

# **ATTACHMENT TO AGENDA ITEM**

Ordinary Meeting

17 February 2015

|                         |  |            |
|-------------------------|--|------------|
| <b>Agenda Item 15.1</b> | <b>Councillors Community Interaction and Briefing Program</b>  |            |
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## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

*Briefings or meetings involving one or more Council officers and four or more councillors and meetings of advisory committees of which at least one councillor is a member are assemblies of councillors, as defined in the Local Government Act 1989 and must be properly recorded. An electronic copy of that record saved in the TRIM folder "Assemblies of Councillors" (folder 37/208/0011) and recorded on the Register M09/3170.*

Name of meeting: **RiverConnect Implementation Advisory Committee**

Date of meeting: **Wednesday 10 December 2014**

### Attendees

Councillors: Cr Dennis Patterson, Cr Jenny Houlihan

Staff: Greg McKenzie, Renee Ashmore, Bonny Schnorrenberg. (Maree Glasson, Geraldine Christou – Guests)

### Matters discussed

1. Council Tourism Presentation
2. Draft RiverConnect Paths Master Plan
3. Memorandum of Understanding

### Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
| Nil        |  |                                       |

*[Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]*

**MINUTES****Greater Shepparton Positive Ageing Advisory Committee**

Friday 8 August 2014

12 noon until 2pm

**Present:** Terri Wyatt, Lisa McIlpatrick, Christine Wilson, Peg Newman, Jim Woods, Kevin Geary, Tony Bell, Jeannette Doherty, Cr Fern Summer, Dean Walton, Terri Wyatt, Kendall Grace (Team Leader Positive Ageing), Louise Dwyer (Access and Inclusion Officer)

**Chairperson this meeting:** Terri Wyatt

**Apologies:** Albert Kellock

| Item | Description  | Outcomes   |
|------|--|--|
| 1.   | <b>a) Welcome / Apologies</b><br><b>b) Declaration:</b> Any conflict of interest in any matters on this agenda to be declared here.                      | a) Christine welcomed all members of the PAAC<br>Louise broke the news of Eric Farrow's passing overnight. Christine acknowledged the great work, passion and commitment Eric had shown not only in this committee but also to the community and he will be greatly missed.<br>b) Nil conflict of interest raised by members.  |
| 2    | <b>Previous Minutes July 2014</b>  | Previous Minutes of July 2014 read and confirmed<br>Moved: Kevin Seconded: Terri   |
| 3.   | <b>Business Arising/Outstanding Items</b><br>a) Aquamoves survey<br><br>b) In-home health checks<br><br>c) BBQ to raise awareness for WEAAD for November | a) Kendall has created a survey in partnership with Aquamoves and COTA. Kendall distributed the survey amongst PAAC members. The survey will also be distributed via the Home and Community Care (HACC) newsletter and local service providers<br>b) Kendall enquired into in-home health checks. GVGP's cannot force GP's to conduct in-home health checks. This decision is up to each Medical Practice.<br>c) Date for the BBQ to raise awareness about World Elder Abuse Awareness Day is now scheduled for Friday 14 November. All members are expected to attend this day – it is also a scheduled PAAC meeting day however a meeting will not be held, the BBQ will take its place. |
| 4.   | <b>Correspondence Outgoing – Nomination for National Disability Awards</b>   | Louise informed the PAAC members that Greater Shepparton City Council was nominated for its advocacy role in relation to Eric's Disability Discrimination Case against V/Line which was submitted to the Human Rights Commission.  |

| Item | Description                         | Outcomes  |
|------|-------------------------------------|---|
| 5.   | Feedback from each committee member | <p><b>Dean</b></p> <ul style="list-style-type: none"> <li>• Apology for not being at the past few meetings</li> <li>• Spoke about future information session next week on residential aged care packages. These are held in Shepparton and other towns.</li> <li>• Dean also reported he has been very busy recently with the NAIDOC week</li> </ul> <p><b>Alfred</b></p> <ul style="list-style-type: none"> <li>• Apologised for missing a couple of meetings</li> <li>• Reported that a Master Plan is being developed to address issues and concerns in the Tatura Community. These include audits on footpaths etc</li> <li>• Briefly spoke about progression of the proposed bike path which will connect Shepparton to Tatura. Minimal signage has been installed. There are still discussions with VIC Rail over a crossing point.</li> <li>• Concerned about the V/Line bus service which didn't turn up two days in a row and left passengers stranded in Tatura</li> <li>• Alfred questioned what surveys are conducted to retrieve data to see who travels to Seymour to catch the train. There are a lot of people who travel from Shepparton, Tatura etc to catch a connecting train at Seymour to get to Melbourne.</li> <li>• Louise will investigate this and report back to the PAAC and the next meeting.</li> </ul> <p><b>Kevin</b></p> <ul style="list-style-type: none"> <li>• Kevin has been very busy hand delivering the PAAC Senior's directory to local organisations and community groups</li> <li>• Raised a tripping hazard on a footpath to Council. This has been placed on Council's Merit system to be repaired</li> </ul> <p><b>Cr Summer</b></p> <ul style="list-style-type: none"> <li>• Questioned what discounts are offered to Pensioners at Aquamoves.</li> <li>• Fern suggested the PAAC/Council commemorate Eric's achievements. Kendall/Louise will follow up with Council as Eric was on a couple of committees within Council.</li> <li>• Fern also reported on the "Shepparton on Show' at Parliament House recently. This was a great example of bring the Country to the City. Showcasing some of our best which includes produce, wines, cider, music etc. A great impact</li> </ul> |

| Item | Description                                 | Outcomes   |
|------|---|--|
| 5    | Feedback from each committee member cont... | <p>on the 'VIP' within State and Federal Government</p> <p><b>Tony</b></p> <ul style="list-style-type: none"> <li>• Discussion about bulk billing in doctor's surgery, medical treatment and procedures such as scans, E.C.G.s etc. Tony suggested ask doctor if they bulk bill for these procedures.</li> </ul> <p><b>Lisa</b></p> <ul style="list-style-type: none"> <li>• Recently attended an information session presented by Dieticians, Occupational Therapists and Physiotherapists at Community Health @ G Health (Old Hunters Building on Corio Street)</li> <li>• A great session for service providers to explain how important good nutrition is and how it impacts on your health</li> <li>• Nutrition can impact on activities of daily living, socialisation, health and well-being and wound healing</li> <li>• Suggestion to have a similar forum/information session for consumers. Kendall will contact Rural Allied Health and investigate the possibility.</li> </ul> <p><b>Terri</b></p> <ul style="list-style-type: none"> <li>• Reported she has volunteered to work with a Uniting Church group on language communication with our local migrant community especially the older women.</li> <li>• Terri also reported that she has volunteered to give training for volunteers to undertake Safe Food Handling within U3A.</li> </ul> <p><b>Peg</b></p> <ul style="list-style-type: none"> <li>• Highly recommended MI Kitchen Catering in Shepparton. A great variety of frozen, fresh and packaged meals. Very tasty and great value for money. A great way to ensure nutrition is maintained in a convenient way.</li> </ul> <p><b>Jeanette</b></p> <ul style="list-style-type: none"> <li>• Apologised for missing recent meetings</li> <li>• Promoted travellers who catch train at Seymour try to catch the Albury Service to and from Melbourne. This is an express train and the train carriages are more comfortable to travel in.</li> </ul> <p><b>Jim</b></p> <ul style="list-style-type: none"> <li>• It has been reported to Jim from a community member that older people are finding it difficult to read the numbers on the EFTPOS machines at counters. Older people often need to ask the</li> </ul> |

| Item | Description   | Outcomes   |
|------|---|--|
|      |   | <p>'checkout operator' to assist by entering their confidential pin number. This is concerning as the signature option has now been removed and all users must use a pin number.</p> <ul style="list-style-type: none"> <li>• Jim spoke about a local organisation called the VIEW club. Louise will look into it and report back to the PAAC next meeting.</li> </ul>   |
| 6.   | <p><b>Regular Group Updates</b></p> <p>a) Community Safety</p> <p>b) U3A</p>      | <p><b>a) Community Safety</b><br/>Louise asked the PAAC if there were any volunteers to represent the PAAC on the Community Safety Committee. Both Dean and Jeanette showed interest. Louise will follow up with Council's Community Safety Officer.</p> <p><b>b) U3A</b><br/>U3A is still going well. Committee recently signed a 5 year lease – with the option of two extensions of 5 years. Recent presentation from GV Community Energy promoting the 'Power Down' project. Also Karen Kilgour recently presented to U3A about progress of the Botanical Gardens.</p>   |
| 7.   | <p><b>General Business</b></p> <p>a) Senior's Forum – 15 October 2014</p>         | <p><b>a) Senior's Forum - Kendall reported;</b></p> <ol style="list-style-type: none"> <li>i. Kendall reported currently there are 32 stall holders booked in to attend the Seniors' Forum</li> <li>ii. There is a draft agenda with 8 organisations requested to present for 15 minutes each to the attendees.</li> <li>iii. PAAC members will be allocated organisations to 'look after' on the day</li> <li>iv. RSVP's will be required for catering purposes</li> <li>v. Further information will be available at the next meeting</li> <li>vi. If any PAAC member has suggestions of groups who may wish to be part of this forum, please contact either Kendall or Louise</li> </ol> |
| 8.   | <p><b>Next meeting:</b><br/>Friday 12<sup>th</sup> of September<br/>12pm- 2pm</p> |  |

