

**LOCH GARRY FUTURE SERVICE STRATEGY COMMUNITY
REFERENCE GROUP
MEETING MINUTES**

Minutes of Meeting No: 1

Date and Time: 31 January 2024 – 10:00am to 2:00pm

Venue: Parklake
481 Wyndham Street
SHEPPARTON VIC 3630

Attendees: Claire Flanagan-Smith (RMCG) Independent Facilitator
Daryl Poole (RMCG)
Jarrah O'Shea (RMCG)
Colin Grinter
Stuart Grinter
Nevil Hauffe
Mackenzie Craig
Linton Ryan
Mathew Price
John Pettigrew
Louise Mitchell (Greater Shepparton City Council)
Guy Tierney (Goulburn Broken Catchment Management Authority)
Josh Lewis (Moirā Shire Council)
Steven Abbott (GMW)
Greg Shannon (GMW)
Brendan Brooks (GMW)
Luke Dunham (GMW)
Geoff Coburn (GMW)
Chloe Warburton (GMW)
Amy Tonkin (GMW)
Minute Taker: Amy Tonkin (GMW)
Apologies: Sally McPherson
Colin Gilby
Warren Blyth (GMW)
Rhiannon Bradshaw (GMW)

1. Welcome and Introductions - Claire Flanagan-Smith & Steven Abbott

The meeting commenced at 10:06am.

Steven Abbott also welcomed attendees and acknowledged Country. It was noted that Sally McPherson, Colin Gilby, Warren Blyth and Rhiannon Bradshaw were apologies for the meeting.

Independent Facilitator Claire Flanagan-Smith introduced herself, welcomed everyone to the inception meeting and thanked them for participating in the Community Reference Group (CRG).

Claire Flanagan-Smith informed attendees that the purpose of the inception meeting was to confirm Group's Terms of Reference and begin seeking Members' insights about key issues and opportunities for Loch Garry. Claire Flanagan-Smith asked all attendees to introduce themselves, explain their role and what resolution they would like to see. The common resolution responses included sustainability, affordability, equitable, fairness and reasonable solutions.

Some attendees disclosed that they were also members of the Loch Garry Reference Committee to revise the Loch Garry Operating Rules.

2. Overview of the Loch Garry Future Services Strategy - Claire Flanagan-Smith

Claire Flanagan-Smith referred to the principles of conduct and reiterated that the CRG is expected to operate in alignment with the guiding principles and support a collaborative approach through various actions.

There was a general discussion in relation to what can be discussed with non-members of the CRG. These comments were acknowledged and the CRG resolved that the general approach is that issues (subject to confidentiality) and decisions could be discussed. However, the CRG agreed that no members will speak publicly on behalf of the CRG without first speaking to the GMW team, As per the Terms of Reference. In addition no commitments will be made on behalf of the CRG by CRG Members to non-members, and this item would be discussed in further detail under the Terms of Reference (Item 4). Further, the CRG agreed that matters that are expressly noted as confidential will not be discussed beyond the CRG.

3. Loch Garry Future Services Strategy – Steven Abbott

Steven Abbott advised that the intent of the Loch Garry Future Services Strategy ("Strategy") is to first of all develop options for the future service, infrastructure and management of Loch Garry and establish a long term sustainable model that will be implemented over time.

Steven Abbott advised that development of the Strategy will apply an evidence based approach over two stages. The first stage is options identification and development and the second stage is establishing a preferred way forward as the Future Service Strategy.. All options are on the table at this point in time.

Members provided feedback that the objectives of the project appear to not adequately cover infrastructure, transparency about the current structure and the need for a holistic flood study that considers the broader context, not just Loch Garry. It was confirmed by GMW and RMCG that these matters are implied across all of the objectives and will indeed be covered by the scope of the project. It was requested that a detailed Terms of Reference for the Flood Study be provided at then next

meeting (**action for GBCMA**) and suggested that the Campaspe Shire Council be included as in the CRG (**action for RMCG**).

It was also suggested that the items from the List of Recommendations from the Loch Garry Reference Committee be included in the papers for the CRG Members who were not also part of the Loch Garry Reference Committee. The recommendations will be included in the papers for the next CRG (**action for Rhiannon Bradshaw**)

GMW will work with RMCG to determine appropriate milestones and it is intended that an options report will be completed by RMCG by the end of May 2024 and that a preferred option will be selected and a clear pathway/roadmap by the end of 2024.

4. **Terms of Reference - Claire Flanagan-Smith**

Claire Flanagan-Smith referred to the Terms of Reference and confirmed that the purpose of the Terms of Reference is to outline the roles, responsibilities and principles of conduct for the CRG.

