

# AGENDA

FOR THE  
GREATER SHEPPARTON CITY COUNCIL

## ORDINARY COUNCIL MEETING

TO BE HELD ON  
TUESDAY 20 DECEMBER, 2016  
AT 5.30PM

IN THE COUNCIL BOARDROOM

**COUNCILLORS:**

Cr Dinny Adem (Mayor)  
Cr Kim O’Keeffe (Deputy Mayor)  
Cr Seema Abdullah  
Cr Bruce Giovanetti  
Cr Chris Hazelman  
Cr Les Oroszvary  
Cr Dennis Patterson  
Cr Fern Summer  
Cr Shelley Sutton

***VISION***

*A THRIVING ECONOMY IN THE FOODBOWL OF VICTORIA WITH  
EXCELLENT LIFESTYLES, INNOVATIVE AGRICULTURE  
A DIVERSE COMMUNITY AND  
ABUNDANT OPPORTUNITIES*



**A G E N D A  
FOR THE  
ORDINARY COUNCIL MEETING  
TO BE HELD ON  
TUESDAY 20 DECEMBER, 2016 AT 5.30PM**

**CHAIR  
CR DINNY ADEM**

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## RISK LEVEL MATRIX LEGEND

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

Likelihood	Consequences				
	Negligible (5)	Minor (4)	Moderate (3)	Major (2)	Catastrophic (1)
<b>Almost Certain (A)</b> Event expected to occur several times per year (i.e. Weekly)	Low	Moderate	High	Extreme	Extreme
<b>Likely (B)</b> Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly)	Low	Moderate	Moderate	High	Extreme
<b>Possible (C)</b> Not generally expected to occur but may under specific circumstances (i.e. Yearly)	Low	Low	Moderate	High	High
<b>Unlikely (D)</b> Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)	Insignificant	Low	Moderate	Moderate	High
<b>Rare (E)</b> Only ever occurs under exceptional circumstances (i.e. +10 years)	Insignificant	Insignificant	Low	Moderate	High

**Extreme** CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

**High** Director’s attention required. Consider suspending or ending activity OR implement additional controls

**Moderate** Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

**Low** Operational, manage through usual procedures and accountabilities

**Insignificant** Operational, add treatments where appropriate



**PRESENT:**

**1. ACKNOWLEDGEMENT**

“We the Greater Shepparton City Council, begin today’s meeting by acknowledging the traditional owners of the land which now comprises Greater Shepparton. We pay respect to their tribal elders, we celebrate their continuing culture, and we acknowledge the memory of their ancestors.”

**2. NOTICE TO GALLERY - LIVE STREAMING OF COUNCIL MEETING**

Please note that this Council meeting is being streamed live and recorded in accordance with the Council’s Live Streaming and Recording of Council Meetings Policy.

All care is taken to maintain your privacy; however as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery it is assumed your consent is given in the event that your image is broadcast.

For more information the policy is available on the Greater Shepparton City Council’s website.

**3. APOLOGIES**

**4. DECLARATIONS OF CONFLICT OF INTEREST**

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a “conflict of interest” in a decision if they would receive, or could reasonably be perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

**Disclosure must occur immediately before the matter is considered or discussed.**

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION**

That the Minutes of the Ordinary Council meeting held 22 November 2016 and the Special Council Meeting held 29 November 2016 as circulated, be confirmed.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Chief Executive Officer - Leave Arrangements

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Executive Assistant to the Chief Executive Officer**

**Proof reader(s): Manager Corporate Governance**

**Approved by: Chief Executive Officer**

#### **Executive Summary**

The Chief Executive Officer wishes to take leave for the period 3 January 2017 to 15 January 2017 (inclusive).

This report is advising Council of the proposed leave for information purposes, and recommends the appointment of an Acting Chief Executive Officer for this period.

#### **RECOMMENDATION**

That the Council:

1. approve the Chief Executive Officer's leave arrangements from 3 January 2017 to 15 January 2017 (inclusive);
2. appoint Mr Chris Teitzel, Director Corporate Services as Acting Chief Executive Officer and delegate all powers of the Chief Executive Officer for the period 3 January 2017 to 15 January 2017 (inclusive).

#### **Background**

As an employee of Council, the Chief Executive Officer is entitled to approved leave; however the granting of leave is somewhat different to other employees. Generally Directors, Managers or the Chief Executive Officer as the case may be, will consider applications for leave.

The Chief Executive Officer's leave however needs to be approved by Council. The Chief Executive Officer seeks approval for leave for the period 3 January 2017 to 15 January 2017 (inclusive). He will be unavailable and as such not able to perform any of the duties associated with his position.

As such, Council also needs to appoint an Acting Chief Executive Officer to be responsible for the day-to-day operations, as well as the statutory requirements of the position, during this period.

The Chief Executive Officer is of the belief that there is a sufficiently experienced management team from which it is appropriate to make an appointment of an Acting Chief Executive Officer. It is for this reason; it is proposed that Mr Chris Teitzel, Director Corporate Services be appointed to the role of Acting Chief Executive Officer.



## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### **6.1 Chief Executive Officer - Leave Arrangements (continued)**

Should these arrangements be acceptable to Council, it is necessary for Mr Chris Teitzel, Director Corporate Services to be provided with relevant authority to undertake the role of Acting Chief Executive Officer.

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

There are no strategic implications relative to this matter.

#### **Risk Management**

There are very limited to no risks associated with the appointment of an Acting Chief Executive Officer, as all delegated powers are appointed to the Chief Executive Officer or any person acting in that position. All functions can be carried out by the Acting Chief Executive Officer as it would by the appointed Chief Executive Officer.

#### **Policy Considerations**

There are no known policy implications relevant to this matter.

#### **Financial Implications**

There are no financial implications to Council in respect of the Chief Executive Officer's leave as all leave entitlements are provided for within the adopted budget.

#### **Legal/Statutory Implications**

Sections 94A of the *Local Government Act 1989*, relating to the general function provisions, and it is only the Council that can appoint the Chief Executive Officer and by extension an Acting Chief Executive Officer.

Chief Executive Officer's Employment Contract.

#### **Environmental/Sustainability Impacts**

There are no environmental/sustainability impacts relevant to this matter.

#### **Social Implications**

There are no social implications relevant to this matter.

#### **Economic Impacts**

There are no economic impacts relevant to this matter.

#### **Consultation**

Consultation has been conducted with the Mayor and the Executive Leadership Team.

#### **Strategic Links**

There are no strategic links relevant to this matter.

#### **Attachments**

Nil

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Contract 1711 - Quarry Products

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

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

#### **Council Officers involved in producing this report**

**Author: Team Leader Works**

**Proof reader(s): Acting Manager Works and Waste**

**Approved by: Director Infrastructure**

#### **Executive Summary**

Council uses quarry products as part of its maintenance of sealed and unsealed roads. Our current contracts expire in December 2016 and requires refreshing.

Council sought submissions from suitably qualified Quarry operators for the supply and delivery of quarry products for road maintenance operations. Quarry products to be provided under this contract are to meet VicRoads and Australian Road Research Board specifications for both Sealed and Unsealed roads.

#### **RECOMMENDATION**

That that Council endorse the recommendation of the Tender Assessment Panel:

1. accept the tenders submitted by:

- Norville Nominees Pty Ltd
- Boral Resources
- Day Family Trust T/A Lima South Quarry
- E.B. Mawson & Sons Pty Ltd
- CJ & BB Lawrence PTY LTD

for Contract 1711 Quarry Products for a contract period of three years (with an option for two extensions of one year each).

2. authorise the Chief Executive Officer to sign and seal the contract documents.

3. authorise the Chief Executive Officer to grant the extensions at his/her discretion.

#### **Contract Details**

Contract number 1711 – Supply and Delivery of Quarry Products provides continued formalisation of contractual arrangements with companies who will be engaged to provide and transport required specific quarry products to various Council designated delivery locations within the Shepparton Council.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Contract 1711 - Quarry Products (continued)

#### Tenders

Tenders were received from:

Tenderers
Norville Nominees Pty Ltd
Boral Resources
Day Family Trust T/A Lima South Quarry
EB Mawson & Sons Pty Ltd
CJ & BB Lawrence Pty Ltd

#### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Team Leader Works	Works Department
Acting Manager Works & Waste	Works & Waste Department
Coordinator Roads	Works Department
Depot Officer	Works Department

#### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Quality Systems	10%
Reliability of Supply	10%
OH&S	10%
Environmental Sustainability	10%
Price	50%

#### Council Plan/Key Strategic Activity

Quality Infrastructure (Built)

Ensure the community has access to high quality assets.

#### Risk Management

The implementation of this contract will ensure that appropriately qualified, experienced and capable contractors undertake the supply and delivery of quarry products for Council and increase Council's compliance with the local Government ACT 1989 in relation to entering contracts and providing a product in compliance with VicRoads and ARRB standards.

#### Policy Considerations

The undertaking of this contract provides compliance with Council Procurement Policy.

#### Financial Implications

The total estimated liability of this procurement is approximately \$4.4m over a three year period.

This is an estimate only and is dependent on future operational requirements.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.1 Contract 1711 - Quarry Products (continued)**

#### **Legal/Statutory Implications**

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

#### **Environmental/Sustainability Impacts**

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenderers were required to declare if they had a formal environmental certification or to demonstrate they had company systems in place to ensure their business does not negatively impact on the environment.

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

The proposal supports the principals of the Greater Shepparton 2030 Strategy. The required works are in accordance with the GS2030 Strategy under Infrastructure, Urban Rural Services, Objective 1 – To provide sustainable infrastructure to support the growth and development of the municipality.

##### **b) Other strategic links**

Nil

#### **Conclusion**

The tender evaluation process has been completed and it is the recommendation of the Tender Evaluation Panel that the Panel of Suppliers as recommended is awarded the contract.

#### **Attachments**

Nil

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Contract 1710 - Provision of Traffic Management Services

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

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

#### **Council Officers involved in producing this report**

**Author: Team Leader Works**

**Proof reader(s): Coordinator Drainage and Maintenance**

**Approved by: Director Infrastructure**

#### **Executive Summary**

Greater Shepparton City Council currently uses traffic management services on an as needs basis through several local companies. The services are provided to several departments within Council organisation including Works & Waste, Projects, Park, Sport & Recreation and Events and Tourism and the services are usually arranged through a quote for service basis.

Council advertised the tender for Traffic Management Services in August 2016. Seven tenders were received and assessed in accordance with Council's Procurement Policy.

This report seeks Council endorsement for the tenderers to be appointed onto the panel.

#### **RECOMMENDATION**

That the Council endorse the recommendation of the Tender Assessment Panel and:

1. accept the tenders submitted by:

- Worktrainers Ltd
- Miepol
- Global Traffic

for Contract 1710 Provision of Traffic Management Services for a contract period of three years (with an option for two extensions of one year each).

2. authorise the Chief Executive Officer to sign and seal the contract documents.

3. authorise the Chief Executive Officer to grant the contract extensions at his discretion.

#### **Contract Details**

Contract 1710 Provision of Traffic Management to provide formalisation of contractual arrangements with companies who will provide a service to Council staff and support for construction works and major events.

The initial contract will be a three year contract with the extension of extending the contract for two additional one year periods.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Contract 1710 - Provision of Traffic Management Services (continued)

#### Tenders

Tenders were received from:

Tenderers
Worktrainers Ltd
West Traffic
Miepol
Global Traffic
Tactile Australia
Evolution Traffic
PatAsh and Civil

#### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Team Leader	Works
Coordinator Drainage & Maintenance	Works
Co-ordinator	Events & Tourism

#### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	50%
OH&S	10%
Previous Experience	20%
Quality Systems	10%
Environmental Sustainability	10%

#### Council Plan/Key Strategic Activity

##### High Performing Organisation (Leadership & Governance)

Ensure strong internal systems and processes to ensure best practice delivery of services for the community.

*Greater Shepparton City Council will provide value for money services, best practice internal systems and processes and an organisation continuous improvement culture to maximise council performance in delivering service to meet the needs of the community.*

#### Risk Management

The implementation of this contract will align Council departments and ensure that appropriately qualified, experienced and capable contractors undertake these activities for Council and increase council's compliance with the Local Government Act 1989 in relation to entering into contracts and providing a service under the Australian Standard AS1742.3 and the Road Management Act.

#### Policy Considerations

The undertaking of this contract provides compliance with Councils Procurement Policy.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.2 Contract 1710 - Provision of Traffic Management Services (continued)**

#### **Financial Implications**

The total estimated liability of this procurement is approximately \$360,000 over a three year period.

This is an estimate only and is dependent on the usage of the proposed contract (i.e. will be largely dependent on the usage by the Events and Tourism Department).

#### **Legal/Statutory Implications**

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

#### **Environmental/Sustainability Impacts**

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenderers were required to declare if they had a formal environmental certification under AS14000 2007, and/or to demonstrate they had company systems in place to ensure their business did not negatively impact on the environment.

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

The proposal supports the principals of the Greater Shepparton 2030 Strategy. The required works are in accordance with the GS2030 Strategy under Infrastructure, Urban Rural Services, Objective 1 – To provide sustainable infrastructure to support the growth and development of the municipality.

##### **b) Other strategic links**

Nil

#### **Conclusion**

The tender evaluation process has been completed and it is the recommendation of the Tender Evaluation Panel that the Panel of Suppliers as recommended is awarded the contract.

#### **Attachments**

Nil

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Construction of Mooroopna Recreation Reserve Main Oval Lighting

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

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

#### **Council Officers involved in producing this report**

**Author: Project Manager**

**Proof reader(s): Manager Projects**

**Approved by: Director Infrastructure**

#### **Executive Summary**

This contract is for the installation of new lights at Mooroopna Recreation Reserve main oval. The current lighting on the Mooroopna Recreation Reserve main oval does not meet current lighting requirements, and poses as a safety risk to the users. Lightning was to be installed at 200 lux flood lighting level. Throughout the stakeholder consultation the cricket club have expressed a desire to host high level day/night cricket, which would require 500 lux level lighting. Council has tendered this contract on the basis that the cricket club would fund the difference between 200 lux and 500 lux lights.

Therefore Council tendered requesting contractors to provide two tender prices one for the option of 200 lux only and the other option for 500 lux lighting.

Tender evaluation has resulted in a nominated contract price of \$465,126.20 (GST Inc) for 500 lux lighting.

Budget Estimate for the construction of the Mooroopna Recreation Reserve Main Oval Lighting was \$403,092.80 (GST Inc) this includes the installation of 4 lighting towers, lamps and associated cabling to 500 lux. The difference is \$62,033.40 (GST Inc).

### **RECOMMENDATION**

That the Council:

1. accept the tender submitted by Bonnetts Electrical of Shepparton for Contract No. 1691 Construction of Main Oval Lighting – Mooroopna Recreation Reserve for the Lump Sum price of \$465,126.20 (including GST).
2. authorise the Chief Executive Officer to sign and seal the contract documents.

#### **Contract Details**

Council Officers sought submissions from suitable qualified contractors to undertake the construction of the Mooroopna Recreation Reserve Main Oval Lighting. The project will consist of all works and services required to complete construction as per the detail design and specifications.



## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Construction of Mooroopna Recreation Reserve Main Oval Lighting (continued)

The Evaluation panel is satisfied that Bonnetts Electrical has established a good performance history in the industry and is considered to have the experience, capability and resources to complete this project within the time period stipulated. The Evaluation panel have determined that the Bonnetts Electrical offer the best value to Council and they be awarded the contract for construction of main oval lighting at the Mooroopna Recreation Reserve.

#### **Tenders**

Tenders were received from:

Tenderers
Bonnetts Electrical
Norvec
Watters Electrical

#### **Tender Evaluation**

Tenders were evaluated by:

Title	Branch
Manager	Park, Sport & Recreation
Team Leader	Park, Sport & Recreation
Project Manager	Projects

#### **Evaluation Criteria**

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	35%
Capability & Previous Experience	15%
Program Delivery & Methodology	10%
Environment & Sustainability	10%
Quality	10%
OH&S	10%
Benefit to Local Region	10%

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

##### Council Plan 2013-2017

##### Item 4 Quality Infrastructure

*Aim – Council will continue to provide for the development and maintenance of high quality facilities to enhance the opportunities for community participation in a broad range of activities.*

#### **Risk Management**

The Integrated Project Management (IPM) system will be used for this project which will ensure that all risks are identified and mitigated as required. The project will be managed by the Project Management Office, drawing on their expertise in managing risks associated with these types of projects.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Construction of Mooroopna Recreation Reserve Main Oval Lighting (continued)**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Significant delays due to inclement weather	C	2	High	None. Work with contractors to manage any issues
Significant earthworks issue (ground conditions)	C	2	High	Geotech conducted and existing ground conditions surveyed
Time Delays	C	2	High	Contractors will be required to meet committed deadlines.

#### **Policy Considerations**

This project does not conflict with any Council policies.

#### **Financial Implications**

Therefore Council tendered requesting contractors to provide two tender prices one for the option of 200 lux only and the other option for 500 lux lighting.

Tender evaluation has resulted in a nominated contract price of \$465,126.20 (GST Inc) for 500 lux lighting.

Budget Estimate for the construction of the Mooroopna Recreation Reserve Main Oval Lighting was \$403,092.80 (GST Inc) this includes the installation of 4 lighting towers, lamps and associated cabling to 500 lux.

The difference is \$62,033.40 (GST Inc).

#### **Legal/Statutory Implications**

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

#### **Environmental/Sustainability Impacts**

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenderers were required to declare if they had a formal environmental certification under AS 14000 2007, and/or demonstrate they had company systems in place to ensure their business did not negatively impact on the environment.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Construction of Mooroopna Recreation Reserve Main Oval Lighting (continued)**

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

##### Community Life

Objective – To encourage and implement activities that will strengthen community spirit  
Strategy – Encourage new development and redevelopments of existing areas to include community gathering spaces, such as village green, local open spaces and sporting facilities.

##### Community Life: Recreation and Open Space

Objective – To ensure that facilities, services and policies are accessible and inclusive, and appropriate to the sporting and recreation needs of the community.

Strategy – Encourage parks and facilities to cater for a range of recreational and sporting activities.

Strategy – Promote a healthy lifestyle and the use of recreational and sporting facilities

Strategy – Enhance the image of sporting facilities and recreation reserves

##### b) Other strategic links

Council Plan 2013-2017

#### **Conclusion**

The tender evaluation for the construction of the Mooroopna Recreation Reserve Main Oval Lighting is Bonnetts Electrical Pty as the preferred contractor to undertake the work on the basis that they had the best overall weighted score. Officers are seeking Council approval to award contract 1691 to Bonnetts Electrical Pty.

#### **Attachments**

Nil

## 7. INFRASTRUCTURE DIRECTORATE

### 7.4 Margaret Street Tatura Petition Requesting Seal

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Manager Works and Waste**

**Proof reader(s): Director Infrastructure**

**Approved by: Director Infrastructure**

#### **Executive Summary**

A petition was received from 59 Tatura residents requesting that Margaret Street be sealed to reduce dust pollution through Cussen Park and then onto neighbouring residences.

The request does not satisfy the objective criteria in Council's 2014 CEO Directive – Delivery of DustSuppressions on Council's Unsealed Road Network as the affected homes are distant from the road and there is significant tree and shrub foliage to mitigate the effects of the dust. This report recommends maintaining the status quo and leaving the road unsealed.

A range of alternatives to sealing the section of Margaret Street were examined including:

1. Placing permanent barriers in the form of bollards, "lift" gates and signs has merit because the vehicle numbers using Margaret Street would be considerably reduced thereby overcoming to a considerable degree the concerns of the petitioners about dust generation. Pedestrian and bicycle access would be maintained and safety enhanced. The cost of this work is estimated at \$20,000.  
Treating the unsealed road with a polymer or enzyme based dust settling agent at a cost estimate of over \$40,000. This would have a 4-7 year lifespan.  
Sealing the road at a cost estimated to be more than \$55,000. This would encourage more vehicular traffic causing safety and amenity issues for park users and would be detrimental to the environmental sensitivity of the park.

#### **RECOMMENDATION**

That the Council:

1. thank the petitioners by writing to the contact person and advise them of Council's decision about the request to seal Margaret Street Tatura;
2. advise the petitioners that the road does not qualify for a dust suppression or other treatment.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.4 Margaret Street Tatura Petition Requesting Seal (continued)

#### **Background**

A petition was received on 12 November 2015 signed by 59 persons seeking the following:

*“Seal the unmade section of Margaret Street, Tatura, to reduce the constant dust problems.”*

The reasons are included on the petition pages which are attached to this report. The reasons include an increase in traffic volumes, and the dust raised is blown by prevailing westerly winds into residential areas east of Margaret Street.

On 1 February 2016 a letter was emailed to the Council from a property owner abutting the unsealed portion of Margaret Street seeking consideration of reduced speed limits, application of dust free top course (suggested granitic sand) or utilisation of a suitable dust suppressant.

On 4 February 2016 a letter was received from Cussen Park Advisory Committee expressing concerns about the petition. The Advisory Committee expresses opposition to sealing Margaret Street as it considers that sealing it will have an adverse impact upon users of the park to safely enjoy the park when using Margaret Street to access the park, as well as upon wading birds and other native fauna, and the conservation of remnant native vegetation adjacent to Margaret Street. The letter includes a draft Environmental Management Plan excerpt indicating the retention of a gravel pavement to encourage low use by vehicles. The Chairperson would welcome an opportunity to discuss the issues raised about Margaret Street.

A subsequent investigation has indicated that there are just two properties with actual current vehicular access to the unsealed portion of Margaret Street. There is a culvert at a lake feature that connects to the sealed portion of Margaret Street at the northern end. Margaret Street connects to (sealed) McNamara Street which in turn connects to (sealed) Thomson Street. to the east. A traffic count has indicated that an average of 52 vehicles per day used this section of Margaret Street, of which an average of 7 were medium-sized trucks.

A suggestion to reduce speed limits would require policing by the Victoria Police, and its resources are always stretched for such measures. The likelihood of a satisfactory outcome is low.

Suggestions to apply or a dust suppressant have limited benefits as they have generally proven to have limited lives. Nonetheless there is some promise in the use of an experimental enzyme dust suppressant treatment. An estimate to apply such a dust suppressant has been established to be \$40,936 plus GST. The “life” of such a treatment may well be limited.

An alternative to sealing the road surface was originally suggested and the treatment is indicated on the attached plan.

The suggestion is to effectively close vehicle access north of the driveway to number 17-33 Margaret Street by placing bollards, and close vehicle access at the end of the seal in Margaret Street just north of an existing culvert over a lagoon by placing bollards as well. Pedestrian and bicycle access would be unaffected by the alternative.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.4 Margaret Street Tatura Petition Requesting Seal (continued)**

A gravel turning area for a commercial vehicle would need to be constructed near the driveway to No. 17-33 Margaret Street. "Road closed" signage, chevrons and no through road signs would need to be erected. An estimate of the costs associated with the proposal is \$18,000. There is no allocation provided in Council's 2016/17 budget for the project.

This alternative (to close the road) was discussed with the property owner of 17-33 Margaret Street, because of the suggested turning area that will impact upon the property's driveway access. The owner expressed the view that he did not object to the proposal.

Contact was made with the local Country Fire Authority (CFA) and a site inspection was undertaken with the Secretary of the Brigade to establish whether there are any significant issues that might be caused to the emergency services about a proposed alternative that would have permanent bollards placed that would prevent the passage of normal through traffic. From these discussions, the Secretary made it clear that the local CFA has concerns about the Cussen Park bushland and environs of about 20 hectares in area, and that the local CFA prefers to have unimpeded access across the culvert and to Cussen Park. Presently there is a gate in Margaret Street that provides access to the park. There are (unlocked) "lift" gates at a number of locations that allow access to Cussen Park as well.

As a result of the inspection and discussion with the local CFA secretary, a modified proposal was suggested to place (unlocked) "lift" gates at either end of the culvert and signed "No Entry – Authorised Vehicles Excepted", and to place a number of bollards that would allow pedestrians and cyclists unimpeded access across the culvert. The estimated costs associated with this alternative are \$18,000 plus GST.

No detailed estimate to seal the road has been prepared, but a preliminary estimate to construct and seal the road is \$53,746 plus GST.

There could be combinations of the above alternatives; that is, restricting vehicular access to the public as described combined with an enzyme treatment, or combined with construction and sealing.

Under Schedule 11 of the Local Government Act 1989 the Council has the power to place obstructions or barriers on a road permanently provided that it requests and considers a report from VicRoads, and the exercise of this power is subject to any direction by the Minister. It should be noted that the road reserve remains in existence and there is no discontinuance of Margaret Street road reserve advocated.

Should the portion of Margaret Street have barriers placed to restrict public vehicular traffic, the majority of dwelling occupants in the estate would travel less than 200 metres extra distance; the most remote (in McNamara Street) would travel an extra 400 metres, all via the existing sealed road network.

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

A strategic goal for the Council Plan 2013-2017 is to "Ensure the environment is a major priority in planning for the future" (2.1). The proposed closure addresses a number of environmental issues which will improve the local environment.

## **7. INFRASTRUCTURE DIRECTORATE**

### **7.4 Margaret Street Tatura Petition Requesting Seal (continued)**

#### **Risk Management**

Assessed as neither moderate nor extreme.

#### **Policy Considerations**

There are no policy implications associated with this report.

#### **Financial Implications**

There are no financial implications associated with this report.

#### **Legal/Statutory Implications**

The Council is required to comply with the provisions of Schedule 11 to the Local Government Act 1989 should it proceed with placing obstructions or barriers on a road permanently. As part of the requirements, a report from VicRoads about the proposal is required. The exercise of this power is subject to any direction by the Minister.

#### **Environmental/Sustainability Impacts**

Maintaining the status quo is consistent with the Cussen Park Management Plan and recognises the biodiversity values of the park, limits vehicular use and amenity of park users.

By closing the road there will be reduced dust. Maintenance costs of the section of Margaret Street Tatura will reduce because it will require less frequent grading.

Sealing the road will increase its use and effectively split the park in two, reducing amenity for users and wildlife.

#### **Social Implications**

Those drivers currently using the unsealed portion of Margaret Street as a short cut will be required to travel a few hundred metres further should it be closed. The area should be much safer for pedestrian and cycling use.

#### **Economic Impacts**

There will be minor savings in road maintenance costs if the road is closed.

#### **Consultation**

There has been consultation with the property owner most likely to be affected by any proposed closure due to the need to construct a turning area near his driveway. The owner has since written to the Council about the proposal and advised of alternatives that are discussed in this report. There has also been consultation and a site inspection with the secretary of the Tatura local Fire Brigade; the outcomes of the discussions being included in this report.

It is proposed to inform in writing the contact persons who organised the petitioners of Council's decision.

There is further opportunity for any person affected to write to the Council prior to works commencing, as there will be a requirement to seek a report from VicRoads about the proposal.

The Cussen Park Advisory Committee has discussed the petition and has written to the Council about its views.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.4 Margaret Street Tatura Petition Requesting Seal (continued)**

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

#### **Strategic Links**

- a) Greater Shepparton 2030 Strategy
- b) Other strategic links

#### **Conclusion**

It is concluded that this section of unsealed road does not meet the objective council criteria for a dust suppression and should remained unsealed. Should council wish to to seal the road, contributions from adjacent residents would be sought as part of Council's Dust Suppression CEO Directive.

Alternatively, placing permanent barriers, unlocked "lift gates" and signs has merit because vehicle use would be considerably reduced thereby overcoming to a considerable degree the concerns of the petitioners about dust generation. Pedestrian and bicycle access would be maintained.

#### **Attachments**

- |  |          |
|--|----------|
| 1. Cussen Park Advisory Committee concerns about Petition to Seal Margaret St, Tatura - Opposed to Sealing Margaret Street | Page 206 |
| 2. Objection to sealing of Margaret Street Tatura  | Page 210 |
| 3. Road Works - Margaret Street Tatura   | Page 210 |
| 4. Margaret Street Tatura - Dust Problem - Request for Road Seal - Signed Petition by Residents                            | Page 213 |
| 5. Opposition - Proposed Partial Road Closure - Margaret Street Tatura   | Page 216 |



## 7. INFRASTRUCTURE DIRECTORATE

### **7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report**

**Disclosures of conflicts of interest in relation to advice provided in this report**  
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest..

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

**Council Officers involved in producing this report**  
**Author: Consultant Contracts Manager (CTM Group)**  
**Proof reader(s): Project Manager Cosgrove Landfill**  
**Approved by: Manager Projects**

#### **Executive Summary**

Tenders were invited closing 4:00pm on Wednesday, 30 November 2016 for the “Lump Sum and Schedule of Rates Contract” for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction. The works consist of the construction of the subgrade for the Cosgrove 3 Landfill involving;

- Load, haul and stockpile existing recycled concrete in Cosgrove 3 to approved location.
- Removal of over burden in the area shown on the 3D Model, build temporary ramp access, stockpile, drill and blast subgrade to design.
- Excavate the subgrade (Site Preparation, loading and hauling) to design in the area shown on the 3D model, place engineered fill and build the western primary ramp as per Golders specifications in cycle with accessibility and removal of temporary ramp access.
- Stockpile area construction management (including stormwater) and tree removal during the excavation period.
- Perimeter screening bund construction.
- Contract management and associated matters.

Tenders were invited based on Option A (partial construction) and Option B (completed construction). The Executive Leadership Team (ELT) on 7 December 2016 was engaged to consider the risks and revised budget forecasts associated with both options and provided advice. Based on the Evaluation Criteria and advice sourced by the ELT the evaluation panel adopted Option B for this contract.

Five (5) tenders were received and evaluated by the Evaluation Panel. One tender was determined as non-conforming and not considered further. The remaining tenders were evaluated against the evaluation criteria set out in the RFT documents with the Evaluation Panel recommending the contractor providing best value.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)**

#### **RECOMMENDATION**

That the Council:

1. accept the tender submitted by Ertech Pty Ltd, of Remington Drive, Dandenong South for Contract No. 1727 Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Estimated Contract value of \$10,765,624.00 (incl GST).
2. authorise the Chief Executive Officer to sign and seal the contract documents.

#### **Contract Details**

The Contract is for the provision of the construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction.

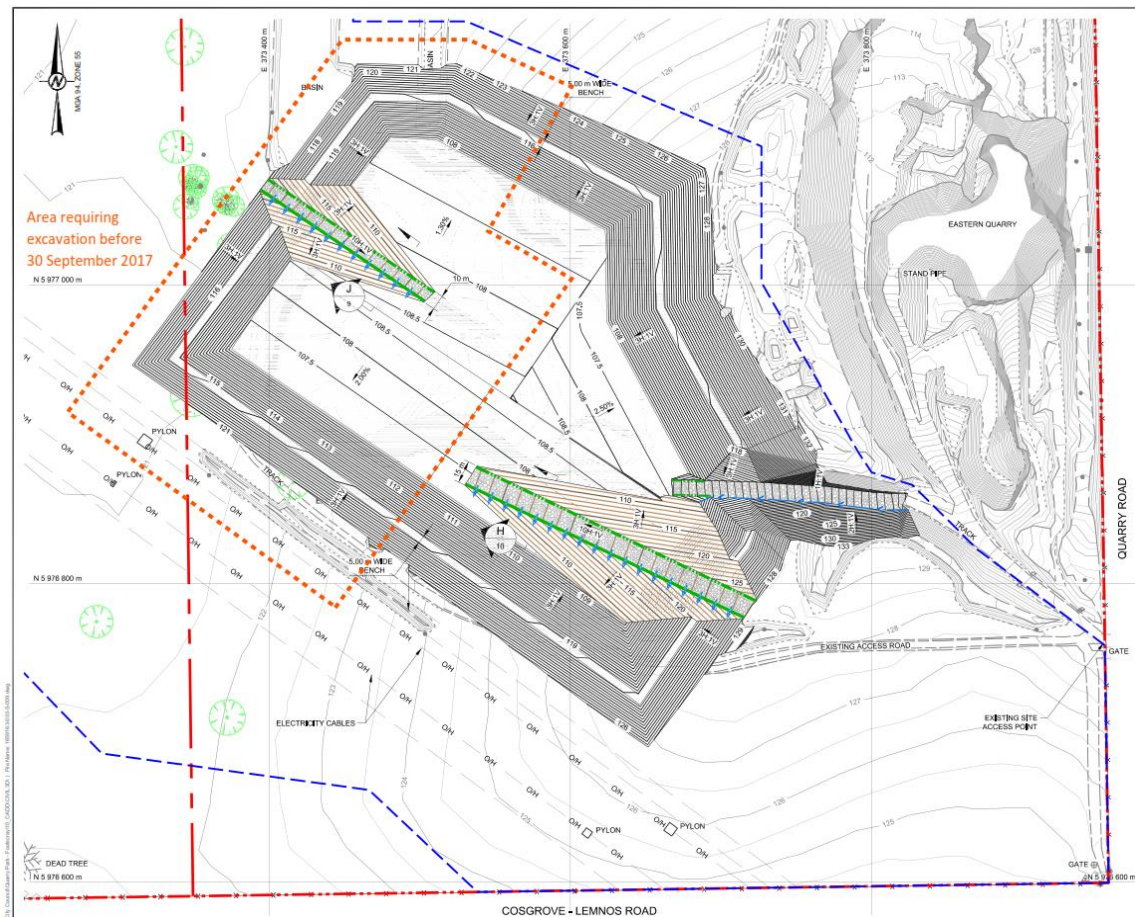
Work covered by this contract may include, but is not limited to;

#### **Option A**

1. Contract Management.
2. Load, haul and stockpile existing recycled concrete in Cosgrove 3 to approved location.
3. Removal of over burden in the area shown on the 3D Model, build temporary ramp access, stockpile, drill and blast subgrade to design (drill and blast are schedule of rates do not include in the lump sum).
4. Excavate the subgrade (Site preparation, loading and hauling) to design in the area shown on the 3D model, place engineered fill and build the western primary ramp as per Golders specifications in cycle with accessibility and removal of temporary ramp access.
5. Stockpile area construction and management (including stormwater) and tree removal during the excavation period.
6. Perimeter screening bund construction.
7. Site office, toilets and employee amenities.
8. Provisional Sum - \$250,000 (excluding GST).

## 7. INFRASTRUCTURE DIRECTORATE

### 7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)



This is a Lump Sum and Schedule of Rates Contract.

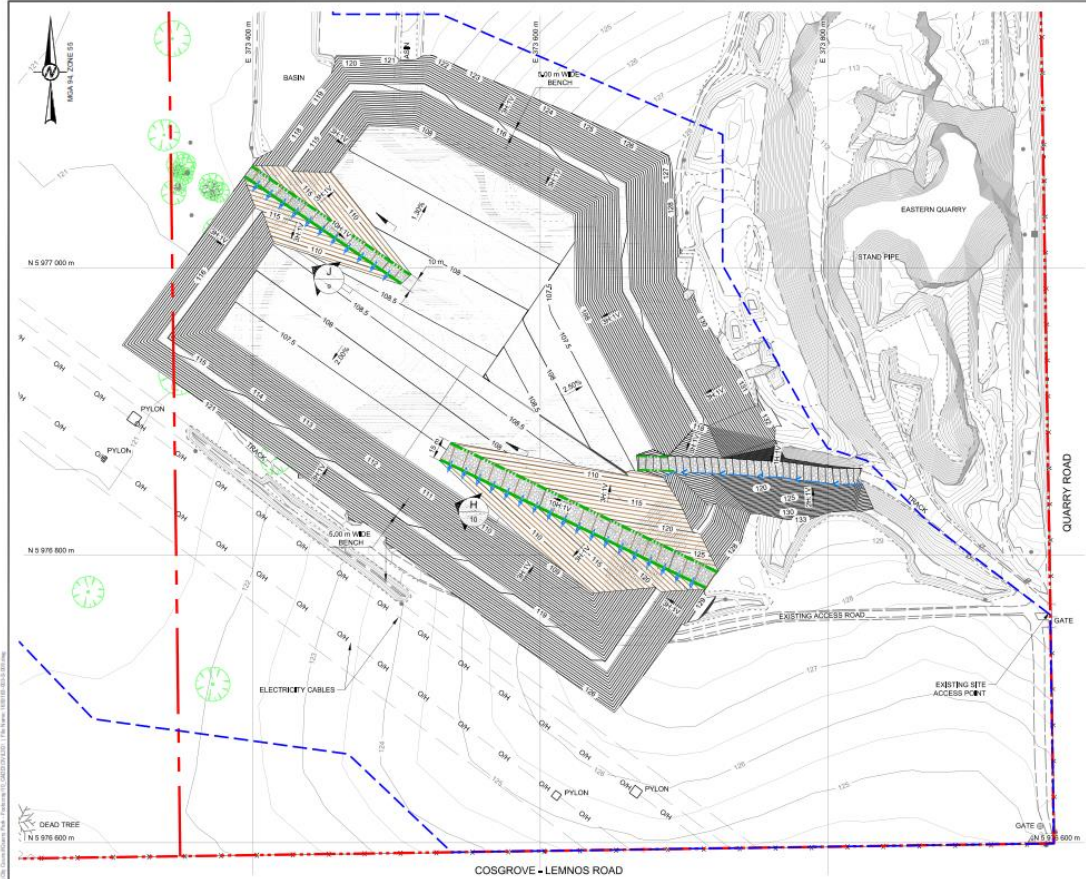
The date for Practical Completion of the Contract is 23 January 2018.

#### **Option B**

1. Contract Management.
2. Load, haul and stockpile existing recycled concrete in Cosgrove 3 to approved location.
3. Removal of entire over burden, build temporary ramp access, stockpile, drill and blast subgrade to design (drill and blast are schedule of rates do not include in lump sum).
4. Excavate the entire subgrade (site preparation, loading and hauling) to design, place engineered fill and build primary ramps as per Golders specifications in cycle with accessibility and removal of temporary ramp access.
5. Stockpile area construction and management (including stormwater) and tree removal during the excavation period.
6. Perimeter screening bund construction.
7. Provisional sum - \$250,000 (excluding GST).

## 7. INFRASTRUCTURE DIRECTORATE

### 7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)



This is a Lump Sum and Schedule of Rates Contract.

The date for Practical Completion is 23 January 2018.

#### **Tenders**

Tenders were received from:

Tenderers
Tenderer A
Tenderer B
Tenderer C
Tenderer D
Tenderer E

Note: No late tenders were received.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)

#### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Project Manager Cosgrove 3 Landfill	Projects Department
Technical Advisor/Consultant	CTMG
Consultant	CTMG
Contracts & Procurement Analyst	Moderator

The Tender Evaluation Panel formally met on four occasions as follows;

Meeting No.	Date	Time
1	Tuesday, 22 November 2016	9:00am
2	Friday, 2 December 2016	10:00am
3	Monday, 5 December 2016	10:00am
4	Tuesday, 6 December 2016	11:00am

Notes of each meeting have been reviewed and confirmed by the Evaluation Panel members. A copy of each meeting notes have been kept on Council file. The evaluation panel was overseen and moderated by the Procurement Department.

#### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Price	30%
Occupational Health & Safety	10%
Benefit to the Local Region	10%
Specific Project Experience	10%
Capacity to complete the Contract (including timeliness)	20%
Environmental Sustainability	10%
Quality & Environmental Systems	10%

#### Probity Advisor

In compliance with clause 4.5, Table 5 of the Procurement Guidelines, Version 2, 2 June 2016, a Probity Advisor (Miss Anne Larkins, Director, Dench McClean Carlson) was appointed to advise and overview the tender evaluation process.

Miss Larkins attended the pre-evaluation meeting No. 1 held on Tuesday, 22 November 2016 and was in attendance at the Evaluation Panel meeting held on Tuesday, 6 December 2016.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)**

A Probity Plan was prepared and approved by the Probity Advisor prior to the close of tenders. The Probity Advisor has reviewed this Evaluation Panel report and submitted a separate independent report to the Chief Executive Officer.

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

Section 2.1 Enhancing the Environment – Strategies, Continue to reduce Council’s Greenhouse Emissions.

This will be achieved through the use of modern earthmoving equipment with compliant emission control systems.

