

AGENDA

Greater Shepparton City Council

COUNCIL MEETING

3:00PM, Tuesday 20 June 2023

In the Council Boardroom, Welsford Street

COUNCILLORS

Cr Shane Sali (Mayor)

Cr Anthony Brophy (Deputy Mayor)

Cr Seema Abdullah

Cr Dinny Adem

Cr Geoffrey Dobson

Cr Greg James

Cr Ben Ladson

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 20 JUNE 2023 AT 3:00PM**

**CHAIR
CR SHANE SALI
MAYOR**

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Risk Level Matrix Legend

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

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

Extreme Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation

High Intolerable – Attention is needed to treat risk.

Medium Variable – May be willing to accept the risk in conjunction with monitoring and controls

Low Tolerable – Managed by routine procedures

1 Welcome to Country

Cr James will now present a Welcome to Country 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

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 16 May 2023 Council Meeting as circulated, be confirmed.

8 Public Question Time

Nil Received.

9 Deputations and Petitions

Nil Received.

10 Community Directorate

10.1 Small Town Festive Decoration Grant Program 2023

Author Community Wellbeing Project Officer
 Approved by Director Community
 Purpose Information Only

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 Small Town Festive Decorations Program 2023 as follows:

| Organisation | Grant Amount Awarded (GST Free) |
|-------------------------------------|---------------------------------|
| Bunbartha Recreation Reserve | \$1807.00 |
| Tatura Planning Committee | \$1820.00 |
| Lions Club of Merrigum Incorporated | \$2000.00 |
| Tallygaroopna Men's Shed Inc | \$1170.00 |
| Lions Club of Toolamba | \$2000.00 |
| Mooroopna Mens Shed | \$2000.00 |
| TOTAL | \$10797.00 |

Executive Summary

The Small Town Festive Decorations Grant Program provides small towns and localities with a population of less than 10,000 people the opportunity to apply for a grant of up to \$2,000 to purchase and install festive decorations to celebrate the festive season.

Report Detail

The Small Town Festive Decorations Grant Program provides small towns and localities with a population of less than 10,000 people, the opportunity to apply for a grant of up to \$2000 to install festive decorations to celebrate the festive season.

The grant is aimed at creating a festive atmosphere with each town, by purchasing and installing sustainable festive decorations to decorate their main street, public space, and/or high visibility areas in each town to celebrate the festive season.

Applications for the Small Town Festive Decoration Grant Program opened on 23 January 2023 and closed 3 March 2023. A total of six eligible applications were submitted.

The Small Town Festive Decorations Grant Program has an acquittal process which must be completed by successful applicants at the finalisation of the project. The acquittal requires the applicants to provide a report on the outcome of the funding including invoices and photographs. Applicants that fail to complete the acquittal to a satisfactory standard are unable to apply for Council's future 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.

1.3 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.

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.

2.6 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.

3.5 Encourage and facilitate investment and expansion.

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.

4.2 Council to provide customer self-service portal.

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.

5.1 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.

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

5.8 Support a circular economy and reduce waste to landfill.

Risk Management

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|------------|-------------|----------|--|
| Climbing risks and fall from heights | Unlikely | Low | Moderate | Discuss the requirement to limit direct access to the decorations which present this risk. Risk management measures can be discussed with affected towns. Qualified contractors completing electrical installations. |
| Injury during the creation of the decoration | Rare | Low | Minor | Assist the towns with the creation of a Job Safety Analysis. Creation of a JSA will assist applicants to consider the safest way to complete their task and assessment of the associated risks. |
| Injury during the installation and removal of decorations | Unlikely | Low | Moderate | Assist the towns with the creation of a JSA. Creation of a JSA will assist applicants to consider the safest way to complete their task and assessment of the associated risks. Qualified contractors completing electrical installations. |
| Injury due to falling decorations | Rare | Low | Moderate | Discuss with applicants the use of qualified tradespersons to assist with install/removal or engage persons with appropriate skills. |

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

The Small Town Festive Decorations Grant Program 22/23 had an adopted budget of \$12,000, which was reduced to \$7,000 during the Q1 adopted Budget review based on what we spent in 21/22 full year actual (\$7218). After the assessment panel reviewed, the decision was made to approve the budget to support all applications and transfer \$3797 from the Festive Decorations Contractors and Services. The total budget spent is \$10,797.00.

| | Approved Budget Estimate for this proposal ¹ \$ | This Proposal GST Exclusive \$ | Variance to Approved Budget Estimate \$ | This Proposal GST Inclusive ² \$ |
|-----------|---|-----------------------------------|--|--|
| Revenue | xx | xx | xx | xx |
| Expense | \$10,797.00 | \$10,797.00 | xx | \$10,797.00 |
| Net Total | \$10,797.00 | \$10,797.00 | xx | \$10,797.00 |

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The Small Town Festive Decorations Grant Program is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

There are no legal/statutory implications arising from this report. Council's Community Wellbeing team will provide assistance and advice to successful applicants. Council officers will also assist applicants in the process of gaining permits or approvals, where required.

Environmental/Sustainability Impacts

There are no environmental/sustainability implications arising from this report. Successful applicants must ensure that when planning their project, consideration must be given to how you to avoid negatively impacting on the environment and promoting sustainability as contained in the Grant Program Guidelines.

Social Implications

The Small Town Festive Decoration program strengthens community partnerships and relationships in each small town, as they play a significant role in ensuring that their town has an exciting festive atmosphere. The collective of community volunteers and organisations who manufacture, organise, order, install and store decorations each year guarantee that the Christmas spirit is spread beyond the borders of Shepparton into the greater municipality.

Economic Impacts

The purchase of materials and acquisition of services from local businesses will contribute to the local economy.

Consultation

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|--|---|
| Inform | Ensure the information about the grant and application process is widespread | Targeted emails and contact with small town community groups and organisations |
| Consult | Discussions with small communities population under 10,000. Grant Information Session Appointments offered to discuss applications whilst the grants are open. | Community Plan Meetings Email survey sent out Sessions held: 1 February 2023 |
| Involve | Community Development Officers provide assistance to community organisations | Consultation on an individual basis during the application process as requested |
| Collaborate | Community organisations and member in small towns collaborate to complete the project | Successful applicants will drive their own Festive Grant project |
| Empower | Whilst decision making regarding successful grant applications is made by Council community groups will be responsible for the delivery of projects | Provide communities with the opportunity when completing acquittal documentation to provide feedback on how we can improve the delivery of this program in the future |

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

Strategic Links

a) Greater Shepparton 2030 Strategy

There are no direct links to the Greater Shepparton 2030 Strategy

Conclusion

The applications for funding through the Small Town Festive Decoration Grant Program 2023 have been reviewed by an internal Grant Assessment Panel in line with the Grant Distribution Policy of Council and the Guidelines of the Community Matching Grant Scheme.

The Grant Assessment Panel recommended all projects be funded.

Attachments

Nil

10.2 Community Matching Grants Round 2 2022/23

Author Community Wellbeing Project Officer
 Approved by Director Community
 Purpose Information Only

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 Round Two of the 2022/2023 Community Matching Grants Program as follows:

| Organisation | Grant Amount Awarded (GST Free) |
|--|---------------------------------|
| Nabi Akram Mosque | \$5000 |
| Murchison Primary School | \$1375 |
| The Goulburn Murray Community Leadership Program Inc | \$1200 |
| Goulburn Valley U3A | \$3395 |
| Generations Church ACC Inc | \$3500 |
| Murchison Community Planning Group | \$4500 |
| Generations Op Shop | \$2425.15 |
| St John Ambulance Australia (Victoria) Inc | \$3670 |
| Kialla Golf Club | \$3311.50 |
| Murchison Men's Shed Inc. | \$4600 |
| Shepparton Riding for the Disabled | \$5000 |
| TOTAL | \$37,976.65 |

Executive Summary

Greater Shepparton City Council offers the Community Matching Grants Scheme to support the development and implementation of community projects and activities as a part of Council's Community Development Framework.

For the 2022/23 financial year the Community Matching Grants Scheme has a total budget of \$75,000 (GST free). Round One 2022/2023 allocated \$37,032 from this amount.

Round Two of this program opened on 23 January 2023 and closed on 3 March 2023. The Grant Assessment Panel received a total of fourteen applications for this round.

Three applications were deemed ineligible based on the Program Guidelines and the Grant Distribution Policy. The remaining eleven applications were assessed by the Grant Assessment Panel and have been awarded funding under delegated authority.

Report Detail

The Community Matching Grant Scheme will support the development and implementation of community activities and projects and is part of Council's Community Development Framework.

Applications are assessed by a panel of Council officers and moderated by the Grants Coordinator. Consideration is given to the following factors in the assessment process:

- Build new social connections and partnerships within communities, or reinforce those that already exist.
- Encourage participation in community activities and organisations.
- Enable community members to acquire or develop a new skill.
- Create, renew or revitalise places and spaces within the community.

Funded projects must be able to demonstrate that they are inclusive, have wide community support, and, where appropriate, are sustainable past Council's funding. Funding may be used to conduct events such as a celebration or social gathering, artistic or cultural projects, projects which address environmental needs or community building projects such as creating or rejuvenating a community asset. Round Two of the 2022/2023 program received a total of fourteen applications, with three applications deemed ineligible against the funding criteria.

The Community Matching Grants Program has an acquittal process which must be completed by successful applicants at the finalisation of the project. The acquittal requires the applicants to provide a report on the outcome of the project and supporting documents including invoices and photographs of the events. Applicants that fail to complete the acquittal to a satisfactory standard are unable to apply for Council's future 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.
- 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.

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

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.

4.11 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.

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

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

Risk Management

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

Insignificant to low risks have been identified and will be addressed at the operational level. All grant recipients will be required to consult fully with Council representatives prior to, and during their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks.

Applicants have been asked to confirm that they have the necessary public liability insurances for projects where activities are being undertaken by the Grantees themselves. This will be confirmed prior to the release of any funds.

The risk of conflict of interest to the Assessment Panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form.

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|------------|-------------|--------|--|
| Projects unable to proceed due to COVID-19 or a natural disaster. | Possible | Minor | Low | Funds to either be returned to Council or project to be completed on a mutually agreed alternative timeframe. |
| Negative feedback from applicants who were not successful or did not receive the funds requested. | Possible | Minor | Low | Ensure all Program Guidelines are equitable, and assessments are consistent. Provide constructive feedback to unsuccessful applicants. |

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

The Community Matching Grants Program for 2022/2023 has budget allocation of \$75,000, which is split across two rounds in the financial year. Round One allocated \$37,032 with \$37,968 remaining for Round Two.

The total cash/in-kind support from the recommended applicants is estimated at \$62,148.00. Community Matching Grants do not attract GST, all figures mentioned throughout the report are GST Free.

| | Approved Budget Estimate for this proposal ¹ | This Proposal GST Exclusive | Variance to Approved Budget Estimate | This Proposal GST Inclusive ² |
|-----------|---|-----------------------------|--------------------------------------|--|
| | \$ | \$ | \$ | \$ |
| Revenue | xx | xx | xx | xx |
| Expense | \$37,986.00 | \$37,976.20 | \$8.65 | \$37,976.65 |
| Net Total | \$37,986.00 | \$37,976.20 | \$8.65 | \$37,976.65 |

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

The Community Matching Grants Scheme is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

There are no legal/statutory implications arising from this report. Council's Community Wellbeing team will provide assistance and advice to successful applicants. Council officers will also assist applicants in the process of gaining permits or approvals, where required.

Environmental/Sustainability Impacts

There are no environmental/sustainability implications arising from this report. Successful applicants must ensure that when planning their project, consideration must be given to how you to avoid negatively impacting on the environment and promoting sustainability as contained in the Grant Program Guidelines.

Social Implications

The Community Matching Grants Scheme funds projects that build or strengthen the Greater Shepparton Community.

The recommended projects demonstrate the strength of community connection, engagement and meaningful participation in community life in Greater Shepparton. The volunteer contribution required to deliver these projects is inspiring. The community are taking on bold solutions to challenges in our community.

The recommended applications in Round One of the Community Matching Grant Scheme reaches a broad cross section of our community and the positive impacts will have a ripple effect across our community.

Economic Impacts

In most instances the applications are for the purchase of equipment, materials and services which will in most cases support local businesses.

Consultation

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|---|---|
| Inform | Ensure that the information about the application process was widespread | Media Release Website Social Media Email lists and networks |
| Consult | Grant Information Session Appointments offered to discuss applications whilst the grants are open. | Sessions held: 1 February 2023 |
| Involve | Project Administration Officer and Community Development Officers provide assistance to community groups | Consultation on an individual basis during the application process. |
| Collaborate | Successful community groups/members will be responsible for the implementation of their projects which will provide the opportunity for community capacity building | Successful applicants will drive their own community initiatives. They can seek assistance if a variation is required during the delivery of the project. |
| Empower | Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects. | Community organisations will deliver their projects. |

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

Conclusion

The applications for funding through the Community Matching Grants Round Two 2022/23 have been reviewed by an internal Grant Assessment Panel in line with the Grant Distribution Policy of Council and the Guidelines of the Community Matching Grant Scheme.

The Grant Assessment Panel recommended eleven projects be funded. All of these projects met eligibility requirements and aim to both build and strengthen connections in the Greater Shepparton community.

Attachments

Nil

10.3 Reconciliation Action Plan Innovate 2023 to 2025

| | |
|-------------|-------------------------------|
| Author | Aboriginal Engagement Officer |
| Approved by | Director Community |
| Purpose | For Endorsement 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 Greater Shepparton Reconciliation Action Plan *Innovate* July 2023 to July 2025, as attached.

Executive Summary

Greater Shepparton City Council (GSCC) formalised a commitment to reconciliation via the development of its first Reconciliation Action Plan RAP *Reflect* 2019 - 2020. The *Reflect* Plan was adopted by Council on 18 June 2019 and provided a strategic framework to build Councils capacity to advance and develop collaborative relations with First Nations People and the broader community.

To inform the development of Councils second Reconciliation Action Plan, *Innovate*, an extensive two-phase consultation process was undertaken from September 2021 to September 2022 with more than 380 community members providing feedback. Over ten organisations, both First Nations and non-First Nations, provided feedback throughout the consultation period. The data from the consultation has informed the development of the second iteration of the Greater Shepparton Reconciliation Action Plan *Innovate* 2023 – July 2025 (the *Innovate* RAP).

Reconciliation Australia (RA), an independent, not-for-profit organisation, are the lead body for reconciliation in Australia and provide the framework and advice for an organisation to develop their RAP. RA has the role to promote and facilitate reconciliation by building relationships, respect and trust between the wider Australian community and First Nations People. Council Officers worked closely with RA through the development of the *Innovate* RAP to ensure strong alignment with their requirements.

On April 19, 2023, RA advised of their 'conditional endorsement' of the *Innovate* RAP, an important milestone that must be achieved before an organisation can endorse their RAP.

The Greater Shepparton Reconciliation Action Plan *Innovate* July 2023 - July 2025 is now ready for Council endorsement (**see attachment 10.4.1**). Following Councillor endorsement, the *Innovate* RAP would be formally launched in July 2023.

Report Detail

Greater Shepparton Reconciliation Action Plan Reflect 2019-2020

Greater Shepparton City Council (GSCC) developed its first Reconciliation Action Plan *Reflect* 2019 - 2020 in 2018 (the *Reflect* RAP). The *Reflect* RAP enabled Council to review and improve GSCC current practices, policies and procedures to increase opportunities for self-determination and empowerment of First Nations People.

Some key achievements of the *Reflect* RAP include:

- **Formalising and strengthening partnerships:** The development and signing of a Memorandum of Understanding with Yorta Yorta Nations Aboriginal Corporation, formalised Council's commitment to increase participation by, and recognition of First Nations People in our planning and decision-making.
- **Algabonyah Employment Agreement:** Through this agreement, Council committed to ensuring it achieved the target to employ 2 per cent First Nations People by 2020. This target was achieved by July 2020 with a new target set at 5 per cent.
- **Healing the Spirit Cultural Awareness Training:** 109 Council employees completed the Healing the Spirit Cultural Awareness Training program designed and delivered by Robynne Nelson between the period July 2019 and August 2022. Council offers this training program as part of our core training programs for staff.
- **Closing the GAP:** Over 73 Council employees have completed this online training program over the implementation period of our RAP *Reflect*.

Developing the Greater Shepparton Reconciliation Action Plan Innovate July 2023-2025

The process to develop the *Innovate* RAP commenced in January 2021 through the internal Reconciliation Action Plan Project Control Group (the Group). The Group, with the Chief Executive Officer as the Champion, provided insight and direction into the process for the development of the *Innovate* RAP.

Reconciliation Australia (RA) provided the direction on the requirements for the development of our *Innovate* RAP, including provision of the RAP *Innovate* template, guidelines for the formation of the Greater Shepparton Reconciliation Action Plan Working Group and the timelines for development and endorsement of an *Innovate* RAP.

The consultation for the *Innovate* RAP commenced with an extensive two-phase process from September 2021 to September 2022. More than 380 community members and 10 Aboriginal and non-Aboriginal organisations provided feedback on the following questions:

- What does Reconciliation mean to you?
- How can Council make Reconciliation matter?

Following the consultation period, the data received was themed and thus themes have provided the foundation for the development of the Actions within the *Innovate* RAP. These community-based themes are essential to demonstrate the deep listening that occurred during the community consultation phases. Strong truth telling at a local level was considered a vital element in the *Innovate* RAP by the community.

The themes are:

Community Identified Theme 1: Acceptance and Acknowledgement:

Our community wants to create a genuine acceptance and acknowledgement of First Nations People history through opportunities for truth telling, appreciation and celebration.

Community Identified Theme 2: Cultural Safety, Freedom and Equality:

Our community wants to create a community where First Nations People feel culturally safe, free from barriers and have equality across all areas of Council services and work practices.

Community Identified Theme 3: Education and Employment:

Our community wants increased education and employment opportunities that embeds our First Nations People culture and history in all areas of Council services and work practices.

The identified community themes have been aligned with the Reconciliation Australia *Innovate* RAP Pillars of: *Relationships, Respect, Opportunities and Governance*. These are the core pillars to which organisations assign their RAP actions. The following descriptions inform organisations of the type of actions to place under each pillar and some key actions are mandated by RA:

- **Relationships:** Actions on how the organisation will build, strengthen, and support relationships between the broader Australian community and local First Nations People, and relationships focused on advancing reconciliation.
- **Respect:** Actions relating to how the organisation will support the broader understanding of and respect for all First Nations People, culture, history, acknowledgement and rights.
- **Opportunities:** Actions relating to how the organisation will increase equal and equitable opportunities and participation for First Nations People.
- **Governance:** Actions relating to the governance, implementation and reporting of the actions within the *Innovate* RAP.

