

# AGENDA

FOR THE  
GREATER SHEPPARTON CITY COUNCIL

## ORDINARY COUNCIL MEETING

TO BE HELD ON  
TUESDAY 17 JULY, 2018  
AT 5.30PM

IN THE COUNCIL BOARDROOM

**COUNCILLORS:**

Cr Kim O’Keeffe (Mayor)  
Cr Seema Abdullah (Deputy Mayor)  
Cr Dinny Adem  
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 17 JULY, 2018 AT 5.30PM**

**CHAIR  
CR KIM O'KEEFFE**

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## RISK LEVEL MATRIX LEGEND

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

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

- Extreme** Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation
- High** Intolerable – Attention is needed to treat risk.
- Medium** Variable – May be willing to accept the risk in conjunction with monitoring and controls
- Low** Tolerable – Managed by routine procedures



**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. PRIVACY NOTICE**

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

All care is taken to maintain your privacy; however as a visitor in the public gallery, it is assumed that your consent is given in the event that your image is broadcast to the public. It is also assumed that your consent is given to the use and disclosure of any information that you share at the meeting (including personal or sensitive information) to any person who accesses those recordings or Minutes

**3. APOLOGIES**

**RECOMMENDATION**

That the apology from Cr Giovanetti be noted and a leave of absence be granted.

**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 19 June 2018 as circulated, be confirmed.

**6. PUBLIC QUESTION TIME**

## **7. PETITIONS**

### **7.1 Petition for a Playground in Connolly Park Estate**

#### **Summary**

A petition containing 26 signatures has been received by Council requesting that a playground be installed in the Connolly Park Estate in North Shepparton.

#### **RECOMMENDATION**

That the Council receive and note the petition relating to the request for a playground in Connolly Park Estate.

#### **Attachments**

Nil



## 8. INFRASTRUCTURE DIRECTORATE

### 8.1 Appointment of Members to the Aerodrome Advisory Committee

#### **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 Infrastructure**

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

**Approved by: Director of Infrastructure**

#### **Executive Summary**

The term of appointment for six members of the Aerodrome Advisory Committee expired on 30 June 2018. The purpose of this report is to consider the applications received and appoint members to fill the vacant positions on the Committee.

### **RECOMMENDATION**

That the Council:

1. consider the nominations received for appointment to the Greater Shepparton Aerodrome Advisory Committee and appoint the following members for a two year period commencing on 18 July 2018 and concluding on 30 June 2020:
  - Michael MULLER
  - Tom GARRETT
  - Ken MUSTON
  - Barrie HALLIDAY
  - Chris GREGORY
  - Allan COLE
  - Susan CARROLL
  - Karen GURNEY

#### **Background**

The purpose of the Greater Shepparton Aerodrome Advisory Committee is to provide advice to Council in relation to the ongoing functioning and performance of the Shepparton Aerodrome.

In accordance with the Terms of Reference for the Committee, membership shall comprise of a minimum of five members and a maximum of nine members, appointed by resolution of the Council. The composition of the Committee must be as follows;

- Up to three representatives from the Commercial Aero Operations
- Up to one representative from the Shepparton Aero Club
- Up to four Community Representatives
- One Councillor

The term of office for appointed members will be for two years commencing with the date of appointment.

## 8. INFRASTRUCTURE DIRECTORATE

### **8.1 Appointment of Members to the Aerodrome Advisory Committee** **(continued)**

Council called for nominations to fill vacant positions by way of public notice in the Shepparton News on 20 and 27 April 2018. Representatives were selected from the expressions of interest received.

Applicants were asked to outline relevant qualifications, skills and experience that could contribute to the management and development of the Greater Shepparton Aerodrome Advisory Committee. They were also asked to provide details to support their application.

Three nominations were received from the Commercial Aero Operators for the three available positions, these nominations are;

- Allan Cole (Gawne Aviation Pty Ltd)
- Christopher Gregory (Gawne Aviation Pty Ltd)
- Susan Carroll (Secure Air Flight Training)

One nomination was received for the Shepparton Aero Club position on the Committee, this nomination was from Karen Gurney.

Four nominations were received for the Community positions on the Committee, these nominations are;

- Michael Muller
- Ken Muston
- Tom Garrett
- Barrie Halliday

Councillor Dennis Patterson will continue as the Council representative for the Committee.

From the nominations received Council Officers recommend the following be appointed;

- Michael MULLER
- Tom GARRETT
- Ken MUSTON
- Barrie HALLIDAY
- Chris GREGORY
- Allan COLE
- Susan CARROLL
- Karen GURNEY

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

This recommendation supports Council's objective to demonstrate strong leadership and sound decision making in the best interests of the community as highlighted in the Council Plan for 2017-2021.

#### **Risk Management**

By ensuring that committees are established and members appointed in accordance with the *Local Government Act 1989*, Council considerably reduces the governance risks associated with the operation of committees.

## 8. INFRASTRUCTURE DIRECTORATE

### 8.1 Appointment of Members to the Aerodrome Advisory Committee (continued)

Risks	Likelihood	Consequence	Rating	Mitigation Action
Lack of communication between the committee and Council.	Possible	Minor	Low	A Councillor is an appointed member of the Aerodrome Committee to provide a communication channel and directions.
Advisory Committee members not covered under Council's insurance policy.	Possible	Minor	Low	Any recommendations made by the committee are referred to Council for final decision.
Non-compliance with Assembly of Councillors requirements under the <i>Local Government Act 1989</i> .	Possible	Minor	Low	Minutes of all meetings of the Greater Shepparton Aerodrome Advisory Committee are submitted to Council in accordance with the Act.

#### **Policy Considerations**

There are no conflicts with Council's existing 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* and it is necessary to ensure compliance with this Act. As meetings of the committee will fit the definition of an Assembly of Councillors for any meeting at which there is a least one Councillor in attendance, an Assembly of Councillors record will be completed for each qualifying meeting and submitted to the next practicable Ordinary Council meeting for noting.

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

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

#### **Social Implications**

Appointing community members to the committee will assist in engaging with the community and increase stakeholder participation and pride in their local community.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

## 8. INFRASTRUCTURE DIRECTORATE

### **8.1 Appointment of Members to the Aerodrome Advisory Committee (continued)**

#### **Consultation**

An email was sent to the present members of the Greater Shepparton Aerodrome Advisory Committee to advise them that a public notice calling for applicants was to be advertised in the Shepparton News. Attached to this email was a copy of the application form for appointment to Greater Shepparton Aerodrome Advisory Committee.

A public notice calling for applications from members interested in joining the committee was advertised in the Shepparton News on Friday 20 April 2018 and Friday 27 April 2018.

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	Work together. Feedback is an input into decision making	<ul style="list-style-type: none"> <li>• Council to consult with the Greater Shepparton Aerodrome Advisory Committee in relation to management of the facility.</li> </ul>
Involve	Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible	<ul style="list-style-type: none"> <li>• Community members to be appointed to advisory committees.</li> <li>• Councillor appointee/s to advisory committees enables ongoing collaboration between the committees and Council.</li> </ul>

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Nil

##### b) Other strategic links

Nil

#### **Conclusion**

It is recommended that Council appoints applicants to the Greater Shepparton Aerodrome Advisory Committee for a two year term commencing on 1 July 2018 and concluding on 30 June 2020.

#### **Attachments**

Terms of Reference - Greater Shepparton Aerodrome Advisory Committee - 2016-2019

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## 8. INFRASTRUCTURE DIRECTORATE

### **8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment**

#### **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: Acting Team Leader Sports Development & Strategic Planning**

**Proof reader(s): Manager Parks, Sport and Recreation**

**Approved by: Director Infrastructure**

#### **Executive Summary**

Deakin Reserve is Greater Shepparton's premier sportsground facility and is home to the Shepparton Bears Football Netball Club, Shepparton United Football Netball Club and Central Park/St Brendan's Cricket Club. The five star facility also hosts regional, state and national events and sporting activities.

The Deakin Reserve Future Directions Plan and Landscape Masterplan aim to provide strategic direction for the future management and development of Shepparton's premier facility.

Consultation has taken place with key stakeholders in developing the Future Directions Plan and Landscape Masterplan. The stakeholders consulted have included the Deakin Reserve Advisory Committee, Deakin Reserve user groups, Council officers, and peak sporting associations. Flyers requesting the completion of an online survey were also posted to occupiers of properties located near, within approximately three blocks, of the reserve. The consultation process has included workshops, phone and face to face discussions and a survey.

A detailed background report has been prepared along with a Landscape Masterplan summarising the key recommendations which include:

- Develop club strategic plans
- Review Deakin Reserve Advisory Committee Terms of Reference
- Diversity of use through tenancy arrangements
- Maintain Deakin Reserve as a 5 star facility
- Actively pursue shared and multi-use facilities
- Investigate alternative training venues
- Construction of a second netball court
- Installation of catch nets
- Explore options to re-use water and install water storage
- Redevelopment of oval
- Car parking
- Develop public toilet and change room facilities
- Improve spectator seating, viewing and shade
- Access for all improvements
- Upgrade support infrastructure
- Improve information and directional signage
- Increase storage facilities

## 8. INFRASTRUCTURE DIRECTORATE

### **8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)**

- Limit range of major events at the reserve

The Future Directions Plan proposes a staged development over time ensuring implementation of the Landscape Masterplan can be best aligned with funding availability. Some of the identified works can be funded under normal operational budgets however others will be subject to capital allocations and/or grants.

Council officers are seeking endorsement to place the draft documents on public exhibition. Council will seek feedback on the draft Future Directions Plan and Landscape Masterplan through a community engagement process involving media releases, social media posts, information posters and Council's website. Feedback will also be sought from relevant State Sporting Associations.

#### **RECOMMENDATION**

That the Council release the Draft Deakin Reserve Future Directions Plan and Landscape Masterplan for public exhibition and comment for a period of four weeks commencing on 18 July 2018 and concluding on 15 August 2018.

#### **Background**

The Deakin Reserve Future Directions Plan and Landscape Masterplan aim to provide Council and key stakeholders with an agreed vision and actions for the future of the reserve, to ensure actions and investment are aligned with an agreed plan for Deakin Reserve.

The documents consider the needs and expectations of the local community, Council's priorities for improving the liveability of the Greater Shepparton community and the condition and functionality of the reserve.

The draft Future Directions Plan and Landscape Masterplan have been developed in consultation with the Deakin Reserve Advisory Committee, user groups of the reserve, peak sporting associations and occupiers of properties located within approximately three blocks of the reserve.

The Future Directions Plan and Landscape Masterplan recommends:

- Develop club strategic plans
  - develop strategic plans to help strengthen the long-term sustainability of the Clubs who use Deakin Reserve
- Review Deakin Reserve Advisory Committee Terms of Reference
  - include representatives from each of the Deakin Reserve user groups on the Advisory Committee and reduce the number of members to eight
- Diversity of use through tenancy arrangements
  - require the sporting clubs using Deakin Reserve to actively provide opportunities for participation by juniors, females and culturally diverse communities
- Maintain Deakin Reserve as a 5 star facility
  - ensure budget allocations support the continued maintenance of Deakin Reserve
- Actively pursue shared and multi-use facilities
  - football and netball clubs and cricket clubs
- Investigate alternative training venues

## 8. INFRASTRUCTURE DIRECTORATE

### **8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)**

- for clubs who use Deakin Reserve and other sportsgrounds in Greater Shepparton, particularly during the winter season or when major external events are occurring
- Construction of second netball court
  - including a possible warm up space
- Installation of catch nets
  - Eastern end
- Explore options to re-use water and install water storage
- Redevelopment of oval
  - allow it to support up to 25 hours of use during the winter months
- Car parking
  - restrict vehicle access except for deliveries and special needs on game days
  - review options for the showground to be utilised for parking during major events
- Develop public toilet and change room facilities
  - ensuring disability, cultural and female access
- Improve spectator seating, viewing and shade
- Access for all improvements
  - improve paths of travel and accessibility throughout the site
- Upgrade support infrastructure
  - scoreboard and media box
- Improve information and directional signage
  - within the reserve and directing people to the reserve
- Increase storage facilities
  - for maintenance equipment, sporting club equipment and to support major events and activities that are conducted at the reserve
- Limit range of major events at the reserve
  - major events to be limited to complimentary activities such as football, rugby, cricket and netball

Council officers are seeking Council support to place the draft Future Directions Plan and Landscape Masterplan on public exhibition for a period of four weeks.