The works proposed are part of the implementation of the Waste Management Strategy, 2013 – 2023 for the establishment of the Cosgrove 3 Landfill.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delays in Contract Award leading to noncompliance with the provisions of the Local Government Act 1989	Unlikely	High	Moderate	Council to award the contract.
Contractor failing financially	Unlikely	High	Moderate	Financial Capability checks completed on short listed tenders in contention as part of the Evaluation Process
Stockpiles larger than designed	Likely	Minor	Moderate	Contract allows for larger stockpiles but does not allow for greater tramping distances
Stockpiles may cause community complaints	Possible	Minor	Low	Provide regular stakeholder briefings and communications
Site infrastructure may be in the final stages of construction when Cosgrove 3 opens	Possible	Moderate	Moderate	Able to use existing infrastructure at Cosgrove 2 in the short term
Contractor fails to deliver at the required contract rates.	Unlikely	Major	Moderate	Rigorous contract management

## 7. INFRASTRUCTURE DIRECTORATE

### 7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)

#### Policy Considerations

The Sustainable Decision Making Policy includes the following Objectives;

- Being more responsive to climate change.
- Using our resources more efficiently.
- Reducing our environmental impact.

Key projected outcomes from the implementation of this Contract include;

- a) Reductions in emissions through the use of a modern vehicle fleet.
- b) Market testing has ensured that best value outcomes have been achieved.
- c) The application of environmental sustainability by the Contractor as evidenced in the tender submission.

#### Financial Implications

	<b>2016/2017 Approved Budget for this proposal* \$ (excl GST)</b>	<b>This Proposal \$ (excl GST)</b>	<b>Variance to Approved Budget Estimate \$ (excl GST)</b>	<b>Comments</b>
Totals	\$10,400,000.00	\$9,787,101.00	\$612,899.00	Within budget

*\*Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.*

#### Legal/Statutory Implications

Tender process has been carried out according to the requirements of *Section 186* of the *Local Government Act 1989* and *Council's Procurement Guidelines, Version 2, 2 June 2016*.

A number of minor changes have been agreed to in principle by the Evaluation Panel and can be implemented without exposing further risks on Council.

- Agreed on the definition of sourced in the local benefit compliance criteria.
- Agreed on definitions of scope on scoring.

#### Environmental/Sustainability Impacts

The impacts of the works under the Contract include;

- The potential to reduce greenhouse gases through the use of modern earthmoving equipment compliant with emissions and noise standards.
- Rigorous requirements of the contract for the protection of existing trees.
- Provision for treating stockpiles to reduce dust emissions and weed growth.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)

#### Strategic Links

- i. Directly relates to the Greater Shepparton 2030 Strategy.  
**Topic:** Environment: Conservation and enhancement of significant natural environments and cultural heritage.  
**Objective:** 4. To reduce greenhouse gas emissions by local action, in the interests of current and future generations.  
**Action:** 4.2, 4.3
  
- ii. Landfill  
 Directly relates to the Greater Shepparton Waste Management 2030 Strategy.  
**Topic:** Waste minimisation systems and alternate technologies produce residual waste that requires disposal at a landfill.  
**Objective:** Council to undertake the necessary planning and licencing steps for the development of Cosgrove 3 Site in accordance with best practice well before the closure of Cosgrove 2.  
**Action:** 4.3.1.5.
  
- iii. **Regional Significance**  
 Directly relates to the State wide Waste and Resource Recovery Infrastructure Plan.  
**Topic:** Regional landfill sites with a shallow depth accepting waste less than 25,000 tonnes of waste per year and only servicing their local community are likely to be more costly to operate long term.  
**Objective:** The Council, in conjunction with Resources GV, to develop the new Cosgrove landfill site that is of regional significance.  
**Action:** 7.7.4.2.

#### Assessment of Tenders for Compliance

Each tender was assessed for compliance with the RFT to determine if any tenders were non-conforming;

- 1) Tenderer D – Non conforming due to submission of a Schedule of Rates rather than the Lump Sum requested by the RFT documents. Evaluation Panel deemed the tender non-conforming.
- 2) Tenderer A – three minor points of tender clarification submitted. Deemed conforming.
- 3) Tenderer B – No conditions of tenders submitted. Deemed conforming.
- 4) Tenderer C - deemed conforming subject to all minor conditions embedded in the tender being identified and accepted.
- 5) Tenderer E – Seven (7) changes requested to the General Conditions of Contract. Deemed conforming until a risk analysis was completed.

This matter was further considered at Evaluation Panel Meeting No. 4 on 6 December 2016 when the Evaluation Panel reconfirmed that the tender of Tenderer D is non-conforming as the tender submission was a major variation from the RFT (Schedule of Rates instead of Lump Sum tender) and was note to be considered further.



## 7. INFRASTRUCTURE DIRECTORATE

### **7.5 Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report (continued)**

#### **Assessment of Tenders**

The Tender Evaluation Panel used the score guidelines attached to the Probity plan to assist in determining scores for each of the four conforming tenders. These scores were moderated at Evaluation Panel Meeting held on 6 December 2016, when the Evaluation Panel reviewed the moderated scores and made the following determinations;

- 1) The tender of Tenderer C is the highest price and lowest comparative score and does not have a realistic chance of success. In order to minimise costs to both parties this tender was not considered further.
- 2) Tenderer E have submitted a detailed list of variations that their tender is conditional upon. These conditions were assessed by the Evaluation Panel (summary and comments held on file) which has determined it is unable to calculate the cost of the risk transferred to Council. In view of the Contractual and technical risk associated with this tender the Evaluation Panel resolved not to consider further.
- 3) Price: The price used in the Moderation has been prepared by the Project Manager Cosgrove 3 prior to the other Evaluation Panel members having access to this information. It was agreed that this price be peer reviewed by the other Evaluation Panel Members for compliance with tenders submitted prior to a final decision. This has been completed and the Evaluation Panel is satisfied that the price used for Moderation is correct.

The highest score/lowest price tenderer Tenderer A was interviewed on Friday, 9 December 2016 to confirm a number of matters relating to detail in the tender. Following consideration of the outcomes of the interview, Evaluation Panel members resolved to recommend the tender of Tenderer A.

#### **Conclusion**

The Evaluation Panel has taken into account the Evaluation Criteria and the budget and risk advice sourced from the Executive Leadership Team for the adoption of Option B, as the basis for the recommendation of Council for the acceptance of the tender submitted by Tenderer A, Ertech Pty Ltd - Contract No. 1727 – Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction. The Evaluation Panel further recommends that the Chief Executive Officer, under powers of delegation, sign and seal the contract documents.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### 8.1 Annual Review - Municipal Health and Wellbeing Action Plan 2015/16

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Municipal Health Project Officer**

**Proof reader(s): Team Leader Healthy Communities, Manager Active Living**

**Approved by: Director Community**

#### **Executive Summary**

In 2013, Greater Shepparton City Council received an exemption from the Department of Health and Human Services from preparing a four year Municipal Public Health and Wellbeing Plan (MPHWP) as Council's four year Council Plan 2013-17 was approved containing health and wellbeing matters. However, to fully meet our statutory obligations, an annual Municipal Health and Wellbeing Action Plan (Action Plan) is required.

As part of this process an annual review must be completed to capture achievements, monitor progress, inform future actions and maximise health outcomes in the municipality annually.

#### **RECOMMENDATION**

That the Council note the annual review of the Greater Shepparton Health and Wellbeing Action Plan 2015 - 2016.

#### **Background**

Greater Shepparton City Council has chosen to integrate the Council Plan 2013-17 and Municipal Public Health and Wellbeing Plan (MPHWP) and after obtaining an exemption from the Department of Health and Human Services (DHHS).

DHHS advised Greater Shepparton City Council in writing on 12 June 2013 that although they recognised that the Council Plan 2013-17 had mostly considered local public health and wellbeing matters, the annual submission of a local Health and Wellbeing (HWB) Action Plan would be required to demonstrate that appropriate strategies and goals have been planned and implemented in partnership.

Council's Health and Wellbeing Advisory Committee (HWBAC) has been a crucial partner in the development of the HWB Action Plan annually and the subsequent annual review of each action plan. It has remained a clear function of the HWBAC to review the outcomes of each Action Plan to ensure it is addressing current public health issues, achieving planned targets and continuing to advocate for change while guiding future priorities. This annual review has been conducted by Council in partnership with lead agencies. Where Council is not the lead agency, Council has had a reporting role for the respective agencies.

## 8. COMMUNITY DIRECTORATE

### **8.1 Annual Review - Municipal Health and Wellbeing Action Plan 2015/16 (continued)**

This annual review has demonstrated the effort of all internal and external partners, the strength of these partnerships, the observed impact on local behaviours in local environments and has helped to ensure efforts remain focused. The review process has helped to inform priorities of the consecutive HWB Action Plan 2016-17.

#### **Discussion**

Some key achievements under each of the five pillars of the Action Plan, which encompasses the four environmental dimensions of health plus Governance recognises the collaborative partnership effort and success obtained:

#### ***Social Environment***

- Promotion of immunisation week
- Addition of immunisation information on MILS (multi-lingual language service) to provide an option for residents to link with an interpreter in many different languages to clarify immunisation records or seek information.
- Audit of annual usage of Council's hydration trailer.

#### ***Natural Environment***

- Over 500 indigenous plants were planted on National Tree Day at Tassiker Reserve.
- Over 30 school groups participated in tree planting projects across Greater Shepparton.
- Over 12 community groups were supported by Council to conduct tree planting events.
- Planning scheme amendment has approved an increased maximum building height from 8 to 9 metres to allow for the installation of air conditioners onto the roof of dwellings.
- Greater Shepparton conducted the 'Selling tobacco to minors' program to test effectiveness of promotion campaigns.
- Continued collaborative effort in expansion of smoke free areas and signage.

#### ***Economic Environment***

- Implementation of a sustainable approach to GV Health Careers Day to continue to promote health career choices to secondary school students.
- Demonstrated promotion of sporting equipment library.
- Extension of sporting chance support with a reduction in financial support.

#### ***Built Environment***

- Council successfully obtained funding under a new shade structure grant to encourage Council's to increase shade provision.
- Launch of Greater Shepparton Greater Health grants pilot program attracting an oversubscribed amount in year one resulting with a contribution to 12 community projects.
- Evaluation of the Night Life Radio Network.

## 8. COMMUNITY DIRECTORATE

### 8.1 Annual Review - Municipal Health and Wellbeing Action Plan 2015/16 (continued)

#### **Governance and Leadership**

- Increased staff attendance at Cultural Awareness training to increase knowledge of local cultural significance.
- Continued co-ordination of an event to celebrate the annual '*International Day of People with Disability*'.
- Endorsement of the Greater Shepparton Action Plan preventing violence against women and children.

#### **Achievement**

The annual review identified that the total 68 targets could be categorised into the following levels of achievement:

- 22 targets were completed
- 38 were progressing
- 7 were ongoing
- 1 target remained unattainable with no appropriate funding sought to make it possible.

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

Under the *Active and Engaged Communities – Social Environment* of the Council Plan 2013-2017 and Goal 3 *Ensure liveability options are always considered in our decision making activities* the development of a Municipal Health and Wellbeing Action Plan is specifically listed as a key strategy; '*Develop, adopt and implement the Greater Shepparton City Council Municipal Health and Wellbeing Action Plan*'.

#### **Risk Management**

No moderate or extreme risks have been identified with this report.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

Council's Health Plan budget contributing toward health and wellbeing initiatives can be summarised as follows:

	2015/16 Approved Budget for this proposal \$	Comments
Revenue	\$33,385	Represents income from Condom Vending Machines \$385, \$25k received for Indigenous Health Graduate Grant to be expended over 2016/2017. \$8,000 received from DoH for Youth Mental Health.
Expense	\$23,912	Represents MHWB Action Plan expenditure only
Net Result	\$9,473	Total expenditure

## 8. COMMUNITY DIRECTORATE

### 8.1 Annual Review - Municipal Health and Wellbeing Action Plan 2015/16 (continued)

#### **Legal/Statutory Implications**

Greater Shepparton City Council has received an exemption to prepare an annual HWB Action Plan to demonstrate how health and wellbeing matters integrated into the Council Plan will be delivered in lieu of its statutory requirement and to meet all legal obligations.

#### **Environmental/Sustainability Impacts**

Environmental and sustainable impacts have been reflected in the HWB Action Plan 2015-16 and the annual review highlights achievements in river health strategies, tree plantings, initiatives that decrease pollution, consideration of ways to decrease carbon emissions, approaches to identify renewable energy options, pest control strategies, tobacco control prevention models and opportunities to consider sustainable practices.

#### **Social Implications**

Local Government's leadership in considering public health and wellbeing matters is based in part on their population focus, understanding of local health trends and demands, closeness to their communities and ability to influence wider and more equitable access to the social determinants of health through effective policies and strategies that address local needs.

Council continues to build strong partnerships with community to improve and maximise local effort to build a comprehensive prevention system that is coordinated, responsive, sustainable and complementary to the existing healthcare system. Council has a strong influence in areas of intervention such as:

- Provision of Council buildings and infrastructure that consider social opportunities and manoeuvrability throughout the municipality (ie. walking, cycling, public transport)
- Open spaces that are safe, healthy, inclusive, culturally sensitive and accessible for all
- Access to immunisations and health services, with provisions for translation services and hearing devices
- To encourage social connectedness celebration of cultural activities and events and volunteer opportunities.

#### **Economic Impacts**

A collaborative approach to health and wellbeing initiatives will help to strengthen funding applications, events, fairer access to health services and guide planning for the most vulnerable or disadvantaged residents in the municipality.

#### **Consultation**

This annual review has been developed in consultation with the HWABC members to document achievements of both internal and external stakeholders.

Council Officers have met individually with representatives from each organisation attending HWBAC meetings to capture their achievements and provide 1:1 opportunity to hear their health and wellbeing targets for 2016-17 that complement their efforts during the last twelve months.

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

## 8. COMMUNITY DIRECTORATE

### **8.1 Annual Review - Municipal Health and Wellbeing Action Plan 2015/16 (continued)**

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

Outlines the importance of Council maintaining a financial and socially acceptable environment, while meeting the expectations and future needs of our local community.

##### **b) Other strategic links**

*Greater Shepparton Strategic Resource Plan 2013-14 to 2022-23*

- Captures the Council financial and non-financial resources required to achieve the strategic objectives of the Council Plan.

#### **Conclusion**

The HWBAC have endorsed the annual review of the Municipal Health and Wellbeing Action Plan 2015-16 at their recent meeting, 5 August 2016 and it is now ready for Council's noting.

#### **Attachments**

1. Annual Review of HWB Action Plan 2015-16 Page 218
2. Presentation of Annual Review achievements Page 233

## 8. COMMUNITY DIRECTORATE

### **8.2 Boulevard & Golf Estates Neighbourhood Plan**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Community Development Officer**

**Proof reader(s): Community Development Coordinator, Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council has a firm commitment to developing Community Plans in small towns, localities and neighbourhoods. This commitment is in line with the Council Plan 2013-2017, and is an essential means of increasing social capital within the municipality. Council Officers have partnered with the residents of the Boulevard & Golf Estates Neighbourhood to develop a Neighbourhood Plan for their area. Over the past several months, the Boulevard & Golf Estates Neighbourhood Plan Steering Committee, in partnership with Council, has consulted with the residents of the area to establish a unified vision for the future, as well as identify priorities which will assist them to achieve this vision. Following an extensive consultation period, the draft Boulevard & Golf Estates Neighbourhood Plan was presented to the public for comment and feedback. The Boulevard & Golf Estates Neighbourhood Plan has now been finalised and is being presented to Council for endorsement.

#### **RECOMMENDATION**

That the Council:

1. endorse the Boulevard & Golf Estates Neighbourhood Plan; and
2. acknowledge the valuable contribution Boulevard & Golf Estates residents have made to the development of their Neighbourhood Plan.

#### **Background**

Greater Shepparton City Council is committed to partnering with small towns, neighbourhoods and localities in the development and implementation of Community Plans. Boulevard & Golf Estates will be the fourth Neighbourhood Plan that has been developed for Greater Shepparton.

The map below provides an approximate outline of the area that consists of Boulevard & Golf Estates. Residents living within this area were invited to work in partnership with Council to develop a Neighbourhood Plan for the area. The community were supportive of this approach and a Steering Committee was formed. Local residents and those who do not live in this area but who utilised the area's facilities (such as the Shepparton Golf Club and Bowls Club) were encouraged to provide input into the plan's development.

## 8. COMMUNITY DIRECTORATE

### 8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)



The newly established Boulevard & Golf Estates Neighbourhood Plan Residents Committee assisted in guiding the consultation process from beginning to end. Extensive consultation occurred with the sole intention of targeting every demographic present in the area. Residents with the assistance of Council Officers continually cross-checked their consultation activities with the central question of 'how can we hear every voice in the Boulevard & Golf Estates?'.

Consultation methods included:

- Initial Steering Committee information session was attended by 50 residents.
- Community surveys were available online with flyers being letterbox dropped to the entire area to encourage residents to complete them. 61 surveys were completed.
- Promotion of the development of the neighbourhood plan, survey and events were promoted on the neighbourhood facebook page.
- One-on-one conversations at a family lunch day at Canterbury Park. Attended by approximately 50 residents.
- One-on-one conversations at a family activities afternoon at Kingfisher Park. Attended by approximately 25 residents.
- Priority setting forum held at the Shepparton Golf Club was attended by approximately 30 residents.



## 8. COMMUNITY DIRECTORATE

### **8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)**

During the consultation period, residents were also asked to explore possible vision statements for the Boulevard & Golf Estates. The following was chosen, and is an amalgamation of several pieces of feedback:

*“A connected and active neighbourhood that prides itself on creating a safe environment for families to grow in, with an emphasis on the use of our beautiful walking paths and open spaces to increase the health and wellbeing of all residents and visitors.”*

To achieve the abovementioned vision, the following actions have been identified by the community:

- Facilitate community events and activities
- Determine community interest of forming a Neighbourhood Watch Group
- Seek funding for a community BBQ for the neighbourhood
- Additional play equipment in the north end open space
- Investigate options for further all-age recreational facilities such as:
  - Half court basketball court and/or netball ring
  - Outdoor exercise equipment
  - Seeking opportunities to install a pump track
  - Installation of a community trampoline
  - Investigating a mini-golf course or event
- Advocate for the following roads to be sealed:
  - Kittles Road
  - Wheller Road
- Advocate for defined on road cycleways: Wheller Road, Rudd Road, Golf Drive and Wanganui Road
- Advocate for additional recreational path/s
- Advocate for footpaths: to bus stop and along Rudd Road, Golf Drive and Wheller Road
- Encourage increased tree plantings
- Installation of a drinking fountain
- Advocate for existing level of maintenance of parks and estate to continue
- Installation of more bins, including recycling and dog waste
- Installation of shelter in north end open space
- Advocate for upgrades at Golf Drive (widen, kerb and road, and reduce to 50km/h)
- Advocate for upgrades at Wanganui Road/Rudd Road corner
- Investigate the opportunity to construct a boardwalk at Reedy Swamp
- Address safety concerns (rubbish dumping and burglary) in the neighbourhood
- Support the Mooroopna Bypass
- Attract a general store/corner store/more involvement with the golf club
- Investigate support for the formation of a community garden
- Explore additional seating options
- Advocate for more parks
- Encourage/enforce dogs on leash
- Investigate possibilities for general speed control/dampening/reduction, including Rudd Road speed limit being reduced to 50km/h
- Wayfinding signage on paths
- Advocate for improved bus coverage within estates
- Advocate for a local Post Box
- Undertake measures to address fire safety in the neighbourhood

## 8. COMMUNITY DIRECTORATE

### **8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)**

The draft Neighbourhood Plan was released for public comment over a three week period, commencing October 24 and ending November 14 2016. The draft plan was available for viewing (and feedback) on the Greater Shepparton City Council website. A News Alert appeared on Council's website advising of the draft plan's availability, with a post also appearing on Council's Facebook page with a video of a resident inviting other residents to complete the survey. The feedback period was also promoted via the local neighbourhood Facebook page. Residents were asked to provide feedback in terms of what they liked and disliked about the plan, and whether there was anything missing from the plan.

Some actions identified in the Neighbourhood Plan are capital projects, and will require access to future capital budget bids. Other actions are smaller community based projects and will require operational stream funding. The Boulevard & Golf Estates Neighbourhood Plan Residents Committee will seek access to funds via community resources, Council and State and Federal funding avenues. Some identified actions are not the responsibility of Greater Shepparton City Council to deliver. In these instances, the residents committee will assume an advocacy role, with assistance from Council where appropriate.

Internal consultation has also occurred with a number of Greater Shepparton City Council departments to identify areas of collaboration within the proposed Neighbourhood Plan actions. Consultation occurred with Strategic Planning, Statutory Planning, Environmental Health, Projects, Building, Design, Economic Development, Local Laws, Waste and Park, Sport and Recreation.

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

The endorsement of the Boulevard & Golf Estates Neighbourhood Plan is inherently linked to the Council Plan 2013-2017, particularly in the following objectives:

- Goal 1 – Active and Engaged Communities (Social)  
Objective 1 – Continue to enhance community capacity building

#### **Risk Management**

The endorsement of the Boulevard & Golf Estates Neighbourhood Plan will strengthen community planning and improve social capacity, and result in a reduced risk to Council.

#### **Policy Considerations**

The endorsement of the Boulevard & Golf Estates Neighbourhood Plan will support existing Council policies.

#### **Financial Implications**

The endorsement of the Boulevard & Golf Estates Neighbourhood Plan is set within the Council context of existing financial constraints. Community plan priorities stemming from the Neighbourhood Plan (which require funding) will be assessed through the existing Community Plan Implementation Budget (via Expression of Interest and Project Proposal Forms), external government departments and/or philanthropic trusts.

## 8. COMMUNITY DIRECTORATE

### 8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)

	Approved Budget \$	This Proposal GST Exclusive <sup>1</sup> \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	\$0.00	0	0	0
Expense	\$5,000.00 available	\$650.92 (Total expenses including consultation activities)	\$4,349.08 Will be used for printing and promotion of the Community Plan	\$716.01 (total expenses including engagement activities)
Net Total	0	0	0	0

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

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

#### Legal/Statutory Implications

The Boulevard & Golf Estates Neighbourhood Plan development is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

#### Environmental/Sustainability Impacts

The plan identifies environmental benefits such as beautification of the area and advocacy for better maintenance of natural assets.

#### Social Implications

The Boulevard & Golf Estates Neighbourhood Plan was developed in consultation with the wider community and is reflective of the needs of that community as identified by local residents. Several social priorities were highlighted which add to assets already existing in the area and also align with the principles of asset based community development. The plan identifies many social benefits from connectivity through to activities and community events, potential Neighbourhood Watch group formation and a community garden project.

#### Economic Impacts

The Boulevard & Golf Estates Neighbourhood Plan includes actions that are aimed at stimulating economic activity and business within the area.

#### Consultation

The Boulevard & Golf Estates Neighbourhood Plan has been developed from extensive consultation with the Boulevard & Golf Estates community. Consultation methods included:

- Initial Steering Committee information session was attended by 50 residents.
- Community surveys were available online with flyers being letterbox dropped to the entire area to encourage residents to complete them. 61 surveys were completed.
- Promotion of the development of the neighbourhood plan, survey and events were promoted on the neighbourhood facebook page.
- One-on-one conversations at a family lunch day at Canterbury Park. Attended by approximately 50 residents.

## 8. COMMUNITY DIRECTORATE

### 8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)

- One-on-one conversations at a family activities afternoon at Kingfisher Park. Attended by approximately 25 residents.
- Priority setting forum held at the Shepparton Golf Club was attended by approximately 30 residents.

Throughout the consultation, flyers and information sheets were distributed to approximately 500 letterboxes across the area, encouraging people to get involved and alerting them of consultation events. In addition, information was included on Council's website, with a direct link to the survey. Various media posts were also featured on our social media platforms.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keeping the community informed of the development of the Neighbourhood Plan.	Surveys Flyers Mail box drop GSCC Website Social media
Consult	Discuss ideas for future priorities for the neighbourhood.	Community consultation events such as BBQ lunch, afternoon tea/activities and prioritising dinner
Involve	Feedback is vital to contributing to decision making.	Three week feedback period for community members to make comments on the draft Neighbourhood Plan
Collaborate	Feedback will be incorporated into decision making to the maximum level possible.	Partnerships between Council and Boulevard & Golf Estates Neighbourhood Plan Residents Group – collaboration through meetings
Empower	The Boulevard & Golf Estates community have ownership of this plan will actively drive the implementation of the priorities within.	Plan is endorsed, not adopted, by Council thus creating ownership by the community

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

#### Strategic Links

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

## **8. COMMUNITY DIRECTORATE**

### **8.2 Boulevard & Golf Estates Neighbourhood Plan (continued)**

#### **Conclusion**

The development of the Boulevard & Golf Estates Neighbourhood Plan has been enthusiastically driven by the Boulevard & Golf Estates community and developed through widespread consultation with the local population. The Boulevard & Golf Estates Neighbourhood Plan contains the vision and associated actions and priorities for the area. Officers recommend the endorsement and future support of the plan.

#### **Attachments**

Boulevard and Golf Estates Community Plan 2016 Page 252

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Plan Action Plan Summary 2016

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

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

#### **Council Officers involved in producing this report**

**Author: Community Development Coordinator**

**Proof reader(s): Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council is committed to working in partnership with local community's to implement the Community Planning Program. A community is defined as a small town, locality or neighbourhood.

In July and August Community Plan groups consulted with their local communities and other stakeholders to review their Action Plans. Some small towns hosted a 'What's Happening in Your Town' event where community groups and organisations were invited to speak about current and future projects, initiatives and challenges. Some groups used these events to prioritise their actions for the next 12 months.

From the information gathered, the Steering Committees have updated their Action Plans and have highlighted priorities that they will concentrate on for the next 12 months. Some priorities will require funding whereas others are advocacy based. The attached document is a compilation of the Action Plans, highlighting their priorities from the sixteen endorsed Community Plans within the municipality.

#### **RECOMMENDATION**

That the Council:

1. note the Community Plan Action Plans update for 2016;
2. acknowledge the valuable contribution Community Plan Steering Committees and wider community members have made throughout the Action Plan review process.

#### **Background**

A Community Plan is a written document which identifies a community's vision for the future and the priorities it has identified to achieve this vision. Greater Shepparton City Council is committed to work in partnership with communities to develop Community Plans for small towns, localities and neighbourhoods.

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Plan Action Plan Summary 2016 (continued)**

In September 2016, sixteen Community Plans will have been endorsed by Council. These include ten small towns, three neighbourhoods and two localities. The endorsed plans are listed below including what year they were endorsed by Council.

- Murchison 2011
- Merrigum 2012
- Dookie 2012
- Katandra West 2013
- Seven's Creek 2013
- Tallygaroopna 2013
- Congupna 2013
- Undera 2014
- Arcadia 2014
- Kialla Lakes 2014
- Mooroopna 2015
- Tatura 2015
- Shepparton East 2015
- St George's Road 2015
- Dhurringile 2016
- Toolamba 2016
- Boulevard & Golf Estate 2016 (Due to be endorsed by Council in December 2016)

Community Plans belong to the community and Council aims to work in partnership with the community to assess, review and implement the priorities of these plans through advocacy, support and funding where required. Between August and October, Community Plan Steering Committees reviewed their Community Plan Action Plans. The purpose of the review is to ensure that the Committees have an opportunity to:

- Highlight their achievements over the past 12 months
- Consult with the wider community to determine priorities for the coming year
- Identify any new actions that should be included within the action plan
- Identify new community members who may like to join the Committee.

Committees used a variety of consultation methods to review their Action Plans. Some Committees attended or coordinated local community events to speak one on one with the community, others utilised the What's Happening in your Town events as the core consultation activity to review their Action Plans. There was one five year review undertaken and two new plans developed, so the outcomes of their consultation informed their respective top priorities for the next 12 months. From the outcomes of these consultations, the Community Plan Steering Committee made the final decision on the top priorities that they would like to work on for the year. Committees updated their Action Plans with the goals, corresponding actions, timeframes and status.

The attached document 'Community Plan Action Plans Summary 2016' is a summary document containing the Action Plan for each Community Plan. The priorities are first on the Action Plan list and have been highlighted to differentiate between top priorities and remaining priorities. The top priorities for each community have also been listed below.

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Plan Action Plan Summary 2016 (continued)

COMMUNITY	PRIORITY PROJECT 2016
Arcadia	<ul style="list-style-type: none"> <li>- Recreation Reserve Masterplan implementation (formalise carpark and lighting)</li> <li>- Heritage Mural</li> <li>- Advocate for inclusion within the NBN roll out</li> <li>- Garage sale trail or car boot sale</li> </ul>
Boulevard and Golf Estate	<ul style="list-style-type: none"> <li>- <i>Priorities being finalised– Due to be endorsed in December 2016</i></li> <li>- Facilitate community events and activities</li> <li>- Determine interest in forming a neighbourhood watch group</li> <li>- Address safety concerns (i.e .rubbish dumping and burglary) in the neighbourhood</li> </ul>
Congupna	<ul style="list-style-type: none"> <li>- Advocacy for services</li> <li>- Advocacy for drainage</li> <li>- Safe access on roads (turning lanes on Congupna Main Road into school, Rec Reserve and Congupna East Road)</li> <li>- Planning for walking path to Shepparton</li> </ul>
Dhurringile	<ul style="list-style-type: none"> <li>- Town entry signage</li> <li>- Celebrate school centenary</li> <li>- Walking path between school and Recreation Reserve</li> <li>- Community park including BBQ, seating and shelter &amp; disability parking</li> <li>- Historical signage</li> </ul>
Dookie	<ul style="list-style-type: none"> <li>- Mt Major Walking Path</li> <li>- Stage 2 Rail Trail</li> <li>- Youth Recreation Spaces – SPOTS</li> <li>- Advocate for waste water treatment</li> <li>- Advocate for aged persons housing</li> <li>- Investigate requirements for overnight stays</li> </ul>
Katandra West	<ul style="list-style-type: none"> <li>- Future of Katandra West Community Hall</li> <li>- Advocate for improved mobile reception</li> <li>- Establish a Men's Shed</li> <li>- Establish a home for the Historical Society</li> </ul>
Kialla Lakes	<ul style="list-style-type: none"> <li>- Walking track to Riverside Plaza</li> <li>- Seeking funding for lights around Lake Kialla</li> <li>- Strategies to address speeding in neighbourhood</li> <li>- Encourage responsible dog ownership</li> <li>- Advocacy for toilet facility</li> </ul>
Merrigum	<ul style="list-style-type: none"> <li>- Water play / splash equipment for Merrigum Pool (funding application submitted)</li> <li>- Attract more families to live in Merrigum</li> <li>- Implementation of Recreation Reserve Masterplan (first priority is improvement to the netball court)</li> <li>- Community activities and events</li> </ul>
Mooroopna	<ul style="list-style-type: none"> <li>- Ferrari Park masterplan - formalise parking</li> <li>- Support the implementation of McLennan Street masterplan</li> <li>- Improve access and perceptions of Mooroopna Railway Station</li> <li>- Support walking path from Kidstown to Gemmills Swamp</li> <li>- Stevens Crescent park – activities and infrastructure</li> </ul>



## 8. COMMUNITY DIRECTORATE

### 8.3 Community Plan Action Plan Summary 2016 (continued)

COMMUNITY	PRIORITY PROJECT 2016
Murchison	<ul style="list-style-type: none"> <li>- Youth Recreation spaces – SPOTS</li> <li>- Support the building and development of Men’s Shed</li> <li>- Feasibility / Concept plan for Stage 2 Rail Trail</li> <li>- Concept plan for iconic entrances</li> <li>- Footpath installation and upgrades</li> </ul>
Seven Creeks	<ul style="list-style-type: none"> <li>- Walking Track around the Seven Creeks wetlands</li> </ul>
Shepparton East	<ul style="list-style-type: none"> <li>- Upgrades to Central Park Recreation Reserve</li> <li>- Town entrances</li> <li>- Community noticeboard</li> <li>- Walking track from Shepparton East along Midland Highway</li> <li>- Drinking fountain at O’Donnell Park</li> <li>- Child road safety surrounding Primary School (lights and sealed car park)</li> </ul>
St George’s Road	<ul style="list-style-type: none"> <li>- Local events</li> <li>- Welcome signage / decorate shopping precincts</li> <li>- Investigate community garden</li> <li>- Advocacy for public toilets</li> <li>- Improve streetscapes – seating, bins, lighting etc</li> </ul>
Tallygaroopna	<ul style="list-style-type: none"> <li>- Walking track loop (incorporating Slaughterhouse Road)</li> <li>- Community noticeboard</li> <li>- School road safety i.e. crossing / lights</li> <li>- Improved drainage for the township</li> <li>- Local community events and activities</li> </ul>
Tatura	<ul style="list-style-type: none"> <li>- Macteir Park</li> <li>- Lake Bartlett Masterplan implementation</li> <li>- Cycling and walking tracks – 10km loop</li> <li>- Tatura Museum extension</li> <li>- Improved public transport</li> </ul>
Toolamba	<ul style="list-style-type: none"> <li>- Projects at the Recreation Reserve</li> <li>- Playground at Colaura Gardens</li> <li>- Waking path between Toolamba and Old Toolamba</li> <li>- Implementation of a school crossing</li> <li>- Improvement of kerb / channel / guttering</li> </ul>
Undera	<ul style="list-style-type: none"> <li>- Community activities</li> <li>- Develop and maintenance of the natural environment</li> <li>- Planning for potential walking path routes</li> <li>- Youth Recreation spaces – SPOTS</li> </ul>

Some of these projects are large and will require a staged approach of planning, design and implementation therefore will continue to remain a priority for a number of years. Other projects are smaller community based projects and likely to be delivered within the coming year.

Some projects will require access to leverage, operational or capital funding whereas others are advocacy based and do not require access to funds. One source of funding will be applications to Council’s capital budget or operational budget. However grant opportunities will also be sought by Committee and Council Officers to other government and non-government funding bodies. Each of the Community Plan Steering Committees are offered a 12 month membership to ‘The Funding Centre’ to enable them to also search directly for grant information and opportunities.

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Plan Action Plan Summary 2016 (continued)**

The 'Community Plan Action Plans Summary 2016' is being presented to Councillors, Council Executive, Senior Leadership Group and to a range of departments for information. The Community Development team are available to attend any branch / department meeting to discuss the Action Plans in more detail. This summary document can be used to inform responsible departments in the development of their own departmental priorities for the next financial year.

In regards to individual projects, Committees will work on expressions of interest and project proposals, in line with Council's Community Planning processes to further scope their identified priorities and engage the expertise of Council responsible departments throughout this process.

The Community Plan Action Plans 2016 Summary document will also assist to highlight similarities in priorities across the Community Plans groups, potentially creating the opportunity to form municipality wide working groups to address some of these actions. One of the ongoing examples of this is the Ramp it Up Committee. Ramp it Up have supported the development of the Small Town Youth Recreation Spaces Strategy and designs of the individuals towns SPOTS.

Other similarities in priorities include:

- Walking tracks and paths
- Community events and activities.
- School crossing safety

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

This document supports the Greater Shepparton City Council Plan 2013-2017 objectives: Goal 1 – Active and Engaged Communities (Social)  
Continue to enhance community capacity building

#### **Risk Management**

No risks have been identified for the Community Plan Action Plans update.

#### **Policy Considerations**

The endorsement of the Community Plan Action Plans update for 2016 will support existing Council policies.

#### **Financial Implications**

The Community Plan Action Plans is set within the Council context of existing financial constraints. Community Planning priorities requiring funding will be assessed through the existing Community Planning Implementation budget, external government departments, philanthropic trusts and / or community fundraising. For some of these priorities, Community Plan Steering Committees may provide in kind support to the implementation of these initiatives.

	<b>\$</b>	<b>Comments</b>
2016/2017 Approved budget for Community Plan implementation	\$223,250 \$531,000 (capital allocation in 16/17) Total allocated to Community Planning: \$754,250	No expenses occurred through the action plan review Costs of implementing these priority actions will be subject to individual proposals.

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Plan Action Plan Summary 2016 (continued)

#### **Legal/Statutory Implications**

The Community Plan Action Plans 2015 update is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

#### **Environmental/Sustainability Impacts**

The Community Plan Action Plans document does not have any environmental impacts.

#### **Social Implications**

The Community Plan Action Plans have been developed in consultation with the wider community, ensuring that the Action Plans and associated priorities are reflective of the needs and aspirations of the local community. With local people identifying and developing priorities for their community demonstrates asset based community development and ensures an ongoing commitment to the implementation of the plan, driven by the people who live there.

#### **Economic Impacts**

Some priorities contained within the Community Plan Action Plans include initiatives such as promoting the local economy through the development of shops and businesses.

#### **Consultation**

The Community Plan Action Plans 2016 were developed by Steering Committees in consultation with the wider networks and the community. Committees used a variety of consultation methods, surveys, some consulted via 'dot democracy' at community events particularly the 'What's Happening in your Town' events whilst others used the information provided in their recent community consultation to develop the new plans or through their five year reviews.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep the community informed about the review of the community plan	Flyers
Consult	Discuss achievements thus far and future priorities	Community consultation events such as 'What's happening in your town' events.
Involve	Feedback is an important input into decision making	Committees consulted with the wider community
Collaborate	Feedback will be incorporated into decisions to the maximum level possible. We will attempt to implement what the community decides.	Partnership between Council and Community Plan Steering Committees.
Empower	Community Plan Steering Committees have ownership of the Community Plan Action Plans and will actively drive priorities within the plan.	Plans are endorsed by Council thus creating community ownership of the revision.

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

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Plan Action Plan Summary 2016 (continued)**

#### **Strategic Links**

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Greater Shepparton City Council Plan 2013-2017:

Goal 1 – Active and Engaged Communities (Social)

Continue to enhance community capacity building

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### **Conclusion**

The Community Plan Action Plan Summary 2016 has been driven by the local Community Plan Steering Committees and includes consultation with the wider community. The Summary document will ensure that community members, Council and other stakeholders are aware of the annual priorities of each community

#### **Attachments**

Community Plan Action Plan Summary 2016 Page 265

## 8. COMMUNITY DIRECTORATE

### **8.4 Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 - Year 2 Update**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Community Development Officer**

**Proof reader(s): Community Development Coordinator, Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

The Greater Shepparton Volunteer Strategy and associated Action Plan 2014-2018 was adopted by Council in August 2014. The second year of implementation of the Volunteer Strategy and Action Plan 2014-2018 is now complete and a review has been undertaken of the activities and actions carried out. Officers in partnership with internal and external volunteer managers/coordinators have been working collaboratively to deliver these actions. This strategy continues to strengthen the partnerships that further enhance the volunteer sector in Greater Shepparton.

#### **RECOMMENDATION**

That the Council note the achievements of the second year of the Greater Shepparton Volunteer Strategy and Action Plan 2014-2018.

#### **Background**

Statistics from the ABS Census 2011 indicate that almost 20% of the Greater Shepparton population volunteer, with the volunteering rate in rural and regional areas higher than metropolitan areas. Volunteering is an essential community resource which promotes active citizenship and social inclusion. The Greater Shepparton Volunteer Strategy provides a framework for the promotion, recruitment/retention, recognition and celebration of Council's volunteers at a local level, encouraging a responsive and supportive environment for all volunteers. Council adoption of the Volunteer Strategy recognises, where there is a vibrant culture of volunteering, communities are stronger due to the inclusiveness volunteering promotes in the community.

The Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 highlights the actions that Council will undertake to support the volunteer sector and strive for best practice for the volunteers of Greater Shepparton. The action plan consists of identified activities Council and Volunteer Managers/Coordinators will undertake during 2014-2018 based on four strategic directions:

- 1- Promotion
- 2- Recruitment
- 3- Supporting volunteers
- 4- Celebrate and Recognise

## 8. COMMUNITY DIRECTORATE

### 8.4 Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 - Year 2 Update (continued)

Highlights of the reporting period include:

#### **Key Strategic Direction 1: Promotion**

- Reprint of the Quick Reference Guide (QRG) to Volunteering was completed in January and June 2016. In the 2016 reprint, 6 new volunteering organisations were added to the guide. These organisations were: Australian Red Cross, CFA, Leukaemia Foundation, Lighthouse Project, Save the Children and Tatura & District Historical Society.
- Internal and external volunteer managers have identified youth specific volunteer opportunities. These opportunities will now be identified in the next reprint of the Quick Reference Guide to Volunteering in 2017 and updated on Council's website version. A youth specific resource for volunteering is currently being investigated in partnership with Council's Youth Development officer.