## Greater Shepparton Disability Advisory Committee Minutes 1.00pm Friday 22 August 2014

**Chairperson:** Brian Oehm      **Note Taker:** Louise Dwyer

**In attendance:** Tony Bell, Tiny Harrison, Sharon Sellick, David Harcoan, Cr Fern Summer, Bryan Oehm, Louise Dwyer (Access & Inclusion Officer)

**Apologies:** Leah Ross, Amanda Tingay, Barry Kruse, Kendall Grace, Bernie Ezeokoli

| Item No. | Description   | Action   |
|----------|---|--|
| 1.       | <b>Welcome, introduction apologies</b>  | <b>Bryan</b>   |
| 2.       | <p><b>Assemblies of Councillors</b></p> <ul style="list-style-type: none"> <li>• Disclosures of conflict of interest</li> </ul> <p><b>Reminder:</b> Local Government rules state if there is a Councillor present at a meeting, the Councillor must disclose a conflict of interest with any items on the Agenda</p>  | <b>Nil conflict declared</b>   |
| 3.       | <p><b>Guest Speakers</b></p> <p><b>1.00pm Stephen Dowe – (Projects Engineer - Vic Roads)</b></p> <ul style="list-style-type: none"> <li>• Stephen discussed a proposed major project which Vic Roads is working with Council to deliver.</li> <li>• The project involves the intersection at Doyles and Benalla Road (Large round-a-bout near Bunnings)</li> <li>• The proposed plans include the construction of a large 50mt in diameter round-a-bout.</li> <li>• Stephen requested feedback from the DAC as to their input from a 'disability' perspective, especially about pedestrian access around the site.</li> <li>• Discussions about pedestrian access and how this can be designed to meet the needs of all user groups.</li> <li>• Points raised included; <ul style="list-style-type: none"> <li>○ Ensure warning/directional signs to be places to detour pedestrians away from danger during the construction phase</li> <li>○ Ensure accessible pedestrian access points – such as at kerb crossings at detours</li> <li>○ Round-a-bout needs to have clear sight from all user groups, including a person sitting in a wheelchair position. This includes poles, bins, trees, shrubs and other landscaping etc.</li> <li>○ Cut-throughs at medians should be 2-2.5mt wide to allow for wheelchairs to pass</li> <li>○ Provide separate facilities for pedestrians and cyclists wherever possible – prevent hazards</li> </ul> </li> </ul> | <b>Louise will continue to liaise with Stephen and feedback further detailed plans to the DAC.</b> |

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|  | <p><b>1.30pm - Steve Bowmaker – Director Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Steve addressed the DAC and gave a brief outline of the Infrastructure department and the areas he is responsible for.</li> <li>• Steve spoke about Council’s Project assessment methodology. These are consistent with the Council Plan objectives and works towards complying with universal access as per the Universal Access and Inclusion Plan</li> <li>• Process for projects to be approved through Council has been formalised. Projects are assigned scores and must address access requirements</li> <li>• Council currently use a tool – Integrated Project Manager. This tool is used by all Managers and all projects delivered must go through a process from concept – design – implementation and delivery and consider access throughout project.</li> <li>• One particular department which relies on the DAC for feedback is the Capital Projects Department</li> <li>• Some major projects planned for this financial year include; <ul style="list-style-type: none"> <li>○ Katandra West Community Centre</li> <li>○ Aquamoves – proposed renovations including car park detailed design and indoor wet and dry area change rooms</li> <li>○ Regional Sports Precinct - including overall sports precinct design and design for the small pavilion and football complex.</li> <li>○ Nixon St/Welsford St intersection – Vic Roads</li> <li>○ Public Toilet design – particularly Toolamba and Ferrari Park</li> <li>○ Maude Street Streetscape/parking/bus Interchange/Public Amenity block</li> <li>○ McLennan Street Master Planning</li> </ul> </li> <li>• Steve mentioned consultation with the DAC will be required in the near future regarding the above projects in the next few weeks/months.</li> <li>• David questioned as to the progress of the proposed toilets at Deakin Reserve. Kelli Halden had previously mentioned they would be ready for this year’s football/netball final series. Steve informed him the plans have recently gone out for tender</li> <li>• David raised the question on if the message of accessibility “goes down the ranks.” An example is during construction phase of some projects, the work site is very inaccessible for a person with a disability and lack of signage to inform pedestrians of alternate accessible routes around work sites. Two recent examples include; <ul style="list-style-type: none"> <li>○ Maude St (behind Park Lake) footpath blocked and people using wheelchairs needed to turn around and go back to intersection to cross the road</li> </ul> </li> </ul> | <p><b>Infrastructure Department will forward through plans to DAC for feedback when time arrives</b></p> <p><b>Louise will raise concerns with relevant Council staff ASAP</b></p> |
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|---------------------|--|--|
|                     | <ul style="list-style-type: none"> <li>○ On Welsford St out the front of Eastbank – concrete works on the footpath with no signage if crossing from Queens Gardens. Also a potential hazard for other pedestrians</li> <li>• David gave feedback on the poor state of the Kialla Park football oval. Very difficult to access with a wheelchair. Questioned if any plans were in place to improve the ground</li> <li>• Tiny proposed a design for vehicles to park at the end of the Maude Street Mall to Steve. Discussion was had about the concept of this design</li> </ul> <p>Bryan thanked both Stephen and Steve on behalf of the DAC for their time today and the information they shared with the committee.</p>   |  |
| 4.                  | <p><b>Adoption of previous minutes –25 July 2014</b><br/> Moved: Sharon Seconded: Tony, Carried</p> <p><b>Business arising</b><br/> <b>Parking Tatura Oval</b></p> <ul style="list-style-type: none"> <li>• Louise is continuing her discussions with staff and Tatura Football Club committee about request for parking at oval</li> </ul> <p><b>Philippine House Update</b></p> <ul style="list-style-type: none"> <li>• Amanda presented a draft plan of the proposed design. DAC members were requested to look at design and feedback any recommendations to Louise</li> <li>• Council needs to maintain heritage integrity of the buildings</li> <li>• Also needs to maintain compliance with relevant Australian Standards</li> </ul> <p><b>Murchison Museum Renovations update</b></p> <ul style="list-style-type: none"> <li>• Construction has been put on hold until new design for an accessible front entrance has been confirmed</li> </ul> <p><b>Shepparton Senior Citizen’s progress update</b></p> <ul style="list-style-type: none"> <li>• No further development at this stage</li> </ul> |  |
| 5<br>5.1<br><br>5.2 | <p><b>Correspondence:</b><br/> <b>Outgoing/Incoming</b></p> <ul style="list-style-type: none"> <li>• Thank you letter for donation – <b>deferred to next meeting</b></li> </ul> <p><b>Reports:</b><br/> <b>Parking sub-committee (PSC) verbal report given by David</b></p> <ul style="list-style-type: none"> <li>• PSC members (David and Tiny) met at 12.00 to discuss program for 1014/1015</li> <li>• Louise had met previously with Brendan to discuss priorities</li> <li>• Louise will meet with David to also get more information about history of DAPB audit and priority lists</li> </ul>  | <p><b>Louise to meet with Brendan and go onsite to discuss options</b></p> |