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

*The proposal directly aligns with the following objectives of the Council Plan;*

##### *Theme 2: Social*

Objective 2.2 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.

Objective 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.

Objective 2.9 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Objective 2.10 Council demonstrates strong regional and local partnership efforts across health and wellbeing.

##### *Theme 3: Economic*

Objective 3.3 Greater Shepparton is a major destination for events and tourism.

#### **Risk Management**

There are no adverse risks anticipated from releasing the draft Future Directions Plan and Landscape Masterplan for public consultation.

## 8. INFRASTRUCTURE DIRECTORATE

### **8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)**

#### **Policy Considerations**

All consultation associated with the draft Future Directions Plan and Landscape Masterplan will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

#### **Financial Implications**

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for consultation does not have any financial or budgetary implications for Council, other than the direct costs associated with advertising and staff time. However, the future implementation of the recommendations will be subject to individual detailed investigations and funding allocations. The probable cost to implement various aspects of the Landscape Masterplan is considered to be in the order of \$1.2m to \$2m, however this indicative cost excludes some aspects of the plan including irrigation works external to the oval, cover over netball courts, new bins/drinking fountains, road works excludes kerb and guttering, upgrade of scoreboard and media box, decommission and upgrade of hot dog stand, relocation of major underground services, increase in interchange benches, new covered shelter/grand stand and new toilet block.

Should the Future Directions Plan and Landscape Masterplan be ultimately endorsed by Council funding for implementation, where Council contribution is required, will be subject to Council's normal capital budget process.

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

All procedures associated with the draft Future Directions Plan and Landscape Masterplan comply with relevant legislative requirements.

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

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will not result in any adverse environmental or sustainability impacts.

#### **Social Implications**

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will not result in any adverse social impacts.

#### **Economic Impacts**

It is not expected that the recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will have any adverse economic impacts.

#### **Consultation**

Council officers recommend that Council endorse the draft Future Directions Plan and Landscape Masterplan and release it for public consultation.

Initial stakeholder consultation has been undertaken with the Deakin Reserve Advisory Committee, user groups of the reserve, peak sporting associations and local residents and businesses located close to the reserve.

The public consultation associated with the Future Directions Plan and Landscape Masterplan will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.



## 8. INFRASTRUCTURE DIRECTORATE

### **8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)**

Following consultation, Council officers will review all feedback, comments and submissions during public consultation and make recommendations to Council. Council officers will provide a report to Council on the feedback received when seeking final adoption of a Future Directions Plan and Landscape Masterplan.

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

*Direction 2: Community Life* – Enhance social connectedness, physical and mental health and wellbeing, education and participatory opportunities in order to improve liveability with a greater range of public open spaces, and recreation and community services.

*Vision 4.3.5 Different New Residential Development* – A priority on an active community with walking and cycle networks linked to major attractions as a major consideration

##### b) Other strategic links

Greater Shepparton Municipal Health and Wellbeing Plan – Priority 14 – Physical Activity

#### **Conclusion**

Council officers intend to release the draft Future Directions Plan and Landscape Masterplan formally for public consultation. Any feedback received during this consultation phase will be considered prior to consideration of a final document. It is recommended that Council endorse the draft documents and release them for public consultation.

#### **Attachments**

- |  |          |
|--|----------|
| 1. Draft Future Directions Plan - Deakin Reserve | Page 87  |
| 2. Draft Deakin Draft Landscape Masterplan       | Page 138 |
| 3. Appendix B                                    | Page 141 |

## 9. COMMUNITY DIRECTORATE

### **9.1 Greater Shepparton Women's Charter Advisory Committee 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: Acting Manager Neighbourhoods**

**Approved by: Acting Director Community**

**Other: Project Administration Officer**

#### **Executive Summary**

The Greater Shepparton Women's Advisory Committee (GSWCAC) 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 GSWCAC are seeking the endorsement of three Committee members (two returning and one new) to fill its three vacancies, as per the GSWCAC Terms of Reference recently adopted at the June 2018 Council Meeting.

#### **RECOMMENDATION**

That the Council

1. endorse the Greater Shepparton Women's Charter Advisory Committee membership applications listed below for a two year term, effective immediately and concluding on 17 July 2020:
  - Suzanne WALLIS
  - Fatmatta MANU
  - Zubaidah MOHAMED SHABURDIN
2. thank Jan PHILLIPS for her significant contribution to the Greater Shepparton Women's Charter Advisory 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 being held on 4 November 2011. The Committee was officially endorsed by Council on 21 February 2012, and is now known as the Women's Charter Advisory Committee (WCAC).

In line with the Terms of Reference, adopted by Resolution of Council on 19 June 2018, the Committee can include up to 14 community members, up to 3 Council staff and one Councillor as the Charter Champion, but shall not exceed 15 members in total.

## 9. COMMUNITY DIRECTORATE

### **9.1 Greater Shepparton Women's Charter Advisory Committee Membership Appointments (continued)**

As per the Terms of Reference a membership drive has been undertaken to fill three vacancies. Two Council Officers reviewed and assessed the 12 applications using the assessment matrix and responses provided in the membership applications. Council officers recommend the appointment of Suzanne WALLIS, Fatmatta MANU and Zubaidah MOHAMED SHABURDIN for a two year term effective immediately and concluding on 17 July 2020.

The GSWCAC also recommend Council thanks Jan PHILLIPS for her significant contribution to the Advisory Committee.

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

Council Plan

1.6 Gender equity and equality is embedded into Council policy and decision making and employment processes.

2.1 Greater Shepparton is a welcoming, inclusive and safe place for all.

2.4 Social, cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.

#### **Risk Management**

Officers have not identified any moderate to extreme risk 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**

No financial implications have been identified associated with the 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. WCAAC 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.

#### **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 WCAAC 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.

## 9. COMMUNITY DIRECTORATE

### **9.1 Greater Shepparton Women's Charter Advisory Committee Membership Appointments (continued)**

#### **Consultation**

Memberships opened on 16 April and closed on 14 May 2018. Membership was advertised in the Shepparton News via public notice on 20 & 27 April and 4 & 11 May and in the Advisor on 18 & 25 April and 2 & 11 May. Membership was also advertised on Council's Facebook site, Council's website and shared via Council Staff and Committee members.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration. The Committee are aware that the membership drive resulted in 12 applications and that an appropriate process was undertaken to review and assess applications in line with the Terms of Reference. The Committee have been made aware of the three successful applications in confidence and that these memberships are not formally endorsed until endorsement occurs at an appropriate Council Meeting.

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Greater Shepparton Women's Charter Alliance Advisory Committee Action Plan 2016-2018

#### **Conclusion**

GSWCAC is encouraged by the calibre and quality of all applications and believe that the three successful members will add further strength and capability to the Committee and support the achievement of its Action Plan moving forward.

#### **Attachments**

Nil

## 9. COMMUNITY DIRECTORATE

### 9.2 Section 86 Special Committees - Memberships

#### **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): Team Leader Community Strengthening,  
Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

In accordance with Greater Shepparton City Council Corporate Procedure 07.PRO5 section three, members of special committees (established under Section 86 of the Local Government Act 1989), can only be appointed or removed by a formal resolution of Council.

As the terms of appointment of the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre are nearing completion new committees must be appointed to ensure continuity in the management and operation of the facilities.

#### **RECOMMENDATION**

That the Council:

1. having considered the Applications for Appointment to the Caniambo Hall Committee of Management received, appoint the following members for a four year term commencing 18 August 2018 and concluding 18 August 2022:
  - Ivan FREDERICK
  - Lionel GIBBS
  - Wesley GIBBS
  - Simon HEARD
  - Ronald KEAT
  - Shirley KEAT
  - Virginia STEDMAN
  - Robert SANDS
  - Jeff WALL
  - Richard WALL
2. acknowledge the significant contribution of Raelene MASON, Colin MASON and Douglas MASON to the Caniambo Hall Committee of Management after many years of committed service as members of the committee.
3. having considered the Applications for Appointment to the Dhurringile Recreation Reserve and Community Centre Committee of Management received, appoint the following members for a four year term commencing 21 July 2018 and concluding 21 July 2022:

## 9. COMMUNITY DIRECTORATE

### 9.2 Section 86 Special Committees - Memberships (continued)

- Martin BAUMBER
  - Jodie BRISBANE
  - Mark BRISBANE
  - Ciara KENIRY
  - Tony MCCARTHY
  - Sharon MCCARTHY
4. acknowledge the contribution of Angela HOLLERAN and the significant long standing contribution of Frank NIGLIA and Keith SMITH to the Dhurringile Recreation Reserve and Community Centre Committee of Management after many years of committed service as members of the committee.
  5. having considered the Applications for Appointment to the Murchison Community Centre Committee of Management received, appoint the following members for a four year term commencing 21 July 2018 and concluding 21 July 2022:
    - Geoffrey ASHBURNER
    - Natasha BOYLE
    - Tino CATANIA
    - Martyn MORRIS
    - Ian MACAULAY
    - Edmund REILLY
  6. acknowledge the contribution of Julie BARNS to the Murchison Community Centre Committee of Management.
  7. resolve that all members (who are not Councillors or nominated Officers) of the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre 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*.

### **Background**

#### Caniambo Hall Committee of Management

At the Ordinary Council Meeting held on 16 August 2016 ten applicants were appointed to the Caniambo Hall Committee of Management for a term of two years concluding 17 August 2018.

Seven Applications for Appointment have been received from past committee members and three Applications for Appointment received from other members of the Caniambo community. It is recommended that all Applicants be appointed for a term of four years.

Council would like to acknowledge the contributions of Raelene and Colin Mason and Douglas Mason to the Caniambo Hall Committee of Management. After many years of membership on the Committee they have decided to not apply for a further term of appointment Committee. Council would like to thank Raelene, Colin and Douglas for their work and commitment on the committee and wish them well for the future.

## 9. COMMUNITY DIRECTORATE

### **9.2 Section 86 Special Committees - Memberships (continued)**

#### Dhurringile Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting held on 19 July 2016 seven applicants were appointed to the Dhurringile Recreation Reserve and Community Centre Committee of Management for a term of two years concluding 20 July 2018. Two additional applicants were subsequently joined at Ordinary Council Meetings held on 20 September 2016 and 22 November 2016 respectively.

Six Applications for Appointment have been received from past committee members and it is recommended that all Applicants be appointed for a term of four years.

Council would like to acknowledge the contributions of Angela Holleran, Frank Niglia and Keith Smith to the Dhurringile Recreation Reserve and Community Centre Committee of Management. Angela has been a member of the committee for approximately eighteen months and has decided not to apply for a further term. Frank and Keith have also decided to not apply for a further term of appointment after many years as members of the Committee and undertaking significant work at the community centre and the reserve. Council would like to thank Angela, Frank and Keith for their work and commitment on the committee and their contribution to the local community through their membership.

#### Murchison Community Centre Committee of Management

At the Ordinary Council Meeting held on 19 July 2016 five applicants were appointed to the Murchison Community Centre Committee of Management for a term of two years concluding 20 July 2018.

Four Applications for Appointment have been received from past committee members and two new applications from community members. It is recommended that all Applicants be appointed for a term of four years.

Council would like to acknowledge the contribution of Julie Barns to the Murchison Community Centre Committee of Management. Julie has been a member of the committee for approximately two years and has decided not to apply for a further term. Council would like to thank Julie for her work on the committee and wish her well for the future.

#### Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Special 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 report supports the following goals of the *Council Plan 2017-2021*:

##### Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

## 9. COMMUNITY DIRECTORATE

### **9.2 Section 86 Special Committees - Memberships (continued)**

#### Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

#### Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delegation of Council powers to a committee	Possible	Major	High	The appointment and removal of members by formal resolution of Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.
Exemption of all special committees from submitting primary and ordinary returns	Possible	Major	High	Restricted powers outlined in the Instrument of Delegation and Guidelines to these committees ensures that this risk is minimal. Committees are also required to declare any conflicts of interest at the start of each committee meeting

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this report.