#### **Key Strategic Direction 2: Recruitment**

- Council adopted its first Volunteer Policy and Managing Volunteers Procedure in April 2016.
- The Volunteer Policy, Managing Volunteers Procedures and recruitment process was rolled out across Council in July 2016. The new recruitment process for volunteers was inclusive of: Registration forms, Volunteer Agreement, Volunteer Insurance, Volunteer Rights and a newly developed Expression of Interest Form.
- Volunteer Induction Kits have been developed and distributed to all responsible officers of Council volunteers.

#### **Key Strategic Direction 3: Supporting Volunteers**

- Continued support for both the internal and external Volunteer Managers Network through meetings and achieving strategy deliverables. Four meetings have been held for this year for the External Volunteer Managers Network and nine meetings held for the Internal Volunteer Managers Network.
- A Volunteer survey has been developed and will be distributed at the end of October 2016. This survey has been designed for the volunteer to share information about the volunteer experience. The survey will allow data to be gathered at a local level and enable Council and other local organisations to identify ways to recruit and promote volunteers as well as support, celebrate and recognise volunteers across the municipality.

#### **Key Strategic Direction 4: Celebrate and Recognise**

- Council's first ever Volunteer Recognition Flags were designed and displayed this year during National Volunteer Week. The flags were designed to thank and promote volunteers within the municipality. The entrance flags will be displayed each year during the month of May to coincide with National Volunteer week – the 2<sup>nd</sup> week of May.
- Council will host its first ever recognition event to recognise all of Council's internal volunteers. This event is to formally recognise all of those volunteers that volunteer within Council's programs. The event will be held in December 2016, to coincide with International Day of the Volunteer.

## 8. COMMUNITY DIRECTORATE

### 8.4 Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 - Year 2 Update (continued)

- The Volunteer Recognition Awards were held during National Volunteer Week in May 2016. Approximately 200 people attended with 39 people nominated across 7 categories. This year a new category was included in the awards; Long Serving Volunteer. This year the Awards were held in the evening at Eastbank and are in their 6<sup>th</sup> year.

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

Goal 1: Active and Engaged Communities (Social)

Objective 1: Continue to enhance Community Capacity Building

Objective 4: Provide sustainable community services to our community

#### **Risk Management**

There are no high risk or extreme risks identified with this report.

#### **Policy Considerations**

This report supports existing Council policies.

#### **Financial Implications**

	2015/2016 Budget *\$	Comments
Revenue	0	There was no revenue associated with the Volunteer Strategy and Action Plan in 2014-2015
Expense	\$12,046.97 Funds spent throughout 15/16 financial year	

\*Amount shown in this column may equal one line item in budget or maybe a component of one budget line item

#### **Legal/Statutory Implications**

There has been no legal/statutory implications in the past 12 months and at this stage none in the foreseeable future.

#### **Environmental/Sustainability Impacts**

There has been no environmental/sustainable impacts in the past 12 months and at this stage none in the foreseeable future.

#### **Social Implications**

Greater Shepparton City Council recognises the pivotal role that volunteers play within the community. Many community organisations, programs, clubs and sports would simply not exist with the dedication of volunteers; Volunteering is an essential community resource which promotes active citizenship and social inclusion. Volunteering extends value to our communities to make them safe, robust, inclusive and culturally rich as volunteers come from all walks of life and come together to achieve a common goal. Volunteering provides a vehicle for individuals or groups to address human, environmental and social needs and increase community participation. The Volunteer Strategy and Action Plan reflect this.

#### **Economic Impacts**

No economic impacts have been assessed in the compilation of this report.

## 8. COMMUNITY DIRECTORATE

### 8.4 Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 - Year 2 Update (continued)

#### Consultation

Throughout the last 12 months of implementing the Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 consultation has been undertaken to achieve the deliverables set out in the Action Plan.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keeping the community informed	Media Releases Social Media Flyers Council website Emails
Consult	Capture community feedback/opinion	Face to Face meetings Email
Involve	Feedback is important input into decision making	Face to Face meetings Emails Working groups
Collaborate	Work collaboratively with stakeholders to develop, plan and manage deliverables	Meetings held with Internal Volunteer Managers/Coordinators Meetings held with External Volunteer Managers
Empower	Not Applicable	Not Applicable

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

#### Strategic Links

##### a) Greater Shepparton 2030 Strategy

Objective 2 – Community Life – To encourage and implement activities that will strengthen community spirit

##### b) Other strategic links

Greater Shepparton City Council, Council Plan 2013-2017

Goal 1: Active and Engaged Communities

Community Development Framework

Community Engagement Strategy

Cultural Diversity and Inclusion Strategy

Municipal Health and Wellbeing Action Plan

#### Conclusion

The second year of implementation of the Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 is now complete and a review has been undertaken of the activities and actions carried out. Many positive outcomes have been achieved over the past 12 months. Officers in partnership with internal and external volunteer managers/coordinators have been working collaboratively to continue to move forward to build on and deliver these strategy actions. The strategy will be reviewed annually to note and recognise achievements moving forward.

#### Attachments

Volunteer Strategy Key Strategic Directions - Year 2 Review 2016 Page 330



## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Committees and Cemeteries Operations Officer**

**Proof reader(s): Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

In accordance with Greater Shepparton City Council CEO Directive 07.CEOD2 Section Four, Committees of Management (Special Committees) which are appointed under Section 86 of the Local Government Act 1989, committee member appointments can only be made by a formal resolution of Council.

This report recommends the appointment of members to the Tallygaroopna Memorial Hall Committee of Management, Tallygaroopna Recreation Reserve Committee of Management and Harston Hall Committee of Management for a two year term to ensure continuity in the committees operations.

This report also recommends the appointment of an additional member to the Bunbartha Recreation Reserve Committee of Management, a co-opted member to the Kialla Hall Committee of Management and rescinds the membership in accordance with the resignation received from a member of the Bunbartha Recreation Reserve Committee of Management.

#### **RECOMMENDATION**

That the Council:

1. having considered the applications received for appointment to the Tallygaroopna Memorial Hall Committee of Management, appoint the following members commencing 19 February 2017 for a two year term concluding 19 February 2019:
  - Heath THOMPSON
  - Tony FARRELL
  - Lynette HOFFMAN
  - Patricia MOSS
  - Alan STRANG
  - Carmel STRANG
2. having considered the applications received for appointment to the Tallygaroopna Recreation Reserve Committee of Management, appoint the following members commencing 19 February 2017 for a two year term concluding 19 February 2019:
  - Chris HAZELMAN
  - Brett MCFARLANE
  - Neville HOSIE

## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments (continued)**

- Yvonne SPRUNT
  - Rodney TAYLOR
  - Neville MONTGOMERY
  - Trent SIDEBOTTOM
3. having considered the applications received for appointment to the Harston Hall Committee of Management, appoint the following members commencing 19 February 2017 for a two year term concluding 19 February 2019:
    - Bruce BRADBURY
    - Margaret GRAY
    - Iola IBRHAIM
    - James NICHOLL
    - Joan SCOTT
    - Sally SHERMAN
    - William SHERMAN
    - Heather STUART
    - Wesley TYSON
    - Dennis WATTS
  4. having considered the application received for appointment to the Bunbartha Recreation Reserve Committee of Management, appoint the following member to the current term concluding 21 March 2018:
    - Brent KARL
  5. acknowledge the contribution that Barry RUTHERFORD has made to the Bunbartha Recreation Reserve Committee of Management, accept his membership resignation and rescind his membership effective 21 December 2016.
  6. having considered the Co-opt Application received for appointment to the Kialla District Hall Committee of Management, appoint the following member to the existing term concluding 19 May 2018:
    - Bianca TACEY
  7. resolve that all members (who are not Councillors or nominated Officers) of the Tallygaroopna Memorial Hall Committee of Management, Tallygaroopna Recreation Reserve Committee of Management, Harston Hall Committee of Management, Bunbartha Recreation Reserve Committee of Management and the Kialla District Hall Committee of Management continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the *Local Government Act 1989*.

## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments (continued)**

#### **Background**

##### Tallygaroopna Memorial Hall Committee of Management

At the Ordinary Council Meeting held 17 February 2015 five applicants were appointed to the Tallygaroopna Memorial Hall Committee of Management for a term of two years concluding 18 February 2017.

Five Applications for Reappointment have been received from existing committee members and one application received from a community member. It is recommended that the six applicants be appointed for a two year term commencing 19 February 2017 and concluding 19 February 2019.

##### Tallygaroopna Recreation Reserve Committee of Management

At the Ordinary Council Meeting held 17 February 2015 seven applicants were appointed to the Tallygaroopna Recreation Reserve Committee of Management for a term of two years concluding 18 February 2017. One additional member was appointed to the current term at the Ordinary Council meeting held 15 December 2015 with one existing member submitting his resignation due to relocation in October 2016. This membership was rescinded at the Council meeting held 22 November 2016 resulting in the total number of members being seven.

Seven Applications for Reappointment have been received from existing committee members and it is recommended that all be appointed for a two year term commencing 19 February 2017 and concluding 19 February 2019.

##### Harston Hall Committee of Management

At the Ordinary Council Meeting held 17 February 2015 eight applicants were appointed to the Harston Hall Committee of Management for a term of two years. Two further members were appointed at Ordinary Council Meetings held 15 December 2015 and 15 March 2016 bringing the total number of members to ten.

Nine Applications for Reappointment have been received from existing committee members and one new application from a community member. It is recommended that all applicants be appointed for a two year term commencing 19 February 2017 and concluding 19 February 2019.

##### Bunbartha Recreation Reserve Committee of Management

At the Ordinary Council Meeting held 15 March 2016 five applicants were appointed to the Bunbartha Recreation Reserve Committee of Management for a term of two years. A further application has now been received and it is recommended that the applicant be appointed to the current term concluding 22 March 2018.

In addition, Barry Rutherford has tendered his resignation from the committee. Council would like to formally acknowledge the contribution that Barry has made to the Committee. It is recommended that Barry's membership be rescinded in accordance with this resignation.

##### Kialla District Hall Committee of Management

At the Ordinary Council Meeting held 17 May 2016 eleven applicants were appointed to the Kialla District Hall Committee of Management for a term of two years.

A co-opt membership application has now been received and it is recommended that the applicant be appointed to the current term concluding 19 May 2018.

## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments (continued)**

#### Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Committees be exempt from the requirement of completing Interest Return in accordance with Section 81(2A) of the *Local Government Act 1989*.

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

This proposal supports the following goals of the *Council Plan 2013-2017*:

- Goal 1 – Active & Engaged Community (Social)
- Goal 4 – Quality Infrastructure (Built)
- Goal 5 – High Performance Organisation (Leadership and Governance)

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the delegation of Council powers to a committee	Possible	Major	High	The appointment of members by formal resolution of the Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

#### **Legal/Statutory Implications**

All of Council's Committees of Management have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

The appointment of members to this committee by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.

#### **Environmental/Sustainability Impacts**

There are no environmental or sustainability impacts arising from this proposal.

#### **Social Implications**

The appointment of community members to committees helps to build a sense of community by increasing stakeholder participation and giving community members a greater sense of pride and involvement in their local community

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments (continued)**

#### **Consultation**

Current members of the Tallygaroopna Recreation Reserve Community Centre, Tallygaroopna Memorial Hall Committee of Management and Harston Hall Committee of Management were contacted advising them that their term was nearly conclusion and inviting them to reapply. A public notice was also placed in the Shepparton News on 28 October 2016 calling for applications for appointment to the above Committees of Management. The Primary Schools in these towns also contacted and requested to place notices in their newsletters inviting community members to apply for positions on the above Committees.

The Bunbartha Recreation Reserve and Community Centre Committee of Management informed Council of the receipt of the resignation advice from a committee member and Council subsequently contacted the committee member and confirmed his intentions.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> <li>• Newspaper advertisements</li> <li>• Website announcement</li> <li>• Letters to outgoing committee members</li> </ul>
Consult	Informed, listen, acknowledge	Council will consult with its committees prior to making decisions that relate to the relevant facilities.
Involve	Work together. Feedback is an input into decision making.	Committees provide an important source of feedback for Council to manage the facilities.
Collaborate	Feedback will be incorporated into decisions to the maximum level possible.	Council collaborates with its committees prior to making decisions that relate to the relevant facilities.
Empower	We will implement what the public decide.	Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.

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

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

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

##### **b) Other strategic links**

No other strategic links have been identified.

## 8. COMMUNITY DIRECTORATE

### **8.5 Section 86 Committees of Management - Membership Appointments** **(continued)**

#### **Conclusion**

It is recommended that the abovementioned applicants be appointed to the appropriate Section 86 Committees of Management in accordance with this report.

It is also recommended that the resignation of Barry Rutherford from the Bunbartha Recreation Reserve Committee of Management be accepted, his contribution acknowledged and his membership rescinded in accordance with his resignation.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### **8.6 Toolamba Community Plan 2016 - 5 Year Review**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Community Development Officer**

**Proof reader(s): Community Development Coordinator, Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council has a firm commitment to developing Community Plans in small towns, localities and neighbourhoods. This commitment is in line with the Council Plan 2013-2017, and is an essential means of increasing social capital within the municipality. The Community Planning Policy recommends Community Plan Committees review existing Community Plans every 5 years to ensure that the plans are relevant and reflect the ever-changing communities that they represent. Over the past several months, the Toolamba Community Plan Steering Committee, in partnership with Council, has consulted with the residents of Toolamba to renew their existing 2011 Community Plan and identify new opportunities and actions. Following an extensive consultation period, the draft Toolamba Community Plan was presented to the public for comment and feedback. The 2016 Toolamba Community Plan has now been finalised and is being presented to Council for endorsement.

#### **RECOMMENDATION**

That the Council:

1. endorse the updated Toolamba Community Plan 2016;
2. acknowledge the valuable contribution Toolamba residents have made to the update of their Community Plan.

#### **Background**

Greater Shepparton City Council is committed to partnering with small towns, neighbourhoods and localities in the development and review of Community Plans. Toolamba is the only town that has completed a whole-of-plan review in 2016.

Residents living within the Toolamba and Old Toolamba area and close surrounds were invited to work in partnership with Council to undertake the 5 year review of their Community Plan for the area. The community were supportive of this approach, driven by the Toolamba Community Plan Steering Committee. Local residents and those who do not live in the area but who utilised the area's facilities (such as the Cricket Club) were encouraged to provide input into the plan's development.

## 8. COMMUNITY DIRECTORATE

### **8.6 Toolamba Community Plan 2016 - 5 Year Review (continued)**

The Toolamba Community Plan Steering Committee guided the consultation process from beginning to end. Extensive consultation occurred with the sole intention of targeting every demographic present in the area. Residents and Council Officers continually cross-checked their consultation activities with the central question of 'how can we hear every voice in Toolamba?'.

Consultation methods included:

- Community surveys available at Toolamba Primary School and the Toolamba General Store, as well as online (GSCC website). 40 surveys were completed.
- One-on-one conversations at the Community Plan Review launch breakfast and Food Swap. Attended by approximately 30 residents.
- Toolamba Community Plan Steering Committee members attended meetings with the Toolamba Fishing Club, CFA, Lions and Recreation Reserve.
- One-on-one conversations with students and parents at a BBQ lunch at Toolamba Primary School. Attended by approximately 80 children and 50 adults.
- Priority setting breakfast at Colaura Gardens. Attended by approximately 40 residents.

During the consultation, residents were asked to review the 2011 Community Plan and suggest any changes they thought were relevant. While the 2016 plan is still similar to the original, some changes included the updating of demographic data, the removal of redundant information to streamline the document, and the inclusion of newer photos.

The 2016 Community Plan now includes the following 24 actions:

- Redevelopment of the Recreation Reserve
- Construction of a playground at Colaura Gardens
- Walking tracks throughout Toolamba (specifically connecting Toolamba to Old Toolamba)
- Implementation of a school crossing
- Improvement of the kerb/channel/guttering
- Continue to provide community activities and events
- Continue to encourage environmental practices such as tree planting, protection of flora/fauna, and continue to advocate for maintenance and grading
- Development and support for heritage and history activities
- Public transport connection improvements
- Planting of a community garden
- Creation of a community area in Old Toolamba
- Development of town footpaths
- Upgrading and redevelopment of the railway reserve
- Advocate for natural gas extensions
- Consider the impact of the new bypass
- Advocate for sewerage
- Construction of a war memorial
- Promotion of the town's businesses within the region
- Support the development of community space or private enterprise venture for a coffee shop/supermarket
- Investigate future use of Daunts Bend including caravan/camping facilities, walking/cycling tracks by improving the maps, signage and paths
- Preparing of a feasibility study to support the establishment of a caravan park within Toolamba



## 8. COMMUNITY DIRECTORATE

### **8.6 Toolamba Community Plan 2016 - 5 Year Review (continued)**

- Development of a community noticeboard
- Facilitation of community courses (i.e. woodwork, craft)
- Better promotion of our area's natural assets

The draft Community Plan was released for public comment over a three week period, commencing August 22 and ending September 12 2016. The draft plan was available for viewing (and feedback) at the Toolamba General Store and Toolamba Primary School, as well as the Greater Shepparton City Council website. A News Alert appeared on Council's website advising of the draft plan's availability, and this was also advertised via our social media platforms. Residents were asked to provide feedback in terms of what they liked and disliked about the plan and what should be added.

Some actions identified in the Community Plan are capital projects, and will require access to future capital budget bids. Other actions are smaller community based projects and will require operational stream funding. The Toolamba Community Plan Steering Committee will seek access to funds via community resources, Council and State and Federal funding avenues. Some identified actions are not the responsibility of Greater Shepparton City Council to deliver. In these instances, the Steering Committee will assume an advocacy role, with assistance from Council where appropriate.

Internal consultation has also occurred with a number of Greater Shepparton City Council departments to identify areas of collaboration within the proposed Community Plan actions. Consultation occurred with Strategic Planning, Statutory Planning, Projects, Building, Design, Investment Attraction, Sustainability and Environment and Parks, Sport and Recreation.

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

The endorsement of the Toolamba Community Plan is inherently linked to the Council Plan 2013-2017, particularly in the following objectives:

- Goal 1 – Active and Engaged Communities (Social)
- Objective 1 – Continue to enhance community capacity building

#### **Risk Management**

The endorsement of the Toolamba Community Plan will strengthen community planning and improve social capacity, and result in a reduced risk to Council.

#### **Policy Considerations**

The endorsement of the Toolamba Community Plan will support existing Council policies.

#### **Financial Implications**

The endorsement of the Toolamba Community Plan is set within the Council context of existing financial constraints. Community plan priorities stemming from the Community Plan (which require funding) will be assessed through the existing Community Plan Implementation Budget (via Expression of Interest and Project Proposal Forms), external government departments and/or philanthropic trusts.

## 8. COMMUNITY DIRECTORATE

### 8.6 Toolamba Community Plan 2016 - 5 Year Review (continued)

	2015/2016 Approved Budget for this proposal*\$	Comments
Available Budget	\$5,000	
Expense	\$1,680 (Total expenses including consultation activities)	Cost of review of plan aligns well within allocated budget
Net Result	\$3,320 Can be used for printing and promotion of the Community Plan	Cost of implementing actions within Toolamba Community Plan will be subject to individual funding applications.

#### Legal/Statutory Implications

The Toolamba Community Plan development is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

#### Environmental/Sustainability Impacts

The plan identifies environmental benefits such as beautification of the area and advocacy for better maintenance of natural assets.

#### Social Implications

The Toolamba Community Plan was reviewed in consultation with the wider community and is reflective of the needs of that community as identified by local residents. Several social priorities were highlighted which add to assets already existing in the area and also align with the principles of asset based community development. The plan identifies many social benefits from connectivity through to activities and community events, development of a playground, and investigating a public space in Old Toolamba.

#### Economic Impacts

The Toolamba Community Plan includes actions that are aimed at stimulating economic activity and business within the area.

#### Consultation

The 2016 Toolamba Community Plan has been developed after extensive consultation with the Toolamba community. Consultation methods included:

- Community surveys available at Toolamba Primary School and the Toolamba General Store, as well as online (GSCC website). 40 surveys were completed.
- One-on-one conversations at the Community Plan Review launch breakfast and Food Swap. Attended by approximately 30 residents.
- Toolamba Community Plan Steering Committee members attended meetings with the Toolamba Fishing Club, CFA, Lions and Recreation Reserve.
- One-on-one conversations with students and parents at a BBQ lunch at Toolamba Primary School. Attended by approximately 80 children and 50 adults.
- Priority setting breakfast at Colaura Gardens. Attended by approximately 40 residents.

## 8. COMMUNITY DIRECTORATE

### 8.6 Toolamba Community Plan 2016 - 5 Year Review (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keeping the community informed of the development of the Community Plan.	Surveys Flyers GSCC website Social media
Consult	Discuss ideas for future priorities for the town.	Community consultation events such as coffee van, BBQ breakfasts, BBQ lunch and stakeholder meetings
Involve	Feedback is vital to contributing to decision making.	Three week feedback period for community members to make comment on the draft Community Plan.
Collaborate	Feedback will be incorporated into decision making to the maximum level possible.	Partnerships between Council and Toolamba Community Plan Steering Committee – collaboration through meetings
Empower	The Toolamba community have ownership of this plan and will actively drive the implementation of the priorities within.	Plan is endorsed not adopted by Council thus creating ownership by the community

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### **Conclusion**

The review of the Toolamba Community Plan has been enthusiastically driven by the Toolamba community and developed through widespread consultation with the local population. The Toolamba Community Plan contains the vision and associated actions and priorities for the area. Officers recommend the endorsement and continuing support of the plan.

#### **Attachments**

Toolamba Community Plan 2016 Page 336

## 8. COMMUNITY DIRECTORATE

### **8.7 Greater Shepparton Women's Charter Alliance Advisory Committee Membership**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Manager Neighbourhoods**

**Proof reader(s): Director Community**

**Approved by: Director Community**

**Other: Project Administration Officer**

#### **Executive Summary**

The Greater Shepparton Women's Charter Alliance Advisory Committee (GSWCAAC) was established by Greater Shepparton City Council in 2011 to promote women in leadership at all levels of decision making in greater Shepparton. Since this time, the Committee has undertaken many activities to promote women's participation. The GSWCAAC seeks the endorsement of its new Committee members that have applied for membership as per the GSWCAAC Terms of Reference.

#### **RECOMMENDATION**

That the Council:

1. having considered the nominations received for appointment to the Women's Charter Alliance Advisory Committee, appoint the following members for the remainder of the current term, to expire on 30 June 2017:
  - Diane Baglin
  - Letitia Okely
2. thank outgoing members Jo Fasano and Lyn Hewson for their contribution to the committee.

#### **Background**

The Women's Charter was first launched by the Women's Participation in Local Government Coalition in 1996. The Charter's three principles of gender equity, diversity and active citizenship are now supported by more than 60 local governments.

Greater Shepparton City Council officially endorsed its commitment to the Women's Charter in 2010 and an action plan followed. In 2011, an Advisory Committee was initiated and commenced with its first meeting held on 4 November 2011. The Committee was officially endorsed by Council on 21 February 2012, and is known as the Greater Shepparton Women's Charter Alliance Advisory Committee.

## **8. COMMUNITY DIRECTORATE**

### **8.7 Greater Shepparton Women's Charter Alliance Advisory Committee Membership (continued)**

The Committee membership has shifted over the last three years from a Council based Committee to now being a majority of community members. This shift has empowered the Committee to engage with the community on many levels as well as promote the principles of the Women's Charter in their everyday lives, thereby broadening the reach of the Women's Charter Alliance Advisory Committee.

Identified in the GSWCAAC Terms of Reference is capacity for the Committee to comprise up to 17 members representative of the community and up to seven representatives from Council staff, as well as one Councillor as the Charter Champion. The Committee shall not exceed 20 members.

Two vacant community member positions became available due to the resignation of exiting members.

A public notice calling for members was placed in the Shepparton News on Friday 9 September 2016 as well as advertising on Council's website and email distribution to over 200 recipients.

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

##### **1.1 Continue to enhance community capacity building**

We will work with all our communities to assist them to create opportunities whereby the community can develop, implement and sustain actions which allow them to exert greater control over their physical, social, economic and cultural environments.

#### **Risk Management**

Officers have not identified any moderate to extreme risks associated with this report.

#### **Policy Considerations**

Officers have not identified any current policy implications associated with this report. However, it may be noted that the aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management.

#### **Financial Implications**

There are no financial implications associated with this report.

#### **Legal/Statutory Implications**

Officers have not identified any Legal/Statutory implications associated with this report.

#### **Environmental/Sustainability Impacts**

Officers have not identified any Environmental/Sustainability implications associated with this report.

#### **Social Implications**

The aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management. GSWCAAC has adopted a three point action plan focusing on Diversity, Active Citizenship and Gender Equity to guide the key strategic objectives of this committee. This focus is on addressing social disadvantage and increasing women's participation.

## 8. COMMUNITY DIRECTORATE

### **8.7 Greater Shepparton Women's Charter Alliance Advisory Committee Membership (continued)**

#### **Economic Impacts**

The aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions. The GSWCAAC will continue to deliver information to the community that is aimed at informing, educating and supporting women in their pursuits – including participation in the workforce.

#### **Consultation**

Officers have undertaken consultation for the adopted new memberships. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

#### **Strategic Links**

No strategic links have been identified in relation to this report.

#### **Conclusion**

The Women's Charter Alliance Advisory Committee has continued to undertake events to promote Diversity, Active Citizenship and Gender Equity in the community and looks forward to further developing these concepts and the way the GSWCAAC implements its principles. GSWCAAC is encouraged by the new committee member nominations that have been received.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### **8.8 Greater Shepparton Women's Charter Alliance - Action Plan**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Manager Neighbourhoods**

**Proof reader(s): Director Community**

**Approved by: Director Community**

**Other: Project Administration Officer**

#### **Executive Summary**

The Greater Shepparton Women's Charter Alliance Advisory Committee (GSWCAAC) is an advisory committee of the Greater Shepparton City Council and is part of a broader network of Local Government Area (LGA) advisory committees across the state that are guided and informed by the Victorian Local Government Women's Charter. The Charter recognises the need to increase women's participation in key decision making forums in the community and in democratic governance.

As an advisory committee of Council, the Committee provides advice to Council on issues relating to the Victorian Local Government Women's Charter and its key principles, makes recommendations to encourage delivery of these, ensures there is opportunity for the women of Greater Shepparton to access information about Council and be aware of leadership opportunities with Council, as well as promoting local leadership opportunities.

A three point action plan has been developed in consultation with the committee - focussing on Gender Equity, Diversity, and Active Citizenship to guide the key strategic objectives of this Committee.

#### **RECOMMENDATION**

That the Council adopt the Greater Shepparton Women's Charter Alliance Advisory Committee Action Plan 2016-2018.

#### **Background**

The Women's Charter was first launched by the Women's Participation in Local Government Coalition in 1996. The Charter's three principles of Gender Equity, Diversity and Active Citizenship are now supported by more than 60 local governments. Greater Shepparton City Council officially endorsed its commitment to the Women's Charter in 2010 and an action plan followed. In 2011 an advisory committee was initiated and commenced with its first meeting being held on the 4 November 2011. The Committee was officially endorsed by Council on the 21 February 2012, and is known as the Greater Shepparton Women's Charter Alliance Advisory Committee (GSWCAAC). The GSWCAAC is made up of community representatives and Council Officers who volunteer their time and is supported by Greater Shepparton City Council.

## 8. COMMUNITY DIRECTORATE

### **8.8 Greater Shepparton Women's Charter Alliance - Action Plan (continued)**

The aim of the GSWCAAC is to support and promote women in leadership roles and all levels of decision-making, including business or workplace positions, community groups or boards of management.

Since its inception, the GSWCAAC has been guided by a 3x3 action plan which outlines the key strategic objectives of the Committee. This action plan is updated on a regular basis.

The 3x3 Action Plan was first created in 2010, when the GSWCAAC was first endorsed by Council. It was last reviewed in 2011. The 3x3 Action Plan focuses on the three principles of the Women's Charter: Gender Equity, Diversity, and Active Citizenship.

In 2015, a review of the Action Plan began, with the resulting Action Plan designed to better reflect the current direction of the GSWCAAC. It was also important the new format encapsulate some of the core values the GSWCAAC considers when undertaking its work.

The approach of the GSWCAAC to the 3x3 Action Plan Review was as follows:

#### Step 1: Gender Equity

- Review of literature by the GSWCAAC relating to Gender Equity
- Online survey about Gender Equity to be developed and circulated amongst networks and the wider community
- Compilation and review of survey results
- Utilisation of survey results to develop a draft action plan for Gender Equity

#### Step 2: Diversity

- Review of literature by the GSWCAAC relating to Diversity
- Online survey about Diversity to be developed and circulated amongst networks and the wider community
- Compilation and review of survey results
- Utilisation of survey results to develop a draft action plan for Diversity

#### Step 3: Active Citizenship

- Review of literature by the GSWCAAC relating to Active Citizenship
- Online survey about Active Citizenship to be developed and circulated amongst networks and the wider community
- Compilation and review of survey results
- Utilisation of survey results to develop a draft action plan for Active Citizenship.

The three surveys had 257 respondents in total.

Following this three step process, the action plan has been revised to guide the work of the GSWCAAC over the years to come.

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

This proposal supports the following goal of the Council Plan 2013 – 2017:

- Goal 1 – Active and Engaged Community (Social)

#### **Risk Management**

No appreciable risks identified in relation to this proposal.



## 8. COMMUNITY DIRECTORATE

### **8.8 Greater Shepparton Women's Charter Alliance - Action Plan (continued)**

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

Council has committed a total of \$16,600 to support the activities of the Women's Charter Alliance Advisory Committee in the 2016/17 financial year.

#### **Legal/Statutory Implications**

This report is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

#### **Environmental/Sustainability Impacts**

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

#### **Social Implications**

The adoption of the action plan provides opportunities for greater inclusiveness within our community.

#### **Economic Impacts**

There are no economic impacts in relation to this report.

#### **Consultation**

In 2015 the GSWCAAC undertook three surveys as part of their community consultation. As well as relying upon feedback provided to the GSWCAAC (from events, feedback forms, etc.). A survey was conducted on each of the three principles of Gender Equity, Diversity, and Active Citizenship. The three surveys had 257 respondents in total.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

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

##### b) Other strategic links

No other strategic links have been identified.

#### **Conclusion**

The Greater Shepparton Women's Charter Advisory Committee have reviewed it's current action plan. The action plan will guide the work of the GSWCAAC over the next three years.

#### **Attachments**

Women's Charter Action Plan 2016-2018 Page 354

## 9. CORPORATE SERVICES DIRECTORATE

### 9.1 November 2016 Monthly Financial Report

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author:** Team Leader Corporate Accounting

**Proof reader(s):** Manager Finance and Rates

**Approved by:** Director Corporate Services

#### **Executive Summary**

The report presents Council's actual financial performance compared to the budget for the five months ended 30 November 2016.

### **RECOMMENDATION**

That the Council receive and note the November 2016 Monthly Financial Report.

#### **Background**

The 2016/2017 Budget was adopted at the Ordinary Council Meeting held 21 June 2016. The 2016/2017 Budget provided for an operating surplus of \$13.81 million with revenue of \$130.31 million and expenditure of \$116.74 million. The 2016/2017 Budget also provided for capital works of \$45.49 million.

On 14 September 2016, Council adopted the 2016/2017 August Budget Review with an accounting surplus of \$13.1 million which is \$0.47 million less than the 2016/2017 Adopted Budget. The capital works program of \$42.03 million are forecast to be expended during the 2016/2017 financial year which is a decrease of \$3.45 million from the Adopted Budget.

Council's actual financial performance compared to the budget is presented to Council on a monthly basis.

The November 2016 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

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

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

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2013-2017*.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.1 November 2016 Monthly Financial Report (continued)

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

The report is consistent with the leadership and governance goal “High Performing Organisation” as included in the *Council Plan 2013-2017*.

#### **Risk Management**

No risks have been identified in providing this financial report.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

#### **Legal/Statutory Implications**

Section 137 of the *Local Government Act 1989* provides that Council maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. In addition Section 138 requires that at least every 3 months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public. This report satisfies that requirement.

#### **Environmental/Sustainability Impacts**

No Environmental or Sustainability impacts have been identified.

#### **Social Implications**

No Social implications have been identified.

#### **Economic Impacts**

No Social implications have been identified.

#### **Consultation**

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

#### **Conclusion**

The report provides details of Council’s financial performance compared to the budget for five months ended 30 November 2016.

#### **Attachments**

November 2016 Monthly Financial Statements Page 360

## 9. CORPORATE SERVICES DIRECTORATE

### **9.2 Contract 1718 - Provision of Municipal Valuation Services 2018 and 2020**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Team Leader Rates**

**Proof reader(s): Manager Finance and Rates**

**Approved by: Director Corporate Services**

#### **Executive Summary**

The *Valuation of Land Act 1960* requires a general valuation be made every two years of all rateable land and non-rateable leviable land within the Municipal Boundary for which Council as the valuation authority is responsible for valuing.

Municipal valuation services are provided through:

- In-house valuers; or
- The Office of the Valuer General; or
- Commercial contract valuers

Council has used contract valuers for at least 25 years.

Tenders were invited for the performance of Municipal Property Valuation Services. The tender commenced on 16 September 2016 and closed on 12 October 2016.

The contract includes the provision of municipal valuations, spanning two general valuations, inclusive of supplementary valuations, objections, inquiries, applications to VCAT and other valuation services required by the Council.

The value of this contract exceeds the amount which can be approved by Council's Chief Executive Officer under delegated authority.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.2 Contract 1718 - Provision of Municipal Valuation Services 2018 and 2020 (continued)

#### RECOMMENDATION

That the Council;

1. accept the tender submitted by LG Valuation Services of Kyabram Victoria for Contract No. 1718 – Provision of Municipal Valuation Services 2018 and 2020 for the Lump Sum price of \$724,968 (inc GST) and the rates of \$37.50 (inc GST) per assessment for Supplementary Valuations and \$55.00 (inc GST) per assessment for Objections.
2. authorise the Chief Executive Officer to sign and seal the contract documents.
3. authorise the Chief Executive Officer to exercise the options by way of two separate contract extensions for the 2022 and 2024 General Valuation years – subject to contractor compliance as per the terms and conditions of the contract. The approximate costing of the two separate options in total is \$795,984 (inc GST).

#### Contract Details

The contract is a lump sum contract which covers provision of municipal valuation services relating to the 2018 and 2020 General Valuation and, subject to contractor compliance with specifications and timelines and all parties agreeing continue with completing of the 2022 and 2024 General Valuations by way of two by two year contract options for extension. In addition, undertake supplementary valuations, objections, inquiries, applications to VCAT and other valuation services required by the Council.

#### Tender Evaluation

Tenders were evaluated by:

Title	Branch
Manager Finance and Rates	Finance and Rates
Team Leader Rates	Finance and Rates
Team Leader Finance	Finance and Rates
Procurement Advisor	Procurement

#### Evaluation Criteria

Tenders were evaluated on the following criteria:

Evaluation Criteria	Weighting
Capability (quality)	20%
Capacity (resources)	20%
Price	40%
Environment	10%
Benefit To Local Region	10%

## 9. CORPORATE SERVICES DIRECTORATE

### 9.2 Contract 1718 - Provision of Municipal Valuation Services 2018 and 2020 (continued)

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

The valuation process generates approximately 53 per cent of the total revenue received by the Council annually and therefore highlights the significance of valuation services to Council.

The quality and timeliness of the delivery of the general valuation and related services by the Contractor is vitally important because the Council and other rating and taxing authorities are dependent on the valuation. Council will make financial decisions based on the valuation and property data provided by the Contractor.

#### **Risk Management**

The quality and timeliness of the delivery of valuation and related services by the contractor is vitally important, as the Council will make financial decisions based on the valuation and property data provided by the contractor. The valuations returned by the contractor will be closely monitored by Council officers and the Valuer-General Victoria.

Risks	Likelihood	Consequence	Rating	Mitigation Action
Economic downturn affecting budget generally	C	3	Medium	
Rates growth lower than expected – reduced supplementaries	C	3	Medium	

#### **Policy Considerations**

The General Valuation will be undertaken in accordance with all relevant legislation, in particular, the *Valuation of Land Act 1960*, the *Local Government Act 1989*, and the principles of the Valuation Best Practice program.

#### **Financial Implications**

In accordance with the *Valuation of Land Act 1960*, the Council is required to provide returned valuations to other authorities for a fee, for the purpose of assessing rates and taxes. Previously, when providing these valuations to the State Revenue Office, the Council has been reimbursed 50 per cent of the cost of the General Valuation from that authority.

	Tender Estimate	This Proposal	Variance to Tender Estimate	Comments
	\$	\$	\$	
Revenue				
Expense	784,392	724,968	-59,424	Costings for the 2018 and 2020 Revaluation only.
Net Total	784,392	724,968	-59,424	

## 9. CORPORATE SERVICES DIRECTORATE

### **9.2 Contract 1718 - Provision of Municipal Valuation Services 2018 and 2020 (continued)**

#### **Legal/Statutory Implications**

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

The 2018 General Valuation is to be performed in accordance with all relevant Acts, in particular the *Local Government Act 1989*, the *Fire Services Property Levy Act 2012* and the *Valuation of Land Act 1960*, as well as the Valuer-General Victoria's 2018 *Valuation Best Practice Specification Guidelines*.

#### **Environmental/Sustainability Impacts**

As part of the tender process, tenderers were evaluated on their commitment to the environment. Tenders were required to declare if they had a formal environmental certification under AS14000 2007, and/or demonstrated they had company systems in place to ensure their business did not negatively impact on the environment.

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

Nil

##### **b) Other strategic links**

The proposal is consistent with the Valuer-General Victoria's 2018 *Valuation Best Practice Specification Guidelines*.

#### **Conclusion**

As a consequence of applying the evaluation process outlined in the tender and information gathered and discussed by the members of the evaluation panel, the tender submitted by LG Valuation Services is the recommended tenderer for Contract No. 1718.

The panel took into consideration LG Valuation Services' extensive experience across northern Victoria and that they are strategically placed to provide good service to the Council and ratepayers with its head administration office in Kyabram whilst also having staff situated in Shepparton, Melbourne, Bendigo, Wangaratta, Echuca, Wodonga, Hobart and Launceston.

#### **Attachments**

Nil

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author:** Team Leader Governance

**Proof reader(s):** Manager Corporate Governance

**Approved by:** Director Corporate Services

#### **Executive Summary**

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, as well as purpose groups appointed by the Council. The purpose of this report is to appoint Councillors to these various committees.

