



MINUTES

**SCHEDULED MEETING OF COUNCIL HELD AT COBRAM
CIVIC CENTRE, PUNT ROAD COBRAM VIC 3644,
WEDNESDAY 28 AUGUST 2024**

The meeting commenced at 4.30pm.

PRESENT Chair Administrator Graeme Emonson PSM
Administrator Suzanna Sheed AM

IN ATTENDANCE: Matthew Morgan Chief Executive Officer
Eva Salib Acting Director Corporate Performance
Rachael Gadd Director Infrastructure
Bryan Sword Director Sustainable Development
Scott Williams Director Community
Amanda Chadwick Manager Governance Risk and Performance

RECORDING

Consistent with section 13.3 of our Governance Rules, Council officers have been authorised to record the public session of this meeting using an audio recording device.

LIVE STREAMING

Council meetings will now be lived streamed to allow those interested in viewing proceedings greater access to Council decisions and debate, without attending the meeting in person.

1. WELCOME CALLING TO ORDER – CEO

2. PRAYER

Almighty God we humbly ask you to guide our deliberations for the welfare and benefit of the Moira Shire and its people whom we serve.

Amen

3. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We, the Moira Shire Council, acknowledges the traditional owners of the land upon which we meet and pay our respects to their Elders both past and present.

4. APOLOGIES / LEAVE OF ABSENCE

Nil

5. DISCLOSURE OF CONFLICTS OF INTEREST

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION:

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That the minutes of the Scheduled Council Meeting held on Wednesday, 24 July 2024 and the minutes of the Unscheduled Meeting of Council held on Thursday, 8 August 2024, as presented, be adopted.

(CARRIED)

7. ADMINISTRATOR ADDRESSES

CHAIR ADMINISTRATOR GRAEME EMONSON

Council's CEO Matthew Morgan and I had the opportunity to represent Moira at a forum of Rural Councils Victoria hosted by Mitchell Shire on 2 August. The forum was an opportunity for rural Councils across Victoria to come together to discuss issues of common interest including road funding, housing and advocacy to other levels of government.

Administrator Sheed and I have recently submitted our quarterly report to the Minister for Local Government to provide an update on the implementation of various initiatives previously established as priorities for the Panel in 2024. I am very pleased to report that substantial progress is being made in the implementation of these priorities including almost all recommendations of the Commission of Inquiry now being acquitted. A copy of the quarterly report is included on today's meeting agenda.

Over the past month we have sought expressions of interest for participants to join Council's inaugural Community and Civic Leadership Program. This is a really exciting opportunity for participants to join a program dedicated to building leadership capability and networking at the local level across the Shire. I am thrilled that we have received 18 nominations for the program and the selection process is now underway. I look forward to joining the participants at their first get together on 8 September in Yarrawonga.

Administrator Sheed and I, together with a number of senior officers, participated in a tour of the municipality on 31 July to view first hand a number of key projects included in Council's 2024-25 Budget. This was a great opportunity to discuss the benefits expected to flow from some of the more significant projects and initiatives that Council is delivering this financial year.

I had the pleasure of representing Council at a forum hosted by the Minister for Indigenous Affairs, the Hon Natalie Hutchins and the Department of Premier and Cabinet on 7 August to discuss Victoria's path to Treaty. This was a great opportunity to hear more about the approach the Victorian Government is taking to Truth Telling and Treaty negotiations, and the role local government can play in this.

CEO Matthew Morgan and I attended a Road Safety and Community Policing forum hosted by Victoria Police in Wangaratta yesterday. This was opportunity for Victoria Police to lead community-based conversations on the importance of improving road safety in the Wangaratta Police Service Area, and in which Moira is located. Moira is over-represented in road fatality and serious injury data, and it was good to hear first-hand the initiatives Victoria Police are taking in partnership with communities to address this serious issue.

Lastly, I had the great pleasure of officially opening the Murray Farm Gate Food and Drink Showcase held at the Yarrawonga Sebel on 10 August. This Showcase was a partnership with Campaspe Shire and was an excellent opportunity for local producers and manufacturers to

exhibit their produce, and to raise awareness of the fantastic contribution they make to the local economy and tourism in the area. This was a great event. It proved to be very popular with the community, and I want to thank the exhibitors and Council's staff for presenting such a wonderful showcase.