Key Actions under each of these pillars within the *Innovate* RAP are outlined in the table below. These Actions are supported by strong and measurable deliverables, timelines and a responsible lead/s. Please refer to the *Innovate* RAP at **Attachment 10.4.1** for the full Plan.

| Pillar - Relationships: | |
|--------------------------------|---|
| Actions: | <ol style="list-style-type: none"> 1. Establish and maintain mutually beneficial relationships with First Nations People stakeholders and organisations. 2. Build relationships through celebrating National Reconciliation Week (NRW). 3. Promote reconciliation through our sphere of influence. 4. Promote positive race relations through anti-discrimination strategies. |

| Pillar - Respect: | |
|--------------------------|--|
| Actions: | <ol style="list-style-type: none"> 1. Increase understanding, value and recognition of First Nations People cultures, histories, knowledge and rights through cultural learning. 2. Increase the cultural safety of our work practices and processes for First Nations People. 3. Demonstrate respect to First Nations People by observing cultural protocols. 4. Build respect for First Nations people cultures and histories by celebrating NAIDOC Week. 5. Advocate, Celebrate and recognise First Nations People dates of significance. 6. Increase Councillors awareness and understanding of First Nations cultures and local First Nations communities' needs. |

| | |
|--|--|
| | <ol style="list-style-type: none"> 7. Recognise, respect and protect First Nations People Cultural Heritage in Greater Shepparton. 8. Use key Council strategies and action plans as tools to work with First Nations People artists and community/arts groups to promote and support First Nations People arts and culture. |
|--|--|

| | |
|--------------------------------|---|
| Pillar - Opportunities: | |
| Actions: | <ol style="list-style-type: none"> 1. Improve employment outcomes by increasing First Nations People recruitment, retention, and professional development. 2. Increase First Nations People supplier diversity to support improved economic and social outcomes. 3. Continue to support the implementation of the Goulburn Murray Regional Prosperity Plan which aims to build a thriving First Nations economy. |

| | |
|-----------------------------|--|
| Pillar - Governance: | |
| Actions: | <ol style="list-style-type: none"> 1. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP. 2. Provide appropriate support for effective implementation of RAP commitments. 3. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally. 4. Continue our reconciliation journey by developing our next RAP. |

The Greater Shepparton Reconciliation Action Plan *Innovate July 2023 - July 2025* is now ready for Council endorsement (**see attachment 10.4.1**). Following Councillor endorsement, the *Innovate* RAP would be formally launched in July 2023.

Greater Shepparton Reconciliation Action Plan Implementation Working Group 2023-2025

A key requirement of Reconciliation Australia is to establish a working group (the Group) as the governing body of a RAP. The function of the Group is to:

- play an active role in the managing and monitoring the implementation of the *Innovate* RAP.
- raise and promote awareness, concerns and issues facing First Nations community in relation to the *Innovate* RAP.
- promote and share collaboration opportunities for reconciliation
- provide advice and feedback to Council on key proposals, strategies and implementation.

Membership of the Group comprises of a maximum of twelve (12) members, representing First Nations and non-First Nations agencies (internal staff and external representatives).

Members were appointed via an Expression of Interest process on the following criteria:

- committed to reconciliation.
- willingness to connect with First Nations People.
- connection with community.

The Group was first established in July 2022 and have had a pivotal role in supporting the development of the *Innovate* RAP and reviewing each of the draft iterations of the RAP providing feedback along the way. The Group also worked together to develop the RAP vision which can be found within the attached RAP, page 12.

Twelve months later the Group have been invited to continue as a Working Group and will have a focus on implementation, monitoring and reporting. Many of the members of the initial working group have taken up this opportunity. A new Terms of Reference, (**see Attachment 10.4.2**) has been developed for the Group.

The Group will hold its next meeting on 3 August 2023.

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.
- 1.5 Call for substantive First Nations constitutional change and structural reform.
- 1.7 Youth leadership is fostered, encouraged and embraced.
- 1.9 Provide a high-profile collaborative advocacy role.

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.
- 2.5 Recognise First Nations history and advance reconciliation.
- 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.

- 3.5 Encourage and facilitate investment and expansion.
- 3.6 Attract people to live, work, study and remain in our region.
- 3.7 Expanded educational opportunities.
- 3.9 Expand Greater Shepparton's visitor economy.
- 3.10 Efficient land use planning to encourage and support future development.

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.

5.7 Conserve and improve biodiversity and our natural environment and protect and improve river health.

5.9 Drive climate change mitigation and adaptation.

Risk Management

There are no moderate to extreme risks identified with this report.

Policy Considerations

This report and the *Innovate* RAP align with Council Policy.

Financial Implications

Budget is subject to annual budget process.

Legal/Statutory Implications

This report and *Innovate* RAP is compliant with related legal and statutory obligations, with reference to:

- Victorian Aboriginal and Local Government Strategy 2021-2026.
- The United Nations Declaration of Indigenous People.
- The Victorian Charter of Human Rights and Responsibilities Act 2006.
- Victorian Government Self Determination Reform Framework.

Environmental/Sustainability Impacts

The *Innovate* RAP identifies eleven deliverables under two key actions that will result in positive environmental and sustainability outcomes for the whole of community. These deliverables and actions will be achieved through working with First Nations communities to partner and lead on initiatives based on ancient cultural practices of caring for Country.

Social Implications

Council is committed to reconciliation; the *Innovate* RAP and its associated actions and deliverables represent Council's second documented formal step towards reconciliation and healing.

The delivery of the *Innovate* RAP strongly formalises and indicates to the First Nations community – as well as the broader community – that Council is committed to acknowledging and celebrating First Nations People and Culture.

Economic Impacts

The *Innovate* RAP identifies seventeen deliverables under nine key actions that will contribute to the positive economic growth of our region.

These deliverables and actions will be achieved through working with First Nations communities to partner and lead on initiatives based around employment, procurement and business development.

Consultation

The development of the *Innovate* RAP commenced with an extensive two-phase consultation process from September 2021 to September 2022. More than 380 community members and 10 Aboriginal and non-Aboriginal organisations provided feedback on the following questions:

- What does Reconciliation mean to you?
- How can Council make Reconciliation matter?

The table below is a summary of the key timelines and engagement methods used during the consultation and endorsement process for the *Innovate* RAP.

It should be noted that the consultation period for the *Innovate* RAP has been lengthy due to the impacts of the COVID-19 pandemic and the 2022 October Flood event. It was recognised as a sign of respect that during these times, local First Nations community and support agencies key priorities were to support their communities during these significant events.

Council officers believe appropriate consultation was taken.

| Timeline | Activity | Engagement Method |
|-------------------------------------|---|--|
| January – December 2021 | Meetings of Greater Shepparton Reconciliation Action Plan Innovate Project Team | Regular meetings |
| 20 September 2021 – 29 January 2022 | Phase 1 – public consultation period to develop initial themes and actions | Shaping Greater Shepparton Feedback boxes located at various First Nations and non-First Nations organisations Staff consultation sessions via team, department, directorate and whole of staff meetings |
| July 2022 | Formation of Greater Shepparton Reconciliation Action Plan Working Group to review the <i>Innovate</i> RAP template | 4 x meetings held from July 2022 – February 2023 |
| July – October 2022 | Phase 2 – public consultation to review and refine themes and actions | Shaping Greater Shepparton Greater Shepparton Reconciliation Action Plan Working Group Individual consultation with partner agencies |
| December 2022 | Reconciliation Australia granted Greater Shepparton City Council an extension for the delivery of the actions in Council's Reconciliation Action Plan in response to the impacts of the COVID-19 pandemic and October Flood Event | |
| 2 December 2022 | Reconciliation Australia feedback sought on draft <i>Innovate</i> RAP template | Lodgement via Reconciliation Australia website Meeting with Reconciliation Australia and Council Officers |

| Timeline | Activity | Engagement Method |
|---------------|---|--|
| 1 March 2023 | Reconciliation Australia conditional endorsement sought | Lodgement via Reconciliation Australia website Meeting with Reconciliation Australia and Council Officers |
| 19 April 2023 | Reconciliation Australia conditional endorsement received | |
| 17 May 2023 | Presentation of <i>Innovate</i> RAP to Executive Leaders Team (ELT) for consideration | ELT Briefing Session |
| 30 May 2023 | Presentation of <i>Innovate</i> RAP to Councillors for consideration | Councillor Briefing Session |
| 20 June 2023 | Presentation of <i>Innovate</i> RAP for endorsement of Council at Ordinary Meeting of Council | Ordinary Meeting of Council |
| 21 June 2023 | Reconciliation Australia final endorsement | Lodgement via Reconciliation Australia website |
| 22 June 2023 | Publishing of <i>Innovate</i> RAP and commencement of implementation | Reconciliation Australia website Greater Shepparton City Council website |
| 27 July 2023 | Launch of Greater Shepparton <i>Innovate</i> RAP | Media Social Media |

Strategic Links

a) Greater Shepparton 2030 Strategy

- Community Life
- Environment
- Economic Development
- Infrastructure

b) Other strategic links

- Greater Shepparton Health and Wellbeing Plan
- Greater Shepparton Flood Recovery Plan

Conclusion

Council is committed to reconciliation and continue on a reconciliation journey to ensure that First Nations People and culture are respected, acknowledged, and celebrated.

Council has made considerable progress from the first Reconciliation Action Plan *Reflect* 2019 to 2020 with great achievements and progress as presented in this report. We aim for Councils second Reconciliation Action Plan *Innovate* July 2023 -July 2025 to empower our First Nations community through Self-Determination, Equality and Acknowledgement of the full history of First Nations People.

The Reconciliation Action Plan *Innovate* July 2023 to July 2025 has been informed by a robust community engagement process and in line with Reconciliation Australia's requirements. The *Innovate* RAP is now ready for Council endorsement.

Once endorsed by Council, the *Innovate* RAP with Reconciliation Australia for its final endorsement. At this stage, the *Innovate* RAP will be ready for public display and launch.

Attachments

1. Reconciliation Action Plan 2023-2025 [**10.3.1** - 44 pages]
2. Greater Shepparton City Council Reconciliation Action Plan Terms of Reference (1) [**10.3.2** - 3 pages]

10.4 Greater Shepparton Access & Inclusion Grant 2023

Author Team Leader – Diversity
 Approved by Director Community
 Purpose Information Only

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 successful applicants awarded funding under delegated authority for the Access & Inclusion Grants Program 2022/23 as follows.

| Organisation | Project | Stream | Grant Amount Awarded (GST Free) |
|--|--|----------|---------------------------------|
| Goulburn Valley Woodworkers | Undertake an Access Audit on the premises of the Goulburn Valley Woodworkers Club | Stream 1 | \$1,000 |
| Goulburn Valley Pride Inc | Update GV Pride website to increase accessibility | Stream 1 | \$1,000 |
| Toolamba Recreation Reserve and Community Centre Community Asset Committee | Improve access to existing toilet facilities at the Toolamba Recreation Reserve | Stream 2 | \$1,884 |
| Horses For Hope Limited | Upgrade of existing footpaths to increase accessibility and the installation of an access ramp at the Horses For Hope site | Stream 2 | \$10,000 |
| Total Amount Awarded | | | \$13,884 |

2. Endorse the revised Access and Inclusion Grant Guidelines, as attached.

Executive Summary

Greater Shepparton City Council opened the inaugural Access and Inclusion Grant Program on 1 March 2023, closing the round on 31 March 2023. Six applications were received and assessed by the Internal Grant Assessment Panel (the Panel). The Panel recommended four projects for funding within this Grant program.

The Access and Inclusion Grant program had a total budget of \$60,000. The Panel recommended that \$13,884.00 be approved for the four recommended projects for the 2022/23 round.

Following the implementation of the inaugural Grant round for this program, Officers have reviewed the program in preparation for the 2023/24 financial year. Minor changes have been made to the Grant guidelines and these revised guidelines are now ready for Council endorsement.

Report Detail

The Access and Inclusion Grant (the Grants) were developed in response to a Notice of Motion at the Ordinary Council Meeting on 17 August 2021. The Grants program opened on 1 March and closed on 31 March 2023.

The Grants aims to support businesses, community groups and not for profit organisations to improve access and inclusion for people with disabilities and their families within the municipality. The 2022/23 Grants has a total budget of \$60,000.

Two streams of funding were offered under the 2022/23 grants round:

- **Stream 1** - provide up to \$1,000 per successful applicant on a \$1 to \$1 matching basis for non-structural developments such as website accessibility, literature conversations, event support and technological purchases such as hearing loops and adjustable furniture.
- **Stream 2** – provide up to \$10,000 funding on a 4:1 matching basis, for minor capital works including but not limited to, improving access to premises for people with disabilities, bathroom renovations, lighting and creating a sensory friendly space.

This round of the Grants were promoted through the Council's website, social media platforms, media releases, the Greater Shepparton Disability Advisory Committee, Positive Ageing Advisory Committee, LGBTIQ+ Advisory Committee and Women's Charter Advisory Committee. The grants were also promoted via business and community organisation email lists and networks. Two Grant Information sessions were offered and supported by Council Officers.

Grant applications were assessed by an Internal Grant Assessment Panel (the Panel), comprising of Council Officers from across the organisation. The Panel was assisted by Council's Grants Coordinator to ensure Council's investment and commitment to access and inclusion, meets best practice.

All applications were received via SmartyGrants, Council's online grants administration platform. Applications were initially managed by the Access and Inclusion Officer and were then evaluated and scored by the Panel using the following funding criteria:

- Applications meet some or all of the objectives of the Grants program
- The intended project meets an objective of the Council Plan
- Community benefit
- Project feasibility
- Matching component

The Panel recommended four projects for funding within this Grant program, two applications were not recommended for funding as they did not meet the Grant requirements.

The applications were ranked in order of score. Six applications were received and assessed by the Internal Grant Assessment Panel (the Panel). Final recommendations were determined at a meeting of the Panel on Monday 17 April 2023. The Panel recommended \$13,884 be approved for the four recommended projects for the 2022/23 round. All of the recommended projects met eligibility requirements and aim to improve access and inclusion for people with disabilities and their families within the municipality.

Recommended Projects

The following organisations will be receiving a one-off Grant of up to \$1,000 to assist them with projects that were eligible for funding under **Stream 1** of the Grant program.

| | | | |
|--|--|---------------------------|---------|
| Organisation | Goulburn Valley Woodworkers | | |
| Project | Undertake an Access Audit on the premises of the Goulburn Valley Woodworkers Club | | |
| Short project description | The funding will allow for the Goulburn Valley Woodworkers Club to undertake an Access Audit and identify ways to create greater access and inclusion within their Club. | | |
| Requested Council Contribution | \$1,000 | Organisation Cash/in-kind | \$3,000 |
| Recommendation from the Assessment panel | Recommended \$1,000 | | |

| | | | |
|--|--|---------------------------|---------|
| Organisation | GV Pride | | |
| Project | Update of GV Pride website to increase accessibility. | | |
| Short project description | GV Pride will use this funding to review and update their website to increase accessibility for all. | | |
| Requested Council Contribution | \$1,000 | Organisation Cash/in-kind | \$1,000 |
| Recommendation from the Assessment panel | Recommended \$1,000.00 | | |

The following organisations will be receiving a one-off Grant of up to \$10,000 to assist them with projects that were eligible for funding under **Stream 2** of the Grant Program.

| | | | |
|--------------------------------|--|---------------------------|----------|
| Organisation | Toolamba Recreation Reserve and Community Centre Community Asset Committee | | |
| Project | Improve access to existing toilet facilities at the Toolamba Recreation Reserve | | |
| Short project description | Funding will be used to renovate the existing toilet facilities at the Toolamba Recreation Reserve to create greater access for all. | | |
| Requested Council Contribution | \$2,193.52 (requested amount included GST) | Organisation Cash/in-kind | \$628.00 |

| | |
|--|------------------------|
| Recommendation from the Assessment panel | Recommended \$1,884.00 |
|--|------------------------|

| | | | |
|--|--|---------------------------|------------|
| Organisation | Horses For Hope | | |
| Project | Upgrade of existing footpaths to increase accessibility and the installation of an access ramp at the Horses For Hope site | | |
| Short project description | The installation of an access ramp at the Horses For Hope site and upgrading of existing footpaths will create a safe and more accessible space for all. | | |
| Requested Council Contribution | Stream 1 - \$1,000 Stream 2 - \$10,000.00 | Organisation Cash/in-kind | \$3,035.00 |
| Recommendation from the Assessment panel | Recommended \$10,000.00 under Stream 2 only | | |

The total expenditure of funds for the Access & Inclusion Grant Program for the 2022/2023 financial year was \$13,884 from a total Grant pool of \$60,000.

Revised Funding Guidelines

Following the 2022/23 Grants program, Council Officers have reviewed the Grant Guidelines to strengthen the requirements relating to building and planning compliance.

Following the review, the following changes are proposed to the eligibility criteria in the guidelines (**Attachment 10.5.1**):

- have the required building / planning permission to carry out the proposals sought by the grant application and prior to undertaking works
- have demonstrated full compliance with any existing building and/or planning requirements of Greater Shepparton City Council and/or any other statutory building authority/ies
- ensure all relevant approvals and permits are sought and written notification is received on this matter from the grant recipient for the proposed works under this grants program, within a four-month period of the date of funding offer.

The revised Access and Inclusion Grant Guidelines are now ready for Council endorsement.

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.

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.
- 2.9 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.

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.

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.

1.8 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.

2.4 Leave no one behind.

Risk Management

Insignificant to low risks have been identified and will be addressed at the operational level. All grant recipients will be required to consult fully with Council representatives prior to, and during their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks.

Applicants have been asked to confirm that they have the necessary public liability insurances for projects where activities are being undertaken by the Grantees themselves. This will be confirmed prior to the release of any funds.

The risk of conflict of interest to the Assessment Panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form

Policy Considerations

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

Financial Implications

Council has allocated a total of \$60,000 for the 2022/2023 financial year for the Access and Inclusion Grant Program. A total amount of \$13,884 has been allocated for these funds to support the 2022/23 Grant round to fund the recommended projects.

Access and Inclusion Grants do not attract GST, all figures mentioned throughout the report are GST Free.

Legal/Statutory Implications

The Access & Inclusion Grant Program is consistent with the Local Government Act 2020 and the Victorian Charter of Human Rights and Responsibilities Act (2006).

Environmental/Sustainability Impacts

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

Social Implications

The recommended projects demonstrate the community's commitment to creating an inclusive community for people with disabilities and their families.

The recommended applications in the 2022/23 Grant round reaches a cross section of our community and the positive impacts will lead to a greater engagement of people with disabilities and their families in the wider community.

Economic Impacts

In most instances the applications are for the purchase of equipment, materials and services which will in most cases support local businesses

Consultation

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|---|---|
| Inform | Ensure that the information about the application process was widespread | Media Release Website Social Media Business and community email lists and networks Disability Advisory Committee Positive Ageing Advisory Committee LGBTIQA+ Advisory Committee Women's Charter Advisory Committee |
| Consult | Grant Information Session Appointments offered to discuss applications whilst the grants are open. | Information sessions offered on: 28 February 2023 6 March 2023 |
| Involve | Access and Inclusion Officer provided assistance to community groups | Consultation on an individual basis during the application process. |
| Collaborate | Successful businesses, community groups and not for profit organisations will be responsible for the implementation of their projects which will provide the opportunity for community capacity building. | Successful applicants will drive their funded projects and can seek help if a variation is required during the project's delivery. |
| Empower | Whilst decision making regarding successful grant applications is made by Council, the funded applicants will be responsible for the delivery of projects. | Funded applicants will implement projects. |

Officers believe that appropriate consultation has occurred.

Strategic Links

a) Greater Shepparton 2030 Strategy

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.
- 1.8 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.

2.4 Leave no one behind.

b) Other strategic links

Council Plan 2021-2024

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 livable 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.

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.

2.9 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.

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.

Universal Access & Inclusion Plan 2022- 2026

Built and Natural – Our people can participate in our built and natural environment

2.6 Develop and implement a new annual grants program 'Access and Inclusion' grants (capital and non-capital) for businesses and not for profits.

Conclusion

Applications for funding through the Access & Inclusion Grant Program have been reviewed by an Internal Grant Assessment Panel, with five (4) applications being recommended for funding.

All applications recommended for funding by the Grant Assessment Panel met the eligibility criteria of the Access and Inclusion Grant Guidelines and were recommended for funding.

A total of \$13,884 was awarded to the successful applicants using the Director of Communities delegated authority in accordance with the Grant Distribution Policy.

The Access and Inclusion Grant Program Funding Guidelines for 2023/2024 have been reviewed to strengthen compliance with building and planning requirements.

