

# AGENDA

Greater Shepparton City Council

## COUNCIL MEETING

**3:00PM, Tuesday 19 July 2022**

Riverlinks Studio 1

### COUNCILLORS

Cr Shane Sali (Mayor)

Cr Anthony Brophy (Deputy Mayor)

Cr Seema Abdullah

Cr Dinny Adem

Cr Geoffrey Dobson

Cr Greg James

Cr Kim O'Keeffe

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.

**A G E N D A  
FOR THE  
COUNCIL MEETING  
HELD ON  
TUESDAY 19 JULY 2022 AT 3:00PM**

**CHAIR  
CR SHANE SALI  
MAYOR**

**INDEX**

<b>1 WELCOME TO COUNTRY.....</b>	<b>6</b>
<b>2 ACKNOWLEDGEMENT .....</b>	<b>6</b>
<b>3 PRIVACY NOTICE.....</b>	<b>6</b>
<b>4 GOVERNANCE PRINCIPLES.....</b>	<b>6</b>
<b>5 APOLOGIES.....</b>	<b>7</b>
<b>6 DECLARATIONS OF CONFLICT OF INTEREST.....</b>	<b>7</b>
<b>7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....</b>	<b>7</b>
<b>8 PUBLIC QUESTION TIME .....</b>	<b>7</b>
<b>9 DEPUTATIONS AND PETITIONS.....</b>	<b>7</b>
<b>10 COMMUNITY DIRECTORATE .....</b>	<b>8</b>
10.1 Membership Appointment Disability Advisory Committee 2022-2025.....	8
10.2 Community Matching Grants Round Two 2021/22 .....	14
10.3 Small Town Festive Decorations Grant 2022.....	18
10.4 Membership Appointment Positive Ageing Advisory Committee 2022-2025 .....	22
10.5 Women's Charter Advisory Committee Terms of Reference & Action Plan.....	27
<b>11 CORPORATE SERVICES DIRECTORATE .....</b>	<b>30</b>
11.1 Media Policy .....	30
11.2 Contracts Awarded under Delegation - June 2022 .....	33
11.3 Audit & Risk Management Committee - Unconfirmed Minutes - 11 May 2022 .....	36
<b>12 SUSTAINABLE DEVELOPMENT DIRECTORATE .....</b>	<b>39</b>
12.1 Request for Park Naming in North Quarter Estate .....	39
12.2 International Engagement Strategy.....	43
<b>13 INFRASTRUCTURE DIRECTORATE .....</b>	<b>47</b>
13.1 Kerbside Transition Planning .....	47
13.2 Award of Contract - CN2253 - Reconstruction of Nixon Street, Shepparton.....	57
13.3 Award of Contract - CN 2246 - Panel of Suppliers - Concrete Services and Associated Works.....	61

13.4 Adoption of Sports Facility Use and Signage Policy .....65

13.5 Adoption of Sale and Acquisition of Land Policy .....68

13.6 Shepparton Sports City Master Plan .....70

**14 CONFIDENTIAL MANAGEMENT REPORTS .....77**

    14.1 Designation of Confidentiality of Information - Attachments.....77

**15 DOCUMENTS FOR SIGNING AND SEALING .....77**

**16 COUNCILLOR REPORTS .....78**

    16.1 Councillor Activities .....78

        16.1.1 Councillor Activities - June 2022 .....78

    16.2 Council Committee Reports .....80

    16.3 Notice of Motion, Amendment or Rescission .....80

        16.3.1 Notice of Motion 7/2022 - Skate Park Strategy .....80

**17 URGENT BUSINESS NOT INCLUDED ON THE AGENDA .....81**

**18 CLOSE OF MEETING .....81**

## 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)
<b>Almost Certain (5)</b> Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
<b>Likely (4)</b> Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
<b>Possible (3)</b> Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
<b>Unlikely (2)</b> It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
<b>Rare (1)</b> 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

## 1 Welcome to Country

To be 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.

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.

## 4 Governance Principles

Council considers that the recommendations contained in this Agenda 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

### RECOMMENDATION

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.**

## 7 Confirmation of Minutes of Previous Meetings

### RECOMMENDATION

**That the minutes of the 21 June 2022 Council Meeting as circulated, be confirmed.**

## 8 Public Question Time

Nil received.

## 9 Deputations and Petitions

Nil received.

## 10 Community Directorate

### 10.1 Membership Appointment Disability Advisory Committee 2022-2025

Author Access & Inclusion Officer  
 Approved by Director Community  
 Purpose For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

That the Council:

1. appoint the following community representatives and service providers to the Disability Advisory Committee (DAC) for a term of 3 years, commencing on 20 July 2022 and concluding on 18 July 2025:
  - Kody Bothwell, Community Representative
  - Michael Dann, Community Representative
  - Ivan Etsebeth, Community Representative
  - Simon Humphrey, Community Representative
  - Peter O'Connor, Community Representative
  - Melinda Piggott, Community Representative
  - Lucy Sullivan, Community Representative
  - Sarah Tait, Community Representative
  - Dean Walton, Community Representative
  - Rights Information and Advocacy Centre, Service Provider
  - Verney Road School, Service Provider
  - Everyday Independence, Service Provider
2. acknowledge and thank the outgoing members of the Committee for their contributions to the DAC.



## Executive Summary

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

The tenure of the current DAC members expired on 20 June 2021. A decision was made in June 2021 to extend the tenure of the current Disability Advisory Committee members due to the likely impact of the COVID-19 pandemic on member recruitment.

Recruitment of DAC members commenced in February 2022 and concluded in March 2022. A range of advertising methods were utilised to attract a diversity of potential members, and applicants were offered both an online and / or phone interview to complete the Expression of Interest (EOI) application. The Terms of Reference indicate that the DAC should include up to nine community representatives and up to three service providers to be appointed to a thirty-six-month term.

Twenty-one Expression of Interest's (EOI's) were received. Officers have assessed the applications and recommend a total of 12, inclusive of community members and service provider representatives are appointed to the DAC by Council resolution.

## Report Detail

The Disability Advisory Committee (the DAC) was formally established by resolution of Council on 11 November 2008. The DAC continues to form a strong link between Council and people living with disabilities in our community. The DAC meets bi-monthly and provides advice and recommended actions to Council.

The purpose of the DAC is to provide a platform for advocacy and representation on issues relating to people living with a disability in the community, to support and inform Council future directions relating to issues affecting those with a disability, to inform good decision making, and enhance inclusive practices across Council.

The DAC has an active role in formalising the establishment and implementation of the Annual DAC Action Plan (the Plan). The Plan will align with, and support the achievement of key priority areas of the Council Plan 2021-2025, the Universal Access and Inclusion Plan 2022-2026 (UAIP) and other documents that support disability, access and inclusion.

The DAC has previously undergone recruitment cycles in 2012, 2015, 2018 and early 2019 and 2020 respectively.

The tenure of the current DAC members expired on 20 June 2021. A decision was made in June 2021 to extend the tenure of the current Disability Advisory Committee members due to the likely impact of the COVID-19 pandemic on member recruitment.

A month-long recruitment campaign commenced on 18 February and concluded on 18 March 2022. As part of the recruitment campaign advertisements were placed on billboards and /or corflutes in Shepparton and across the municipality, on Council's social media pages and website. Media releases calling for applications to the DAC further complimented the campaign. To assist with the promotion a short video, featuring DAC members was also produced. A notice calling for nominations was placed on Council's website for the same period.

Twenty-one EOI's were received. Officers have assessed the applications and recommend the following 12 community members and service providers are appointed to the DAC:

- Kody Bothwell, Community Representative
- Michael Dann, Community Representative
- Ivan Etsebeth, Community Representative
- Simon Humphrey, Community Representative
- Peter O'Connor, Community Representative
- Melinda Piggott, Community Representative
- Lucy Sullivan, Community Representative
- Sarah Tait, Community Representative
- Dean Walton, Community Representative
- Rights Information and Advocacy Centre, Service Provider
- Verney Road School, Service Provider
- Everyday Independence, Service Provider

The nine unsuccessful applicants will be acknowledged in writing for the time taken to express their interest.

Officers, on behalf of Council, will also thank and acknowledge the following community members and service providers for their contributions to the DAC over the last two and a half years:

- Diane Baglin
- Tony Bell
- Jenny Crowe
- FamilyCare
- Barry Kruse
- Athena Papadatos

### Council Plan/Key Strategic Activity

The DAC will have an active role in formalising the establishment and implementation of the Annual DAC Action Plan (the Plan).

The Plan will support the achievement of the following sections of the Council Plan 2021-25.

#### *Community leadership*

- Council to take an active leadership role for access and inclusion in our community.

#### *Social responsibility and wellbeing*

- Council will promote the use of the universal design principles across the region to ensure fair and reasonable access for all members of our community.
- Council to provide accessible play spaces for all abilities.

#### *Vibrant and diverse economy*

- Council will promote the use of the universal design principles across the regions to make Greater Shepparton an accessible tourism hub.

#### *Infrastructure and technology*

- Council will implement the universal design principles as a key tool in all our infrastructure and technology projects.

*Environment and climate emergency*

- Council endeavours to make the natural environment accessible to all, regardless of age and abilities.

The Plan will directly support achievement the *Universal Access and Inclusion Plan 2022-2026* (UAIP) and other documents that support disability, access and inclusion.

**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 2020	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

**Policy Considerations**

There are no conflicts with any current Council policy documents. This report relates to appointing new members to an existing advisory committee for which all policy considerations have been made. Appointing new members to the DAC is in line with the Greater Shepparton City Council Advisory Committee Policy 2019.

**Financial Implications**

Actions for implementation identified by the DAC 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 or external funding will be sought.

**Legal/Statutory Implications**

This report is consistent with the *Local Government Act 2020* and the *Victorian Charter of Human Rights and Responsibility Act 2006*.

**Environmental/Sustainability Impacts**

There will be no negative environmental/sustainable impacts identified for this recommendation.

**Social Implications**

Appointing a new DAC will help build a sense of community as it raises the profile of people with disabilities within the community. There are many benefits to consider relating to social implications including:

- Sense of community – Stakeholder participation for the people with disabilities in our community and social cohesion.
- Community Services – improve the range and quality of services for different groups such as people with disabilities, improvement 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 – Access to transport options that meet the individual needs of people with disabilities living in our communities.

### Economic Impacts

No economic impacts will arise from this proposal.

### Consultation

Advertisements were placed on electronic billboards in Shepparton, on Council’s social media pages. Media releases were sent to all the local news outlets on 18 February 2022 calling for nominations. A notice calling for nominations was also placed on Council’s website for the same period. Nominations closed on 18 March 2022.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> <li>• billboard advertisements, social media posts radio interviews, Core flute advertising boards erected around Shepparton Mooroopna and Tatura</li> <li>• Consultation with DAC members and local Service Providers working in the Disability Sector</li> </ul>
Involve	Work together. Feedback is incorporated into Councils decision making processes.	<ul style="list-style-type: none"> <li>• Council to consult with the DAC in relation to matters relating to people with disabilities in Greater Shepparton.</li> </ul>
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 DAC’s recommendations</p>	<ul style="list-style-type: none"> <li>• Advisory Committee consisting of community members to be appointed.</li> <li>• A Councillor is appointed to the DAC.</li> <li>• The DAC is supported by the Manager of Community Wellbeing and the Team leader- Community Strengthening and the Access and Inclusion Officer.</li> <li>• Council will consider funding requests where possible to undertake desired projects.</li> </ul>

Officers believe that appropriate consultation has occurred and the matter is now ready for the Executive Teams 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 2021- 2025

Draft Universal Access and Inclusion Plan 2022-2026

## Conclusion

The DAC exists to provide recommended actions to Council that ensure the needs of people with disabilities in our community can be met.

It is anticipated that the newly appointed DAC will continue to assist council on its journey towards becoming an accessible and inclusive municipality for everyone regardless of their ability, age or background.

## Attachments

Nil

## 10.2 Community Matching Grants Round Two 2021/22

Author Team Leader Community Strengthening  
 Approved by Director Community  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note the successful applicants for Round Two of the 2021/22 Community Matching Grants Program as outlined below:**

Applicant	Grant Amount Awarded (GST Free)
Shepparton Croquet Club Incorporated	\$2,505.00
Astronomical Society of Victoria (Shepparton Branch)	\$1,923.74
Primary Care Connect	\$3,000.00
Shepparton Region Reconciliation Group	\$5,000.00
Kialla Golf Club	\$4,827.00
Know Your Rights – Point of Difference	\$5,000.00
	\$22,255.74

### Executive Summary

Greater Shepparton City Council offers the Community Matching Grants Program to support the development and implementation of community projects and activities as a part of Council's Community Development Framework. The total amount of funding allocated for the 2021/22 financial year to this program was \$75,000 (GST free) which is split across two rounds.

Round Two of the 2021/2022 program received a total of eight applications with two applications deemed unsuccessful due to not meeting grant guidelines and funding criteria. The remaining six applications were assessed by an assessment panel and have been awarded funding under delegated authority.