ADMINISTRATOR SUZANNA SHEED

Water policy remains high on the agenda for Moira Shire Council as we now face the situation where the federal government has entered the water market and in an open tender water buyback within our highly networked irrigation district.

Early this month we had an excellent presentation from Goulburn-Murray Water on its role as a major business supplying Water across our region. GMW officers gave us, not just a picture of the current situation, but also the impacts of the last buybacks of 2008 and the creation of the Swiss cheese effect which is something we are now concerned will happen again in our irrigation districts with consequent negative socio economic impacts.

We continue to be involved in advocating for Moira Shire and northern Victorian irrigation districts to be removed from this current open tender buyback so as to provide time for the Victorian government to implement the plan outlined in the Victorian Prospectus earlier this year. The federal government is intent on proceeding at this stage.

Chief administrator Emonson, CEO Matthew Morgan and I attended the Northern Victorian Basin Water Summit in Bendigo last Friday. It was attended by both the Premier of Victoria Jacinta Allen and our Water Minister Harriet Shing both of whom affirmed their government's opposition to buybacks taking place in northern Victoria. We were pleased to hear the Victorian government committing to taking a whole of government approach to assess and plan for what will certainly be the negative impacts of the ongoing federal government buybacks across our communities.

I would like to thank Stephen Mills from Numurkah and Trust for Nature for the opportunity to visit Mr. Mills property and view the impact that has occurred on that part of his land that has been set aside under a covenant for regeneration. Approximately 300 acres along the Broken Creek has been dedicated to replanting and natural regeneration and it is remarkable to see the benefits to the land and Riverside environment that accompanies such a generous approach.

Chair administrator Emonson and I attended the homelessness forum held in Shepparton earlier in the month sponsored by the Salvation Army. We heard from several agencies and a young woman with lived experience of homelessness which certainly brought home to everyone present the importance of having a roof over your head. In a housing crisis such as we are currently experiencing it is tragic to consider that so many people are living, in tents, cars or otherwise without shelter. The need for more houses to be built remains constant and we are aware of the need to facilitate this as much as possible within a Shire.

8. EXECUTIVE REPORTS

MATTHEW MOGAN - CHIEF EXECUTIVE OFFICER

This month was another busy and rewarding time, filled with engaging and productive meetings.

I attended a forum on Artificial Intelligence in Local Government where the focus was on how AI can enhance service delivery, improve efficiency, and engage with the community more

effectively. Key takeaways included the potential for AI to streamline administrative processes and the critical importance of safeguarding data privacy.

The Panel of Administrator and the Executive Leadership team toured the shire to review the significant capital works projects planned for this year. We all enjoyed the opportunity to see firsthand the infrastructure developments aimed at improving community facilities and services.

This month I continued to meet with Community Asset Committees which included St James Recreation Reserve, JC Lowe Committee and the Wunghnu Recreation Reserve committees. The input from all the committees has been invaluable in shaping asset management strategies, ensuring that assets are well-maintained, accessible, and beneficial to the community.

The Murray River Group of Council's also held its meeting this month. The focus was on regional issues affecting member councils. Water management, economic development, and environmental sustainability were high on the agenda. The group continues to work collaboratively to address these challenges, ensuring the long-term prosperity of the region.

In addition to these meetings, I attended a GMID Water Leadership - Northern Victorian Basin Water Summit and the Rural Press Club of Victoria Premier's Lunch. The summit provided a platform for stakeholders to collaborate on solutions for water security in the region. The lunch was particularly insightful, with The Hon. Jacinta Allan MP, Premier of Victoria, as the guest speaker. The Premier discussed key policies affecting rural Victoria and engaged with attendees on various issues.

The Rural Council's Victoria Forum was also held this month. The forum provided a platform for rural councils to share insights and address common challenges. Discussions centered around rural development, sustainability, and the unique needs of rural communities. Collaboration was a central theme, with councils working together to advocate for better resources and support.