Attachments

1. Access Inclusion Grant Funding Guidelines (3) [10.4.1 - 7 pages]

10.5 Creative City Grants Round 1 2022 - 2023

Author Creative City Coordinator
 Approved by Director Community
 Purpose Information Only

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 Creative City Grants Projects as follows:

| Applicant | Project | Amount requested in application (excluding GST) | Amount of grant recommended (excluding GST) | Recommended for approval (* denotes no GST) |
|-------------------------------|------------------------------------|---|---|---|
| Dookie Arts | Songwriter Workshops at Dookie Hub | \$5000 | \$4600 | \$4600 |
| Tatura Community House Inc | Walkway Gallery | \$5000 | \$5000 | \$5000 |
| St. Georges Rd Primary School | School Library and Music Mural | \$5000 | \$5000 | \$5000 |
| Bruce Archibald | Shepparton Jazz Suite Performance | \$4235 | \$4235 | \$4235 * |
| | TOTALS | \$19,235 | \$18,835 | \$18,835 |

Executive Summary

Greater Shepparton City Council has offered the Creative City Grants program for the first time in 2023 following a review of the former Community Arts Grants program. Aligning with Council's Creative City Strategy, the new Creative City Grants aim to better support the region's creative sector by:

- increasing accessibility of funding to local individual creatives, as well as groups and organisations
- streamlining the application process
- increasing the potential for more ambitious and impactful projects that encourage investment into the region.

The objectives of the Creative City Grants Program are to:

- support local creative talent
- contribute to the diversity and vitality of creative activity across our region
- encourage active participation in the arts for all
- strengthen Greater Shepparton's identity as a Creative City.

Thirteen applications were received in the inaugural Creative City Grants Round in 2023 where a total pool of \$20,000 was available. Applications were assessed for suitability using the Smarty Grants assessment process. The assessment panel subsequently met to determine if the applications met the grant requirements and details as requested.

Four of the applications met the requirements of the Creative City Grants Program and were recommended for funding. Nine grant applications were received that were not recommended for funding. This is because they either did not meet the requirements or were deemed not as competitive as those that were selected. Overall, the applications were of good quality and represented a breadth of creative practice.

Report Detail

The new Creative City Grants program was established to ensure that Council's investment in the arts and creative industries remains relevant and effective following the launch of its new Creative City Strategy in 2022. Prior to this it was known as the Community Arts Program.

Applicants can apply for a range of activities including:

- projects to develop new creative works, content, products or services
- projects to present new creative works including productions, exhibitions, publications and performances
- a new arts component of an existing arts or cultural event
- professional or skills development opportunities for local creatives
- projects that creatively engage communities
- start-up costs for a new creative idea, business or project.

The assessment panel reviews each application based on three main criteria of quality, potential impact and viability and recommends that grants be provided in full or part, or not at all if the criteria are not met. In this first round of Creative City Grants the demand for funding has far exceeded the total pool of funding available. A total of thirteen applications were received requesting \$54,005 of funding, with a pool of only \$20,000 available. The panel has recommended four projects for funding representing a diversity of creative practice from music to visual arts, community arts to professional practice, and a good geographic spread including two projects based in Dookie, one project based in Tatura and one project based in central Shepparton.

Details on each project and a summary of the extent it met selection criteria are provided below:

| | |
|---------------------|---|
| Applicant | Dookie Arts |
| Project | Songwriter Workshops at the Dookie Hub |
| Project Description | The Winter Sessions (TWS) are being delivered in the Dookie Hall for the month of August and these events offer the opportunity to utilise the professional skills and expertise of the touring musicians by offering workshops each Sunday in the Dookie hall. These will be ticketed workshops, though free tickets will be available to those who communicate financial hardship or identify as First Nations. This collaboration with TWS means Dookie will come alive with music, not only to enjoy but to learn from and contribute to the local music scene. Opportunities to up-skill as a musician are rare, except in the city. Skills include song writing, performance, touring, self management and recording/releasing music. Every Sunday will be a different offering. This is an opportunity for local performers to connect, building community locally but connecting in person, with the workshop facilitator and the Vic music scene more broadly. |
| Amount Requested | \$5,000 |
| Recommendation | Reduced funding of \$4,600 recommended. |
| Reasoning | The project meets the objectives of the Creative City Grants and the panel liked the concept of making good use of visiting artists' time and skills to deliver workshops to local musicians. Holding multiple workshops in a single month enables greater publicity and word of mouth to make an impact. This application also provides an opportunity for Dookie Arts to expand upon its delivery areas and demonstrates a good level of in-kind contribution. A reduction in budget was recommended, removing the Admin fees and catering costs. |

| | |
|---------------------|--|
| Applicant | Tatura Community House Inc |
| Project | Walkway Gallery |
| Project Description | The Tatura Community House is set to launch a new art space called the Walkway Gallery, offering a platform for both emerging and established artists to showcase their work. This exciting project is aimed at providing a dynamic and creative hub for the local community and will serve as a venue for a diverse range of exhibitions and events. The Walkway Gallery will offer visitors a unique cultural experience, displaying a wide variety of art forms. From painting and sculpture to photography and mixed media, the Walkway Gallery promises to be a must-visit destination for anyone with an interest in the arts. |
| Amount Requested | \$5,000 |
| Recommendation | Full funding of \$5,000 recommended. |
| Reasoning | The project meets the objectives of the Creative City Grants. The panel recognise community houses as vital community hubs and described this project as an outstanding community based art |

| | |
|--|--|
| | proposal. The establishment of a community gallery in the town of Tatura would contribute strongly to the principles of Creative City and provide new opportunities for artists and audiences alike to access and experience exhibitions by local artists. |
|--|--|

| | |
|---------------------|---|
| Applicant | St. Georges Road Primary School |
| Project | School Library and Music Mural |
| Project Description | The project comprises two murals completed at school by the artist Tank using ideas from the whole school community. Tank is an established local Shepparton artist who is inspired to work in the education space to help promote important values. The murals would allow him to create a legacy at the school and inspire student artists who would like to enter this profession. The first mural would promote the importance of reading and will be placed across the Library. Many students don't read at home with their parents and some students have low literacy levels. The mural would help promote the importance of reading to students and families. The second mural would be about music and performing arts and will be placed on the classroom that teaches this. The mural would be able to highlight what the music program covers and help communicate what students learn and the importance of the program. |
| Amount Requested | \$5,000 |
| Recommendation | Full funding of \$5,000 recommended. |
| Reasoning | The project meets the objectives of the Creative City Grants and is an outstanding, well organised project engaging a well-known local professional artist. The project will engage a diverse community within a vital community service - education. The proposed murals may not have wide exposure (being inside a school), however the long term nature of young students and their families, viewing them each school day, will be positive. |

| | |
|---------------------|---|
| Applicant | Bruce Archibald on behalf of Shepparton Jazz Orchestra |
| Project | Shepparton Jazz Suite Performance |
| Project Description | Wade Gregory would be commissioned to write a 4-part Jazz suite referencing local themes. The band will rehearse during October and perform it at the Dookie Hall on or around the 12th of November 2023. This will involve the Shepparton Jazz orchestra including a vocalist, a local sound engineer and many local music lovers who can make up the audience. There are not many opportunities to hear this style of music in Shepparton, and it is important to encourage a local composer to create work. The aim is to achieve a celebration of Big Band Jazz and local music making. |
| Amount Requested | \$4,235 |
| Recommendation | Full funding of \$4,235 recommended. |
| Reasoning | This project meets the objectives of the Creative City Grants with development of a new musical work that reflects the local area. The panel described it as a great application bringing together a range of established local artists in a location known for its passion and contribution to the Arts. |

| | |
|--|--|
| | The panel suggested that modest ticket fee could be introduced as well as further performances of the work to add value. |
|--|--|

A further nine grant applications were received that were not recommended for funding as they either did not meet the requirements or were deemed not as competitive as those that were selected.

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.

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.

2.9 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.

3.5 Encourage and facilitate investment and expansion.

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

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

Policy Considerations

This report and its recommendations comply with existing Council grants policy and guidelines.

Financial Implications

The total budget for Creative City Grants under this scheme in the current financial year is \$20,000.

Due to the Community Arts Grants review and development of this new Creative City Grants program, there has only been this one round of the new Creative City Grants 2022-23 with the total pool of \$20,000 allocated.

| Applicant | Project | This Proposal GST Exclusive \$ | This Proposal GST Inclusive \$ |
|-------------------------------|------------------------------------|--------------------------------------|--------------------------------------|
| Dookie Arts | Songwriter Workshops at Dookie Hub | \$4,600 | \$5,060 |
| Tatura Community House Inc | Walkway Gallery | \$5,000 | \$5,500 |
| St. Georges Rd Primary School | School Library and Music Mural | \$5,000 | \$5,500 |
| Bruce Archibald | Shepparton Jazz Suite Performance | \$4,235 | \$4,235 * |
| TOTAL | | \$18,835 | \$20,295 |

* Bruce Archibald is not registered for GST

Legal/Statutory Implications

There are no known legal or statutory implications for Council. Applicants are required to hold suitable public liability insurance for the duration of the project and must provide evidence of this.

Environmental/Sustainability Impacts

Where applicable, environmental and/or sustainable impacts have been considered by the applicants.

Social Implications

These projects all support positive social outcomes with a particular focus on investment and opportunities for small towns in Greater Shepparton.

Economic Impacts

Minor economic benefits are expected from projects where indicated.

Consultation

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

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|---|---|
| Inform | Grants information is easily accessible through Council's external website, a social media campaign, direct email/enews and a public information sessions were conducted. | Media releases E-flyers, social media, newsletters Websites Information session |
| Consult | Council staff available to consult, in person, via telephone, teams, and email to all applicants. | Information session and follow up advice for applications as required. |
| Involve | Grants involve community participation by their nature and Scope. Creative community were consulted for feedback during review of former Community Arts Grants. | Approved projects include community participation. Online survey conducted and review of former Community Arts Grants program guidelines and subscription. |
| Collaborate | Community groups will be responsible for the planning and implementation of projects. | Successful applicants will drive their own initiatives. |
| Empower | Community groups are responsible for planning and implementation of their projects and build more sustainable practices. | Community groups drive and deliver their projects. |

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- Community Life: Encouraging Arts in the Community, City of Greater Shepparton.

b) Other strategic links

- Council Plan as outlined above
- Creative City Strategy
 - Municipal Health and Wellbeing Plan
 - Cultural Diversity & Inclusion Strategy
 - Greater Shepparton Youth Strategy and Action Plan
 - Greater Shepparton Safety Strategy
 - Greater Shepparton Volunteer Strategy & Action Plan

Conclusion

The inaugural round of Creative City Grants 2022-23 was successful and attracted a high level of subscription from many first-time and previous Community Arts Grants applicants.

The applications for funding were reviewed by an internal assessment panel. Overall, the quality of the applications was good, with positive outcomes for the community and the local creative sector.

Four applications meet the eligibility requirements and have demonstrated a high level of quality, viability and potential impact for grants under the initiative. Accordingly, the panel recommends that these four applications be funded.

Feedback will be provided to the remaining nine applications so that further community consultation can take place to ensure that any future application meets the grant requirements.

Attachments

Nil

11 Corporate Services Directorate

11.1 Insurance Renewal Tender for Insurance Broking and Risk Management Services 2023/2024

| | |
|-------------|------------------------------|
| Author | Team Leader Risk & Assurance |
| Approved by | Director Corporate Services |
| Purpose | For Decision |

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. approve the awarding of Contract 2316 Insurance Broking and Risk Management Services Contract to Jardine Lloyd Thompson (JLT),**
- 2. note that the contract term is for a period of 2+1 years; and**
- 3. authorise the Chief Executive Officer to sign and execute the contract documents as required.**

Executive Summary

Council's previous contract for Insurance Brokering services (Contract 1952) expired 30 June 2022. Jardine Lloyd Thompson (JLT) was awarded this contract through a tender process coordinated by Procurement Australia and have continued to provide broker services for the majority of Councils insurances throughout this time.

In March 2023, Council engaged Procurement Australia to conduct a tender process for insurance broking and risk management services with the expected benefit of securing cost savings under a new contract.

Only one tender submission was received through this process, and it is therefore recommended that Council approve the reappointment of JLT as its broker for insurances and risk management services.

The table below highlights the insurance premiums for 2022/2023 (expiring) to 2023/2024 (renewal) for Councils insurances, noting that it excludes the quoted premium for property (assets) and business interruption.

| POLICY | EXPIRING | | RENEWAL | |
|----------------------------------|------------------|--------------|------------------|--------------|
| | Premium | Insurer | Premium | Insurer |
| Community Liability Pack | \$2,017 | QBE | \$1,977 | QBE |
| Environmental Liability | \$7,174 | Liberty | \$7,302 | Liberty |
| Cyber Liability | \$24,105 | Chubb (lead) | \$25,676 | Chubb (lead) |
| Councillors & Officers Liab. | \$47,484 | AXA XL | \$47,264 | AXA XL |
| Motor Vehicle | \$146,570 | Vero | \$153,859 | Vero |
| Airport Owners & Operators Liab. | \$4,225 | QBE | \$4,005 | QBE |
| Personal Accident | \$2,075 | Chubb | \$2,041 | QBE |
| Corporate Travel | \$223 | Chubb | \$254 | QBE |
| TOTAL | \$233,873 | | \$242,378 | |
| Property (JMAPP) | \$517,920 | JMAPP | Not quoted | JMAPP |

The JMAPP Discretionary Trust has provided the following statement in relation to the delay in quoting on Councils assets and business interruption for the interim.

“Due to an estimated \$15,600,000 flood loss from 2022/2023 period which is ongoing and the additional storm loss across multiple sites that are yet to have any quantum applied, JMAPP is not in a position to commit to renewal terms and conditions at this point. JLT Public Sector via the JMAPP Discretionary Trust will be able to offer terms of Councils consideration closer to the 30 June 2023 program expiry date, however not as part of this tender process”.

The renewal quotations submitted by JLT equate to a slight increase to Councils 2022/2023 insurance premiums of \$8.5k or 3.6%, however does not include Councils asset or business interruption renewal program.

Due to the floods in October 2022, followed by significant storms in December 2022 and March 2023, it is anticipated that Councils premium for assets and business interruption will be to the value of approx. \$800k for the first year of this contract; however, this is subject to change and will be confirmed by 30 June 2023.

Further to the above, Councils Public Liability / Professional Indemnity and Commercial Crime insurances will be quoted separately by MAV Insurance, and the Community Plan Groups policy will be quoted separately by Local Community Insurance Scheme (LCIS) as these do not form part of JLT’s quotation.

Contract Details

Greater Shepparton City Council engaged Procurement Australia to assist with the implementation and management of a Request for Proposal (RFP) tender process for the provision of insurance broking and risk management services.

This was advertised in the Herald Sun on 29 March 2023, seeking suitably qualified insurance brokers to submit a proposal to effectively manage Councils insurance needs going forward.

Council received one submission.

In summary, the following information was sought from Procurement Australia as to how the brokers would manage Councils insurances and risk management services. The following information was ascertained.

- Previous experience and performance;
- Proposed annual service plan, including account management and day-to-day administrative services;
- Claims management capabilities and claims reporting;
- Demonstrated expertise to effective risk management;
- Technology systems to assist Council;
- Value-add services;
- Supported insurance renewal terms; and
- Full disclosure of broker’s service fees and proposed remuneration.

JLT has managed Councils insurances and effectively supported Councils risk management services for a number of years.

Subject to Council approval, JLT will be contracted to provide claims and risk management services and reinsurance to Council for the period 2023/2024 to 2025/2026 (2 years + 1 year). There will be a premium Increase of \$8.5k or 3.6% compared to 2022/2023, excluding assets, business interruption and Community Plan Groups policies.

Tenders

Tenders were received from:

| Tenderers |
|------------------------------|
| Jardine Lloyd Thompson (JLT) |

Tender Evaluation

Tenders were evaluated by:

| Title |
|---|
| Maps Group Pty Ltd T/As Procurement Australia |

Evaluation Criteria

Tenders were evaluated on the following criteria:

| Evaluation Criteria | Weighting |
|--|-------------|
| INSURANCE PROGRAM & COST TO COUNCIL | 60% |
| <ul style="list-style-type: none"> Renewal Base Premiums and Broker Fee(s) Insurance Program Structure | 40% |
| EXPERIENCE, CAPABILITY & PAST PERFORMANCE | 20% |
| <ul style="list-style-type: none"> Company Profile and Organisational Structure Industry Experience Nominated Service Personnel Outsourcing | Incl. above |
| PLAN FOR PROPOSED SERVICES | 20% |
| <ul style="list-style-type: none"> Proposed Work Plan and Service Methodology Risk Management Services Claims Management Additional Services and Capabilities Broker Service Level Agreement and Key Performance Indicators | Incl. above |

Council Plan / Key Strategic Activity

COMMUNITY LEADERSHIP

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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

JLT provide a collaborative approach towards supporting Council in the achievement of sound risk management practices.

Policy Considerations

The process undertaken in relation to the awarding of this contract was conducted in accordance with Councils Procurement Policy.

Financial Implications

Council's totals on insurances for 2022/2023 year was \$1,445,049.08. This figure included:

- Claims management fee - \$10,000.00
- JMAPP Property including artworks - \$474,480.19
- Commercial Crime (MAV Insurance) - \$11,717.31
- Community Plan Groups (LCIS) - \$14,302.20; and
- Public Liability / Professional Indemnity (MAV Insurance) - \$713,790.45

JLT has provided its response to fulfilling its duties of being compliant with the tender invitation and renewal process.

Council's 2023/24 insurance premiums are subject to increases based on the following:

- Number of incidents – property, motor vehicle and public liability and professional indemnity;
- Severity;
- Cost;
- Natural disasters – flooding, severe storm events, bushfires, etc., and
- Number of claims submitted by other Victorian and Tasmania Councils.

At present, Councils 2023/24 premium is likely to be significantly impacted by the recent flood and storm events. As these asset and business interruption claims are still being processed, the premiums for these aspects of the policy are yet to be determined.

Legal / Statutory Implications

There are no legal / statutory implications associated with this report

Environmental / Sustainability Impacts

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

Social Implications

The content of this report does not have any social implications associated with it.

Economic Impacts

There are no economic impacts relevant to this report.

Consultation

Consultation has occurred between Maps Group Pty Ltd T/As Procurement Australia and Greater Shepparton City Council.

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

Strategic Links

Greater Shepparton 2030 Strategy

Nil identified.

Conclusion

The insurance broking tender resulted in figures which are comparable to Councils 2022/2023 premiums. The majority of policies resulted in minor increases, while two were subject to a decrease.

The JMAPP (Jardine Municipal Asset Protection Plan) Discretionary Trust has not quoted on Councils property (assets) and business interruption during this tender process due to the significant impacts of the October floods and two recent significant storm events.

JLT Public Sector via the JMAPP Discretionary Trust has advised Procurement Australia that they will be able to offer terms for Councils asset renewal and business interruption programs prior to the policy expiry date of 30 June 2023.

Attachments

Nil

11.2 May 2023 Monthly Finance Report

Author Manager Finance and Rates
 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 receive and note the May 2023 Monthly Financial Report.

Executive Summary

This report presents the Council's actual forecast performance compared to the budget for the eleven months ended 31 May 2023.

Report Detail

The May 2023 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

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

The 2022/2023 Budget was adopted at the Ordinary Council Meeting held 21 June 2022. Council endorsed the Quarter 3 Forecast Review of the Ordinary Council Meeting held Tuesday 18 April 2023.

The May 2023 Monthly Financial Report provides commentary on year-to-date budget performance and any projected forecast variances, with a focus on Council's financial sustainability measures.

Operating Position

Council's year-to-date (YTD) budget performance is reflected in the income statement within the attachment. The YTD underlying operating deficit of \$6.12 million is \$1.63 million favourable compared to the Quarter 3 Forecast YTD budget, largely due to receipt of flood related funding.