#### **RECOMMENDATION**

That the Council confirm the appointment of delegates and representatives for committees shown in the following table:

<b>Committee</b>	<b>Councillor Representative/s</b>
Australian Botanic Gardens Shepparton Special Committee	<i>Cr Adem</i>
Best Start Municipal Early Years Partnership Committee	<i>Cr Sutton</i>
Deakin Reserve Advisory Committee	<i>Cr Giovanetti, Cr Hazelman</i>
Development Hearings Panel	<i>Cr Adem, Cr Hazelman</i>
Disability Advisory Committee	<i>Cr Giovanetti</i>
Festive Decorations Advisory Committee	<i>Cr O'Keeffe</i>
Goulburn Broken Greenhouse Alliance	<i>Cr Giovanetti</i>
Goulburn Valley Highway Bypass Action Group	<i>Mayor, [Cr Adem]</i>
Goulburn Valley Regional Library Corporation Board	<i>Cr Abdullah</i>
Greater Shepparton Aerodrome Advisory Committee	<i>Cr Patterson</i>
Greater Shepparton Audit and Risk Management Committee	<i>Mayor, [Cr Adem] Cr Hazelman</i>



## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

Greater Shepparton Public Health and Wellbeing Plan Advisory Committee	<i>Cr Summer</i>
Greater Shepparton Safe Communities Advisory Committee	<i>Cr Oroszvary</i>
Greater Shepparton Women's Charter Alliance Advisory Committee	<i>Cr Abdullah</i>
Heritage Advisory Committee	<i>Cr Abdullah, Cr O'Keeffe</i>
Melbourne University Rural Clinical School Advisory Board and Department of Rural Health Management Advisory Committee	<i>Mayor, [Cr Adem]</i>
Municipal Association of Victoria	<i>Cr Adem</i> <i>Substitute Representative</i> <i>Cr Giovanetti</i>
Municipal Emergency Management Planning Committee (MEMP)	<i>Mayor, [Cr Adem]</i>
Murray Darling Association	<i>Mayor, [Cr Adem]</i> <i>Cr Patterson</i>
North Eastern Australian Local Government Women's Association (NEALGWA)	<i>Cr Sutton</i>
Positive Ageing Advisory Committee	<i>Cr Patterson</i>
Rail Freight Alliance Committee	<i>Cr Giovanetti</i>
Regional Aboriginal Justice Advisory Committee	<i>Cr Oroszvary</i>
RiverConnect Community Advisory Committee	<i>Cr Patterson, Cr Summer</i>
Rumbalara Aboriginal Cooperative Working Party	<i>Mayor, [Cr Adem]</i> <i>Cr O'Keeffe (Deputy Mayor)</i>
Shepparton Art Museum Advisory Committee	<i>Cr Hazelman</i> <i>(Meeting Chair)</i>
Shepparton Liquor Licensing Accord	<i>Cr Patterson</i>
Shepparton Regional Saleyards Advisory Committee	<i>Cr Adem</i>
Shepparton Show Me Committee	<i>Cr O'Keeffe, Cr Oroszvary</i>

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

Shepparton Showgrounds Advisory Committee	<i>Cr Sutton, Cr O'Keeffe</i>
Sir Murray Bouchier Memorial Advisory Committee	<i>Cr Sutton</i>
Sports Hall of Fame Advisory Committee	<i>Cr Patterson, Cr Giovanetti</i>
Tatura Park Advisory Board	<i>Cr Adem, Cr Patterson</i>
Victorian Local Governance Association	<i>Cr O'Keeffe</i>

In some cases, the Council is represented by the Mayor, and therefore, a separate appointment is not required. Mayoral appointments are:

- Greater Shepparton Audit and Risk Management Committee
- Melbourne University Rural Clinical School Advisory Board and Department of Rural Health Management Advisory Committee
- Municipal Emergency Management Planning Committee (MEMP)
- Murray Darling Association
- Rumbalara Aboriginal Co-operative Working Party

#### **Background**

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community organisations and government agency groups, as well as purpose groups appointed by the Council.

It has now been determined that Councillor representation on committees will be reviewed annually.

The purpose of each of the committees, groups or organisations is provided below for information.

#### Australian Botanic Gardens Shepparton Special Committee

The function of the Australian Botanic Gardens Shepparton Special Committee is to manage the former Kialla Landfill Site and to work closely with Council to prepare a development and management plan for the site, maximise the sustainable use of the facilities and encourage public interest and involvement in the development and use of the facility.

#### Best Start Municipal Early Years Partnership Committee

The committee comprises a wide range of participants from the field of early childhood development who collectively provide expert direction to coordinate activities and provide advice to Council on how best to ensure a best start in life for children in Greater Shepparton. The committee is responsible for the creation and implementation of the Greater Shepparton Municipal Early Years Plan.

## **9. CORPORATE SERVICES DIRECTORATE**

### **9.3 Councillor Representation on Committees (continued)**

#### Deakin Reserve Advisory Committee

This Committee makes recommendations to Council on the procedures, rules, conditions of use and proposed capital works necessary for the proper management of the facility, and if requested gives advice on specific issues.

#### Development Hearings Panel (DHP)

The DHP is a special committee of the Council established under Section 86 of the Local Government Act 1989 and has been formed to consider and determine, as a delegate of Council, various matters under the Planning and Environment Act 1987, the Greater Shepparton Planning Scheme and other relevant regulations.

#### Disability Advisory Committee

This Committee aims to improve the accessibility and inclusiveness of Council services and facilities and assist in the strategic and detailed planning of all new activities. As part of a capacity building opportunity, a rotating chairperson position is filled by members of the Disability Advisory Committee with the Councillor playing a key role in connecting the Disability Advisory Committee and its objectives with the Council.

#### Festive Decorations Advisory Committee

The Festive Decorations Advisory Committee provides advice to Council on the utilisation of budget allocations for the purchase, installation and maintenance of the annual festive decorations and promotes community involvement in creating a festive atmosphere in Greater Shepparton.

#### Goulburn Broken Greenhouse Alliance

The Goulburn Broken Greenhouse Alliance is a program that will work with councils and groups in our region to reduce greenhouse emissions and adapt to climate change.

#### Goulburn Valley Highway Bypass Action Group

The Goulburn Valley Highway Bypass Action Group will provide advice to Greater Shepparton City Council on the development of the proposed Goulburn Valley Highway Shepparton Bypass.

#### Goulburn Valley Regional Library Corporation Board

This Committee enables member Councils (Greater Shepparton, Moira and Strathbogie municipalities) to provide, through economy of scale and structure, a standard level of library service for their communities and the regional community which they would be unable to provide individually for the same level of annual expenditure.

#### Greater Shepparton Aerodrome Advisory Committee

This Committee advises Council on the management and operation of the Shepparton Aerodrome.

#### Greater Shepparton Audit and Risk Management Committee

The Audit and Risk Management Committee is appointed to provide the Council with additional assurance that the financial and internal procedures and systems of the organisations are in order, risks are identified and managed, and the organisation is complying with all laws and regulations affecting it.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.3 Councillor Representation on Committees (continued)**

#### Greater Shepparton Public Health and Wellbeing Plan Advisory Committee

The Health and Wellbeing Advisory Committee (HWBAC) is a collaborative partnership that guides the strategic direction of the Municipal Public Health Plan (MPHP) for Greater Shepparton to meet statutory obligations and support the delivery of health initiatives. Together emerging health trends are identified from analysis of local demographics, indicators and working knowledge to maximise local health outcomes.

#### Greater Shepparton Safe Communities Advisory Committee

The Greater Shepparton Safe Communities Advisory Committee (SCAC) provides a forum to advise on current community safety priorities and work towards developing initiatives to address these issues.

#### Greater Shepparton Women's Charter Alliance Advisory Committee

This Committee provides advice to promote women in leadership and decision making roles.

#### Heritage Advisory Committee

The Heritage Advisory Committee advises Council on the future development of cultural heritage matters across Greater Shepparton and promotes community participation in and awareness of cultural heritage issues within the Municipality.

#### Melbourne University Rural Clinical School Advisory Board and Department of Rural Health Management Advisory Committee

The Mayor attends these meetings as a Local Government Representative to ensure there is a clear understanding of roles and a consistent approach between Local Government and the Melbourne University.

#### Municipal Association of Victoria

The Municipal Association of Victoria is the peak representative and advocacy body for Victoria's 79 councils. A council which is a financial member of the Association must appoint a representative and a substitute representative of the Council to the Association.

#### Municipal Emergency Management Planning Committee (MEMP)

The MEMP outlines Council's approach to emergency management, planning and coordination through partnerships with emergency services agencies. This includes details of the municipality, history of emergency incidents, processes, standard operating procedures and updating contact details and maps.

#### Murray Darling Association

The Murray Darling Association (MDA) is a peak body which has been representing Local Government, community groups, businesses, individuals and agencies across the Murray Darling Basin since 1944. Representatives on this association undertake an advocacy role in presenting the needs and priorities of our community to the board members of the MDA.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.3 Councillor Representation on Committees (continued)**

#### North Eastern Australian Local Government Women's Association (NEALGWA)

The Australian Local Government Women's Association is the peak body representing the interests of Women in Local Government across Australia. The Association seeks to assist in furthering women's knowledge, understanding and participation in the function of Local Government. It also encourages and supports women to become actively involved in their communities and in the key decision making processes of Local Government.

#### Positive Ageing Advisory Committee

This Committee works in partnership with the community and Council to ensure there are consultation and participation mechanisms in place for seniors, their families, carers, advocates and service providers to enable meaningful input into Council's service planning and policy development. The committee also informs and educates Council and the community about issues for seniors, their families, carers and others, informs and educates federal and state government through local government and provides advice and assistance to Council to ensure all capital works and services are accessible and inclusive of seniors.

#### Rail Freight Alliance Committee

The Rail Freight Alliance Committee has been established to advocate for rail standardisation of all key rail lines in Victoria as well as the upgrading and connecting to a National Rail Freight Network. It will lobby for a competitive, independent and open access rail freight system and a seamless freight logistics that will facilitate rail freight movement.

#### Regional Aboriginal Justice Advisory Committee

The Regional Aboriginal Justice Advisory Committee (RAJAC) is an initiative of the Victorian Aboriginal Justice agreement (AJA), and based on Recommendation 2 of the 1991 Final Report of the Royal Commission into Aboriginal deaths in custody. Matters which the group might appropriately consider include:

- The implementation of the recommendations of this report, or such of them as receive the endorsement of the Government.
- Proposals to change policies which affect the operation of the criminal justice system.
- Programs for crime prevention and social control which enhance Aboriginal self-management and autonomy.
- Programs which increase the recruitment of Aboriginal people to the staff of criminal agencies.
- The dissemination of information on policies and programs between different agencies and between parallel bodies in different states.

#### RiverConnect Community Advisory Committee

This Committee has been established to achieve the best possible outcome from the implementation of a very significant, unique and complex community orientated project through the redevelopment of the Goulburn-Broken River flood plain between Shepparton and Mooroopna, incorporating high level community involvement and participation.

#### Rumbalara Aboriginal Co-operative Working Party

This group consists of a joint working party formed between Rumbalara Aboriginal Cooperative and the Council to foster a cohesive working relationship between the Indigenous community and the Council.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.3 Councillor Representation on Committees (continued)**

#### Shepparton Art Museum Advisory Committee

The purpose of this Committee is to formulate recommendations to the Council in respect of policies of relevance to the Art Gallery and to provide contract performance evaluation advice to the Council.

#### Shepparton Liquor Licensing Accord

This involves interested parties within a local community meeting to address liquor-related problems affecting their area and working collaboratively to find mutually satisfactory solutions.

#### Shepparton Regional Saleyards Advisory Committee

The purpose of this Committee is to provide advice in relation to the annual budget, fees and charges and the strategic direction of the saleyards.

#### Shepparton Show Me Committee

This Committee promotes the retail and commercial sector of Shepparton, and helps to ensure its long-term viability and economic sustainability.

#### Shepparton Showgrounds Advisory Committee

The purpose of this Committee is to advise Council on procedures, rules, conditions of use, future strategic planning and proposed capital works which are necessary for the optimum management of the Shepparton Showgrounds.

#### Sir Murray Bouchier Memorial Committee

The Sir Murray Bouchier Memorial Advisory Committee will advise Council on the future design and location for the establishment of a memorial to Sir Murray Bouchier. It has no executive authority and will operate in accordance with the Committees Terms of Reference.

#### Sports Hall of Fame Advisory Committee

This advisory committee has been formed to recognise and celebrate significant sporting achievements of Greater Shepparton residents at both at a national and international level.

#### Tatura Park Advisory Board

This advisory board provides feedback to Council from user groups and discusses and puts forward ideas for the future development of the facility.

#### Victorian Local Governance Association

The Victorian Local Governance Association was formed in 1994 to provide advice and support to member Councils, including advocating on behalf of member Councils to Victorian and Australian governments. As a member Council, it is appropriate that a delegate Councillor be appointed to receive correspondence from the VLGA and exercise the Council's voting rights.

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

The review of representation on committees is consistent with objective 31 – engage our community when making decisions.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

#### **Risk Management**

The review of Councillor representation on Committees ensures that representation is reviewed within statutory requirements. No risks associated with these appointments have been identified.

#### **Policy Considerations**

There are no conflicts with existing council policies.

#### **Financial Implications**

The only financial implications associated with this proposal are the expenses associated with the Councillors' attendance at meetings and functions. All such expenses have budgetary provision.

#### **Legal/Statutory Implications**

This proposal conforms with all relevant legislation.

#### **Environmental/Sustainability Impacts**

There are no environmental or sustainability impacts arising from this proposal.

#### **Social Implications**

There are no social implications arising from this proposal.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

#### **Consultation**

As part of the Council's community consultation, communication and advocacy role, the Mayor, Councillors and officers are represented on various community groups and committees.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions at the maximum level possible.	Councillor appointees to the committees enables ongoing collaboration between the committee and the Council.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

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

##### b) Other strategic links

No other strategic links have been identified.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

#### **Conclusion**

It is recommended that Councillors be appointed to these committees as per the recommendation.

#### **Attachments**

Nil



## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2016

**Disclosures of conflicts of interest in relation to advice provided in this report**  
 Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Contracts and Procurement Analyst**

**Proof reader(s): Manager Corporate Governance**

**Approved by: Manager Corporate Governance**

#### **Executive Summary**

To inform the Council of the status of requests for tenders that have been advertised and contracts yet to be awarded.

#### **RECOMMENDATION**

That the Council note the publicly advertised contracts awarded by the Chief Executive Officer under delegated authority and tenders that have been advertised but not yet awarded.

#### **Tendered Contracts Awarded under Delegated Authority by Chief Executive Officer**

<b>Contract Number</b>	<b>Contract Name</b>	<b>Contract details, including terms and provisions for extensions</b>	<b>Value inclusive of GST</b>	<b>Awarded to</b>
1683	Provision of Internal Audit Services	Schedule of Rates Contract for Provision of Internal Audit Services for a period of three (3) years	\$177,375	Crowe Horwath

#### **Requests for Tenders advertised but not yet awarded**

<b>Contract No.</b>	<b>Contract Name</b>	<b>Contract detail, including terms and provisions for extensions</b>	<b>Status</b>
1718	Municipal Valuation Services 2018 and 2020	Lump sum contract for provision of Municipal Valuation Services for 2018 and 2020.(4) year contract with provision for two (2) year extensions	Tender closed on 12 October 2016. A recommendation for this tender forms part of the in December Ordinary Council meeting Agenda.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2016 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1691	Mooroopna Recreation Reserve Main Oval Lighting	Lump sum contract for construction of Mooroopna Recreation Reserve Main Oval Lighting	Tender closed on 12 October 2016. Tender currently under evaluation.
1712	Renewal of Elevator Control and Hydraulic Systems	Lump Sum Contract for Renewal of Elevator Control and Hydraulic Systems	Tender closed on 21 September 2016. Tender currently under evaluation
1709	Provision of Drainage Maintenance Services	Schedule of Rates Contract for Provision of Drainage Maintenance Services for a period of three (3) years with provision for a One (1) year extension	Tender closed on 24 August 2016. Tender currently under evaluation
1710	Provision of Traffic Management Services	Schedule of Rates Contract for Provision of Traffic Management Services for a period of three (3) years with provision for a One (1) year extension	Tender closed on 24 August 2016. A recommendation for this tender forms part of the in December Ordinary Council meeting Agenda
1711	Supply and Delivery of Quarry Products	Schedule of Rates Contract for Supply and Delivery of Quarry Products for a period of three (3) years with provision for a One (1) year extension	Tender closed on 24 August 2016. A recommendation for this tender forms part of the in December Ordinary Council meeting Agenda
1732	New Shepparton Art Museum (SAM) - Stage 2 - Concept Design <b>(Private)</b>	Lump sum contract. Stage 2 concept design competition, winning submission to be engaged for the full detailed design	Tender closed on 14 December.
1717	Panel of Suppliers - Onsite Crushing of Recycled Concrete & Bricks	Schedule of rates panel contract for the provision of onsite Crushing of Recycled Concrete & Bricks. Three year (3) contract with the provision for 2 (1) year extensions.	Tender closed on 23 November 2016. Tender currently under evaluation

## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2016 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1754	Provision of Aquamoves Co-generation Plant Maintenance Plan	Lump sum / Schedule of rates contract .Nine year contract	Tender closes 21 December.
1706	Alteration of the Kialla Community Centre/AFL Goulburn Murray Office	Lump sum contract for alterations to Kialla Community centre	Tender closed on 14 December.
1728	GVW Mains Relocation - Verney Road Stage 3 Upgrade	Lump sum contract for Verney Rd stage 3 upgrade	Tender closed 14 December.
1730	Welsford St upgrade Stage 1 & 2 – Nixon St to Knight St, Shepparton - Civil	Lump sum contract for stage 1 & 2 upgrade	Tender closed 7 December.
1727	Cosgrove 3 Landfill - Subgrade Excavation and Engineered Fill Construction	Lump sum / schedule of rates contract for subgrade excavation and engineered fill construction works at Cosgrove 3 landfill.	Tender closed on 30 November 2016. Tender currently under evaluation.
1736	Aquamoves Cardio & Gym Equipment Renewal	Schedule of rates contract. One (1) year contract with the provision for 1(1) year extension	Tender closed on 23 November 2016 Tender currently under evaluation.

#### **Policy Considerations**

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$400,000 excluding GST.

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

#### **Legal/Statutory Implications**

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

Section 186(1) of the Act requires that before Council enters into a contract for the purchase of goods or services to the value of \$150,000 or more, or for the carrying out of works to the value of \$200,000 or more, it must give public notice of the purpose of the contract and invite tenders or expressions of interest from any person wishing to undertake the contract.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2016 (continued)**

#### **Conclusion**

It is important that decisions and actions taken under delegation be properly documented and transparent in nature.

The report details the publicly advertised contracts awarded by the Chief Executive Officer under delegated authority and the status of requests for tenders that have not yet been awarded during the period 1 November 2016 to 30 November 2016.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Principal Strategic Transport Planner**

**Proof reader(s): Team Leader Strategic Planning, Manager Planning**

**Approved by: Director Sustainable Development**

**Other: Principal Strategic Planner**

#### **Executive Summary**

The Greater Shepparton Movement and Place Strategy (MAPS) will aim to provide a comprehensive understanding of the existing and future transport requirements. The strategy will take an holistic approach to the provision of an improved transport system for various modes including: walking, cycling, public transport, driving and freight movement.

A key output of the MAPS will be a prioritised list of transport projects to inform Council's long-term investment planning. The goal will be to provide a more integrated and sustainable transport system that contributes to positive economic, social and environmental outcomes.

The initial step in the preparation of MAPS involves a *Draft Challenges and Opportunities Paper* (the Paper) (Attachment 1). The Paper was formed via a thorough analysis of strategy and framework documents, reports of existing conditions and proposed plans and projects, as well as incorporation of feedback received via consultation with Councillors, the Project Working Group, key stakeholders and members of the Greater Shepparton community.

The Paper:

- summarises relevant policies, strategies and documents;
- drawn on results of the initial public and stakeholder consultation;
- assesses existing transport issues and challenges for Shepparton; and
- identifies potential opportunities to consider in the strategy development phase.

Challenges include addressing car parking efficiency, pricing and reducing the impact of parking in support of place-making and implementing the CBD strategy. Challenges around public transport include enabling public transport as a more significant component of mode share both within Shepparton and to/from strategic nearby activity centres, helping to absorb future travel demand and alleviating pressure on the road network.

Continuing to support Shepparton as a primary transport and freight logistics centre for the region and accommodating growth in on-road travel demand through a variety of road upgrades and strategic links present challenges to other road users and CBD quality.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)

Challenges also include supporting increased cycle use through provision of safer infrastructure which accommodate cyclists of varying skill levels and addressing key pedestrian safety and circulation issues in light of further concentration of activity in the town centre.

A wide range of opportunities are explored. Some of the opportunities in relation to freight include heavy vehicle route upgrades and further lobbying for Shepparton Bypass and inclusion on the Melbourne-Brisbane inland freight route. Opportunities relating to car parking include the alignment of a parking strategy with infrastructure planning or the development of central, multi deck car parking. There is opportunity to advocate for operational enhancements to the regional passenger rail such as more frequent services and more useable operating hours, as well as infrastructure based enhancements such as the redevelopment of the Railway Station Precinct. Opportunities for pedestrians and cyclists include provision of support infrastructure such as public toilets, drinking fountains, wayfinding and seating areas and improving network connectivity and last mile connections between shared paths and key destinations.

It is intended to release the Paper for public comment from 13 January to 20 February 2017. Feedback received from consultation will inform the development of the Draft Movement and Place Strategy. The draft Strategy will then be considered by Council and released for further consultation in due course. A summary of the *Draft Challenges and Opportunities Paper* is attached (Attachment 2).

#### **RECOMMENDATION**

That the Council:

1. endorse the *Greater Shepparton Draft Challenges and Opportunities Paper November 2016*;
2. release the *Greater Shepparton Draft Challenges and Opportunities Paper November 2016* for public consultation for a period of five weeks, commencing 13 January 2017 to 20 February 2017 as a basis for public discussion and contribution to developing a vision, strategy and priority actions; and
3. note that Council officers will report on any feedback, comments and submissions received from the public following the consultation period prior to Council consideration and release of a draft Movement and Place Strategy.

#### **Background**

Shepparton is a nationally significant regional hub for employment, retail, health, education, court services, agricultural production and food manufacturing and packing. Its strategic location on the Goulburn Valley transport corridor that links Melbourne and Brisbane contributes to its role as a key Victorian and national logistics centre. Road and rail links will need to be upgraded in the future to meet the growing demands for local, regional and interstate freight movements. Significant transport infrastructure investment will also be required to meet the demands of the regions projected future population, much of which is expected to be accommodated within Shepparton's urban region.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)

MAPS will aim to provide a comprehensive understanding of the existing and future transport requirements. The strategy will take an holistic approach to the provision of an improved transport system for various modes including: walking, cycling, public transport, driving and freight movement.

A key output of the MAPS will be a prioritised list of transport projects to inform Council's long-term investment planning. The goal will be to provide a more integrated and sustainable transport system that contributes to positive economic, social and environmental outcomes.

Analysis of data shows the following key trends that affect transport planning:

- Greater Shepparton's population was approximately 61,800 in 2011, and this is projected to increase to around 73,700 in 2031, adding an estimated 35,000 trips to Greater Shepparton's transport network each day.
- The proportion of people aged 65 or older is projected to increase from 14.6 percent of the population in 2011 to 20.7 percent of the population in 2031. This means that a greater emphasis is needed on accommodating people with mobility challenges.
- Greater Shepparton's Gross Regional Product (GRP) was \$2.88 billion in the year ending June 2015, up 16.1 percent in real terms since 2001. Underpinning this economic growth is a strong rural economy based on irrigated and dry land agriculture. The region accounts for 25 percent of the total value of Victoria's agricultural production and is often referred to as the 'Food Bowl of Australia'. This emphasises that Shepparton's economy is heavily reliant on an efficient freight network.
- In 2011 the City of Greater Shepparton scored 942.4 on the Socio-Economic Indexes for Areas (SEIFA) of relative social advantage and disadvantage. This score ranked Greater Shepparton as the 13th most disadvantaged municipality in Victoria. Part of this relatively low ranking is due to the unemployment rate, which has fluctuated approximately 0.3 to 0.5 percent higher than the Victorian regional average throughout the past 10 years. Therefore, equity and affordability are important considerations in transport provision in Shepparton.
- Compared to the Victorian average, Shepparton has a significantly higher proportion of residents who travel to work by car (76% versus 67%). The high reliance on cars for transport can be partially attributable to the long distances between towns and the limited options for public transport.
- The 2014 Victorian Population Health Survey (VPHS) concluded that 33.1 percent of Greater Shepparton's adult population is considered pre-obese, 23.4 percent is considered obese, 50.3 percent do not get enough physical exercise (less than 150 minutes per week) and 42.1 percent do not get enough exercise (150 minutes or more per week). Providing improved options for walking and cycling can help combat health issues.

This Challenges and Opportunities Paper was formed via a thorough analysis of strategy and framework documents, reports of existing conditions and proposed plans and projects, as well as feedback incorporated via consultation with Councillors, the Project Working Group, key stakeholders and members of the Greater Shepparton community.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)**

The key directions to be considered in the MAPS include the following:

- Encourage transport options and technologies which significantly reduce greenhouse gases and other pollutants that contribute to climate change;
- Address inefficiencies to meet the growing demands for local, regional and interstate freight movements;
- Design the transport system to better accommodate the needs of people with limited mobility, including the elderly and children;
- Enhance walking and cycling links to key destinations such as the new SAM, CBD, rail station, schools, recreation areas and employment hubs to reduce the proportion of residents reliant on private vehicles for commuting, particularly during peak periods;
- Enable public transport to be a more demand responsive, flexible, convenient and viable mode of transport for a greater proportion of the population;
- Consider a range of other transport modes into the future, including car share, carpool, bike share, electric vehicles, autonomous vehicles, taxi, mobility aids, and community transport;
- Improve the CBD and other key destinations across the city to make them safer, more vibrant, inviting and accessible for pedestrians and cyclists as well as drivers;
- Optimise parking amenity, design and efficiency across the municipality, and in particular the CBD; and
- Be ready for emerging technology and ideas such as Intelligent Transport Systems (ITS), carbon-free vehicles, real time traveller information and increased automation in vehicles.

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

The proposed Paper is in accordance with Objectives 4.2 of the *Greater Shepparton Council Plan 2013-2017* (shown below). The Paper informs the development of a comprehensive transport and land use Strategy to ensure a sustainable, economically viable and socially inclusive transport system for Greater Shepparton.

#### *Quality Infrastructure:*

*Objective 4.2 Ensure the community has access to appropriate transportation infrastructure*

- *Advocate for the delivery of improved passenger rail services to the Greater Shepparton including “fast rail” services.*
- *Advocate for the return of rail freight as an option for regional freight businesses.*
- *Advocate the Federal and State Governments for a commitment for funding to enable the commencement of the Shepparton Bypass for the Goulburn Valley Highway.*
- *Lobby and advocate to other levels of government for funding for major infrastructure projects.*
- *Continue to develop plans for and commence implementation of streetscapes and town entrances.*
- *Advocate and lobby for funding to enable commencement of the Maude Street bus interchange project.*
- *In collaboration with the community, lobby and advocate for the continued development of the railway station precinct with priority linkage to the CBD.*



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)

#### **Risk Management**

There are no adverse risks associated with releasing the Draft Paper for public consultation.

The consultation associated with the Draft Paper will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

#### **Policy Considerations**

The Draft Paper supports existing Council policy including the *Greater Shepparton City Council: Council Plan 2013-2017* and the *Greater Shepparton 2030 Strategy 2006*.

#### **Financial Implications**

The recommendation does not have any financial or budgetary implications for Council. A budget allocation is included in the 2016/2017 budget to complete the project.

#### **Legal/Statutory Implications**

All procedures associated with the Draft Paper comply with the legislative requirements. The Draft Paper has been prepared in accordance with Council's *Community Engagement Strategy 2009*.

#### **Environmental/Sustainability Impacts**

The Draft Paper will inform a draft Movement and Place Strategy. The Strategy may include objectives that encourage increased pedestrian, cycling and public transport use, and a reduced dependency on private car use, which will have positive impacts on the environment.

#### **Social Implications**

The Draft Paper will inform a draft Movement and Place Strategy. The Strategy may include objectives such as better connectivity for areas of Greater Shepparton with public transport and pedestrian routes to contribute to social inclusion.

#### **Economic Impacts**

The Draft Paper will inform a draft Movement and Place Strategy. The Strategy may include objectives in relation to advocacy for rail and road improvements that will have a positive impact on Greater Shepparton's economy.

#### **Consultation**

Public input to develop the Draft Paper was sought from 23 August – 13 September 2016 via a survey on Council's website. Consultation included targeted workshops with key stakeholders, Councillors and the Project Group. A summary of the community and stakeholders views are provided below:

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)

Summary of community and stakeholder views	
Active transport	<ul style="list-style-type: none"> <li>• Whilst recreational bicycle trails are viewed favourably, there is a perception that connections into and through the Shepparton CBD are unsafe</li> <li>• Provision of more walking and cycling paths would be the most effective action Council could take to promote greater walking and cycling</li> <li>• There is a lack of end of trip facilities in Shepparton</li> </ul>
Public transport	<ul style="list-style-type: none"> <li>• There are inadequate train connections between Shepparton and Melbourne</li> <li>• The infrequent bus services and poor bus schedules make the bus network unsuitable for business commuting purposes</li> <li>• The train station is poorly connected to key destination areas, such as the CBD</li> </ul>
Road transport	<ul style="list-style-type: none"> <li>• Freight transport through Shepparton's CBD reduces amenity and safety for other road users</li> <li>• The Doyles Road alternate truck route is unsuitable for heavy vehicles due to mixed land uses bordering the road</li> <li>• Building the Shepparton Bypass is a major priority</li> <li>• The multi-deck car park has poor utilisation due to poor visual amenity</li> <li>• Out of centre shopping is becoming increasingly convenient in Shepparton due to poor car park provision in Shepparton's CBD</li> <li>• Maintaining and repairing roads is viewed as an extremely high priority</li> </ul>

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

It is now recommended that Council endorse the Draft Paper and release it for public comment from 13 January to 20 February 2017.

The consultation will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Any feedback, comments and submissions received from the public will be considered by Council officers. Council officers will provide a report to Council on the feedback received prior to endorsement of a draft Movement and Place Strategy.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy 2006

The proposed Paper is in accordance with the Infrastructure Objectives of the *Greater Shepparton 2030 Strategy 2006* to:

- *Promote linkages with other regional cities to cater for traffic movements which include various users to improve the efficiency and safety of regional based freight handling and traffic.*
- *To provide effective and efficient rail services for freight and passengers.*
- *To develop Walking/ Bicycle and Public Transport networks that provide transport and accessibility options to segments of the community who have not or prefer not to use a motor car.*
- *To ensure the safety and efficient functioning of the roads for a variety of users.*

##### b) Other strategic links

- Hume Regional Growth Plan 2014
- Shepparton CBD Strategy 2008
- City of Greater Shepparton: Priority Transformation Projects
- Shepparton Revitalisation Project Community Benefit Assessment
- Shepparton CBD Revitalisation Project: Economic Benefits Analysis
- City of Greater Shepparton Urban Design Manual
- Greater Shepparton City Council: Make Shepparton Greater - Shepparton Passenger Rail Services Survey Report
- City of Greater Shepparton Commercial Activity Centres Strategy 2015
- Greater Shepparton Cycling Strategy 2013
- Greater Shepparton Freight and Land Use Study 2013
- Shepparton Central Business District Parking Precinct Report 2011
- Greater Shepparton Planning Scheme

#### **Conclusion**

Council officers have worked to prepare a *Draft Challenges and Opportunities Paper November 2016* (the Paper). The Paper was formed via a thorough analysis of strategy and framework documents, reports of existing conditions and proposed plans and projects, as well as consultation with the Project Working Group, key stakeholders and members of the Greater Shepparton community.

The paper:

summarises relevant policies, strategies and documents;  
 drawn on results of the initial public and stakeholder consultation;  
 assesses existing transport issues and challenges for Shepparton; and  
 identifies potential opportunities to consider in the strategy development phase.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Greater Shepparton Movement and Place Strategy - Draft Challenges and Opportunities Paper (continued)**

The Paper identifies a range of challenges and opportunities associated with all modes of transport throughout Greater Shepparton. Public and targeted stakeholder feedback will refine these challenges and opportunities and inform the direction of the draft Movement and Place Strategy, including the prioritising of projects for implementation.

It is intended to release the Paper for public comment from 13 January to 20 February 2017.

#### **Attachments**

1. MAPS - Challenges and Opportunities Paper - Final Draft Page 368
2. MAPS - Challenges and Opportunities Paper - Summary Page 395

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Cussen Park Advisory Committee - Terms of Reference

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Sustainability and Environment Officer**

**Proof reader(s): Team Leader Sustainability and Environment,  
Manager Environment**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

Greater Shepparton City Council established the Cussen Park Advisory Committee in 1994 to provide an avenue to promote community participation in the development and management of the park.

The committee are seeking the endorsement of the reviewed terms of reference. The committee requested change to the terms of reference initially involved extending the appointment of committee members from two years to four years.

Council officers have discussed the request and recommend that Council remain at a two year appointment period for Committee members. It is considered that this period allows for turnover of committee members and is consistent with other advisory committees of Council.

#### **RECOMMENDATION**

That the Council adopt the Cussen Park Advisory Committee Terms of Reference.

#### **Background**

Cussen Park, and its associated wetlands were established to cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura's stormwater. The Cussen Park Advisory Committee exists to provide community input into the development and management of Cussen Park.

The Cussen Park Advisory Committee Terms of Reference outlines the roles and responsibilities of both Council and the Committee.

The Cussen Park Advisory Committee Terms of Reference currently states members will be appointed for a period of two years. The committee believes that this amount of time is too short and needs to be longer term as the committee's membership has had little change over the life of the committee. The committee propose the appointment be for a four year term.

Council Officers have discussed this request at ELT and believe that a four year term would be too long. A two year term will give more of an opportunity for new members to be appointed to the committee, and current members a chance to step away from the committee if required. A two year term will also keep the advisory committee consistent with other council Section 86 committees and all other council advisory committees.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Cussen Park Advisory Committee - Terms of Reference (continued)

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

Goal 1: Active and Engaged Communities, objective 1: *“Continue to enhance community capacity building”*

Goal 2: Enhancing the Environment, Objective1: *“Ensure that the environment is a major priority in planning for the future”*

#### **Risk Management**

The recommendation focuses on minor changes to the existing Terms of Reference, which provides clear roles and responsibilities for the committee.

No risks have been identified in relation to this matter.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

#### **Legal/Statutory Implications**

This proposal is consistent with the *Local Government Act 1989*.

#### **Environmental/Sustainability Impacts**

Cussen Park and its associated wetlands cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura’s stormwater. It is regarded as a refuge in times of drought for water bird species and has a range of indigenous and native plants that play an important role in the natural landscape features of the Tatura district.

#### **Social Implications**

The Cussen Park Advisory Committee contributes to a sense of community, increasing stakeholder participation and pride in their local environment and with Council.

#### **Economic Impacts**

There are no economic impacts from this proposal.

#### **Consultation**

Consultation with the committee was undertaken to review the Terms of Reference.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	Consultation with committee members
Consult	Listen, acknowledge	Council to consult with the committee in relation to the TOR
Involve	Work together, Feedback is an input into decision-making	Council to consult with the committee on decisions relating to the TOR
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible	Council to work with the committee to achieve the best outcome for the park.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Cussen Park Advisory Committee - Terms of Reference (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Empower	Council will give due consideration to implementation of the committee's recommendations.	Completion of volunteer registration forms by committee members will enable them to be actively involved in minor maintenance and management of the park. However any actions undertaken by the Committee members such as minor maintenance will not be done without first obtaining Council approval. Council will agree to funding where possible to enable the committee to undertake desired projects.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

The formalisation of the Cussen Park Advisory Committee helps to support the environment objectives of the *Greater Shepparton 2030 Strategy* through the committee's involvement in supporting the management of Cussen Park.

##### b) Other strategic links

The Cussen Park Environmental Management Plan sets out the roles and responsibilities of the Cussen Park Advisory Committee.

#### **Conclusion**

It is recommended that the Cussen Park Advisory Committee Terms of Reference be adopted with the updated review date changes as outlined in the attached.

#### **Attachments**

Cussen Park Advisory Committee Terms of Reference 2016 Page 398

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Cussen Park Advisory Committee - Appointment of Members**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Sustainability and Environment**

**Proof reader(s): Team Leader Sustainability and Environment,  
Manager Environment**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

Cussen Park, and its associated wetlands, was established to cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura's stormwater.

Greater Shepparton City Council established the Cussen Park Advisory Committee in 1994 to provide an avenue to promote community participation in the development and management of the park.

The Cussen Park Advisory Committee plays a vital role in providing advice to Council in the management of Cussen Park, along with acting as an information disseminator to the local Tatura Community. The committee have most recently participated in the review of the Cussen Park Environmental Management which was recently adopted by council.

This partnership continues to grow and develop. The Terms of Reference require advertisement for nomination for the Advisory Committee every two years.

Public notices were placed in the Shepparton news on Friday 21 October and 28 October 2016 as well as the Tatura Guardian on 25 October and 1 November 2016.

Officers have completed this process and the Committee are seeking endorsement for the appointment of seven community members for a two year term, as outlined in the recommendation.

#### **RECOMMENDATION**

That the Council;

1. Having considered the nominations received for appointment to the Cussen Park Advisory Committee, appoint the following members for a term of two years, commencing on 21 December 2016 and concluding on 21 December 2018:
  - Terry Court
  - Simon Cowan
  - Lydia Drake
  - Alfred Heuperman
  - Greg Smith



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Cussen Park Advisory Committee - Appointment of Members (continued)

- Sean Trebley
  - Yvette Williams
2. appoint the Manager Environment as Council's representative to Cussen Park Advisory Committee.

#### **Background**

Cussen Park (the Park) is an Australian bushland style park encompassing 33 ha of wetlands, woodlands and open space in the northern outskirts of Tatura. The land that forms the Park is owned by the Greater Shepparton City Council (Council), and is surrounded by freehold industrial, residential and irrigated farm land.

The Park was formed from reclaimed wastelands by the Tatura community working closely with Council, State and Federal agencies, and local sponsors. It now forms a valuable community asset for the township of Tatura, providing educational opportunities, passive recreation, and significant habitat for indigenous plants and animals. The Park is also used to partially treat Tatura's urban stormwater, improving the quality of water flowing to wetlands and farms downstream.

The Cussen Park Committee of Management was formed in 1994, and in 2012 the structure of the committee changed to become an Advisory Committee. The Committee meet every month, and are passionate about the Park and its environmental values.

Over the last 20 years, Cussen Park Advisory Committee and council have worked together to turn Cussen Park into Tatura's premier environmental recreational area. The natural Mosquito Depression has been developed into partial stormwater treatment wetland systems that provide habitat for a wide range of wetland plants and animals. The surrounding parkland has been revegetated with native trees, grasses and shrubs.

It was identified that the two year term for the committee is due to expire in December 2016. Advertising for the appointment to the committee was undertaken via public notices in the Shepparton news on Friday 21 October and 28 October 2016, as well as the Tatura Guardian on 25 October and 1 November 2016.

Seven nominations have been received by community members. Under the Terms of Reference for Cussen Park, Council is able to appoint from between five to eleven members to the Advisory Committee. The number of members for the last term was 7. Council also appoints the Manager Environment to the Committee as Council's representative without voting rights.

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

Goal 1: Active and Engaged Communities, Objective 1: *"Continue to enhance community capacity building"*

Goal 2: Enhancing the Environment, Objective1: *"Ensure that the environment is a major priority in planning for the future"*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Cussen Park Advisory Committee - Appointment of Members (continued)

#### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council	Possible	Minor	Low	Council's Manager Environment will be appointed to the Committee
Advisory committee members not covered under Council's Insurance Policy.	Possible	Minor	Low	All committee members will be required to complete volunteer registration forms prior to the commencement of the role.

#### Policy Considerations

There are no conflicts with existing Council policies.

#### Financial Implications

There are no financial implications arising from this proposal.

#### Legal/Statutory Implications

This proposal is consistent with the *Local Government Act 1989*

#### Environmental/Sustainability Impacts

Cussen Park and its associated wetlands cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura's stormwater. It is regarded as a refuge in times of drought for water bird species and has a range of indigenous and native plants that play an important role in the natural landscape features of the Tatura district.

#### Social Implications

The Cussen Park Advisory Committee contributes to a sense of community, increasing stakeholder participation and pride in their local environment and with Council.

#### Economic Impacts

There are no economic impacts from this proposal.