To complement this forum CEOs and Directors from Victorian Council's got together discuss strategic priorities and the direction for the coming year. Topics included organisational performance, leadership in challenging times, and aligning the Council's goals with community needs. It was a valuable session for setting the tone for future initiatives.

Lastly another highlight for the month was being the guest speaker St. Cuthbert's Anglican Church Men's Breakfast, I had the pleasure of addressing the group on a range of topics. The event was marked by warm hospitality and an outstanding spread of food, which contributed to a lovely morning. It was a wonderful opportunity to connect with community members in a relaxed setting.

RACHAEL GADD - DIRECTOR INFRASTRUCTURE

We invite the Numurkah community to share their thoughts on Council's draft stormwater management strategy, which is currently under review. While the draft strategy is grounded in thorough scientific analysis and data, our primary goal is always to serve the community's best interests. We welcome your feedback on the draft, which is open for review until Friday.

The Numurkah Levee stage one is in the final stages of detailed design. It is expected that construction will commence in early 2025.

In addition, we are seeking input from our communities on road safety in Moira Shire through a questionnaire available on Council's website. Your feedback will complement the data and analysis already conducted for Moira's Draft Road Safety Strategy. Once finalized, this strategy will guide policy and advocacy efforts to address road safety concerns and provide direction for ongoing improvements in the area.

Meanwhile, our Council work crews have been busy across the Shire. The Apex Park toilet block in Nathalia, damaged in a recent traffic accident, will be demolished this Friday to make way for a replacement.

Significant footpath renewals are also underway, with upgrades in progress on Station Street in Numurkah, McLean Street in Yarrawonga, and Pye and Hay Streets in Cobram.

Additionally, two major road resurfacing projects are in progress: Wunghnu Road in Invergordon is being sealed, and Loofs Road in Naring is being widened by 2.6 meters.

EVA SALIB – ACTING DIRECTOR CORPORATE PERFORMANCE

August has been a period of consolidation for the Corporate Division.

Finance has been focussed on completing financial year-end processes to meet its statutory reporting requirements. Additional resources have been engaged in the Assets Team to assist in their year-end activities which have a direct impact on finalising financial year 2023 – 2024, in readiness for the final VAGO external audit.

It is anticipated that by the time of the August Council meeting the 2024 – 2025 rates notices will have been issued to Moira Shire ratepayers. Additional information updating the community about Council's strategic priorities and services, as well how to register with Payble, will be included in the rates notice mailout.

Work continues on MAGIQ to provide up-to-date financial information in a meaningful and user-friendly format for managers and decision makers.

Governance has been progressing the review and update of several policies and procedures. The Service Review Framework will soon be available for internal consultation prior to submitting to Council for adoption; work continues on the Business Continuity Plan.

A draft Customer Experience Strategy and Customer Service Commitment, including an Action Plan, have been updated to address the declining results in the Customer Service index, which is part of the annual Local Government Victoria Community Satisfaction Survey.

Information Services has been reviewing and updating the draft Artificial Intelligence (AI) policy. AI is a tool which could be used to improve efficiencies by selective deployment to reduce time-consuming repetitive tasks, or processes which are prone to errors. However, Council has a responsibility to use AI ethically to ensure privacy is protected, data is secure, legal and regulatory requirements are met, and biases are eliminated to avoid discrimination. The draft policy is currently being internally reviewed.

Business Process Mapping is a key focus for the Information Services team. Work has commenced on mapping payroll end-to-end to identify possible efficiencies and to recommend longer term solutions to what is primarily a manual labour-intensive process.

BRYAN SWORD – DIRECTOR SUSTAINABLE DEVELOPMENT

Cobram Resale Shed

- Opened today.
- Residents can donate unwanted household items which can be resold, helping divert waste from landfills and extend the life of valuable resources.
- Funded by Sustainability Victoria's Circular Economy grant program.
- Will help us meet State and Federal diversion from landfill target of 80%
- Compliments existing drop off program for soft plastics and textiles.