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|----|--|---|
|    | <ul style="list-style-type: none"> <li>• Design of new DAPB required for Murchison Museum</li> <li>• Discussion about new DAPB requested at Kialla Park Bowling Club – near Community Centre end</li> <li>• Discussion about request for new DABP for Colliver Road in front of the shops</li> <li>• Discussion about new DAPB at Mooroopna Football Oval</li> </ul>   |   |
| 6. | <p><b>Feedback from around the table</b></p> <p><b>Tony – nil</b></p> <p><b>Sharon</b></p> <ul style="list-style-type: none"> <li>• Is currently undertaking an Auslan Course</li> <li>• Reported complaints about lift access at Village Cinema and The Sherborne Hotel</li> </ul> <p><b>Fern – nil</b></p> <p><b>Bryan</b></p> <ul style="list-style-type: none"> <li>• Questioned why some of the items during Council Meetings are not open to the public. Cr Summer explained there are processes in place and Council needs to do this sometimes to ensure they are following protocol at Council meetings</li> <li>• Questioned why the Colliver Road DAPB was not in this year's DAPB program. Louise explained that the program for this financial year was still being finalised and nothing had been decided on. There are many projects to work through and the PSC are finalising these priorities which should be ready by the next meeting.</li> </ul> <p><b>David – nil</b></p> <p><b>Tiny</b></p> <ul style="list-style-type: none"> <li>• Tiny informed the group he is on the Shepparton Trains Working Group Committee. Tiny encouraged DAC members to raise any issues or concerns they may have with the local Train service with him so he can raise at the Committee.</li> <li>• Now is the perfect time to be heard, especially concerns with may relate to disability access.</li> </ul> | <p><b>Louise to feedback to Bernie to follow up</b></p> |
| 7. | <p><b>Upcoming events</b></p> <ul style="list-style-type: none"> <li>• Seniors Forum – <b>deferred to next meeting</b>, ran out of time</li> </ul>   |   |
| 8. | <p><b>General Business</b></p> <p><b>8.1 Universal Design Conference (Sydney) - <b>deferred</b> as ran out of time to discuss</b></p> <p><b>8.2 Access Toolkit (Bernie) – Louise handed out a draft “Great Access Makes...Great Business Sense! Louise mentioned Bernie would like feedback on this draft document</b></p> <ul style="list-style-type: none"> <li>• Initial feedback was that it was too lengthy and DAC members feel that business won't read such a long document. The information needs to be scaled down.</li> </ul>   | <p><b>Louise will feedback this information to</b></p>  |

|           |  |               |
|-----------|--|---------------|
|           |  | <b>Bernie</b> |
| <b>9.</b> | <b>Next Meeting</b> – 1.00pm – 3.00pm Friday 26 September 2014<br><b>Venue</b> – Council Boardroom<br><b>Chair</b> – Bryan<br><b>Deputy Chair</b> - Sharon |               |

**MINUTES****Greater Shepparton Positive Ageing Advisory Committee**

Friday 12 September 2014

12 noon until 2pm

**Present:** Christine Wilson, Jim Woods, Kevin Geary, Tony Bell, Cr Fern Summer, Kendall Grace (Team Leader Positive Ageing), Louise Dwyer (Access and Inclusion Officer)

**Chairperson this meeting:** Christine Wilson

**Apologies:** Albert, Alfred, Jeanette, Peg, Terri

| Item   | Description   | Outcomes  |
|--------|---|---|
| 1.     | <p>a) Welcome / Apologies</p> <p>b) Declaration: Any conflict of interest in any matters on this agenda to be declared here.</p>  | <p>a) Christine welcomed all members of the PAAC.</p> <p>b) Nil conflict of interest raised by members.</p>   |
| 2      | <b>Previous Minutes August 2014</b>   | <p>Previous Minutes of August 2014 read and confirmed</p> <p>Moved: Kevin Seconded: Jim</p>   |
| 3.     | <p><b>Business Arising/Outstanding Items</b></p> <p>a) Data for train travellers on V/Line</p> <p>b) Discounts for Aquamoves for pensioners</p> <p>c) Allied Health Information Session</p> <p>d) VIEW Club</p> | <p>a) Louise will look into the data by next meeting as the Officer with the information is on leave.</p> <p>b) Aquamoves offer discounts for people who have Carer and/or Companion Cards. They also offer discounts for seniors. <b>ACTION:</b> Louise will distribute this information to members.</p> <p>c) Kendall has invited Allied Health staff from GV Health to provide information at the Senior's Expo about their work and role within the community.</p> <p>d) Louise distributed brochures explaining the Shepparton VIEW club. For further enquiries, contact details can be found on the brochure.</p> |
| 4.     | <b>Correspondence Incoming</b> – Thank you card from Farrow family  | Thank you card addressed to the PAAC for the sympathy card and flowers for Eric.  |
| 5.     | <b>Feedback from each committee member</b>  | <p><b>Cr Summer</b></p> <ul style="list-style-type: none"> <li>Fern discussed a need for driving assessments which are directed at older drivers. There seems to be different rules for different Australian States. <b>ACTION:</b> Louise to look into this further and feedback to PAAC at the next meeting</li> <li>Fern mentioned in the Council Waste Strategy,</li> </ul>   |
| 5 cont | <b>Feedback from each committee member cont...</b>  |   |

| Item | Description  | Outcomes  |
|------|--|---|
|      |  | <p>there is provision for people who live with a disability, or who are frail aged to request assistance with their waste collection. This may be taking their bins out to the kerbside for pickup. Community are encouraged to contact Council if they require assistance or further information.</p> <p><b>Jim</b></p> <ul style="list-style-type: none"> <li>• Jim returned completed Aquamoves surveys</li> <li>• Jim also suggested an extra car park along Marungi Street near the laneway. <b>ACTION:</b> Louise will investigate this further and feedback to the PAAC at the next meeting.</li> </ul> <p><b>Kevin</b></p> <ul style="list-style-type: none"> <li>• Kevin also has returned completed surveys. Has distributed them to his networks and neighbours.</li> </ul> <p><b>Tony</b></p> <ul style="list-style-type: none"> <li>• Discussion continued about 'P-plate drivers and seniors who drive – they are more susceptible to accidents. Interesting to do a cost analysis (if possible) on the economic effect.</li> </ul> <p><b>Christine</b></p> <ul style="list-style-type: none"> <li>• Christine also returned completed Aquamoves survey.</li> <li>• Christine also showed PAAC members the current Senior's Card Magazine.</li> </ul> |
| 6.   | <p><b>Regular Group Updates</b></p> <p>a) Community Safety</p> <p>b) U3A</p>                 | <p><b>a) Community Safety</b> – no report as no recent meeting</p> <p><b>b) U3A</b><br/>U3A is still going well. Planning for the Senior's Forum.</p>   |
| 7.   | <p><b>Guest Speaker</b><br/><b>1.30pm</b> – Belinda Collins<br/>Community Safety Officer</p> | <ul style="list-style-type: none"> <li>• Belinda spoke about the DRAFT Community Safety Strategy 2014-2017.</li> <li>• Council would like feedback on this DRAFT as is about to commence consultation with the community in order to do this.</li> <li>• Belinda also spoke of a volunteer service called 'Telecross.' This service engages volunteers to call people who live alone to check they are ok. Council's Volunteer Strategy will have more information about this service and this will be available.</li> </ul>  |

| Item | Description   | Outcomes   |
|------|---|--|
| 8.   | <b>General Business</b><br>a) Senior's Forum – 15<br>October 2014 | <b>a) Senior's Forum - Kendall reported;</b> <ol style="list-style-type: none"> <li>i. Kendall reported currently there are 39 stall holders.</li> <li>ii. Suggestion for PAAC members to have a fluro vest and they wear their name badges so they stand out</li> <li>iii. Kendall is finalising the flyer and requested feedback on the draft</li> <li>iv. Feedback received from around the table and changes will be made and flyer will be distributed next week.</li> <li>v. Agenda will available on the day</li> <li>vi. Cr Fern Summer will open the Senior's Expo</li> </ol> |
| 9.   | <b>Next meeting:</b><br><b>Monday 6 of October</b><br>12pm- 2pm   | <b>Please note change of date for the next meeting</b>   |

## **Greater Shepparton Disability Advisory Committee Minutes**

**1.00pm Friday 26 September 2014**

**Chairperson:** Brian Oehm

**Note Taker:** Louise Dwyer

**In attendance:** Tony Bell, Tiny Harrison, Sharon Sellick, David Harcoan, Cr Fern Summer, Bryan Oehm, Leah Ross, Barry Kruse, Louise Dwyer (Access & Inclusion Officer) Kendall Grace (Team Leader Positive Ageing) Bernie Ezeokoli (Rural Access Officer)