The projected full year underlying operating position of an \$18.27 million deficit remains favourable compared to the Adopted Budget position of \$21.61 million.

While this position is impacted by the timing of grant funding, with \$11.16m of untied funding relating to this financial year received and recognised in 2021/22, the forecast underlying operating deficit does reflect the challenges Council face in sustainable delivery of services the community value and need.

The financial impact of the October 2022 Floods on Council is outlined in the Operating Statement in the attachment. Additional expenditure includes that incurred in initial response and recovery efforts and remediation of damage to Council assets. Reductions to income are evident due to closing of impacted Council facilities. Some of this expenditure and lost revenue is covered by funding or insurance, however excluding waste related revenue, a net cost to Council of \$1.4 million is currently forecast for this financial year.

Capital Works

Year-to-date delivery of capital works is on track compared to the Quarter 3 Forecast year-to-date budget, with 85 per cent of the adopted Quarter 3 Forecast delivered at reporting date.

Balance Sheet

Council has adopted the liquidity ratio (current assets as a percentage of current liabilities) as a further measure of financial sustainability. The current liquidity ratio is impacted by the high rates receivable balance, which will reduce over the year as Council receipts payments and expends funds on services and infrastructure. 2022/2023 ending liquidity is projected to be 159 per cent, which is within the desired range.

The 2022/23 Adopted Budget and 2021-2031 Financial Plan indicate future challenges in maintaining liquidity at the required level. Continued focus on financial sustainability, through reviews of services, reduction of operating expenditure, increases to revenue and prioritisation of renewal ahead of new assets is required.

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.

1.8 Good governance and sustainable financial management.

Risk Management

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|------------|-------------|--------|---|
| Poor performance against budget | Possible | Moderate | Medium | Regular monitoring and reporting of performance against budget and forecast variances |
| Deterioration of Council's financial position against the adopted Financial Plan, resulting in diminished ability to achieve and maintain financial sustainability, as measured by the adjusted underlying operating result, liquidity and renewal and upgrade of assets. | Possible | Moderate | Medium | Linkage of budget setting and performance to the adopted Financial Plan |

Policy Considerations

The May 2023 Monthly Financial Report has been prepared in accordance with accounting policies and the adopted 2021-2031 Financial Plan.

Financial Implications

The financial implications associated with this report are detailed in the monthly financial report

Legal/Statutory Implications

Section 101 of the *Local Government Act 2020* provides that Council maintains a budgeting and reporting framework that is consistent with the principles of sound financial management.

Environmental/Sustainability Impacts

No environmental or sustainability impacts have been identified in relation to this resolution.

Social Implications

No social implications have been identified in relation to this resolution.

Economic Impacts

No economic impacts have been identified in relation to this resolution.

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

- 2022/2023 Budget
- 2021-2031 Financial Plan

Conclusion

The report presents Council's actual financial performance compared to the budget for the month ending 30 May 2023.

Attachments

1. May 2023 - GSCC Council Report- Monthly Financial Statements [**11.2.1** - 11 pages]

11.3 Contracts Awarded Under Delegation - May 2023

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 no contracts were 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 May 2023 to 31 May 2023, and those that have been publicly advertised but are yet to be awarded as at 5 June 2023. The report does not include all purchasing activities, only procurement which requires a formal quotation or tender process.

Contracts Awarded under Delegated Authority

| Contract No. | Project Name | Details | Value inclusive of GST | Awarded to |
|--------------|--------------|---------|------------------------|------------|
| Nil | | | | |

Requests for Tenders advertised but not yet awarded

| Contract No. | Contract Name | Contract detail, including terms and provisions for extensions | Status |
|--------------|---|---|---|
| 2310 | Provision of Printer Lease and Maintenance Services | Lump Sum Contract for the Provision of Printer Lease and Maintenance Services over four years | Tender scheduled to close on 28 June 2023 |
| 2122 | Provision of Party & Event Equipment Hire Services - Panel of Suppliers | Schedule of Rates Contract for the Provision of Party & Event Equipment Hire Services - Panel of Suppliers Initial term of 3 years with two single year options | Tender scheduled to close on 7 June 2023 |
| 2273 | Provision of Internal Audit Services | Schedule of Rates Contract for the Provision of Internal Audit Services Initial term of 3 years with a two-year option | Tender currently under evaluation |
| 2315 | Compliant Asbestos Removal - 90 Welsford Street Shepparton | Lump Sum Contract for the Compliant Asbestos Removal - 90 Welsford Street Shepparton | Tender currently under evaluation |
| 2295 | Provision of Line and Road Marking Services - Panel of Suppliers | Schedule of Rates Contract for the Provision of Line and Road Marking Services - Panel of Suppliers Initial term of 2 years with a one-year option | Tender currently under evaluation |
| 2321 | Queensland Fruit Fly Trapping Grid and Monitoring | Lump Sum Contract for the Queensland Fruit Fly Trapping Grid and Monitoring | Tender currently under evaluation |
| 2243 | Provision of Heavy Plant and Equipment Hire (Wet & Dry Hire) Services | Schedule of Rates Contract for the Provision of Heavy Plant and Equipment Hire (Wet & Dry Hire) Services – Panel of Suppliers Initial term of 3 years with a one-year option | Tender currently under evaluation |

Through the S5 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 \$1,000,000.

The financial delegation to Directors to approve contracts up to a value of \$500,000 for goods and services and works are included in the S7 Instrument of Sub-Delegation by Chief Executive Officer.

Collaborative / Third Party Purchasing Arrangements

In accordance with Clause 5.2.11 of the Procurement Policy, Council has the option to utilise third party collaborative purchasing arrangements for various procurement activities. These collaborative arrangements are established to be an effective and efficient way of sourcing goods and services. Benefits include pre-approved supplier lists, cost savings through economies of scale and dedicated contract administration. The following collaborative arrangements have recently been utilised:

| Contract No. | Entity | Contract Details |
|--------------|---------------------------------|---|
| 2318 | Procurement Australia | Printing & Related Services PA - 2411/0645 |
| 2314 | State Purchasing Contract (SPC) | Professional Advisory Services SS-04-2019 |

Legal/Statutory Implications

In accordance with Section 108 of the Local Government Act 2020, Council has adopted its 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 contracts awarded under delegated authority of the Council during the period 1 May 2023 to 31 May 2023.

Attachments

Nil

11.4 Audit and Risk Management Committee Membership

| | |
|-------------|------------------------------|
| Author | Team Leader Risk & Assurance |
| 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:

- 1. accept the resignation of Mr Vivek Chopra, Independent Member of the Audit and Risk Management Committee and acknowledge the valuable contribution he has provided to the Committee; and**
- 2. approve the reappointment of Goran Mitrevski to the position of Chair of the Audit and Risk Management Committee for the next 12 months, commencing on 21 June 2023 and concluding on 31 May 2024.**

Executive Summary

Mr Vivek Chopra formally resigned from his position as Independent Member of the Audit and Risk Management Committee (ARMC) on Monday 15 May 2023.

Vivek has been a Committee member since June 2021, and has always provided valuable feedback and contributions to the Committee. Council wishes Vivek all the very best with his future endeavours.

An expression of interest process is currently being conducted to fill this vacancy, in accordance with the requirements of the Committee Charter. It is anticipated that this position will be filled prior to the 9 August 2023 ARMC meeting.

In addition to the above mentioned vacancy, the term of the current Chair is due to expire and Council seeks to reappoint Goran Mitrevski to this position for a further 12 months. Goran has been an independent member of the Committee since February 2019 and was appointed to the role of Chair in May 2021. During the previous term, Goran has provided exceptional leadership to the ARMC and Council is confident that the Committee will continue to excel under his guidance.

Report Detail

The appointment of independent members to the ARMC enables the provision of specialised advice to Council on matters relating to its responsibilities.

In accordance with Council's Audit and Risk Management Charter, the Committee is to comprise of six members, including four independent members and two Councillors.

Following the recent resignation of Vivek Chopra, Council has commenced an Expression of Interest process to fill the vacant Independent Member position. This vacancy will be advertised through the Shepparton News, LinkedIn and the Institute of Internal Auditors. Council endeavours to complete this process and have an appointment made prior to the next ARMC Meeting which is scheduled to take place on 9 August 2023.

In addition to governing the Committee composition, Section 3.3.2 of the Charter stipulates that the Chairperson of the Committee is to be appointed for a period of 12 months.

Goran Mitrevski's term as Committee Chair expired at the end of May 2023, and based on positive performance in the role, approval is sought for the reappointment of Goran as Chair for a further 12 month term, concluding at the end of May 2024.

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.

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

1.8 Good governance and sustainable financial management.

Risk Management

The appointment of Independent Committee members who hold a broad range of qualifications, knowledge, skills and experience provides Council with the assurance that the performance of its risk management and audit functions are being monitored and thoroughly assessed in accordance with Councils Risk Management Strategy.

The role of Chair on this committee is particularly important, with the responsibility of ensuring that the Committee is operating effectively and providing an appropriate level of oversight on Councils approach towards Risk Management.

Policy Considerations

The Audit and Risk Management Committee Charter highlights the process for appointing and/or reappointing committee members, including the position of Chair. These processes are now underway and will be conducted in accordance with the requirements set out within the Charter.

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

In accordance with Section 53 of the Local Government Act 2020, Council must establish an Audit and Risk Management Committee.

There is a further requirement that the Committee must include Councillors of the Council, and a majority of independent members, one of whom is required to hold the position of Chairperson.

Environmental/Sustainability Impacts

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

Social Implications

There are no social implications associated with this report.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

Management have consulted with Goran Mitrevski to confirm his acceptance of the reappointment to the position of Committee Chair for the next 12 months. Subject to Council resolution, this reappointment will extend Goran's appointment as Chair to 31 May 2024.

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

Strategic Links

Greater Shepparton 2030 Strategy

Nil

Conclusion

It is recommended that Council reappoint Goran to the role of Chair of the Audit & Risk Management Committee for the next 12 months, concluding on 31 May 2024.

Attachments

Nil

11.5 Greater Shepparton City Council 2023/2024 Budget

Author Manager Finance and Rates
 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, having publicly advertised the preparation of the 2023/2024 Budget and after consideration of the public submissions received, adopt the 2023/2024 Budget as presented including;

- A) declaring the following rates and charges for the 2023/2024 financial year:**
 - 1. Amount intended to be raised**
 An amount of \$90,785,835 excluding GST (or such other amount as is lawfully raised as a consequence of this resolution) be declared as the amount which the Council intends to raise by general rates, the municipal charge, annual service charges and the cultural and recreational rate later described in this resolution which amounts are calculated as follows: General Rates \$72,359,666 Municipal Charges \$6,342,960, Waste Service Charges \$12,042,151 Cultural and Recreational Rate \$41,058.
 - 2. General Rates**
 - 2.1** A general rate be declared in respect of the 2023/2024 rating year, being the period 1 July 2023 to 30 June 2024.
 - 2.2** Declare that the general rate be raised by the application of differential rates for rateable land having the respective characteristics specified in Appendix B of the budget document.
 - 2.3** Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land by the relevant rate in the dollar as indicated as follows:
 - General \$0.00335324
 - Farm \$0.00301792
 - Commercial/Industrial \$0.00687414
 - Derelict Property \$0.01207166

3. Cultural and recreational rates

3.1 In accordance with the *Cultural and Recreational Lands Act 1963*, the amount in lieu of rates payable in respect of each eligible rateable land be determined by multiplying the Capital Improved Value by \$0.00244787 where the rateable land has the following characteristics:

Rateable outdoor recreational lands developed primarily for regional use as evidenced by paid administrative support and/or commercial business dealings in the operation or management of the same.

Such rateable land as described below:

**71 Gowrie Street TATURA 160-200 Ross Street TATURA
7580 Goulburn Valley Highway KIALLA
2 Fairway Drive MOORoopna
15 Golf Drive SHEPPARTON
55 Rudd Road SHEPPARTON
7582 Goulburn Valley Highway KIALLA**

4. Municipal charge

Declare a municipal charge for 2023/2024 of \$195.00 for each rateable land (or part) in respect of which a municipal charge may be levied.

5. Waste service charge

5.1 Declare an annual waste service charge for 2023/2024 for the dual service of kerbside collection and disposal of refuse along with kerbside collection of recyclables. The service charge is applied as per the Greater Shepparton City Council Kerbside Landfill Waste, Recycling and Organics Collection Policy and will be as per follows:

5.1.1 Collection and disposal of contents of 80 litre refuse bin and either a 120 litre or 240 litre recyclable bin \$185.00** per service.

5.1.2 Collection and disposal of contents of 120 litre refuse bin and either a 120 litre or 240 litre recyclable bin \$260.00** per service.

5.1.3 Collection and disposal of contents of 240 litre refuse bin and either a 120 litre or 240 litre recyclable bin \$458.00** per service.

5.2 Declare an annual waste service charge for 2023/2024 for the kerbside collection of recyclables only.

The service will be charged as collection and disposal of contents of either a 120 litre or 240 litre recyclable only bin \$110.00 per service for eligible properties where requested and as per the Kerbside Landfill Waste, Recycling and Organics Collection Policy.**

5.3 Declare an annual waste service charge for 2023/2024 for the kerbside collection of green organic waste.

The service will be charged as collection and disposal of contents of either a 120 litre or 240 litre green organics bin \$113.00 per service as determined by the Kerbside Landfill Waste, Recycling and Organics Collection Policy.**

****Note: These charges do not include GST which applies to all service charges that are levied against non-residential and other non-compulsory kerbside collections.**

6. Setting of interest rate on unpaid rates and charges

The Council will charge interest for rates and charges which have not been paid by the due dates, as specified under Section 167 of the *Local Government Act 1989*.

7. Payment of rates and charges

Declare that a person can pay a rate or charge (other than a special rate or charge) by:

7.1 Four (4) instalments which are due and payable on the dates fixed by the Minister by notice published in the Government Gazette; or

7.2 Ten (10) instalments which are due and payable in the ten-month period that commences September and ends in June.

8. Consequential

That the Chief Executive Officer be authorised to levy and recover the general rates, municipal charge and service charges in accordance with the *Local Government Act 1989*.

B) Authorises borrowings of \$2.0 million during 2023/2024 towards the 2023/2024 capital works program

C) Fixes the following fees pursuant to Section 6 (1) of the *Aerodrome Landing Fees Act 2003*:

| Fee Type | Fee incl. GST |
|-------------------------|---------------|
| Landing Fee | \$11.90 |
| Access Fee (General) | \$205.60 |
| Access Fee (Commercial) | \$272.70 |
| Parking Fee | \$411.20 |
| Overdue Payment Fee | \$27.05 |

D) Changes to the draft budget as disclosed in Appendix C of the 2023/2024 Budget document including amendments as a result of internal reviews and amendments as a result of public submissions.

E) Authorises the Chief Executive Officer to give notice of the adoption of the Budget

Executive Summary

The report presents the 2023/2024 Budget for Adoption. The 2023/2024 Draft Budget was approved for public submission by Council at the April Ordinary Council meeting held on 18 April 2023. Public notice was given on 21 April 2023 and submissions invited. The submission period ended on 18 May 2023 and eighty one submissions were received. Fourteen of the written submitters elected to be heard by Council on Tuesday 30 May 2023. The 2023/2024 Budget proposes a 3.50 per cent increase in rates revenue and 2.14 per cent increase in kerbside collection charges which will generate \$90.8 million, excluding supplementary valuations. The proposed rating structure for 2023/2024 has been informed by the Revenue and Rating Plan 2021-2025.

Report Detail

The 2023/2024 Budget has been prepared in accordance with the requirements of the *Local Government Act 2020*.

Greater Shepparton City Council (Council) utilises the Local Government Model Budget published by Local Government Victoria to assist councils in preparing annual budgets in accordance with Australian Accounting Standards.

The 2023/2024 Budget reflects year three of the 2021-2031 Financial Plan and takes into account the activities and initiatives which contribute to achieving the strategic objectives specified in the Council Plan.

The 2023/2024 Budget has been developed under the key financial principles which aim to

- a. budget for an underlying operating surplus annually,
- b. fund the capital renewal of existing assets as a priority and
- c. consider the use of borrowings as a legitimate and responsible financial management tool.

2022/2023 Forecast/Actual

The 2023/2024 Budget provides comparisons with the 2022/2023 financial year forecast. The Quarter 3 Forecast Review has been used for the 2023/2024 Budget document.

2023/2024 Budget – Key Points

The 2023/2024 Budget provides for an Accounting Surplus of \$31.94 million. Refer to Section 4.1 of the 2023/2024 Budget document.

Once revenues relating to capital expenditure (such as capital grants, gifted assets and proceeds from sale of assets) are removed from this result, an adjusted underlying operating deficit of \$7.34m is arrived at. Consistent with the 2021-2031 Financial Plan, Council is aiming to achieve an adjusted underlying surplus by 2026/2027, through strategic actions identified in the Financial Plan. Refer note 4.1.1 of the 2023/2024 Budget document for the adjusted underlying operating result.

The 2023/2024 Budget Schedule of Fees and Charges is included as Appendix A. It is budgeted that the proposed fees and charges will raise \$24.74 million during the 2023/2024 financial year.

The 2023/2024 Budget provides for a \$64.15 million capital works program. Incorporated in the capital works program is \$37.75 million for renewal works and \$10.33 million for upgrade works. Refer to Section 4.5 of the 2023/2024 Budget document for further information.

Funding sources for the capital works program include \$40.71 million from Council operations, cash reserves and investments, \$2.0 million of new borrowings and \$21.45 million from external grants and cash contributions.

Any grants or contributions received by Council prior to 30 June 2023 will be considered as Council Cash for the purposes of the 2023/2024 Budget as Council was in possession of the funds at the commencement of the budget year.

2023/2024 Budget – Highlights

The 2023/2024 Budget delivers on the strategic objectives of the 2021-2025 Council Plan, as outlined in Section 2 of the Budget document.

This budget also prioritises continued flood recovery and resilience projects. Council has received funding to resource Community Recovery Officers and Recovery Hub activities from the State Government and is expecting to spend \$16.52 million on repairing October 2022 flood damage to Council’s sealed road network. Additionally, \$2.42 million is allocated to upgrading the Margaret Street Pump Station in Tatura, \$200,000 is allocated for investigation and design of improvements to Lenne Street drainage in Mooroopna and \$300,000 is earmarked for the purchase of a portable storm water pump.

Council’s 2030 Zero Emissions strategy is embedded in each business unit, as described in the program budget (refer Section 2 of the 2023/2024 Budget document). A further \$750,000 of capital funding is allocated to projects including gas removal from Council sites, electric vehicle charging infrastructure, changeover of small plant and increasing recycled content in roads and pavements.

2023/2024 Budget – Rates and Charges Revenue

The 2023/2024 Budget proposes a 3.5 per cent increase in total rates revenue and a 2.14 per cent increase in kerbside collection charges, both excluding supplementary valuations, which will generate \$90.8 million.

Section 4.1.2(l) of the 2023/2024 Budget document confirms Council’s compliance with the State Government’s Fair Go Rates System (Rate Cap).

A further \$0.79 million in supplementary rates and \$0.2 million in penalty interest is budgeted for 2023/2024 taking the total rates and charges figure to \$91.8 million. Note these items, along with the kerbside collection charges, do not form part of the rate cap.

2023/2024 Rating Differentials

The proposed rating structure for the 2023/2024 year has been informed by the Revenue and Rating Plan 2021-2025.

In June 2021, Council adopted the Revenue and Rating Plan 2021-2025 (the Plan) which determines the most appropriate and affordable revenue and rating approach across the municipality.