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

All of Council's Committees of Management responsible for halls, community centres and recreation reserves 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 and rescinding of memberships to Section 86 special committees by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.



## 9. COMMUNITY DIRECTORATE

### 9.2 Section 86 Special Committees - Memberships (continued)

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

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

#### **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 report.

#### **Consultation**

A public notice was placed in the Shepparton News on 11 and 18 May 2018 calling for applications from community members to join the Dhurringile Recreation Reserve and Community Centre Committee of Management, Caniambo Hall Committee of Management and Murchison Community Centre Committee of Management.

Letters were sent to outgoing members of the committee inviting them to apply for a further term with posters also provided for display around each facility.

A request for a notice to be placed in the Dhurringile Primary School and Murchison Primary School newsletters promoting the call for applications for the Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre Committee of Management respectively. In addition, the Murchison Community House was also approached to assist with the promotion of the call for applications through posters and provision of information to the community.

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 incoming and outgoing committee members.</li> <li>• Communication with committee officer bearers.</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.

## 9. COMMUNITY DIRECTORATE

### **9.2 Section 86 Special Committees - Memberships (continued)**

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**

*Local Government Act 1989*

#### **Conclusion**

It is recommended that the abovenamed applicants be appointed to the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre Committee of Management for the terms specified and that Council recognise the contribution of those members who have decided not to apply for a further term of appointment.

#### **Attachments**

Nil

## 9. COMMUNITY DIRECTORATE

### **9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management**

#### **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 & Cemeteries Operations Officer, Property Coordinator**

**Proof reader(s): Team Leader Community Strengthening,  
Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

In October 1992 the Shire of Shepparton established a Special Committee known as the Kialla West Recreation Reserve Committee of Management under Section 86 of the *Local Government Act 1989*. This Committee was delegated the responsibility to oversee the management and operations of the Council owned recreation reserve at Kialla West together with its facilities and have continued to do so since that time.

After consultation with the Kialla West Recreation Reserve Committee of Management, community and Council staff it is recommended that Council dissolve the Committee of Management and bring the management of this reserve into Council.

#### **RECOMMENDATION**

That the Council:

1. acknowledge the contribution made by the following community members to the management and operation of the Kialla West Recreation Reserve Committee of Management and rescind their memberships effective immediately:
  - Simone SMITH
  - Wesley TEAGUE
  - Paul VEAL
  - Joel VALLANCE
  - Daryl O'KEEFE
2. dissolve the Kialla West Recreation Reserve Committee of Management effective immediately.
3. revoke *Greater Shepparton City Council Instrument of Delegation Kialla West Recreation Reserve Committee of Management* adopted by Council on 17 October 2017 effective immediately.
4. adopt the *Guidelines – Committee Delegations Section 86 Halls, Community Centres & Recreation Reserves Committees of Management* amended to remove reference to the "Kialla West Recreation Reserve Committee of Management" effective immediately.

## 9. COMMUNITY DIRECTORATE

### **9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)**

#### **Background**

At the Ordinary Council meeting held on 26 October 1992 Shire of Shepparton endorsed a recommendation to establish the Kialla West Recreation Reserve Committee of Management under Section 86 of the *Local Government Act 1989*.

This Committee was delegated the responsibility of managing and operating the recreation reserve in Kialla West located on Devine Road. Facilities at this reserve comprise an oval with hard wicket, toilet block, tennis courts and pavilion together with ancillary infrastructure.

Over the years the reserve has been home to the Kialla West Tennis Club and was utilised for junior football and cricket. Due the disbanding of the tennis club and declining usage over the years the Committee of Management have expressed concerns regarding reduced income obtained from hire fees, rising operational expenses and the ongoing financial viability of the committee running the facilities.

At the Kialla West Recreation Reserve Committee of Management's Annual General Meeting on 8 November 2017 the committee requested that Council consider the ongoing viability of the committee and the future of the reserve. After discussions with Council staff regarding the reserve and the Committee's Chair, the Committee endorsed a motion at their meeting on 7 March 2018 to dissolve the committee and committee members intention to step down and resign accordingly.

Following to this motion the Kialla West Primary School placed a notice in their school newsletter advising of the intention of the committee to step down. The committee's Chair was approached by a community member regarding the future of the reserve and possible interest in joining the committee. The Chair subsequently requested the community member contact Council directly; however, no contact was received.

Public notices were placed in the Shepparton News on 4, 11 and 18 May 2018 advising of Council's intention to dissolve the Kialla West Recreation Reserve Committee of Management and return the management of the facilities to Council requesting feedback by 25 May 2018. No submissions were received.

This report recommends rescinding the membership of the existing five members appointed to the Kialla West Recreation Reserve Committee of Management, dissolving the committee and revoking all associated delegations and guidelines in relation to this Committee.

Council's Parks, Sport and Recreation Department have confirmed that they have capacity to take the management of the Kialla West Recreation Reserve back into Council with no change to current staffing levels.

The Kialla West Recreation Reserve Committee of Management will expend all funds currently held by the committee on improvements at the reserve in consultation with Council prior to handing the management back to Council.

Council staff will work with the committee to ensure that all records, equipment, keys, etc which are the responsibility of the Kialla West Recreation Reserve Committee of Management is returned to Council upon endorsement of these recommendations.

## 9. COMMUNITY DIRECTORATE

### **9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)**

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

This proposal supports the following goals of the *Council Plan 2017-2021*:

#### Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

#### Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

#### Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delegation of Council powers to a committee	Possible	Major	High	The appointment and removal of members by formal resolution of 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**

Council currently is responsible for the maintenance of the grounds and major infrastructure maintenance at the recreation reserve and has confirmed existing capacity to incorporate bookings management within its current staffing levels.

## 9. COMMUNITY DIRECTORATE

### **9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)**

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

This report recommends rescinding the Kialla West Recreation Reserve Committee of Management memberships, dissolving the committee and revoking and amending (as appropriate) all associated delegation documents to ensure compliance with the *Local Government Act 1989* and Section 86 Special Committees – Community Facilities and Recreation Reserve Corporate Procedure 07.PRO5.

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

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

#### **Social Implications**

The Kialla West Recreation Reserve will remain available to the community for use. Community are encouraged to continue to act in an advisory capacity providing ongoing feedback to Council regarding any matters relating to the facility in the future.

#### **Economic Impacts**

The facilities at the reserve will continue to remain available for use by the community in accordance with the hire fees adopted by Council.

#### **Consultation**

Consultation has been undertaken with the Kialla West Recreation Reserve Committee of Management, Council's Parks, Sport and Recreation Department and Council's Community Strengthening Branch.

Public notices were placed in the Shepparton News on 4, 11 and 18 May 2018 advising of Council's intention to dissolve the Kialla West Recreation Reserve Committee of Management and return the management of the facilities to Council requesting feedback by 25 May 2018. No submissions were received.

Level of public participation	Promises to the public/stakeholders	Techniques
Inform	Keep informed	<ul style="list-style-type: none"> <li>• Meetings with Committee of Management</li> <li>• Emails and Letters</li> <li>• Letters to outgoing committee members</li> </ul>
Consult	Informed, listen, acknowledge	Council has consulted with its committee of management and community prior to making decisions that relate to the facility.
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 collaborated with the special committee prior to making decisions that relate to the facilities.
Empower	We will implement what the public decide.	Council will undertake the steps required to dissolve the special committee as agreed with the committee..

## 9. COMMUNITY DIRECTORATE

### **9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)**

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 link

*Local Government Act 1989*

#### **Conclusion**

The Kialla West Recreation Reserve Committee of Management has undertaken a valuable role in managing and operating an important community and Council asset over the past 25 years. Council recognises the substantial contribution that all committee members, past and present, have made in maintaining and improving the Kialla West Recreation Reserve and its facilities.

Council will continue to maintain this reserve to a high standard and make it available to the community for enjoyment and use into the future.

#### **Attachments**

Guidelines - Committee Delegations Halls, Community Centres, Recreation Reserves

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## 9. COMMUNITY DIRECTORATE

### 9.4 Greater Shepparton Seniors Festival - October 2018

#### 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: Seniors Festival Co-ordinator**

**Proof reader(s): Team Leader Assessment and Inclusion Services,  
Acting Manager Neighbourhoods**

**Approved by: Director Community**

#### Executive Summary

The Victorian Seniors Festival is now in its 36th year and is a wonderful opportunity to celebrate the contribution made by our seniors to our community.

This Festival is held annually in October each year and supported by the State Department of Health and Human Services in partnership with Local Government. The State annually contributes a grant of \$2,700 to Greater Shepparton to use towards the preparation and delivery of activities and events aimed at older people living in our community.

With a component of this financial support, Council offers a small grant round to community groups to assist in providing local seniors events and activities throughout the month of October that encourage participation of older people. The remaining grant funds will be used to provide additional programs and events at a subsidised rate.

#### RECOMMENDATION

That the Council approve the recommendation of the Grant Review Panel to fund nine projects as detailed below to the value of \$1800 representing the 2018 Seniors Festival Grants applications.

Organisation	Event	Total (GST N/A)
Shepparton Senior Citizens	Bus trip	\$200.00
Murchison Neighbourhood House	Gem of a trip	\$200.00
Tatura Community House	Seniors trivia afternoon	\$200.00
U3A	Art, Craft and photography show	\$200.00
Botanical Gardens	Journey around the Botanical gardens	\$200.00
Vision Australia	Luncheon and activities	\$200.00



## 9. COMMUNITY DIRECTORATE

### 9.4 Greater Shepparton Seniors Festival - October 2018 (continued)

Cosgrove Dookie Hospital Auxiliary	Yea garden expo	\$200.00
Dookie Lions Club	Bus trip	\$200.00
Lifestyle Dookie	High tea and classical movie	\$200.00
	<b>TOTAL</b>	<b>\$1800.00</b>

#### Background

The Victorian Seniors Festival originally commenced in 1982 and was known as Senior Citizens Week. In 2002, the week was rebranded to Victorian Seniors Festival.

The theme for this year's festival is "**Get Social**" and Council Officers are working in collaboration with community organisations and clubs to develop a program that will give the senior members of our community the opportunity to participate in a range of activities, attend concerts and outings to enhance their social interaction and build on current relationships.

The festival is targeted at all people aged 60 years and over, which in Greater Shepparton is 23.4% of the population (per census data 2016). Over 1000 events occur state-wide and many are planned locally with varying levels of support from Councils.

Greater Shepparton City Council offers a small grant to community groups to assist in providing grass roots events and activities throughout the month of October that encourage participation of older people in our community.

In 2017 six projects were delivered throughout the municipality with a total approved budget of \$1200. These projects included a trivia afternoon, education/information sessions and come and try sessions. All projects have been fully acquitted.

Greater Shepparton City Council received nine applications for this years (2018) Seniors Festival Grant round. These applications were all considered by the internal grants review panel to assess the project against the eligibility requirements. The panel recommend that the nine applicants receive the full amount of funding they originally requested. The remaining grant funding will be utilised to provide additional programs and events throughout the month of October, and in most cases offers a subsidised rate for participants.

#### Council Plan/Key Strategic Activity

The endorsement of the Seniors Festival funding is intrinsically linked to the Council Plan 2017 – 2021. The applicants have identified that their project meets the Council Plan theme – Social.

Objective 2.7 – Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

## 9. COMMUNITY DIRECTORATE

### 9.4 Greater Shepparton Seniors Festival - October 2018 (continued)

#### Risk Management

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

#### Policy Considerations

Approval of the Seniors Festival grants funding recommendations supports existing Council policies.

#### Financial Implications

Council has committed a total expense of \$12,200 in the draft 2018/2019 budget for the Greater Shepparton Seniors Festival. It is recommended that \$1,800 of this allocation is allocated to support the nine projects.