Planning Online Register

- Is now Live.
- Advertising, Progress/Status of planning applications and previous permits can now be viewed by the public.
- This initiative will help customers serve themselves at a time of their convenience.

SCOTT WILLIAMS – DIRECTOR COMMUNITY

We are very pleased to announce that we have received 18 applications for the Community Leadership Program. The first session will be held on Sunday, 8 September 2024.

The 2024/25 Major Grants will open on 2 September 2024. One-on-one information and assistance sessions will be held in each of the major towns. Please visit the Council's website for more information.

Voting has closed for the Moira Shire Business Awards. Join us on 12 September at the Sebel to celebrate the successes and achievements of our vibrant business community. Comedian Jeff Green will provide some laughs, and tickets are available on our website.

This is the last weekend to grab some great deals as part of Dollar Discovery Month. Be sure to visit local businesses for donuts, cakes, and even local wine and much much more. You can view the deals on our website or Facebook page.

We had close to 400 people attend the Murray Farm Gate Food and Drink event at the Sebel, which was a fantastic showcase of the wonderful produce we have in the Foodbowl.

We're also very excited to relaunch the Youth Council! Applications will open tomorrow following this Council meeting. We are looking for individuals aged 16-24 to represent young people through leadership and networking opportunities. For more details, please check the Council's website.

To foreshadow another report tonight, we are set to recruit, Community Panel, this panel will be an important group who make a significant contribution to Council and community by providing insights to Council on the development of the Moira Shire Community Vision and the Council Plan 2025-2029. Keep an eye on our website for that one.

FILE NO: F20/196
4. CUSTOMER FOCUSED AND RESPONSIVE

ITEM NO: 9.1.1
(EXECUTIVE ASSISTANT TO THE
ADMINISTRATORS, DANIELLE METZNER)
(CHIEF EXECUTIVE OFFICER MATTHEW
MORGAN)

CONDOLENCE POLICY

Executive Summary

The purpose of this report is to seek endorsement from Council of the draft Condolence Policy
The purpose of this policy is to provide a consistent approach to acknowledging the death of persons who have made a significant contribution to the community or the Moira Shire Council.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council endorse the Draft Condolence Policy as shown in Attachment 1.

(CARRIED)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 9.2.1
(GOVERNANCE OFFICER, NATALIE EVANS)
(ACTING DIRECTOR CORPORATE
PERFORMANCE EVA SALIB)

NAMING OF ACCESS ROAD AT JC LOWE OVAL, YARRAWONGA

Executive Summary

Council has the authority and responsibility to name roads and geographic features within the municipality using the principles and procedures of the 'Naming Rules for places in Victoria - Statutory requirements for naming roads, features and localities 2022 (the Naming Rules).

At the 26 June 2024 Scheduled Council Meeting, Council endorsed the proposed name of 'Neil Place' for the access road into the JC Lowe Oval precinct off Burley Road, Yarrawonga. Council also authorised the commencement of community consultation on the proposed name in accordance with the Naming Rules for Places in Victoria.

The community consultation period took place from 1 July 2024 to 2 August 2024 and Council received 13 submissions.

This report is for Council to consider the submissions and the adoption of the name of 'Neil Place' for this road.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Formally adopt the proposed name 'Neil Place' for the access road into the JC Lowe Oval precinct, off Burley Road Yarrawonga, as indicated by the red line in Diagram 1.
2. Notify and thank all submitters of Council's decision in writing.
3. Submit the name to Geographic Names Victoria for consideration.
4. Once the naming proposal is endorsed by the Registrar of Geographic Names and a notice in the Government Gazette has been published, notify the community of the new name for the road.
5. Engage further with the family about appropriate commemoration options they may wish to pursue in accordance with the Naming Rules and in the spirit of Council's Memorials and Plaques Policy.

(CARRIED)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 9.2.2
(MANAGER GOVERNANCE, RISK AND
PERFORMANCE, AMANDA CHADWICK)
(ACTING DIRECTOR CORPORATE
PERFORMANCE, EVA SALIB)

REVIEW OF THE COMMUNITY VISION AND ESTABLISHMENT OF A COMMUNITY PANEL

Executive Summary

The purpose of this report is to seek Council's endorsement to commence a community engagement program to review the 'Moira2035' Vision and to seek interested community members to participate in a Community Panel through an Expression of Interest process.