The Plan determines only the share of revenue contributed by each property, not the total amount of rates collected by Council.

| Rating Differential Category | Rating Differential % |
|------------------------------|-----------------------|
| General | 100% |
| Farm | 90% |
| Commercial/Industrial | 205% |
| Derelict Property | 360% |

Rates and Charges - 2023 Centralised Annual Valuations

Since 2019, the Valuer-General Victoria (VGV) is the sole valuation authority to conduct annual valuations for rating purposes.

The 2023/2024 Budget includes preliminary valuation data for 2023/2024 with valuations as at 1 January 2023. All rating information contained within the budget, including rates in the dollars, are based on these updated valuations. However, the preliminary valuations are yet to be certified by the Victorian Valuer-General and are therefore subject to change. Movements in individual property valuations (Capital Improved Value or CIV) will have an impact on individual rate notices.

Section 4.1.2(f) of the 2023/2024 Budget provides an indication of the valuation movements for each rating differential group, however, individual property valuation movements will not be advised until the 2023/2024 annual valuation and charge notice for each property are distributed.

2023/2024 Budget – Financial Performance Indicators

Section 5 of the 2023/2024 Budget document highlights Council's current and projected performance across a range of key financial indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Other Internal and External Budget Influences

In preparing the 2023/2024 Budget, a number internal and external influences have been taken into consideration, as they impact significantly on the services delivered by Council in the budget period.

Council operates in a rate capping environment where the State Government imposes a limit to which Council's rates revenue can increase by. Victorian State Government has set the cap at 3.50% for 2023-24, which is significantly less than the March 2023 Quarter Melbourne All Groups CPI result of 6.8%. This places significant pressure on Council's ability to maintain revenues to deliver services and projects that the community values. A zero per cent rate rise in 2022/23 in a high inflationary environment has compounded this pressure.

Natural disasters have a substantial impact on Council budgets as council assets and services are impacted as well as local government being a key support in community recovery efforts. The impact of COVID-19 is still felt in Council's operating position as services such as Aquamoves, Riverlinks and the Victoria Lake Caravan Park rebuild to pre-COVID income levels. The October 2022 floods caused significant damage to Council assets including buildings, roads, recreation and leisure. Increased expenditure has been seen in many areas including rehabilitation works, emergency relief provisions, waste removal for the community, and after-flood care. The flood damage in turn flows onto an impact on income from User Fees of services unable to be provided during the flood and recovery period.

Other budgetary pressures extending into future years include the continued impact of inflation and increases beyond inflation, including insurance premiums and utilities, wage price index pressures, along with increasing compulsory Superannuation Guarantee (SG) contributions towards 12% by 2025/2026 financial year.

Public Submissions

The 2023/2024 Draft Budget was authorised for exhibition by Council on 18 April 2023. Public notice was given on 21 April 2023 and submissions invited until 18 May 2023.

Eighty-one submissions were received. Fourteen of the written submitters elected to be heard by Council on 30 May 2023.

The submissions ranged in content however generally contained the following themes:

- Toolamba Tennis Courts (18 submissions)
- Tatura infrastructure and amenities (6 submissions)
- Princess Park Multi-purpose Pavilion (5 submissions)
- Community Grants (5 submissions)

All submissions, including those received during the community engagement conducted in November 2022 were provided to Council for consideration.

Amendments to Draft Budget including Public Submissions and Capital Re-budgets

Since the authorisation for exhibition of the 2023/2024 Draft Budget at the 18 April 2023 Council Meeting, and in consideration of new information made available since that date including public submissions received by Council, the following amendments to the 2023/2024 Budget have been made:

| | \$ Change (fav)/unfav |
|---|---|
| Update of valuation data from Stage 3 to Stage 4 and finalising the 2022/2023 supplementary valuations have resulted in minor changes to the rates in the dollar and a change to the total amount raised in general rates and municipal charge. | (\$0.36 million) |
| Update of kerbside service charges to reflect the Council's current collection and processing contract arrangements and the adopted Kerbside Transition Plan. | (\$0.38 million) |
| Changes resulting from public submissions: a. Our Sporting Future Grants b. Shepparton Aerodrome Masterplan | \$80,000 \$50,000 |
| Internally generated operating budget changes: a. Murchison Sports Facility Design (re-budget) b. Bin maintenance c. Flood recovery funding d. Children's Services Strategic Planning funding | \$80,000 (\$0.20 million) |
| Re-budgeted (moved) capital works from 2022/2023 to 2023/2024 (greater than \$100,000): a. Andrew Fairley/Lockwood/Old Dookie Intersection | \$1.26 million |
| New Capital Works items included due to new information: a. October 2022 Flood – Sealed Roads Remediation b. Kerbside Transition Plan – Rural FOGO Green Bins c. Yanha Gurtji Path (grant funded) | \$16.52 million \$0.16 million \$0.37 million |
| Capital Works items deferred due to new information: a. Knight & Hawdon Street Upgrade (24/25) b. DCP South Growth Corridor – Riverwood Shared Path (24/25) c. Childcare Hard Asset Renewal (24/25) | \$5.0 million \$0.17 million \$0.15 million |

Note: A full list of amendments are disclosed in Appendix C of the 2023/2024 budget document.

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.

1.8 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.

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

Risk Management

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|--|------------|-------------|--------|---|
| Failure to comply with the <i>Local Government Act 2020</i> | Unlikely | Moderate | Low | Community consultation conducted in-line with Council policy and budget development work plan in place to ensure the Budget is considered by 30 June. |
| Failure to comply with the Local Government Act 1989 | Unlikely | Moderate | Low | Rates and Charges are declared in both the Draft and Adopted budget document |
| Operating surplus not achieved within Financial Plan targets | Possible | Moderate | Medium | Monthly financial performance and Quarterly Forecast Reviews reported to Council |
| Capital works budget not delivered within the financial year | Possible | Moderate | Medium | Performance reporting, greater focus on 10 year capital works planning |

Policy Considerations

The 2023/2024 Budget has been prepared with consideration of Council's 2021-2025 Revenue and Rating Plan, 2021-2031 Financial Plan and adopted Borrowing Policy.

Financial Implications

| | 2022/2023 Forecast/Actual \$'000s | 2023/2024 Budget \$'000s | Variance \$'000s | Comments |
|-----------|---|--------------------------------|---------------------|---|
| Revenue | 171,794 | 190,066 | 18,272 | Favourable variance due to increased rates and charges, operating grants and developer gifted assets, |
| Expense | 155,868 | 158,122 | 2,253 | Unfavourable variance due to employee costs (budget reflecting full cohort of staff), increase to depreciation, offset by reductions to materials and services. |
| Net Total | 15,926 | 31,944 | 16,018 | |

¹ Budgets are GST exclusive

² Refer to Section 4 of the 2023/2024 Budget for more detailed variance analysis

Legal / Statutory Implications

The 2023/2024 Budget has been prepared as required by Section 94 of the *Local Government Act 2020*

Environmental / Sustainability Impacts

The 2023/2024 Budget includes resource allocation to items relating to Council's 2030 Zero Emissions Target action plan.

Section 2 of the 2023/2024 Budget contains information from each Council program on initiatives relating to the 2030 Zero Emissions Target.

Social Implications

The 2023/2024 Budget resources the strategic objectives of the Council Plan, which includes Social Responsibility and Wellbeing as a key theme.

Economic Impacts

The 2023/2024 Budget includes funding for a number of initiatives to ensure a vibrant and diverse economy. Refer to Section 2 of the budget for programs that delivery on this theme of the Council Plan.

Consultation

Community engagement was undertaken in November and December 2022 to gain an understanding of the Community's priorities for the upcoming 2023/2024 Budget in accordance with Council Policy.

Engagement was undertaken via the Shaping Greater Shepp webpage, social media advertising and flyers circulated to community groups. The Shaping Greater Shepp webpage included information on the budget process, links to documents that influence the budget and a survey.

Thirty-five submissions were received as a result, in addition to sixty-three submissions using a “fund-it” tool to demonstrate how respondents would allocated \$100 of funding across Council services and capital works.

The 2022/2023 Draft Budget was authorised for exhibition by Council on 18 April 2023. Public notice was given on 21 April 2023 and submissions invited until 18 May 2023. Eighty-one submissions were received. Fourteen of the written submitters elected to be heard by Council on 30 May 2023.

These submissions resulted in changes as detailed within the report body of this agenda item, in addition to commitment to strategic actions including prioritisation of renewal and upgrade of community sport and recreation facilities, as outlined in the Sports 2050 Strategy.

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

- 2021-2025 Council Plan
- 2021-2031 Financial Plan
- 2021-2025 Revenue & Rating Plan

Conclusion

The 2023/2024 Budget is presented to Council for adoption.

Attachments

1. 2023/2024 Budget Document [11.5.1 - 142 pages]

12 Sustainable Development Directorate

12.1 Terms of Reference - Shepparton Showgrounds Advisory Committee

| | |
|-------------|---|
| Author | Coordinator Events Venues and Business Events |
| Approved by | Director Sustainable Development |
| Purpose | Information Only |

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 Terms of Reference for the Shepparton Showgrounds Advisory Committee, as attached.

Executive Summary

The Shepparton Showgrounds Advisory Committee (Committee) make recommendations to Council on their procedures, rules, conditions of use, future strategic planning and proposed capital works which are necessary for the proper management of the Shepparton Showgrounds (Facility), and any specific issues which may arise from time to time.

The Committee operates under a Terms of Reference which were adopted in June 2020, and are reviewed biennially by the Committee, Council officers and Council’s Governance Department to ensure that these terms remain relevant to the operations of the facility and its users.

Following consultation with the Advisory Committee, the Terms of Reference have now been updated as noted in the report detail below. Council officers are now seeking endorsement of the updated Terms of Reference as attached to this report.

Report Detail

The following outlines in greater detail changes made to the Shepparton Showgrounds Advisory Committee Terms of Reference.

Formatting of the Terms of Reference have been updated resulting in a change to the numerical order of content, this action did not alter the text or content of the Terms of Reference.

The previous version of the Terms of Reference has been included as an attachment to this report.

In addition to updating the formatting of the Terms of Reference, the following changes have been made to the Terms of Reference and noted in an attachment to this report, Shepparton Showgrounds Advisory Committee Terms of Reference – 2022.

Section 5.a.i - Meeting Procedure now includes:

Standing Items

Meeting Agendas should include, at a minimum:

- Meeting attendees and apologies
- Acknowledgement of Traditional Owners
- Declarations of Conflicts of Interest
- Confirmation of previous meeting minutes
- Standing Items
- Actions
- Date of next meeting

Section 5.2 – Role of Chair now includes:

Role may include, but is not limited to -

- Chairing meetings
- Ensuring quorum requirements
- Calling and determining votes on all Committee recommendations
- Managing Committee Member conduct

Note: Where the elected Chair is not present at the meeting, the Committee will appoint one of the voting members present to perform the role of acting Chairperson for the duration of that meeting.

Previous version of Terms of Reference read:

- 4.1 The Chairperson and Deputy Chairperson will be elected by the Committee for the duration of a one-year term.
- 4.2 The Chairperson shall take the chair at all meetings at which he or she is present.
- 4.3 If the Chairperson is not present at a Committee meeting, the Deputy Chairperson must preside. Where the Chairperson and Deputy Chairperson are both absent the Committee must appoint a member as Chairperson for that meeting.

Section 5.3 – Quorum Requirements now includes:

- 5.3 The quorum at any Committee meeting shall be a majority of members of the Committee.

Previous version of Terms of Reference read:

- 4.7 *Motions cannot be adopted if a quorum does not exist. Quorum for decision making will be a minimum of half the membership plus one.* Council employees and the Councillors Representative do not have voting rights. In the event of a quorum not being reached the meeting will not go ahead.

Section 5.4 - Voting now includes:

5.4 Committee members each hold one voting right. Council employees do not have voting rights.

Previous version of Terms of Reference read:

4.7 Motions cannot be adopted if a quorum does not exist. Quorum for decision making will be a minimum of half the membership plus one. *Council employees and the Councillors Representative do not have voting rights.* In the event of a quorum not being reached the meeting will not go ahead.

No further changes have been made to the Terms of Reference.

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.

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.

- 3.8 Maximise utilisation and investment return on Council assets.
- 3.9 Expand Greater Shepparton's visitor economy.
- 3.10 Efficient land use planning to encourage and support future development.

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

Officers have not identified any risks effected by recommendations in this report.

Policy Considerations

Officers have not identified any policy considerations effected by this report.

Financial Implications

This report has no direct financial implications.

Legal/Statutory Implications

Officers have not identified any legal/statutory implications from this report.

Environmental/Sustainability Impacts

Whilst the Terms of Reference have no direct environmental impact, user groups can use the Shepparton Showgrounds Advisory Committee meetings as a platform to provide feedback on master plans and capital works that may have an environmental/sustainability impact.

Social Implications

The Committee provides a forum for education and skills development including educating members of the community on strategic planning processes, developing master plans and working as part of a committee to provide advice and feedback.

Economic Impacts

Updating the Terms of Reference will provide no direct economic impact; however, the Shepparton Showgrounds Advisory Committee provides advice to Council in relation to the Showgrounds facility which is a key economic enabler for the region.

Consultation

The Terms of Reference were reviewed by the Shepparton Showgrounds Advisory Committee in July 2022. Consultation was undertaken with the Governance department to ensure that any elements of the Local Government Act 2020 were included within the updated review. Officers believe that appropriate consultation has occurred, and the matter is now ready for Council consideration.

Strategic Links

a) Greater Shepparton 2030 Strategy

- A revised Terms of Reference for the Tatura Park Advisory Committee are consistent with the objectives, strategies and actions outlined in the Community Life (Recreation and Open Space)

b) Other strategic links

- Economic Development and Major Events Strategy 2017 – 2021

Conclusion

Officers recommend that the Shepparton Showgrounds Advisory Committee updated Terms of Reference provide clear understanding of the expectations of the Committee.

Sufficient consultation has occurred with the group to ensure the Terms of Reference reflect current practise, Council procedures and the needs of the group.

Attachments

1. Terms of Reference - Shepparton Showgrounds Advisory Committee [12.1.1 - 5 pages]

12.2 Terms of Reference - Tatura Park Advisory Committee

| | |
|-------------|---|
| Author | Coordinator Events Venues and Business Events |
| Approved by | Director Sustainable Development |
| Purpose | Information Only |

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 Terms of Reference for the Tatura Park Advisory Committee, as attached.

Executive Summary

The Tatura Park Advisory Committee (“Committee”) advises Council on the procedures, rules, conditions of use and proposed capital works necessary for the proper management of the Tatura Park Events and Equestrian Centre, and any specific issues which may arise from time to time.

The Committee operates under a Terms of Reference which were adopted in June 2020, and are reviewed biennially by the Committee, Council officers and Council’s Governance Department to ensure that these terms remain relevant to the operations of the facility and its users.

Following consultation with the Tatura Park Advisory Committee, the Terms of Reference have now been updated as noted in the report detail below. Council officers are now seeking endorsement of the updated Terms of Reference as attached to this report.

Report Detail

The following outlines in greater detail changes made to the Tatura Park Advisory Committee Terms of Reference.

Formatting of the Terms of Reference have been updated resulting in a change to the numerical order of content, this action did not alter the text or content of the Terms of Reference.

Previous version of Terms of Reference has been included as an attachment to this report *Tatura Park Advisory Committee – Terms of Reference (June 2020)*

In addition to updating the formatting of the Terms of Reference, the following changes have been made to the Terms of Reference and noted in attachment to this report *DRAFT – Updated Tatura Park Advisory Committee Terms of Reference – 2022*

Section 3.b - Role of Council now reads as follows;
“Council will provide the Committee with administrative support through staff members in the Economic Development department.”

Previous version of Terms of Reference read:
“Council will provide the Committee with administrative support through staff members in the Events department.”

Section 5.a.i - Meeting Procedure now includes:
Standing Items
Meeting Agendas should include, at a minimum:

- *Meeting attendees and apologies*
- *Acknowledgement of Traditional Owners*
- *Declarations of Conflicts of Interest*
- *Confirmation of previous meeting minutes*
- *Standing Items*
- *Actions*
- *Date of next meeting.*

No further changes have been made to the Terms of Reference.

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.

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.

- 3.8 Maximise utilisation and investment return on Council assets.
- 3.9 Expand Greater Shepparton’s visitor economy.
- 3.10 Efficient land use planning to encourage and support future development.

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

Officers have not identified any risks effected by recommendations in this report.

Policy Considerations

Officers have not identified any policy considerations effected by this report.

Financial Implications

This report has no direct financial implications.

Legal/Statutory Implications

Officers have not identified implications from this report.

Environmental/Sustainability Impacts

Whilst the Terms of Reference have no direct environmental impact, user groups can use the Tatura Park Advisory Committee meetings as a platform to provide feedback on master plans and capital works that may have an environmental/sustainability impact.

Social Implications

The Committee provides a forum for education and skills development including educating members of the community on strategic planning processes, developing master plans and working as part of a committee to provide advice and feedback.

Economic Impacts

Updating the Terms of Reference will provide no direct economic impact, however the Tatura Park Advisory Committee provides advice to Council in relation to the Tatura Park facility which is a key economic enabler for the region.

Consultation

The Terms of Reference were reviewed by the Tatura Park Advisory Committee in July 2022.

Consultation was undertaken with the Governance department to ensure that any elements of the Local Government Act 2020 were included within the updated review.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- A revised Terms of Reference for the Tatura Park Advisory Committee are consistent with the objectives, strategies and actions outlined in the Community Life (Recreation and Open Space)

b) Other strategic links

- Economic Development and Major Events Strategy 2017 – 2021

Conclusion

Officers believe that the Tatura Park Advisory Committee will benefit from the endorsement of the updated Terms of Reference which provides clear understanding of the expectations of the Committee.

Sufficient consultation has occurred with the group to ensure the Terms of Reference reflect current practise, Council procedures and the needs of the group.

Attachments

1. Taura Park Advisory Committee Terms of Reference 2022 [12.2.1 - 5 pages]

12.3 Potential future sale, lease or gift of Council owned land for Affordable Housing at 84-90 High Street, Shepparton (High and Rowe Streets Car Park)

Author Strategic Planner
 Approved by Director Sustainable Development
 Purpose For Decision at a Council Meeting

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 conclusion of the community engagement process which was conducted in accordance with the Greater Shepparton City Council Community Engagement Policy 2021 in relation to a possible sale, lease or gifting of the south eastern corner block of 84-90 High Street Shepparton (High and Rowe Streets Car Park) by public process;
- receive and note the *Conversation Report - Possible Sale of Land, Lease or Gifting for Affordable Housing – High and Rowe Streets Car Park* summarising all submissions received or heard in relation to the possible sale, lease, or gifting of High and Rowe Streets Car Park;
- note that any proposed sale, lease, or gifting of this land will be subject to future community consultation under Sections 114 and 115 of the Local Government Act 2020 and be subject to further consideration by Council;
- note that prior to commencing any proposed sale by public process, a preliminary assessment of the High and Rowe Streets Car Park be undertaken to identify any physical, legal, or other constraints upon the proposed development of the site which might impede future development, and which can inform the public process of sale (Preliminary Assessment). This would include identifying the location of any existing services, registered or unregistered easements (including carriageway easements and service authority easements) or other encumbrances and any public rights of way;
- authorise the Chief Executive Officer (CEO) to conduct the Preliminary Assessment, including defining its scope and assessing the outcome;

- **authorise the initiation, conduction, and completion of a proposed public sale by requesting expressions of interest (EOI) to be overseen by the CEO;**
- **authorise the CEO, in consultation with the Council Executive, to determine the scope and nature of the EOI process, including the form and content of documentation provided, the conduct of the EOI process, and formulation and adoption of the relevant evaluation criteria for the EOI, having regard to the considerations and concerns addressed in the *Conversation Report - Possible Sale or Lease of Land for Affordable Housing – High and Rowe Streets Car Park* and having regard to Council’s key objective of providing affordable housing on the site; and**
- **authorise the CEO to appoint an evaluation panel to assess all proposals received as part of the EOI in accordance with the evaluation criteria, and for the CEO to report back to Council with the recommendations of the evaluation panel following its assessment of all proposals received.**

Executive Summary

In June 2018, the Planning and Environment Act 1987 (1987 Act) was amended to include the objective “to facilitate the provision of Affordable Housing in Victoria”, encouraging Council, in its role as Planning Authority, to consider the need and opportunity to implement Affordable Housing outcomes. The 1987 Act defines “Affordable Housing” as “housing, including Social Housing that is appropriate for the housing needs of very low-, low- and moderate-income households.”