### Report Detail

The Community Matching Grants Program (the Program) is designed to support projects within the Greater Shepparton community which are assessed against the following criteria:

- Build new social connections and partnerships within communities, or reinforce those that already exist.

- Allow participation in a community activity, at all stages of the project from planning to completion.
- Enable community members to acquire or develop a new skill.
- Create, renew or revitalise places and spaces within the community.

The Program provides two rounds per financial year. Applications are assessed by a panel of Council Officers and moderated by the Grants Coordinator.

Grants of up to \$5,000 are available per project, with each project required to provide a matching component of the total project cost, either through a cash or in-kind (material or labour) contribution. The ability of an organisation to provide financial and in-kind support to a project is considered during the assessment process to ensure a fair distribution of grant funds.

Round Two of the Program opened on 10 January 2022 and closed on 28 February 2022. Round Two received a total of eight applicants and the results of the assessments are contained in the Assessment Report Summary, **Attachment 10.2.1**.

Six applications were assessed by the Grant Assessment Panel and have been awarded funding under delegated authority. A further two applications were unsuccessful based on not meeting grant guidelines and funding criteria. One of these applications was deemed ineligible based on the Program Guidelines and the Grant Distribution Policy. The other application was declined due to a lack of project collaboration and information. This group will be encouraged to adjust their project plan and make a new application in the 2022/23 program.

The Program includes an acquittal process which must be completed by successful applicants at the finalisation of their project. The acquittal process requires applicants to provide a report on the outcomes of the project, acquittal of funds and photographs of events/activities funded. Applicants that fail to complete the acquittal to a satisfactory standard are unable to supply for future Council grant programs.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

- 1.1 Council to take an active leadership role for access and inclusion in our community.
- 1.2 Council to work with stakeholders to support leadership within our multicultural communities.
- 1.4 Communities have resources and abilities to self-advocate.
- 1.6 Council provides customer service that meets the needs of the community.

### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

- 2.4 Leave no one behind.
- 2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### Risk Management

Consideration has been given to the risk management issues during the assessment of all applications for funding support.

### Policy Considerations

Applications under the Community Matching Grants Program have been assessed and awarded funding under delegated authority in accordance with Council's Grant Distribution Policy adopted on 16 March 2021.

### Financial Implications

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	\$0	\$0		\$0
Expense	\$37,500	\$22,255.74		\$22,255.74
Net Total	\$37,500	\$22,255.74		\$22,255.74

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

### Legal/Statutory Implications

There are no legal/statutory implications arising from this report.

### Environmental/Sustainability Impacts

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

### Social Implications

The funding provided through this grant program aims to increase the social connections of the Greater Shepparton community.

### Economic Impacts

Some of the projects funding this this grant round may result in visitors to our region, contributing positively to the Greater Shepparton economy.

### Consultation

This round of Community Matching Grants was promoted through the Council's external website, social media, media release and via community organisation email lists and networks. Two online grant information sessions were delivered by the Grants Coordinator supported by Council officers. In addition, the Community Strengthening Project Administration Officer continues to speak with community organisations to discuss projects and options for funding.

### Strategic Links

#### a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.4.4 The Need to Grow
- 3.2 Supporting Principles
- 4.3.4 The Municipality is More Attractive



- 4.3.9 The Municipality is Culturally Active
- b) Other strategic links
- Greater Shepparton Community Plans

### Conclusion

Round Two of the Community Matching Grants Program received a total of eight applications with two deemed unsuccessful against the assessment criteria. The remaining six applications have been awarded funding under delegated authority in accordance with Council's Grant Distribution Policy.

### Attachments

1. Community Matching Grants Assessment Report Summary [10.2.1 - 2 pages]

## 10.3 Small Town Festive Decorations Grant 2022

Author                    Team Leader Community Strengthening  
 Approved by            Director Community  
 Purpose                 For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note the successful applicants awarded funding under delegated authority for the 2022 Small Town Festive Decorations Grant Program as follows:**

Applicant	Amount Awarded (GST Free)
Mooroopna Men's Shed	\$2,000.00
Katandra West Recreation Reserve Committee of Management	\$1,427.00
Tatura Community Plan Group	\$1,696.00
Lions Club of Toolamba	\$ 800.00
Tallygaroopna Men's Shed	\$1,295.00
<b>TOTAL</b>	<b>\$7,218.00</b>

### Executive Summary

Greater Shepparton City Council offers the Small Town Festive Grants Program to support community organisations to purchase and install festive decorations within their small towns. The total amount of funding allocated for the 2021/22 financial year to this program was \$11,000 (GST free).

The 2022 program received a total of six applications, with one application withdrawn.

The remaining five applications were assessed by the grant assessment panel and have been awarded funding under delegated authority.

### Report Detail

The Small Town Festive Decorations Program (the Program) is designed to support community groups in Greater Shepparton to take an active lead in the festive program within their towns. For the purpose of this Program, a small town is defined as having a population of 10,000 people or less.

Grants of up to \$2,000 are available per project. The Program opened on 10 January 2022 and closed on 28 February 2022 with a total of six applications received. The results of the assessments are contained in the Assessment Report Summary, **Attachment 11.3.1**.

Five applications were assessed by the Grant Assessment Panel and have been awarded funding under delegated authority. One application was withdrawn due to the timeframes of the grant program. This group will be encouraged to adjust their project plan and make a new application in future programs.

The Program includes an acquittal process which must be completed by successful applicants at the conclusion of their project. This process requires applicants to provide a report on the outcomes of the project, acquittal of funds and photographs of events/activities funded. Applicants that fail to complete the acquittal to a satisfactory standard are unable to apply for future Council grant programs.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever changing environment.

1.4 Communities have resources and abilities to self-advocate.

1.6 Council provides customer service that meets the needs of the community.

1.8 Good governance and sustainable financial management.

### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

2.6 Welcome and embrace multicultural communities and their cultures.

2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### VIBRANT and DIVERSE ECONOMY

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

3.6 Attract people to live, work, study and remain in our region.

### INFRASTRUCTURE and TECHNOLOGY

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.11 Develop and improve Community and recreation facilities.

### ENVIRONMENT and CLIMATE EMERGENCY

We will prioritise our environment and take urgent action to reduce emissions and waste in order to protect public health and create a region that mitigates and adapts to climate change.

5.2 Council will focus on emission reductions committing to a Zero Emissions 2030 Target.

5.5 Council commits to working with our community to deliver climate safe future.

5.6 Reduce carbon emissions in our community.

5.9 Drive climate change mitigation and adaptation.

## Risk Management

Consideration has been given to the risk management issues during the assessment of all applications for funding support.

## Policy Considerations

Applications under the Small Town Festive Decorations Grant Program have been assessed and awarded funding under delegated authority in accordance with Council's Grant Distribution Policy adopted on 16 March 2021.

## Financial Implications

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Free \$	Variance to Approved Budget Estimate \$	This Proposal GST Free \$
Revenue	\$0	\$0		\$0
Expense	\$7218.00	\$7218.00		\$7218.00
Net Total	\$7218.00	\$7218.00		\$7218.00

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

## Legal/Statutory Implications

There are no legal/statutory implications arising from this report.

## Environmental/Sustainability Impacts

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

## Social Implications

The funding provided through this grant program aims to increase the social connections of the Greater Shepparton community.

## Economic Impacts

The projects funded through this grant round may result in an increase in visitors to our region, contributing positively to the Greater Shepparton economy.

## Consultation

This round of Small Town Festive Decorations Grants has been promoted through the Council's external website, social media, media release, and via community organisation email lists and networks. Two online grant information sessions were delivered by the Grants Coordinator supported by Council officers. In addition, the Community Strengthening Team provided support to community organisations to discuss projects and options for funding.

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

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- 2.3.2 Community Life
- 2.4.4 The Need to Grow
- 3.2 Supporting Principles

- 4.3.4 The Municipality is More Attractive
- 4.3.9 The Municipality is Culturally Active

b) Other strategic links

- Greater Shepparton Community Plans
- Greater Shepparton Festive Decorations Program

### Conclusion

The 2022 Small Town Festive Decorations Program received a total of six applications, with one application withdrawn. The remaining five applications have been awarded funding under delegated authority and in accordance with Council's Grant Distribution Policy.

### Attachments

1. Small Town Festive Decorations Grants - May 2022 [10.3.1 - 3 pages]

## 10.4 Membership Appointment Positive Ageing Advisory Committee 2022-2025

Author Acting Positive Ageing Officer  
 Approved by Director Community  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

That the Council:

1. **appoint the following community representatives and service providers to the Positive Ageing Advisory Committee (PAAC) for a term of 3 years, commencing on 20 July 2022 and concluding on 18 July 2025:**
  - Chris Burgess, community representative
  - Mary Coad, community representative
  - Alberto De Simone, community representative
  - Gary G Gray, community representative
  - Geoff Maynard, community representative
  - Cynthia Ortiz Gorry, community representative
  - Jeanette Doherty, community representative
  - John Lilley, community representative
  - Simon Wyatt, community representative
  - Goulburn Valley University of the Third Age, service provider
  - Rumbalara Aboriginal Co-operative, service provider
2. **acknowledge and thank the outgoing community representatives and service providers for their contributions to the PAAC.**

### Executive Summary

The term of the current Positive Ageing Advisory Committee (the PAAC) members concluded on 10 June 2022. A six (6) week recruitment campaign for new members commenced in March 2022 utilising a range of advertising methods to attract a diverse range of applicants.

Eleven (11) applications were received, nine (9) community representatives and two (2) service providers. The PACC Terms of Reference states a maximum of nine (9) community representatives and two (2) service providers are able to be appointed.

Officers assessed the applications and recommend eleven (11) applicants, nine (9) community representatives and two (2) service providers, be appointed to the PAAC by Council resolution.

### Report Detail

The Positive Ageing Advisory Committee (the PAAC) was formally established in 2011 to provide a platform for representatives of the ageing community to discuss and provide advice to Greater Shepparton City Council (GSCC) on opportunities and challenges relating to positive ageing within Greater Shepparton.

The term of the current PAAC members concluded on 10 June 2022. A six (6) week recruitment campaign for new members commenced in March 2022 utilising a range of advertising methods to attract a diverse range of applicants.

Eleven (11) applications were received from nine (9) community representatives and two (2) service providers. The Terms of Reference (**attachment 5.3.1**) states a maximum of nine (9) community representatives and two (2) service providers are able to be appointed.

Officers assessed the applications and recommend the listed eleven (11) applicants be appointed to the PAAC by Council resolution:

1. Chris Burgess, community representative
2. Mary Coad, community representative
3. Alberto De Simone, community representative
4. Gary G Gray, community representative
5. Geoff Maynard, community representative
6. Cynthia Ortiz Gorry, community representative
7. Jeanette Doherty, community representative
8. John Lilley, community representative
9. Simon Wyatt, community representative
10. Goulburn Valley University of the Third Age, service provider
11. Rumbalara Aboriginal Co-operative, service provider.

Officers, on behalf of GSCC, thank and acknowledge the following community members and service providers for their contributions to the PAAC during their term:

- VincentCare Hume community Hub, service provider
- Thurlie Pearce, community representative
- Veronica Dowell, community representative
- Tony Bell, community representative.

### Council Plan/Key Strategic Activity

#### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

- 1.1 Council to take an active leadership role for access and inclusion in our community.
- 1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever-changing environment.
- 1.4 Communities have resources and abilities to self-advocate.
- 1.8 Good governance and sustainable financial management.

### **SOCIAL RESPONSIBILITY and WELLBEING**

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

2.1 Council will promote the use of the Universal Design Principles across the region to ensure fair and reasonable access for all members of our community.

2.4 Leave no one behind.

2.8 Support for families and children at all stages of their learning and development.

2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### **VIBRANT and DIVERSE ECONOMY**

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

3.1 Council will promote the use of the Universal Design Principles across the regions to make Greater Shepparton an accessible tourism hub.

3.6 Attract people to live, work, study and remain in our region.

### **INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.1 Council will implement the Universal Design Principles as a key tool in all our infrastructure and technology projects.

### **ENVIRONMENT and CLIMATE EMERGENCY**

We will prioritise our environment and take urgent action to reduce emissions and waste in order to protect public health and create a region that mitigates and adapts to climate change.

5.1 Council endeavours to make the natural environment accessible to all, regardless of age and abilities.

5.9 Drive climate change mitigation and adaptation.

## **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 2020	C	3	Moderate	Inclusion of a clause within the Terms of Reference outlining this requirement which will remind the committee of their obligations



Risks	Likelihood	Consequence	Rating	Mitigation Action
Insufficient connection and communication between Committee and Council.	C	4	Low	One Councillor is an appointed member of the committee to provide input.

### Policy Considerations

There are no conflicts with any current Council policy documents. This report relates to appointing new members to an existing advisory committee for which all policy considerations have been made. Appointing new members to the PAAC is in line with the Greater Shepparton City Council Advisory Committee Policy 2019.

### Financial Implications

A financial allocation of approximately \$40,000 exists for activities in the positive ageing portfolio comprising staffing costs, and program-based activities.

### Legal/Statutory Implications

This report is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibility Act 2006.