#### Consultation

Public Notices were placed in the Shepparton News on Friday 21 October and 28 October 2016 as well as the Tatura Guardian on 25 November and 1 November 2016.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Cussen Park Advisory Committee - Appointment of Members (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep Informed	<ul style="list-style-type: none"> <li>• Newspaper advertisements</li> <li>• Consultation with committee members</li> </ul>
Consult	Informed, listen, acknowledge	<ul style="list-style-type: none"> <li>• Council to consult with the committee in relation to the park including prior to the commencement of any new major works.</li> </ul>
Involve	Work together, Feedback is an input into decision making	<ul style="list-style-type: none"> <li>• Council to consult with the committee in relation to management of the park.</li> </ul>
Collaborate	Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible.	<ul style="list-style-type: none"> <li>• Advisory Committee consisting of community members to be appointed.</li> <li>• Manager Environment to be an appointed member of the committee to facilitate collaboration</li> </ul>
Empower	Council will give due consideration to implementation of the committee's recommendations.	<ul style="list-style-type: none"> <li>• Completion of volunteer registration forms by committee members will enable them to be actively involved in minor maintenance and management of the park. However any actions undertaken by the Committee members such as minor maintenance will not be done without first obtaining Council approval.</li> <li>• Council will agree to funding where possible to enable the committee to undertake desired projects.</li> </ul>

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

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Cussen Park Advisory Committee - Appointment of Members (continued)**

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

The formalisation of the Cussen Park Advisory Committee helps to support the environment objectives of the *Greater Shepparton 2030* Strategy through the committee's involvement in supporting the management of Cussen Park.

##### b) Other strategic links

The Cussen Park Environmental Management Plan sets out the roles and responsibilities of the Cussen Park Advisory Committee.

#### **Conclusion**

It is recommended that all seven applicants be appointed to the Cussen Park Advisory Committee.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278**

**Disclosures of conflicts of interest in relation to advice provided in this report**  
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Senior Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning, Manager Building and Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

This report is an assessment of the use and development of 23-43 Cussen Street, Tatura (the land) for a contractors depot and associated signage.

The land is within the Farming Zone and area of aboriginal heritage sensitivity. The applicants have provided a detailed Due Diligence Heritage Assessment which demonstrates that a cultural heritage management plan for the land is not required.

The land is also identified as being within Industrial Investigation Area 12 as set out in Clause 21.06-4 of the Planning Scheme. A strategy of Clause 21.06-4 of the Planning Scheme seeks to avoid incremental approvals and development in identified investigation areas until an integrated investigation has been completed to assess and resolve future land opportunities and constraints, land use, development opportunities, subdivisional layout and servicing of the area.

The applicants have prepared an investigation report which demonstrates that the land is suitable for industrial development without impacting on the amenity of the area.

Officers have advertised the application and seven objections to the proposal have been lodged. Objections largely relate to amenity impacts associated with the use of the land such as noise and dust emissions, that the use is incompatible with the adjoining residential uses and that the proposal would be a precursor to the rezoning of land and surrounding land to the east from Farming Zone to an Industrial Zone. .

In response to the objections that were received a mediation session, with an independent chair was undertaken. No objections were withdrawn as a result of the mediation session.

The purpose of the Farming Zone includes to provide for the use of land for agriculture, the retention of retention of productive agricultural land, to encourage the retention of employment and population to support rural communities and to encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

Although the land is currently within the Farming Zone as stated above, the land is identified as being within an Industrial investigation area by the Industrial Strategy adopted by Council in July 2011. The Industrial Strategy noted that there is a lack of supply of industrial zoned land in Tatura. Given this, officers believe that the use is suitably located given the land is identified as future industrial land.

The most significant concern raised by objectors in relation to this application is that the application would be a first step in the rezoning of land, including adjoining the land to the east from the Farming Zone to an Industrial Zone. To respond to this concern the applicant has provided a letter clarifying that the applicant does not intend to rezone the land.

Officers have assessed the merits of the proposed land use and consider that the use is appropriate for the zone, location and setback to residential zoned land and therefore officers recommend that a notice of decision to grant a permit be issued. The permission should include conditions protecting residential amenity including limiting the site hours of operation, therefore addressing objectors concerns.

#### **RECOMMENDATION**

In relation to Planning Application 2016-278, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to issue a notice of decision to grant a planning permit for the use and development of land for a contractors depot and associated signage, subject to the following conditions:

#### **Amended Plans Required**

Prior to the commencement of works, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and a minimum of two copies (or as specified) must be provided. Such plan must be generally in accordance with the plan submitted with the application but modified to show:

- a) Loading bay and waste disposal/recycling area;
- b) Details of all advertising signage both free-standing at the front of the site and on buildings, including size, colour and illumination;
- c) A landscape area showing treatment across along the western and southern boundaries of the land;
- d) Pavement construction inside the entrances and exits of the site, vehicle crossings and kerb and channel replacement;
- e) Lighting plan for the development including levels of illumination for night time security only lighting not spilling to adjacent properties
- f) Floor and elevation plans of the proposed office;
- g) Set backs as required by Goulburn Murray Water unless otherwise agreed to in writing.

#### **Layout Not Altered**

The layout of the permitted use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

#### **Works Required**

Prior to the commencement of use the following must be undertaken:

- a) the vehicle crossings, parking areas, access, loading and waste disposal shown on the endorsed plan have been constructed to the requirements and satisfaction of the responsible authority.
- b) all buildings and works as shown on the endorsed plans are completed to the satisfaction of the responsible authority.

#### **Urban Drainage - Works**

Before the building is occupied all stormwater and surface water drainage from the land, buildings and works must be connected to the legal point of discharge by underground pipe drains or retained on site to the satisfaction of the responsible authority. Effluent and/or polluted water must not be discharged to Council's stormwater drainage system from the land.

#### **Landscape Plan**

Prior to the commencement of use a satisfactory landscaping plan for the western and southern boundaries of the land must be submitted to and approved by the responsible authority, prior to the development permitted by this permit commencing. An endorsed copy of the plan must form part of this permit. The submitted plan must include;

- a) a schedule of all proposed trees, shrubs and ground cover, which will include the location, number and size at maturity of all plants, the botanical names of such plants and the location of all areas to be covered by grass, lawn or other surface materials as specified,
- b) the method of preparing, draining, watering and maintaining the landscaped area,
- c) a permanent screen of trees and shrubs must be planted along the frontage of the site as required by the responsible authority;
- d) create low maintenance, durable landscapes that are capable of a long life;
- e) promote the use of drought tolerant and low maintenance plants and avoid species that are likely to spread into the surrounding environment.

Within six months of the landscape plan being endorsed or by such a later date as is approved by the responsible authority in writing, landscaping works shown on the endorsed plan must be carried out and then maintained (including the replacement of any dead or diseased plantings) to the satisfaction of the responsible authority.

#### **Construction Phase**

Before the development starts, a construction management plan shall be submitted to and approved by the responsible authority. The plan must detail measures to be employed for the effective management of matters including, mud on roads, dust generation and erosion and sediment control on the land, during the construction phase. When approved the plan will be endorsed and form part of the permit. The construction management plan must provide contact details of the site manager.

During the construction of buildings and/or works approved by this permit, measures must be employed to minimise mud, crushed rock or other debris being carried onto public roads and/or footpaths from the land, to the satisfaction of the responsible authority.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)

#### Wastewater Management

Any vehicle and machinery wash bay must be constructed so that wash down water is discharged to sewer and does not enter the stormwater system, a water course or be discharged beyond the boundaries of the premises. Only stormwater which is not contaminated with wash down water may be discharged to the stormwater system.

#### Waste / Recycling Collection Area

Prior to the occupation of the contractors depot an area on the subject land must be shown on the plans to be set aside for the purpose of a waste disposal/collection bin. Such area must have minimum dimensions of 2.4 metres wide by 1.8 metres deep and where located outside a building it must be screen-fenced so as not to be visible from any public road or thoroughfare. The waste bin area must be provided prior to the commencement of the use permitted by this permit, maintained and used to the satisfaction of the Responsible Authority and must not be used for any other purpose.

#### Urban Vehicle Crossing Requirements

Prior to the commencement of use the vehicular crossing providing access to the development shall be constructed in accordance with the endorsed plan(s) and constructed to Councils IDM standard drawing (**SD250**), and must:

- a) be constructed at right angles to the road, and any redundant crossing shall be removed and replaced with concrete (kerb and channel) and the nature strip reinstated;
- b) be setback a minimum of 1.5 metres from any side-entry pit, power or telecommunications pole, manhole cover or marker, or 3 metres from any street tree;
- c) any services pits within the vehicle crossing must be modified and the covers are to be replaced with heavy duty trafficable covers
- d) The entry and exit vehicle crossings to Cussen Drive shall be constructed from reinforced concrete generally in accordance with the standard (**industrial**) crossing (**SD250**) found as part of the Infrastructure Design Manual as revised from time to time (**but of a width to accommodate a B-Double with a turning radius of 15.0 meters**);
- e) Widening and strengthening of Cussen Drive pavement and resurfacing with asphalt or concrete in the turn area at the property entrance;
- f) The extension to the road, kerb and channel in Cussen Drive to the new access point to the property;
- g) industrial vehicular crossings shall not be less than (**6 metres nor more than 9.8 m (double crossing)**) in width and shall be constructed from concrete or other material as approved in writing by the Responsible Authority; and
- h) be at least 9 meters apart.

#### Car Spaces Required

Prior to the occupation of permitted contractors depot sufficient parking for 10 employees must be provided on the land.

#### Civil Construction Requirements

Before any of the development starts, detailed plans with computations to the satisfaction of the responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

The information submitted must show the details listed in the council's Infrastructure Design Manual (IDM) and be designed in accordance with the requirements of that manual.

- a) details (and computations) of how the works on the land are to be drained including underground pipe drains conveying stormwater to the legal point of discharge;
  - b) the legal point of discharge is the side entry pit in Cussen Street
  - c) documentation demonstrating approval from the relevant authority for the legal point of discharge. **(If not council)**
  - d) the maximum discharge rate from the site shall not be more than (64) litres/second/hectare with (9) litres of storage for every square meter of lot area in accordance with IDM Clause 19 Table 13 (or as agreed to in writing by the Responsible Authority);
  - e) details of how water sensitive urban design has been incorporated into the development and submission of a MUSIC model demonstrating compliance with the performance provisions nominated in Table 2.1 of "Urban Stormwater Best Practice Environmental Management Guidelines" 1999;
  - f) maintenance schedules for the stormwater treatment features;
  - g) a gross pollutant and/or litter trap shall be installed at the drainage outfall from the site;
  - h) carparking areas, circulation lanes and access' shall be designed and constructed in accordance with AustRoads Publication 'Guide to Traffic Engineering Practice : Part 11 Parking,' 'Australian Standard AS2890.1-2004 (Off Street Parking)' & 'AS2890.6 (Off Street Parking for People with Disabilities);'
  - i) all areas associated with carparking, circulation lanes and access' shall be surfaced with an all-weather seal coat, linemarked to indicate each car space up to the building line, the remainder can be constructed in gravel. Traffic control signage installed including signage directing drivers to the area(s) set aside for carparking;
  - j) the design of the carparking areas, access and circulation lanes shall prevent damage to fences or landscaped areas of adjoining properties and to prevent direct vehicle access to an adjoining road other than by a vehicle crossing;
  - k) documentation demonstrating approval from the relevant authority for the legal point of discharge. **(If not council)**
  - l) All road, drainage and landscaping works must be constructed in accordance with the endorsed plans.
- to the satisfaction of the Responsible Authority.

All car parking spaces must be designed to allow all vehicles to drive forwards both when entering and leaving the property. The loading and unloading of goods from vehicles must only be carried out on the land subject to this permit.

Before the building is occupied all works constructed or carried out must be in accordance with these plans to the satisfaction of the Responsible Authority.

#### **Advertising Signs**

Within six months of the date of the permit, full details of signs to be approved on site to be submitted for written approval of the responsible authority if required by the Planning Scheme. Details must include dimensions, type and location of all signs to be placed on the site illumination wording and colour scheme

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

#### **Noise Control**

- a) The uses hereby permitted must be conducted such that noise levels generated do not exceed permissible noise levels established in accordance with *Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011)* or as amended.
- b) In the event of unreasonable noise being generated by activities conducted on from the subject land and being established by Council planning officers as likely to be causing a disturbance to nearby property, then further noise testing by a suitably qualified acoustic consultant must be undertaken to assess whether activities on the site are breaching the EPA permissible noise levels and to advise what measures must be implemented to minimise the problem to the satisfaction of the responsible authority.
- c) Mobile equipment to be operated in reverse on a regular basis at the subject site must be fitted with the 'new generation' broadband reverse alarms to the satisfaction of the responsible authority.

#### **Hours of Operation**

All activities on the land including the loading and unloading of vehicles, use of fork lifts, and general maintenance of vehicles and equipment may only operate between the hours of 7.00am to 8.00pm to the satisfaction of the responsible authority.

#### **General Amenity**

The use and development permitted by this permit must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil; the presence of vermin, or otherwise.

Prior to the use commencing any security alarm installed on the premises must be 'silently wired' to a security firm or the Victoria Police.

#### **Lighting**

Within six months of the date of the permit, any lighting within the site both under roof areas and in open areas of the site must be designed, baffled and located in such positions so as to effectively illuminate all pertinent public areas, without spilling onto the road reserve or adjoining land, and must be connected to a time clock switch or other approved system to the satisfaction of the responsible authority.

Only lighting essential for the security of the site may operate when the facility is not operating, to the satisfaction of the responsible authority.

#### **Works on Road Reserves**

A Works within Road Reserves permit must be obtained from the Responsible Authority prior to carrying out of any vehicle crossing works.

#### **Goulburn Murray Water Requirements**

- a) All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
- b) No buildings or works may be erected or carried out within 30 metres of any Goulburn Murray Water surface infrastructure (including open irrigation channels and drains), 10 metres from any other structure (such as culverts, drainage inlets, subways,

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)

syphons), or 5 metres from any below surface infrastructure (including pipelines), located on any Goulburn Murray Water freehold, easements or reserves.

- c) The channel set back distance may be reduced by Goulburn Murray Water pending supporting evidence being provided by the developer showing that no seepage occurs from Goulburn Murray Water's channel. In such a case a minimum set back of five metres is required from Goulburn Murray Water's easement, freehold, or reserve boundary. The investigation should include the installation of groundwater piezometers. Installation standards, location and monitoring program is to be approved by Goulburn Murray Water's Asset Project Teams.

#### Goulburn Valley Region Water Corporation Requirements

All sewerage and sillage emanating from the proposed development shall be adequately treated and managed to prevent transport of nutrients, pathogens and other pollutants to surface waters or impact to groundwater beneficial use and wastewater is retained and disposed of within the boundaries of the allotment in compliance with Clause 32 and 34 of the SEPP - Waters of Victoria and to the satisfaction of the Council's Environmental Health Officer.

#### Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- the development and use are not started within **two (2) years** of the date of this permit;
- the development is not completed within **four (4) years** of the date of this permit.

#### **Property Details**

Land/Address	23-43 Cussen Street, Tatura
Zones and Overlays	Farming Zone
Why is a permit required	35.07-1 Use of the land for a contractors depot 35.07-4 Buildings and works associated with a Section 2 use in the Farming Zone 52.05-10 Business Identification Sign (less than 3m <sup>2</sup> )

#### **Proposal in Detail**

The planning application was lodged on 4 July 2016 and described the application as "development and use of land for a contractors depot and business identification sign"

The application described the proposal as:

- Use of the land for a contractors depot for a civil construction company that would employ between 5 to 10 people in road reconstruction projects, concreting, earthmoving, drainage, landscaping and other civil works.
- The proposal would include a shed with an area of 540m<sup>2</sup> (15m x36m) with an attached office, a gravel hard stand area and perimeter fencing.
- The land would be used to store vehicles associated with the civil contractor operations. Typically employees would arrive at the depot each morning and leave in work vehicles for the day. All earth moving equipment would remain on site and away from the contractors depot until jobs are finished.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

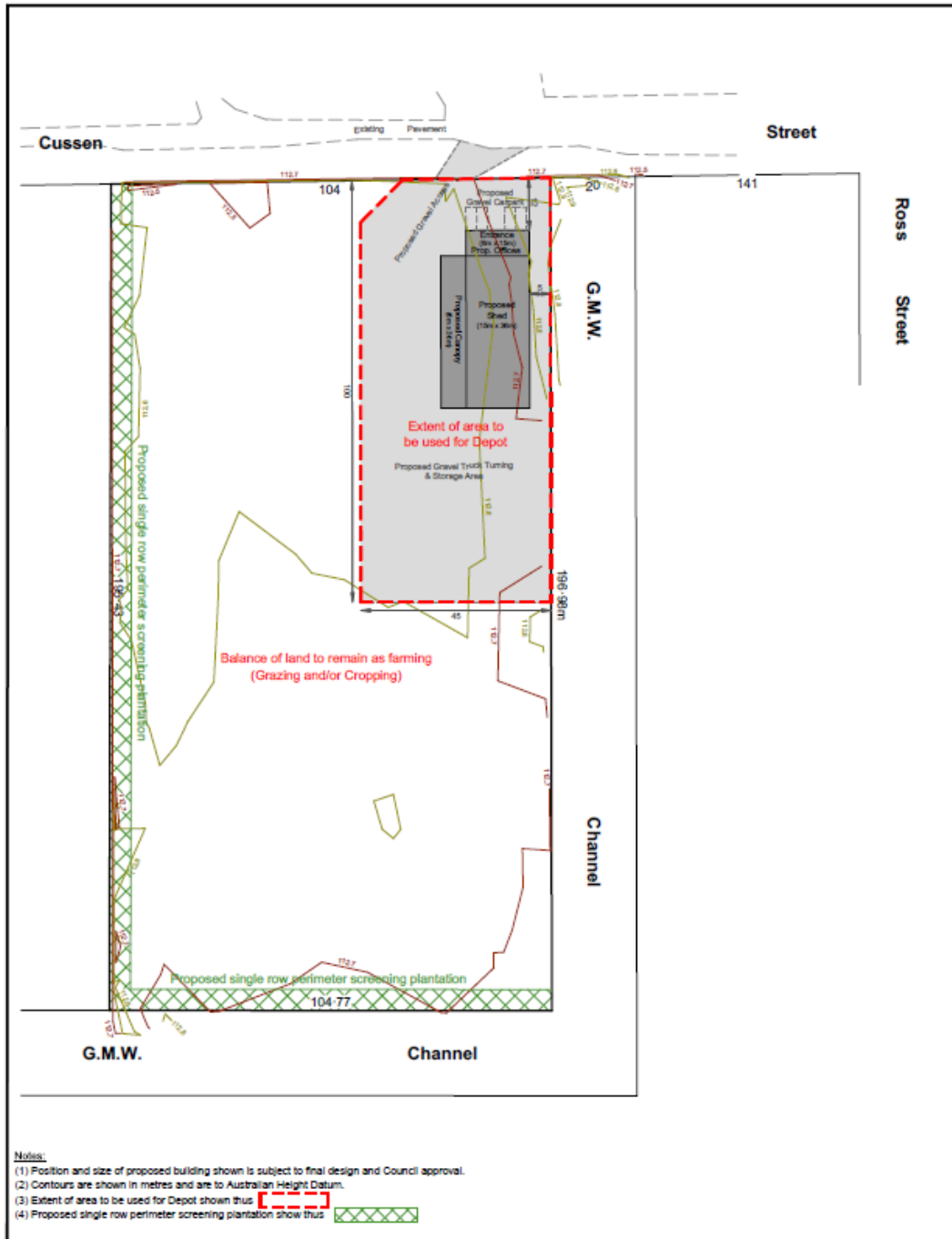
- The depot will be used to keep the vehicles and equipment when not in use as well as ancillary activities such as washing, routine maintenance and running repairs; which may be carried out in or outside the shed. Some materials (such as pipes and fittings) may be stored on site from time to time.
- The front of the shed will be fitted out as an office (including offices and staff amenities) and will be used as a base for carrying out administration duties for the company. The company does not carry out any retail sales from the site.
- In terms of permission required by the planning scheme, the application proposes:
- Use of land for a contractors depot. It is noted that a contractors depot is an innominate use and therefore a section two use in the Farming Zone
- Buildings and works associated with a Section 2 use.
- Business Identification Signage (less than 3m<sup>2</sup>)

Public notice of the application was posted on 25 July 2016.

10. SUSTAINABLE DEVELOPMENT DIRECTORATE

**10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

A plan of the proposal is shown below.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)



#### Summary of Key Issues

- The application seeks planning permission for the use and development of the land for a contractors depot.
- The application does not seek to rezone any land to the Industrial 1 Zone.
- The application has been advertised and seven objections lodged. Grounds of objection relate to amenity loss from the operation of the proposal and that the proposal would be a precursor to the land and surrounding land being rezoned to the Industrial 1 Zone.
- Officers are satisfied that the location of the use, subject to conditions which protect residential amenities including acoustic walls ensures the application produces acceptable outcomes.

#### Background

A Planning Permit was lodged on 4 July 2016 for the use and development of the land for a contractors depot.

The application has been assessed based on the relevant provisions within the Greater Shepparton Planning Scheme.

#### Assessment under the Planning and Environment Act

The land is within the Farming Zone, an assessment against the decision guidelines in the Farming Zone is set out below.

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**
**10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

Decision Guideline	Officers Response
<b>35.07-6 – General Issues</b> The capability of the land to accommodate the proposed use or development, including the disposal of effluent.	The land is capable of accommodating the proposed use and development. The land has an area of 20,878 m <sup>2</sup> and the proposed shed and hard stand gravel area which comprises of the contractors depot would have an area of 4,500m <sup>2</sup> It is noted that the proposed use and development of the land comprises of approximately 21.5% of the entire land holding. The balance of the land would continue to be used for the purposes of grazing. The proposed development would be approximately 140 m from the residential properties to the south on Hogan Street and 100m to the dwellings / veterinarian clinic buildings on Ross Street. In light of the above it is considered that the land is capable of accommodating the proposal.
How the use or development relates to sustainable land management.	The proposed use and development comprises of approximately 21.5% of the overall land holding. The balance of the land, approximately 20,878m <sup>2</sup> would be used for cropping / grazing. This is considered to achieve a sustainable land management outcome.
Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.	The land is within an area which has a mixed use character with land to the north used for a Municipal Depot, land to the south for residential uses, land to the east used as a veterinarian clinic and land the west being residential and hobby farm uses. The proposal is therefore being considered in the context of the area having a mixed use character. In light of this, it is considered that the proposed use and development would not be out of character with the area and the proposal being considered is compatible with these uses.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)

<b>Agricultural issues and the impacts from non-agricultural uses</b>	
Whether the use or development will support and enhance agricultural production.	The layout plan shows that the proposed use and development of the land would comprise of approximately 21.5% of the overall land holding. This area would be lost to agricultural production. However, the balance of the land would continue to be used for agricultural purposes, it is considered that this would support agricultural production on the land. The proposal is for a contractors depot and would not provide for an agricultural outcome.
Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.	The proposal would not affect the soil quality of the land or surrounding land. The proposal would remove approximately 4,500m <sup>2</sup> of land from agricultural production, with the balance of the land (16,400m <sup>2</sup> ) being retained for grazing / cropping, this is considered to be an appropriate outcome as the proposal would not remove the full site from agricultural use.
The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.	The proposal would permanently remove approximately 4,500m <sup>2</sup> from potential agricultural production and would limit the expansion of any potential adjoining agricultural uses. However, the balance of the land (approximately 16,400m <sup>2</sup> ) could be used for adjoining land to expand. However the land has been identified for potential industrial use, subject to an appropriate investigation and re zoning process.
The capacity of the site to sustain the agricultural use.	The balance of the land (16,400m <sup>2</sup> ) could be used for agricultural production.
The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.	The land is within the built up area of Tatura and therefore it is considered that the agricultural value of the land is compromised. However the land is irrigated and the balance of the lot (16,400m <sup>2</sup> ) would continue to be used for the purposes of agricultural production.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)

<b>Environmental issues</b>	
The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.	Conditions will ensure that the proposal would not have any impact on soil and water quality.
The impact of the use or development on the flora and fauna on the site and its surrounds.	There is no native vegetation on the land.
The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.	The proposal does not require the removal of any native vegetation. Conditions will ensure that the proposal would not have any impact on groundwater within or outside the site.
The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.	Appropriate conditions will ensure that the proposal would not have any impact waterways.
<b>Design and siting issues</b>	
The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.	The proposed buildings and works are to the north of the land abutting Cussen Street. This is the portion of the land which is closest to non-agricultural uses such as the Municipal Depot to the north of the land and residential development / veterinarian clinic to the east. This is considered to achieve an appropriate outcome that would minimise the loss of agricultural land to the west and south of the land.
The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.	It is recommended that lighting be restricted to what is essential to the security of the land to limit potential light spill from the land. Conditions will ensure that the drainage is designed to ensure that all stormwater is appropriately treated and would not impact on soil quality.
Stormwater discharge.	A condition of the approval is for the submission of a detailed drainage plan to provide for retention and water sensitive urban design. This drainage plan must be endorsed by the responsible authority and then constructed by the permit holder.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

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

Objectives:

- Ensure that the environment is a major priority in planning for the future.
- Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry.

The proposal does not require the removal of any native vegetation and it is recommended that permit conditions include on site drainage controls to provide water sensitive urban design and prevent pollutants entering Council's drainage system.

Furthermore the Council Plan seeks to attract industry to Greater Shepparton. This proposed application if allowed will see the establishment of a civil construction business in Tatura which creates 5 to 10 new full time jobs..

Officers are satisfied that the proposed application positively responds to Council's Plan in terms of environmental and economic outcomes.

#### **Industrial Land Review (Amendment C-162 to the Greater Shepparton Planning Scheme)**

Amendment C162 to the Greater Shepparton Planning Scheme (Planning Scheme) proposed to implement the findings and recommendations of the *Industrial Land Review, City of Greater Shepparton, 2011* (ILR), which was adopted by Council on 19 July 2011.

The amendment also included the revision to the policy contained within the Planning Scheme, specifically Clause 21.06 *Economic Development*, to assist in requiring any future industrial development to respect the amenity of surrounding sensitive land uses by way of requiring an investigation to be completed before any rezoning proceeding.

The subject land was identified as being within an Industrial Investigation Area 12 to respond to the identified lack of industrial land in Tatura as set out in the Industrial Land Review.

Clause 21.06-4 of the Planning Scheme states:

*Several industrial investigation areas have been identified within the Industrial Framework Plans. These areas represent land which has potential to be rezoned for industrial use due to its proximity to existing or proposed industrial lands or transport and infrastructure assets. However, these areas have significant issues or constraints such as environmental, flooding, infrastructure and/or land use conflicts. The relevant issues will need to be resolved on a site-by-site basis through a more detailed analysis to determine the potential of these sites to be developed for industrial purposes and any subsequent changes to the Industrial Framework Plans. These areas (which are nominated with the corresponding number on the Industrial Framework Plans) are:*

- *Investigation Area 12 – South of Cussen Street, Tatura. This investigation area is designed to facilitate a possible small lot industrial development for lots that are less than 4,000m<sup>2</sup> in size. Adequate buffers and separation distances from nearby residences must be provided as part of this investigation*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

The Amendment went through exhibition, consideration of submissions and panel processes in accordance with the requirements of *Planning and Environment Act 1987* (the Act). A Panel Hearing was held on 25 May 2015.

Council adopted the amendment to C-162 in July 2015.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incorrect Information	A	5	Low	The application has been properly advertised which allowed objections to be lodged with the Council. These objectors will be informed of Council's decision on the application.

#### **Policy Considerations**

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve acceptable planning outcomes.

#### **Financial Implications**

This planning application has no significant financial implications on Council.

#### **Legal/Statutory Implications**

Should either the applicant or objector be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

#### **Cultural Heritage**

The *Aboriginal Heritage Act 2006* provides protection for all Aboriginal places, objects and human remains in Victoria, regardless of their inclusion on the Victorian Aboriginal Heritage Register or land tenure.

The *Aboriginal Heritage Act 2006* introduces a requirement to prepare a Cultural Heritage Management Plan (CHMP) if all or part of the activity is a listed high impact activity, resulting in significant ground disturbance, and all or part of the activity area is an area of cultural heritage sensitivity, which has not been subject to significant ground disturbance.

As the land is included within an area of aboriginal cultural sensitivity the applicant was required to prepare a Due Diligence Heritage Assessment which demonstrated that the land has been subject to significant ground disturbance, therefore a Cultural Heritage Management Plan was not required to be prepared.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

#### **Environmental/Sustainability Impacts**

The proposal does not require the removal of any native vegetation.

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority must consider, Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

The proposed application to use the land for a civil construction depot and garden supplies and associated buildings and works in the Industrial 1 Zone is not considered to raise any significant social or economic effects.

#### **Economic Impacts**

The application has informed that the proposed business creates 20 employment positions.

#### **Referrals/Public Notice**

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

Sending notices to the owners and occupiers of adjoining land.  
Placing a sign on site.

The Council has received seven objections to date.

All objectors were issued with an acknowledgment letter and a mediation session, chaired by an independent expert was held on 12 September 2016.

The mediation session gave all objectors the opportunity to outline their concerns and the applicants had an opportunity to respond to all concerns.

No objections were withdrawn as a result of the mediation session.

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

The key issues that were raised in the objections are as follows:

<b>Ground of Objection</b>	<b>Officer's Response</b>
Noise emissions	<p>Many of the objections raise concern about potential noise emissions from the site with an emphasis on maintenance of vehicles.</p> <p>It is considered that appropriate conditions which include mitigating measures such as construction and service vehicles being fitting with reversing beepers and noise attenuation walls would satisfy objectors concerns.</p>

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**
**10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

Ground of Objection	Officer's Response
Lighting / Light spill	<p>Objectors are concerned that the lights within the development for security purposes and by vehicles entering and exiting the site would have a detrimental impact on the amenity of the area.</p> <p>In response a planning permit condition will require that all lighting for security be baffled which would ensure that lighting does not impact on surrounding properties.</p> <p>With regard to light spill from vehicles entering the site, Planning Officers consider that the fencing surrounding the site of the proposed development and further screening along the southern and western boundary of the overall land would ensure appropriate mitigation against vehicular lightspill.</p>
Dust	<p>Objectors are concerned that the proposal would generate dust.</p> <p>Planning Officers are of the opinion that appropriate conditions relating to the sealing of the paved area would ensure that dust matters can be controlled.</p>
Rezoning of the land	<p>The objectors are concerned that the application would commence the rezoning of the land from Farming Zone to Industrial Zone.</p> <p>In the first instance it is noted that the proposal does not propose any rezoning of the land.</p> <p>By way of background it is noted that the land is identified as being within Investigation Area No.12 as set out in Clause 21.06-4 of the Planning Scheme.</p> <p>In response, it is noted that Investigation Area No. 12 is one of Several industrial investigation areas have been identified within the Industrial Framework Plans. These areas represent land which has potential to be rezoned for industrial use due to its proximity to existing or proposed industrial lands or transport and infrastructure assets.</p> <p>Investigation Area No. 12 refers to South of Cussen Street, Tatura.</p> <p><i>This investigation area is designed to facilitate a possible small lot industrial development for lots that are less than 4,000m<sup>2</sup> in size. Adequate buffers and separation distances from nearby residences must be provided as part of this investigation.</i></p> <p>For any rezoning to proceed on the land an investigation would be required to be undertaken, in this regard Strategic Planning Officers have confirmed that it is unlikely that this investigation could proceed at present and that no budget has been allocated for this purpose.</p>

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

Proximity to Cussen Park	Objectors are concerned that the proposal would have a detrimental impact on Cussen Park. The subject land is approximately 500m to the south of Cussen Park and it is considered that appropriate conditions with regard to drainage would ensure that the proposal would not have any impact on Cussen Park.
Impact from Traffic from the proposal	The objectors are concerned that the proposal would have a detrimental impact on traffic in the area. In response, it is considered that the proposal would not generate a large amount of traffic. The applicants have stated that the proposal would employ between 5 to 10 employees. Further to this, it is noted that employees would not travel to the land everyday with large civil works taking place off site. In light of the above, it is considered that the proposal would not have a detrimental impact on the traffic environment of the area.
Impact on surrounding properties	The objectors are concerned about the impact of the proposal on surrounding properties such as residential and veterinarian clinic. In response it is noted that the proposal would have an appropriate set back of approximately 140m from residential properties to the south. This is considered that this is an appropriate set back. The proposal would be set back approximately 100m from the dwellings / veterinarian clinic to the east of the land. It is considered that this is an appropriate set back to the existing development.

Officers having considered the objections do not believe that the objections lodged should lead to the application being refused.

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

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

##### **Economic Development**

##### **7.3 Achieving the strategic objective**

Objective 1: To sustain a growing and diverse industrial base.

Objective 2: To locate industrial uses effectively, by utilising existing and planned infrastructure, and consolidating the existing main industrial areas.

Objective 3: To improve the urban design and architectural standards of industrial areas.

Objective 4: To realise an integrated freight logistics centre to link the major freight corridors through the municipality.

Policy direction supports the locating of industrial type uses in appropriate locations in Greater Shepparton. The William and Elizabeth Street site is on a zone interface, despite this the proposed activities are compatible with the adjoining residential zone and therefore the application has policy support under GS2030

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of the Land for a Contractors Depot and Associated Signage at 23-43 Cussen Street, Tatura. Planning Permit Application 2016-278 (continued)**

#### **Conclusion**

Officers having undertaken an assessment of the application have decided that the application achieves acceptable planning outcomes when assessed and therefore a notice of decision to grant a permit should issue.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Draft RiverConnect Strategic Plan Community Consultation

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: RiverConnect Project Officer**

**Proof reader(s): Team Leader Sustainability and Environment,  
Manager Environment**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

RiverConnect began in 2005 and is a celebrated community and government partnership program of eleven members. The project is co-funded by Council and the GBCMA, resourcing two staff under the auspice of Council.

RiverConnect has made significant progress in achieving the aims of the previous 2010-2015 Strategic Plan. Some significant successes under the 2010-2015 Strategic Plan include Paths Masterplan, Boulevard Bush Reserve Management Plan, historical floodmarkers, The Flats and Boulevard Bush reserve interpretative signage and connecting over 6,000 students and community members to the Goulburn and Broken Rivers. This plan was scheduled for review in 2016.

The review has been completed and a Draft RiverConnect Strategic Plan 2017 – 2022 has been developed in partnership with Council, the Goulburn Broken Catchment Management Authority, the RiverConnect Implementation Advisory Committee and targeted community stakeholder groups.

The Plan determines the proposed strategic direction for the 2017/2022 period; *highlighting the vision, purpose and values of the program including long term goals and a prioritised action plan.*

To ensure community support, the ultimate success of the RiverConnect program and in line with best practice, the Draft Strategic Plan now requires broad community input through an extensive community consultation process.

Officers recommend that Council endorse the Draft Strategic Plan so that community input can be sought.

#### **RECOMMENDATION**

That the Council endorse that the Draft RiverConnect Strategic Plan be released for community consultation for a period of six weeks, commencing on 13 February 2017 and concluding on 27 March 2017.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)**

#### **Background**

Commencing in 2005, RiverConnect is a wide reaching community government partnership program under the auspice of Council with Goulburn Broken Catchment Management Authority, Parks Victoria, Yorta Yorta Nation, Rumbalara Aboriginal Corporation, Word and Mouth, Goulburn Valley Environment Group, Goulburn Murray Landcare Network, Department of Environment, Land, Water and Planning, and the Department of Education and Training and three community representatives.

The RiverConnect program is staffed by a Project Officer and Education Officer, auspiced by council, who implement the Strategic Plan under the direction of the Implementation Advisory Committee. Their work is also informed and supported by specialised Working Groups including the Communications Working Group and the Land Management Working Group.

The previous 2010-2015 Strategic Plan aimed to see the Goulburn and Broken Rivers recognised as the life and soul of the Shepparton-Mooroopna communities, and create a vibrant, more cohesive Greater Shepparton community through a strong sense of belonging and connection to our rivers.

RiverConnect has had many successes across the five key themes identified in the previous Strategic Plan, including:

#### Connecting education

- 38 actions: 11% complete, 76% ongoing, 13% no action.
- Successful ongoing education programs engaging 6,300 students.
- An average of 15 schools visiting the river each year.

#### Connecting Community

- 60 actions: 30% complete, 35% ongoing, 35% no action.
- 2012 RiverConnect Festival
- 2013 Goulburn River Access Guide
- 2014 Paths Masterplan
- 2014 Murchison, Shepparton and Mooroopna historical flood markers
- 125 events organised, 5,500 community members attending activities including art classes, canoeing, educational days with experts, tree planting and art exhibitions.

#### Connecting Environment

- 32 actions: 25% complete, 56% ongoing, 19% no action.
- Shepparton Weir improvements
- Stuart Reserve upgrade
- 5 boat ramp upgrades
- 2013 Boulevard Bush Reserve Management Plan
- 2015 Interpretative signage at the Boulevard Bush Reserve

#### Connecting Aboriginal People

- 22 actions: 45% complete, 5% ongoing, 50% no action
- Interpretative signage at the Flats (Recipient 2015 Greater Shepparton Cultural Heritage Award)
- Traditional owner talks

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)

- 2008 RiverConnect – An Aboriginal Oral History book
- Flats walks with Yorta Yorta elders
- Bush tucker activities

#### Communications and Consultation

- 12 actions: 27% complete, 60% ongoing, 13% no action.
- 2010 Regional Achievement Community Award
- 2011 RiverConnect re-branding
- 2011 Website developed and launched
- 2012 Poster presentation and International River Symposium
- 2014 Presentation to NRM Knowledge Conference
- 2016 Recipient of Keep Victoria Beautiful Sustainable Cities Award for Community Government Partnerships

The previous Strategic Plan is due for review in 2016 and with numerous actions achieved there is an opportunity to move forward with innovative direction.

The Strategic Plan review process began with a discussion paper developed in early 2016, with twenty two agency and targeted community stakeholder groups invited to provide feedback. Coffee Catch Up consultations were conducted with the ten groups that indicated an interest in providing input. This feedback was used in a workshop with the RiverConnect Implementation Advisory Committee to develop the current Draft Strategic Plan.

Some key focus areas for action identified in the Draft Strategic Plan are:

- Rubbish along the Goulburn and Broken Rivers and floodplains
- Increase community engagement with the River environments
- Increase student and school engagement with the River environment
- Stronger focus on aboriginal cultural activities
- Extension of the shared paths network
- Increase the extent and quality of native vegetation
- Engage with business to encourage environmental based tourism

For further information on the review process and program aims and objectives please see the attached Draft Strategic Plan.

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

Greater Shepparton City Council Plan 2013-2017

- **Goal 1: Active and Engaged Communities**
  - Continue to enhance community capacity building (effective partnerships with agencies to deliver improved community wellbeing)
  - Develop and implement a strategy for improving education opportunities for all ages (In association with education providers and industry/business professionals develop opportunities to assist with the attainment and retention of skills to support industry and business development in Greater Shepparton)
  - Ensure liveability options are always considered in our decision making activities

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)

- Embrace and strengthen cultural harmony and diversity (continue to engage and partner with our Aboriginal community to support improved opportunities and outcomes in employment and health; recognise and take advantage of opportunities to celebrate our diversity)
- Value arts, culture and heritage as an integral part of our dynamic community
- **Goal 2: Enhancing the Environment (Natural)**
  - 2.1 Ensure the environment is a major priority in planning for the future
- **Goal 4: Quality Infrastructure (Built)**
  - 4.2 Ensure the community has access to appropriate transportation infrastructure (Adopt and commence implementation of the Greater Shepparton Cycling Strategy 2013-2017; Lobby and advocate to other levels of government for funding for major infrastructure funds)
- **Goal 5: High Performing Organisation (Leadership and Governance)**
  - 5.1 Develop and implement best practice communication strategies (...implement Council's community engagement strategy; implement a "citizen first" commitment to the delivery of our services)

#### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Negative community feedback for Strategic Plan and/or consultation process	B	3	Moderate	Ensure extensive opportunities for community members to provide input by a variety of methods/mediums; address all feedback/concerns in a timely manner; communicate effectively/appropriately
Budget over-spend on consultation	C	4	Low	Ensure remain within budgeted amount, risk low as minimal spend required.