	Approved Budget Estimate for this proposal <sup>1</sup> \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive <sup>2</sup> \$
Revenue	\$2700.00			DHS Grant
Expense		\$1800.00		To support the grant
Net Total		\$10400.00		\$10,400 remaining to support additional programs and events throughout the Seniors Festival in October 2018

<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 Seniors Festival grants will be 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

Projects recommended for approval came from community organisations that have been a part of the greater Shepparton community for up to 100 years. Each project provides opportunities for the community to engage in activities that will improve community connections and enhance the social capacity of individuals and families. The applications target older people from varying backgrounds and abilities including those who reside in our smaller rural communities. Four of the applications came from small towns in Greater Shepparton. The planning and implementation of a majority of these projects is made possible through a significant voluntary contribution from community members. All projects are community driven initiatives that will be implemented by groups in the community.

## 9. COMMUNITY DIRECTORATE

### 9.4 Greater Shepparton Seniors Festival - October 2018 (continued)

#### Economic Impacts

A number of the planned activities will support economic stimulus throughout the municipality through the purchasing of materials and supplies.

#### Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Deliver information about the application process to relevant groups/clubs.	Mailing list compiled with past and perceptive participants targeted. Advertising in local Seniors paper and GSCC website.
Consult	Speak with relevant groups and clubs about this year's event.	Speak with relevant groups and clubs about this year's event.
Involve	Provide assistance to groups and clubs.	Consult on a one on one basis.
Collaborate	Successful groups and clubs will be responsible for the implementation of their projects.	Successful applicants will drive their own community initiatives.
Empower	Whilst the decision making process regarding successful grant applications is made by Council, Community groups will be responsible for the delivery of the projects.	Community groups will drive the delivery of their projects.

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

#### Strategic Links

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Council Plan 2017 – 2021

Theme: Social Objective 2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

#### Conclusion

The applications for funding through the 2018 Greater Shepparton Seniors Festival have been reviewed by an internal Grants Review Panel and they have recommended nine projects be funded. These nine projects meet eligibility requirements and all aim to build or strengthen senior person's participation and contribution in the Greater Shepparton community.

#### Attachments

Nil

## 10. CORPORATE SERVICES DIRECTORATE

### 10.1 Media Policy 07.POL1

#### **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 Marketing and Communications**

**Proof reader(s): Manager Marketing and Communications**

**Approved by: Director Corporate Services**

#### **Executive Summary**

In informing the public about activities, programs, events, services and initiatives it is important that Council has in place processes that support an active and considered response to media enquiries.

The Media Policy provide a framework around roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

#### **RECOMMENDATION**

That the Council adopt the revised Media Policy 07.POL1.

#### **Background**

Greater Shepparton City Council (GSCC) recognises the important role the media plays in informing the public about Council activities, programs, events, services and initiatives. As a community leader and a government body responsible for providing and maintaining essential services and infrastructure, protecting the environment, planning for sustainable development, safeguarding public health and supporting community development, it is important GSCC has in place processes that support an active response to media enquiries. Interaction with the media in a government context requires careful attention to a range of factors including audience, public interest and political sensitivity.

The Media Policy provides a framework regarding roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

## 10. CORPORATE SERVICES DIRECTORATE

### 10.1 Media Policy 07.POL1 (continued)

The Media Policy applies to GSCC and its sub-brands, staff and Councillors. Media refers to communication channels through which news, entertainment, education, data, or promotional messages are disseminated. Media includes every broadcasting and narrowcasting medium such as newspapers, magazines/publications, TV, radio, billboards, direct mail, telephone, social media and internet.

The Media Policy ensures the communication between Council and media is managed appropriately to maximise benefits to Council and minimise risk of adverse publicity and misunderstanding due to inaccurate information or inappropriate sharing on information. The policy ensure that key messages are consistently relayed and aligned with the current position of the organisation and facilitate a strong relationship with local media by providing a central contact point and quick and accurate responses to enquiries.

The Media Policy details roles and responsibilities, commenting in the media/media spokesperson, media releases, interviews, briefings and non-news/human interest stories.

The Corporate Procedure Media document provides in-depth details on the processes, the roles and responsibilities and is for staff operational use.

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

1. Leadership and Governance

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Information is provided to the media without authorisation on an ordinary council meeting agenda item or other matter leading to inaccurate reporting or confidential information being made public.	Likely	Moderate	Medium	Ensure all staff and councillors are aware of media policy and that Directors reinforce the importance of directing media enquiries to Marketing and Communications

#### **Policy Considerations**

There are no conflicts with current Council policies.

#### **Financial Implications**

There are no financial implications associated with this report.

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

Effectively managing the media will assist in protecting Councillors, staff and the organisation from being exposed to any potential legal issues.

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

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

## 10. CORPORATE SERVICES DIRECTORATE

### **10.1 Media Policy 07.POL1 (continued)**

#### **Social Implications**

Failing to manage the media may result in reputational damage for the organisation.

#### **Economic Impacts**

There are no economic impacts associated with this report.

#### **Consultation**

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

#### **Strategic Links**

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

Nil

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

Greater Shepparton City Council – Councillor Code of Conduct

#### **Conclusion**

The Media Policy provides a clear framework how to best manage the media, including guidelines detailing how staff and Councillors need to deal with the media. This policy will ensure that media coverage will obtain the best outcome for Council.

#### **Attachments**

Media Policy 07.POI1 Page 171

## 10. CORPORATE SERVICES DIRECTORATE

### 10.2 Contracts Awarded Under Delegation

**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 Contracts and Procurement

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

**Approved by:** Director Corporate Services

#### **Executive Summary**

To inform the Council of the status of requests for tenders that have been awarded under delegation and those that have been publicly advertised but are yet to be awarded.

#### **RECOMMENDATION**

That the Council note the publicly advertised contracts awarded under delegated authority and tenders that have been advertised but yet to be awarded.

#### **Tendered Contracts Awarded under Delegated Authority by the CEO**

<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>
		Nil		

#### **Tendered Contracts Awarded under Delegated Authority by a Director**

<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>
1859	GVW Main Relocation - Maude Street Stage 1 Upgrade, Shepparton	Lump Sum Contract for GVW Main Relocation - Maude Street Stage 1 Upgrade, Shepparton	\$178,640.00	NL Drainage
1820	Provision of Centre Road Parking and Installation of Street Trees, Nixon Street, Between Skene Street and Railway Parade	Lump Sum Contract for the Provision of Centre Road Parking and Installation of Street Trees, Nixon Street, Between Skene Street and Railway Parade	\$181,059.45	Jarvis Delahey Pty Ltd

## 10. CORPORATE SERVICES DIRECTORATE

### 10.2 Contracts Awarded Under Delegation (continued)

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1880	Provision of a Sole VMware Partner to Administer the Victorian Local Government VMware	MAV Contract for the Provision of a Sole VMware Partner to Administer the Victorian Local Government VMware	\$65,373.00	Municipal Association of Victoria

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

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1838	Provision Of Powerline Tree Pruning Services	Schedule of Rates Contract for the Provision Of Powerline Tree Pruning Services	Tender closed on 21 February 2018. Tender currently being evaluated
1839	Provision of Tree Maintenance Services	Schedule of Rates Contract for the Provision Of Tree Maintenance Services	Tender closed on 9 May 2018. Tender currently being evaluated
1840	Demolition of building and associated works - 289 Maude Street	Lump Sum Contract Demolition of building and associated works - 289 Maude Street	Tender closed on 4 July 2018. Tender currently being evaluated
1856	Provision of Management of the Shepparton Saleyards	Lump Sum & Schedule of Rates Contract for the Management of the Shepparton Saleyards	Tender closed on 4 July 2018. Tender currently being evaluated
1865	EOI – Construction of Shepparton Art Museum	Expression of Interest Contract for the Construction of Shepparton Art Museum	Tender closed on 11 July 2018. Tender currently being evaluated
1866	Supply and Installation of Aquamoves Gym Floor Coverings	Lump Sum Contract Supply and Installation of Aquamoves Gym Floor Coverings	Tender closed on 30 May 2018. Tender currently being evaluated
1868	Provision of Trade Services	Schedule of Rates Contract for the Provision of Trade Services	Tender closed on 11 July 2018. Tender currently being evaluated

#### 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 \$500,000 including GST.



## 10. CORPORATE SERVICES DIRECTORATE

### **10.2 Contracts Awarded Under Delegation (continued)**

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.

#### **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 and Directors under delegated authority of the Council during the period.

#### **Attachments**

Nil

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual 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: Senior Strategic Planner**

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

**Approved by: Director Sustainable Development**

**Other: Graduate Strategic Planner Amendments**

#### **Executive Summary**

The Council authorised the formation of the Heritage Advisory Committee (the Committee) on 17 January 2012. As part of the resolution, Council adopted Terms of Reference (the TOR) to guide the future operation of the Committee.

The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality.

The Committee has since revised the TOR, the most recent of which was at the June 2018 Committee Meeting, and now seeks the adoption of the revised TOR by Council.

The TOR for the Committee allow for the appointment of community representatives unaffiliated with any of the historical groups and societies already represented on the Committee. The recent changes to the TOR in May 2018 allow for the nomination of up to six community representatives. As such, the Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

The Committee has prepared its annual report to inform Council of its activities for the year ending 16 January 2018. At the Committee's monthly meeting held on 7 May 2018, the Committee agreed to present the *Greater Shepparton Heritage Advisory Committee Annual Report 2017* (the Annual Report) to Council. It is recommended that Council receive and note the Annual Report.

#### **RECOMMENDATION**

That the Council:

1. adopt the amended Terms of Reference for the Greater Shepparton Heritage Advisory Committee; and
2. receive and note the *Greater Shepparton Heritage Advisory Committee Annual Report 2017*.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)**

#### **Background**

The Council authorised the formation of the Heritage Advisory Committee (the Committee) at the Ordinary Council Meeting held on the 17 January 2012. As part of the resolution, Council adopted Terms of Reference (TOR) to guide the future operation of the Committee.

The TOR outlines the primary purpose of the Committee to advise Council on the future development of cultural heritage matters across Greater Shepparton. The TOR also includes a list of roles that the Committee fulfils within Council. These roles include but are not limited to the provision of the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton and to act as an advocate for all cultural heritage matters within the municipality.

Council has amended the TOR for the Committee on a number of occasions to ensure it is fit-for-purpose. Council last resolved to adopt amended TOR at the Ordinary Council Meeting held on 21 November 2017 to allow for four community representative positions on the Committee.

The Committee has recently reviewed the TOR and has agreed to request that Council amend its TOR further. The revisions now sought include:

- Minor formatting, numbering, descriptive and grammatical changes throughout the TOR.
- At bullet point 2(k) to outline that the Committee may recommend that no award be granted in one or more categories for the biennial Cultural Heritage Awards Ceremony.
- Insert bullet point 2(l) to outline that the Committee will assist Council in hosting a biennial Bruce Wilson Memorial Heritage Lecture.
- At bullet point 3(a, iv) to highlight that local societies or interest groups are eligible to join the Committee pending an official application. Any such additional membership would follow an enabling amendment to the TOR.
- At bullet point, 3(a, v) to change the number of representatives to “a minimum of two and a maximum of six”, and to amend and introduce additional assessment criteria to candidates who wish to join the Committee.
- At bullet point 3(b) to request that Council support the Committee’s site visitations and education tours within the Municipality.
- At bullet point 5 to insert the requirement that Committee members are required to attend meetings on a regular basis or provide an apology prior to the meeting.

One of the key changes allows the Committee to increase the number of community representatives on the Committee. There are currently four community representatives unaffiliated with any of the historical groups and societies already represented on the Committee. In accordance with this change, the Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

The Committee has prepared its annual report to inform Council of its activities for the year ending 2017. The Annual Report outlines the Committee’s activities for the 2017 year (see *Attachment 2 – Greater Shepparton Heritage Advisory Committee Annual Report 2017*). It summarises the Committee’s membership, activities and achievements, advocacy and advice.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)**

At the Committee's monthly meeting held on 7 May 2018, the Committee agreed to present the *Greater Shepparton Heritage Advisory Committee Annual Report 2017* (the Annual Report) to Council. It is recommended that Council receive and note the Annual Report.