### Environmental/Sustainability Impacts

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

### Social Implications

Appointing a new PAAC will help build a sense of community as it raises the profile of people with disabilities within the community. There are many benefits to consider relating to social implications including:

**Sense of community** – Stakeholder participation for older people living and working in our community and increasing social cohesion.

**Community Services** – improve the range and quality of services for different groups such as older people, improvement 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** – Access to transport options that meet the individual needs of older people living in our communities.

### Economic Impacts

There are no economic impacts associated with this report.

### Consultation

An extensive communication and marketing plan was developed and implemented for the recruitment of the Advisory Committee members. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- 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

- Shepparton Public Health Strategic Plan 2018–2028
- Council Plan 2021- 2025
- Universal Access and Inclusion Plan 2022-2026

## Conclusion

The eleven (11) applicants recommended for appointment to the PAAC will continue to provide advice to GSCC on opportunities and challenges relating to positive ageing within Greater Shepparton.

Officers will thank outgoing members of the PAAC for their contribution to the community.

## Attachments

Nil

## 10.5 Women's Charter Advisory Committee Terms of Reference & Action Plan

Author                      Team Leader Diversity  
 Approved by              Director Community  
 Purpose                    For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. adopt the amended Terms of Reference for the Greater Shepparton Women's Charter Advisory Committee as attached to this report; and**
- 2. note the Greater Shepparton Women's Charter Advisory Committee Action Plan 2022 – 2025 as attached to this report.**

### Executive Summary

The Greater Shepparton Women's Charter Advisory Committee (the Committee) provides advice to Greater Shepparton City Council (GSCC) on the implementation and application of the Victorian Local Government Women's Charter (the Charter) guiding principles of:

- gender equity
- encouraging diversity in representation and participation
- women's active citizenship.

The Committee does this by operating under the Women's Charter Terms of Reference (the ToR) and through the development and implementation of a triennial action plan.

Officers reviewed the Committee ToR and prepared the triennial action plan in conjunction with the Committee. These reviews have been undertaken in line with current sector practice, the broader policy landscape and in response to local community need and opportunities.

The ToR is now ready for Council endorsement, whilst the action plan is being presented for noting.

### Report Detail

The Greater Shepparton Women's Charter Advisory Committee (the Committee) was established in 2011 to provide advice to Council on the implementation and application of the Victorian Local Government Women's Charter guiding principles of:

- gender equity
- encouraging diversity in representation and participation
- women's active citizenship.

The Committee does this by operating under the Women's Charter Terms of Reference (the ToR) and through the development and implementation of a triennial action plan.

### Terms of Reference

A full review of the ToR was undertaken by Council Officers at the beginning of 2022 and was agreed to by the Committee in May 2022. The ToR is at **Attachment 5.2.1**.

The ToR was updated to reflect current sector practice, including to respond to advice sought from the Victorian Local Governance Association, and to reflect community needs.

Significant changes include:

- the Charter Champion has been reinstated and will be the nominated Councillor Representative
- the Charter Champion has also been instated as the Committee Chairperson.
- the ToR language and formatting has been simplified to enhance accessibility and inclusion.
- inclusion of a statement in the TOR about applying an intersectionality lens in the context of recruitment and appointment of Committee members, in order to reflect the diversity of the local community.

The ToR will be reviewed again in 2024.

### 2022 – 2025 Action Plan

The action plan is developed and implemented every three years by the Committee. Each iteration has a focus on key objectives that reflect community need and opportunities in relation to the Charter.

Officers developed the 2022 – 2025 Action Plan (Action Plan) in collaboration with Committee members. It was endorsed by the Committee in May 2022.

The Action Plan (**Attachment 5.2.2**) identifies three overarching action areas:

1. responding
2. supporting
3. growing.

Key initiatives are outlined for each action area and directly respond to The Charter's three guiding principles.

The Action Plan will be reviewed again in 2025.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

- 1.1 Council to take an active leadership role for access and inclusion in our community.
- 1.4 Communities have resources and abilities to self-advocate.

## Risk Management

Risks associated with this advisory committee are low and are managed through operational decision making and recommendations to Council as required.

### Policy Considerations

Officers did not identify any current policy implications associated with this proposal.

### Financial Implications

Staffing support for the Committee is managed within the existing staff resource base in the Community Wellbeing Department (that is, it is not a dedicated role). Along with a small amount of operational funding to support the delivery of events for the Women's Awards and International Women's Day the cost to Council for activities associated with the Committee is approximately \$25,000 annually.

### Legal/Statutory Implications

The Committee is an Advisory Committee to Council under the Local Government Act. Officers did not identify any legal or statutory implications associated with this proposal.

### Environmental/Sustainability Impacts

Officers did not identify any environmental or sustainability impacts arising from this proposal.

### Social Implications

The Committee exists to uphold the Victorian Local Government Women's Charter which has aims to advance gender equity; diversity and participation; and women's active citizenship.

### Economic Impacts

Officers did not identify any economic impacts in relation to this proposal.

### Consultation

Officers consulted with members of the Committee and believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Strategic Links

Greater Shepparton 2030 Strategy

- Nil

### Conclusion

The Greater Shepparton Women's Charter Advisory Committee Terms of Reference and Action Plan have been reviewed and updated to reflect current sector practice in governance and operations. Each document provides the necessary foundation for the implementation and application of the Victorian Local Government Women's Charter.

### Attachments

1. Greater Shepparton Women's Charter Advisory Committee Terms of Reference [10.5.1 - 5 pages]
2. Greater Shepparton Women's Charter Advisory Committee Action Plan 2022 to 2025 [10.5.2 - 1 page]

## 11 Corporate Services Directorate

### 11.1 Media Policy

Author                      Team Leader Marketing & Communications  
 Approved by              Director Corporate Services  
 Purpose                     For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council adopt the updated Media Policy as attached to this report.**

#### Executive Summary

In informing the public about activities, programs, events, services and initiatives it is important that Council has in place processes that support an active and considered response to media enquiries.

The Media Policy provide a framework around roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

#### Report Detail

Greater Shepparton City Council (GSCC) recognises the important role the media plays in informing the public about Council activities, programs, events, services and initiatives.

As a community leader and a government body responsible for providing and maintaining essential services and infrastructure, protecting the environment, planning for sustainable development, safeguarding public health and supporting community development, it is important GSCC has in place processes that support an active response to media enquiries. Interaction with the media in a government context requires careful attention to a range of factors including audience, public interest and political sensitivity.

The Media Policy provides a framework regarding roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

The Media Policy applies to GSCC and its sub-brands, staff and Councillors. Media refers to communication channels through which news, entertainment, education, data, or promotional messages are disseminated. Media includes every broadcasting and narrowcasting medium such as newspapers, magazines/publications, TV, radio, billboards, direct mail, telephone, social media and internet.

The Media Policy ensures the communication between Council and media is managed appropriately to maximise benefits to Council and minimise risk of adverse publicity and misunderstanding due to inaccurate information or inappropriate sharing on information. The policy ensure that key messages are consistently relayed and aligned with the current position of the organisation and facilitate a strong relationship with local media by providing a central contact point and quick and accurate responses to enquiries.

The Media Policy details roles and responsibilities, commenting in the media/media spokesperson, media releases, interviews, briefings and non-news/human interest stories. The Corporate Procedure Media document provides in-depth details on the processes, the roles and responsibilities and is for staff operational use.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.1 Council to take an active leadership role for access and inclusion in our community.

1.8 Good governance and sustainable financial management.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Information is provided to the media without authorisation on a Council Meeting agenda item leading to inaccurate reporting or confidential information being made public.	Possible	Moderate	Medium	Ensure all staff and councillors are aware of media policy and that Directors reinforce the importance of directing media enquiries to Marketing & Communications.
The perception that an item has been decided upon before a Council meeting.	Likely	Moderate	Medium	All enquires directed through Marketing & Communications. Councillors ensure they stipulate the opinion is theirs and not that of Council.

### Policy Considerations

There are no conflicts with current Council policies.

### Financial Implications

There are no financial implications associated with this report.

### Legal/Statutory Implications

Effectively managing the media will assist in protecting Councillors, staff and the organisation from being exposed to any potential legal issues.

### Environmental/Sustainability Impacts

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

### Social Implications

Failing to manage commentary to the media may result in reputational damage for the organisation. Management of media commentary will provide accurate, timely and targeted information to the community.

### Economic Impacts

There are no economic impacts associated with this report.

### Consultation

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

### Strategic Links

#### a) Greater Shepparton 2030 Strategy

- Nil

#### b) Other strategic links

- Greater Shepparton City Council – Councillor Code of Conduct
- Greater Shepparton City Council – Staff Code of Conduct

### Conclusion

The Media Policy provides a clear framework on how to manage commentary and information dissemination originating from Council, including guidelines for staff and councillors. The Policy will ensure that media coverage will obtain the best outcome for Council.

### Attachments

1. Media Policy [11.1.1 - 5 pages]



## 11.2 Contracts Awarded under Delegation - June 2022

Author Team Leader – Contracts and Procurement  
 Approved by Director Corporate Services  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

1. note the contracts awarded under delegation pursuant to a formal tender process for the reporting period; and
2. note the requests for tender advertised but not yet awarded.

### Report

To inform the Council of the status of request for tenders that have been awarded under delegation during the period 1 June 2022 to 30 June 2022, and those that have been publicly advertised but are yet to be awarded as at 4 June 2022. The report does not include all purchasing activities, only procurement which requires a detailed quotation or a formal tender process.

#### Contracts Awarded under Delegated Authority by the Chief Executive Officer, Director or Manager

Contract No.	Project Name	Details	Value inclusive of GST	Awarded to
2245	Construction of Murchison Rail Trail Bridge Stage 1 Upgrade	Lump Sum Contract for the construction of Murchison Rail Trail Bridge Stage 1 Upgrade	\$317,467.70	Waratah Construction Pty Ltd

### Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
2172	Provision of Cleaning Services for SAM Building	Schedule of Rates Contract for the Provision of Cleaning Services for SAM Building	Tender currently under evaluation
2263	Provision of Heritage Advisory Services 2022-2024	Schedule of Rates Contract for the Provision of Heritage Advisory Services 2022-2024	Tender currently under evaluation
2251	SAM Precinct Works – Nature Playground & BBQ Shelter	Lump Sum Contract for SAM Precinct Works – Nature Playground & BBQ Shelter	Tender currently under evaluation
2252	Installation of Tree Bud Lighting in Shepparton and Tatura	Lump Sum Contract for the Installation of Tree Bud Lighting in Shepparton and Tatura	Tender currently under evaluation
2240	Tallygaroopna Children’s Centre Upgrade	Lump Sum Contract for the Tallygaroopna Children’s Centre Upgrade	Tender scheduled to close on 13 July 2022
2250	Provision of Tree Maintenance Services and Tree Planting Services – Panel of Suppliers	Schedule of Rates Contract for the Provision of Tree Maintenance Services and Tree Planting Services – Panel of Suppliers	Tender scheduled to close on 6 July 2022

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.

The Council through the *Exercise of Delegations Policy* has delegated authority to the Directors to approve a contract up to the value of \$150,000 for goods and services and \$200,000 for works.

#### Legal/Statutory Implications

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

In accordance with Section 108 of the *Local Government Act 2020*, Council has adopted its new Procurement Policy establishing the value at which Council must invite a tender or seek an expression of interest.

### **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 under delegated authority of the Council during the period 1 June 2022 to 30 June 2022.

### **Attachments**

Nil

## 11.3 Audit & Risk Management Committee - Unconfirmed Minutes - 11 May 2022

Author Team Leader Risk & Assurance  
 Approved by Director Corporate Services  
 Purpose For Noting

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council note:**

- 1. the unconfirmed minutes of the 11 May 2022 Audit and Risk Management Committee meeting as attached to this report; and**
- 2. the minutes will be confirmed by the Audit and Risk Management Committee at their next meeting, scheduled for 10 August 2022, and any substantive changes to the unconfirmed minutes will be reported to the next Council meeting.**

### Executive Summary

In compliance with the *Local Government Act 2020 (the Act)* an Audit and Risk Management Committee must be established by Council under section 53 of the Act. The Audit and Risk Management Committee is not a delegated committee.

The purpose of this report is to present the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 11 May 2022 in accordance with the Local Government Act 2020 and the Committee's Charter.

### Report Detail

The Charter states that minutes from each committee meeting will be presented to Council, summarising progress, matters discussed and any issues the Committee wishes to share with all Councillors'.

The unconfirmed minutes of the 11 May 2022 Audit and Risk Management Committee (the Committee) note the following key points of discussion:

- CEO verbal report including:
  - Commonwealth Games
  - Shepparton Sports City project

- GV Link project
- OHS update on bitumen kettle incident
- Finance reports, including:
  - Monthly finance report
  - Asset revaluation review
- Information, Communication & Technology
  - Disaster Recovery
  - Penetration Testing
- Risk Management
  - Fraud and Corruption risks
  - Operational risks
  - Project risks
  - Risk Management Strategy update
- Internal Audit reports
  - Overdue audit items
  - Publications of Interest
  - Internal audits completed by HLB Mann Judd
- General Business
  - Council Resolutions with reference to the ARMC
  - Transferring to Microsoft Teams for Meetings.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever-changing environment.

