconded by Cr Brophy

That the Council:

1. accept the tenders submitted by the following suppliers for Contract No. 1997 – Horticultural and Arboricultural Materials, Panel of Suppliers: ACW Group Pty Ltd, Adornato Sand and Gravel Supplies Pty Ltd, Amgrow Australia Pty Ltd, Aztec Industries Pty Ltd, Cleaves Earthmoving and Drainage Pty Ltd, Coolabah Turf, Fast Track Fabrication Pty Ltd, GreenwayTurf Solutions, Independent Turf Solutions, Living Turf, Oasis Turf, Tactile Australia Pty Ltd, I and S Fencing Pty Ltd and Turfcare Australia;
2. note that the contract term is for a period of three (3) years with two (2) options to extend for a further one (1) year each. The estimated contract value over a five (5) year period is \$1,000,000.00; and
3. authorise the Chief Executive Officer to execute the contract documents and approve any contract extension as deemed appropriate.

CARRIED

13.4 Contract Award - Contract No. 1998 Provision of Horticulture Services - Panel of Suppliers

Moved by Cr Sali
Seconded by Cr James

That the Council:

1. accept the tenders submitted by the following tenderers for Contract No. 1998 – Provision of Horticulture Services Panel of Suppliers: Amgrow Australia Pty Ltd, Australian Aquatic Solutions, Aztec Industries Pty Ltd, Choice Corporate Pty Ltd, Cleaves Earthmoving and Drainage Pty Ltd, Countrywide Turf Solutions Pty Ltd, AWL Contracting Pty Ltd, Gaffys Tractor Hire Pty Ltd, Global Turf Projects Pty Ltd, Green Turf Pty Ltd, Ky Mini Diggers, Lawn and Turf Maintenance Pty Ltd, Northside Grounds and Maintenance, Tatura Lawn Mowing & Gardening services Pty Ltd, Precision Grading Pty Ltd, Prestons Turf and Garden Pty Ltd, Sandy Creek Trees and Tactile Australia Pty Ltd;
2. note that the contract term is for a period of three years with two options to extend for a further one year each. The estimated contract value over a five year period is \$1,500,000.00 (GST inclusive); and
3. authorise the Chief Executive Officer to execute the contract documents and approve any contract extension as deemed appropriate.

CARRIED

14 Confidential Management Reports

The following report attachments has been designated confidential by the Chief Executive Officer under Governance Rule 107 and in accordance with the definition of Confidential Information in the Local Government Act 2020 (the Act).

- Item 13.1: Contract Award – Contract No. 2134 – Supply and Delivery of Quarry Products – CN 2134 - Quarry Products Evaluation Scoring Sheet - CN 2134 Quarry Products Summary report after Moderation Meeting.
- Item 13.2: Contract Award – Contract No. 1999 – Provision of Irrigation Services, Supply of Materials and Repairs and Servicing of Pumps and Associated Equipment - Panel of Suppliers - CN 1999 Scoring Sheet.
- Item 13.3: Contract Award – Panel of Supplies of Contract No. 1997 – Purchase and Supply of Horticultural and Arboricultural Materials – CN 1997 Scoring Sheet.
- Item 13.4: Contract Award – Contract No. 1998 Provision of Horticulture Services – Panel of Suppliers – CN 1998 Scoring Sheet

This document contains information which is consistent with the definition of 'private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking disadvantage'.

15 Documents for Signing and Sealing

Nil Received.

16 Councillor Reports

NIL Received.

16.1 Notice of Motion, Amendment or Rescission

Nil Received.

16.2 Councillor Activities

16.2.1 Councillor Activities - September 2021

Moved by Cr Dobson
Seconded by Cr Priestly

That the Council receive and note the summary of the Councillor's interactions and informal meetings of Councillors.

CARRIED UNOPPOSED

16.3 Council Committee Reports

Nil Received.

17 Urgent Business not Included on the Agenda

Nil Received.

18 Close of Meeting

Meeting closed at 4.45pm.