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

The revised TOR for the Committee is consistent with the following goals and objectives outlined in the *Greater Shepparton City Council, Council Plan 2017-2021*:

1. Goal 2: Social
  - Objective 2.6: Volunteering is promoted and encouraged along with other measures to improve community resilience.
2. Goal 4: Built
  - Greater Shepparton's heritage places, cultural landscapes, and objects are protected and conserved for future generations.

#### **Risk Management**

Failure to approve the revised TOR for the Committee would reduce the Committee's ability to operate effectively and jeopardise its core purpose to act as an advocate for all cultural heritage matters within the municipality.

There are no risks associated with receiving and noting the Annual Report.

#### **Policy Considerations**

There are no conflicts with any Council policies arising from the adoption of the revised TOR for the Committee. There are no conflicts with any Council policies arising from receiving and noting the Annual Report.

#### **Financial Implications**

There are no financial implications relating to the adoption of the revised TOR for the Committee or the Annual Report.

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

The proposal conforms with the provisions of the *Local Government Act 1989* and all other relevant legislation.

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

The adoption of the amended TOR for the Committee and receiving and noting the Annual Report will not have any negative environmental or sustainability impacts.

#### **Social Implications**

The adoption of the amended TOR will allow the Committee to continue to operate effectively as an advocate for all cultural heritage matters in the municipality. The Committee will continue to raise awareness within the community of cultural heritage issues and initiatives. Receiving and noting the Annual Report will not result in any negative social implications.

#### **Economic Impacts**

The adoption of the amended TOR for the Committee and receiving and noting the Annual Report will not result in any economic impacts.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)

#### **Consultation**

Officers believe that appropriate consultation has occurred during both the formation and operation of the Committee, and the key activities it has been involved in since its formation by Council.

The Committee has agreed to request that Council adopt amended TOR at the Committee's meeting held on 2 December 2013. The Committee consists of a diverse range of organisations and community representatives from across the municipality.

The Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

The revised TOR for the Heritage Advisory Committee is consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*.

##### b) Other strategic links

The revised TOR for the Heritage Advisory Committee will also develop and implement one of the key recommendations of the *Greater Shepparton Heritage Study Stage IIB 2013*.

#### **Conclusion**

The Council authorised the formation of the Committee on 17 January 2012. As part of the resolution, Council adopted TOR to guide the future operation of the Committee.

The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality.

The Committee has agreed to request the Council amend the TOR. The proposed changes to the TOR will ensure that they are fit-for-purpose and will allow the Committee to fulfil its primary purpose to Council.

It is recommended that Council receive and note the *Greater Shepparton Heritage Advisory Committee Annual Report 2017*. The Committee is a critical way of raising awareness of cultural heritage issues, as well as promoting community participation in cultural heritage issues within the municipality.

By continuing to support the Greater Shepparton Heritage Advisory Committee, Council is continuing to embrace a cost-effective opportunity of raising awareness and promoting community participation of cultural heritage issues within the municipality.

#### **Attachments**

1. Greater Shepparton Heritage Advisory Committee - Terms of Reference - revised May 2018 Page 177
2. Greater Shepparton Heritage Advisory Committee Annual Report 2017 Page 181

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise**

#### **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): Manager Building and Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The application seeks planning approval to use and develop the land at 104 Hogan Street, Tatura, for a 24 hour car wash and self-storage facility, development of new buildings in the Heritage Overlay, removal of a sewer easement and to vary the car wash design requirements.

The land is within the Commercial 1 Zone, Heritage Overlay 156, Floodway Overlay and Land Subject to Inundation Overlay. Hogan Street is classified as a Road Zone Category 2.

The car wash element of the proposal will comprise three manual vehicle wash bays, a detail service bay, one auto wash bay and four vacuum bays.

The self-storage facility will comprise seven self-storage units.

A food outlet is to be developed as part of a 134 square metre shop (the use of land for a shop does not require a permit in the Commercial 1 Zone) in the north east portion of the site.

A total of eight car parking spaces are provided on site.

Officers have advertised the application and 13 objections and one petition have been received. The objections largely relate to matters around built form / heritage, traffic / pedestrian safety, amenity impacts, impacts on property value and the suitability of the site for the proposed uses.

The most significant assessment considerations are:

1. whether the proposal will result in an acceptable built form / heritage outcome;
2. whether the proposed uses are appropriate for the site;
3. whether the proposal will result in an acceptable amenity outcome;
4. whether the proposal will result in an acceptable outcome with respect to traffic, parking and pedestrian safety; and
5. whether there are any potential floodplain implications.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

Officers having undertaken an assessment of the application including the objections is satisfied that the proposed use and development achieves acceptable planning outcomes for the following reasons:

- The food and drink premise on the eastern side of the land will positively contribute to the strip shopping precinct of Hogan Street. The tenancy integrates to the streetscape and will provide additional activity to Hogan Street. Council's heritage advisor has assisted in designing the food and drink premise to ensure the tenancy properly responds to the heritage significance of Hogan Street;
- Officers acknowledge that a car wash use in central Tatura is not ideal, however given the flooding constraints on the site, a car wash is a use that can occur whilst allowing for the storage and passage of flood waters on the land;
- In the absence of an acoustic report establishing that a car wash can operate 24 hours a day without resulting in unacceptable noise disturbance, permit conditions will restrict operating hours between 7.00am and 10.00pm to ensure the amenity of the neighbourhood is not unacceptable impacted;
- Council engineering officers have reviewed the access arrangements to the site particularly in relation to road safety considerations. Officers are satisfied the access proposal is appropriate as the design creates a fourth leg on an existing roundabout;
- Officers consider that the landscape design of the site is important. The layout allows for spaces of sufficient size to accommodate tree plantings which will soften the development to Hogan Street and reduce the large grey concrete outlook of the site. Permit conditions will require the submission of a professionally prepared landscape plan before the development starts.

Officers recommend that the application be approved.

#### **RECOMMENDATION**

In relation to Planning Application 2017-117, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, that the Council resolves to issue a notice of decision to grant a permit with the following conditions:

#### **Amended Plans Required**

Before the development starts, 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 three copies (or as specified) must be provided. Such plans must be generally in accordance with the plan submitted with the application but modified to show:

- a) Deletion of the disabled parking bay and replacement with additional landscaping including canopy trees;
- a) Before the use of the development commences all building and works as shown on the endorsed plan must be completed to the satisfaction of the responsible authority.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

#### Layout Not Altered

The use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

#### Landscape Plan

Before the development starts a landscape plan prepared by a suitably qualified landscape designer must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The landscaping plan must show:

- a) a schedule of all proposed trees, shrubs and ground cover, including the location, number and size at maturity of all plants, the botanical names and the location of 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) all landscaped areas to be used for stormwater retardation.

All species selected must be to the satisfaction of the responsible authority.

The landscape plan must also indicate that an in-ground irrigation system is to be provided to all landscaped areas.

All trees planted as part of the landscape works must be a minimum height of 1.2 metres at the time of planting.

Before the use of the development starts 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 completed to the satisfaction of the responsible authority.

#### 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. 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 grated pit in Hogan Street
- c) maximum discharge rate shall not be more than **(65)** lit/sec/ha with **(14)** litres (Tank/Basin) or **(17)** litres (Pipe) of storage for every square metre of Lot area, in accordance with Infrastructure Design Manual Clause 19 Table 13 (or as agreed in writing by the responsible authority).;
- d) 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;
- e) maintenance schedules for the stormwater treatment features;



## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

- f) a gross pollutant and/or litter trap shall be installed at the drainage outfall from the site;
- g) 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);'
- h) no fewer than eight car parks shall be provided;
- i) all areas associated with carparking, circulation lanes and access' shall be surfaced with concrete, line marked to indicate each car space and access lane and traffic control signage installed including signage directing drivers to the area(s) set aside for car parking;
- j) the site shall be properly illuminated with lighting designed, baffled and located to the satisfaction of the responsible authority to prevent any adverse effect on adjoining land;
- k) levels of adjoining properties required to show that there is no adverse effect on adjoining land;
- l) the design of the car parking 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;
- m) adjacent to the exit, landscaping/fencing within two and a half (2.5) metres of the front boundary must not exceed one (1) metre in height.
- n) no change in the footpath height along the frontage of the property 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 use begins all works constructed or carried out must be in accordance with these plans 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.

Dust suppression must be undertaken to ensure that dust caused on the land does not cause a nuisance to neighbouring land to the satisfaction of the responsible authority.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

#### Urban Vehicle Crossing Requirements

Before the use commences the vehicular crossing shall be constructed in accordance with the endorsed plans 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) any services pits within the vehicle crossing must be modified and the covers are to be replaced with heavy duty trafficable covers
- c) The entry and exit vehicle crossings to Hogan Street 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.

#### Hours of Operation

The use of the Carwash may operate only between the hours of 7:00 am – 10:00 pm, Monday to Sunday.

Prior to the use of the carwash commencing, the carwash must be fitted with an automatic shutdown system with appropriate advisory signs to be activated at 10:00pm daily and must not re-commence until 7:00 am the next day to the satisfaction of the responsible authority.

#### Noise Control

Not more than six months after the occupation of the development noise measurements of actual in operation noise levels must be undertaken at the permit holder's expense to determine if the use is achieving compliance with NIRV. If the monitoring finds compliance is not be achieved with NIRV additional noise mitigation measures must be implemented without delay to the satisfaction of the responsible authority.

The use 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.

- a) 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.

#### Control of Light spill

Before the occupation of the development 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.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Only lighting essential for the security of the site may operate when the facility is not operating, to the satisfaction of the responsible authority.

#### **Council Assets**

Unless identified in written report, any damage to public infrastructure adjacent to the land at the conclusion of construction on the land will be attributed to the land. The owner/operator of the land must pay for any damage to the Council's assets/Public infrastructure by way of the development.

#### **Health Requirements**

- a) The applicant shall lodge with Council's Health Department detailed plans demonstrating that the area of the building proposed to be used for storage, preparation and sale of food are adequate for the type of food to be sold at the premises and that the structure and fittings installed complies with the requirements of Food Standards Australia and New Zealand Food Safety Standards 3.2.3 – Food Premises and Equipment.
- b) Prior to commencing construction of any food preparation area, the owner must seek the advice of the Council's Environmental Health Officer.
- c) Prior to commencing the business the applicant shall make application to the Council Health Department for the registration of the premises under the Food Act 1984.
- d) At the time of making application for registration under the Food Act 1984, the applicant shall lodge a copy of their food safety program as required by the Act and the name and accreditation details of their nominated Food Safety Supervisor.

#### **Goulburn Valley Region Water Corporation Requirements**

- a) Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment;
- b) Provision of individual water supply meters to each occupancy within the development;
- c) Payment of new customer contributions charges for sewerage services to the development, such amount being determined by the Corporation at the time of payment;
- d) Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.  
All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;
- e) Discharge of trade waste from the development shall be subject to a Trade Waste Consent Agreement  
The Owner and or occupier is required to submit a completed Trade Waste Application, and install the required pre-treatment facility to the satisfaction of Goulburn Valley Water's Trade Waste Section, before approval to discharge trade waste from the development into the Corporation's sewer is granted;

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

- f) Removal of the easement is to be of satisfaction to Goulburn Valley Region Water Corporation Property Services Section. All legal fees to remove the easement will be at the developer's expense.

#### Goulburn Broken Catchment Management Authority Requirements

The finished floor levels of the proposed Food Outlet Building and the Self-Storage Units must be constructed at least 300 millimetres above the 100-year ARI flood level of 112.65 metres AHD, i.e. 112.95 metres AHD, or higher level deemed necessary by the responsible authority.

#### Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- the development and use has 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	104 Hogan Street, Tatura The land is 2050sqm in size The land is set back about 80 metres to the nearest residential zoned lot
Zones and Overlays	Commercial 1 Zone Abuts a Road Zone, Category 2 Floodway Overlay Heritage Overlay (HO156 – Tatura Township Precinct, Tatura) Land Subject to Inundation Overlay
Why is a permit required	<ul style="list-style-type: none"> <li>Use of land for a car wash and self-storage facility under 34.01-1</li> <li>Buildings and works in the C1Z under 34.01-4</li> <li>Buildings and works in the Heritage Overlay under 43.01-1</li> <li>Buildings and works in the FO and LSIO under 43.04-1 and 44.04-1</li> <li>Removal of sewer easement under 52.02</li> </ul> Variation to car wash requirements under 52.13 (crossover width and queuing lane)

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

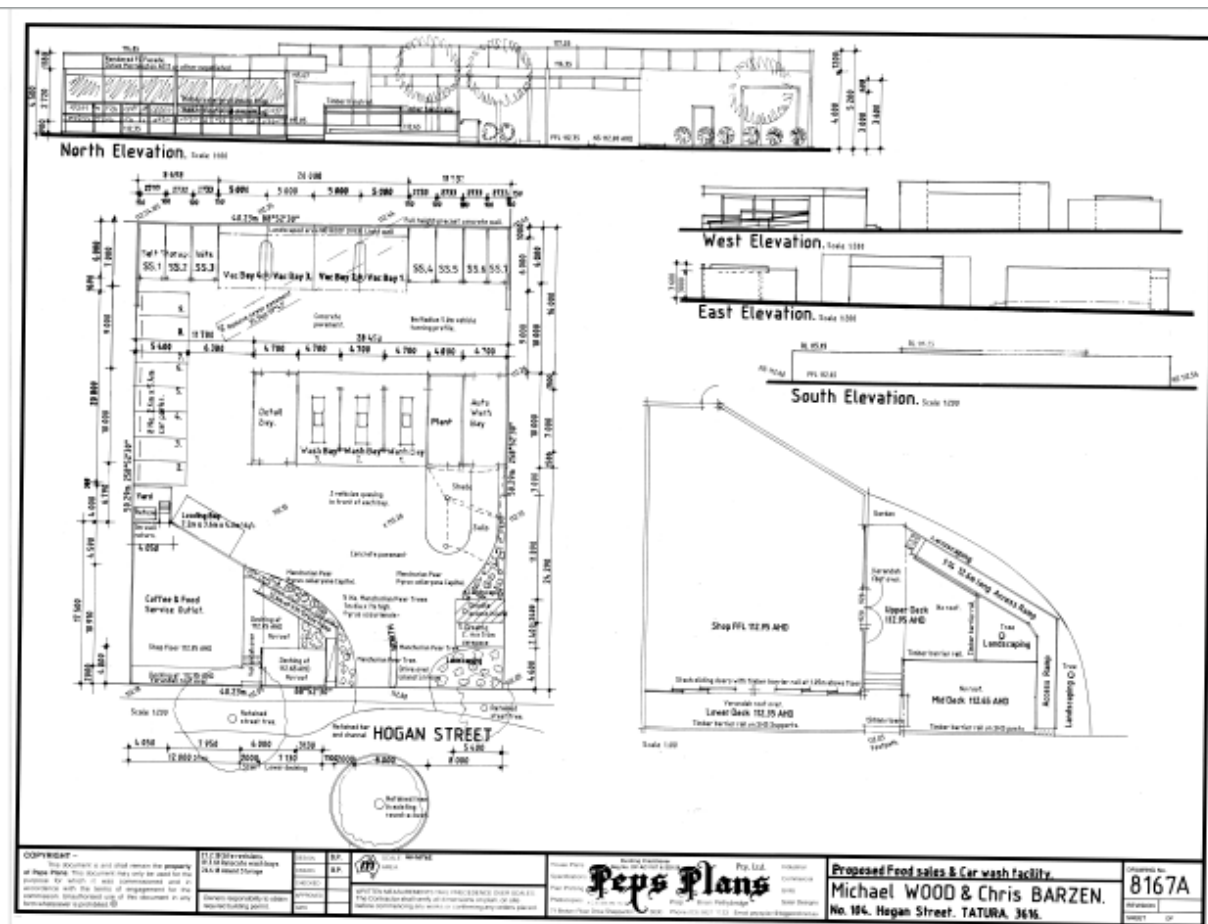
#### Locality Plan



## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

#### Plan of Proposed Development



#### Proposal in Detail

The planning application was lodged on 19 April 2017, with the application form describing the proposal as being for a "Proposed Car Wash and Food Outlet".

At the time of lodgement the application comprised:

- Signed application form;
- Copy of Title;
- Site photograph;
- Site layout plan with two potential site layouts;
- Written statement advising which layout was the preferred option.

At the time the application was lodged, the preferred site layout option proposed:

- A number of self-storage units;
- Four car wash bays plus an automatic car wash bay sited on the western boundary;
- Four vacuum bays;
- Two dog washes;
- Five on site car parking spaces and a loading / unloading bay;
- A 105 square metre healthy food outlet with outdoor seating.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

The application was amended on 19 May 2017. The amended application made a number of changes to the site layout, with the most notable changes being:

- Self-storage units detailed showing 10 units;
- Siting of the car wash bays shifted more centrally on the site and off the west boundary;
- Dog wash bays reduced to one;
- On site car parking increased to nine spaces;
- Healthy food outlet increased to approximately 134 square metres and changes to its access and outdoor eating area;
- Provision of elevation plans.

These amended plans were advertised on 25 May 2017.

Following the receipt of the objections and in response to the objections, the applicant made further changes to the plans:

- Reduce number of self-storage units to seven;
- Reduce number of wash bays to three manual and one automatic bay;
- Replacement of the fourth manual wash bay with a detail service bay;
- Alter car parking layout and reduce to eight on site spaces and allow all vehicles to exit the site in a forward direction;
- Minor alterations to the footprint of the food outlet and its ramp / access arrangements;
- Alterations to the siting of the loading / unloading bay;
- Provision of a full height precast concrete wall to the southern and western boundaries of the vacuum bays to reduce noise emissions to neighbouring dwellings.

These further amendments were re-advertised on 2 November 2017.

None of the objections to the proposal were withdrawn.

The application was further amended on 27 March 2018. The amended application included the following changes:

- Activation of the food tenancy by providing an outdoor dining area abutting Hogan Street;
- Reduction in car parking in the sites frontage to allow increased landscaping to soften the car wash to Hogan Street;
- Relocation of the car wash bays to the western boundary of the land;
- Revised car parking layout on the east side of the land to provide 90 degree parking rather than parallel parking.

Officer's note that without these latest design changes particularly to the food premise, officers would have recommended that no permit be issued due to unacceptable heritage outcomes.

This amended application does not increase the number of car wash bays or vacuum bays.

The amended application was advertised on 24 April 2018. At the completion of this advertising period 13 objections and one petition were lodged against the application.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

Vehicle access to the site is from Hogan Street at the roundabout intersection with Park Street.

The car wash element of the proposal is intended to operate 24 hours a day, 7 days a week. No information has been provided by the applicant on operational hours for the other uses and no acoustic report was submitted with the application.

#### **Summary of Key Issues**

The application seeks planning permission for a 24 hour car wash and self-storage facility, development of new buildings (including a food outlet) in the Heritage Overlay, removal of a sewer easement and to vary the car wash design requirements.

- Officers have identified that state and local planning policy supports commercial development and economic growth within townships;
- The application was advertised and 13 objections and one petition to the proposal have been received. Grounds of objection include the appropriateness of the car wash and storage uses in the Hogan Street, potential amenity impacts, traffic and pedestrian safety concerns and built form (heritage);
- Officers have consulted with objectors to better explain the proposal. This process resulted in none of the objections being withdrawn. Officers are of the view that the objections raise some valid planning concerns in relation to heritage and the use of land in Hogan Street. Despite this, officers consider that the proposed use and development does produce acceptable planning outcomes;
- The Commercial 1 Zone and particular provisions relating to Car wash applications require that Council consider the potential amenity impacts that may result from the proposed use. Officers consider that without an acoustic report the operating hours should be restricted to 7.00am to 10.00pm which generally avoids the car wash operating in night time sleeping periods;
- Council's Heritage Adviser has assessed the amended design and is satisfied that the design appropriately responds to the heritage significance of Hogan Street.

#### **Background**

Officers undertook pre-application discussions in regards to the proposal. On 17 February 2017 officers made the following written comments:

- The prevailing character of the locality is of a traditional main street with strip shopping maintaining a zero setback to the street frontage. Council has identified this area for its historical significance through the application of the Heritage Overlay to protect the overall streetscape as well as the buildings;
- Council's Planning Department would not support a car wash where the presence to the street is wider than a double crossover to ensure that the use does not disrupt pedestrian connections within the shopping strip;
- It is preferable that site be accessed via the existing roundabout of Hogan and Park Street.

#### **Assessment under the Planning and Environment Act**

##### **Zoning compatibility**

The land falls within the Commercial 1 Zone. A planning permit is required for buildings and works under the zone, as well as to use the land for Industry (which includes a Car wash) and for a Warehouse (self-storage).



## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

Officers are of the view that the proposal could be considered consistent with the purposes of the zone which seek to create a vibrant mixed use commercial centre for retail, office, business, entertainment and community uses.

A number of Decision Guidelines are identified under the Zone. With respect to buildings and works, Council must consider, as appropriate, the streetscape, including the conservation of buildings, the design of verandahs, access from the street front, protecting active frontages to pedestrian areas, the treatment of the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and the landscaping of land adjoining a road.

From a purely built form perspective, officers are of the view that the application does not deliver an optimum outcome for the streetscape.

In an ideal situation, a new development would provide for built form along the whole of the Hogan Street frontage of the site and continue the built form themes in terms of building presentation and siting. However it is important to acknowledge that one of the most significant site constraints for this property is the Floodway Overlay, and the subsequent requirement to provide for the passage of overland flood water through the site.

On balance, given that the optimal form of development cannot be achieved for this site, the proposed design response may be considered acceptable with respect to the objectives and Decision Guidelines of the Commercial 1 Zone.

The Commercial 1 Zone also requires that the use of land must not detrimentally affect the amenity of the neighbourhood, including through the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.

With respect to noise, officers are of the view that the application has not adequately addressed how the 24 hour operation can be appropriately mitigated (an application requirement under the zone) particularly in the absence of an acoustic report. As a result officers recommend that permit conditions limit the car wash use between the hours of 7am to 10pm.

#### Amenity Issues

Clause 13.04-1 seeks to assist in the control of noise effects on sensitive land uses. It is important to note that the proposed use does have potential for noise impacts and that the car wash use is proposed to be open 24 hours a day, as there are dwellings proximate to the site.

The applicant has made alterations to the application plans as a result of the noise concerns being raised, notably the provision of concrete tilt panel walls adjacent to the vacuum bays.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

The application did not include any acoustic assessment of the site to provide an assessment of the proposal and provide recommendations as to whether the proposal represents an acceptable risk in terms of noise, and what measures may be required to ensure that this is the case. Officers do acknowledge that the concrete panel design is likely to reduce noise emissions to neighbours to the south, however no evidence was provided to show compliance with the noise requirements is achieved.

As a result, insufficient information has been provided to satisfy officers that the noise emissions from the site are manageable to an acceptable level for 24 hour operation.

Despite this, officers are satisfied that the car wash can operate from 7.00am to 10.00pm without causing unacceptable amenity impacts to nearby neighbours as these limited hours are generally outside of night time sleeping hours.

#### Heritage issues

Clause 21.05-4 (Cultural Heritage) seeks to ensure that development does not adversely affect places of cultural heritage significance, conserve the historic low-scale, low density and homogenous character of any precinct and ensure that development is compatible with its character and to ensure that new development does not become a visually dominant element in any precinct.

The Heritage Overlay (HO156) also applies to the land. The Overlay requires Council to consider (among other matters) the significance of the place and whether the proposal will adversely affect the natural or cultural significance of the place.

The Tatura Township Precinct is of local historic, aesthetic and social significance to the municipality.

Council's heritage advisor has undertaken an assessment of the design, the heritage advice is below.