1.6 Council provides customer service that meets the needs of the community.

1.8 Good governance and sustainable financial management.

### Risk Management

The Audit and Risk Management Committee are to provide guidance to Council in external and internal audit, annual financial reporting, insurance and risk exposures, compliance and assessment, and review, all of which are high risk components of Council's role.

Councillors may be unaware of significant issues raised and discussed at the Committee meetings, for example, control weaknesses if the minutes are not presented accurately and in a timely manner.

### Policy Considerations

There are no policy considerations associated with this report.

### Financial Implications

There are no financial implications associated with this report.

### Legal/Statutory Implications

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

### Environmental/Sustainability Impacts

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

### Social Implications

Social implications associated with the Audit and Risk Management Committee have been addressed within the Charter.

## Economic Impacts

There are no economic impacts associated with this report.

## Consultation

The unconfirmed minutes of the 11 May 2022 Audit and Risk Management Committee (ARMC) meeting were distributed to management for review.

Following management's review, the unconfirmed minutes were distributed to the Committee Chair for review.

Upon receiving confirmation from the Chair, the unconfirmed minutes were distributed to Council's independent members of the ARMC, including all relevant internal staff.

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

## Strategic Links

Greater Shepparton 2030 Strategy

- Nil

## Conclusion

In accordance with Charter requirements, the Audit and Risk Management Committee unconfirmed minutes from 11 May 2022 have been prepared and are to be presented to Council for noting.

## Attachments

1. Audit and Risk Management Committee - 11 May 2022 - Minutes [11.3.1 - 31 pages]

## 12 Sustainable Development Directorate

### 12.1 Request for Park Naming in North Quarter Estate

Author Senior Support Officer – Building, Planning & Compliance  
 Approved by Director Sustainable Development  
 Purpose For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

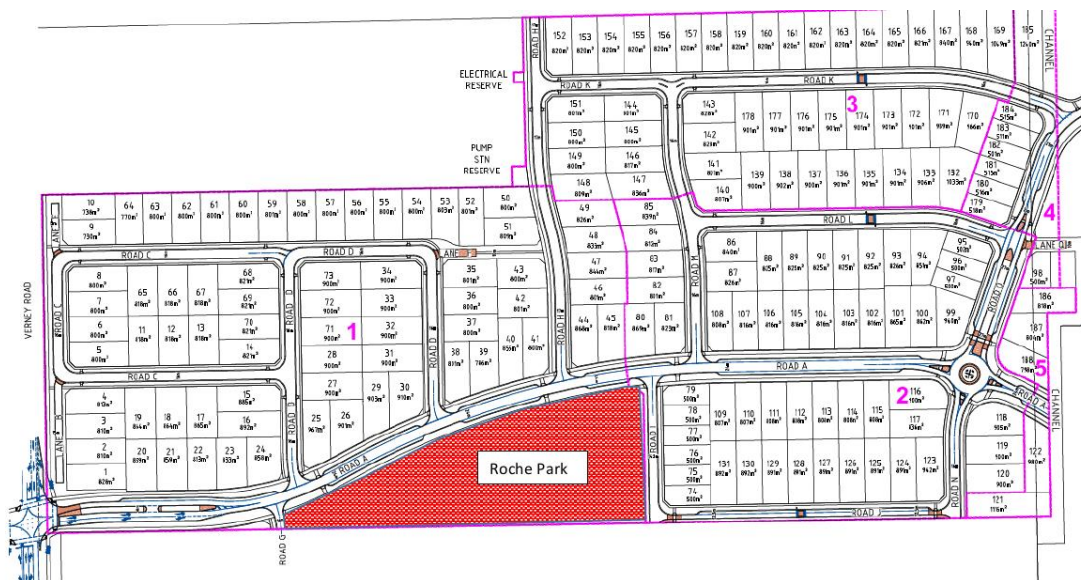
**That the Council approve the naming of Roche Park in the North Quarter Estate in line with *Naming Rules for Places Victoria 2016*.**

#### Executive Summary

The purpose of this report is to approve the name Roche Park in the North Quarter Estate.

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

The park name was placed on public notice and no submissions were received.



## Report Detail

The purpose of this report is to approve the name Roche Park in the North Quarter Estate.

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

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

On 4 January 2022, SPIIRE on behalf of the developer wrote to Council requesting to name the reserve within the North Quarter Estate at 145 Verney Road, Shepparton “*Roche Park*”.

Parish Plans show that the Roche family previously occupied the land and the developers would like to retain this history within the subdivision. (A copy of the Parish Plan is in the attachments).

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

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

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

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

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

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

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

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

The park name was placed on public notice and no submissions were received.



## Council Plan/Key Strategic Activity

### INFRASTRUCTURE and TECHNOLOGY

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not proceeding with the naming could create confusion for emergency services staff, delaying response times	Moderate	Low	Low	Name to avoid confusion for emergency services

## Policy Considerations

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

## Financial Implications

Financial implications will be for a park name sign only.

## Legal/Statutory Implications

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

## Environmental/Sustainability Impacts

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

## Social Implications

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

## Economic Impacts

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

## Consultation

The name was placed on Public Notice in the Shepparton News on 4 March 2022.

## Strategic Links

Greater Shepparton 2030 Strategy

- Nil

## Conclusion

The naming of the park will be imperative to the safety of the local residents and the wider community. Parish Plans show that the Roche family previously occupied the land and the developers would like to retain this history within the subdivision. The name was assessed and is in accordance with the *Naming rules for places in Victoria 2016*. It is recommended that the Council approve the naming of Roche Park in the North Quarter Estate in line with *Naming Rules for Places Victoria 2016*.

## Attachments

1. ROCHE PARK - Request for Park Name - The North Quarter - 145 Verney Road, Shepparton [12.1.1 - 2 pages]
2. ROCHE PARK - Locality Plan [12.1.2 - 2 pages]

## 12.2 International Engagement Strategy

Author                    Team Leader Business & Industry  
 Approved by            Director Sustainable Development  
 Purpose                   For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council endorse the revised International Engagement Strategy as attached to this report.**

### Executive Summary

The International Engagement Strategy which was initially developed in 2017 has been reviewed. Since the strategy's endorsement in 2017 the strategy has and continues to strategically increase the economic and cultural prosperity of the Greater Shepparton region through relationship building, facilitation of business growth via access to international markets and the attraction of international funds for economic growth.

The strategy highlights outcomes that can be achieved within the region and details actions throughout the document. The strategy has been modified, in part, to broaden exploration of trade opportunities from a previous heavy emphasis on Asia and predominately China to other areas such as Indonesia and United Arab Emirates (UAE).

Opportunities for trade and education initiatives have been and continue to be explored with the Australia Arab Chamber of Commerce and Industry, Global Victoria and the Consular General's office of both the United Arab Emirates and Indonesia.

Overall, the strategy features five major themes which, in summary, aim to develop best practice in attracting investment to the region, driving investment and employment growth in both agriculture and industry to capitalise on export opportunity, capturing investment in emerging industries and growing the export economy through improved knowledge and export servicing.

## Report Detail

The strategy articulates the vision for the Greater Shepparton region being increased economic and cultural activity through:

- Business growth through access to international markets
- Attraction of international investment
- Pursuit of cultural and educational opportunities

The strategy is then broken into five themes. A brief overview of each theme is outlined below. Specific actions are identified within the strategy attached to this report.

### 1. **Support**

Support Greater Shepparton businesses by facilitating:

- Education opportunities
- Training
- Mentoring
- Funding opportunities
- Business visits with Consular General offices and Global Victoria staff
- Participation in trade shows aimed at increasing export

To foster and strengthen international relationships.

### 2. **Business**

The Greater Shepparton International Engagement Strategy will seek to identify businesses that are investment or export ready and to assist in increasing their level of knowledge, to aid trade facilitation.

### 3. **Promotional**

Promote region as 'investment ready' and opportunistic towards exporting our fresh healthy produce.

Promotional material will be showcased to international markets and potential investors promoting Greater Shepparton's products, strengths and interest in trade.

### 4. **Visitation**

Trade delegations are an important promotional tool for the implementation of the International Engagement Strategy. To maximise returns it is essential that the coordination of delegations be carefully considered, well organised and properly leveraged.

Inbound and outbound trade delegations are often resource intensive, however are an integral way of building relationships and increasing economic and cultural opportunities.

With limited budget and resources, it is imperative that participation is evaluated based on economic and cultural benefit.

### 5. **Friendship Cities**

Greater Shepparton City Council currently has a formalised relationship with the following cities:

#### **Sister Cities**

Florina, **Greece**

Korce, **Albania**

Lijiang City, **China**

Novato, **USA**

Oshu City (Esashi), Iwate **Japan**  
Resen, **Macedonia Yugoslavia**  
Shepparton, **England**  
Tielin, **China**  
Toyoake, Aichi **Japan**  
Jintan, Changzhou Province **China**  
Shangqiu, Henan Province **China**  
Baguio, **Philippines**

A number of these cities have relationships with local schools, universities and GOTAFE.

### **Council Plan/Key Strategic Activity**

#### **Council Plan 2021 – 2025**

Encourage and facilitate investment and expansion  
Implementation of International Engagement Strategy  
Showcase the attributes of our region to encourage new investment and expand existing businesses.

#### **Economic Development, Tourism and Events Strategy 2017-2021**

Strengthen engagement with the food sector and provide useful information on export markets, grants, and research and opportunities.

### **Risk Management**

There are no adverse risks associated with the adoption of this strategy.

### **Policy Considerations**

The strategy supports existing Council policy and strategic direction including The Greater Shepparton City Council: Council Plan 2021-2025, the Greater Shepparton 2030 Strategy and the Economic Development Tourism and Events Strategy 2017-2021.

### **Financial Implications**

The adoption of the International Engagement Strategy does not have any direct financial or budgetary implications for Council.

### **Legal/Statutory Implications**

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

### **Environmental/Sustainability Impacts**

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

### **Social Implications**

There are no adverse social impacts associated with the adoption of International Engagement Strategy. There is an opportunity to develop stronger relationships with overseas investors which can lead to economic growth and export opportunities for local business and industry.

## Economic Impacts

The strategy has been developed to enhance economic impact, build relationships and develop awareness around investment opportunities within Greater Shepparton. Greater Shepparton is well placed to expand exports from Victoria in light of the growing demand worldwide for fresh, clean and green produce.

This strategy seeks to enhance and give Council direction in relation to achieving this objective.

## Consultation

Discussion has taken place with business owners and government representatives.

Meetings with Regional Development Victoria and various trade organisations have also taken place to support the development of this strategy.

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

## Strategic Links

### a) Greater Shepparton 2030 Strategy

Topic: Economic Development

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

Theme - Economic Development

Objectives:

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

### b) Other strategic links

Economic Development Tourism and Major Events Strategy 2017-2021

## Conclusion

The purpose of the International Engagement Strategy is to ensure that the Greater Shepparton City Council has an economic focus on international trade and a clear strategic direction pertaining to the region's local economy and maximising international opportunities for trade, education and tourism.

Significant opportunities exist overseas regarding international trade and this strategy will continue to guide Council towards enhancing awareness relating to Greater Shepparton being investment ready.

## Attachments

1. Greater Shepparton International Engagement Strategy [12.2.1 - 12 pages]

## 13 Infrastructure Directorate

### 13.1 Kerbside Transition Planning

Author	Manager - Waste Services
Approved by	Director Infrastructure
Purpose	For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

#### RECOMMENDATION

**That the Council:**

- 1. note the community consultation report as attached; and**
- 2. endorse the following changes to the kerbside collection service, to be implemented in a multi-staged approach by no later than March 2024:**
  - 2.1 collection frequency of the red lid bin (residual) reduced to fortnightly;**
  - 2.2 collection frequency of the green lid bin (FOGO) to be increased to weekly; and**
  - 2.3 introduction of glass bin to be collected monthly.**

#### Executive Summary

Standardising household recycling across Victoria is a key initiative of State Government's circular economy policy and plan, 'Recycling Victoria: A New Economy'. In order to meet the key actions from this strategy, Greater Shepparton will need to make significant changes to our waste collection in order to meet the state target of 80% reduction to landfill by 2030.

'*Recycling Victoria*' is the Victorian Government's 10-year policy and action plan, aimed at fundamentally transforming our recycling sector. Dismantling the current operational paradigm in waste generation and recovery, a shift to operating under the lens of a circular economy will pivot Victoria toward a more sustainable future. To drive this transformation, \$129 million will be made available to assist Councils in reforming household waste and recycling services, ensuring Victoria is well placed in transitioning to a circular economy.

To meet the new, standardised regulations, Council Officers completed and submitted a Draft Transition Plan to DELWP (September 2020), outlining the proposed implementation of a service model to incorporate a 4-bin kerbside collection service. This transition plan was presented to Council at the November CM, for endorsement to consult the community on the proposed changes. However, Council wanted further information on the glass bin and had concerns about the implication of the container deposit scheme (CDS) on the fourth bin. This resulted in two separate motions moved, one endorsing the consultation on the change in frequency of the red and green lid bins, and the second requesting further information on the glass bin.