#### Policy Considerations

Above recommendations do not conflict with any Council policy.

#### Financial Implications

Financial implication of community consultation are minor and will be covered by RiverConnect operational budget. Actions within the Strategic Plan will require Council capital budget, external grant funds and existing operational budget.

#### Legal/Statutory Implications

The Draft RiverConnect Strategic Plan conforms to the *Local Government Act 1989* and other relevant information.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)

#### **Environmental/Sustainability Impacts**

Strong community support and feedback to the Strategic Plan offers the opportunity for people to engage with the natural environment in order to develop a connection with, and seek to protect and conserve, the natural environment. Actions within the plan may have environmental impacts, for example, improving access points or implementing the Shared Paths Masterplan stages, and these will be assessed appropriately on a case by case basis. It is anticipated that through engaging the community in the Strategic Plan and river environs more broadly environmental/sustainability outcomes will be positively impacted, rather than negatively.

#### **Social Implications**

Active and engaged communities are healthy communities. Offering the Strategic Plan for consultation engages the community in not only the plan but also the river and environment more generally, connecting the community and providing an opportunity to achieve tangible outcomes. The consultation period itself will include attending pre-existing scheduled events or meetings, and offer new opportunities for people to come together over common interests. We will continue to build the capacity of community committees and groups through direct consultation. Many of the actions contained within the plan encourage community connectedness; this is anticipated to have positive social outcomes. Should a decision be made not to enable the community to provide feedback into the plan this could have negative social implications associated with disempowered communities.

#### **Economic Impacts**

The community consultation period for the Strategic Plan itself is not expected to have any economic impacts, but the accurate gathering of information and support can inform the Plan's actions and direction. These actions are anticipated to have positive economic impacts including attracting funding regionally, improving tourism outcomes, and improving river quality for a range of economic benefits related to environmental services.

#### **Consultation**

Consultation to this stage of the draft development is detailed below. Please see attached consultation plan for details on the proposed community consultation aiming for strong community input and support for the Strategic Plan and the RiverConnect program more generally.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	We will keep you informed.	<ul style="list-style-type: none"> <li>Email</li> <li>Newsletter</li> <li>Verbal Communication</li> </ul>
Consult	We will keep you informed, listen to and acknowledge your feedback on how public input influenced the decision.	<ul style="list-style-type: none"> <li>Coffee Catch Ups</li> </ul>
Involve	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	<ul style="list-style-type: none"> <li>Workshops</li> </ul>

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Collaborate	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	<ul style="list-style-type: none"> <li>Committee (IAC, Communications etc) workshop</li> </ul>

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Community Life – recreation and open space, safe and accessible environments.

“Enhance social connectedness, physical and mental health and well-being, education and participatory opportunities in order to improve liveability and provide a greater range of community services.”

Environment – Natural Resources, Culture and Heritage

“Conservation and enhancement of significant natural environments and cultural heritage”.

Economic Development – Tourism, promote the natural features of Greater Shepparton, support new tourist based enterprises to achieve an increase in bed stays and visits to the municipality.

Infrastructure – Integrated transport strategy, pedestrian amenity

##### b) Other strategic links

- Greater Shepparton City Council Community Engagement Strategy (entire document)
- RiverConnect Strategic Plan
- Greater Shepparton Environmental Sustainability Strategy
- Greater Shepparton Cycling Strategy 2013-2017
- Mooroopna Community Plan
- Boulevard and Golf Estates Neighbourhood Plan (Draft, final forthcoming)

#### **Conclusion**

RiverConnect has achieved positive results since its inception, with considerable outcomes achieved from the 2010-2015 Strategic Plan.

The 2017-2022 Draft Strategic Plan has been developed through involving and collaborating with agency and targeted community stakeholders groups with a direct involvement with RiverConnect and/or the river environs.

## **10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

### **10.5 Draft RiverConnect Strategic Plan Community Consultation (continued)**

As an agency and community partnership program it is important to ensure the Strategic Plan also accurately represents broader community aspirations for the RiverConnect program. The Draft Strategic Plan is now ready for the community to consider and a thorough community consultation, as detailed in the attached consultation plan, will encourage strong community support for the Draft Strategic Plan and the RiverConnect program.

#### **Attachments**

1. RiverConnect Strategic Plan Review Page 404
2. RiverConnect Strategic Plan Draft Page 406

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.6 Parliamentary Inquiry into Community Energy Projects

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Manager Environment**

**Proof reader(s): Team Leader Sustainability and Environment**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The Victorian State Government recently conducted a Parliamentary Inquiry into Community Energy Projects (the Inquiry). Council Officers prepared and submitted a submission to the Inquiry on behalf of Council. The submission calls for the rules and regulations that currently govern the energy market to be lessened to allow more community energy projects to be developed. Council Officer's view is that this will allow all socio-economic sectors of the community to be part of the response to climate change rather than being locked out due to cost pressures.

#### **RECOMMENDATION**

That the Council endorse the submission to the Parliamentary Inquiry into Community Energy Projects.

#### **Background**

Council Officers became aware of the Parliamentary Inquiry into Community Energy Projects when correspondence was received seeking submissions to it from the Parliament of Victoria Economic, Education, Jobs and Skills Committee. Council Officer's have had discussions with different groups from time to time about provision of community energy projects however these have had difficulty in gaining any traction due to the myriad of rules, regulations and legislation that has protected the current state of play.

Research has been completed by The Brotherhood of St Lawrence indicating that lower socio-economic groups wish to be part of the solution in addressing climate change but are often restricted in what they can do by a number of factors including community based projects being unable to breach the current position of power energy provision.

The Inquiry sought feedback on the following points:

- The potential role of cooperatives, mutuals, social enterprises and community ownership in the energy sector
- The benefits of community owned energy programs
- The best ways to encourage the uptake of community energy projects
- The ability to expand community energy projects outside of solar and wind power
- The best practice models of other Australian and international jurisdictions for supporting community ownership options in the energy sector

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.6 Parliamentary Inquiry into Community Energy Projects (continued)**

- The challenges to community energy projects in metropolitan areas
- Ways to support communities to surmount challenges to community owned energy projects in metropolitan areas

It is hoped that by making some suggestions in regard to the current process blocks, the industry may become more amenable to the development of more community based energy projects. Council Officer's submission broadly makes this point.

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

Council's Plan 2013-2017 states:

- investigate the opportunities that are available to Council to allow Council to support renewable energy options
- Investigate the opportunities that will enable Council to support the growth of solar usage within the city.

#### **Risk Management**

There are no perceived risks associated with this submission.

#### **Policy Considerations**

There are no policy implications with this submission.

#### **Financial Implications**

The submission has no financial implications for Council.

#### **Legal/Statutory Implications**

The submission has no legal or statutory implications for the Council.

#### **Environmental/Sustainability Impacts**

The submission may prompt the State Government to change the rules, regulations or legislation that prohibits the setting up of Community Energy Projects but in itself has no environmental or sustainability impacts.

#### **Social Implications**

The submission may prompt the State Government to change the rules, regulations or legislation that prohibits the setting up of Community Energy Projects but it also means that the Council is advocating on behalf of its citizens in trying to allow all community groups to have access to projects that can have beneficial impacts in regard to climate change issues.

#### **Economic Impacts**

The submission may prompt the State Government to change the rules, regulations or legislation that prohibits the setting up of Community Energy Projects but in itself has no economic impacts.

#### **Consultation**

Limited consultation has taken place in regard to this submission. The author of the report discussed the submission with a representative of Goulburn Valley Community Energy and with an Officer of the Goulburn Broken Greenhouse Alliance. Unfortunately timing of the submission input did not allow time to present this to Council prior to the closure of submissions.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.6 Parliamentary Inquiry into Community Energy Projects (continued)**

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Sustainable economic, social and environmental development

##### b) Other strategic links

Environmental Sustainability Strategy

3.3 Encourage and attract innovative renewable and alternative energy industries/businesses development within our municipality

3.4 Increase the energy efficiency of existing and new residential and commercial buildings across the municipality

#### **Conclusion**

That Council approve the submission as forwarded to the Parliamentary Inquiry into Community Energy Projects.

#### **Attachments**

Inquiry into Community Energy Projects Council Submission October 2016 Page 447

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning, Manager Building and Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The application seeks planning permission for the sale of package liquor (bottle shop being Liquor Land) from 25-31 Vaughan Street, Shepparton (the land). The bottle shop is internalised within the existing Coles supermarket. The use of land for a bottle shop is an 'as of right use, meaning no planning permit is required for the use of the land.

The bottle shop is proposed to be open between the following hours:

- Monday to Saturday: 9:00am – 11:00pm
- Sunday: 10:00am – 11:00pm
- Anzac Day: 12:00pm (midday) – 11:00pm
- Christmas Day and Good Friday: No trading.

Officers have advertised the application and three objections to the proposal have been lodged with Council. The grounds of objection relate to social and locational issues and the oversupply of bottle shops within the locality.

The main assessment concern in regards to this application is the amenity of the surrounding area. The proposal is considered acceptable in this regard, given the strong policy support for retail uses to locate within the CBD to reinforce the locality as the principle retail centre in the region. The use of the land for a bottle shop is defined as a retail use in the Planning Scheme and does not require planning permission for use in the core CBD zone.

The concerns raised by the objectors in relation to the social impacts are valid concerns, however are general in nature and are relevant issues for society as a whole

In the Victorian Civil and Administration Tribunal (VCAT) assessment of liquor applications VCAT has found that "*as a matter of general principle a broad concern about the social harm caused by alcohol, the accessibility of alcohol in the community generally, or the potential for the abuse or misuse of alcohol, will rarely (if any) be a relevant planning consideration in the exercise of discretion for a particular license premise under clause 52.27*".

The applicant provided a social impact assessment as required by the Council's Planning Officers to assist in the assessment of the application.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

Officers have engaged an expert social planner (Symplan) to peer review the social impacts of this bottle shop application. The Symplan assessment informed that the application achieved acceptable planning outcomes. The assessment recommended that the applicant address gaps in their social impact assessment report and provide a response to the objections received. The additional information submitted by the applicant to address the Symplan report was deemed acceptable by Symplan.

Officers recommend that it is appropriate to allow the proposed bottle shop given the co-location with Coles and its central location. Officers agree that the hours of operation should be reduced as recommended by Council's expert social planner to reduce conflict with late night venues and are consistent with other bottle shops in the area.

Officers' assessment of the application is that the application achieves acceptable planning outcomes and that a notice of decision should be issued.

#### **RECOMMENDATION**

In relation to Planning Application 2016-299, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to issue a notice of decision to grant a planning permit as outlined below:

1. Layout Not Altered  
The use (liquor licence) as shown on the endorsed plans must not be altered without the written consent of the responsible authority.
2. Hours of Operation  
The sale of liquor is to be restricted to the following times:
  - a) Monday to Saturday: 9:00am – 9:00pm
  - b) Sunday: 10:00am – 9:00pm
  - c) Anzac Day: 12:00pm (midday) – 9:00pm
  - d) Christmas Day and Good Friday: No trading.

Or otherwise as approved by the Responsible Authority in writing.

3. Venue Management Plan  
Prior to the sale of a liquor commencing a venue management plan must be submitted and endorsed that outlines measures to monitor and address potential safety and amenity impacts associated with the sale of alcohol from the land such as litter, noise and public behaviour.
4. Window Displays  
The Windows for the Shop which front Vaughan Street and Maude Street, must be kept free of displays, advertising material and shelving so as to maintain a clear view into and out of the shop.
5. Liquor Licensing Victoria  
This permit must be subject to the issue of an appropriate liquor license by Victorian Commission for Liquor and Gambling, and adherence to any conditions imposed by that body.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

#### 6. Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- a) the use is not started within **two (2) years** of the date of this permit;
- b) the use is discontinued for a period of **two (2) years**.

#### Property Details

Land/Address	25-31 Vaughan Street, Shepparton
Zones and Overlays	Activity Centre Zone (Schedule 1, Precinct 1A) Parking Overlay (Schedule 1)
Why is a permit required	Clause 52.27 – sale of packaged liquor

The subject site comprises an existing Coles supermarket and Kmart store.

The southwest corner of the site will be used for the sale and storage of packaged liquor, with access proposed to the store through the existing Coles supermarket.

The subject site abuts the existing bus stops, which is used as the central bus terminal for Shepparton.

The land to the north along Maude Street is used for various retail uses, including food and drinks premises, cafes and retail shops. This retail offer continues further north to the High Street intersection.

To the south on the opposite side of Vaughan Street is a car park associated with Coles/Kmart (which will also service the proposed retail use).

To the west on the opposite side of Maude street are a mixture of food and drink premises, retail and a number of vacant tenancies.

To the east along Vaughan street are a number of food and drink and retail premises (bakery and fruit and vegetable shop).





## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)**

- The area near the proposed outlet would not be negatively affected by alcohol related amenity impacts as a direct result of the physical presence of the outlet.
- The peer review of the Social Impact Assessment report addressed some gaps in the report and that these needed to be addressed. The applicant submitted further information to address this request which was further reviewed by the social planning expert and deemed to be acceptable.

#### **Summary of Key Issues**

The application seeks planning permission to sell packaged liquor from the subject land.

- The application has been advertised and three objections lodged. Grounds of objection relate to the location being inappropriate, saturation of packaged liquor retail premises within the locality and the relocation of the bus stop.
- Officers have engaged a social impact expert to assess the application, which found that the application achieves an acceptable planning outcome subject to precautionary measures relating to hours of operation, design features and venue management.
- Officers are satisfied that the proposed liquor licence provides an acceptable planning outcome and will improve the Shepparton CBD as the primary retail centre for the region.

#### **Background**

In December 2012 planning permit 2012-291 was issued by Council to allow alterations to the existing Coles Supermarket and Kmart retail store which allowed:

*Buildings and works in the Business 1 Zone for the alterations to an existing building façade and display of business identification signage*

The approved works have been completed and the refurbished centre has been operating since 2013.

In July 2013 an application was made for a licenced premise (packaged liquor) associated with a bottle shop use (Liquorland) to be located in the south west corner of the Coles supermarket building. This application was withdrawn by the applicant on 14 October 2014.

The current application was made with Council on 15 July 2016.

Council sought additional information on 21 July 2016.

The application was placed on public notice on 30 August 2016, which resulted in three objections being lodged.

#### **Assessment under the Planning and Environment Act**

##### **Activity Centre Zone – Schedule 1 (precinct 1A)**

The use of land for a Bottle Shop (retail premise) in the zone does not require planning permission.

##### **Licensed Premise**

Clause 52.27 of the Greater Shepparton Planning Scheme requires a planning permit if a licenced is required under the *Liquor Control Reform Act 1988*.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

This application seeks planning permission for the sale of packaged liquor within the hours of:

- Monday to Saturday: 9:00am to 11:00pm
- Sunday: 10:00am to 11:00pm
- Anzac Day: 12noon to 11:00pm
- Christmas Day and Good Friday: no trading

The Council must consider the following Decision Guidelines before deciding on an application for a liquor licence.

<b>Decision Guidelines - 52.27</b>	<b>Officers Response</b>
<p>The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and Local Planning Policies</p>	<p>Clause 11 of the State Planning Policy provides that planning is to anticipate and respond to the need for planning to recognise the need for and as far as practicable contribute towards health and safety, economic viability and preventing environmental problems by sighting incompatible land uses close to each other. The proposal which is in an existing supermarket within the identified Shepparton CBD would be consistent with this clause regarding anticipation of need and choice for the community. Clause 11 also seeks to encourage the concentration of major retail, residential, commercial and other cultural needs into activity centres that provide a variety of land uses and are accessible to the community. Clause 17.01-1 relating to business seeks to encourage development that meets community needs for retail entertainment and other services and provide net community benefit in relation to accessibility, efficient use and the aggregation and sustainability of commercial facilities. Adding an additional type of product within the supermarket within the Shepparton CBD is consistent with the requirement of concentrating commercial uses in designated areas. Clause 21.06-5 of the Local Planning Policy nominates the Shepparton CBD as the principal retail centre, where retail, commercial and entertainment should be focused.</p>



**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)**

<p>The impact of the sale or consumption of liquor permitted by the liquor licence on the amenity of the surrounding area.</p> <p>The impact of the sale of the hours of operation on the amenity of the surrounding area</p> <p>The impact of the number of patrons on the amenity of the surrounding area</p>	<p>The land is located within a designated precinct for core retail by the Activity Centre Zone (schedule 1) and is surrounded by existing retail uses which operate with extended trading hours. The movement of pedestrians and traffic accessing the store and any amenity impacts that may result are considered acceptable.</p> <p>Concerns have been raised that the sale of liquor could lead to drinking in the vicinity of the shopping centre and surrounding area. However due to packaged liquor having to be consumed off the licenced premise and the prohibition of opened packaged liquor within the public places in Shepparton CBD other than licenced premises, the potential impacts are considered reduced.</p>
<p>The cumulative impact of any existing licenced premises and the proposed licensed premises on the amenity of the surrounding area</p>	<p>The Department of Planning and Community Development produced Practice Note 61 in March 2010 entitled 'Licensed Premises: assessing cumulative impact' with the express purpose to explain the concept of cumulative impact in relation to licensed premises and provide guidelines to assist permit applicants when considering and responding to cumulative impact and support council in the assessment of such applications. The guidelines may be used for any planning application that would benefit from their use; however they should be used for all applications a new or expanded licensed premise that:</p> <ul style="list-style-type: none"> <li>- Will be licensed and open after 11pm; and</li> <li>- Is in an area where there is a cluster of licensed premises.</li> </ul> <p>The proposed packaged liquor outlet will not be open after 11pm.</p> <p>The guidelines consider a cluster to be three or more licensed premises including the proposed premises within a radius of 100 metres to the subject land; or 15 or more licensed premises including the proposed premises within a radius of 500 metres from the subject land.</p> <p>There are 2 licensed premises (including the proposal) within 100 metres of the proposed site and 40 (including the</p>

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)**

	<p>proposal) within a 500 metre radius of the site.</p> <p>As such using the directions of the guidelines, there is a cluster and an assessment of the guidelines are provided in the table below.</p>
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<b>The following matters should be considered when assessing the cumulative impact of licensed premises</b>	<b>Officers Response</b>
Planning Policy Context	<p>State Planning Policies relate to the need to concentrate retail uses to meet the needs of the community within activity centres. Local Planning Policies nominate the Shepparton CBD as the primary retail centre for the region and seek to encourage the location of retail and commercial based uses within the CBD. The Activity Centre Zone which applies to the land reinforces the Shepparton CBD as the principal retail centre in the region.</p>
Surrounding land use mix and amenity	<p>The surrounding land uses consist of primary retail/commercial, which aligns with the direction for the land in the Activity Centre Zone (schedule 1, precinct 1A) for the land to be designated as core retail at ground level, forming part of the Shepparton CBD.</p>
The mix of licensed premises	<p>The majority of licensed premises within close proximity to the site are restaurant &amp; café licenses.</p> <p>There is a cluster of packaged liquor retail premises located to the south west of the site (Dan Murphys, First Choice &amp; Aldi). The Practice Note states that packaged liquor outlets have the potential to provide patrons with the opportunity to 'purchase and consume alcohol before, in between, or after entering a licenced premises'. The proposed premises will open until 11:00pm, restricting the purchase of packaged liquor prior to entering.</p> <p>Local Law 1 – Part 10 provides that a person must not without a permit consume any liquor or have in his or her possession or control any liquor other than liquor in a sealed container in the area surrounding the shop in into the Shepparton CBD.</p>

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

Transport and dispersal	Given the proposal is associated with a retail premise to sell packaged liquor and no alcohol will be consumed onsite, transport and dispersal considerations are considered to have a minimal impact to the proposal and surrounding locality. It is envisaged that customers will utilise the existing car parking areas provided in association with the surrounding land uses, with a number of customer expected to be on multi-purpose to trips to the other retail premises, including the supermarket.
Impact mitigation	The assessment criteria for impact mitigation relate mostly to restaurants, bars and nightclubs and it is not envisaged the proposed retail use will requires mitigation measures for customers once they leave the site.

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

Council Plan 2013-2017

Section 3.2

Council is committed to provide assistance to the retail sector with an ultimate goal of identifying how the businesses intend to offer their products or services to consumers and how to attract optimal consumer interest.

#### Strategies

- Revise, adopt and commence implementation of the CBD strategy.
- Develop, adopt and commence implementation of a Retail strategy.
- Maximise the opportunities with the CBD that present themselves with the redevelopment of Vaughan Street.
- Continue to support and revitalise Shepparton Show Me.
- Implement installation of new parking and wayfinding signage in the Shepparton CBD and progressively across Greater Shepparton's towns.
- Develop, adopt and implement a CBD Parking Strategy.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incorrect notification	A	5	Low	The application has been properly advertised which allowed objections to be lodged with the Council. These objectors will be informed of Council's decision on the application

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

#### **Policy Considerations**

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve acceptable planning outcomes.

#### **Financial Implications**

This planning application has no significant financial implications on Council.

#### **Legal/Statutory Implications**

Should the objectors be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

#### **Cultural Heritage**

The *Aboriginal Heritage Act 2006* provides protection for all Aboriginal places, objects and human remains in Victoria, regardless of their inclusion on the Victorian Aboriginal Heritage Register or land tenure.

The *Aboriginal Heritage Act 2006* introduces a requirement to prepare a Cultural Heritage Management Plan (CHMP) if all or part of the activity is a listed high impact activity, resulting in significant ground disturbance, and all or part of the activity area is an area of cultural heritage sensitivity, which has not been subject to significant ground disturbance.

The land is not within an area of cultural heritage sensitivity therefore the application does not trigger the need for a cultural heritage management plan.

#### **Environmental/Sustainability Impacts**

The use has no detrimental impact on the environment.

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority, if the circumstances appear to so require, must consider—*

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

Member Dwyer in *The Hunt Club Commercial Pty Ltd v City of Casey CC* informed:

*As a matter of general principle a broad concern about the social harm caused by alcohol, the accessibility of alcohol in the community generally, or the potential for the abuse or misuse of alcohol, will rarely (if any) be a relevant planning consideration in the exercise of discretion for a particular license premise under clause 52.27. Town planning is not a panacea for all perceived social ills, nor is planning decision making a forum for addressing all issues of social or community concern. At its heart planning is about the use, development and protection of land. It has a spatial context that is primarily concerned with the fair, orderly, economic and sustainable use and development of land. Town planning does not involve itself in moral judgments nor, subject to this locational or spatial perspective in the operation of a competitive market economy in which certain goods and services are lawfully made, sold or consumed.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)

*While town planning seeks to secure a pleasant, efficient and safe working, living and recreational environment it is not the role of town planning to address all issues of public health, nor regulate the pricing or general availability of a product to manage the health and wellbeing of society.*

#### **Economic Impacts**

Approval of the application will see increased retail activity within the Shepparton CBD and a use of the corner site will provide for an active street frontage.

#### **Referrals/Public Notice**

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site.
- A notice in the Shepparton News

The applicant provided a signed declaration stating the sign on site was erected between 2 September 2016 and 19 September 2016.

The Council has received three objections to date.

All objectors were issued with an acknowledgment letter. Additionally the permit applicant's written response to the objections was provided to objectors on 23 November 2016.

The key issues that were raised in the objections are as follows:

<b>Ground of Objection</b>	<b>Officer's Response</b>
Inappropriate location, with significant pedestrian movements within the locality, including families and children	The site is located within the Shepparton CBD, the nominated regional centre for retail and commercial uses.  The sale of liquor to minors under the age of 18 is controlled by legislation outside of the Planning and Environment Act 1987.
There is already sufficient market access to packaged liquor within the locality.	The use of land for retail in the zone is an as of right use (no permit required) and it is a commonly established principle that need is not a planning assessment consideration.
Relocation of bus stops on Maude Street from north of Vaughan Street to south of Vaughan Street	This application does not involve the relocation of the bus stops, which was a separate decision made by Council.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Planning Permit Application 2016-299, Application to Sell Packaged Liquor (continued)**

Whilst the concerns raised by the objectors are valid they are general in nature and not specific to the matters which can be considered under the provision of clause 52.27 (licenced premises)

The application was notified to Shepparton Police with no response received.

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

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

Economic Development

Objective 2 – To develop the Shepparton CBD as a regional centre for commerce and entertainment.

Strategy – provide for the continued growth of the Shepparton CBD as a multi-purpose retail, business, commercial, community, entertainment and tourism centre.

#### **Conclusion**

Officers having undertaken an assessment of the application have decided that the application achieves acceptable planning outcomes when assessed against policy and therefore a Notice of Decision to Grant a Planning Permit should issue.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla**

**Disclosures of conflicts of interest in relation to advice provided in this report**  
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Senior Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning, Manager Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The application seeks planning approval to use and develop land at 215 Mitchell Road, Kialla for a host farm, caravan park, farm store and restaurant incorporating 22 accommodation pods, 10 caravan sites and associated buildings and works such as toilet facilities.

The land is generally within the Farming Zone 2 (FZ), Urban Floodway Zone (UFZ), Floodway Overlay (FO) and Land Subject to Inundation (LSIO).

The site is with the FZ and LSIO.

Officers acknowledge that this application includes agricultural elements including goat, chicken and pig rearing and cropping.

Officers are of the opinion that the proposal fails to comply with the purposes of the FZ as the proposal is largely unrelated to agriculture and would permanently remove land from agricultural production.

Council has completed a piece of strategic planning work titled 'Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan'.

The endorsed masterplan identifies the land as being partially within the "Flood Plain and Cut Area for Fill" (the bulk of the development area) and partially within the rural equine living and low density residential area (an area of the development site to the north).

The endorsed masterplan does not shown any portion of the land as suitable for any element of the proposal. Therefore officers recommend that Council refuse the application. A copy of the details of the master plan, including the location of the subject proposal can be found within the body of this report.

The land is within an area of aboriginal cultural heritage sensitivity and the applicants have obtained a Cultural Heritage Management Plan (CHMP).

However upon close inspection of the CHMP, officers noted that the plan does not cover the entire development site within the activity area. It is therefore considered that the CHMP is not consistent with the planning application. As a result no permit should issue until the CHMP is revised to reflect the proposed development.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

Within the Further Information request, the applicants were requested to clarify how the Cultural Heritage Management Plan responded to the proposed development of the entirety of the land. An adequate response was not received.

The Goulburn Broken Catchment Management Authority objected to the proposal for the following reasons:

- The majority of the site is located in floodway land
- The proposal is discouraged within the State Planning Policy Framework and Local Planning Policy Framework of the Council's Planning Scheme at clause 21.04-1
- The proposal is not consistent with the Victorian Planning Provisions Practice Note 11 Applying for a Planning Permit under the Flood Provisions (DEWLP, 2015)
- It would result in danger to life, health and safety of the occupants
- It would increase demand on community infrastructure and emergency services, and in community recovery services
- Long-term cumulative impacts of such proposals

Officers acknowledge that the CMA is a recommending authority and their objection is not a veto. Despite this the CMA are an expert flood authority and their objection needs to be given significant weight given the absence of any expert flood advice from the applicant. Therefore officers endorse the CMA's grounds of objection.

Officers acknowledge that the application has some positive elements when assessed against the planning scheme and other policy documents including the creation of a tourism drawcard to the municipality.

Despite this, officers consider that the application achieves unacceptable planning outcomes and no permit should issue for the following reasons:

- the area of the development as described within the application is not consistent with the activity area under the CHMP
- the development is primarily for accommodation which is unrelated to agriculture
- the proposed use is contrary to the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan
- the proposed development is inappropriately located with a floodway

Officers recommend that Council refuse the granting of a permit.

### **RECOMMENDATION**

1. In relation to Planning Application 2016-330, on the basis of the information before the Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to refuse the application on the following grounds
  - a) The proposed use and development for a caravan park including Host Farm, primary produce sales and restaurant on the subject land does not provide an acceptable outcome or a net community benefit in terms of the State and Local Planning Policy Frameworks and the purpose and decision guidelines of the Farming Zone (2), and



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)

<p>i) Has the potential to impact on the continuation of primary production on the land;</p> <p>ii) Has potential for conflict between the ongoing farming activities and the proposed rural living uses in the surrounding area.</p> <p>b) The proposed use is contrary to the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan and is contrary to the provisions of Clause 21.04-1 of the Local Planning Policy Framework.</p> <p>2. <u>Goulburn Broken Catchment Management</u></p> <ul style="list-style-type: none"> <li>• The majority of the site is located in floodway land</li> <li>• The proposal is discouraged within the State Planning Policy Framework and Local Planning Policy Framework of the Council's Planning Scheme at clause 21.04-1</li> <li>• The proposal is not consistent with the Victorian Planning Provisions Practice Note 11 Applying for a Planning Permit under the Flood Provisions (DEWLP, 2015)</li> <li>• It would result in danger to life, health and safety of the occupants</li> <li>• It would increase demand on community infrastructure and emergency services, and in community recovery services</li> <li>• Long-term cumulative impacts of such proposals</li> </ul> <p>3. The proposed use and development is inappropriately located in an area of flooding as identified by Council's flood expert being Water Technology.</p> <p>4. The activity area within the Cultural Heritage Management Plan does not consider the full development site.</p> <p>5. The Council directs officers that, should a review of the decision be sought that the Victorian Civil and Administrative Tribunal be requested to provide / require public notice of the application.</p>
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#### Property Details

Land/Address	215 Mitchell Road, Kialla The land is 102ha in size and contains two dwellings
Zones and Overlays	Farming Zone 2 Land Subject to Inundation Overlay Area of cultural heritage sensitivity
Why is a permit required	Use of land for a caravan park including host farm, primary produce sales and restaurant – 35.07-1 Buildings and works in the FZ – 35.07-4 Buildings and works in the LSIO – 44.04-1

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

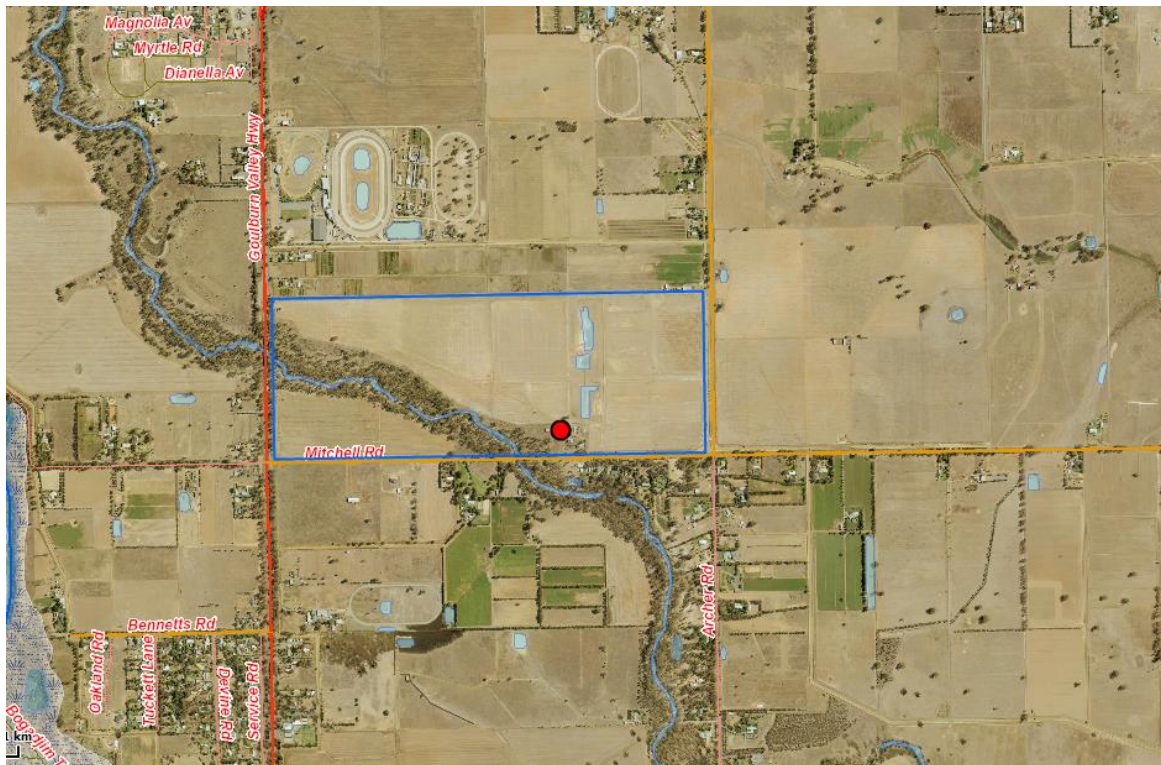
#### **Proposal in Detail**

The application made to Council is described as a *'host farm, caravan park, with associated primary produce sales and restaurant'*.

Details of the proposed are summarised as follows:

- 22 accommodation "pods" with different styles of pods, comprising of a mix of 1, 2 and 3 bedrooms;
- 10 caravan sites;
- A farm store / café
- Various agricultural activities associated with establishing a permaculture host farm;
- Toilet block;
- Workshop;
- Machinery shed;
- Office;
- Dairy;
- Landscaped open space;
- Gardens;
- Market Garden;
- Walking Paths / bike paths;
- Playground;
- Advertising signage.

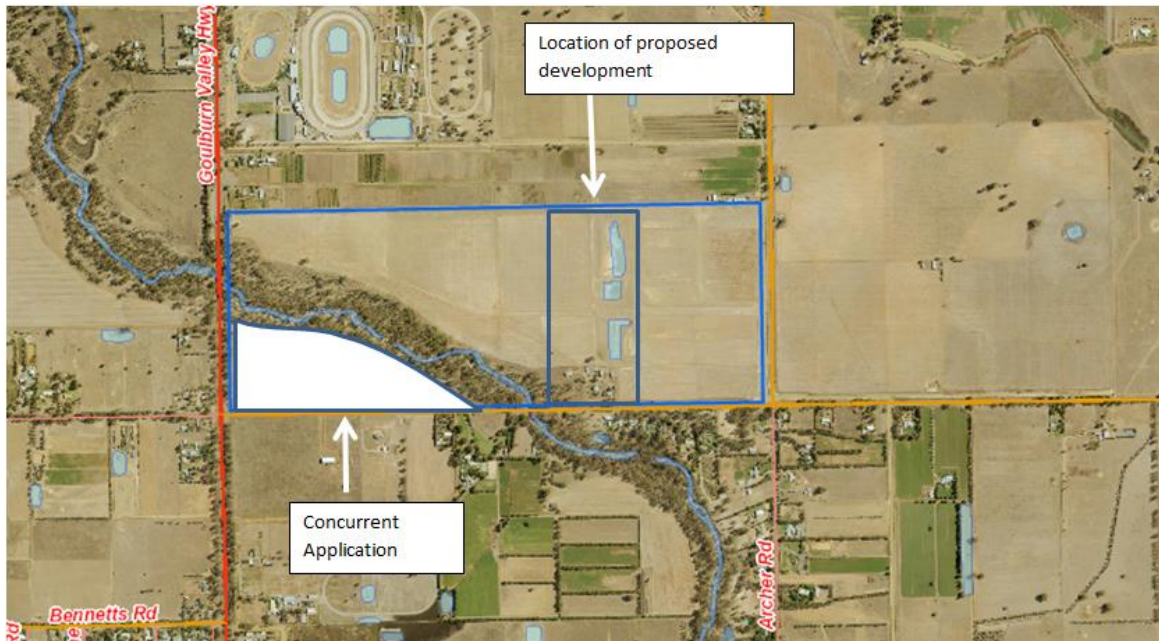
#### **Locality Plan**



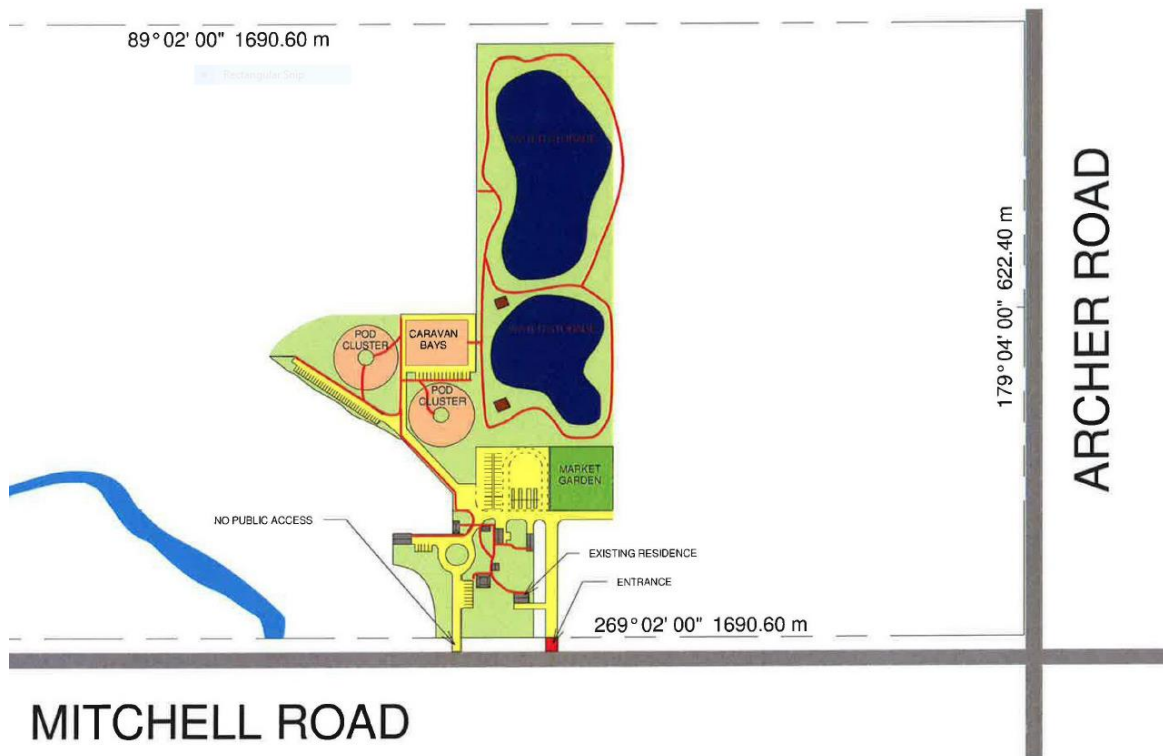
10. SUSTAINABLE DEVELOPMENT DIRECTORATE

**10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

Site Plan



Layout Plan



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

#### **Summary of Key Issues**

- The application seeks planning permission for the use and development of the land for a caravan park with host farm with associated primary produce sales and restaurant.
- The application was referred to Goulburn Broken Catchment Management who objected to the proposal
- The proposal is inconsistent with the endorsed master plan therefore no permit should issue
- Planning Officers are of the opinion that the proposal does not achieve an acceptable planning outcome when assessed against the provisions of the Farming Zone, Clause 21.04 of the Planning Scheme and the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.
- The proposal is not consistent with the endorsed Masterplan as it does not support the use of the land for a caravan park / host farm with associated local produce sales and restaurant.

#### **Background**

The planning application was lodged with Council on 10 August 2016.

Further information was requested on 19 August 2016. A response to this request was received on 2 November 2016.

The further information request included the requirement for a flood risk report which would outline the susceptibility of the land to flooding and flood damage including potential flood risk to life.

A reply to this was not included in the applicants further information response.

The application has been assessed based on the relevant provisions within the Greater Shepparton Planning Scheme.

In 2013 an application was made on the same land for a Farm, Host Farm, Caravan Park, Farm Store and Restaurant. The application was notified to surrounding properties and a number of objections were received.

The Council considered the 2013 application and resolved:

*In relation to Planning Application 2013-258, on the basis of the information before the Council and having considered all relevant matters as required by the Planning and Environment Act 1987, were it up to Council to make a determination, Council would have resolved to lay the matter on the table until such time as the investigation of the surrounding area identified as "investigation area 1" in the Greater Shepparton Planning Scheme is completed or VCAT have made a determination on the matter.*

The applicant sought a VCAT review of the 2013 application and VCAT decided that no permit should issue.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)

#### Assessment under the Planning and Environment Act

The land is within the Farming Zone, an assessment against the decision guidelines in the Farming Zone is set out below.