Following extensive consultation, Council resolved to adopt the Greater Shepparton Affordable Housing Strategy: Houses for People 2020 (the Affordable Housing Strategy) in April 2020. Council also subsequently resolved to form the Greater Shepparton Affordable Housing Reference Group to provide expert advice on ways that Council can realise Affordable Housing outcomes.

In late 2019, the Affordable Housing Strategy found that Greater Shepparton was estimated to have the highest homeless rate in regional Victoria, with 5.56 homeless persons per 1,000 people, and 1,674 households on the waiting list for social housing. Rental affordability fell by 10% between 2008 and 2018, with 27% of low-income households experiencing housing stress. With these alarming statistics, it was estimated that 42% of all forecast dwelling supply needed to be delivered as Affordable Housing to meet demand in 2036.

Following this an investigation by Affordable Development Outcomes Pty Ltd into housing affordability in Greater Shepparton found that between December 2018 and June 2022 there was a significant increase in households on the Victorian Housing Register from 1,041 households on the waiting list to 1,674 (904 households are now considered priorities for housing assistance). This alarming statistic means that there are now more households on the waiting list for Affordable Housing in Greater Shepparton than there is current supply.

In late 2021, Council received a request from Beyond Housing and Wintringham to sell land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton (the Edward, Maude, and Nixon Streets Car Park) to realise the construction of 31 one- and two-bedroom apartments for Affordable Housing purposes.

Following extensive community consultation, the proposal was considered at the Ordinary Council Meeting held in June 2022 where a recommendation to sell the land (air space) was not supported by Council.

To address concerns outlined in submissions to the Edward, Maude and Nixon Streets Car Park proposal, Council officers commissioned several additional reports to ensure that all concerns were appropriately considered. One of these reports included the Social Housing Site Assessment Report prepared by SEMZ Property Advisory and Project Management Pty Ltd (SEMZ Report). The SEMZ Report evaluated 16 sites potentially capable of accommodating Affordable Housing across Shepparton and Mooroopna, including Council-owned sites, and sites identified in submissions to Council on the sale, lease or gifting of the Edward, Maude, and Nixon Streets Car Park. The SEMZ Report identified the Edward, Maude, and Nixon Streets Car Park and three other Council-owned sites in the Shepparton CBD as the most appropriate sites to accommodate Affordable Housing, specifically:

- 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton (Edward, Maude, and Nixon Streets Car Park);
- 84-90 High Street, Shepparton (High and Rowe Streets Car Park);
- 103 Fryers Street, Shepparton (Edward and Fryers Streets Car Park); and
- 57 Welsford Street, Shepparton (part of the Welsford Street Car Park).

As a result of this Council officers recommended at the 20 September 2022 Ordinary Council Meeting that Council progress a key recommendation of the Affordable Housing Strategy and undertake a community engagement process to seek the community's feedback on any potential future sale, lease, or gifting of Council-owned car parks within activity centres for redevelopment purposes. The Council resolved, amongst other things, to undertake a community engagement process in accordance with the Greater Shepparton City Council Community Engagement Policy 2021 to seek the community's feedback on any potential future sale, lease, or gift of Council owned land for Affordable Housing at the southeast corner block of the High and Rowe Streets Car Park.

Consultation commenced on 17 February 2023 and concluded on Monday, 17 March 2023. Council received 121 submissions and 5 verbal presentations to Council were heard on 23 May 2023. A conversation report was prepared to summarise the submissions received and heard, and Council officers' responses to the themes raised.

Report Detail

In June 2018, the 1987 Act was amended to include the objective: "to facilitate the provision of Affordable Housing in Victoria", encouraging Council, in its role as Planning Authority, to consider the need and opportunity to implement Affordable Housing outcomes. The 1987 Act defines "Affordable Housing" as "housing, including social housing that is appropriate for the housing needs of very low-, low- and moderate- income households."

Following extensive consultation, Council resolved to adopt the Greater Shepparton Affordable Housing Strategy: Houses for People 2020 (the Affordable Housing Strategy) at the Ordinary Council Meeting held in April 2020. The Affordable Housing Strategy demonstrated an undeniable need for Affordable Housing across Greater Shepparton. Beyond the municipality's identification as the Victorian regional city with the highest level of homelessness, at 5.6 homeless persons per 1,000, 1,674 households are on the waiting list for social housing support, 27% of low-income households are facing housing stress (2,716 households), and overall rental affordability decreased by 10% between 2008 and 2018.

Up to 2020, the Affordable Housing Strategy found that despite some allocations under several Australian and Victorian government funded programs, Council advocacy and programs to support low-income households, and remarkable work by housing providers, the resources required to address housing issues in Greater Shepparton exceeded those available.

The Affordable Housing Strategy draws on the premise of “Housing First” that has been successfully implemented in Finland to reduce homelessness levels by a third over a seven-year period. Beyond advocacy for Australian and Victorian government funding to undertake substantial construction of new stock, it outlines a variety of ways in which Council may facilitate and promote the provision of Affordable Housing through diverse agents, encouraging knowledge sharing, economical usage of existing resources, and collaboration between housing providers, government, developers, landowners, landlords and investors.

The Affordable Housing Strategy aims to promote increased stock across the spectrum of affordable models, including crisis accommodation and social housing to address acute housing needs, ‘alternative’ options like cohousing, which may address the needs of identified ‘at risk’ cohorts, and broader diversity in size and configuration in the market-based supply to mitigate potential future shortfalls.

In late 2020, following the adoption of the Affordable Housing Strategy, the Victorian government announced \$5.3 billion in funding to realise Affordable Housing across Victoria as part of the Big Housing Build (BHB) initiative over four years with 25% of this funding allocated to regional Victoria. The first round of grant funding under the Big Housing Build, the Rapid Grants Round, provided grants to Community Housing Agencies (CHAs) for development and construction projects to realise new Affordable Housing. The Graham Street project was funded by this program. Under the Big Housing Build, 18 local government areas (LGAs) have been identified for a Minimum Investment Guarantee, with \$765 million committed across these local government areas. The Minimum Investment Guarantee for Greater Shepparton is \$45 million.

In late 2021, Council received a request from Beyond Housing and Wintringham to sell land to realise the construction of 31 one- and two-bedroom apartments for Affordable Housing purposes. The land at 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton (the Edward, Maude, and Nixon Streets Car Park) is owned by Council. The proposal was considered at the Ordinary Council Meeting held in June 2022 where a recommendation to sell the land was not supported by Council.

As part of its consideration of this request, Council undertook community consultation in early 2022 on the proposed sale, lease or gifting of the Edward, Maude, and Nixon Streets Car Park. Council received 733 submissions to the proposal and 38 verbal briefings from submitters.

To address concerns outlined in submissions, Council officers commissioned several additional reports to ensure that all concerns were appropriately considered. One of these reports included the Social Housing Site Assessment Report prepared by SEMZ Property Advisory and Project Management Pty Ltd (SEMZ Report). The SEMZ Report evaluated 16 sites potentially capable of accommodating Affordable Housing across Shepparton and Mooroopna, including Council-owned sites, and sites identified in submissions to Council on the sale, lease or gifting of the Edward, Maude, and Nixon Streets Car Park. The SEMZ Report identified the Edward, Nixon, and Maude Streets Car Park and three other Council-owned sites in the Shepparton CBD as the most appropriate sites to accommodate Affordable Housing, specifically:

- 5 Edward Street, 115-121 Maude Street and 92 Nixon Street, Shepparton (Edward, Maude, and Nixon Streets Car Park);
- 84-90 High Street, Shepparton (High and Rowe Streets Car Park);
- 103 Fryers Street, Shepparton (Edward and Fryers Streets Car Park); and
- 57 Welsford Street, Shepparton (part of the Welsford Street Car Park).

Amongst other things, the Affordable Housing Strategy recommended as an action that Council conduct an audit of Council-owned assets to identify potential Council land holdings and/or air-right opportunities (i.e., above car parks) to determine sites that may be suitable for Affordable Housing purposes.

In-lieu of this recommended action, in August 2022, Council officers prepared the Report on Council's Land Assets in Kialla, Mooroopna and Shepparton (the Audit Report) identifying all Council's land assets in the Kialla, Mooroopna and Shepparton areas (see Attachment 3: Audit of Council-owned Land in Shepparton, Mooroopna and Kialla, August 2022). It identifies that most of the land owned by Council provides open space, community resilience to flooding or stormwater drainage functions. It further emphasises the importance of the car parks within activity centres in the Shepparton CBD in providing a dual function – retaining public parking at ground level and residential apartments above.

As a result of this Council officers recommended at the 20 September 2022 Ordinary Council Meeting that Council progress a key recommendation of the Affordable Housing Strategy and undertake a community engagement process to seek the community's feedback on any potential future sale, lease, or gifting of Council-owned car parks within activity centres for redevelopment purposes.

However, the Council resolved, amongst other things, to undertake a community engagement process in accordance with the Greater Shepparton City Council Community Engagement Policy 2021 to seek the community's feedback on any potential future sale, lease, or gift of Council owned land for Affordable Housing at the south east corner block of 84-90 High Street, Shepparton (High and Rowe Streets Car Park). Other Council carparks were not included in the Council resolution.

Consultation commenced on 17 February 2023 and concluded on Monday, 17 March 2023. Council used multiple methods to engage with key stakeholders and the broader Greater Shepparton community during the additional community consultation phase, including:

- a notification letter sent to directly adjoining properties sent two weeks prior to the consultation opening informing them of the upcoming consultation;
- a letter to all landowners and occupiers of land within proximity of the High and Rowe Street Car Park;
- a letter to all member organisations of the Affordable Housing Reference Group;
- a Public Notice in the Shepparton News inviting submissions via an online submission form, by email and by post;
- a media release, which attracted media attention from the Shepparton News;
- Posts on Council's social media pages inviting submissions with links to the consultation webpage; and
- a consultation webpage on Council's Shaping Greater Shepparton website with an online submission form.

Council received 121 submissions and 5 verbal presentations to Council heard on 23 May 2023. This included:

- 121 submissions received during the consultation phase;
- 1 late submission received after consultation phase;
- 5 verbal presentations in respect of written submissions; and
- 3 additional materials presented during the verbal presentations.

Council received 100 submissions opposing the proposal, 19 submissions were in favour of the proposal and 2 were neutral to the proposal.

A conversation report was prepared to summarise the submissions received and heard, and Council officers' responses to the themes raised. The common themes identified in submissions are outlined below:

- loss of car parking spaces;
- that other locations are considered more appropriate;
- inappropriate location for residential accommodation;
- amenity for future tenants;
- issue with Affordable Housing;
- impact on surrounding businesses;
- safety and security concerns;
- the land should be redeveloped as a multi-storey car park to meet the needs of the CBD;
- the development does not comply with Council's existing policies;
- increase in pedestrian and traffic congestion because of the development;
- the site should support a mixed-use development;
- Council should not be involved with Affordable Housing;
- that Affordable Housing is needed;
- additional information on project is required;
- location is prime real estate and not suitable for Affordable Housing and should not be gifted or sold at a discount;
- disability parking is limited;
- supports the proposal;
- clustering of affordable housing versus pepper-potting;
- impact on a sensitive land use.

A Conversation Report was prepared to summarise the submissions received and heard, and Council officers' responses to the themes raised is included (See Attachment One High and Rowe Streets Conversation Report). All these submissions have informed the officers' recommendation.

Council officers' responses to the themes raised in the consultation are:

Car Parking

Of the 121 submissions received by Council:

- 77 raised loss of car parking as a concern;
- 11 requested the land be redeveloped as a multi-storey car park or additional carparking be provided to meet the needs of the CBD; and
- 10 raised concerns regarding the impact on accessible parking.

Car parking related concerns were the most prevalent submission theme and raised in over 60% of submissions. Council officers acknowledge the concerns raised on loss of car parking.

The *Shepparton CBD Parking Strategy 2020* noted that the Shepparton CBD had a peak utilisation rate of 57% for all on and off-street car parks; meaning that there is ample parking capacity throughout all of Shepparton's CBD to accommodate existing and future demands. Additionally, a parking survey undertaken by Council in May 2022 found the occupancy rate for the Rowe and High Street carpark to be 52%.

Based on this survey data, Council officers are of the view that there are sufficient car spaces within the Shepparton CBD, with the Maude Street Mall revitalisation providing an additional 38 car parking spaces. These additional parking spaces in Maude Street Mall are within walking distance from the Rowe and High Street car park where the proposed development is located.

Regarding the construction of a multideck car park or additional parking in the CBD, the consideration, design, and construction of any future CBD car parks is subject to a separate process as part of the implementation of the *Shepparton CBD Car Parking Strategy 2020*.

However, notwithstanding the data above, it is considered that any development of the site would include the retention of majority of the Council car parking spaces with Council retaining ownership of the public car park, with any future site proposal also investigating the option to increase carparking at this location to accommodate for long term growth of the CBD.

Location

Housing is a basic human right; every member of our community deserves the certainty of knowing they will have a roof over their head every night. This is regardless of a person's financial circumstances, age, gender, race, religion, or sexual orientation. The provision of housing enables participation in community life in Greater Shepparton.

The proposed development is situated within the Activity Centre Zone (ACZ) Precinct 1. Council officers are of the view that the proposal aligns with the objectives of the ACZ to facilitate medium density housing, increase the vibrancy, and foot traffic throughout the area. The project also meets the ACZ's built form guidelines of higher-scaled built form making a more efficient use of the land near the Maude Street Mall.

The proposed development is located within proximity to the Shepparton CBD and amenities including local businesses, shops, supermarkets, Goulburn Valley Health, and other support services, GOTAFE and La Trobe University, public open space at Queens Gardens, Monash Park and Victoria Park, and Maude St bus interchange.

Further, as discussed above, the Council commissioned SEMZ to undertake an independent site assessment for potential Affordable Housing locations, including Council-owned, State Government, and privately-owned properties. The assessment evaluated potential sites on:

1. Ownership, value, and availability
2. Site characteristics and planning constraints
3. Location, site amenities and transport.
4. Financial feasibility and development delivery timing.

The results of the SEMZ Report found that Council-owned CBD car parks scored highest in the weighted evaluation and were most suitable for the realisation of Affordable Housing, this included 84-90 High Street, Shepparton (High and Rowe Streets Carpark) which scored third highest in the assessment. These sites are development-ready, are zoned appropriately with minimal encumbrances and overlays, are in central locations close to amenities and transport, and higher financial feasibility with lower land and development costs.

The site was therefore identified after an extensive assessment of land availability and suitability in Shepparton which concluded that there are limited opportunities and no sites of this scale that meet the agency requirements and priority housing need. Many sites were subject to easements, flood risk, or were not appropriately zoned.

Council officers are of the view that even if alternative sites were considered, it does not preclude the investigation into Affordable Housing on the High and Rowe Streets Car Park. Shepparton has a high rate of homelessness that one Affordable Housing proposal alone will not fully address. Council will continue to advocate for and facilitate the development of Affordable Housing in other areas of Greater Shepparton to address the critical undersupply of Affordable Housing.

Issues related to Affordable Housing

Of the 121 submissions received by Council, 19 submissions (15.7%) conflated Affordable Housing as solely referring to social or public housing. While Affordable Housing may include social housing, The 1987 Act defines “Affordable Housing” as “housing, including Social Housing that is appropriate for the housing needs of very low-, low- and moderate-income households.

| | Very low-income range (annual) | Low-income range (annual) | Moderate income range (annual) |
|---|--------------------------------|---------------------------|--------------------------------|
| Single adult | Up to \$19,440 | \$19,441 to \$31,110 | \$31,111 to \$46,660 |
| Couple, no dependant | Up to \$29,160 | \$29,161 to \$46,660 | \$46,661 to \$69,990 |
| Family (with one or two parents) and dependent children | Up to \$40,830 | \$40,831 to \$65,330 | \$65,331 to \$97,980 |

For context, the 2021 ABS Census data for Greater Shepparton lists the median income for individuals at \$37,024, and the median income for families at \$91,468. It is clear from these figures that a considerable proportion of the population of Greater Shepparton could benefit from Affordable Housing. It is noted that there may be some misconceptions in the community regarding the eligibility and purpose of Affordable Housing.

For any residential use of the site tenants who do not meet the obligations of the Residential Tenancies Act 1997 (1997 Act) and the obligations set out by the community housing organisation/s can be vacated from the property. The 1997 Act provides a process for this, but as with any person, serious criminal behaviour can result in a person being arrested on the spot.

Registered Housing Associations are required to comply with performance standards and other requirements set out in the Housing Act 1983 (Vic). These standards are governed and audited annually by the Victorian Housing Registrar. These requirements provide regulatory and oversight environment that the State Government (public housing) or private landlords are not required to comply with.

Impacts on surrounding area and businesses

Council officers acknowledge the concerns raised on the impacts on surrounding businesses.

Council officers will work with the future developer (following the outcome of a EOI process) of the site and/or housing organisation to ensure that the ongoing management of any Affordable Housing provided is safe and successful for businesses in the area.

As above, tenants who do not meet the obligations of the 1997 can be vacated from the property. The 1997 Act provides a process for this, but as with any person, serious criminal behaviour can result in a person being arrested on the spot.

Research shows that there is not necessarily a link between criminal behaviour and Affordable Housing. In fact, there is likely to be a greater risk of crime when people do not have access to safe and secure housing.

The intensification of the site will have negligible impact on traffic and pedestrian congestion. Due to being in the core of the CBD with retail, services and public transport, residents of the site are less likely to be car dependent than residents in low density residential areas. It is also noted that residents in Affordable Housing are less likely to own a car as compared to a private rental.

Affordable Housing Needed

Council acknowledges the need for more Affordable Housing in Greater Shepparton. Council notes that Greater Shepparton has the highest homeless rate in Regional Victoria at 5.6 persons per 1000 people.

Council will continue to pursue affordable housing opportunities under the *Greater Shepparton Affordable Housing Strategy*.

Design

Council has not received any proposal to sell, lease or gift the land. Any future development may propose a mix-use of both Affordable Housing with private housing.

In addition to the above responses, Council officers recommend that key evaluation criteria for Expression of Interest (EOI) process to sell, lease or gift the subject land reflect the feedback raised in submissions. This will ensure that the assessment of a proposed development reflects the concerns raised in the submissions. As such, Council could consider the following requirements in any EOI for the development of the site:

- the number of public car parking spaces, including Accessible (Disabled) car parking spaces, on the site be retained at a rate similar or higher than existing;
- that any public carparking be returned to Council ownership on completion of construction;
- any proposal investigates potential for additional Council owned carparking to increase carparking provision for future growth of the CBD
- parking must be provided for dwellings or other uses at a rate which is consistent with relevant Planning requirements;
- Accessible (Disabled) car parking spaces are to be provided in accordance with the Building Code of Australia requirements;
- the design of any accommodation considers the amenity of potential residents and is in accordance with any Planning Scheme or Building Code requirements;
- proposals including mixed use development preferred;
- potential for ground floor retail;
- any development must include a minimum quota of Affordable Housing as determined by Council;
- the proposal must address the impacts of the development on any surrounding sensitive land uses;
- the proposal must not impede on the operation of the existing easements per the title; and
- the proposal includes a requirement for a Management Framework that outlines the standards, policies, and procedures to support tenants, management of the building and community.