**Apologies:** Amanda Tingay, David Harcoan, Sharon Sellick,

| Item No. | Description  | Action                       |
|----------|--|------------------------------|
| 1.       | <b>Welcome, introduction apologies</b>   | <b>Bryan</b>                 |
| 2.       | <b>Assemblies of Councillors</b> <ul style="list-style-type: none"> <li>• Disclosures of conflict of interest</li> </ul> <b>Reminder:</b> Local Government rules state if there is a Councillor present at a meeting, the Councillor must disclose a conflict of interest with any items on the Agenda   | <b>Nil conflict declared</b> |
| 3.       | <b>Guest Speakers</b><br><br><b>2.00pm Paul Elshaugh – (Team Leader Active Living)</b> <ul style="list-style-type: none"> <li>• Paul spoke about a current project. This is the Bike Shelter proposed for the front of Aquamoves (Tom Collins Drive – Shepparton)</li> <li>• Paul showed detailed proposed plans and requested feedback from the DAC.</li> <li>• Paul explained there were not steps to the structure, adequate door width, would cater for up to 26 bikes.</li> <li>• Structure would be fitted out with hooks and racks to store the bikes safely</li> <li>• Feedback as follows; <ul style="list-style-type: none"> <li>○ Suggest signage for use of facility</li> <li>○ Suggest that motorised mobility scooters are not permitted as these vehicles take up a lot of room and due to limited circulation space once the bikes are in storage, this may cause concern for peoples bikes being damaged – signage directing an alternate place for parking of mobility scooters within the facility.</li> <li>○ Suggestion from DAC member that most people who use wheelchairs and transfer to a cycle would do this either at home or their vehicle – low possibility of needing storage for hand-cycle or wheelchair in the structure.</li> </ul> </li> </ul> <p>Bryan thanked Paul on behalf of the DAC for their time today and the information he shared with the committee.</p> |                              |
| 4.       | <b>Adoption of previous minutes –22 August 2014</b><br>Moved: Tiny Seconded, Cr Summer Carried<br><br><b>Business arising</b><br><br><b>Philippine House Update</b> <ul style="list-style-type: none"> <li>• Louise is continuing to work with designer and project manager to finalise designs to incorporate access to premises</li> </ul> <p>Agenda - Ordinary Council Meeting – 17 February 2015</p> <b>Murchison Museum Renovations update</b>  | - 681 -                      |



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|   | <ul style="list-style-type: none"> <li>Construction is about to recommence as a new design has been approved to meet Access to Premises Standards.</li> </ul>   |  |
| <p><b>5</b></p> <p><b>5.1</b></p> <p><b>5.2</b></p> | <p><b>Correspondence:</b></p> <p><b>Outgoing/Incoming</b></p> <ul style="list-style-type: none"> <li>Thank you letter for donation – Bernie reported a thankyou letter was received from the donation from the Rural Access Program towards Deaf Access. Money raised was from Auslan Course fees.</li> </ul> <p><b>Reports:</b></p> <p><b>Parking sub-committee (PSC) verbal report given by Barry</b></p> <ul style="list-style-type: none"> <li>Barry reported on the PSC meeting and presented the DAPB Program report to the DAC.</li> <li>Louise met onsite with Brendan Walsh to discuss options for accessible parking around Mooroopna Football oval. Need more information from Barry Kruse and community member who raised request to know of preferred location.</li> </ul> <p><b>Safer Community Advisory Committee update</b></p> <ul style="list-style-type: none"> <li>Would like another volunteer to join Sharon as a representative from the DAC.</li> <li>Tiny is happy to represent the DAC on this Advisory Committee and feedback progress and reports</li> </ul>  |  |
| <p><b>6.</b></p>                                    | <p><b>Feedback from around the table</b></p> <p><b>Fern</b></p> <ul style="list-style-type: none"> <li>Questioned as to whether a client from Kyabram is able to attend events in the Greater Shepparton which are organised by the DAC.</li> <li>Louise explained the community events are open to all Community members, families and visitors to the area, especially the International Day of a Person with a Disability.</li> </ul> <p><b>Leah</b></p> <ul style="list-style-type: none"> <li>Leah has been very busy with ConnectGV with recent management change in Alexandra. (Day Service/Home Support)</li> <li>Connect GV also very busy with recent Street Light Project. Staff and clients have been working very hard on this wonderful community project removing the recycling the existing lighting components.</li> <li>It has provided many benefits which include; <ul style="list-style-type: none"> <li>Provided a meaningful activity for staff and clients</li> <li>Reduced land fill</li> <li>Income from selling components (metals and plastics)</li> <li>Working well with Footwaste who has transported materials at no costs to ConnectGV.</li> </ul> </li> </ul> |  |

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|    | <p><b>Noela</b></p> <ul style="list-style-type: none"> <li>• Raised concern about the lack of adequate seating at Deakin Reserve, especially around the netball courts.</li> <li>• If this venue is to host finals, especially the grand finals of large sporting events, the seating needs of the spectators need to be met.</li> <li>• There is also lack of adequate for seating for people with disabilities in this area.</li> </ul> <p><b>Kendall – nil</b></p> <p><b>Tony</b></p> <ul style="list-style-type: none"> <li>• Tony questioned the need for such a large round-a-bout proposed at the Benalla/Doyles road intersection.</li> <li>• It was decided that VIC Roads were the investigation authority into this design and the decision may be more appropriate if left in the hands of the traffic engineers who work at Vic Roads.</li> </ul> <p><b>Bernie</b></p> <ul style="list-style-type: none"> <li>• Bernie attended the National Homeless Conference recently.</li> <li>• An increase in older people who are facing homelessness</li> <li>• More work needs to be done to assist people to stay in their homes and current housing</li> <li>• People living with a mental health condition are finding themselves in this situation more often than others in the community.</li> <li>• Service coordination needs to improve</li> <li>• Auslan Classes for level 1 and 2 have now completed.</li> </ul> <p><b>Tiny</b></p> <ul style="list-style-type: none"> <li>• Tiny informed the group he is on the Shepparton Trains Working Group Committee. Tiny encouraged DAC members to raise any issues or concerns they may have with the local Train service with him so he can raise at the Committee.</li> <li>• There is an opportunity to go on the website and give feedback about trains in this area.</li> <li>• Looking to propose an upgrade the Shepparton Railway Station – encourage DAC to feedback on this as well.</li> <li>• Jeanette Powell is the Chairperson of this group.</li> <li>• Tiny also feedback on the social ‘Communication’ meetings he has with Karen Oswald. This group is a small but very effective, social group. People with communication difficulties are encouraged to attend. Group is working well.</li> </ul> <p><b>Barry - nil</b></p> | <p><b>Louise will pass on feedback to relevant Council staff.</b></p> <p><b>Louise to send out a link to the website for feedback.</b></p> |
| 7. | <b>Upcoming events</b>  |  |