The purposes of the Farming Zone are:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

Decision Guideline	Officers Response
<b>35.07-6 General Issues</b>	
The capability of the land to accommodate the proposed use or development, including the disposal of effluent	It is considered that the land is not capable of accommodating the proposal. The land is within an area that is identified as being subject to flooding in the Goulburn Valley Equine and Greyhound Precinct Masterplan This position is further strengthened by the objection of the Goulburn Broken Catchment Management Authority who state that the proposal could potentially lead to danger to life. In light of the above, it is considered that the land is not capable of accommodating the proposed use and development.
How the use of the land or development relates to sustainable land management	It is noted that the application includes a host farm component which includes goat, pig and chicken breeding and cropping. However it is considered that the overriding element of the proposal is for accommodation in the Farming Zone. In light of this, it is considered that the accommodation element of the proposal would permanently remove the land from agricultural production. This is not considered to be sustainable agricultural land management.
Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby uses.	It is acknowledged that the application does include agricultural elements, including goat, pig and chicken breeding and cropping. Notwithstanding the above, it is considered that the land is not suitable for the proposed use and development.

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

	<p>The land is within a rural / rural residential area, it is considered that a caravan park / restaurant would be incongruous with surrounding uses.</p> <p>Further to this the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility study and Masterplan has identified a site for a caravan park and a Planning Permit has been issued for this use.</p>
<b>Agricultural issues and the impacts from non-agricultural uses.</b>	
Whether the use or development will support and enhance agricultural production.	<p>It is noted that the application includes a host farm and primary produce sales component. However it is considered that the overriding element of the proposal is for accommodation in the Farming Zone. It is considered that the accommodation element of the proposal would permanently remove the land from agricultural production and would not enhance agricultural production on the land.</p>
Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.	<p>The application includes a host farm and primary produce sales element, which includes goat, pig and chicken breeding and cropping. This is considered to be a minor element of the overall proposal. It is considered that the proposed accommodation would make up the bulk of the application.</p> <p>In light of the above, it is considered that the proposal would permanently remove the land from agricultural production as the proposed caravan park / accommodation facility would be unrelated to agriculture.</p>
The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.	<p>The proposal would limit the operation and expansion of adjoining and nearby agricultural uses.</p> <p>Additionally, it is considered that the proposal would introduce a use and development which is incongruous with surrounding uses, which are predominantly agricultural and rural residential in character.</p>
The capacity or the site to sustain the agricultural use	<p>The application includes a host farm and primary produce sales element. This is considered to be a minor element of the overall proposal. It is considered that the proposed accommodation would make up the bulk of the application.</p> <p>The proposal would remove productive</p>

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

	<p>agricultural land from agricultural production.</p> <p>This is not considered to be an acceptable planning outcome.</p>
<b>Environmental issues</b>	
The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality	<p>The application would insert a caravan park, pod accommodation, shop, restaurant and other built structures onto the land, which is currently vacant.</p> <p>It is considered that the physical features of the land would be detrimentally affected by the proposal.</p>
The impact of the use or development on the flora and fauna on the site and its surrounds	The proposal does not seek the removal of any native vegetation.
The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.	The proposal would not lead to the removal of any native vegetation.
The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation	<p>The application includes a Sewerage, Water and Drainage Provision Plan. In relation to effluent disposal. The report notes that there is no reticulated sewerage service on the land and that the nearest connection is located at the entrance to the Shepparton Harness Racing and Greyhound Racing tracks, almost 400m to the north of the subject land.</p> <p>The report states that a new pump station and sewer rising main would be required to connect to the existing services to the north of the land.</p>
<b>Design and siting issues</b>	
The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.	<p>The buildings including accommodation pods, caravan bays and car parking are located to the south of the land.</p> <p>The buildings would permanently remove this area of the land from agricultural production and would have a detrimental impact on surrounding productive agricultural land</p>
The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.	The proposal would have a detrimental impact on the amenity of the area by introducing commercial built structures into an area which is agricultural / rural residential in character.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

Stormwater discharge	The application has not provided any information on stormwater discharge, however the application states that all stormwater discharge would be directed to two large dams on the site. The applicant has stated that these dams will be required to be reshaped to provide for stormwater detention.
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#### Flooding

Relevant clauses of the planning scheme include:

- 13.02-1 Floodplain Management
- 21.05-2 Floodplain and Drainage Management
- Land Subject to Inundation Overlay

In broad terms the clauses of the planning scheme which relate to flooding seek to ensure that proposed use or developments do not increase the possibility of flooding and flood damage.

The submitted application was not accompanied by any expert flood report to support the proposed development.

The CMA on 16 September objected to the grant of a permit due the proposed development being located in floodway land with depths greater than 500mm.

Based on the objection of the expert flood body it is considered that the application does not achieve an acceptable outcome against flooding policies within the scheme. Furthermore, Water Technology Pty Ltd was commissioned by Council to prepare a model of flood behaviour to assess the existing flood controls on the land and to assess the development outlined in the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.

The report shows that the subject land inundates in a 1% Annual Exceedance Probability to a greater depth than is currently provided for in the Planning Scheme.

Further to this the model of flood behaviour shows that if the subject land were filled the loss of storage and impact on the conveyance of flood water would have a detrimental impact on surrounding lands, particularly land to the south of Mitchell Road and west of the Goulburn Valley Highway in terms of additional flood depth and increased velocity of flood water.

Officers engaged Water Technology Pty Ltd to prepare the Shepparton Mooroopna Flood Mapping and Flood Intelligence Project. This involves detailed hydrology and hydraulic modelling of the Goulburn River, Seven Creeks and the Broken River for flood mapping, assessing flood risk and the treatment of flood risk

It is envisaged that the Shepparton Mooroopna Flood Study will be completed in late 2016 for Council consideration.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

#### 21.04-1 Urban Consolidation and Growth

Planning scheme amendment C93 implemented the strategies of the Housing Strategy into the planning scheme. C93 was subject to an Independent Planning Panel which supported Council's proposal to include the racing precinct within an investigation area, which is now known as investigation area 1.

Investigation Area 1 is described as:

*Investigation Area 1 – Kialla Paceway and Shepparton Greyhound Racing environs. This area surrounds and includes the greyhound and trotting facilities and is directly adjacent to the Shepparton South Growth Corridor. There is potential to extend services to this land. However, future residential development within this area will be dependent on amenity issues such as lighting, noise, odour and dust being addressed to ensure that the long term interests of the racing facilities are protected.*

A strategy of Council's local planning policy at 21.04-1 is to:

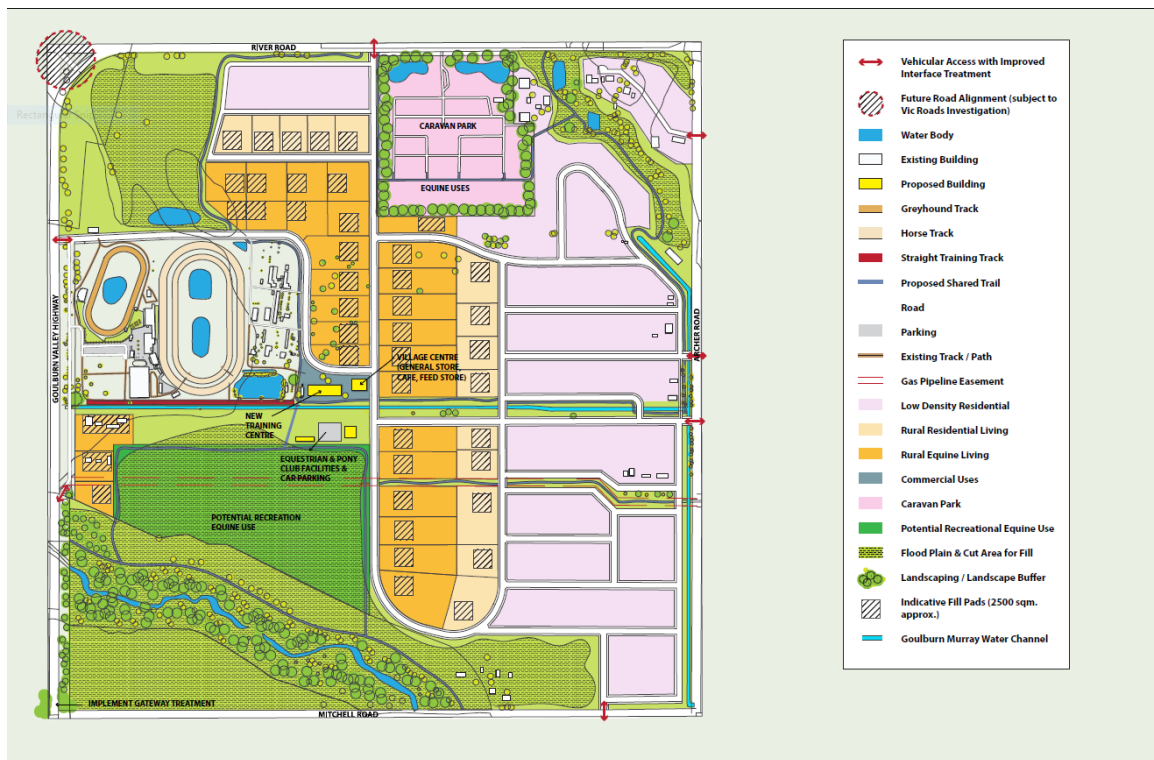
*Avoid incremental approvals and development in identified investigation areas until an integrated investigation and has been completed to assess and resolve future land opportunities and constraints, land use, development opportunities, subdivisional layout and servicing for the area.*

A comprehensive investigation has been carried out by Urban Enterprise, which informed the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.

The Masterplan was endorsed by the Council at the Special Council Meeting on 14 September 2016.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)



The endorsed Masterplan identifies the land as being partially with “Flood Plain and Cut Area for Fill” (the bulk of the development area) and partially within rural equine living and Low Density Residential (an area of the development site to the north). The endorsed Masterplan does not show any portion of the land as suitable for any element of the proposal.

Further to this, the Masterplan identifies an area for a Caravan Park, it is noted that a Planning Permit has issued for this use within the identified area.

#### 21.06-6 Tourism

Council's local planning policy seeks to *encourage the provision of tourism facilities and services including short term and home hosted accommodation, host farms and similar facilities.*

Strategies of this policy include:

- *Promote the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.*
- *Encourage the integration of tourist and agricultural activities where there are no adverse impacts on the operation of rural industries.*

It is accepted that the proposed use and development creates an agricultural tourism opportunity for the municipality and therefore responds positively to this policy direction. Despite this Council has recently issued a permit for a caravan park at 100 River Road, Kialla which if developed will provide accommodation options for users of the racing facilities.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

#### Integrated Decision Making

10.04 of the planning scheme states:

*Responsible authorities should endeavour to integrate the range of policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.*

31.02 of the planning scheme states:

*Because a use is in Section 2 does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the State Planning Policy Framework, the Local Planning Policy Framework, the purpose and decision guidelines of the zone and any of the other decision guidelines in Clause 65.*

Having considered the relevant planning policies, whilst the application responds positively against some policies such as tourism, on balance the application does not achieve an acceptable planning outcome for the following reasons:

- The proposed use and development is not a proposal that is supported by the purposes or decision guidelines of the Farming Zone;
- The activities proposed are not generally in accordance with the endorsed Goulburn Valley Equine and Greyhound Racing Precinct Feasibility and Masterplan, July 2016;
- The two flood experts that have considered the future development of the precinct being the CMA and Water Technology have found that this land should not be developed due to flood depths;
- Insufficient information has been provided with the application to satisfy officers that an appropriate drainage solution exists for the proposal

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

Council Plan 2013-2017

#### Section 4.3

#### Encourage sustainable municipal growth and development

#### **Aim**

Greater Shepparton City Council, as one of Australia's fastest growing inland regional cities, recognises that it is important to manage growth in a structured and sustainable manner. In consultation with the Victorian Government and community stakeholders, we will continue to develop a planning framework that ensures our growth and development does not compromise our enviable lifestyle.

#### **Strategies**

- Review Council's Municipal Strategic Statement.
- Ensure Developer Control Plans minimise Council's requirement for expenditure within developments.

Continue to develop structure plans for our growth corridors.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)

#### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Decision without notification	A	5	Low	The application was not notified to surrounding properties. However VCAT can direct that the application be notified to interested parties. If the Council are of the opinion that the application should be supported, the application can be laid on the table and notification be undertaken.
Flooding	A	5	Low	Objection from Goulburn Broken Catchment Management Authority inform that subject to the land is subject to flooding and that the proposal may result in danger to life, health and safety of the occupants.

#### Policy Considerations

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve unacceptable planning outcomes

#### Financial Implications

This planning application has no significant financial implications on Council.

#### Legal/Statutory Implications

##### Title Details

The title does not contain a Section 173 Agreement.

The title contains a restrictive covenant being J728124 dated 25 November 1981. Dealing number J728124 is for the registration of an easement for the purpose of a gas pipeline.

The easement is shown as E-1 on Lot 1 on PS416230P. The easement is 20m wide and runs along the northern boundary of the land.

The encumbrance relating to dealing J728124 is an easement and not a covenant.

Therefore there is no registered restrictive covenant that applies to the subject land.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)

#### **Cultural Heritage**

The application includes a Cultural Heritage Management Plan.

An inspection of the Cultural Heritage Management Plan which was lodged with the application shows that the plan does not include the entirety of the application area.

The Cultural Heritage Management Plan is not considered to be valid as it does not consider the impacts of the full proposal.

Within the Further Information request, the applicants were requested to clarify how the Cultural Heritage Management Plan responded to the proposed development of the entirety of the land. An adequate response was not received.

#### **Environmental/Sustainability Impacts**

The use has no detrimental impact on the environment subject to the inclusion of appropriate drainage conditions should it be decided to grant a permit.

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority, if the circumstances appear to so require, must consider—*

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

This application does not raise any significant social issues.

#### **Economic Impacts**

Should Council decide to oppose the application; the investment associated with the application may be lost.

The submitted application states the cost of the development is \$5,000,000 and upon full construction would employ 5 persons.

#### **Referrals/Public Notice**

The application was not notified to surrounding properties as officers considered that the application did not achieve an acceptable planning outcome and that the most appropriate recommendation would be to refuse the application.

It was further considered that, should a review be sought, VCAT will direct notice be given at this stage to allow neighbours to object to the proposed application.

Goulburn Murray Water, APA and Public Transport Victoria all consented to the application.

As dealt with earlier within the report the CMA acting as a recommending referral authority objected to the proposal.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

Whilst it is noted that the CMA is a Recommending Referral Authority, the Responsible Authority are obliged to consider any comments of a referral authority.

Section 60 of the *Planning and Environment Act, 1987* outlines what matters must be considered by the Responsible Authority when assessing a planning permit application as set out below:

- (1) *Before deciding on an application, the responsible authority must consider—*
- (a) the relevant planning scheme; and*
  - (b) the objectives of planning in Victoria; and*
  - (c) all objections and other submissions which it has received and which have not been withdrawn; and*
  - (d) any decision and comments of a referral authority which it has received;*

The Victorian Parliamentary Debates (20 August 2012) which discussed the role of recommending referral authorities states:

*A recommending referral authority is a new type of referral authority that will not have a veto power, but rather may comment on an application and the responsible authority must consider those comments. The responsible authority is not obliged to refuse an application or include conditions required by this type of referral authority.*

Further to the above Practice Note 54 states:

*a responsible authority must consider the recommending referral authority's advice but is not obliged to refuse the application or to include any recommended conditions*

Therefore officers are obliged to consider the comments of the CMA.

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

The Greater Shepparton 2030 strategy (GS2030) is a reference document in the planning scheme under 21.09.

A reference document is described by Practice Note 13 Incorporated and Reference Document as:

*Reference documents provide background information to assist in understanding the context within which a particular policy or provision has been framed.*

*Reference documents have only a limited role in decision-making as they are not part of the planning scheme. They do not have the status of incorporated documents or carry the same weight.*

#### **Section 5 Floodplain Management**

*Floodplain management is one of the main land use and development issues for the municipality. The municipality is located on a major floodplain at the confluence of two major rivers, and is characterised by a flat topography. Flooding in the Shepparton-Mooroopna area is a result of the interaction of floods in the Goulburn River, Broken River and Seven Creeks.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

*Flooding is a natural phenomenon in this region. Floodplain management attempts to reduce the direct costs in terms of loss of stock and damage to property, and the indirect costs of reduced productivity, road rebuilding, and inconvenience.*

*Planning controls are used to designate areas prone to flooding and limiting developments that will impede natural surface water flows. It is equally important that controls do not move or create a surface water management problem to another area, either within or outside the municipality.*

*For these reasons the continuation of the co-operative and productive relationship with the Goulburn-Broken Catchment Management Authority is essential.*

#### Section 8 Tourism

*Greater Shepparton is part of the Goulburn Murray Waters tourism region, which also comprises the towns of Kerang, Echuca, Cobram and Yarrawonga. Visitors to the tourism region in the 12-month period to March 2003 comprise 2.5 million day trip visitors and 1.5 million overnight visitors, staying an average of 2.4 nights. Only 23,000 international visitors came to the region during the period, compared with 1.2 million international visitors to Melbourne.*

*The key objectives for this subtopic are:*

*Objective 1: To ensure a sustained level of growth in tourism, including promotion of the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.*

*Objective 2: To provide tourist services which suitably meet the needs of visitors to the municipality.*

#### Greater Shepparton Housing Strategy 2011

The Housing Strategy is a reference document in the planning scheme under 21.09. The Housing Strategy was implemented into the scheme by way of C93. The preparation of the Housing Strategy was undertaken in accordance with direction from the GS2030.

These two reference documents have been used as the basis of planning scheme amendments to update local policy under C69 and C93.

Clearly the tourism policy with GS2030 provides support to developments such as is proposed.

In conflict with this tourism policy, elements of the Housing Strategy provide strategic support to allow planning for future growth of key locations within the municipality such as the racing precinct before development approvals that could compromise key sites.

On balance as set out within this report it is considered that the proposal does not comply with the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan and that any approval would constitute an incremental approval in the absence of any strategic support which would detrimentally affect the future growth of the racing precinct.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.8 Planning Permit Application 2016-330, Use and Development of the land for a Caravan Park including Host Farm, Primary Produce Sales and Restaurant - 215 Mitchell Road, Kialla (continued)**

#### **Conclusion**

Officers having reviewed the supplied information, inspecting the site and surrounds, the planning scheme have formed the view that the application achieves unacceptable planning outcomes and should not be supported by Council.

#### **Attachments**

Nil



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant**

**Disclosures of conflicts of interest in relation to advice provided in this report**  
Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Senior Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning, Manager Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The application seeks planning approval to use and develop land at 215 Mitchell Road, Kialla for the following:

- a staged caravan park / resort, farm store and restaurant;
- 50 accommodation pods;
- 20 caravan sites;
- associated buildings and works such as toilet facilities and a shop selling local produce and restaurant.

The application details the proposal for stage one only, the full extent of proposal for stages 2 and 3 is not outlined.

It should be noted this application has been made with a concurrent application on the subject land for a similar use and development, to the east of Seven Creeks.

The land is within the Farming Zone 2 (FZ) and Land Subject to Inundation (LSIO).

Officers are of the opinion that the proposal fails to comply with the purposes of the FZ as the proposal is unrelated to agriculture and would permanently remove land from agricultural production.

Council has endorsed the 'Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan'.

The endorsed masterplan identifies the land as being partially within the "Flood Plain and Cut Area for Fill" (the bulk of the development area) and partially within rural equine living and low density residential (an area of the development site to the north).

The endorsed masterplan does not shown any portion of the land as suitable for any element of the proposal. Therefore officers recommend that Council refuse the application. A copy of the details of the master plan, including the location of the subject proposal can be found within the body of this report.

The land is within an area of aboriginal cultural heritage sensitivity and the applicants have provided a Cultural Heritage Management Plan which has received a Notice of Approval by the Yorta Yorta Nation Aboriginal Corporation.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

The application was referred the Goulburn Broken Catchment Management Authority (CMA).

The CMA objected to the proposal for the following reasons:

- The majority of the site is located in floodway land
- The proposal is discouraged within the State Planning Policy Framework and Local Planning Policy Framework of the Council's Planning Scheme at clause 21.04-1
- The proposal is not consistent with the Victorian Planning Provisions Practice Note 11 Applying for a Planning Permit under the Flood Provisions (DEWLP, 2015)
- It would result in danger to life, health and safety of the occupants
- It would increase demand on community infrastructure and emergency services, and in community recovery services
- Long-term cumulative impacts of such proposals

Officers acknowledge that the CMA is a recommending authority and their objection is not a veto. Despite this the CMA are an expert flood authority and their objection needs to be given significant weight given the absence of any expert flood advice from the applicant. Therefore officers endorse the CMA's grounds of objection.

Officers acknowledge that the application has some positive elements when assessed against the planning scheme and other policy documents including the creation of a tourism drawcard to the municipality.

Despite this, officers consider that the application achieves unacceptable planning outcomes and no permit should issue for the following reasons:

- the development is for accommodation which is unrelated to agriculture
- the proposed use is contrary to the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan
- the proposed development is inappropriately located with a floodway
- insufficient detail has been provided with the application in relation to how the development will be drained in accordance with the Infrastructure Design Manual

Officers recommend that Council refuse the granting of a permit.

#### **RECOMMENDATION**

1. In relation to Planning Application 2016-331, on the basis of the information before the Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to refuse the application on the following grounds
  - a) The proposed use and development for a caravan park / resort including local produce sales and restaurant on the subject land does not provide an acceptable outcome or a net community benefit in terms of the State and Local Planning Policy Frameworks and the purpose and decision guidelines of the Farming Zone, and
    - i) Has the potential to impact on the continuation of primary production on the land;
    - ii) Has potential for conflict between the ongoing farming activities and the proposed rural living uses in the surrounding area;

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

- b) The proposed use and development is contrary to the endorsed Goulburn Valley Equine and Greyhound Racing Precinct Feasibility and Masterplan, July 2016 and is contrary to the provisions of Clause 21.04-1 of the Planning Scheme.
2. The proposal does not provide sufficient information to satisfy the responsible authority that the development provides a suitable drainage system as required by the Infrastructure Design Manual.
  3. The proposed use and development is inappropriately located in an area of flooding as identified by Council's flood expert being Water Technology.
  4. Goulburn Broken Catchment Management
    - The majority of the site is located in floodway land
    - The proposal is discouraged within the State Planning Policy Framework and Local Planning Policy Framework of the Council's Planning Scheme at clause 21.04-1
    - The proposal is not consistent with the Victorian Planning Provisions Practice Note 11 Applying for a Planning Permit under the Flood Provisions (DEWLP, 2015)
    - It would result in danger to life, health and safety of the occupants
    - It would increase demand on community infrastructure and emergency services, and in community recovery services
    - Long-term cumulative impacts of such proposals
  5. The Council directs officers that, should a review of the decision be sought that the Victorian Civil and Administrative Tribunal be requested to provide / require public notice of the application

#### **Property Details**

Land/Address	215 Mitchell Road, Kialla The land is 102ha in size and contains two dwellings
Zones and Overlays	Farming Zone 2 Land Subject to Inundation Overlay Area of cultural heritage sensitivity
Why is a permit required	Use of land for a caravan park / resort including local produce sales and restaurant – 35.07-1 Buildings and works in the FZ – 35.07-4 Buildings and works in the LSIO – 44.04-1

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

#### Proposal in Detail

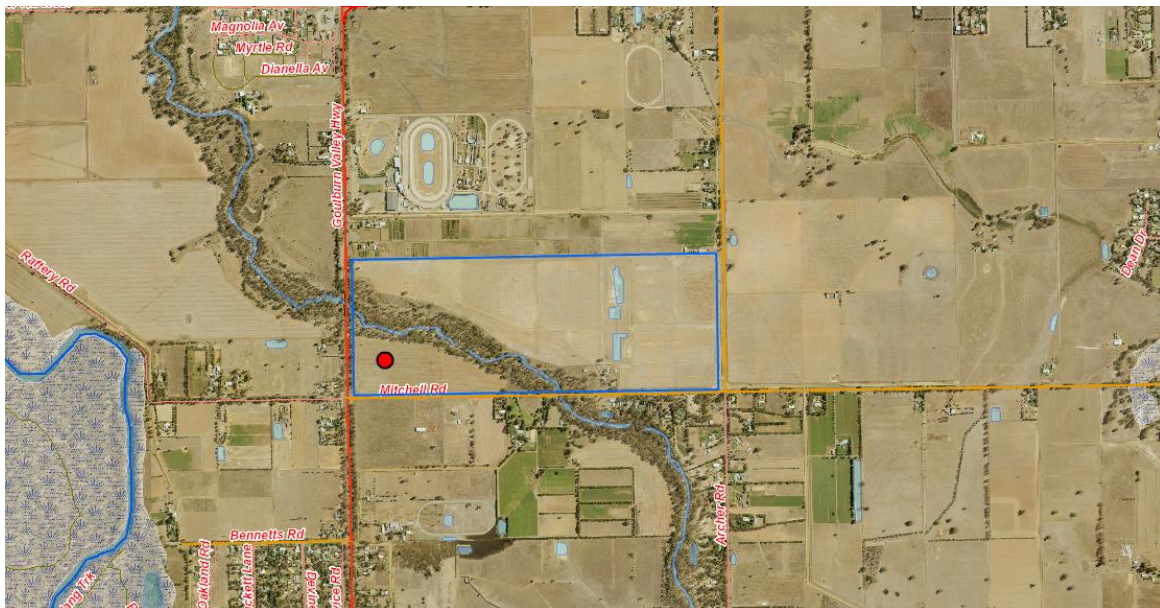
The application made to Council is described as a “caravan park / resort (in stages) with associated local produce sales and restaurant”

Details of the proposal is summarised as follows:

- 50 accommodation “pods” different styles of pods, comprising of a mix of 1, 2 and 3 bedrooms;
- 20 caravan sites;
- Local produce store / café, toilet block, office;
- Landscaped open space and gardens, incorporating walking and bike paths and a market garden;
- Advertising signage;
- Playground;
- Riparian revegetation project along the creek reserve.

All of the above is proposed within stage 1 of the proposal, there are no details for stages 2 and 3, even though these stages for part of the application.

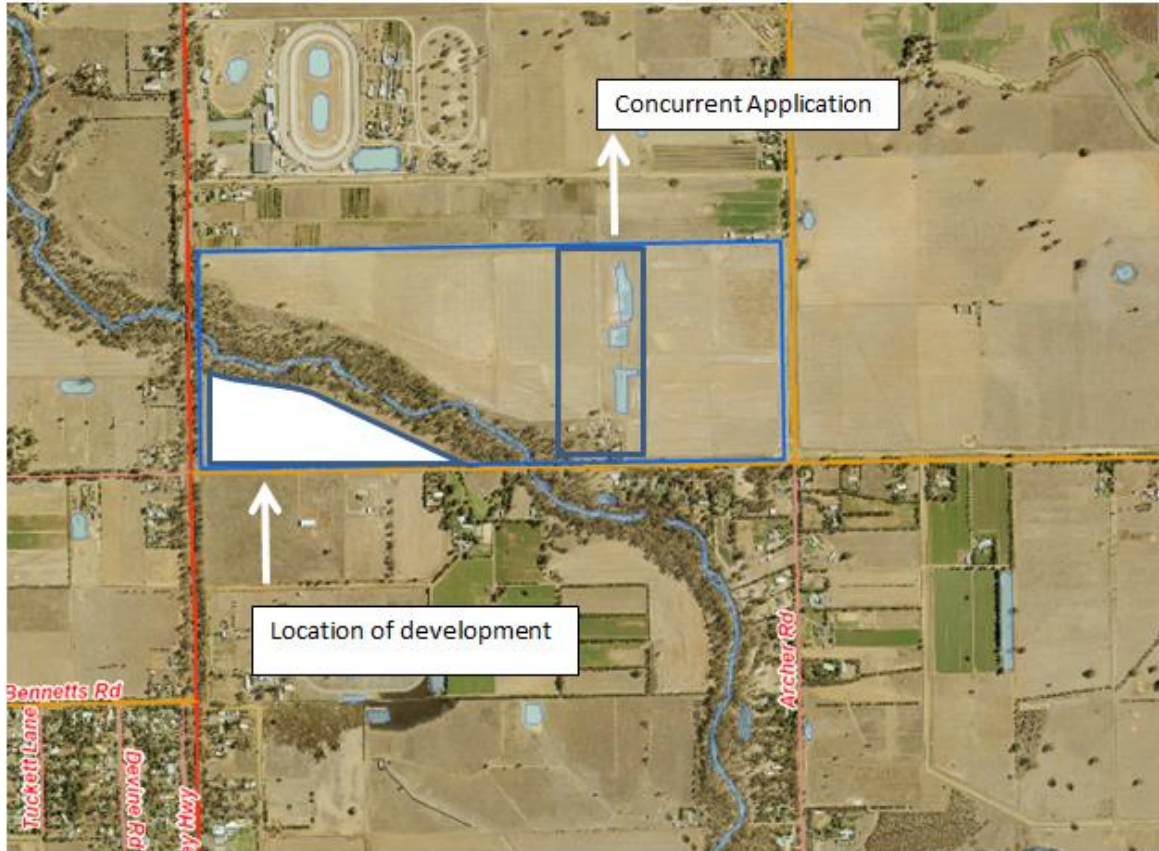
#### Locality Plan



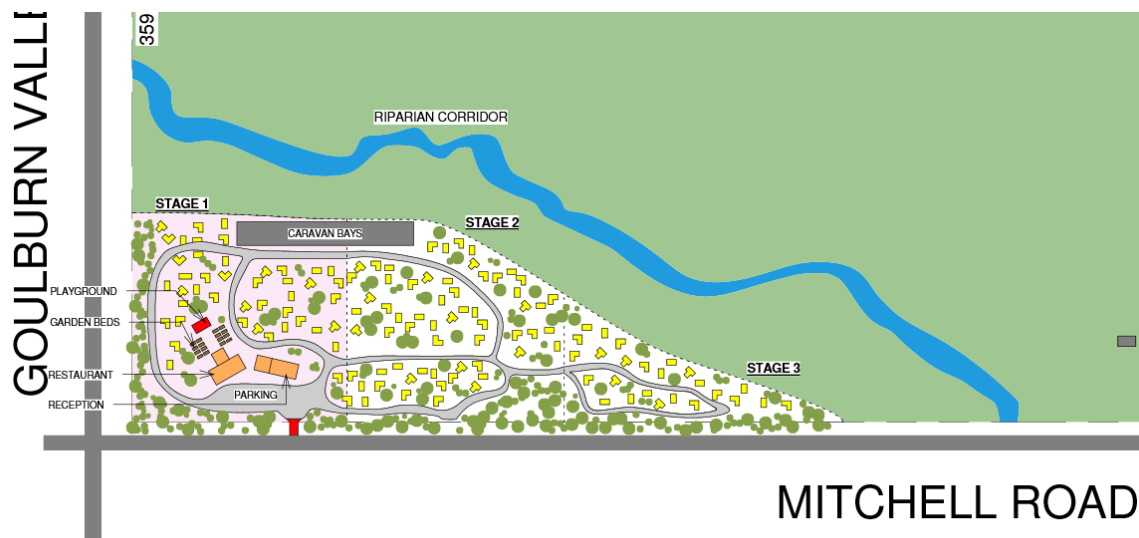
10. SUSTAINABLE DEVELOPMENT DIRECTORATE

10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

Site Plan



Layout Plan



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

#### **Summary of Key Issues**

- The application seeks planning permission to use and development of the land for a caravan park / resort with associated primary produce sales and restaurant.
- The application was referred to the Goulburn Broken Catchment Management who objected to the proposal
- The proposal is inconsistent with the endorsed master plan therefore no permit should issue
- Planning Officers are of the opinion that the opinion that the proposal does not achieve an acceptable planning outcome when assessed against the provisions of the Farming Zone, Clause 21.04 of the Planning Scheme and the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.
- The endorsed Masterplan does not support the use of the land for a caravan park with associated local produce sales and restaurant.

#### **Background**

The planning application was lodged with Council on 10 August 2016.

The application form described the proposal as:

*Caravan park / resort (in stages) with associated local produce sales and restaurant*

Further information was requested on 19 August 2016. A response to this request was received on 2 November 2016.

The further information request included the requirement for a flood risk report which would outline the susceptibility of the land to flooding and flood damage including potential flood risk to life.

A reply to this was not included in the applicants further information response.

The application has been assessed based on the relevant provisions within the Greater Shepparton Planning Scheme.

In 2013 an application was made on the same land for a Farm, Host Farm, Caravan Park, Farm Store and Restaurant. The application was notified to surrounding properties and a number of objections were received.

The Council considered the 2013 application and resolved:

*In relation to Planning Application 2013-258, on the basis of the information before the Council and having considered all relevant matters as required by the Planning and Environment Act 1987, were it up to Council to make a determination, Council would have resolved to lay the matter on the table until such time as the investigation of the surrounding area identified as "investigation area 1" in the Greater Shepparton Planning Scheme is completed or VCAT have made a determination on the matter.*

The applicant sought a VCAT review of the 2013 application and VCAT decided that no permit should issue.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

#### **Assessment under the Planning and Environment Act**

The land is within the Farming Zone, an assessment against the decision guidelines in the Farming Zone is set out below.

The purposes of the Farming Zone are:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

<b>Decision Guideline</b>	<b>Officers Response</b>
<b>35.07-6 General Issues</b>	
The capability of the land to accommodate the proposed use or development, including the disposal of effluent	The land is within an area that is identified as being subject to flooding in the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan. The Goulburn Broken Catchment Management Authority objected as the proposal could potentially endanger life. In light of the above, it is considered that the land is not capable of accommodating the proposed use and development.
How the use of the land or development relates to sustainable land management	The proposal would permanently remove the land from agricultural production. This is not considered to constitute sustainable agricultural land management.
Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby uses.	It is considered that the land is not suitable for the proposed use and development. The land is within a rural / rural residential area, it is considered that a caravan park / restaurant would be incongruous with surrounding uses. Further to this the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility study and Masterplan has identified an site for a caravan park and a Planning Permit has been issued for this use.
<b>Agricultural issues and the impacts from non-agricultural uses.</b>	
Whether the use or development will support and enhance agricultural production.	The proposal would permanently remove the land from agricultural production and would not enhance agricultural production on the land.

**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**
**10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

<b>Agricultural issues and the impacts from non-agricultural uses.</b>	
Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.	The proposal would permanently remove the land from agricultural production. The proposal comprises of a caravan park / resort facility with associated shop and restaurant, which are all unrelated to agriculture.
The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.	The proposal would not limit the operation and expansion of adjoining and nearby agricultural uses.
The capacity or the site to sustain the agricultural use	The proposal would remove productive agricultural land from agricultural production. This is not considered to be an acceptable planning outcome.
<b>Environmental issues</b>	
The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality	The application would insert an accommodation / caravan park / commercial buildings onto a vacant agricultural block. It is considered that physical features of the land would be detrimentally impacted.
The impact of the use or development on the flora and fauna on the site and its surrounds	The proposal does not seek the removal of any native vegetation.
The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.	The application does not include the removal of any native vegetation.
The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation	The application includes a Sewerage, Water and Drainage Provision Plan. In relation to effluent disposal. The report notes that there is no reticulated sewerage service on the land and that the nearest connection is located at the entrance to the Shepparton Harness Racing and Greyhound Racing tracks, almost 400m to the north of the subject land. The report states that a new pump station and sewer rising main would be required to connect to the existing services to the north of the land.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

<b>Design and siting issues</b>	
The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.	The buildings including accommodation pods, caravan bays and car parking are located to the south of the land. The buildings would permanently remove this area of the land from agricultural production.
The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.	The proposal would have a detrimental impact on the amenity of the area by introducing commercial built structures into an area which is agricultural / rural residential in character.
Stormwater discharge	The application has not provided any detailed information on stormwater discharge or how the proposal would comply with the Infrastructure Design Manual. The applicant has stated that these dams will be required to be reshaped to provide for stormwater detention.

#### Flooding

Relevant clauses of the planning scheme include:

- 13.02-1 Floodplain Management
- 21.05-2 Floodplain and Drainage Management
- Land Subject to Inundation Overlay

In broad terms, the Clauses of the Planning Scheme which relate to flooding seek to ensure that proposed uses or development do not increase the possibility of flooding or flood damage.

The submitted application was not accompanied by any expert flood report to support the proposed development.

The CMA on 16 September objected to the grant of a permit due the proposed development being located in floodway land with depths greater than 500mm.

Based on the objection of the expert flood body it is considered that the application does not achieve an acceptable outcome against flooding policies within the scheme. Furthermore, Water Technology Pty Ltd was commissioned by Council to prepare a model of flood behaviour to assess the existing flood controls on the land and to assess the development outlined in the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.

The report shows that the subject land inundates in a 1% Annual Exceedance Probability to a greater depth than is currently provided for in the Planning Scheme.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

Further to this the model of flood behaviour shows that if the subject land were filled the loss of storage and impact on the conveyance of flood water would have a detrimental impact on surrounding lands, particularly land to the south of Mitchell Road and west of the Goulburn Valley Highway in terms of additional flood depth and increased velocity of flood water.

Officers engaged Water Technology Pty Ltd to prepare the Shepparton Mooroopna Flood Mapping and Flood Intelligence Project. This involves detailed hydrology and hydraulic modelling of the Goulburn River, Seven Creeks and the Broken River for flood mapping, assessing flood risk and the treatment of flood risk

It is envisaged that the Shepparton Mooroopna Flood Study will be completed in late 2016 for Council consideration.

Practice Note 11 *Applying for a Planning Permit under the Flood Provisions* states that a Council or Floodplain Manager should consider a number of decision guidelines including that a development should be refused if:

- *it is likely to result in danger to the life, health and safety of the occupants due to flooding of the site;*
- *it relies on low-level access to and from the site;*
- *it is likely to increase the burden on emergency services and the risk to emergency personnel;*
- *it is likely to increase the amount of flood damage to public or private assets.*

In this case the CMA objected to the proposal on grounds which reflect the above.

#### 21.04-1 Urban Consolidation and Growth

Planning scheme amendment C93 implemented the strategies of the Housing Strategy into the planning scheme. C93 was subject to an Independent Planning Panel which supported Council's proposal to include the racing precinct within an investigation area, which is now known as investigation area 1.