#### The Heritage Advice

*Previous advice and discussions with the designer highlighted the need for the café and front of house to interact with the streetscape in a more meaningful manner. This includes providing scope for landscaping as well as respecting the form of the extant buildings found in Hogan Street.*

*The revised plans and elevations have created a multi-faceted elevation with varying recessed decking areas. It also includes a shallow verandah to the front of the retail area.*

*In general, the changes to the development have assisted the proposal to better reflect the historic built character (largely shopfronts) of this area. This includes the retail/shop with parapet and verandah.*

*The two metre deep verandah to the front of the café outlet will provide the café with a better contextual outcome. There is also the scope to have a narrow shelf for 'stand up' coffee etc which will assist the proposal to have more vitality.*

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

*The decked area with associated landscape and trees also reflects the variety found within this streetscape – that is differing setbacks and use of landscape features. The increased scope for landscaping will also assist the proposal to better integrate with the streetscape – as the extant street trees are integral to the amenity of Hogan Street.*

*For an increased integration it is proposed that the street tree Manchurian Pear be replicated at the Hogan Street entrance (RHS of the driveway) and in the gap between the decks. However, for the LHS blister area an alternative tree will provide a specific response to the site. Malus tribolata would be suitable and these trees could also be planted in the rear blister. This will mean that the rear blister will need to be wider than 500mm. These trees are tall and narrow and will provide a good screen for the car wash. Even when the leaves have fallen the dense branches will provide a screening element. This area of landscaping is critical to providing an adequate visual barrier between the street and the car wash and will need to have sufficient scope for tree planting.*

*These same trees (Malus tribolata) would also be suitable for the rear landscaping of the carpark.*

The siting of the food outlet is considered appropriate, being at the Hogan Street frontage of the site. The location of the driveway and the relatively open form of the car wash is less cohesive as it creates an open expanse within the site that is not a typical built character within the Tatura Township Precinct.

It is acknowledged however that this is in part a response to a site constraint resulting from the Floodway Overlay affecting part of the property. However, the proposal still needs to result in an acceptable heritage outcome in order to be supported.

Officers have considered the proposal against the Heritage Policy and Decision Guidelines of the Heritage Overlay and are satisfied that in its current form that it achieves a satisfactory heritage outcome. The amended design better integrates the food outlet to Hogan Street and additional landscaping helps screen the carwash from Hogan Street.

#### Floodplain issues

Clause 21.05-2 (Floodplain and Drainage Management) seeks to recognise the constraints of the floodplain on the use and development of land. With respect to new development, the free passage and temporary storage of floodwater is to be maintained and the risk of flood damage minimised.

The site is affected by a Floodway Overlay and a Land Subject to Inundation Overlay. The Overlays require planning approval for new development.

The area of the Floodway Overlay is shown on the below plan by the blue shading.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)



One of the key purposes of the Floodway Overlay is to ensure that any development maintains the free passage and temporary storage of flood water, and minimises flood damage.

The Floodway Overlay requires comment to be received from the Catchment Management Authority. The Goulburn Broken Catchment Management Authority provided advice with respect to the proposal. No objections to the proposal were received subject to standard finished floor level conditions.

#### Car Parking

52.06 requires that before a new use commences the number of car parking spaces required under 52.06-5 be provided on the land or permission granted to reduce parking requirements.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Use	Statutory Car Parking Rate	Size of tenancy	Parking Requirement
Food and Drink Premise	4 to each 100sqm of leasable floor area	134sqm	5
Warehouse (Self Store)	1.5 to each 100sqm of net floor area	140sqm	2
<b>Total Parking Requirement</b>			<b>7</b>
<b>On Site Parking Provided</b>			<b>8</b>

Based on this parking assessment compliance is achieved with the statutory parking requirements.

Given the development provides for one more parking space than required, permit conditions will require the proposed disabled space be deleted and replaced with additional landscaping to improve the landscaping presentation to Hogan Street.

#### Car wash provisions

Clause 52.13 provides guidance for the consideration of applications for a Car Wash.

The objectives of these provisions are to ensure that amenity, site layout and design are considered when land is to be used for a car wash, especially if the site adjoins a residential zone, and to ensure that the use of land for a car wash does not impair traffic flow or road safety.

Land may only be used for a car wash if the identified requirements are met, or a permit is granted to vary the requirements if Council are satisfied the purposes of the Clause are still met.

The requirements are identified and addressed.

Requirement	Officers Comment
<p>Crossovers</p> <p>No more than 2 vehicle crossovers may give access to the site from a road and at the road alignment a crossover must be:</p> <ul style="list-style-type: none"> <li>• No wider than 7.7 metres.</li> <li>• At least 4.5 metres from another crossover on the site.</li> <li>• At least 7.7 metres from another road or if a splayed corner, at least 7.7 metres from the splay.</li> <li>• At least 1.8 metres from a crossover on another property.</li> </ul>	<p>Variation Required</p> <p>One vehicle crossing is proposed, satisfying the requirement.</p> <p>The proposed crossing is 8 metres in width which exceeds the 7.7 metre maximum. The proposed wider crossover is considered acceptable to Council's Development Engineers.</p> <p>The entry to the site proposes a drive over island. Officers recommend that this feature be revised to a concrete traffic island extending about 5 metres into the site to separate vehicle traffic.</p>

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Requirement	Officers Comment
<p>Kerb or barrier</p> <p>Except at crossovers, a kerb or barrier must be built along the road alignment to prevent the passage of vehicles.</p>	<p>Complies</p> <p>Except for the crossover the site provides no other access to Hogan Street.</p>
<p>Queuing Lane</p> <p>A queuing lane on the site must be able to accommodate at least 10 vehicles before entry to a car wash.</p> <p>If petrol is available for sale to vehicles queuing to be washed, the lane must be able to accommodate at least 10 vehicles before the petrol-selling point.</p> <p>The lane must be clearly shown on the ground and marked for use only by vehicles queuing to be washed.</p> <p>The area between the exit from a car wash and the nearest crossover must be able to accommodate at least 2 vehicles in single file.</p>	<p>Variation required</p> <p>Queuing lanes provide for six vehicles before entry to the car wash. Council's Development Engineers have not identified any issue with this variation.</p> <p>No petrol sales are proposed</p> <p>Line marking of the queuing lanes could be addressed through permit condition.</p> <p>The exit from the car wash to the crossover can accommodate more than 2 vehicles in single file</p>
<p>Discharge of waste</p> <p>Waste from a vehicle wash area must drain into a public sewer or a settlement and oil separation system. The system must comply with the Environment Protection Act 1970 and be installed to the satisfaction of the responsible authority.</p>	<p>Complies – waste water will enter sewer.</p>
<p>Amenity requirements</p> <p>The amenity of the locality must not be adversely affected by activity on the site, the appearance of any building, works or materials, emissions from the premises or in any other way.</p> <p>No building or works may be of temporary or portable construction.</p>	<p>Does not comply for 24 hour operation</p> <p>Insufficient information has been provided to satisfy Officers that all emissions (particularly noise) can be managed in a manner that will ensure that the amenity of the locality will not be adversely affected by the 24 hour operation of the proposed car wash.</p> <p>No temporary or portable buildings are proposed</p>

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Requirement	Officers Comment
Adjoining residential zone  If the site adjoins a residential zone, a landscape buffer strip at least 3 metres wide along the common boundary must be planted and maintained to the satisfaction of the responsible authority.	Complies  The land does not adjoin a residential zone

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

Council Vision

*Greater Shepparton, Greater Future.*

*A thriving economy in the food bowl of Victoria with excellent lifestyles, innovative agriculture, a diverse community and abundant opportunities.*

#### **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incorrect notification	Rare (1)	Major (4)	Medium	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 with respect heritage and the C1Z.

#### **Financial Implications**

This planning application has no significant financial implications for Council.

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

Should either the applicant or 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.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

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 proposed use and development could be managed through appropriate permit conditions in relation to servicing and water run off to ensure it does not have a detrimental impact on the environment 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.*

The proposal does not raise social issues that warrant the refusal of the application.

#### **Economic Impacts**

Approval of the use and development will see new investment within the municipality and associated job creation.

#### **Referrals/Public Notice**

External referrals required by the Planning Scheme:

<b>Section 55 – Referrals authority</b>	<b>List Planning clause triggering referral</b>	<b>Determining or Recommending</b>	<b>Response</b>
Catchment Management Authority	44.03-5 and 44.04-5	Recommending	Goulburn Broken Catchment Management Authority has provided a referral response and advised they do not object to the proposal subject to a standard condition in relation to the finished floor level of the proposed shop.



## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

External Notice to Authorities

Section 52 - Notice Authority	Response
Goulburn Valley Water	<p>Goulburn Valley Water did not object to the application.</p> <p>Goulburn Valley Water considers that the application should be connected to both water supply and waste water facilities and recommended conditions relating to connection of the development to the relevant services.</p> <p>GVW also consented to the removal of the redundant sewer easement at the rear of the land in the vacuum bay area.</p>

The application was also referred for comment internally.

Internal Referral Unit	Response
Environmental Health	Council's Environmental Health Unit offered no objection to the proposal subject to conditions.
Development Engineering	Council's Development Engineering Unit offered no objection to the proposal subject to conditions relating to access, drainage and landscaping. b)
Heritage Advisor	Council's Heritage Advisor provided comment on each version of the application plans. The current plans be assessed met the heritage advisors requirements.

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.
- Notice in the Tatura Guardian newspaper.

The applicant provided a signed declaration stating the sign on site was erected from 31 May 2017 to 15 June 2017.

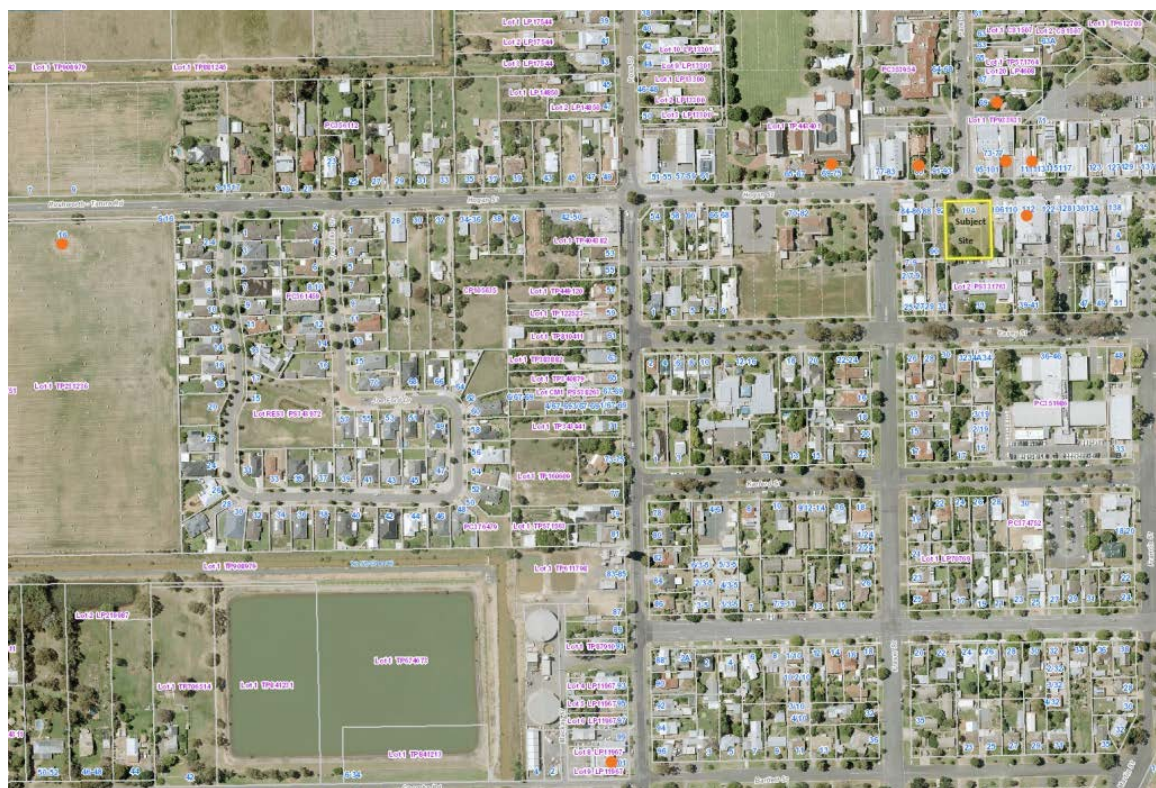
As the application plans were amended after this initial notice period, the application was advertised in accordance with the Act a second and third time.