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|                          | <p><b>Seniors Forum</b></p> <ul style="list-style-type: none"> <li>• Kendall reported that on Wednesday 15 October, the Positive Ageing Advisory Committee is hosting the inaugural Senior Forum/Expo.</li> <li>• Approximately 40 stall holders have booked a site for the event</li> <li>• This will be a great opportunity for seniors, carers and family members along with the general community to find out what services are available within our region.</li> <li>• RSVP required as light lunch will be catered on the day.</li> <li>• 8 presenters will be showcasing their organisation for the day followed by a networking opportunity between 1.00 – 3.00pm to visit each stall.</li> </ul>   |   |
| 8.                       | <p><b>Universal Access and Inclusion Plan (UAIP)</b></p> <ul style="list-style-type: none"> <li>• Louise is working through to UAIP and developing a report to present to Council on the progress of the UAIP</li> <li>• Overall, the actions within the report are being met according to the timelines and many items have already been achieved which is pleasing.</li> <li>• The DAC are encouraged to continue to look at the Plan and raise concerns or queries during meetings as they arise.</li> </ul>   | <p><b>Louise to work towards finalising the report for Council.</b></p> |
| 9.<br><br>9.1<br><br>9.2 | <p><b>General Business</b></p> <p><b>Changing Places</b></p> <ul style="list-style-type: none"> <li>• The State Government are funding 6 Changing Places throughout Victoria. 3 are earmarked for the Melbourne Zoo, Rod Laver Arena and the MCG</li> <li>• There is a campaign for Shepparton to be one of the other 3 locations to have one of these facilities funded.</li> <li>• Louise encouraged DAC members to vote for Shepparton to be one of the recipients for a 'Changing Places' facility.</li> </ul> <p><b>International Day of a Person with a Disability (IDPwD)</b></p> <ul style="list-style-type: none"> <li>• Planning has commenced for IDPwD</li> <li>• DAC welcome to attend in the planning stage</li> <li>• Louise will send out invitation to interested DAC members</li> </ul> <p><b>Universal Design Conference (Sydney)</b></p> <ul style="list-style-type: none"> <li>• Louise recently attended this conference in Sydney in August.</li> <li>• Very informative forum which ran over 2 days and many great ideas and programs are running throughout the Nation</li> <li>• Louise will promote universal design across Council.</li> <li>• Focus is not just on a person living with a disability but also; <ul style="list-style-type: none"> <li>○ Parents with prams</li> <li>○ Carers of people living with a disability</li> <li>○ Our ageing population and needs of community</li> </ul> </li> </ul> | <p><b>Invite DAC to next IDPwD Steering Committee</b></p>               |

- Delivery man (with trolley)
- Needs of children within the community
- Etc....

#### **DAC Membership renewal**

- The term is up for retiring DAC members
- Louise will liaise with Council's communication department and start to organise relevant media and expression of interest to the community and disability Service organisation.
- Retiring DAC members are encouraged to reapply
- Louise made note it would be great to see representation from our younger generation who live in our community – such as children living with a disability.
- Louise suggested having a 'student' from Verney Road School to participate in meetings??

#### **Communication Access Symbol**

- Louise informed the DAC that Council's Customer Service area in Welsford Street has recently been awarded the Communication Access Symbol after they passed an audit by a Communication Assessor.
- A great effort by the staff at Council who had to undertake relevant training on communication, which also includes regular National Relay Service Training.
- Staff at Aquamoves is currently going through the audit process for their customer service centre.

#### **Access Toolkit**

- Bernie requested feedback form the DAC in relation to the Draft document which was distributed during last months; meeting.
- Many DAC members had not had the opportunity to read the document at present.
- A suggestion was for the DAC members to approach business owners
- There were mixed feelings during the meeting as some DAC members didn't feel comfortable/confident to do this.
- Bernie requested feedback in relation to the document by the next DAC meeting.
- Suggestion for Bernie to meeting with the Shepparton Show Me Committee and promote Disability Access through those sources.

**10. Next Meeting – 1.00pm – 3.00pm Friday 24 October 2014**  
**Venue – Council Boardroom**  
**Chair – Sharon**  
**Deputy Chair - Tony**

**MINUTES****Greater Shepparton Positive Ageing Advisory Committee**  
**Monday 6 October 2014**  
**12 noon until 2pm**

**Present:** Christine Wilson, Jim Woods, Kevin Geary, Tony Bell, Margaret (Peg) Newman, Terri Wyatt, Kendall Grace (Team Leader Positive Ageing), Louise Dwyer (Access and Inclusion Officer)

**Chairperson this meeting:** Christine Wilson

**Apologies:** Lisa, Jeanette, Albert

| Item | Description   | Outcomes  |
|------|---|---|
| 1.   | <b>a) Welcome / Apologies</b><br><b>b) Declaration:</b> Any conflict of interest in any matters on this agenda to be declared here. | a) Christine welcomed all members of the PAAAC<br>b) Nil conflict of interest raised by members.  |
| 2    | <b>Previous Minutes August 2014</b>   | Previous Minutes of August 2014 read and confirmed<br>Moved: Terri Seconded: Kevin<br><i>All in favour</i>  |
| 3.   | <b>Business Arising/Outstanding Items</b><br>a) Aquamoves - Discounts<br>b) Driving assessments<br>c) Marungi Street Parking        | a) Peg - VIC (weekends) Homeless are requesting assistance 24/7. <b>ACTION:</b> Kevin will follow up with St Vincent de Paul and bring info to next meeting. Info over weekends.<br>b) Terri - Senior drivers – testing over a certain age. John Weinert will be at Seniors Expo (15/10), media on bandwagon when older person is involved in a vehicle accident. Not as much focus on the age of the driver when it is not an older driver involved. John – PAAC meeting Agenda TBC confirmed what role he does.<br>c) Jim – Elderly people – falls. <ul style="list-style-type: none"> <li>- Hakea Tarcoola</li> <li>- Fell and hurt herself in High Street</li> <li>- Lip in the footpath, legally blind</li> <li>- (Nancy Fraser) Hakea Village, up near Pinch Salt, Fryers Street, in wheel chair few days, black eye.</li> </ul> <b>ACTION</b> – Louise will follow up within Council |
| 4.   | <b>Correspondence Incoming – Nil</b>  |   |

| Item                | Description  | Outcomes   |
|---------------------|--|--|
| 5.<br><br>5<br>cont | Feedback from each committee member<br><br>Feedback from each committee member cont...                                     | <p><b>Cr Summer</b></p> <ul style="list-style-type: none"> <li>• Fern discussed a need for driving assessments which are directed at older drivers. There seems to be different rules for different Australian States.<br/><b>ACTION:</b> Louise to look into this further and feedback to PAAC at the next meeting</li> <li>• Fern mentioned in the Council Waste Strategy, there is provision for people who live with a disability, or who are frail aged to request assistance with their waste collection. This may be taking their bins out to the kerbside for pickup. Community are encouraged to contact Council if they require assistance or further information.</li> </ul> <p><b>Kevin</b></p> <ul style="list-style-type: none"> <li>• walking to lose weight, 38 McDonald Street – height, over footpath/road,</li> <li>• 24 Annerley Ave Shepparton</li> </ul> <p><b>Tony</b></p> <ul style="list-style-type: none"> <li>• Positive Ageing (Personal Experience): diary totally necessary, write in and look at it, spread 'knowledge' of diary to others to help keep connected.</li> </ul> <p><b>Christine</b></p> <ul style="list-style-type: none"> <li>• Holes in roads: Verney Road, opposite end of Ryeland Drive towards Ford Road, road reserve.</li> </ul> |
| 6.                  | <p><b>Regular Group Updates</b></p> <p>a) Community Safety</p> <p>b) U3A</p>   | <p>a) <b>Community Safety</b> – Feedback</p> <p>b) <b>U3A</b><br/>Social morning tomorrow morning, going very well and busy.</p>   |
| 7.                  | <p><b>General Business</b></p> <p>a) Senior's Forum – 15 October 2014</p> <p>b) World Elder Abuse Awareness BBQ - Mall</p> | <p>a) <b>Senior's Forum - Kendall reported;</b></p> <ol style="list-style-type: none"> <li>i. Friday's Shepp News</li> <li>ii. 150 people to date, 40 community members booked in</li> <li>iii. 41 stalls – good networking opportunities</li> <li>iv. Cr Fern Summer will do welcoming opening address</li> <li>v. PAAC responsibility</li> <li>vi. Application</li> <li>vii. Fluro Vests</li> </ol>  |

| Item | Description   | Outcomes  |
|------|---|---|
|      |   | <ul style="list-style-type: none"> <li>viii. RSVP Next Monday (13/10/2014) Tony a apology as will be away</li> <li>ix. Kendall has completed a huge amount of work – well done to Kendall</li> <li><b>b) World Elder Abuse Awareness BBQ – Kendall reported;</b> <ul style="list-style-type: none"> <li>x. 14 November 2014</li> <li>xi. BBQ in the Maude Street Mall</li> <li>xii. Need to organise Flyer to send out, sausages and Elder Abuse info.</li> </ul> </li> </ul> |
| 8.   | <p><b>Next Meeting:</b> Friday 14 November 12.00 noon-2.00pm</p> <p><b>Chair</b> – Peg Newman</p> <p><b>Deputy Chair</b> – Albert (TBC)</p> <p><b>Room:</b> Maude Street Mall</p> | Plans to have next meeting at the Mall – World Elder Abuse Awareness BBQ  |

## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillors: Cr Houlihan, Cr Patterson, Cr Adem, Cr Oroszvary, Cr Polan, Cr Ryan and Cr Summer.