Council officers have since met Councillors requests, and proceeded to consult the community on the proposed changes in the collection frequency for the red and green lid bin whilst providing an opportunity for the community to pick between a drop off and a bin service. Council is now required to consider all the provided information and make a decision that balances our community's needs whilst addressing best economic, social and environmental sustainability outcomes for the community's future.

## Report Detail

### 1. PURPOSE AND BACKGROUND

In February 2020 the State Government released its Recycling Victoria – a new economy document and a commitment to a \$300 million investment into recycling collection, processing and reuse in Victoria to address the urgent challenges that caused significant disruption to Victoria's recycling services and to make fundamental changes to help prevent these issues from reoccurring.

Recycling Victoria aims to disrupt the current waste collection and disposal paradigm by placing emphasis and strengthening the foundations of and toward the creation of a circular economy. By disrupting the current linear-economy mindset – take and throw away, our pivot toward an economy that not only seeks, but encourages, the continual reduction of environmental impacts along the production-consumption nexus will enable economic growth through more productive uses of our natural resources. The transition to a more inclusive, circular economy will create positive effects across the economic, social and environmental pillars of our society.

Recycling Victoria's investment will create jobs and economic growth, reduce waste and pollution whilst establishing a robust recycling system and the complete overhaul of Victoria's recycling system will change the very way Victoria does business, as the State engages in new efforts to reduce, reuse, repair and recycle.

Recycling Victoria's 10-year plan contains four key drivers:

- By 2030 a new 4-bin waste and recycling system across Victoria
- By 2023 the introduction of a container deposit scheme
- The investment of \$100 million to strengthen Victoria's waste and recycling industry
- Regulate the waste and recycling sector as an essential service with a new waste and recycling Act and waste authority.

As part of this plan, the government is proposing that all 79 Councils in Victoria move to a 4-bin system. These 4 bins will be standardised across the state, including:

- The separate collection of glass, either via a kerbside service (bin with purple lid), drop-off facilities or a combination of both by 2027;
- The continuation of a commingled recycling service for paper, plastic and metals, (bin with yellow lid);



- The separate collection of Food Organics and Garden Organics (FOGO), either via a kerbside service (bin with light green lid), drop off facilities or a combination of both by 2030; and
- The continuation of residual garbage collection, (bin with a red lid).

The kerbside reforms include the standardisation of bin lids and also the introduction of a four-bin system to align waste user systems state-wide. This system will comprise of general waste (red lid), comingled recycling (yellow lid), glass (purple lid) and organics (green lid).

The introduction of the separate glass bin has been designed to reduce the amount of contamination and increase recyclable content in the recycling system. By collecting glass separately, it ensures up to 90% of glass will be recycled. Currently in the comingled bin approximately 45% is only recycled.

As Council's current kerbside collection contract expires on October 30, 2023, Council will be able to transition to a 4-bin system in the new contract. The new contract will see all households who currently have a yellow lid bin, also have a fourth 'glass' purple lid bin. Council is also participating in a collaborative procurement process with 13 other Councils in the region, with the tender released for an 8-week period. Council will need to make a decision on a choose collection frequency and glass option prior to appointing a contractor.

### 1.2 Kerbside Transition Plan

Council's Transition Plan was developed to reflect the data from audit reports and conjunction with neighbouring Councils introducing similar systems to meet State targets. Council currently diverts 54% of its waste to landfill through yellow lid bin and green lid bin collections. To achieve an 80% reduction to landfill significant changes are required to the current kerbside services to achieve this. Council will have just over 6 years to achieve the State Target of 80% by the time the new collection contracts begin.

Council's finance team have modelled 3 scenarios for the purpose of the kerbside transition plan to understand the costing behind each scenario. These scenarios where;

Scenario 1 (Business as usual)	Scenario 2	Scenario 3
Weekly Red lid bin (Residual)	Fortnightly Red lid bin (Residual)	Fortnightly Red lid bin (Residual)
Fortnightly Green lid bin (FOGO)	Weekly Green lid bin (FOGO)	Weekly Green lid bin (FOGO)
Fortnightly Yellow lid bin (Recycling)	Fortnightly Yellow lid bin (Recycling)	Fortnightly Yellow lid bin (Recycling)
No glass service	Monthly Purple lid bin (Glass)	Drop off Service for Glass

Scenario 1 or business as usual is the most expensive due to increasing EPA landfill levies applied to that service.

Scenario 2 was chosen as the best option for the community as it was economic, social, sustainable and provided the necessary environmental outcomes State Government is requiring.

Scenario 3 is the cheapest option of the three, however it requires people to travel to dispose of their glass.

### 1.2.1 Waste Diversion rates

The kerbside bin audit found that residual waste bins (red lid) have around a 70% contamination rate, and 53% of that contamination is of organic materials. By changing the frequency between red and green lid bins, Council officers are expecting that a significant portion of organic material will be recovered and diverted from landfill. This will play a critical role in Council achieving the state target of 80% landfill waste diversion by 2030.

The below table shows that by changing the residual bin to fortnightly we reach a diversion rate of 73% of the 80% in 23/24.

Waste Stream	FY20 /21	FY21 /22	FY22 /23*	FY23/24**	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29	FY29/30
Organics (green lid) in Tonnes	8964	9276	12054	14916	15662	16445	17267	18130	19037	19989
Comingle Recycling (yellow lid) in Tonnes	6346	6450	6015	5575	5853	6146	6453	6776	7115	7471
Residual waste (red lid) in Tonnes	13980	14120	10590	7943	7784	7628	7475	7326	7179	7036
Glass bin (purple lid) in Tonnes			208	1092	1339	1339	1339	1339	1339	1339
Waste Diversion Rate	52%	53%	63%	73%	75%	76%	77%	78%	79%	80%

\*Glass service and frequency change expected. Data reflects 6 months of the service

\*\*Estimated figures and percentage based on a full year changing the red bin to fortnightly and the green bin to weekly, and the addition of the glass bin.

## 2. ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations. Therefore, moving to the recommended system will have far reaching economic, social and environmental benefits for our community.

The transition to this system will present challenges for both Council and the members of our community. The business case provides two alternate scenarios for the kerbside collection service to be introduced, however there is a degree of economic, social and environmental costs and benefits, both positive and negative for the outcome is chosen. There is no one size fits all when choosing a waste service for the community. The decision for a fortnightly service is not one that was recommended lightly, significant analyses of the data has reached this achievable outcome. However, to drive community behaviour change, and work towards creating a more circular economy, strong leadership is needed to make these decisions and drive the changes required to meet State outcomes, whilst at the same time as bringing the community along on the journey.

To achieve the recommendations Council will need to ensure that appropriate resourcing is dedicated to the project to ensure education and behaviour change of the community occurs.

## 2.1 CHANGING THE FREQUENCY OF THE RED AND GREEN LID BINS

The most controversial result in the survey was between the red lid bin and the green lid bin, with 86% of residents indicated that they would like to continue with a weekly service of the red lid bin. However, 67% of people also indicated that they would like a weekly green lid bin service, or were not opposed to the change in the service. The common comments were around problematic items such as nappies, medical waste, large families, animal waste, seafood, meat and food waste in general. There were fundamental misconceptions of the green lid bin, with people not understanding its full use for meat, seafood, and food waste. This further supported existing data that people are not using their green lid bin for food waste, and that it is still going into the red lid bin. This aided people to vote against the change in the frequency.

This was consistent with the kerbside audit results indicating that 53% of the red lid bin contents was made up of organic material comprising of 42% food waste and 11% was garden waste. Further to this, the red lid bin had 16% of recyclable material which can be further diverted from red lid bin.

People were also concerned about the potential overflowing bins and bin capacity. This was addressed by reviewing the current bin capacity in the community. The review found that Shepparton already has a third of the population have more than double the capacity in bin size, when compared to other Councils who offer a fortnightly waste service. Currently, there is no standard service for residence, and ratepayers are able to pick and choose the size of their bins. As a result, people have chosen already chosen a larger bin despite the higher cost associated with the larger bin. According to the rates the following capacity and the number of bins is;

10,643 have an 80L red lid bin  
 8,365 have an 120L red lid bin  
**9,380 have an 240L red lid bin**

Council	Frequency of Collection	Bin Size
Wangaratta	Fortnightly	140L
Wodonga (similar size Council, similar demographics)	Fortnightly	140L
Benalla	Fortnightly	120L
Strathbogie	Fortnightly	120L

It is important to note while the community may indicate that want a weekly service of the red lid bin, all the data we have supports a fortnightly service. Change often brings resistance to the status quo, as it challenges us to think differently and change our behaviour. In the case of the red lid bin, behaviour change is necessary to bring about a more circular economy.

### 2.1.1 FOURTH BIN RESULT

A separate glass service is required to be implemented by 2027, Council has the opportunity to go earlier due to the current collection contracts expiring. It is also unique opportunity to be a leading Council, and make the changes necessary for our community and the environment. By introducing the service sooner rather than later we will also see savings on our recycling processing gate fee, and we can work towards better recycling overall through the kerbside bins.

The results of the survey indicated that 80.62% of the residents wanted a glass bin, 19.38% wanted a drop off service. They also seen this as a paired service with the recycling bin, so anyone who currently has a recycling bin should have a glass bin.

The responses against the glass bin were around not having any glass, or very glass containers, who were living alone or in units. Bin space was also an issue for many those living in units. Many of these respondents wanted to see glass drop off bins at local parks and shops.

The draft NE&GV Glass feasibility study highlights the drop off facilities are considerable cheaper than bin system. It recommends waiting to roll out glass until after the Container Deposit Scheme has been implicated. However, it fails to address the contamination factor of glass in the red lid bin and yellow lid bins and the ongoing costs associated with this.

## 2.2 WHAT WE CAN DO TO ADDRESS CONCERNS WITH THE CHANGES

Firstly, the waste team will be collating the responses and developing a frequently asked questions guide to address some of the misinformation that led to people voting a certain way.

Council will need to have a comprehensive community engagement and behaviour change plan that addresses the needs of entire community and take them on the waste reduction journey. This plan will need to have targeted programs towards our CALD communities. To ensure our contamination rate remains low we will need to introduce regular bin inspections. Bin inspections and auditing provide the community with real time feedback and opportunities to improve waste behaviours.

In response to the medical waste concerns Council plans to offer either a weekly service or an extra bin for free. Council will also extend and promote the subsidised cloth nappy program to reduce disposable nappy waste.

Currently Council has glass skip bins at each of the resource recovery centres and these will be in place for the overflow from purple bins or those without a kerbside service.

## 3. THE ROLL OUT OF THE NEW SERVICES

Significant planning into the recommended changes will need to start as early as July 2022 prior to the changes taking place. Council officers will develop an implementation plan that will address the how the roll out will occur, as well as all the background work required to achieve a project this size. This will entail;

- Program planning
- Procurement and distribution of the bins
- Development of a new service within Council internally; rates, mapping, customer service and assets.
- Education and community engagement

Council officers will start to develop this as soon as a decision is endorsed.

### Council Plan/Key Strategic Activity

#### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.1 Council to take an active leadership role for access and inclusion in our community.

1.3 Council services will be realistic and delivered in an efficient and effective manner with the aim of continuously looking for delivery that matches our ever-changing environment.

1.8 Good governance and sustainable financial management.

**INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region’s requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.7 Create a smart city.

**ENVIRONMENT and CLIMATE EMERGENCY**

We will prioritise our environment and take urgent action to reduce emissions and waste in order to protect public health and create a region that mitigates and adapts to climate change.

5.1 Council endeavours to make the natural environment accessible to all, regardless of age and abilities.

5.2 Council will focus on emission reductions committing to a Zero Emissions 2030 Target.

5.3 Council commits to supporting the establishment of a circular economy within Greater Shepparton.

5.5 Council commits to working with our community to deliver climate safe future.

5.6 Reduce carbon emissions in our community.

5.8 Support a circular economy and reduce waste to landfill.

5.9 Drive climate change mitigation and adaptation.

There are a number of actions that are fundamental for the successful implementation of a weekly FOGO and glass kerbside collection service including:

- Developing and implementing a well-resourced education and promotional campaign with a whole of organisation approach;
- Ensuring adequate timeframes for tendering for the collection and receipt contracts and for the purchasing and delivery of glass bins;
- Timing of the changes – in particular, avoiding holiday periods when many residents may be away on holidays; and
- Conducting ongoing monitoring for contamination.
- If these actions are overlooked, it is likely to result in poor participation rates and contaminated FOGO and glass materials in kerbside bins.
- Offering waste audits to help residents reduce waste in their bin and look at further diversion to other bins or services.

If these actions are overlooked, it is likely to result in poor participation rates and contaminated FOGO and glass materials in bins.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Greenhouse gas emissions from food waste in residual bin	5	3	High	Weekly collection of the organics bin
Contamination of the recycling bin by glass for a drop off service	5	3	High	Monthly collection of the glass bin

Risks	Likelihood	Consequence	Rating	Mitigation Action
Not meeting the 80% kerbside diversion rate	5	3	High	Weekly collection of organics. Fortnightly collection of residual waste. Separate glass bin to increase the recovery of recyclable materials.