Investigation Area 1 is described as:

*Investigation Area 1 – Kialla Paceway and Shepparton Greyhound Racing environs. This area surrounds and includes the greyhound and trotting facilities and is directly adjacent to the Shepparton South Growth Corridor. There is potential to extend services to this land. However, future residential development within this area will be dependent on amenity issues such as lighting, noise, odour and dust being addressed to ensure that the long term interests of the racing facilities are protected.*

A strategy of Council's local planning policy at 21.04-1 is to:

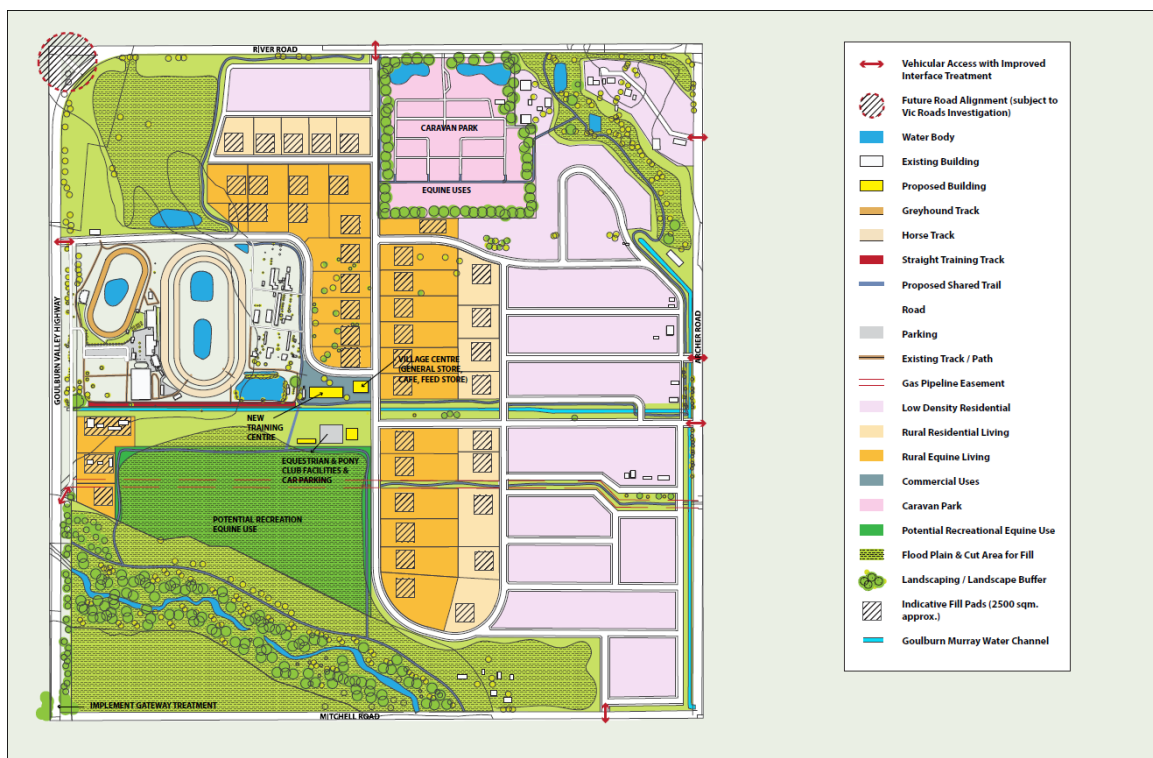
*Avoid incremental approvals and development in identified investigation areas until an integrated investigation and has been completed to assess and resolve future land opportunities and constraints, land use, development opportunities, subdivisional layout and servicing for the area.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

A comprehensive investigation has been carried out by Urban Enterprise, which informed the Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan.

The Masterplan was endorsed by the Council at the Special Council Meeting on 14 September 2016.



The endorsed Masterplan identifies the land as being partially with “Flood Plain and Cut Area for Fill” (the bulk of the development area) and partially within rural equine living and Low Density Residential (an area of the development site to the north). The endorsed Masterplan does not show any portion of the land as suitable for any element of the proposal.

#### Drainage Assessment

Clause 21.07-3 of the Planning Scheme sets out the following objectives:

- *To maintain and enhance stormwater quality throughout the municipality.*
- *To ensure that new development complies with the Infrastructure Design Manual.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

The applicant has not provided any detail as to how the proposal can comply with the provisions of the Infrastructure Design Manual.

#### 21.06-6 Tourism

Council's local planning policy seeks to *encourage the provision of tourism facilities and services including short term and home hosted accommodation, host farms and similar facilities.*

Strategies of this policy include:

- Promote the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.
- Encourage the integration of tourist and agricultural activities where there are no adverse impacts on the operation of rural industries.

It is accepted that the proposed use and development creates an agricultural tourism opportunity for the municipality and therefore responds positively to this policy direction. Despite this Council has recently issued a permit for a caravan park at 100 River Road, Kialla which if developed will provide accommodation options for users of the racing facilities.

#### Integrated Decision Making

10.04 of the state planning policy framework states:

*Responsible authorities should endeavour to integrate the range of policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.*

31.02 of the planning scheme also states:

*Because a use is in Section 2 does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the State Planning Policy Framework, the Local Planning Policy Framework, the purpose and decision guidelines of the zone and any of the other decision guidelines in Clause 65.*

Having considered the relevant planning policies, whilst the application responds positively against some policies such as tourism, on balance the application does not achieve an acceptable planning outcome for the following reasons:

- The proposed use and development is not a proposal that is supported by the purposes or decision guidelines of the Farming Zone;
- The activities proposed are not generally in accordance with the endorsed Goulburn Valley Equine and Greyhound Racing Precinct Feasibility and Masterplan, July 2016;
- The two flood experts that have considered the future development of the precinct being the CMA and Water Technology have found that this land should not be developed due to flood depths;
- Insufficient information has been provided with the application to satisfy officers that an appropriate drainage solution exists for the proposal

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)

#### Council Plan/Key Strategic Activity

Council Plan 2013-2017

Section 4.3

Encourage sustainable municipal growth and development

#### Aim

Greater Shepparton City Council, as one of Australia's fastest growing inland regional cities, recognises that it is important to manage growth in a structured and sustainable manner. In consultation with the Victorian Government and community stakeholders, we will continue to develop a planning framework that ensures our growth and development does not compromise our enviable lifestyle.

#### Strategies

- Review Council's Municipal Strategic Statement.
- Ensure Developer Control Plans minimise Council's requirement for expenditure within developments

Continue to develop structure plans for our growth corridors

#### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Decision without notification	A	5	Low	The application was not notified to surrounding properties. However VCAT can direct that the application be notified to interested parties. If the Council are of the opinion that the application should be supported, the application can be laid on the table and notification be undertaken.
Flooding	A	5	Low	Objection from Goulburn Broken Catchment Management Authority inform that subject to the land is subject to flooding and that the proposal may result in danger to life, health and safety of the occupants.

#### Policy Considerations

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve unacceptable planning outcomes

#### Financial Implications

This planning application has no significant financial implications on Council.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

#### **Legal/Statutory Implications**

The title does not contain a Section 173 Agreement.

The title contains a restrictive covenant being J728124 dated 25 November 1981.

Dealing number J728124 is for the registration of an easement for the purpose of a gas pipeline. The easement is shown as E-1 on Lot 1 on PS416230P. The easement is 20m wide and runs along the northern boundary of the land.

The encumbrance relating to dealing J728124 is an easement and not a covenant.

Therefore there is no registered restrictive covenant that applies to the subject land.

#### **Cultural Heritage**

The application includes a Cultural Heritage Management Plan (CHMP) which has been included in the Planning Application documentation which is generally satisfactory.

Officers note that the CHMP has not been properly lodged with the government, however this a minor technical oversight that can easily be fixed by the applicant.

#### **Environmental/Sustainability Impacts**

The use has no detrimental impact on the environment subject to the inclusion of appropriate drainage conditions should it be decided to grant a permit.

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority, if the circumstances appear to so require, must consider—*

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

This application does not raise any significant social issues.

#### **Economic Impacts**

Should Council decide to oppose the application; the investment associated with the application may be lost.

The submitted application states the cost of the development is \$7,000,000 and upon full construction would employ 10 persons.

#### **Referrals/Public Notice**

The application was not advertised to surrounding properties as officers considered that the application did not achieve an acceptable planning outcome and that the most appropriate recommendation would be to refuse the application.

It was further considered that, should a review be sought, VCAT will direct notice be given at this stage to allow neighbours to object to the proposed application.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

Goulburn Murray Water, APA and Public Transport Victoria all consented to the application.

As dealt with earlier within the report the CMA acting as a recommending referral authority objected to the proposal.

Whilst it is noted that the CMA is a Recommending Referral Authority, the Responsible Authority are obliged to consider any comments of a referral authority.

Section 60 of the *Planning and Environment Act, 1987* outlines what matters must be considered by the Responsible Authority when assessing a planning permit application as set out below:

- (1) *Before deciding on an application, the responsible authority must consider—*
- a) the relevant planning scheme; and*
  - b) the objectives of planning in Victoria; and*
  - c) all objections and other submissions which it has received and which have not been withdrawn; and*
  - d) any decision and comments of a referral authority which it has received.*

The Victorian Parliamentary Debates (20 August 2012) which discussed the role of recommending referral authorities states:

*A recommending referral authority is a new type of referral authority that will not have a veto power, but rather may comment on an application and the responsible authority must consider those comments. The responsible authority is not obliged to refuse an application or include conditions required by this type of referral authority.*

Further to the above Practice Note 54 states:

*a responsible authority must consider the recommending referral authority's advice but is not obliged to refuse the application or to include any recommended conditions*

Therefore officers are obliged to consider the comments of the CMA.

#### **Strategic Links**

##### **a) Greater Shepparton 2030 Strategy**

The Greater Shepparton 2030 strategy (GS2030) is a reference document in the planning scheme under 21.09.

A reference document is described by Practice Note 13 Incorporated and Reference Document as:

*Reference documents provide background information to assist in understanding the context within which a particular policy or provision has been framed.*

*Reference documents have only a limited role in decision-making as they are not part of the planning scheme. They do not have the status of incorporated documents or carry the same weight.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

#### Section 5 Floodplain Management

*Floodplain management is one of the main land use and development issues for the municipality. The municipality is located on a major floodplain at the confluence of two major rivers, and is characterised by a flat topography. Flooding in the Shepparton-Mooroopna area is a result of the interaction of floods in the Goulburn River, Broken River and Seven Creeks.*

*Flooding is a natural phenomenon in this region. Floodplain management attempts to reduce the direct costs in terms of loss of stock and damage to property, and the indirect costs of reduced productivity, road rebuilding, and inconvenience.*

*Planning controls are used to designate areas prone to flooding and limiting developments that will impede natural surface water flows. It is equally important that controls do not move or create a surface water management problem to another area, either within or outside the municipality.*

*For these reasons the continuation of the co-operative and productive relationship with the Goulburn-Broken Catchment Management Authority is essential.*

#### Section 8 Tourism

*Greater Shepparton is part of the Goulburn Murray Waters tourism region, which also comprises the towns of Kerang, Echuca, Cobram and Yarrawonga. Visitors to the tourism region in the 12-month period to March 2003 comprise 2.5 million day trip visitors and 1.5 million overnight visitors, staying an average of 2.4 nights. Only 23,000 international visitors came to the region during the period, compared with 1.2 million international visitors to Melbourne.*

*The key objectives for this subtopic are:*

*Objective 1: To ensure a sustained level of growth in tourism, including promotion of the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.*

*Objective 2: To provide tourist services which suitably meet the needs of visitors to the municipality.*

#### Greater Shepparton Housing Strategy 2011

The Housing Strategy is a reference document in the planning scheme under 21.09. The Housing Strategy was implemented into the scheme by way of C93. The preparation of the Housing Strategy was undertaken in accordance with direction from the GS2030.

These two reference documents have been used as the basis of planning scheme amendments to update local policy under C69 and C93.

Clearly the tourism policy with GS2030 provides support to developments such as is proposed.

In conflict with this tourism policy, is floodplain management and elements of the Housing Strategy which provide strategic support to allow planning for future growth of key locations within the municipality such as the racing precinct before development approvals that could compromise key sites.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.9 Planning Permit 2016-331, Use and Development of the Land for a Caravan park / Resort including Local Produce Sales and Restaurant (continued)**

On balance as set out within this report it is considered that the proposal does not comply with the endorsed Goulburn Valley Harness and Greyhound Racing Precinct Feasibility Study and Masterplan which would detrimentally affect the future growth of the racing precinct.

#### **Conclusion**

Officers having reviewed the supplied information, inspecting the site and surrounds, the planning scheme have formed the view that the application achieves unacceptable planning outcomes and should not be supported by Council.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street**

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

#### **Council Officers involved in producing this report**

**Author: Principal Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning, Manager Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

Planning permit 2005-195/B (the permit) was issued on 12 December 2005 and allowed the following:

*The land to be used and developed for resort living for seniors with universal and independent living units, in two stages, including a multi storey building, associated roads, car parks and open space*

The permit allows the development of 87 dwellings including single storey dwellings, apartments and resort style living.

On 15 September 2016 the EDGE Group applied to extend the completion date of the permit for three years. This application is the seventh request to extend either the commencement or completion date of the permit.

It should be noted that the development has commenced, but only the construction of an internal road and four areas of open space. These works, relate to works required to access dwellings constructed as part of a separate planning permit. Therefore this application requires a decision as to whether additional time should be provided to complete the works provided for in the permit.

The most significant concern associated with this extension application is changes in planning policy between 2005 to 2016. The most notable change is the introduction of the Neighbourhood Residential Zone (NRZ). Under the NRZ no more than two dwellings can be constructed on a lot, as the land comprises of three lots the maximum number of dwellings allowed would be six.

Officers consider that the prohibition of the development under today's planning scheme is a strong consideration against extending the permit.

It is therefore necessary to consider if it is appropriate to extend a permit issued in 2005 that authorises 87 dwellings in the NRZ. Officers have formed the view that the development is not in keeping with the current strategic direction for the land which is for development that is generally consistent with the current type, scale and character of the area.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)

Officers have also placed significant weight on the fact that refusing this application does not prevent the completion of a half-finished building which is normally the case with developments that have commenced. Rather, the constructed infrastructure that commenced the development is limited to an internal road and open space all of which is relied upon for access and view corridors by existing dwellings which were constructed under a separate permit.

Furthermore officers note that the applicants intend to file an application for subdivision of the land. As a new application is being made for subdivision officers are of the view that the application should be an integrated proposal that addresses the current planning controls.

For these reasons officers recommend that Council resolve to refuse to extend the completion date of the permit.

#### **RECOMMENDATION**

In relation to the application to extend the completion date of planning permit 2005-195/B, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to refuse to extend the completion date for the following reasons:

1. the permit was issued in 2005 under the Residential 1 Zone. Since the grant of the permit the land has changed zones to the Neighbourhood Residential Zone. Under the Neighbourhood Residential Zone the development of the land for more than six dwellings would be prohibited and therefore extension to the permit should not be allowed
2. planning scheme amendment C-93 introduced the Housing Strategy into the scheme. The housing strategy includes the land within a minimal change area which does not provide strategic direction to allow a substantial development of the land as envisage by 2005-195/B.

#### **Property Details**

Land/Address	17-65 Hassett Street, Shepparton
Zones and Overlays	Neighbourhood Residential Zone Land Subject to Inundation Overlay
Why is a permission required	To extend the completion date of the permit

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)



#### **Proposal in Detail**

The application seeks to extend the completion date of the permit for three years to 12 December 2018.

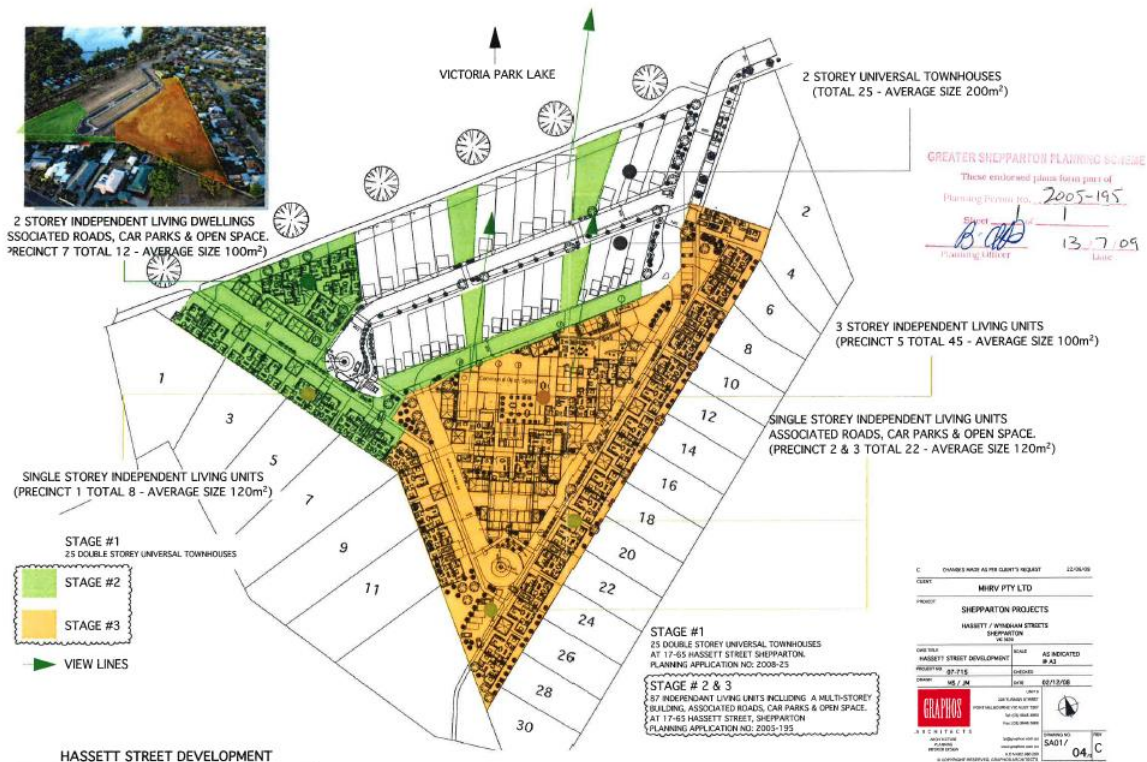
If the permit is extended the following developments could be completed:

- 12 dwellings for independent living within a two storey building
- 30 single storey dwellings
- 45 independent living units within a three storey building

A copy of the endorsed plan under the permit is below. This plan shows the commencement of stage two by the construction of the four areas of open space and the central internal access road which are green in colour.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)



### Summary of Key Issues

- An application has been made to extend the completion date of the permit until 12 December 2018
- Since the grant of the permit in 2005 there have been changes to planning policy that direct lower density development of the site than what was allowed in 2005. The land has been included within a 'minimal change area' and rezoned to Neighbourhood Residential Zone. Under the NRZ the development as permitted in 2005 would be prohibited and no permit could issue. Officers considered the prohibited nature of the proposal under today's NRZ is a substantial consideration and one that supports the refusal to extend the completion date

### Background

Timeline of the permit:

- 26 April 2005 – permit applied for 'development and use of 97 unit independent living units for the elderly'
- 1 November 2005 – Council resolves to issue notice of decision to grant a planning permit
- 3 November 2005 – Notice of decision issued
- 12 December 2005 – permit issued, condition requires works commenced with two years of the date of the permit
- 2 November 2007 – plans endorsed
- 28 November 2007 – application for extension of time to commence works
- 20 December 2007 – permit extended until 12 December 2008
- 1 October 2008 – application for extension of time to commence works
- 17 November 2008 – Council refuse to extend time for the following reasons:

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)**

1. *The permit has been previously extended to allow the commencement of works to be 12 December 2008;*
  2. *The grounds for extension provided in your letter do not justify the granting of an extension to the Planning Permit, as the justification amounts to the warehousing of a permit;*
  3. *The time of which was originally imposed was deemed adequate to initiate commencement of the works. A fresh application should be made to the Council for the proposed development and to consider the issues associated with the existing planning permit.*
  4. *Based on advice from the relevant floodplain management authority (Goulburn Broken Catchment Management Authority) as per the following:*
    - a) *Three and a half years has elapsed since floodplain management considerations were given;*
    - b) *There are noticeable contractions in surface elevation in the 1999 data used for flood mapping;*
    - c) *New flood mapping is currently underway which will clarify the flooding situation using up to date surface elevation;*
    - d) *The intensification of flood liable areas should be looked at more closely.*
- 19 January 2009 – application lodged with VCAT to review Council’s decision to refuse to extend time
  - 3 July 2009 – following minutes of consent being lodged with VCAT, VCAT orders permit be extended
  - 3 July 2009 – application to amend permit lodged with the Council
  - 24 July 2009 – permit amended to include accommodation for seniors living
  - 22 February 2011 – permit extended for commencement until 31 December 2011
  - 19 January 2012 – application made within three month grace period for an extension of time
  - 30 November 2012 – permit extended to require the development start by 31 December 2013
  - 5 December 2013 – application made to further extend the permit by one year to allow completion of working drawings and to commence construction
  - 31 January 2014 – the GBCMA responded to the application for extension not opposing to the extension. The GBCMA informed that the authority would not support any further extensions
  - 6 February 2014 – permit extended to require development to be completed by 31 December 2015
  - 12 February 2015 – officers inform the permit holder in writing that stage two of the development under the permit has commenced by construction of the southern internal road and four areas of open space
  - 15 September 2016 – application lodged to extend the completion date by three years

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)

#### **Assessment under the Planning and Environment Act**

Planning officers have considered the application in accordance with the planning principles in *Kantor & Ors v Murrindindi Shire Council 18 AATR 285 at 313 and Juric v Banyule CC VCAT 396 (4 June 2002)*.

The principles include:

- Whether there has been a change of planning policy
- Whether the land owner is seeking to warehouse the permit
- Intervening circumstances bearing on grant or refusal of the extension
- The total elapse of time and whether the time limit originally imposed was adequate
- The economic burden imposed on the land owner by the permit
- The probability of a fresh permit issuing should a new application be made
- Whether the development has been substantially commenced

Since the issue of the permit in December 2005 there have been the following changes to planning policy that impacts on the extension application:

<b>Date</b>	<b>Change in Policy</b>	<b>Officer's Comment</b>
March 2007	C69 – GS2030	Introduced new MSS that encouraged additional medium density housing to reduce sprawl of Shepparton into productive agricultural areas.
June 2012	C-93 Housing Strategy	Includes the land in a minimal change area
October 2014	C173 New Residential Zone	Rezoned the land to the Neighbourhood Residential Zone

21.04-2 seeks to manage impacts of change in established residential neighbourhoods.

The land is within the minimal change area which is described as:

*established residential areas that for a number of reasons have limited capacity to accommodate future residential development. Minimal Change Areas do not prohibit all residential development, but seek to allow limited residential development that is generally consistent with the type, scale and character of the area.*

Purposes of the NRZ include:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To recognise areas of predominantly single and double storey residential development.*
- *To limit opportunities for increased residential development.*
- *To manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics.*
- *To implement neighbourhood character policy and adopted neighbourhood character guidelines.*
- *To allow educational, recreational, religious, community and a limited range of other nonresidential uses to serve local community needs in appropriate locations.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)**

32.09-3 of the NRZ limits the number of dwellings on a lot to two. Based on this control as the land is within three lots, not more than six dwellings could be constructed on the land. As a result the development as approved under the permit is prohibited under the NRZ as more than six dwellings would be constructed on the land.

Officers view is that given the NRZ prohibits the development this indicates that controls have changed to the point where no further extension to the permit should be allowed.

Officers acknowledge that this extension application is to complete the development. However it is important to remember the constructed infrastructure items that commenced the development were all constructed as part of stage one which comprised of 25 dwellings and the works do not include the commencement of any dwellings allowed under the permit.

In other words this is not an extension application that allows the completion of a half constructed building. There is no substantial commencement of the dwellings, the land remains vacant.

The report that accompanies this extension request refers to the proposal be for 'a subdivision of 29 lots containing 29 single storey dwellings'. The permit does not allow the subdivision of land; therefore it will be necessary for this proposal to precede a new application is required to create the 29 residential lots.

Officers are of the view that if a fresh application is to be made to subdivide dwellings this application should also deal with built form and flood issues associated with the development.

The permit has been development ready since late 2007 as plans have been endorsed under various conditions of the permit including civil construction requirements.

This is not a permit that has been delayed as a result of authorities refusing to endorse plans under the permit. Therefore officers deem that the permit to some degree has been warehoused which is an undesirable planning outcome.

The permit was first granted in December 2005 and remained valid until December 2015. Officers are of the view that this 10 year period is a reasonably time frame to allow completion of this substantial development in Shepparton.

Officers acknowledge that the permit allowed a substantial development and the permit holders would of expended significant amounts of money in relation to the permit. Despite this officers are not satisfied that this financial expenditure is reason enough to allow a further extension of the completion date.

It is considered appropriate to refuse to extend the completion date of the permit for the following reasons:

- The permit was issued in 2005 and during the passage of time from the issue date changes to the planning scheme particularly the introduction of the NRZ militate against an extension as the development is prohibited under the NRZ
- The refusal to extend the completion date does not result in a half constructed development that will become an eyesore over time



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)

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

Section 4.3 Encourage sustainable municipal growth and development

#### **Aim**

Greater Shepparton City Council, as one of Australia's fastest growing inland regional cities, recognises that it is important to manage growth in a structured and sustainable manner.

In consultation with the Victorian Government and community stakeholders, we will continue to develop a planning framework that ensures our growth and development does not compromise our enviable lifestyle.

#### **Strategies**

- Review Council's Municipal Strategic Statement.
- Ensure Developer Control Plans minimise Council's requirement for expenditure within developments.
- Continue to develop structure plans for our growth corridors.

#### **Risk Management**

The application raises no risks to Council.

#### **Policy Considerations**

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve unacceptable planning outcomes.

#### **Financial Implications**

This planning application has no significant financial implications on Council.

#### **Legal/Statutory Implications**

Should the applicant be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

#### **Cultural Heritage**

The issuing of the permit occurred before the introduction of the *Aboriginal Heritage Act, 2006*.

The land is included within an area of cultural heritage sensitivity, as a result if a fresh application were required to be made the applicant would need to consider if the proposed development triggered the need for a cultural heritage management plan.

#### **Environmental/Sustainability Impacts**

The application for an extension to the completion date raises no environmental or sustainability issues.

#### **Social Implications**

The proposed application to extend the completion date does not raise any significant social or economic effects.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.10 Request for extension of completion date for planning permit 2005-195/B - Hassett Street (continued)

#### **Economic Impacts**

Officers acknowledge that in not allowing the extension of time it is possible that several million dollars of development will be lost or delayed within Shepparton.

#### **Public Notice**

It is well established that extension applications are not required to be publicly advertised.

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy (GS2030)

Urban Growth

#### **Key Issues**

##### **Population increases**

- The municipality's population is forecast to grow from its current level of 60,403 persons towards 74,000 persons in 2021 and on to 81,000 persons by 2030.
- The multicultural and ethnic base is likely to broaden and expand and the aboriginal community will remain a significant group in the local area.
- The growth rate will slow as the "baby boomers" generation passes on and relatively low birth rates influence population replacement. The overall population will "age" with the "baby boomers" moving into the latter part of their life cycle with a consequential greater demand upon health and support services and housing specifically suited to the needs of this sector.
- The size of households will decrease towards 2.6 persons per household by 2021; household structures will become more diverse and complex leading to a need for greater diversity in house types for a broad range of socio-economic characteristics.
- The environment and climatic benefits of the region, linked to an exodus to regional centres and coastal areas (within convenient access to the metropolitan areas) will see higher rates of persons attracted to the region for retirement and lifestyle reasons.

It is acknowledged that GS2030 foreshadows a growing population and the need to limit the expansion of Shepparton into productive agricultural land. GS2030 also directed the preparation of the housing strategy to guide residential development a manage change. This housing strategy included the land within a minimal change area which supports a decision to refuse to extend the completion date of the permit.

#### **Conclusion**

Officers having considered the application to extend to completion date recommended that the extension be refused as planning policies have changed and direct that intense residential development as proposed is not suitable to this location.

#### **Attachments**

Nil

## 11. DOCUMENTS FOR SIGNING AND SEALING

### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

The following documents have been presented for signing and sealing:

- **Lease** – between Council and Gawne Aviation Pty Ltd for Lease of Northern Terminal, Shepparton Aerodrome, 7810 Goulburn Valley Highway, Kialla for a period of 7 years from 1 July 2013.
- **Lease** – between Council and Gawne Aviation Pty Ltd for Lease of Hangar 1, Shepparton Aerodrome, 7810 Goulburn Valley Highway, Kialla for a period of 7 years from 1 July 2013.
- **Lease** – between Council and Gawne Aviation Pty Ltd for Lease of Fuel Site 4A, Shepparton Aerodrome, 7810 Goulburn Valley Highway, Kialla for a period of 7 years from 1 July 2013.
- **Lease** – between Council and Shepparton Saleyards Cafe, 44 New Dookie Road for a period of 5 years from 1 July 2016.
- **Lease** – between Council and Shepparton North Tennis Club Inc, 5745 Barmah-Shepparton Road, Shepparton North for a period of 5 years from 1 July 2016, with one five year option
- **Lease** – between Council and Eyeon Jet Pty Ltd for Lease of Hangar 15, Shepparton Aerodrome, 7810 Goulburn Valley Highway, Kialla for a period of 6 years from 1 November 2016.
- **Occupancy Licence** – between Council and Shepparton Badminton Association for part of Shepparton Sports Stadium, for a period of two years from 1 July 2016, with 2 options of 2 years each.
- **Lease** – between Council and Goulburn Valley Sports Assembly Incorporated (trading as Valley Sport), for part of Shepparton Sports Stadium, for a period of 2 years from 1 July 2016 with 2 options of 2 years each.
- **Lease** – between Council and Greater Shepparton Basketball Association Incorporated, for part of Shepparton Sports Stadium, for a period of 2 years from 1 July 2016 with 2 options of 2 years each.
- **Transfer of Land** - seeks to transfer land to Council due to unpaid rates and charges for the property located at 1 Forer Street Dookie.

### **RECOMMENDATION**

That the Council authorise the Chief Executive Officer to sign and seal the documents listed above.

**12. TABLED MOTIONS**

Nil Received

**13. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES**

Nil Received

**14. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES**

Nil Received

**15. NOTICE OF MOTION, AMENDMENT OR RESCISSION**

Nil Received

## 17. COUNCILLOR ACTIVITIES

### 17.1 Councillors Community Interaction and Briefing Program

#### **Disclosures of conflicts of interest in relation to advice provided in this report**

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

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

#### **Councillors' Community Interaction and Briefing Program**

From 1 November 2016 to 30 November 2016, some or all of the Councillors have been involved in the following activities:

'OUTintheOPEN' Festival Carnival Day  
 St Georges Road | Food Festival 'World on a Plate'  
 Anniversary WWII Memorial | Australian-Greek Ex-Servicemen's Association -  
 [Remembrance Day Service]  
 The Shepparton Guide Hall | 80th Anniversary Celebration  
 Launch & Photo Shoot | the new Zaidee Rainbow MooovingArt Cow  
 Photo Opportunity - SPC with Councillors  
 VLGA | Councillor Welcome  
 Victorian Open Bowls Event | Meet, Greet & Tour  
 Community Plan | End of Year - Celebration Dinner  
 VLGA | Councillor Welcome  
 Remembrance Day | Mooroopna Ceremony  
 Remembrance Day | Shepparton Ceremony  
 Remembrance Day | Tatura Ceremony and unveiling Vietnam Veterans Plaque  
 'Challenge Shepparton' Race Day Function | 'VIP Marquee'  
 Annual National Pilgrimage | Italian Military Shrine  
 Shepparton Diwali Mela  
 Second Annual GMID Water Summit - Hosted by the GMID Water Leadership Forum  
 'Pollies in the Pub' | Deputy Prime Minister - The Hon Barnaby Joyce & Damian Drum  
 MP  
 2016 Community Leadership Program | Graduation & Dinner  
 'Girls Day In' Event 2016  
 Fryers Street Food Festival  
 BMX State Titles | VIP Function  
 Speed Date A Muslim \*\*This is not a regular Speed Date Event\*\*  
 GMW 2016 Stakeholder Breakfast  
 'Our Goulburn Valley, Our Future' | National Australia Bank  
 Launch - Tatura Senior Citizen Centre Expansion Project  
 Committee for Greater Shepparton - Member Function  
 White Ribbon Breakfast  
 Women's Charter Youth Public Speaking Event  
 Shepparton 'Spring' Car Nationals' 2016  
 VLGA - Essential Mayors Weekend

## **17. COUNCILLOR ACTIVITIES**

### **17.1 Councillors Community Interaction and Briefing Program (continued)**

Riverlinks 2017 Season Launch  
Breakfast in the Park | The Probus Club of Mooroopna  
38 Army Cadet Unit Shepparton - End of year parade celebrating 25 years

#### **RECOMMENDATION**

That the summary of the Councillors' community interaction and briefing program be received.

#### **Attachments**

Nil

## 18. ASSEMBLIES OF COUNCILLORS

### 18.1 Assemblies of Councillors

Councillor Briefing Session – 4 October 2016		
Councillors	Cr Chris Hazelman, Cr Jenny Houlihan, Cr Dennis Patterson, Cr Kevin Ryan, Cr Oroszvary	
Officers:	Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Damian Willoughby, Belinda Collins, Michael MacDonagh, Elke Cummins, Colin Kalms and Maree Martin (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Submission to the Bushfire Management Overlay Mapping and Policy Update 2016	Cr Adem (Partial) Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
2.	China Visit 2016	Cr Adem Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 11 October 2016	
Councillors	Cr Dinny Adem, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan
Officers:	Peter Harriott, Steve Bowmaker, Geraldine Christou, Chris Teitzel, Kaye Thomson, Fiona LeGassick, Sonja King and Rebecca Good (not all officers were present for all items).

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
1.	2015/2016 Annual Report	Cr Adem Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
2.	November Special and Ordinary Council Meetings – Change of Dates	Cr Adem Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
3.	Review of Draft Ordinary Council Meeting Agenda	Cr Adem Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Shepparton Art Museum Design Competition - Update	Cr Adem Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 18 October 2016	
Councillors	Cr Dinny Adem, Cr Fern Summer, Cr Chris Hazelman, Cr Jenny Houlihan, Cr Les Oroszvary, Cr Dennis Patterson, Cr Kevin Ryan
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Darren Buchannan, Saleem Shaikh, Brett Keele and Rebecca Good (not all officers were present for all items).



**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Greater Shepparton Volunteer Strategy and Action Plan 2014-2018 – Year 2 Update	Cr Adem Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
2.	Welsford Street Upgrade between Nixon Street and Knight Street, Shepparton	Cr Adem Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
3.	Verney Road Works - Update	Cr Adem Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
4.	Caravan Dump Point	Cr Adem Cr Summer Cr Hazelman Cr Houlihan Cr Oroszvary Cr Patterson Cr Ryan
<b>Conflict of Interest Disclosures</b>		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Heritage Advisory Committee Monday 3 October 2016		
Councillors:	Cr Jenny Houlihan	
Officers:	Michael MacDonagh, Lynette Bolitho	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Introductions & Apologies	Cr Houlihan
2	Declarations of Conflict of Interest	Cr Houlihan
3	Items to be raised during 'Agenda Item 12 General or other Business'	Cr Houlihan
4	Confirmation of Meeting Minutes of 5 September 2016	Cr Houlihan
5	Strategic Work Program	Cr Houlihan
6	Information Purposes – Michael MacDonagh	Cr Houlihan
7	Information Purposes – Deborah Kemp	Cr Houlihan
8	Active Planning Permit Applications within the Heritage Overlay	Cr Houlihan
9	<i>Greater Shepparton Heritage Study Stage IIC</i>	Cr Houlihan
10	Short Discussion Session	Cr Houlihan
11	General or other business	Cr Houlihan
Conflict of Interest Disclosures		
Matter No.	Nil	

## 18. ASSEMBLIES OF COUNCILLORS

### 18.1 Assemblies of Councillors (continued)

Councillor Briefing Session – 7 November 2016		
Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Kim O’Keeffe, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Sharlene Still, Braydon Aitken and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Mayoral Position Description	Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr O’Keeffe Cr Oroszvary Cr Patterson Cr Summer (partial) Cr Sutton
2.	Election of Mayor	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	Election of Deputy Mayor	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Mayor and Councillor Allowances	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

## 18. ASSEMBLIES OF COUNCILLORS

### 18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Appointment of Councillor Panel Members on Development Hearings Panel	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

### Councillor Briefing Session – 15 November 2016

Councillors	Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Kim O'Keeffe , Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Sharlene Still, Sharron Terry, Danielle Murdoch, Michael MacDonagh, Elke Cummins, Colin Kalms, Mel Sporry, Stacey Cole, Ken Cameron, Amy Jones, Heather East, Charlene Norton, Brigid Herring-Neumann, Rosemary Pellegrino, Belinda Conna, Tony Tranter and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Councillor Professional Development Opportunity	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Sutton
2.	Council Plan Progress Report	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Sutton

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Ordinary Council Meeting Dates	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Sutton
4.	Community Sustainability Grants 2016	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Sutton
5.	Goulburn Valley Highway Shepparton Bypass Economic Benefit Reports	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer (partial) Cr Sutton (partial)
6.	Consideration of Submissions for Amendment C188 and Acquisition of Land in PAO21 – Shepparton North Growth Corridor	Cr Abdullah Cr Adem Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
7.	Adoption of Amendment C187 to the Greater Shepparton Planning Scheme (Implementation of the Congupna Urban Drainage Strategy – Public Acquisition Overlay)	Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton
8.	Notice of Preparation of Amendment C196 – Application of the RXO and rezoning of land in road reserve along Kialla Lakes Drive	Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr O'Keeffe Cr Patterson Cr Summer Cr Sutton

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
9.	Adoption of the Strategic Review of Tatura Industrial Land Addendum Report (Interim) – Tatura Abattoirs Site – June 2016	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
10.	Review of Draft Ordinary Council Meeting Agenda – 22 November 2016	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
11.	Our Sporting Future Funding Round 1 – 2016/2017	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
12.	Community Arts Grants Round 1 – 2016/2017	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
13.	Community Matching Grants Round 1 – 2016/2017	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton
14.	Review of the Cultural Diversity and Inclusion Strategy Action Plan – July 2015 to June 2016	Cr Abdullah Cr Adem Cr Giovanetti Cr O’Keeffe Cr Patterson Cr Summer Cr Sutton

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 22 November 2016		
Councillors	Cr Dinny Adem, Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer, Cr Shelley Sutton	
Officers:	Peter Harriott, Steve Bowmaker, Johann Rajaratnam, Chris Teitzel, Kaye Thomson, Matthew Jarvis, Geraldine Christou, Michael Carrafa, Jon Griffin, Fiona LeGassick, Tim Russell, Sharlene Still and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	2017/2018 Budget Development	Cr Adem (Chair) (partial) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
2.	Maude Street Public Space Activation Consultation	Cr Adem (Chair) (partial) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer (partial) Cr Sutton
3.	Councillor Code of Conduct	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
4.	Construction of Mooroopna Recreation Reserve Main Oval Lighting	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
5.	Goulburn Valley Waste and Resource Recovery Group. Appointment of Forum Member and Board Nomination	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Greater Shepparton Women's Charter Alliance Advisory Committee 25 November 2016		
Councillors:	Cr Seema Abdullah	
Officers:	Emma Hofmeyer, Michelle Bertoli, Jean Young, Charlene Norton	
Matter No.	Matters discussed	Councillors Present at Discussion
1.	Correspondence in and out	Cr Seema Abdullah
2.	Media – articles about the Women's Charter Committee in the last month	Cr Seema Abdullah



## 18. ASSEMBLIES OF COUNCILLORS

### 18.1 Assemblies of Councillors (continued)

	Matters discussed	Councillors Present at Discussion
3.	Budget – current remaining budget for GSWCAAC 2016/17	Cr Seema Abdullah
4.	Committee Memberships	Cr Seema Abdullah
5.	Membership Working Group update	Cr Seema Abdullah
6.	Women's Charter Award	Cr Seema Abdullah
7.	International Women's Day planning	Cr Seema Abdullah
8.	Soroptimists International Women's Day breakfast	Cr Seema Abdullah
9.	Primary Care Connect – Conversations for Change	Cr Seema Abdullah
10.	Community Dinner in Support of White Ribbon	Cr Seema Abdullah
11.	Queen of Katwe – Refugee Week opportunity	Cr Seema Abdullah
12.	3x3 Action Plan	Cr Seema Abdullah
13.	10thousandgirl scholarship update	Cr Seema Abdullah

### RECOMMENDATION

That the Council note the record of Assemblies of Councillors.

### Attachments

Nil

**19. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA**

**20. PUBLIC QUESTION TIME**

**21. CONFIDENTIAL MANAGEMENT REPORTS**

**21.1 Designation of Confidentiality of Information – Report Attachments**

**RECOMMENDATION**

In accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) the Council designates as confidential all documents used to prepare the following agenda items:

1. Item 7.1: Contract 1711 - Quarry Products;
2. Item 7.2: Contract 1710 - Provision of Traffic Management Services;
3. Item 7.3: Construction of Mooroopna Recreation Reserve Main Oval Lighting;
4. Item 7.5: Contract 1727 - Lump Sum and Schedule of Rates Contract for the Construction of Cosgrove 3 Subgrade Excavation and Engineering Fill Construction Tender Evaluation Panel Report
5. Item 9.2: Contract 1718 - Provision of Municipal Valuation Services 2018 and 2020.

designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act. These documents relate to contractual matters, which is a relevant ground applying under section 89(2)(d) of the Act.