The CRG is a non-statutory advisory group and a not a decision-making body. The function of the CRG is to provide local perspectives on opportunities and challenges for the future service state of Loch Garry. The CRG is not a committee of management for Loch Garry and the Terms of Reference may be amended in writing from time to time. Each member of the CRG is required to comply with the Terms of Reference.

Claire Flanagan-Smith reiterated the roles, responsibilities and principles for CRG Members, Independent Facilitator, GMW and the Project Team.

There was a discussion relating to future meetings of the CRG. There were no objections to future meetings being held at GMW offices. All members who are apologies will receive a copy of the Minutes from the meeting and a phone call. The project team will endeavour to circulate Minutes within one week following the meetings however this may be up to weeks. It was also suggested to provide a copy of the Minutes to Campaspe Shire Council with an invitation to join the CRG.

In relation to Confidentiality, it was noted that Sections 79(2) & (3) and 81(1)(c) of the *Public Administration Act 2004* applies as if Members are directors of a 'public entity' and information must not be used for purposes other than those of the CRG, for personal gain of any kind or to further activities or purposes of any association, group or organisation of which a CRG Member may be a member of, affiliated with, employed by or represent. If a Member is in doubt of what is considered confidential, they should seek clarification from GMW. In relation to paragraph 2, it was agreed that the word "confidential" be added to the first line between the words "all" and "documents". (**Action for Rhiannon Bradshaw**)

Claire Flanagan-Smith informed the CRG of the requirement to declare all conflicts of interest and called for any declarations to be made upfront. Conflicts declared included the landholdings of the Members, current Council members, previous political membership and previous committee memberships which will influence discussions and decisions. A conflict of interest register will be maintained and all Members are expected to declare conflicts of interest as they arise (**action for Rhiannon Bradshaw**).

CRG Members must not communicate externally, including journalists, media or Members of Parliament, on matters related to the CRG unless approved by GMW.

The CRG must comply with the *Privacy and Data Protection Act 2014* and the *Freedom of Information Act 1982*.

5. Issues and Opportunities - Claire Flanagan-Smith

Claire Flanagan-Smith called upon the Members to raise any key issues and opportunities. Common responses included financial, services, structure and levee bank system, community expectations, revenue base and beneficiaries.

There was a discussion relating to the process regarding the Options Report. RMCG will work with GMW and document options already available. RMCG will then write a report for GMW which is expected in May, but there will be no final solution by May. The CRG will have the opportunity to add to the report at the April meeting. The Members were concerned that input is required from the CRG prior to the April meeting and suggested that an interim meeting would be useful.

There was a request for flood study information to be provided to inform the CRG before reaching the final proposal. GBCMA will provide information to assist with understanding (**action for GBCMA**).

Josh Lewis left the meeting prior to the meeting closing to attend another meeting.

Louise Mitchell left the meeting at 12:07pm to attend another meeting.

6. Next Steps - Claire Flanagan-Smith

RMCG and GMW will discuss the possibility of an interim meeting prior to the second meeting scheduled for April 2024. It is proposed that the April meeting will be a detailed workshop with a focus on developing options, but there will be no final decision made at the April meeting.

The meeting closed at 12:12pm.

Meeting Action List

Meeting Number	Item Number	Content and Description	Action Outcome	Responsible	Due Date	Status
1	3	Detailed Terms of Reference for the proposed Flood Study to be provided at next meeting		Guy Tierney (GBCMA)		
1	3	Campaspe Shire Council be invited to join CRG		RMCG		
1	3	List of Recommendations from Loch Garry Reference Committee be included in papers		Rhiannon Bradshaw (GMW)		
1	4	Amended paragraph 2 in relation to Confidentiality to add the word "confidential" be added between the words "all" and "documents".		Rhiannon Bradshaw (GMW)		
1	4	Conflict of Interest Register		Rhiannon Bradshaw (GMW)		
1	5	Modelling to be provided to assist with informing CRG	See below links provided	Guy Tierney (GBCMA)		

Rural Levee Assessment link from the GBCMA publication page:

[Rural Levee Assessment Report.pdf \(gbcma.vic.gov.au\)](https://www.gbcma.vic.gov.au/publications/published_documents/floodplain#Lower%20Goulburn%20Floodplain%20Rehabilitation%20Scheme)

Also, a further 11 reference documents can be found under Lower Goulburn tab:

https://www.gbcma.vic.gov.au/publications/published_documents/floodplain#Lower%20Goulburn%20Floodplain%20Rehabilitation%20Scheme