The establishment of a Community Panel will provide insights to Council on the development of the Moira Shire Community Vision and the Council Plan 2025-2029, serving as a forum for consultation, discussion, and engagement. The Terms of Reference for this Panel are shown in attachment 1.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Endorse the Terms of Reference for the Community Panel as shown in attachment 1; and
2. Endorse the community engagement program to review the 'Moira2035' Vision and seek expressions of interest from community members to participate in the Community Panel.

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.1
(DIRECTOR COMMUNITY, SCOTT
WILLIAMS)
(CHIEF EXECUTIVE OFFICER, MATTHEW
MORGAN)

FUTURE GOVERNANCE OF GOULBURN VALLEY LIBRARIES

Executive Summary

The Goulburn Valley Regional Library Corporation (trading as Goulburn Valley Libraries) was formed in agreement between Moira Shire Council, Greater Shepparton City Council and Strathbogie Shire Council to deliver library services on behalf of the member councils.

The *Local Government Act 2020* requires that regional library corporations move to alternative governance arrangements by 2030. Regional library corporations as they currently exist (like Goulburn Valley Regional Library Corporation, trading as Goulburn Valley Libraries) are not supported in the new Act but can operate as if the old Act exists until 30 June 2030.

GVRLC member councils will need to decide how they would like to deliver their library services and then transition to new governance and operating arrangements by 2030.

In November 2023, Council approved *in principle* the adoption of the 'Not-for-profit, Company Limited by Guarantee' model, registered under the Corporations Act 2001 and registered as a charity with the Australian Charities and Not-for-profits Commission, as the preferred future governance model for the Goulburn Valley Regional Library Corporation

Since November 2023, the Greater Shepparton City Council have now adopted the 'Not-for-profit, Company Limited by Guarantee' model. Strathbogie Shire Council will consider the report with the same recommendation at their Scheduled August Council Meeting.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council:

1. support the continued collaboration in the delivery of library services by Moira Shire Council with the current member councils of the Goulburn Valley Regional Library Corporation; and
2. approve the adoption of the 'Not-for-profit, Company Limited by Guarantee' model, registered under the Corporations Act 2001 and registered as a charity with the Australian Charities and Not-for-profits Commission, as the preferred future governance model for the Goulburn Valley Regional Library Corporation.

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.2
(TEAM LEADER COMMUNITY AND
RECREATIONAL DEVELOPMENT, CORRENE
COOPER)
(DIRECTOR COMMUNITY, SCOTT
WILLIAMS)

YARRAWONGA JC LOWE MASTER PLAN ADOPTION

Executive Summary

The Yarrawonga JC Lowe Oval Reserve Master Plan has been developed by Moira Shire Council staff in consultation with the Community Asset Committee and other primary stakeholders of the Yarrawonga JC Lowe Oval Reserve.

The draft plan was released for public exhibition for a six-week period from the 23rd May to the 14th June 2024. As part of this, the public were invited to make submissions providing feedback on the draft plan, and one-on-one meetings were held with stakeholders.

Required amendments based on this feedback, were made to the final document for Council adoption.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Adopt the Yarrawonga JC Lowe Oval Reserve Master Plan as shown in attachment 1
2. Thank the community members who provided feedback on the draft JC Lowe Master Plan in writing, advise key stakeholder groups of the outcome and provide them with a copy of the Master Plan.

(CARRIED)

FILE NO:
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.3
(ENVIRONMENTAL SERVICES TECHNICAL
OFFICER, BETHAN MCKAY)
(DIRECTOR SUSTAINABLE DEVELOPMENT
BRYAN SWORD)

KERBSIDE COLLECTION POLICY

Executive Summary

The Kerbside Landfill, Recycling and Organics Collection Policy has been reviewed and updated to reflect the adopted changes made to the kerbside collection at the June 2024 Council Meeting.

This includes the change in collection frequency for the red lidded landfill bin from weekly to fortnightly, the green lid organics bin from fortnightly to weekly and, the introduction of the purple lid glass bin to be collected monthly.