Staff: Gavin Cator, Steve Bowmaker, Amanda Tingay, Matthew Jarvis, Anita Bourke, Peter Sheehan and Sharlene Still (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **21 October 2014**

### Matters discussed

1. 2014/2015 September Quarter Budget Review

### Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
|            | Nil  |                                       |

*[Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]*



## Greater Shepparton Disability Advisory Committee Minutes 1.00pm Friday 24 October 2014

**Chairperson:** Tiny Harrison      **Note Taker:** Louise Dwyer

**In attendance:** Tiny Harrison, Cr Fern Summer, Bryan Oehm, Leah Ross, Barry Kruse, Noela Hill, Louise Dwyer (Access & Inclusion Officer) Kendall Grace (Team Leader Positive Ageing) Kate Montgomery (Acting Manager Neighbourhoods) Bernie Ezeokoli (Rural Access Officer) Dean Pritchett (Valley Sport)

**Apologies:** Amanda Tingay, David Harcoan, Sharon Sellick,

| Item No. | Description  | Action                             |
|----------|--|------------------------------------|
| 1.       | <b>Welcome, introduction apologies</b>   | <b>Tiny</b>                        |
| 2.       | <p><b>Assemblies of Councillors</b></p> <ul style="list-style-type: none"> <li>• Disclosures of conflict of interest</li> </ul> <p><b>Reminder:</b> Local Government rules state if there is a Councillor present at a meeting, the Councillor must disclose a conflict of interest with any items on the Agenda</p>   | <b>Nil conflict declared</b>       |
| 3.       | <p><b>Guest Speakers</b></p> <p><b>3.1 1.30 - Renee Ashmore – Draft River Connect Path Master Plan</b></p> <ul style="list-style-type: none"> <li>• Requesting feedback on the draft master plan specifically in relation to the proposed 5 new paths between Shepparton/Mooroopna</li> <li>• Council would like to meet community needs and plan is for paths to 'loop and connect' to each other.</li> <li>• Features of new path networks are to be as accessible as possible</li> <li>• Suggestions from the DAC include; <ul style="list-style-type: none"> <li>➤ Signage indicating access of path surface</li> <li>➤ Any proposed seating or drinking fountains</li> <li>➤ Signage indicating shared path – e.g. pedestrians to the left and cyclists to the right for safety.</li> <li>➤ Suggestion for bollards which light up at night for wayfinding</li> <li>➤ Signage which says 'you are here'</li> <li>➤ Suggest to have paths sealed as if paths are not maintained they limit access to wheelchairs users and prams etc due to poor condition</li> <li>➤ Suggestion to include sculptures which indicate cultural elements of the area</li> </ul> </li> <li>• Renee encouraged feedback by completing the survey which she handed out.</li> <li>• Renee thanked the DAC for the opportunity to present this project and valued the feedback from the DAC members</li> <li>• Renee to forward Louise an electronic copy of the survey for</li> </ul> | <b>Louise to distribute survey</b> |

|  | DAC members   | to DAC members |
|--|---|----------------|
| <p>3.2</p> <p>3.3</p>                      | <p><b>2.00pm Paul Elshaugh – Pool Consultation/Bike Shelter update</b></p> <ul style="list-style-type: none"> <li>• Paul spoke about the current pool consultation process/survey which is aimed specifically at Council's outdoor pools.</li> <li>• This is part of the strategy which is incorporated in to the current Council Plan.</li> <li>• These include Aquamoves, Mooroopna, Tatura and Merrigum.</li> <li>• Also includes other pools which are also supported by Council such as Murchison</li> <li>• Council would like feedback from the community about what they would like to see at these locations</li> <li>• Access in and around these pools needs to be considered.</li> <li>• Consultation is open for a month, (closes 22 November) DAC members are encouraged to respond within this time frame.</li> <li>• Paul also spoke briefly about the proposed signage of the bike shelter. Minor changes recommended to signage.</li> </ul> <p><b>2.15pm Saleem Shaikh – Shepparton Showgrounds Toilets</b></p> <ul style="list-style-type: none"> <li>• Saleem presented the draft plans for the Shepparton Showground Temporary Toilet Block at the south end of the Multi-purpose pavilion.</li> <li>• Discussion was had about moving the temporary structure further south to allow for a universal design (ramp access) which suits all user groups to the toilets. This will allow for a more dignified equitable access by all user groups accessing the toilets the same way.</li> <li>• Saleem mentioned there was limited space as an area is required for vehicle access around the facility for events such as Spring Car Nationals.</li> </ul> <p>Tiny thanked Renee, Paul and Saleem on behalf of the DAC for their time today and the information they shared with the committee.</p> |                |
| <p>4.</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> | <p><b>Adoption of previous minutes –26 September 2014</b><br/>Moved: Barry Secinded, Bryan Carried</p> <p><b>Business arising</b></p> <p><b>4.1 Murchison Museum Renovations update</b></p> <ul style="list-style-type: none"> <li>• Construction is just about complete with new ramp designed</li> </ul> <p><b>4.2 Changing Places Toilet Campaign</b></p> <ul style="list-style-type: none"> <li>• Voting has closed and just waiting to hear how Shepparton polled. Louise will update when she hears any news.</li> </ul> <p><b>4.3 DAC membership renewal</b></p> <ul style="list-style-type: none"> <li>• Expression of Interest will be advertised in the local media. Current DAC members encouraged to reapply and also think about potential new members for the next 3 years.</li> </ul>  |                |

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| <p>4.4</p> <p>4.5</p> <p>4.6</p>                                 | <p><b>Communication Access Symbol – Aquamoves</b></p> <ul style="list-style-type: none"> <li>• Aquamoves Customer Service successfully passed the assessment which was recently conducted by Scope assessors. Congratulations to staff at Aquamoves.</li> </ul> <p><b>Access Toolkit</b></p> <ul style="list-style-type: none"> <li>• Bernie requested feedback from DAC for the Access toolkit.</li> </ul> <p><b>Deakin Reserve seating at finals</b></p> <ul style="list-style-type: none"> <li>• Louise spoke to Heath Chasemore regarding concern there is not enough seating at the netball courts during the finals series. Heath advised Council is looking in to this and currently consulting with Notre Dame as there are plans to develop near this site.</li> <li>• Louise will continue to follow up with Parks and Rec department and the possibility of bringing in more temporary grand stands for the finals series to cater for large crowds at the netball games.</li> </ul> |  |
| <p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>             | <p><b>Correspondence:</b></p> <p><b>Outgoing/Incoming</b></p> <ul style="list-style-type: none"> <li>• Nil</li> </ul> <p><b>Reports:</b></p> <p><b>Parking sub-committee (PSC) verbal report given by Barry</b></p> <ul style="list-style-type: none"> <li>• Barry reported on the PSC meeting and presented the DAPB Program report to the DAC.</li> </ul> <p><b>Safer Community Advisory Committee update</b></p> <ul style="list-style-type: none"> <li>• Tiny was unable to make the last meeting – no report</li> </ul> <p><b>Shepparton Trains Working Group</b></p> <ul style="list-style-type: none"> <li>• Tiny reported there is now an early train which leaves Shepparton and arrives in Melbourne before 9am.</li> <li>• There is only one more meeting at this stage – working group may continue in to the new year</li> </ul>   |  |
| <p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> | <p><b>Feedback from around the table</b></p> <p><b>Kate – nil</b></p> <p><b>Noela - nil</b></p> <p><b>Bernie</b></p> <ul style="list-style-type: none"> <li>• Bernie distributed a hard copy survey for the Victorian State Disability Plan and encouraged DAC members to complete and return in the replied paid envelope.</li> <li>• Bernie spoke about the Williamson Scholarship which is open and eligible for people living with a disability. Up to \$12,500 available to one recipient per year.</li> </ul> <p><b>Kendall - nil</b></p> <p><b>Dean</b></p>  |  |