### Policy Considerations

Waste Services Policy – This policy will need to be updated to reflect the proposed changes to the service. Council officers envisage that the Waste Service Policy will be brought to Council once the evaluation of the collaborative procurement is completed at the latter part of the year.

### Financial Implications

Council will be receiving State Government funding to partially fund the implementation of the fourth bin kerbside service changes, in the range of \$376,000 - \$407,000. If Council chooses not to pursue a fourth bin service, this funding will be revoked. Council has also applied and been successful for \$82,409.80 of State funding to deliver a comprehensive education program to support the kerbside transition plan. Council will also need to put an additional \$100,000 to support the resourcing of the resources required in the rollout of the transition plan.

The cost to change the services is expected to be \$1.9M, including bin purchase and delivery. The new charges would be included in the 2022/23 budget, but not imposed until the service is operational.

Modelling on the current contract collection and disposal rates estimate the annual additional cost of the glass bin as \$32 to the resident. Overall, only \$1.85 net charge will be applied to implement these proposed changes. The following estimates also assume an annual increase in the waste service charges in line with the 2021-2031 Financial Plan along with increases in the quantities of organics disposed and decreases in the quantities of residual waste disposed.

Bin Collection Frequency Proposed	Per bin \$
Red bin collection – weekly to fortnightly	\$21.95 (savings)
Red bin disposal – 30% reduction of weight	\$23.90 (savings)
Yellow bin disposal – 65% reduction of weight	\$23.51 (savings)
Green bin collection – fortnightly to weekly	\$28.72 (increase)
Green bin disposal – 30% increase volume	\$10.50 (increase)
Purple bin charge – new fee	\$32 increase
<b>Overall increase</b>	<b>\$1.85 per annum</b>

If a weekly red lid bin service is **not** chosen, then the cost for the service will continue to increase with the EPA levy. Instead of the \$45.85 savings from going to a fortnightly collection, the cost would rise by \$23. The overall cost increase for the ratepayer will be \$55, this includes the \$32 that would be for the new purple bin service.

The draft NEGVWRG Glass Services Options Analysis 2022, has costed that glass will be even less than our modelling cost around \$20 extra a year for the service.

### **Collaborative Procurement**

The regional collaborative procurement tender is now released. Council is tendering all the current services, as well as the proposed service to benchmark the waste collection service in a competitive market. The costs modelled are expected to change once this process is complete and we have real market data based on our own services.

### **Legal/Statutory Implications**

There are no Legal/Statutory implications as a result of this report.

### **Environmental/Sustainability Impacts**

There are significant environmental impacts associated with this report. By changing the residual (red lid bin) to a fortnightly collection reduces the amount of waste going to landfill by 30%.

Increasing the collection of the organics bin (green lid) to weekly recovers up to 30% more material that would have otherwise ended up in landfill creating toxic greenhouse gas emissions and further climate change impacts.

A separate glass service creates cleaner products in the yellow lid bin with less glass fines contamination. This reduces the amount of waste from the recycling process. A separate glass collection allows for glass to be recovered 40% more than it would be in the yellow lid bin.

### **Social Implications**

There are social implications with the change in bin collection frequencies. These include disadvantages to those with medical waste, foster care family's and families that use disposable nappies. However, Council will address these separately from the overall service to ensure that the service on offer is inclusive and meets the needs of those in different circumstances.

### **Economic Impacts**

By reducing the red lid bin to fortnightly the cost to resident goes down. EPA levies on landfill waste are set to double from what they were in 2019. Landfill waste will continue to attract higher and higher fees. By removing the glass from the yellow lid bin, the cost also continues to go down, as there is less contaminated waste from the recycling process which Council would be inevitably charged for.

### **Consultation**

Council Officers have undertaken significant consultation with the community to gauge the satisfaction levels to the options proposed for the kerbside collection. The period of consultation went for 31 days.

Advertising was used to direct residents to information sessions and to the online survey for completion. This was done through:

- 2 local newspapers;
- Radio;
- social media;
- Flyers were distributed through various council networks (e.g. Children services & community hubs).

Advertising through social media such as Facebook and Spotify had a total reach of 16,661 people.

Two media releases were published throughout the consultation period to provide residents with basic information about the options proposed, and to direct them to the online survey. To include residents that were unable to access the online survey or attend a session in person, hard copies were delivered to residents who requested one.

Council Officers conducted 6 pop up sessions. They were:

- Shepparton x 2;
- Murchinson;
- Dookie;
- Tallygroopna;
- Cosgrove.

Council Officers also conducted 4 formal information sessions. They were:

- Shepparton x 2;
- Mooroopna;
- Tatura.

Frequently Asked Questions Information sheets were provided to each resident surveyed to explain each option, how it may affect the resident and why Council was considering it.

Overall, 3,542 submissions were received throughout the consultation period. The demographics of the submissions represented a good sample of the community.

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

### Strategic Links

a) Greater Shepparton 2030 Strategy

- Waste Management Strategy

b) Other strategic links

- Recycling Victoria

### Conclusion

Council has completed consultation on the proposed changes to the frequency of the red lid bin and the green lid bin, as well as options for the glass bin/drop off service. Based on the survey results but data from the kerbside audit. Council officers are recommending that Council endorse the change of frequency of the red and green bins, and introduce a fourth bin for glass collection as part of the kerbside collection service.

### Attachments

Nil



## 13.2 Award of Contract - CN2253 - Reconstruction of Nixon Street, Shepparton

Author                      Manager Projects  
 Approved by            Director Infrastructure  
 Purpose                   For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. accept the tender submitted by Mawson Constructions Pty Ltd for Contract No. 2253 Reconstruction of Nixon Street, Shepparton for the lump sum price of \$2,100,902.20 (excluding GST); and**
- 2. authorise the Chief Executive Officer to execute such documents as are necessary to give effect to this resolution**

### Executive Summary

To upgrade aging assets and improve intersection safety, which requires the construction of road pavement, kerb, drainage, and a new roundabout on Nixon Street Shepparton, from Corio Street to Skene Street. The proposed roundabout will be constructed on the intersection of Harold and Nixon Streets.

The tender was publicly advertised with seven submissions received, four local tenders and three tenderers from outside the municipality (Cobram, Melbourne, Geelong). Mawson Constructions Pty Ltd submitted a conforming tender to deliver the required scope and received the overall highest moderated score.

### Contract Details

The following shall form the Scope of Works:

- Set out of all works
- Provision of traffic management as required
- Provision of confirmation of underground service location
- Demolition of existing kerb, drainage, and road pavement
- Stripping and excavation of material to meet the lines and levels as detailed in the drawings
- Removal and disposal of all construction waste from site

- Supply and install stormwater drainage as detailed.
- Installation of Tree Cells and associated tree plantings
- Construction of a concrete kerbing, footpaths, and pedestrian crossings
- Construction of road pavement as detailed.
- Construction of concrete roundabout, concrete islands
- Supply and install Line marking and signage as detailed.
- Re-established nature strips and any other disturbed items on site

## Tenders

Tenders were received from:

Tenders
Cleave's Earthmoving & Drainage Pty Ltd
RECivil
Miller Pipe & Civil Pty Ltd
Mawson Constructions Pty Ltd
Jarvis Delahey Contractors Pty. Ltd.
Apex Earthworks Pty Ltd
Keystone Civil

Seven submissions were received, four local tenders and three tenderers from outside the municipality. Mawson Constructions Pty Ltd submitted a conforming tender to deliver the required scope provided and received the overall highest moderated score and were the lowest price tenderer. Mawson Constructions Pty Ltd provided a methodology statement that provided clear understanding of the project.

Mawson Constructions Pty Ltd are a local contractor that has previously completed various road projects for Council.

## Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager	Projects
Team Leader Investigation & Design	Projects
Design Engineer	Projects

## Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	60%
Methodology	5%
Schedule	10%
Past experience & capability	5%
Environmental Sustainability	10%
Benefit to the Local Region	10%

### Council Plan/Key Strategic Activity

#### INFRASTRUCTURE and TECHNOLOGY

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

### Risk Management

This project is considered low risk.

### Policy Considerations

There are no policy conflicts for this report.

### Financial Implications

Capital budget for this project is \$2,600,000 ex GST.

This project is fully funded, with funding sourced from Local Roads and Community Infrastructure (LRCI) funding for \$1,000,000 and Roads to Recovery \$1,600,000 totalling \$2,600,000.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	\$2,600,000	\$2,600,000.00		
Expense		\$2,100,902.20		\$2,310,992.20
Net Total	\$2,600,000	-\$499,097.80		

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

The balance of the Roads to Recovery funding has been allocated to remaining projects within the road program. Remaining funding is \$499,097.80 ex GST

### Legal/Statutory Implications

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

In accordance with Section 109(2) of the Local Government Act 2020, Council has considered opportunities for collaboration with other Council and public bodies. In this instance however, due to the specific location, nature of the works being undertaken and current market conditions, opportunities for collaboration were not available. Council will source any associated goods or services from existing collaborative arrangements where possible.

### Environmental/Sustainability Impacts

Environmental impact and the contractor's response has been critiqued during the tender process and formed 10% of the selection criteria. Use of recyclable asphalt in the road pavement and the installation of tree cells which will help improve the life of the new trees.

### **Social Implications**

Contractors will need to factor in current usage of the area and the day-to-day impact of the works against this use. The successful contractor must maintain pedestrian and vehicle access where possible throughout the project.

### **Economic Impacts**

There are no economic impacts associated with these works.

### **Consultation**

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

### **Strategic Links**

Greater Shepparton 2030 Strategy

- Infrastructure – to provide sustainable infrastructure to support growth and development of the municipality.

### **Conclusion**

Mawson Constructions Pty Ltd has submitted a conforming Tender with the lowest tender price and received the highest overall score against the evaluation criteria. Mawson Constructions Pty Ltd are a local contractor that has previously completed various road projects for Council.

The Panel is satisfied that Mawson Constructions Pty Ltd have the capability and experience to complete the works under contract. The panel recommends Council to accept the tender submitted by Mawson Constructions Pty Ltd for the lump sum price of \$2,100,902.20 (excluding GST).

### **Attachments**

Nil

## 13.3 Award of Contract - CN 2246 - Panel of Suppliers - Concrete Services and Associated Works

Author                    Manager Projects  
 Approved by         Director Infrastructure  
 Purpose                For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

1. **accept the tenders submitted by Cleaves Earthmoving & Drainage Pty Ltd and Tactile Australia Pty Ltd TA One Stop Civil for Contract No. 2246 Concrete Services and Associated Works Panel of Suppliers;**
2. **authorise the Chief Executive Officer to award the initial contract for a contract period of two (2) years (with optional extension period of one (1) year) ; and**
3. **authorise the Chief Executive Officer to execute such documents as are necessary to give effect to this resolution**

### Executive Summary

The works to be delivered by this contract comprise the construction of kerb and channel, vehicle crossings, pram crossings, concrete footpaths and other concrete capital works projects. Works will be delivered at various locations within the Greater Shepparton municipality.

The contract will have a high importance on the inclusion of recycled materials allowing Council to trial these materials and products in renewal programs and construction projects and to ensure we are conducive to the zero emission 2030 target.

The contract period will be 2 years with an option for a 1-year extension. Renewal programs are established based on condition and funding allocation through the annual capital budget process.

Council advertised for concrete services via the Council's tender portal and the Shepparton News. The tender request was for companies to form a panel of supplies for these works.

This provides Council with an efficient and competitive method of delivering its concrete renewal program. Two tender submissions were received.

### Contract Details

The works to be delivered by this contract comprise the construction of kerb and channel, vehicle crossings, pram crossings, concrete footpaths and other concrete capital works projects. Works will be delivered at various locations within the Greater Shepparton Municipality.

Council undertakes approximately \$1.5M – \$3M of concrete renewal and upgrade works each year using external contractors to deliver a number of capital works programs and projects. The annual expenditure of this procurement is subject to allocation under the approved budget each financial year. Works renewal programs and budgets will be assembled by Council's Assets Department utilising condition data and long term modelling to ensure annual renewal budgets remain in line with Council's 10 year plan.

Based on strategic analysis from Council's recent modelling and Council's 10 year plan, the current estimate is \$9M expenditure over the next three years. Expenditure annually is estimated to be approximately \$3M (ex GST).

In accordance with Council's Procurement Policy, an independent Probity Advisor (Craig Geddes from Dench McClean Carlson) has been engaged to assist with the process from procurement plan stage through to evaluation.

### Tenders

Tenders were received from:

Tenderers
Cleaves Earthmoving & Drainage Pty Ltd
Tactile Australia Pty Ltd TA One Stop Civil

### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Team Leader Design & Investigation	Projects
Team Leader - PMO	Projects
Project Manager	Projects

### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
Sustainability/ Environmental measures and products	20%
Benefit to Local Region	15%
Relevant past experience and capability	10%
Project methodology	5%
OH&S systems	Pass/Fail

Two tenders were received, both being local companies who previously were on the former Concrete and Associated works panel of suppliers (C1837). Both tenderers have displayed over the previous 3 years the ability to meet our renewal program including scope and timeframes.