The updated Kerbside Collection Policy defines compulsory collection services and criteria for extensions, exemptions for services, refusal of services and resident obligations.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Adopt the amended Kerbside Collection Policy, as shown in attachment 1 to reflect the changes made to the kerbside collection service at the 26 June 2024 Council Meeting.
2. Continue to inform and prepare residents for the rollout of the glass bin in October and introduction of a fortnightly landfill bin collection and weekly food and organics bin collection in February 2025.

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.4
(CASUAL ADMINISTRATION SUPPORT
OFFICER, MELODIE HAWKINS)
(DIRECTOR COMMUNITY SCOTT WILLIAMS)

COMMUNITY STRENGTHENING GRANTS POLICY & GUIDELINES UPDATES

Executive Summary

The Community Strengthening Grants program aims to fund projects and events that improve the quality of facilities and services for the benefit of residents, and visitors to Moira Shire.

After an extensive review of the Community Strengthening Grants Program, Council endorsed the current Community Strengthening Grants Policy and Guidelines. Following a review of the applications received in the 2023/24 financial year it has been identified that the Policy and Guidelines should be amended based on internal and external feedback regarding Capital Projects and projects and events that are deemed to be high risk.

The review has also highlighted the need to update the portable item clause, allowing clubs with limited financial means to contribute an amount up to 50% of the purchase price of portable items for applications under \$2,000.

Clarification around retrospective funding was needed and the addition of excluding funding for events/projects that have already been advertised draws a clear line on whether the project has started.

ELT provided advice that Council is not authorised to approve the closure of arterial roads. Therefore, the Policy and Guidelines were updated to state that "Grantees must ensure that events on or adjacent to arterial roads must have traffic management plans approved by the Department of Transport and Planning."

The above changes have been presented Council and were open for community feedback for 21 days from 3 July to 24 July 2024 with no adverse feedback received. Throughout this time some further changes have been identified through reviewing other processes.

A risk was identified in relation to if the Manager Community Wellbeing has a conflict of interest and is making a decision on a Quick Response grant application. It is proposed that the Policy and Guidelines be updated to include that if a conflict is declared by the Manager, the application and supporting information will be sent to the Director Community for approval.

Following grant discussions with the Cummeragunja Health and Development Aboriginal Corporation and them wishing to apply for a grant, it is proposed the Policy and Guidelines will be updated to accept applications from unincorporated entities who are governed by another national statutory regulator (i.e. *Office of the Register of Indigenous Corporations [ORIC]*, *Australian Charities and Not-For-Profits Commission [ACNC]*). This proposed change has been worked through with the Finance Department.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Note the community consultation process that was undertaken and the feedback received on the draft Community Strengthening Grants Policy and Guidelines;
2. Endorse the Community Strengthening Grants Policy as shown in attachment 1; and
3. Endorse the Community Strengthening Grants Guidelines as shown in attachment 2.

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.5
(TEAM LEADER COMMUNITY AND
RECREATIONAL DEVELOPMENT, CORRENE
COOPER)
(DIRECTOR COMMUNITY, SCOTT
WILLIAMS)

COBRAM DOG OFF LEASH PARK - CONFIRMATION OF LOCATION

Executive Summary

Alongside a grant from Regional Development Victoria, Council have budgeted for the construction of a Confined Off-Leash Dog Park in the Shire within the 2024/25 financial year.

The project deliverables are:

- 1) Confirmation of Councils preferred location (the proposed location is the Northern end of Colgan Park, Gemmell Street, Cobram)
- 2) Community consultation/ engagement around proposed location
- 3) Design and Installation

Cobram has been selected for a confined off leash dog park due to the requirements of the grant funding.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Endorse in principle the northern end of Colgan Park, corner of Gemmell Street & Karook Street Cobram as the preferred site for a Confined Off Leash Dog Park; and
2. Endorse community consultation to commence on the proposed site for a period of 21 days following the establishment of a high level concept plan of the dog park.