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| <p>6.7</p> <p>6.8</p> <p>6.9</p> <p>6.10</p> | <ul style="list-style-type: none"> <li>• Dean reported he has been working on developing an Access for All Abilities Football Team. 1<sup>st</sup> carnival was held on 3 September and players received new jumpers.</li> <li>• Currently working towards setting up a formal committee and eventually competing against other regions such as Wangaratta, Wodonga and Echuca.</li> <li>• The tri-club are interested in increasing involvement for people living with a disability in their club. Dean currently investigating whether there is interest from Mansfield autistic school.</li> </ul> <p><b>Cr Summer</b></p> <ul style="list-style-type: none"> <li>• Fern questioned when the flyers would be available for distribution to the wider community for International Day of People with a Disability (IDPwD).</li> <li>• Louise will finalise and send out by the end of next week.</li> </ul> <p><b>Barry – nil</b></p> <p><b>Bryan – nil</b></p> <p><b>Leah</b></p> <ul style="list-style-type: none"> <li>• Invited DAC members to ConnectGV's 60th Anniversary on Wednesday 29 October at 11 Bowenhall Street Shepparton</li> <li>• Leah will forward on the invitation to Louise who will distribute to the DAC</li> </ul> | <p><b>Louise to send out invite to DAC members</b></p>                  |
| <p>7.</p> <p>7.1</p>                         | <p><b>Upcoming events</b></p> <p><b>International Day People with a Disability (IDPwD)</b></p> <ul style="list-style-type: none"> <li>• 3 December 2014 at the Victoria Park Lake</li> <li>• Planning meeting have commenced and external organisations are taking place with a great crowd expected</li> <li>• Agenda/structure for the day has changed slightly. BBQ is planned to run from 12.00noon – 2.00pm and the BBQ will fire up again at 5.00pm – 6.00pm</li> <li>• Still looking in to organising a public speaker for the event. Bernie will follow up with 'Red Dust Healers'</li> </ul>  | <p><b>Bernie to follow up guest speaker for event</b></p>               |
| <p>8.</p>                                    | <p><b>Universal Access and Inclusion Plan (UAIP)</b></p> <ul style="list-style-type: none"> <li>• Louise is continuing to work through the UAIP report for Council.</li> </ul>   | <p><b>Louise to work towards finalising the report for Council.</b></p> |
| <p>9.</p> <p>9.1</p>                         | <p><b>General Business</b></p> <p><b>Travel Training</b></p> <ul style="list-style-type: none"> <li>• Louise handed out training opportunity for DAC members. Please contact Emma to register for this free training. Phone Emma on 5832 9479</li> <li>• Training is scheduled for Tuesday 25 November 9.00am – 12.00noon</li> </ul>   | <p><b>DAC to register with Emma if interested</b></p>                   |

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|            | <b>Emergency Evacuation Signage – deferred</b>   |  |
| <b>10.</b> | <b>Next Meeting – 1.00pm – 3.00pm Friday 28 November 2014</b><br><b>Venue – Council Boardroom</b><br><b>Chair – Sharon</b><br><b>Deputy Chair - Tony</b> |  |

**Record of Assembly of Councillors**

Record in accordance with section 80A(1) of the *Local Government Act 1989*

*Briefings or meetings involving one or more Council officers and four or more councillors and meetings of advisory committees of which at least one councillor is a member are assemblies of councillors, as defined in the Local Government Act 1989 and must be properly recorded. An electronic copy of that record saved in the TRIM folder "Assemblies of Councillors" (folder 37/208/0011) and recorded on the Register M09/3170.*

Name of meeting: **Women's Charter Alliance Advisory Committee Meeting**

Date of meeting: 28 November 2014.

Attendees

Councillors: Cr Houlihan

Staff: Emma Hofmeyer, Charlene Norton, ~~and~~ Kate Montgomery

Matters discussed

1. Women's Charter Alliance business.
- 2.

Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
|            | NIL.   |                                       |
|            |  |                                       |
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*[Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]*

Form can be found on InSite under Organisation Wide Templates  
 Save the completed form under Trim Classification 37/208/0011  
 Enter details of the Assembly into the Register at Trim No. M09/3170

**Greater Shepparton Disability Advisory  
Committee Minutes 1.00pm Friday 28 November 2014**  
Chairperson: Sharon Sellick      Note Taker: Louise Dwyer

**In attendance:** Tiny Harrison, Cr Fern Summer, Leah Ross, Barry Kruse, Noela Hill, David Harcoan, Tony Bell, Sharon Sellick, Louise Dwyer (Access & Inclusion Officer) Bernie Ezeokoli (Rural Access Officer)

**Apologies:** Amanda Tingay, Kendall Grace

| Item No.      | Description  | Action                       |
|---------------|--|------------------------------|
| 1.            | <b>Welcome, introduction apologies</b>   | <b>Sharon</b>                |
| 2.            | <b>Assemblies of Councillors</b> <ul style="list-style-type: none"> <li>• Disclosures of conflict of interest</li> </ul> <b>Reminder:</b> Local Government rules state if there is a Councillor present at a meeting, the Councillor must disclose a conflict of interest with any items on the Agenda   | <b>Nil conflict declared</b> |
| 3.<br><br>3.1 | <b>Guest Speakers</b><br><br><b>1.30 – Kelli Halden – Sports Precinct Project</b> <ul style="list-style-type: none"> <li>• Presented the proposal for the Shepparton Sports Precinct</li> <li>• Requested feedback in relation to universal access to proposal.</li> <li>• Feedback received as follows; <ul style="list-style-type: none"> <li>○ To provide a public toilet which will be accessible 24/7 for the general public to use. Concerns were raised that the nearest public toilet facility is currently at Queen’s Gardens</li> <li>○ Provide a ‘Changing Places’ toilet facility which includes and adult change table and hoist facility. Discussions that this will be a ‘Premier Event Location’ and needs to be accessible and inclusive to all the community and needs to meet their needs</li> <li>○ Ensure gate entrances allow for specially designed ‘competition’ wheelchairs which have ‘splayed’ wheels which make the chair very wide</li> </ul> </li> <li>• Louise to create an email, compile feedback and forward to Kelli for consideration</li> </ul> <p>Sharon thanked Kelli on behalf of the DAC for their time today and the information they shared with the committee.</p> |                              |
| 4.            | <b>Adoption of previous minutes –24 October 2014</b><br>Moved: Barry    Seconded, Leah Carried   |                              |

|  |   |  |
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| <p>4.1</p> <p>4.2</p>                                | <p><b>Business arising</b><br/><b>DAC membership renewal</b></p> <ul style="list-style-type: none"> <li>○ Applications currently open and the closing date will be extended for another week.</li> <li>○ DAC members are encouraged to nominate a prospective candidate</li> <li>○ Louise and Kendall will review applications and begin the internal appointment process once applications have all been received.</li> </ul> <p><b>Emergency Evacuation Signage</b></p> <ul style="list-style-type: none"> <li>○ Louise has been working closely with Brian Doyle (OH&amp;S) Officer to design signage to be inclusive and accessible for all user groups.</li> </ul>   |  |
| <p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> | <p><b>Correspondence:</b><br/><b>Outgoing/Incoming</b></p> <ul style="list-style-type: none"> <li>• Bernie received a letter of thanks from Vic Deaf for the donation of \$310</li> </ul> <p><b>Reports:</b><br/><b>Parking sub-committee (PSC) verbal report given by Barry</b></p> <ul style="list-style-type: none"> <li>• Barry reported on the PSC meeting and presented the DAPB Program report to the DAC.</li> <li>• Request from PSC that budget is to be allocated against each project. This will help determine the size and complexity of each project. This will also give DAC a fair idea as to whether projects are likely to occur in the financial year.</li> <li>• Concern was raised as to why the DAPB on Corio Street (in front of GV Health Pathology) has not been completed. Many complaints have been heard about people with disability unable to access the centre due to no parking facility in front of the building.</li> <li>• Council has allocated funds towards the project and GV Health and developer have also contributed funds.</li> <li>• Louise will follow up internally and Cr Summer will query at Councillor Level.</li> </ul> <p><b>Safer Community Advisory Committee update</b></p> <ul style="list-style-type: none"> <li>• There hasn't been a recent meeting to report on</li> </ul> <p><b>Shepparton Trains Working Group</b></p> <ul style="list-style-type: none"> <li>• Tiny reported there is now an early train leaving Shepparton which will get commuters into Melbourne before 9.00am.</li> <li>• Discussion over a shuttle bus option between Shepparton and Seymour. Tiny will keep advocating for this option at the</li> </ul> |  |