Council officers consider that these potential requirements will adequately address the concerns raised in submissions.

The sale, lease, or effective gifting of this land for Affordable Housing creates several wins. Council can retain its car parking while also using this underutilised asset to also address our significant dire need for housing and therefore achieves a significant public benefit.

The next step of progressing an EOI process, will enable the assessment of a wide range of proposals and how such proposals assist the Council in achieving its adopted and stated objectives in addressing housing need in Shepparton and other objectives in Council adopted strategies, such as the CBD Strategy.

In this context, Council needs to demonstrate leadership on this issue, particularly given there are no sound reasons for rejecting the proposal at this stage and the commencement of an EOI process.

Councillors need to act in the interests of the broader community and a broader social justice agenda about maintaining diversity and promoting social inclusion. This is more urgent now given increasing homelessness and housing stress.

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.

2.4 Leave no one behind.

2.7 Address issues contributing to homelessness.

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.

3.5 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.

3.10 Efficient land use planning to encourage and support future development.

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.

4.10 Progress housing and business development opportunities.

Risk Management

The recommendation will not result in any unacceptable risk to Council.

There is no doubt that municipalities with a good record of accomplishment of establishing Affordable Housing despite opposition by neighbours have often developed an effective partnership with Registered Housing Associations (RHAs). Relationships of trust between RHAs and municipal councils must be developed, and a collaborative process established to meet local housing needs.

However, failure to undertake consultation on potential redevelopment of Council-owned land in the Shepparton CBD to facilitate Affordable Housing, amongst other possible uses, and to further consider such proposals will undermine the implementation of the actions identified in the Greater Shepparton Affordable Housing Strategy: Houses for People 2020 and the Greater Shepparton City Council Plan 2021-2025, and the delivery of appropriate housing to members of the community in need.

Policy Considerations

There are no conflicts with Council policies. The project follows the objectives and goals of the Greater Shepparton Affordable Housing Strategy 2020: Houses for People to increase Affordable Housing. The project aligns with the objectives of the Shepparton CBD Strategy 2008 and Commercial Activity Centres Strategy 2015, which both seek a more efficient use of land, higher densification of Shepparton's CBD, and to maintain the CBD as the most vibrant activity centre in Greater Shepparton.

Utilising Council land for Affordable Housing projects is an important way in which Council can have real and tangible impact in addressing the urgent need for housing in Greater Shepparton. In not supporting this proposal, the Council will not achieve its adopted and stated objectives in supporting Affordable Housing identified in various previously adopted strategies, as outlined below in Table 1, resulting in an abject policy failure.

Table 1: Policy Support for Affordable Housing in Shepparton's CBD

| Strategy | Policy Support |
|--|---|
| Shepparton and Mooroopna 2050: Regional City Growth Plan | The Shepparton and Mooroopna 2050: Regional City Growth Plan is focused on accommodating Shepparton and Mooroopna's population up to 2050. The 2050 Growth Plan identifies several opportunities for revitalisation and renewal of key development sites across the Shepparton Central Business District (CBD), in particular. The 2050 Growth Plan considers that higher density housing within Shepparton's CBD will contribute to economic prosperity and address worsening housing affordability issues. |
| Greater Shepparton Housing Strategy 2011 | <p>The Greater Shepparton Housing Strategy 2011 (GSHS) was developed to respond to existing and future housing needs in Greater Shepparton by the year 2031. The GSHS states that Council should support developments that contribute to a variety of housing types, especially semi-detached dwellings, and apartments in urban centres.</p> <p>The GSHS suggests that one way of addressing worsening housing affordability is by accommodating higher density living, such as apartment buildings, in appropriate locations where there is an identified demand.</p> |

| Strategy | Policy Support |
|--|---|
| Greater Shepparton CBD Strategy 2008 | The Shepparton CBD Strategy 2008 guides changes to future land use, built form, access and public spaces in the Shepparton CBD. The Strategy encourages medium to high density developments in the CBD and, specifically, recommends that Council-owned car parks be considered for future redevelopment proposals. |
| Greater Shepparton Affordable Housing Strategy: Houses for People 2020 | <p>Following extensive consultation, Council resolved to adopt the Greater Shepparton Affordable Housing Strategy: Houses for People 2020 in April 2020.</p> <p>The Strategy strengthens local responsiveness and ensures there is a solid foundation for new investments in Affordable Housing that is in the right locations and of the appropriate dwelling type, size, and quality.</p> |
| Greater Shepparton City Council Plan 2021-2025 | <p>The 2021-2025 Council Plan was adopted at the October Additional Council Meeting on 25 October 2021 to details the vision, goals, and strategies to guide Council's service delivery, activities and decision making over a four-year period.</p> <p>One of the key actions identified in the Council Plan is that no member of the community be left behind. The provision of Affordable Housing in the CBD within easy walking distance to amenities, transport, and employment, and represents an excellent opportunity to create and realise social and Affordable Housing opportunities. The potential sale, lease, or gifting of underutilised Council owned sites to accommodate Affordable Housing meets the key actions and objectives identified in the 2021- 2025 Council Plan. The Council Plan also seeks to implement 75% of the actions identified in the Affordable Housing Strategy.</p> |
| Greater Shepparton Planning Scheme | <p>The findings and recommendations of most of these documents have been included in the planning controls applying to the Shepparton CBD in the Greater Shepparton Planning Scheme (Planning Scheme). The Planning Scheme guides the development of land across Greater Shepparton.</p> <p>The Planning Scheme strongly supports residential development in Shepparton's CBD through the construction of higher density residential and mixed-use developments providing a variety of dwelling types.</p> <p>The Maude, Nixon, and Edward Streets Car Park, the High and Rowe Streets Car Park, the Edward, and Fryers Streets Car Park), and part of the Welsford Street Car Park are within the Activity Centre Zone (ACZ) at Clause 37.08 (Schedule 1) of the Planning Scheme, which seeks to accommodate a variety of uses associated with activity centres. Overall, the ACZ seeks to attract development and people to live and work in the CBD by providing a greater range of housing choices within proximity of the Maude-Street Mall. This is expected to be achieved through higher-scale mixed-use developments, including residential, that will provide housing within the CBD, and increase activity and vibrancy of the CBD. The ACZ also encourages the redevelopment of vacant or underused land.</p> |

| Strategy | Policy Support |
|--|--|
| <p>Greater Shepparton Commercial Activity Centres Strategy November 2015</p> | <p>The Commercial Activity Centres Strategy, November 2015 (the CACS) has been developed to ensure that Shepparton CBD remains the primary focus for retail and commercial investment in the region.</p> <p>The CACS identified that some unit/apartment development within and on the fringe of activity centres (subject to demand) that involves either the conversion of an existing commercial building or a full re-development of a vacant or under-utilised site can be supported. These developments provide support to nearby shops and other businesses, encourages activity within centres, and assists in achieving Council’s housing objective to provide diverse housing located close to facilities, services, and public transport.</p> |

Financial Implications

Following on from the consultation process, Council may be asked to sell, lease, or gift the land (air space) above Council-owned at-grade car parks in the CBD, specifically 84-90 High Street, Shepparton (High and Rowe Streets Car Park).

If the sale, lease, or gifting of this land is supported by Council, it may be sold, leased, or gifted to a proponent, but is subject to a community engagement process undertaken in accordance with Section 114(2) of the 2020 Act.

Legal/Statutory Implications

The 2020 Act requires Council, before selling or exchanging land, to publish notice of its intention to sell the land, undertake a community engagement process in accordance with its community engagement policy and obtain a recent valuation. This community engagement process is provided for in Section 114(2) of the 2020 Act.

Should Council receive a request to sell or gift land for the provision of Affordable Housing, or proposal because of the EOI process, the Council will engage with the community as per the requirements of the 2020 Act.

This recommendation is not expected to result in any legal or statutory implications.

Environmental/Sustainability Impacts

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

Social Implications

Council recognises adequate housing as a basic human right and the foundation on which the region’s liveability, health and wellbeing, productivity, and community participation is built. Evidence highlights that not everyone in the community has access to appropriate and Affordable Housing that suits their needs and housing journey. Homelessness is the most urgent aspect of bigger issues of housing insecurity and takes many forms, including people living in unsafe, overcrowded, or short-term housing or motels, as well as those ‘sleeping rough’ in cars or on the street. The recommendation and any eventual realisation of Affordable Housing opportunities in Shepparton’s CBD has the potential to deliver significant social benefits to the community of Greater Shepparton. Any potential future sale of council owned land (specifically, air space above Council owned car parks), as part of a future process, will provide accommodation for some of Greater Shepparton’s most at-risk individuals and households through the realisation of much needed Affordable Housing.

Economic Impacts

The potential sale, lease, or gifting of underutilised Council-owned land (specifically airspace above Council owned at-grade car parks in Shepparton's CBD) has the potential to deliver significant economic benefits to the region and to the local youth at risk of homelessness.

Consultation

Council officers have applied the principles of the Greater Shepparton City Council Community Engagement Policy 2021 to ensure residents, business owners and visitors were provided sufficient information on the potential sale, lease or gifting of the Council owned at-grade car parks at Rowe and High Streets and facilitated a range of opportunities to make a submission. This report also recommends that Council begin an EOI process to invite submission of a broad range of proposals to further the provision of affordable housing.

Strategic Links

- Commercial Activity Centres Strategy 2015
- Greater Shepparton 2030 Strategy 2006
- Greater Shepparton Affordable Housing Strategy: Houses for People 2020
- Greater Shepparton Planning Scheme
- Shepparton CBD Strategy 2008
- Shepparton and Mooroopna 2050: Regional City Growth Plan 2021

Conclusion

The use of Council land is an important way in which Council can support and achieve real action in addressing the Affordable Housing crisis.

Council officers consider this to be an effective way of realising Affordable Housing outcomes. The site's ideal location within the Shepparton CBD will ensure excellent amenity for future residents, enabling them to be securely and appropriately housed, and thrive in the community with access to all the services and support that they require. A community engagement process was undertaken from 17 February 2023 and concluded on Monday, 17 March 2023 in accordance with the Greater Shepparton City Council Community Engagement Policy 2021.

Whilst submissions to the community consultation raise many understandable concerns, most of these are concerns that can be mitigated through appropriate evaluation criteria in any Expression of Interest for the subject land or mitigated through design of any proposed building.

Further, design issues will be addressed through the future planning process and through further community engagement.

Council officers recommend that Council resolve to support the potential future sale of the southeast corner block of land at 84-90 High Street, Shepparton (High and Rowe Streets Car Park) for Affordable Housing and commence an EOI process.

Attachments

1. Conversation Report - Possible~e Streets Car Park, Shepparton [12.3.1 - 14 pages]

12.4 New Business Grant - Escape Smash Play Shepparton - Award of Funding

Author Investment Facilitation Coordinator
 Approved by Director Sustainable Development
 Purpose Information Only

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 applicant awarded funding under the delegated authority for Round Three (Final Round) of the 2022/2023 New Business Grant Program as follows:

| Business | GST Amount Awarded (GST FREE) |
|------------------------------|-------------------------------|
| Escape Smash Play Shepparton | \$8,500 |
| Total | \$8,500 |

Executive Summary

Council's New Business Grants provide funding for infrastructure or initiatives that support the establishment of new businesses in Greater Shepparton's CBD and on the main streets within the region's small towns.

Council officers have received and assessed one application for this grant which meets the required guidelines, therefore officers are recommending funding. Council officers have recommended awarding funding 'Escape Smash Play Shepparton' to a total value of \$8,500 (GST Free).

Escape Smash Play offer unique and interactive experiences for their clientele. The business will offer escape room, mini golf, axe throwing, and smash room all designed to provide challenging puzzles, fun-filled activities, and a safe environment for customers. This is a unique offering to the area with a strong focus on entertainment and tourism with the new location being in the heart of the Shepparton CBD. The owners operate another business of the same nature in Ballarat.

Report Detail

In 2017 Council resolved to establish the New Business Grant as an initiative to assist in the establishment of new businesses within the municipality.

Council adopted a set of guidelines for the Grant that outlined the strategic purpose and functionality of the grant program. The adopted guidelines outline that grant funding be used for infrastructure or property works that assist in the establishment of a new business.

The grant has a total annual budget of \$30,000 (GST exclusive) with applicants able to apply for a maximum of \$10,000 with a one-to-one dollar matching investment. The grant is open year-round with three rounds per annum.

Through their assessment the internal panel made up of Council officers have recommended awarding grant funding for round three to the one applicant for the following project:

| | |
|--|--|
| Organisation | Escape Smash Play Shepparton |
| Project | Building refurbishment |
| Short project description | The project will include painting the building and upgrading the current lighting, and updating old and worn fixtures. |
| Requested Council Contribution | \$10,000 |
| Total Project Investment | \$150,000 |
| Recommended Contribution | \$8,500 |
| Total job creation | initially 5 staff (1 full time and 4 casuals) with projection to double this in the coming months. |
| Recommendation from the Assessment panel | Based on the suitability of business within local market, CBD location, economic impact, and the creation of jobs, it is recommended that Council proceed with issuing funds to support this investment. |

It should be noted that Council does not fund projects retrospectively and it is Council's understanding that the works outlined within the table above have not been carried out. If the works have been undertaken, funds will not be issued to the applicant.

In line with the guidelines for the New Business Grant the assessment process considers:

- the scale of the works proposed in the application
- the suitability of the business to the local market
- the economic impact of the investment
- new employment opportunities
- use of local suppliers
- lease tenure of applicant

The recommended funding amounts have been developed through the applicant's satisfaction of the above assessment criteria.

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.

3.5 Encourage and facilitate investment and expansion.

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

3.9 Expand Greater Shepparton's visitor economy.

Risk Management

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|--|------------|-------------|----------|---|
| Funding is used inappropriately | Unlikely | Minor | Low | Successful applicants must provide an itemised budget and enter into a funding agreement with Council. No funds are paid until satisfactory completion of activity. Applicants must also supply a full financial acquittal at the end of the project. |
| Works are non-compliant | Possible | Moderate | Moderate | All relevant planning and building approvals must be obtained and submitted prior to approval of grant application. |
| Grant funding does not achieve outcome | Possible | Moderate | Moderate | Applicants must supply a business plan and demonstrate the viability of their business. Applications will be assessed according to their capacity to deliver positive economic outcomes. |

Policy Considerations

The New Business Grant is a recommended action within the Economic Development, Tourism and Major Events Strategy 2017-2021. This Strategy was adopted by Council in March 2017.

Financial Implications

The recommendation is to award \$8,500 (GST Free) in total for the successful application.

The total annual budget for the New Business Grant is \$30,000.

This grant relates to the final round of the New Business Grant program for 2022/2023 budget year.

| | Approved Budget Estimate for this proposal ¹ \$ | This Proposal GST Exclusive \$ | Variance to Approved Budget Estimate \$ | This Proposal GST Inclusive ² \$ |
|-----------|---|-----------------------------------|--|--|
| Revenue | 0 | 0 | 0 | 0 |
| Expense | \$8,500 | \$8,500 | 0 | NA – GST Free |
| Net Total | \$8,500 | \$8,500 | | NA – GST Free |

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

Successful projects must satisfy all legislative requirements and approvals prior to receiving funding.

Environmental/Sustainability Impacts

There are no environmental or sustainability impacts from this recommendation.

Social Implications

There are no social implications for this recommendation.

Economic Impacts

The assessment process has considered the economic impacts of this application. The establishment of business will generate new employment opportunities and add to the market offering of the municipality and in particular the CBD.

This investment has initially created 5 staff (1 full time and 4 casuals) with projection to double this in the coming months. These numbers are based off the required amount at the Ballarat business of the same nature. With the Shepparton site having 3 times the floor area the owner projects this number will double in the coming months. The nature of this business will add to the diversity of the CBD, the nighttime economy and the with the unique offering, has the potential to attract people from out of town. Quotes sought for this project being covered under the New Business Grant pertain to local suppliers.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 4: Promote economic growth, business development and diversification, with a focus on strengthening the agricultural industry.

Directions 5: The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

b) Other strategic links

Greater Shepparton Economic Development Tourism and Major Events Strategy 2017-2021 – Action 8.1 – *Establish a small business grant scheme aimed at supporting and attracting business to Greater Shepparton.*

Conclusion

An internal panel of Council officers have assessed the application for funding through the New Business Grant included within this report. The panel have recommended awarding funding based on the applicant's satisfaction of the assessment criteria in line with the adopted grant guidelines.

Attachments

Nil

12.5 Community Sustainability Grant 2022/23 – Round Two

Author Sustainability & Environment Officer
 Approved by Director Sustainable Development
 Purpose Information Only

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 Round 2 of the 2022/2023 Community Sustainability Grants Program as follows:

| Organisation | Grant Amount Awarded (GST Free) |
|------------------------------|---------------------------------|
| Sacred Heart Primary School | \$730 |
| Transition Tatura | \$3000 |
| Horses for Hope | \$2580 |
| Bunbartha Recreation Reserve | \$2906 |
| Murchison Primary School | \$2985 |
| Dookie Arts Group | \$1000 |
| Kialla Hall Committee | \$2684 |

Executive Summary

Each financial year Council provides two rounds of the Community Sustainability Grants program. This grant program aims to support sustainability actions within the community in line with the Environmental Sustainability Strategy and the Climate Emergency Action Plan. The total amount of funding allocated for the 2022/2023 financial year to this program was \$25,000 (GST Free), which has been split across two rounds. \$6,969 was awarded in Round One of this program, leaving \$18,031 in funding available for Round Two.

Round Two of this program opened on 23 January 2023 and closed on 4 March 2023. The Grant Assessment Panel received a total of 11 applications of which one was moved to an alternative grant program, and one was withdrawn after receiving grant funding through a State Government program. The remaining nine assessments for this round and the results of the assessments are contained in the attached Assessment Report Summary which notes the applications awarded funding under delegated authority.

Report Detail

The Community Sustainability Grants are designed to support the development and implementation of sustainable projects and events, which will contribute to achieving sustainability related actions within the Environmental Sustainability Strategy and Climate Emergency Action Plan. Council has a budget of \$25,000 allocated to the Community Sustainability grants program for 2022/2023, with a maximum grant of \$3,000 per application. Round One of the program funded projects to a value of \$6,969, leaving \$18,031 available for Round Two applications.

The intention of the funding is to facilitate projects which achieve some or all of the following objectives:

- Encourage and support the community to address the climate emergency by reducing greenhouse gas emissions and working towards a zero emissions future;
- Raise community awareness of the relevance of climate change, the impacts it will have on our environment and way of life, and opportunities for adaptation;
- Increase the energy efficiency of existing community buildings across the municipality;
- Encourage participation in sustainability activities and events; and
- Enable community members to acquire or develop new skills in relation to Sustainability.

This round of Community Sustainability Grants has been promoted through the Council's external website, online grants information session, social media and a media release.

As detailed in the attached Assessment Report Summary, a total of 11 applications were received, with the total amount of funding requested being \$31,910. Two of these applications were subsequently withdrawn from this grant round, leaving requests for \$23,885 in funding. Of the nine remaining applications:

- six applications have been recommended for full funding
- one application has been recommended for partial funding
- one application meets the program criteria and was recommended for funding by the assessment panel, however funding for this project would be more suitable to other funding sources such the Junior Landcare or Stephanie Alexander Kitchen Garden Grants.
- one application was not recommended for funding as it does not satisfactorily meet the objectives of the program.

The Community Sustainability Grants assessment panel agree that the applications recommended for funding will be a worthwhile investment into the community to achieve the grant objectives and assist the community in raising awareness about sustainability and climate change. These projects meet eligibility requirements and aim to implement sustainability projects within the community.

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.