**Council Plan/Key Strategic Activity**

**INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region’s requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.11 Develop and improve Community and recreation facilities.

**Risk Management**

This project is considered low risk.

**Policy Considerations**

There are no policy conflicts for this report.

**Financial Implications**

The average annual value of this contract is estimated to be \$9,000,000.00 (GST exclusive). Financial estimates in the below table are based on Councils full liability under the contract over 3 years. Works programs and budgets will be established by Councils Assets Department utilising condition data and long term modelling and the annual expenditure subject to budget provisions.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue				
Expense	9,000,000	9,000,000	0	9,900,000
Net Total	9,000,000	9,000,000	0	

<sup>1</sup> Budgets are GST exclusive

<sup>2</sup> 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.

In accordance with Section 109(2) of the Local Government Act 2020, Council has considered opportunities for collaboration with other Council and public bodies. In this instance however, due to the specific location, nature of the works being undertaken and current market conditions, opportunities for collaboration were not available. Council will source any associated goods or services from existing collaborative arrangements where possible.

**Environmental/Sustainability Impacts**

The contract will have a high importance on the inclusion of recycled materials allowing Council to trial these materials and products in renewal programs and construction projects.

### **Social Implications**

Contractors will need to factor in current usage of the area and the day-to-day impact of the works. The successful contractor must maintain pedestrian and vehicle access where possible throughout delivery of the projects.

### **Economic Impacts**

There are no economic impacts associated with these works.

### **Consultation**

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

### **Strategic Links**

Greater Shepparton 2030 Strategy

- Infrastructure – to provide sustainable infrastructure to support growth and development of the municipality.

### **Conclusion**

The evaluation panel is satisfied that Cleaves Earthmoving & Drainage Pty Ltd and Tactile Australia Pty Ltd TA One Stop Civil offer the best value and both have the resources and capability to complete the works as required under the contract.

The panel recommends that Cleaves Earthmoving & Drainage Pty Ltd and Tactile Australia Pty Ltd TA One Stop Civil are awarded contracts on the panel for Concrete Services and Associated Works.

### **Attachments**

Nil



## 13.4 Adoption of Sports Facility Use and Signage Policy

Author Team Leader - Parks, Sport and Recreation  
 Approved by Director Infrastructure  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council adopt the Sports Facility Use and Signage Policy as attached to this report.**

### Executive Summary

The Sports Facility Use and Signage Policy ('the Policy') provides a responsible, consistent, transparent and equitable process for Council managed sport facilities. The policy will apply to all sports facilities that are directly managed by the Council, and exclude Community Asset Committee managed facilities, except for sections applicable to capital upgrades and contributions.

Officers have reviewed the Policy and recommend the following changes to the document, as stated below:

1. Remove "private and commercial users" listed within the scope (page 4)
2. Include "Associations, schools and community groups" under 5.2 Facility Allocation hierarchy for prioritising (page 4)
3. Inclusion of Sports Facility Signage that describes ownership, management and maintenance

Council has responsibility for a diverse range of sporting facilities, these responsibilities include ongoing maintenance and management for all users.

The Policy outlines how Council will provide and present sporting facilities to the community. It aims to provide flexible and sustainable access to sports facilities that support elite and community sport, facilitate shared use and provide a place for community connectedness.

### Report Detail

Council owns an extensive network of sports fields, sports pavilions and associated facilities for use by the local sporting community.

These facilities play a key role in the delivery of a wide range of leisure, social, cultural and educational activities which encourage active community participation, and make a valuable contribution to the general health and wellbeing of the local community.

An effective structure for the management of these facilities is integral to the facilities long-term sustainability and as a result, Council Officers have developed a Policy and to ensure that Council owned facilities are managed and used in a safe, accessible and equitable manner.

The current processes and procedures for hiring Council facilities for use by the community vary greatly due to the diverse range of facilities available, and management structures in place. The Policy contains the rationale, principles and occupancy assessment process, for determining appropriate usage arrangements, and to enable consistent processes to be undertaken when hiring Council owned community facilities.

This Policy is supported by various standard agreements and operational guidelines i.e., seasonal and casual booking form and the Sports Facility User Guide.

## Council Plan/Key Strategic Activity

### **LEADERSHIP AND GOVERNANCE**

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

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

1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financially viable and in line with Council's core business.

### **SOCIAL**

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

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

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

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

### **ECONOMIC**

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

3.4 Water is protected and managed to optimise sustainable benefits for industry, the environment and the community.

### **BUILT**

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

4.4 Quality infrastructure is provided and maintained to acceptable standards.

4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

## Risk Management

The Policy has been developed in order to implement a sound management structure around the way Council manages, maintains and utilises sports facilities and infrastructure,

along with the expectations of care and responsibility of those booking and utilising these facilities.

### **Policy Considerations**

No conflicts with any other Council policies have been identified.

### **Financial Implications**

There are no negative identifiable financial implications for Council. The inclusion of compulsory contributions for capital infrastructure upgrades will assist Council with the costs associated with those upgrades.

### **Legal/Statutory Implications**

There are no identifiable legal or statutory implications.

### **Environmental/Sustainability Impacts**

There are no identifiable environmental or sustainability impacts.

### **Social Implications**

Adopting the Policy on the management of sports facilities will provide ongoing social benefits to the local community. Council can ensure it provides key outcomes that are fair and equitable and respond to the active and engaged (social) objectives of the Council Plan.

### **Economic Impacts**

No economic impacts have been identified.

### **Consultation**

Significant consultation has occurred with the Soccer Clubs associated with the Sports City Precinct including presentations to Councillors during Briefings. On the basis that the Sports Use component of this combined policy has minimal changes from previous versions and that the Signage component is predominantly in response to issues at Sports City and that there has been adequate consultation with that user group, no further consultation is proposed prior to adoption.

### **Strategic Links**

#### a) Greater Shepparton 2030 Strategy

- Nil

#### b) Other strategic links

- Sport 2050 Strategy outlines Council's commitment to sport and recreation is in recognition of the benefits it delivers to individuals and the broader community, including social, economic and health options.

### **Conclusion**

It is recommended that Council adopt the Policy.

### **Attachments**

1. Sports Facility Use and Signage Policy [13.4.1 - 7 pages]

## 13.5 Adoption of Sale and Acquisition of Land Policy

Author	Manager Strategic Assets
Approved by	Director Infrastructure
Purpose	For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council adopt the Sale and Acquisition of Land Policy as attached to this report.**

### Executive Summary

Strategic Assets have developed a procedure to provide a consistent approach to the sale of Council owned land, consistent with Section 114 of the Local Government Act 2020.

### Report Detail

The purpose of the Policy is to provide a framework to sell land owned by Greater Shepparton City Council, ensuring consideration is given to Council strategy, legislation and best practice, transparency and community need and expectation.

This policy applies to all land that is owned by the Council and is available to be sold, as well as land that Council seeks to purchase.

The Policy will ensure that Council staff carry out all the requirements of Section 114 of the *Local Government Act 2020*.

### Council Plan/Key Strategic Activity

#### **VIBRANT and DIVERSE ECONOMY**

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

3.1 Council will promote the use of the Universal Design Principles across the regions to make Greater Shepparton an accessible tourism hub.

#### **INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.

### **Risk Management**

There are no major risks associated with this procedure.

### **Policy Considerations**

There are no identified conflicts with existing Council Policies.

### **Financial Implications**

There are no direct financial implications as a result of this procedure.

### **Legal/Statutory Implications**

The sale of all Council owned land will be carried out in accordance with the requirements of the *Local Government Act 2020*.

### **Environmental/Sustainability Impacts**

There are no environmental or sustainability impacts as a result of this procedure.

### **Social Implications**

This policy sets out Council's commitment to sell land that it owns to manage and care for its assets as an integral part of its delivery of services to the community.

### **Economic Impacts**

There are no economic impacts as a result of this policy.

### **Consultation**

Officers have developed this policy after consultation with planning and governance officers and believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### **Strategic Links**

a) Greater Shepparton 2030 Strategy

- Nil.

### **Conclusion**

This Policy will provide a framework to sell land owned by Greater Shepparton City Council, ensuring consideration is given to Council strategy, legislation and best practice, transparency and community need and expectation.

This report recommends that the Council adopt the Sale and Acquisition of Land Policy.

### **Attachments**

1. Sale and Acquisition of Land Policy [13.5.1 - 10 pages]

## 13.6 Shepparton Sports City Master Plan

Author Sporting Clubs Officer  
 Approved by Director Infrastructure  
 Purpose For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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.

### RECOMMENDATION

**That the Council:**

- 1. receive the consultation findings outlined within the Shepparton Sports City Master Plan Stakeholder Consultation Summary Report; and**
- 2. adopt the final Shepparton Sports City Master Plan as attached to this report.**

### Executive Summary

The Shepparton Sports City is located at the northern gateway to Shepparton and passed by most visitors to Shepparton travelling north or south along the Goulburn Valley Highway.

Previously referred to as McEwen Reserve and more recently the Shepparton Sports Precinct the facilities cover an area of approximately 64 hectares and accommodates a multitude of sports facilities including Athletics, Badminton, Soccer, BMX, Netball, Tennis, Hockey, Equestrian, Football, Radio Control Cars, Basketball, Table Tennis and many other sports.

The previously adopted *Shepparton Sports Precinct Master Plan 2013* included a number of recommendations that have now been completed or are no longer valid.

The decision and need to complete a review and update of the previous iteration of the *Shepparton Sports Precinct Master Plan 2013* has been driven by the following needs:

- To provide strategic guidance for the future development of the Shepparton Sports City at a holistic level.
- To better respond to changing demographics, participation trends, and the needs of residents and visitors; and to address issues such as gender equality, accessibility and sustainability.
- To better respond to State Sporting Associations in relation to the provision of sport and recreation opportunities, including the assessment of current and future needs of members.
- To address impacts and opportunities from the current facilities and Master Plan.

Preliminary consultation has been undertaken which included an online survey to Sports City user groups followed by in person meetings held between February and April 2021. Meetings were held with other stakeholders that are not user groups, but have indirect association with or use of Sports City.

User group meetings enabled conversations with participating clubs to explore their thoughts in relation to current and future sport facility provision at Sports City in more depth. A stakeholder consultation summary report is included within the draft plan.

The Shepparton Sports City Master Plan 2021 Update (the Master Plan update) provides a consolidated document which outlines pre-draft consultation findings together with the overall research findings, review of the previous Shepparton Sports Precinct Master Plan 2013, a strategic review and recommendations to guide the future planning of sport and recreation facilities at the Shepparton Sports City (Sports City).

The Master Plan update will address and guide a future vision and development opportunities for sports and recreation facilities at Sports City which considers the aspirations of clubs, groups and State Sporting Associations, the current and future needs of sport facilities, current and future trends in formal and informal sport and provide a holistic needs-based approach to sports infrastructure planning.

The Master Plan update includes site planning principles, planning context directly relating to the Shepparton Education Plan and Greater Shepparton Secondary College, Munarra – Regional Centre of Excellence along with Issues and Opportunities for consideration.

Two more significant items for further consideration, along with the overall recommendation's summary, have been included as part of the Master Plan update which present opportunities to assist in resolving issues for both equestrian and also tennis facilities overall in Greater Shepparton.

Consideration of the overall model for equestrian facilities within the region given the recognition of there being multiple sites throughout Greater Shepparton which may be able to be better coordinated to obtain economies of scale with common facilities - i.e., stables, carparking, camping areas, amenities etc.

Secondly, consideration for the development requirements of the McEwen Tennis Centre noting findings from the Whole of Sport Plan for Tennis 2017, and the general trend of declining participation in tennis nationally. Analysis of the utilisation of existing tennis facilities may highlight the need for consolidation of courts and/or clubs.

Further to the above-mentioned recommendations it is also recommended that a detailed Landscape Master Plan be developed which includes a suite of suitable trees for shade, wind mitigation and street tree planning across the site. Stakeholder and user group feedback throughout the consultation process indicates a high level of concern about a lack of shade and screen planting to mitigate winds.

Council officers believe that sufficient consultation has occurred at both pre-draft phase and post draft phase with Sports City user groups and stakeholders and that the Master Plan update is now ready for final adoption.

## Report Detail

The Shepparton Sports City is located at the northern gateway to Shepparton and passed by most visitors to Shepparton travelling north or south along the Goulburn Valley Highway.

Previously referred to as McEwen Reserve and more recently the Shepparton Sports Precinct the facilities cover an area of approximately 64 hectares and accommodates a multitude of sports facilities including Athletics, Badminton, Soccer, BMX, Netball, Tennis, Hockey, Equestrian, Football, Radio Control Cars, Basketball, Table Tennis and many other sports.

Development of the reserve over time has been on an as needs basis. This factor together with the various land exchanges and limited funds has resulted in an ad-hoc arrangement of disconnected sporting fields, courts and individual parking provision for each sport.