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.6
(COMMUNITY DEVELOPMENT OFFICER,
EMILY SMITH)
(DIRECTOR COMMUNITY SCOTT WILLIAMS)

YOUTH COUNCIL TERMS OF REFERENCE

The Youth Council process is used widely across Local Government Areas to ensure Council policies and projects have a youth lens applied. This enables the young people of our community to have a voice on issues that impact themselves, with this age range making up 9.67% of the Moira Shire population. This also creates an avenue for younger Moira Shire community members to develop and grow skills that may encourage them to apply for a Council position in the future.

Council has previously run a Youth Council program however as per several items outlined in this report, the program temporarily concluded in 2021. The Community department has taken the opportunity to review the program and update the Terms of Reference and Scope of Works (attached) and is now in a position to see Moira Youth Council reestablished.

The Moira Youth Council is proposed to have 12 members between the ages of 16-24 who live, work or attend school in the Moira Shire. The Youth Council members will advocate for young people by identifying issues that affect people and providing relevant information and knowledge to Council on matters relating to youth. Following the recruitment process for Youth Council members, as outlined in the Scope of Works, Youth Council meetings will begin in January 2025.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Endorse the Moira Youth Council Terms of Reference as shown in Attachment 1.
2. Endorse a community Expression of Interest process to begin the recruitment of Youth Council members.

(CARRIED)

FILE NO: F
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 9.3.7
(TEAM LEADER BUSINESS SUPPORT,
COMMUNITY SERVICE DELIVERY, NATALIE
MCDONALD)
(DIRECTOR COMMUNITY SCOTT WILLIAMS)

MOIRA SHIRE CREATIVE HUBS UPDATE

Executive Summary

[The Arts and Culture Strategy 2020 – 2026](#) states that “Up to Four Arts Hubs will be funded across the Shire to deliver the Action Plan in a localised format to best meet the needs and values of their communities.”

In May 2023, Council approved a second round of triennial funding, and applications were opened to the four existing Creative Hubs to apply for a 2023 – 2024 funding allocation (\$30,000).

Council have recently received Round 2, Year 1 acquittals and Round, 2 Year 2 Action Plan. The Action Plans were assessed by Moira Shire Staff and an independent assessor from Regional Arts Victoria.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council allocates \$30,000 to both Nathalia and Cobram Arts Hub for their Round 2, Year 2 funding.

(CARRIED)

FILE NO:
**5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE**

ITEM NO: 9.4.1
(PROJECT MANAGER, CONSTRUCTION
AND ASSETS, PAUL DIFFEY)
(DIRECTOR INFRASTRUCTURE, RACHAEL
GADD)

PROPOSAL TO CLOSE MCDONALD STREET NUMURKAH

Executive Summary

As part of the Level Crossing Upgrade Program V/line is currently planning to upgrade the Quinn Street Level Crossing in Numurkah. These works incorporate the installation of new boom barriers, flashing lights and axle counter signaling technology to control the operation of the boom barriers and flashing lights.

The proximity of existing McDonald Street side roads to the proposed level crossing will impact the ability of providing a fully compliant and safe design solution from a Rail Infrastructure Safety Standards. This is due to the risk of a road rail collision due to the proximity of side road entrance to the level crossing.

V/Line has requested that Council consider that a permanent road closure in McDonald Street north of Quinn Street is established and McDonald Street south of Quinn Street be made one way only so vehicles can no longer exit McDonald Street entering onto Quinn Street Numurkah.

The purpose of this report is to commence stakeholder and community engagement on the proposal to restrict access from McDonald Street onto Quinn Street in Numurkah.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council:

- acknowledge the work of V/Line on the level crossing upgrades proposed for Numurkah to date;
- request that further work is completed on potential alternative design solutions for the Quinn St crossing, noting concerns raised by nearby businesses on McDonald St;
- defer further consideration of the matter until alternative options have been developed in consultation with the businesses on McDonald St.