1.4 Communities have resources and abilities to self-advocate.

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.

5.5 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.

Risk Management

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

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|--|------------|-------------|--------|--|
| Proposed activity cancelled or postponed due to significant event | Possible | Minor | Low | Funds to either be returned to Council or event to be modified as a mutually agreed alternative. |
| Negative feedback from applicants who were not successful or did not receive the funds requested | Possible | Minor | Low | Ensure all program Guidelines are equitable and assessments are consistent. Provide constructive feedback to unsuccessful applicants. |
| Inconsistent approval of funded activities | Possible | Major | High | Officers consider that a current application is very similar to a previous application not approved for funding. For consistency it is recommended that the current application of a similar nature be declined funding. |
| Incorrect installation of electrical equipment on Council or community facilities | Possible | Major | High | Appropriate insurance cited for organisations. Council's Building Maintenance team to be notified of works on Council facilities. |

Policy Considerations

Applications under the Community Sustainability 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

The Community Sustainability Grants program for 2022/2023 has budget allocated of \$25,000, which is split across two rounds in the financial year. Round One allocated \$6,969, with \$18,031 remaining for Round Two.

| | Approved Budget Estimate for this proposal ¹ | This Proposal GST Exclusive | Variance to Approved Budget Estimate | This Proposal GST Inclusive ² |
|-----------|---|-----------------------------|--------------------------------------|--|
| | \$ | \$ | \$ | \$ |
| Revenue | \$0 | \$0 | | \$0 |
| Expense | \$18,031 | \$15,885 | | \$15,885 |
| Net Total | \$18,031 | \$15,885 | | \$15,885 |

¹ Budgets are GST exclusive

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

Legal/Statutory Implications

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

Environmental/Sustainability Impacts

The Community Sustainability Grants will provide a positive environmental and sustainability impact, by reducing energy use and waste, and promoting lower carbon lifestyles.

Social Implications

Community Sustainability grants provided by Council are aimed at increasing the sustainability of our communities and addressing the climate emergency to increase community resilience to climate impacts and events. The applications received this Round demonstrate the significant value of local volunteers and community organisations who contribute to the social connectedness of the Greater Shepparton community. These are projects that will engage the community to be involved in and therefore have a positive social impact.

Economic Impacts

Grant allocations this round will contribute to community organisations being able to provide community events and facility improvement opportunities. This will promote local business and have a positive effect on the local economy. The projects will also assist the grant recipients reduce their energy costs.

Consultation

Council Officers have promoted this grant program online through social media, Council's website, and direct to community groups. Council officers have also hosted two online information sessions for potential applicants to seek advice and support in relation to the grant application process.

Council's Sustainability staff have also liaised with potential applicants to discuss applications.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

- Direction 2: Community Life
- Direction 3: Environment

b) Other strategic links

- *Environmental Sustainability Strategy 2014-2030*
- 3. Using our resources wisely – climate change and energy efficiency
- 3.5 Council supports our businesses, industries, and residents to live more efficiently and sustainably.
- 3.7 Advocate and maximise partnership opportunities to reduce Council and community greenhouse gas emissions and respond to the opportunities and challenges of climate change.
- *Climate Emergency Action Plan*
 - 3.25 Expand community grants program to provide ongoing support to the Greater Shepparton community to implement projects that build resilience to climate change and reduce emissions and other environmental impacts.

Conclusion

Round two of the 2022/2023 Community Sustainability Grants program received a total of 11 applications, with one application transferred to another grant program, and another application withdrawn as alternative funding was secured.

The remaining nine applications as contained in the attached Assessment Report Summary have been awarded funding under delegated authority in accordance with Council's Grant Distribution Policy.

Attachments

1. Community Sustainability Grant - 2022-2023 - Round 2 - Assessment Report Summary [12.5.1 - 1 page]

12.6 CN2296 Professional Veterinary Services

| | |
|-------------|----------------------------------|
| Author | Team Leader Animal Management |
| 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:

- 1. Accept the tender submitted by GV Vets for contract 2296 – Professional Veterinary Services for the Animal Management department.**
- 2. Note that the contract term is for a period of two (2) years with two (2) options to extend for a further one (1) year each. The estimated contract value over a four (4) year period is \$1,592,000.00 (inclusive GST).**
- 3. Authorise the Chief Executive Officer to execute such documents as are necessary to give effect to this resolution.**

Executive Summary

The purpose of this contract is to replace expired Contract 1862 – *Provision of Professional Veterinary Services* which expired on 13 January 2023. An extension to this contract was approved in December 2022 for a further 6 months.

The services required under this contract are for professional veterinary support of Council’s Animal Management department consisting of Animal Rangers and the Shepparton Animal Shelter. The Veterinary services are to be provided at the Contractor’s Veterinary clinic, the Shepparton Animal Shelter and in the field at various locations throughout the municipality when required.

This contract is for a period of two (2) years with two (2) options to extend for a further one (1) year at Council’s discretion.

Council advertised the provision of Professional Veterinary Services via letters to all local Veterinary Practices, Tendersearch and Shepparton News and received one tender submission.

Following evaluation, the tender panel recommends that GV Vets be appointed the contractor to carry out the works annually.

The schedule of rates submitted under this contract will meet Council's procurement policy and guidelines and provide value for money in the current financial market for a multi-year contract.

Contract Details

This contract is for a schedule of rates for the provision of *Professional Veterinarian Services* to Council's Animal Shelter and Community Rangers.

This contract will provide Council with the services to meet obligations under the *Domestic Animals Act 1994*, including a veterinary service with a strong animal welfare conscience, relevant experience and knowledge of animal management and animal shelter medicine, and the ability to provide all required services 24 hours a day, seven days a week at the Contractor's clinic, Council's animal shelter and other off-site locations as required.

Over the duration of the previous contract, Council has responded to community expectations and moved towards a strong focus on animal welfare. This has seen the nature of the veterinary services change over that period, resulting in greatly reduced euthanasia rates and increased levels of desexing, microchipping and vaccination as all suitable animals are prepared for rehousing.

Work to be performed

For this service to meet animal welfare objectives and support Council in the delivery of Councils' animal management and animal shelter service, the veterinary services contract will need to deliver all services outlined in the specifications including:

- Price which is value for money
- Ability to meet contract specifications including;
- Demonstrated experience and knowledge
- Availability to meet the needs of the contract
- Capacity to meet the needs of the contract including;
- Transition requirements
- Legislative Compliance
- Locations and facilities
- Staffing, training and guidance
- Procedures
- Events and initiatives
- Administrative requirements
- Handover process
- Contract Management
- Reliability throughout the contact term
- Legislative compliance
- Occupational Health and Safety

Tenders

Tenders were received from:

| Tenderers |
|-----------|
| GV Vets |

Tender Evaluation

Tenders were evaluated by:

| Title | Branch |
|------------------|-------------------|
| Sharon Terry | Environment |
| Alison Greenwood | Animal Management |
| Belinda Collins | Projects Delivery |

Evaluation Criteria

Tenders were evaluated on the following criteria:

| Evaluation Criteria | Weighting |
|---|-----------|
| Price | 40% |
| Capacity to complete – Capability and Methodology | 30% |
| Relevant past experience and qualifications | 10% |
| Occupational Health and Safety | Pass/Fail |
| Environmental Sustainability | 10% |
| Benefit to the Local Region | 10% |

The sole tenderer is the current contractor for Professional Veterinary Services. The nature of the services required for this contract can only be provided by a local veterinary practice. Officers note the capacity of most veterinary businesses in Greater Shepparton to deliver the requirements of the contract is limited.

Please see attached moderated summary report.

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.

1.8 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.

2.9 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.

3.5 Encourage and facilitate investment and expansion.

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.

5.6 Reduce carbon emissions in our community.

5.7 Conserve and improve biodiversity and our natural environment and protect and improve river health.

Risk Management

| Risks | Likelihood | Consequence | Rating | Mitigation Action |
|---|------------|-------------|--------|---|
| Not complying with relevant legislation | Unlikely | Major | Medium | Contract includes legislative requirements and audit processes |
| Reputational damage if Councils Animal Shelter does not meet community expectations | Unlikely | Major | Medium | Contract requires written health management plans and procedures to be developed and reviewed |
| Contractor unable to meet its obligations | Possible | Major | High | Contract allows Council to not be exclusive if contractor unable to meet its obligations |
| Animal not provided with prompt veterinary care | Unlikely | Moderate | Low | Contract requires the contractor to provide a service 24 hours a day, 7 days a week |

Policy Considerations

The recommendations in this report are relevant to the Procurement Policy. Procurement processes have been adhered to in collaboration with Procurement Officers.

Financial Implications

The annual expenditure for the provision of *Professional Veterinary Services* is approximately \$398,000 (inclusive GST). Over the term of the contract, including extensions, it is expected the expenditure will be in the order of \$1,592,000 (inclusive GST).

This figure is estimated at the current number of animals housed at the shelter which is at capacity and the number of call outs experienced by the Rangers. This is expected to be at the top end of the service required.

Legal/Statutory Implications

The Animal Management department consisting of Animal Rangers and the Shepparton Animal Shelter operates under the *Domestic Animals Act 1994*, the *Impounding of Livestock Act 1994* and the *Prevention of Cruelty to Animals Act 1986*.

Under the *Domestic Animals Act 1994*, Council is required to operate the Shepparton Animal Shelter in accordance with the Code of Practice for the Management of Dogs and Cats in Shelters and Pounds, which includes a written agreement with a veterinary practitioner registered under the *Veterinary Practice Act 1997*. The agreement must include arrangements for:

- Development and implementation of legislative compliant health management plans and processes;
- Veterinary examination and evidence collection for prosecutions;
- the use of the veterinary practitioner's facilities for the treatment of animals including the provision of isolation housing;
- the ability to ensure all animals in care of the Animal Management team are provided with prompt Veterinary treatment;
- To provide a 24 hour, 7 day a week emergency service; and
- to ensure all animals made available for adoption are assessed by a Vet, vaccinated, microchipped and desexed.

Environmental/Sustainability Impacts

Under this proposed contract, Council requested information how the tenderer has considered climate adaptation and specifically document how this consideration has been included in the carrying out of the contract.

The tenderer has indicated they are committed to the following:

- Renewable electricity at premises to be installed once current building works completed.
- The use of recycled products or products that can be recycled after use;
- Processes and procedures that reduce wastewater or contamination of wastewater;
- The use of chemicals or drugs that are not hazardous to the environment or wildlife where possible, however inherent limitations given the nature of veterinary work;
- Body disposal that reduces waste into landfill, through cremation and home burial;
- Sourcing products where the manufacturing process has reduced emissions and/or are made locally to reduce transport emissions where possible, however some items are from specialist suppliers and cannot be obtained locally;
- Ongoing initiatives including energy efficient procedures and processes e.g.: transport emissions, travel costs, vehicle type, solar panels, reduction in paper use; and
- Reduce the waste sent to landfill through the purchase and use of reusable or biodegradable materials in their day-to-day business practices when appropriate e.g.: cloth drape, scrub tops, biodegradable drapes.

Social Implications

Community expectations around animal welfare, responsible pet ownership and the level of service and care continue to increase. New legislation currently being developed by Agriculture Victoria aims to recognise animal sentience, which is the understanding that animals have the capacity to experience positive and negative feelings such as pleasure, joy, pain and distress.

To ensure service provision that will continue to develop in line with community expectations, this contract requires that the successful contractor consider and include animal sentience in all aspects of the service, including during the development of the animal shelters health management plans and the animal rangers operating procedures.

The specification of this contract ensures the Animal Management department provide a level of service that meets community expectations and meets its statutory obligations by:

- accepting and providing vet care for all surrendered and lost animals;
- provide minimum standards of care for animals at the animal shelter;
- provide adoption pathways for all adoptable animals;
- to collect veterinary evidence for prosecutions; and
- provide any domestic animal within our municipality access to vet care or euthanasia to relieve pain and suffering when their owners are unable or unwilling to provide for the animal.

Economic Impacts

There are no negative economic impacts from the recommendations of this report.

The positive economic impact is that the provider is a 100% locally owned and operated business who currently employs 36 local staff. The business is also expanding which will increase the number of local staff employed.

The tenderer also supports local businesses wherever possible including trades, cleaners, animal handlers, work wear, safety equipment and legal services.

Consultation

Animal Management staff were consulted in the development of the procurement plan and specification documents.

The services required under this contract are specific to Council and are largely determined by location. Collaboration is not an option for this type of contract.

The advertising of the tender commenced on 14th April 2023 and closed on 10th May 2023 and was advertised in the Shepparton News and TenderSearch. The Tender was not advertised throughout Victoria as this type of contract is location specific.

On 13th April 2023, a letter was sent via email and post to all vet Clinics within the municipality advising them that the tender was being advertised and how to make submissions.

During the advertising period, one question was asked and responded to through the portal.

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|-------------------------------------|---|
| Inform | Notification of tender | Letter via email, advertisement Shepparton News |
| Consult | Answer tenderer questions | Via e-procure portal |
| Involve | NA | NA |
| Collaborate | NA | NA |
| Empower | NA | NA |

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

- Domestic Animal Management Plan 2022-2026

- Our Safe Climate Future – Climate Emergency Action Plan

Conclusion

The evaluation panel is satisfied that GV Vets have the required experience and capability to carry out the requirements of the contract and be appointed to provide Professional Veterinary Services for the Animal Management team for the initial two (2) year contact term.

Attachments

Nil

13 Confidential Management Reports

13.1 Designation of Confidentiality of Information - Reports

The following reports and attachments have been designated confidential by the Chief Executive Officer under Governance Rule 108 and in accordance with the definition of Confidential Information in the Local Government Act 2020 (the Act).

- Item 13.3: Early Years report
- Item 13.4: 90 Seven Creeks Drive – Land Purchase

These documents contain information, which is consistent with the Local Government Act 2020, definition of ‘Council Business information, being information that would prejudice the Councils position in commercial negotiations if prematurely released.’ I further designate the following attachment as confidential:

- CN2296 – Final Moderated Evaluation Report

This document contains information, which is consistent with the Local Government Act 2020, definition of “Council business information, being information that would prejudice Council’s position in commercial negotiation if prematurely released”.

13.2 Close Meeting to Members of the Public

RECOMMENDATION

That pursuant to section 66(1) of the Local Government Act 2020, resolve that the Council meeting be closed to members of the public for consideration of the following confidential items:

- **Item 13.3: Early Years report**
- **Item 13.4: 90 Seven Creeks Drive – Land Purchase**
- **Item 13.5: CN2296 Professional Veterinary Services**

14 Documents for Signing and Sealing

Nil Received.

15 Councillor Reports

15.1 Councillor Activities

15.1.1 Councillor Activities - May 2023

| | |
|-------------|--|
| Author | Executive Assistant to the Mayor and Councillors |
| 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 interests regarding the matter under construction.

RECOMMENDATION

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

Councillors' Community Interaction and Briefing Program

From 1 May 2023 to 31 May 2023, some or all of the Councillors have been involved in the following activities:

- Mooroopna Park Primary School & Mooroopna Community Plan group | Launch of Artwork - Stevens Crescent, Mooroopna
- The Lions Club of Shepparton Wanganui | First Anniversary Celebration
- Country Fire Authority (CFA) Forum | Community Engagement Service Delivery Group
- Greater Shepparton | Illuminate 2023
- Murchison Men's Shed | Opening Ceremony
- Shepparton Harness Racing Club | 'Pacing for Pink' Event & McGrath Foundation
- Launch | Community Leadership Program - 10 Years
- Disability Advisory Committee Meeting
- Audit Risk Management Committee Meeting
- VLGA Connect | 'In Conversation' - Flood Event 2022
- Shepparton Netball Association (SNA) - Celebration of Val Barrass - 80 Years Volunteering
- Vesak Day - Festival
- Greater Shepparton - Volunteer Recognition Awards Ceremony
- International Day against Homophobia, Biphobia and Transphobia (IDAHOBIT) Day 2023
- Leadership Victoria - Williamson Community Leadership Program 2023
- Murray Darling Association - Region 2 Ordinary meeting
- Australian Local Government Women's Association (ALGWA) 2023 National Conference

- Municipal Association of Victoria (MAV) | State Council Meeting - May 2023
- Calder Woodburn Memorial Avenue Advisory Committee
- Indonesia Australia Association of Greater Shepparton | Launch & Celebration of Kartini Day
- Goulburn Murray Bowls | Goulburn Valley Playing Area Presentation function
- Goulburn Valley - All Abilities Care | Launch
- Regional Cities Victoria (RCV) | State Budget Lunch with Treasurer, the Hon Tim Pallas
- GV Hospice | Community Memorial
- Calder Woodburn Memorial | Information Session
- Citizenship Ceremonies - May 2023
- Shepparton Region Reconciliation Group | Sorry Day 2023
- Sky News - Paul Murray | "Our Town"
- Shepparton Showgrounds Advisory Committee
- Australian Botanic Gardens Shepparton Advisory Committee meeting
- Property Council of Australia | Investment opportunities for Social Return – Mayor Panellist
- Saleyards Advisory Committee Meeting
- Shepparton South Rotary Club | Mayor Guest Speaker

In accordance with section 107 of Council's Governance Rules a summary of the matters discussed at the Informal Meetings of Councillors, are attached.

Attachments

1. Record of Assembly of Councillors Saleyards Advisory Committee meeting 2 [15.1.1.1 - 1 page]
2. Informal Meetings of Councillors CEO Councillors Catch Up 04 April 2023 [15.1.1.2 - 1 page]
3. Informal Meetings of Council Councillors Briefing 04 April 2023 [15.1.1.3 - 2 pages]
4. Informal Meetings of Councillors CEO Councillors Catch Up 11 April 2023 [15.1.1.4 - 2 pages]
5. Informal Meetings of Council Councillors Briefing 11 April 2023 [15.1.1.5 - 2 pages]
6. Informal Meetings of Councillors CEO Councillors Catch Up 18 April 2023 [15.1.1.6 - 2 pages]
7. Informal Meetings of Council Councillors Briefing 18 April 2023 [15.1.1.7 - 1 page]
8. Informal Meetings of Councillors CEO Councillors Catch Up 25 April 2023 [15.1.1.8 - 2 pages]
9. Informal Meetings of Councillors CEO Councillors Catch Up 02 May 2023 [15.1.1.9 - 1 page]
10. Informal Meetings of Council Councillors Briefing 02 May 2023 [15.1.1.10 - 3 pages]
11. Informal Meetings of Councillors CEO Councillors Catch Up 09 May 2023 [15.1.1.11 - 1 page]
12. Informal Meetings of Council Councillors Briefing 09 May 2023 [15.1.1.12 - 2 pages]
13. Informal Meetings of Councillors CEO Councillors Catch Up 16 May 2023 [15.1.1.13 - 2 pages]
14. Informal Meetings of Councillors CEO Councillors Catch Up 23 May 2023 [15.1.1.14 - 1 page]
15. Informal Meetings of Council Councillors Briefing 23 May 2023 [15.1.1.15 - 2 pages]
16. Informal Meetings of Councillors CEO Councillors Catch Up 30 May 2023 [15.1.1.16 - 1 page]
17. Informal Meetings of Council Councillors Briefing 30 May 2023 [15.1.1.17 - 2 pages]

16 Notice of Motion, Amendment or Rescission

16.1 Notice of Motion 10/2023 Rainbow Pride Flag to maintain as default flag at Queens Gardens

Author Senior Governance Officer
Approved by Chief Executive Officer
Purpose For Decision at a Council Meeting

Cr Sam Spinks has given notice of intent to move:

RECOMMENDATION

That the Council resolve to fly the Rainbow Pride Flag as the default flag on the Queens Gardens flagpole, indefinitely until a permanent location is identified.

17 Urgent Business not Included on the Agenda

Nil Received.

18 Close of Meeting