The first Master Plan for this site was completed in 1998 relating to John McEwen Reserve. In 2002 an additional report was prepared internally to outline progress to date and proposed operational management and capital works priorities.

A new Master Plan was prepared in 2007, with a further revision and update in 2012 stemming from the *Greater Shepparton City Council Plan 2009-2013* with a specific objective identified to “Develop and promote the Shepparton Sports Precinct as a significant regional Victorian multi-sport complex”.

The objective to develop Sports City into a regional complex is no longer included in the current *Greater Shepparton City Council Plan 2021-2025*, however the following is included as part of the *Shepparton & Mooroopna 2050 – Regional City Growth Plan (July 2020)*:

- Outcome 4 – A City with Infrastructure and Transport (p. 42) - Community Hubs section which notes the specific need for the following:
  - Future development of community hubs should be designed so they can adapt and respond to changing community needs over time. Integrating shared spaces, multipurpose community rooms, community services, sport and recreation and should consider integration of other infrastructure such as a primary schools. Community Hubs should be accessible after hours and contain flexible spaces to adapt to changing demographic needs in the community over time.

In December 2020 Council officers appointed Urban Initiatives to commence the review and update of the Shepparton Sports City Master Plan to provide an updated strategic plan for the future planning of sports and recreation facilities at the Shepparton Sports City.

The need for a review and update of the previous iteration of the *Shepparton Sports Precinct Master Plan 2013* has been driven by the following needs:

- To provide strategic guidance for the future development of the Shepparton Sports City at a holistic level.
- To better respond to changing demographics, participation trends, and the needs of residents and visitors; and to address issues such as gender equality, accessibility and sustainability.
- To better respond to State Sporting Associations in relation to the provision of sport and recreation opportunities, including the assessment of current and future needs of members.
- To address impacts and opportunities from the current facilities and Master Plan.



An extensive literature review has occurred to, where possible, provide alignment between the Master Plan update and relevant Council and non-Council documents alike. Consideration and review of the previous iteration of *Shepparton Sports Precinct Master Plan 2013* has also occurred including the previously established principles.

Preliminary consultation was undertaken which included an online survey to Sports City user groups followed by in person meetings held between February and April 2021. Meetings were held with other stakeholders that are not user groups, but have indirect association with or use of Sports City.

Much of the consultation with project stakeholders occurred at the ‘front-end’ of the project, and was primarily aimed at confirming or clarifying the following:

1. the size and profile of precinct user groups (membership numbers, number of teams, facilities used and frequency of use, etc.).
2. the facilities being used by user groups within Shepparton Sports City.
3. the adequacy or otherwise of these facilities to meet groups’ current and likely future needs.

Further post draft consultation has also occurred providing an opportunity for further feedback from Sports City user groups and internal and external stakeholders. A further summary of final feedback and submissions have been included with this report, and some minor changes to the final Master Plan update are outlined below:

- Include priority to upgrade and maintain perimeter fencing – Athletics track
- Include additional priority to renew multipurpose pile to Hockey appropriate pile when due for replacement
- Include additional priority to upgrade pathway between Hockey and Murray Slee Pavilion to asphalt for universal access
- Include priority to lengthen the Main Soccer Pitch to accommodate multi-purpose high level events such as Rugby in Commonwealth Games 2026
- Further implement the latest Sports City branding on signage, relocate and re-colour large red sport figures to tie in with new branding
- Update and confirm participation numbers relating to GV Hockey Association
- Updated concept and drawings referring to the Shepparton Sports & Events Centre

The Master Plan update includes site planning principles, planning context directly relating to the Shepparton Education Plan and Greater Shepparton Secondary College, Munarra – Regional Centre of Excellence along with Issues and Opportunities for consideration.

It is recommended that the draft Whole of Sport Plan for Equestrian developed in 2018 be revised and completed to provide direction for the future development of equestrian facilities within Greater Shepparton region.

## Council Plan/Key Strategic Activity

### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.1 Council to take an active leadership role for access and inclusion in our community.

### SOCIAL RESPONSIBILITY and WELLBEING

We will support the mental and physical health and wellbeing of all in our community, ensuring universal access to information, services, housing, healthcare and learning opportunities.

2.1 Council will promote the use of the Universal Design Principles across the region to ensure fair and reasonable access for all members of our community.

- 2.5 Recognise First Nations history and advance reconciliation.
- 2.6 Welcome and embrace multicultural communities and their cultures.
- 2.9 Community members are supported to achieve and sustain physical, emotional and creative wellbeing.

### **VIBRANT and DIVERSE ECONOMY**

We will drive the visitor economy by growing visitor experiences and major events that provide employment and other opportunities to the community. Our economic development will focus on establishing a strong, adaptive, sustainable and thriving region supported by agriculture and a diverse range of industries.

- 3.2 Council to prioritise the redevelopment of the Shepparton Sports and Events Centre.
- 3.5 Encourage and facilitate investment and expansion.
- 3.6 Attract people to live, work, study and remain in our region.
- 3.8 Maximise utilisation and investment return on Council assets.
- 3.9 Expand Greater Shepparton's visitor economy.

### **INFRASTRUCTURE and TECHNOLOGY**

We will focus on the planning of our region's requirements to enable delivery of technology and infrastructure to meet the current and future needs of the community.

- 4.1 Council will implement the Universal Design Principles as a key tool in all our infrastructure and technology projects.
- 4.8 Plan, prioritise and communicate asset maintenance and new asset delivery.
- 4.11 Develop and improve Community and recreation facilities.

### **ENVIRONMENT and CLIMATE EMERGENCY**

We will prioritise our environment and take urgent action to reduce emissions and waste in order to protect public health and create a region that mitigates and adapts to climate change.

- 5.2 Council will focus on emission reductions committing to a Zero Emissions 2030 Target.

### **Risk Management**

There are no adverse risks associated with adoption of this Master Plan Update.

### **Policy Considerations**

All consultation associated with the Master Plan update has been undertaken in accordance with Council's Community Engagement Procedure.

### **Financial Implications**

The recommendation to adopt the Master Plan does not have any financial or budgetary implications for Council, other than the direct costs associated with advertising and staff time. However, the future implementation of the recommendations will be subject to individual detailed investigations and funding allocations as part of adopting future annual budgets.

### **Legal/Statutory Implications**

The recommendation to adopt the Master Plan update is not likely to result in any legal or statutory implications.

### **Environmental/Sustainability Impacts**

The recommendation to adopt the Master Plan update will not result in any adverse economic impacts.

## Social Implications

It is not expected that the recommendation to adopt the Master Plan Update will have adverse social impacts.

## Economic Impacts

The recommendation to adopt the Master Plan update will not result in any adverse economic impacts.

## Consultation

Preliminary consultation has been undertaken which included an online survey to Sports City user groups followed by in person meetings held between February and April 2021. Meetings were held with other stakeholders that are not user groups, but have indirect association with or use of Sports City.

Much of the consultation with project stakeholders occurred at the ‘front-end’ of the project, and was primarily aimed at confirming or clarifying the following:

1. the size and profile of precinct user groups (membership numbers, number of teams, facilities used and frequency of use, etc.).
2. the facilities being used by user groups within Shepparton Sports City.
3. the adequacy or otherwise of these facilities to meet groups’ current and likely future needs.

Further post draft consultation has also occurred providing an opportunity for further feedback from Sports City user groups, internal and external stakeholders. A further summary of final feedback and submissions have been included with this report, and some minor changes to the final Master Plan Update are outlined below;

- Include priority to upgrade and maintain perimeter fencing – Athletics track
- Include additional priority to renew multipurpose pile to Hockey appropriate pile when due for replacement
- Include additional priority to upgrade pathway between Hockey and Murray Slee Pavilion to asphalt for universal access
- Include priority to lengthen the Main Soccer Pitch to accommodate multi-purpose high level events such as Rugby in Commonwealth Games 2026
- Further implement the latest Sports City branding on signage, relocate and re-colour large red sport figures to tie in with new branding
- Update and confirm participation numbers relating to GV Hockey Association
- Updated concept and drawings referring to the Shepparton Sports & Events Centre

## Strategic Links

a) Greater Shepparton 2030 Strategy

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

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

b) Other strategic links

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

## Conclusion

The Shepparton Sports City Master Plan Update 2022 has been subject to a thorough consultation process, including release of the draft plan for further input from Sports City users and internal and external stakeholders. Council officers have responded to all feedback received and are satisfied that only minor changes are required to the final Master Plan Update.

It is recommended that the Council adopt the final Shepparton Sports City Master Plan Update 2022.

### Attachments

1. Shepparton Sports City Master Plan [**13.6.1** - 71 pages]

## 14 Confidential Management Reports

### 14.1 Designation of Confidentiality of Information - Attachments

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: Kerbside Transition Plan – Goulburn Valley Water and Resource Recovery Group Kerbside Waste Audit - Kerbside Collection Reform Consultation Results Report.

This document contains information which is consistent with the definition of ‘security information, being information that if released is likely to endanger the security of the Council property or the safety of any person.’

- Item 13.2 - Award of Contract – CN 2253 – Reconstruction of Nixon Street, Shepparton – CN 2253 – Nixon Street Post Moderation Summary Report.
- Item 13.3 - Award of Contract – CN 2246 – Panel of Suppliers – Concrete Services and Associated Works – CN 2246 – Provision of Concrete Services and Associated Works Post Moderation Report.

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

### 16.1 Councillor Activities

#### 16.1.1 Councillor Activities - June 2022

Author	Senior Governance Officer and Assistant to Mayor
Approved by	Chief Executive Officer
Purpose	For Noting

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the Local Government Act 2020 officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

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

#### RECOMMENDATION

**That the Council receive and note the summary of the Councillor's Community Interactions and Informal Meetings of Councillors.**

#### Councillor's Community Interaction and Briefing Program

From 1 June 2022 to 30 June 2022, some or all of the Councillors have been involved in the following activities:

- Citizenship Ceremony
- FoodShare | Make A Meal of June
- Murray Darling Basin Association | River Reflections Conference – Mildura
- Victorian Local Government Association | Land Use Planning for Councillors
- Australian Local Government Women's Association | Victorian Conference and Dinner
- Disability Advisory Committee Meeting
- Positive Ageing Advisory Committee Meeting
- Opening | Magistrate Court Victoria (MCV) Drug Court – Shepparton
- Goulburn Valley Highway Shepparton Bypass Action Group Meeting
- Shepparton Feathers | Kids & Ladies Badminton Competition
- Softball Victoria Masters Championships – Presentations
- Thank You - Afternoon Tea | Meals on Wheels Volunteers
- Committee for Greater Shepparton | "Let's Get Together" with Federal Member for Nicholls
- Regional Cities Victoria - Meeting
- Best Start Early Years Alliance
- Municipal Association of Victoria (MAV) Rural North East Regional Meeting
- Goulburn Valley Waste and Resource Recovery Meeting
- Shepparton Fire Brigade | Annual Dinner
- Refugee Week 2022
- Australian Botanic Gardens Shepparton- Advisory Committee meeting
- Community Leadership Program – Graduation

- Municipal Association of Victoria (MAV) - State Council Meeting
- Goulburn Valley Local Government Waste Forum Meeting
- White Night - Shepparton
- Greater Shepparton Women's Charter Advisory Committee Meeting
- 'It's Your Plan' Community Planning Group Event & Dinner
- Victorian Local Government Association | Establishment of an Aboriginal Advisory Committee

In accordance with section 106 of Council's Governance Rules a summary of the matters discussed at the Informal Meetings of Councillors, are attached.

### Attachments

1. Councillor Briefing Session 7 June 2022 [**16.1.1.1** - 2 pages]
2. CEO and Councillors Catch Up 7 June 2022 [**16.1.1.2** - 1 page]
3. Councillor Briefing Session 14 June 2022 [**16.1.1.3** - 2 pages]
4. CEO and Councillors Catch Up 14 June 2022 [**16.1.1.4** - 2 pages]
5. Councillor Briefing Session 21 June 2022 [**16.1.1.5** - 1 page]
6. Councillor Briefing Session 28 June 2022 [**16.1.1.6** - 2 pages]
7. CEO and Councillors Catch Up 28 June 2022 [**16.1.1.7** - 2 pages]

## 16.2 Council Committee Reports

Nil received.

## 16.3 Notice of Motion, Amendment or Rescission

### 16.3.1 Notice of Motion 7/2022 - Skate Park Strategy

Author	Cr Spinks
Approved by	Chief Executive Officer
Purpose	For Decision by Council

Cr Spinks has given notice that she will move:

#### RECOMMENDATION

**That the Council Officers present a report to a Council Meeting, within 3 months, outlining:**

- 1. the history and current status of all municipal skateparks;**
- 2. all past and current community requests (either by individuals or committees) relevant to municipal skateparks including but not limited to safety, lighting, and condition; and**
- 3. examples of infrastructure models that support a higher level of skatepark skill attainment or participation.**



## **17 Urgent Business not Included on the Agenda**

**Nil received.**

## **18 Close of Meeting**