(CARRIED)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 9.4.2
(PROCUREMENT OFFICER, LISA KNIGHT)
(ACTING DIRECTOR CORPORATE
PERFORMANCE EVA SALIB)

C011/24 - DESIGN AND CONSTRUCTION OF BOURKES AND BARTROPS BRIDGE, NATHALIA

Executive Summary

Moirā Shire Council (Council) invited tenders from suitably qualified and experienced contractors to provide full detail design documentation for construction purposes for the demolition and replacement of Bartrop's Bridge on Griffiths Lane, Kotupna and Bourke's Bridge on Murray Road, Nathalia.

The Tender Evaluation Panel met and is recommending awarding the Contract to Murray Constructions Pty Ltd (ABN 61 003 546 629) for the lump sum of \$2,940,175.00 (Excl. GST).

The Contract sum is in excess of the funding approved via the 2024/25 Council Budget and it is recommended that the funding shortfall (\$1,192,192) including a contingency allowance be referred to the 2025/26 budget planning as a prior commitment.

It is also recommended that officers engage with the Federal Department of Infrastructure, Transport, Regional Development and Communications to seek additional funding support in response to the cost escalation.

MOTION

ADMINISTRATOR SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Note the need to replace Bartrop's Bridge Griffiths Lane, Kotupna and Bourke's Bridge on Murray Road, Nathalia due to their deteriorating condition.
2. Note the funding commitment from the Federal Department of Infrastructure, Transport, Regional Development and Communications for the replacement of the two bridges prior to 23 November 2025.
3. Award contract C011/24 – Design and Construction of Bourke's and Bartrop's Bridge, Nathalia to Murray Constructions Pty Ltd (ABN 61 003 546 629) for the lump sum of \$2,940,175.00 ex GST.
4. Note the estimated funding shortfall of \$1,192,192 - including a contingency allowance - and authorise officers to refer this commitment to the 2025/26 budget planning process as a prior commitment.
5. Authorise officers to formally request additional funding support from the Department of Infrastructure, Transport, Regional Development and Communications in response to the cost escalation; and
6. Authorise the Chief Executive Officer to sign the contract documents.

(CARRIED)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1
(EXECUTIVE MANAGER CORPORATE
GOVERNANCE, AMANDA CHADWICK)
(ACTING DIRECTOR CORPORATE
PERFORMANCE, EVA SALIB)

QUARTERLY REPORT TO THE MINISTER FOR LOCAL GOVERNMENT FOR THE
PERIOD 1 APRIL TO 30 JUNE 2024

Executive Summary

The Quarterly Report to the Minister for Local Government provides an update on the progress to achieve the objectives of the Ministerial Statement of Expectations for the period 1 April to 30 June 2024:

The key priorities and objectives to be actioned in 2024 by the Panel of Administrators is as follows:

- Acquit all recommendations from the Moira Shire Council Commission of Inquiry Report.
- Finalise recruitment, selection and on boarding of a new Chief Executive Officer.
- Finalise and implement a comprehensive strategy for deliberative engagement in the development of Council's Budget.
- Develop and implement a Traditional Owner recognition and engagement strategy.
- Review and establish a comprehensive approach to managing the CEO's performance.
- Establish a comprehensive Customer Experience Strategy to address historical low levels of community satisfaction with the Council.
- Review Council's Council Plan and 10 Year Financial Plan.
- Implement a strategy to create a safe, respectful and inclusive workplace culture.
- Design and implement a Moira Shire Community Engagement process.
- Finalise an MOU with the Moira Shire education and health sectors to foster stronger collaboration and cooperation.
- Design and implement a Moira Shire Advocacy program.

MOTION

ADMINISTRATOR GRAEME EMONSON / SUZANNA SHEED

That Council note the Quarterly Report to the Minister for Local Government for the period 1 April to 30 June 2024 that highlights the achievements against the Ministerial Statement of Expectations for the Panel of Administrators for 2024.

(CARRIED)

FILE NO: VARIOUS

ITEM NO: 11

PUBLIC QUESTION TIME

NIL

12. NOTICES OF MOTION

NIL

13. PETITIONS AND JOINT LETTERS

NIL

14. COUNCIL SEAL

NIL

FILE NO: VARIOUS

ITEM NO: 15

URGENT BUSINESS

NIL

16. MEETING CLOSE: 5.40PM