|            |   |   |  |
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|            | <p>meetings.</p> <ul style="list-style-type: none"> <li>• There is an open invitation for DAC members to attend a V/Line accessibility forum in Melbourne. David showed interest in attending.</li> </ul>   |   |  |
| <b>6.</b>  | <b>Feedback from around the table</b>   |   |  |
| <b>6.1</b> | <p><b>Sharon</b></p> <ul style="list-style-type: none"> <li>• Sharon received a complaint from a community member who would like to know the time/routine of the sprinklers at Victoria Park Lake. He gets wet while walking around the lake as the sprinklers water the path.</li> </ul>   | <b>Louise will follow up within Council</b> |  |
| <b>6.2</b> | <p><b>Leah</b></p> <ul style="list-style-type: none"> <li>• Notifying DAC of her last meeting as won't be available at the December/Christmas meeting.</li> <li>• Wished to congratulate the commitment from both Council and the DAC with the two way communication which has been very effective and seen great results for the community.</li> </ul>   |   |  |
| <b>6.3</b> | <b>Noela - nil</b>  |   |  |
| <b>6.4</b> | <p><b>Cr Summer</b></p> <ul style="list-style-type: none"> <li>• Fern attended recent Travel Training (25 November). Reported it was a very informative session.</li> <li>• Cr Summer also attended a meeting in Mooroopna at the Pathways/Working Training Centre. (Old Mooroopna Hospital). There were very tasty Christmas cakes which are locally made and proceeds are donated to Pathways. Local staff gain experience in hospitality and barista skills at the café. Cr Summer highly recommended for people to attend and support his worthwhile business.</li> </ul> |   | <b>Cr Summer to forward on information about the Christmas Cakes</b> |
| <b>6.5</b> | <p><b>David</b></p> <ul style="list-style-type: none"> <li>• Also wished to inform DAC that this was his last official meeting as a DAC member after 6 years.</li> <li>• David put his thoughts in an email to Council of the last 6 years on the DAC.</li> <li>• David will be pursuing other ventures outside of the DAC and wished everyone well</li> </ul>  |   |  |
| <b>6.7</b> | <b>Barry – nil</b>  |   |  |
| <b>6.8</b> | <p><b>Tiny</b></p> <ul style="list-style-type: none"> <li>• There are nil access crossings over Wyndham Street from the west side to the east side between Sobroan Street and Wilmot Road.</li> <li>•</li> <li>• That is unless you run the gauntlet and cross over at the railway crossing which is a very dangerous manoeuvre but is</li> </ul>   |   |  |

|      |  |   |
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| 6.9  | <p>attempted by some heroic people with success up until now!</p> <p>Wyndham Street is a Vic-Roads responsibility but a recommendation could still be submitted by us I believe.</p> <p><b>Tony</b></p> <ul style="list-style-type: none"> <li>• Wished to comment on the median strip in between the cars along Vaughan Street. There is a gradient which makes it difficult to walk along, and possible if you are pushing a pram/trolley.</li> <li>• Suggestion that if future developments are made, that the gradient isn't as steep – it is understood that this may be designed this way due to water drainage however very difficult to walk.</li> <li>• Tony also gave feedback to Bernie in relation to the 'Accessible Checklist for Business'. Tony recommended the document needs to be shortened in length as 'too wordy'. Also suggested one document for 'business' and one document for the general community.</li> </ul> |   |
| 6.10 | <p><b>Bernie</b></p> <ul style="list-style-type: none"> <li>• Bernie reported that Shepparton Marketplace is looking to install a Recharge Point. Once this has been installed, Louise will update on the Recharge Scheme website. This is likely to be installed near the medical centre and pharmacy.</li> <li>• IGA (Numurkah Road) are not interested at this stage in installing a Recharge Point.</li> </ul>   |   |
| 7.   | <p><b>Upcoming events</b></p>  |   |
| 7.1  | <p><b>International Day People with a Disability (IDPwD)</b></p> <ul style="list-style-type: none"> <li>• 3 December 2014 at the Victoria Park Lake</li> <li>• Planning meeting have commenced and external organisations are taking place with a great crowd expected</li> <li>• David Harcoan is guest speaker for the day</li> </ul>  |   |
| 8.   | <p><b>Universal Access and Inclusion Plan (UAIP)</b></p> <ul style="list-style-type: none"> <li>• No report</li> </ul>   | <p><b>Louise to work towards finalising the report for Council.</b></p> |
| 9.   | <p><b>General Business</b></p>   |   |
| 10.  | <p><b>Next Meeting – 12.00pm – 2.00pm Friday 19 December 2014</b><br/> <b>Venue – Cellar 47</b><br/> <b>Chair – Sharon</b><br/> <b>Deputy Chair - Tony</b></p>   |   |

## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillors: Cr Patterson, Cr Summer, Cr Adem, Cr Houlihan, Cr Oroszvary, Cr Polan and Cr Ryan.

Staff: Gavin Cator, Steve Bowmaker, Kaye Thomson, Chris Teitzel, Geraldine Christou, Colin Kalms, Ian Boyle, Amanda Tingay, Kate Montgomery, Marilyn Howley, Grae Pollard, Matthew Jarvis, Janelle Bunfield and Rebecca Bertone (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **2 December 2014**

### Matters discussed

1. Committee for Greater Shepparton – Council Membership and Memorandum of Understanding
2. Redevelopment of the Shepparton Courts Facility
3. Greater Shepparton Women’s Charter Alliance Advisory Committee – Committee Membership
4. Shepparton Showground’s Arena Upgrade
5. 2015/2016 Budget – Strategic Resource Plan, Long Term Financial Plan and Rating Strategy
6. St Georges Road Precinct

### Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
|            | Nil  |                                       |

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Name of meeting: **Aerodrome Advisory Committee**

Date of meeting: **12 December 2014**

### Attendees

Councillors: Cr Patterson

Staff: Graeme Pollard, Andrew Farrell, Maree Agius

### Matters discussed

1. Aerodrome Relocation Feasibility Study Status
2. Routine Maintenance Works Status

### Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
| Nil        |  |                                       |

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## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillors: Cr Patterson, Cr Summer, Cr Adem, Cr Houlihan, Cr Oroszvary, Cr Polan and Cr Ryan

Staff: Gavin Cator, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Sharlene Still, Rebecca Bertone, Virginia Boyd, Grant Barry and Matthew Jarvis (no officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **16 December 2014**

### Matters discussed

1. Conflict of Interest Policy
2. Regional Collaborative Alliance
3. Financial Systems
4. Walking Strategy
5. Planning Scheme Amendment – Mitchel and Archer Road, Kialla
6. Discover your own Backyard Campaign
7. Mooroopna West Growth Corridor – Indexation
8. Planning Permit Application 2014/112
9. Monthly Financial Report – November 2014
10. Sports Precinct – Hockey Field
11. Queens Gardens Toilets

### Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
|            | Nil  |                                       |

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## Record of Assembly of Councillors

Record in accordance with section 80A(1) of the *Local Government Act 1989*

Councillors: Cr Patterson, Cr Adem, Cr Houlihan, Cr Oroszvary, Cr Polan and Cr Ryan.

Staff: Gavin Cator, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Andrew Dainton, Ian Boyle, Grace Docker, Greg McKenzie, Travis Turner, Amanda Tingay, Louise Dwyer, Fiona LeGassick, Sharlene Still, Matthew Jarvis and Rebecca Bertone (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **27 January 2015**

### Matters discussed

1. Kialla Lakes South Park Names
2. Adoption of Amendment C171 to the Greater Shepparton Planning Scheme
3. Crouching Emu Revegetation Project – Final Report and Handover Report 2014
4. Contract 1574 – Supply of Plant and Operators – Cosgrove Landfill
5. Fruit Fly Epidemic
6. Verney Road Progress Update
7. Off-Leash Dogs at Victoria Park Lake
8. Shepparton Regional Saleyards – Update on Construction Works
9. Appointment of Disability Advisory Committee Members 2015-2018
10. Planning Application – Backpackers Accommodation
11. Planning Application – Expansion of Car Park
12. 2013-2014 Shepparton Show Me Annual Report
13. Instrument of Delegation – Members of Staff and Development Hearings Panel
14. Delegation to the Chief Executive Officer
15. Planning Enforcement Action
16. GV Equine and Greyhound Precinct Update
17. Offsite Council Meeting - Mooroopna
18. Insurance Claim Discussion
19. Mid Year Budget Review
20. Compulsory Land Acquisition – Mooroopna West Growth Corridor
21. Key Performance Indicators



Conflict of Interest Disclosures

| Matter No. | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|------------|--|---------------------------------------|
|            | Nil  |                                       |

*[Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]*