As a result of the advertising process, 13 objections to the proposal were received, and a petition.

The below plan shows the location of objectors in the Tatura area with an orange dot.

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)



The key issues that were raised in the objections are as follows:

Ground of Objection	Officer's Response
Food outlets not needed in the township and storage units and car and dog wash facilities are already located in the Industrial area of Ross Street	<p>Whilst there are other food outlets in the township and car and wash facilities located in the industrial area of Tatura, Council is required to consider an application for a planning permit on its merit.</p> <p>It is not considered that this matter warrants refusal of the application.</p>
Land better suited to a restaurant.	<p>Whilst the site may be suited to other uses, Council is required to consider each application on its merit and in this case must consider whether the proposal would result in an acceptable outcome.</p>
Carwash and storage not uniform with the Commercial area and residential buildings in the area.	<p>The proposal would result in new uses / activities being introduced into Hogan Street. The Commercial 1 Zone does not however prohibit these uses, subject to planning approval where matters such as amenity impacts are able to be satisfactorily resolved.</p> <p>As the proposed uses are not prohibited, Council must consider the application on its merit, having regard to whether the proposal will result in an acceptable planning outcome for the land.</p>

**11. SUSTAINABLE DEVELOPMENT DIRECTORATE**
**11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)**

Ground of Objection	Officer's Response
Safety - vehicles entering and exiting the site from the Hogan Street roundabout (hazard for foot traffic).	<p>The application was referred to Council's Development Engineers for comment. No issue with the proposed access arrangements were raised with respect to vehicle or pedestrian safety.</p> <p>Conditions were recommended by the Development Engineers requiring the crossover to be developed to the standard required by Council's Infrastructure Design Manual.</p> <p>It is considered that with the implementation of the Development Engineer's conditions that vehicle and pedestrian safety can be appropriately managed.</p>
Increase in vehicle traffic.	<p>The application was referred to Council's Development Engineers for comment. No issue was raised with respect to the capacity of the road network to cater for additional traffic generated by the proposal.</p>
Proposal / buildings not in keeping with general layout of the street (Heritage area).	<p>How the proposal responds to the identified heritage significance of the streetscape and precinct is a key consideration for the application.</p> <p>Council's Heritage Advisor provided comment on the application. The heritage advisor assessment is that the proposed design whilst not ideal does result in an acceptable heritage outcome.</p>
<p>Potential amenity impacts as a result of noise:</p> <ul style="list-style-type: none"> <li>• Impact of noise close to shops, residences and hospital</li> <li>• Lack of noise attenuation measures on the west boundary and southern end of wash bay area.</li> <li>• Request for concrete wall to be built along back of vacuum bays and part of western boundary to reduce noise.</li> </ul>	<p>There are residentially used and developed properties proximate to the site.</p> <p>The final plans submitted with the application show the provision of a concrete wall along the southern and western boundaries of the site where it abuts the vacuum bays in an effort to mitigate noise from the site.</p> <p>Whilst the provision of concrete walls on some parts of the boundaries may assist in reducing noise impacts from the development, the application did not include any formal acoustic assessment of the proposal to confirm whether the proposal represents an acceptable risk in terms of noise, and what measures may be required to ensure that this is the case.</p> <p>Insufficient information has been provided with the application to confirm noise emissions from the site can be managed to an acceptable level for 24 hour operation.</p> <p>As a result officers recommend that the car wash use be limited to 7am to 10pm.</p>

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Ground of Objection	Officer's Response
<p>Potential amenity impacts as a result of light:</p> <ul style="list-style-type: none"> <li>• Impact of headlights on residential properties.</li> <li>• Impact of lighting on residential properties</li> </ul>	<p>Boundary treatments / fencing would prevent direct light spill from the site from vehicle headlights.</p> <p>It would be possible to condition any approval to ensure that any on site lighting is baffled to ensure no direct light spills beyond the boundaries of the site.</p>
<p>Inappropriate hours – should be closed 10pm to 6am.</p>	<p>The application proposes the 24 hour use of the car wash facility.</p> <p>There are dwellings proximate to the site, and the proposed use does have the potential to result in amenity impacts.</p> <p>As previously detailed, insufficient information has been provided with the application to confirm noise emissions from the site can be managed to an acceptable level for 24 hour operation.</p> <p>This extends to Council being able to consider the hours of operation that may be acceptable, as no assessment of the potential impact on sensitive areas has been undertaken.</p> <p>Officers recommend that the car wash opening hours be restricted to 7.00am to 10.00pm as these hours are generally not within the night time sleeping hours.</p>
<p>Car wash and storage units are single purpose visits that will not result in visits to the rest of the commercial area.</p>	<p>No evidence has been provided to support the claim that the proposed car wash and storage use would not have any broader commercial benefit to the town centre.</p> <p>However this Council is required to consider each application on its merit and in this case must consider whether the proposal would result in an acceptable outcome.</p>
<p>Loss of property value.</p>	<p>VCAT has consistently held that property de-valuation as a result of planning applications is not a relevant planning consideration.</p>
<p>Loss of business to existing car wash.</p>	<p>VCAT has consistently held that objections based on competitive grounds cannot be considered.</p>

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

## 11. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

##### Commercial / Retail Centres

*Tatura – Neighbourhood Centre – Town centre strip shopping with a wide range of shops but limited choice; two small supermarkets; variety of commercial and public offices.*

##### Objective

*To revitalise and sustain the centres of Mooroopna and Tatura for a range of commercial business functions.*

Response – Officers consider that the proposal which introduces new commercial activity in the Tatura Town Centre would implement the policy aspiration in GS2030.

##### Cultural Heritage – Post Settlement

*The City of Greater Shepparton has a richly layered history which dates back to some of the very earliest European activity in Northern Victoria. The environment of the region has much evidence of this history, located in the towns and settlements, and in the agricultural landscapes. It is also notable for the great diversity and variety of local heritage places, and the sometimes subtle remains of past uses and activities.*

##### Objective

To identify, protect and enhance sites and areas of recognised historic significance.

Response - Officers are of the view that the heritage concerns surrounding the proposal may result in a development inconsistent with this policy aspiration of GS2030.

#### **Conclusion**

Officers having undertaken an assessment of the application have determined that the application achieves acceptable planning outcomes when considered against the relevant policy direction and therefore a notice of decision to grant a planning permit should be issued. Officers have recommended a set of conditions which will also assist in the management of amenity impacts to nearby neighbours.

#### **Attachments**

Nil

## 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

### **15.1 Notice of Motion 2/2018 – St Andrews Road Planning Application 2018-118**

Cr Sutton has given notice that she will move:

In relation to Planning Application 2018-118, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, that the Council resolves to:

1. Issue a notice of refusal on the following grounds:
  - The land is not suitably located for a residential drug and alcohol rehabilitation centre being in close proximity to two primary schools and a quiet older residential area.
  - The residential drug and alcohol rehabilitation centre will result in unacceptable social impacts with numerous residents living on site together with car movements and extended hours of operation.
  - The residential drug and alcohol rehabilitation centre will produce undesirable social consequences to the amenity and the residents of this neighbourhood.

### **15.2 Notice of Motion 3/2018 – St Andrews Road Planning Application 2018-118**

Cr Adem has given notice that he will move:

In relation to Planning Application 2018-118, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, should the Council have resolved to issue a notice of refusal, or if an application is made with VCAT for a failure to grant a permit, the Council resolves to:

1. Authorise the Chief Executive Officer (who may in turn delegate these authorisations to any of his or her delegates) to:
  - a. take whatever steps as they see fit so as to implement this resolution, including but not limited to engaging legal representatives and appointing expert witnesses;
  - b. comply with any directions of VCAT given to the Council as the responsible authority;
  - c. instruct Council's representatives to appear at any compulsory conference and/or hearing;
  - d. provide authority for officers to participate in a VCAT compulsory conference; and
  - e. instruct the Council's legal representatives regardless of Council's position to provide the following draft conditions to VCAT.

## 15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

### **15.2 Notice of Motion 3/2018 – St Andrews Road Planning Application 2018-118 (continued)**

#### **Plans Required**

Within one month of the issue of this permit, site layout plan(s) drawn to scale and with dimensions 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. The plans must show and/or include:

- a) All existing buildings;
- b) Parking areas for staff and visitors; and
- c) Provision for solid waste disposal.

#### **Layout Not Altered**

The layout of the permitted use and development shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Except with the prior written permission of the responsible authority this permit requires 4 St Andrews Road, Shepparton to be available for car parking in association with the permitted use. This permit ceases to have effect if 4 St Andrews Road ceases to be available for the use of the residential drug and alcohol rehabilitation facility.

#### **Unsealed Car Park**

Within one month of the issue of this permit, areas set aside for the parking of 13 vehicles together with the aisles and driveways must be paved with crushed rock or gravel of adequate thickness as necessary to prevent the formation of potholes and depressions according to the nature of the subgrade and vehicles which will use the areas. The areas must be constructed, drained and maintained in a continuously useable condition to the satisfaction of the responsible authority.

#### **Use of Parking Areas**

Areas set aside for the parking and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.

#### **Car Parking to be Clearly Identified**

The boundaries of all car spaces, access and egress lanes must be clearly indicated on the ground to the satisfaction of the responsible authority.

#### **Rear Boundary Fencing**

Within one month of the issue of this permit rear boundary fencing to 6 and 8 St Andrews Road must be constructed to a height of 2m. The cost of such fencing shall be borne by the permit holder.

#### **General Amenity**

The use must not adversely affect the amenity of the locality, including, but not limited to, by way of noise generated within the subject site being audible outside the subject site.

#### **Maximum Number of Persons**

No more than 23 residential clients may be accommodated on the land at any time.

## 15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

### 15.2 Notice of Motion 3/2018 – St Andrews Road Planning Application 2018-118 (continued)

#### Staff Members to be On Site

Between 7:30am and 10:00pm, when residents are on the site, a minimum of two staff members shall be present on the site.

Between the hours of 10:00pm to 7.30am there must be no less than one stand up staff member present on the site.

Such staff must be suitably qualified and experienced in the management and supervision of people with drug and alcohol dependency.

#### Complaints Handling Procedure

Prior to the commencement of the use, the operator under this permit must prepare a “*Complaints Handling Procedure*”, to the satisfaction of the responsible authority, including (but not necessarily limited to) the following matters:

- a) a register of complaints that sets out:
  - the date of a complaint;
  - details of the complaint with name, contact number and address, if relevant;
  - action to rectify the complaint and date of the action;
  - details of subsequent contact with the complainant regarding the action to resolve the complaint; and
  - a process and timeframe for the review of the Complaints Handling Procedure by senior staff and management.
- b) a process and timeframe for the operator to consult with and consider solutions proposed by local community members to resolve any identified issues.
- c) a process and timeframe for the regular submission of copies of the Complaints Handling Procedure to the responsible authority.

The complaints register and “*Complaints Handling Procedure*” shall be made available for examination by the responsible authority at all reasonable times on request by the responsible authority.

#### Time for Starting and Completion

This permit will expire if one of the following circumstances applies:

- a) the development and use are not started within **two (2) years** of the date of this permit;
- b) the development is not completed within **four (4) years** of the date of this permit.

## 16. DOCUMENTS FOR SIGNING AND SEALING

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* 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.

#### **Councillors' Community Interaction and Briefing Program**

From 1 June 2018 to 30 June 2018, some or all of the Councillors have been involved in the following activities:

- Small Town Meeting - Merrigum
- The HART - 'Helping Achieve Reconciliation Together' Awards Ceremony - Melbourne
- Heritage Advisory Committee Meeting
- Goulburn Valley Brain Event | Mark Winterbottom and Garry Jacobson
- University of the Third Age
- Shepparton Food Share - Make a Meal of June - Fundraising Dinner
- Sports Hall of Fame | Advisory Committee Meeting
- Hume Region Local Government Network Meeting
- Launch | Victoria Park Lake - Western Park - Outdoor Fitness Equipment
- Greater Shepparton Positive Ageing Advisory Committee Meeting
- Tatura Rotary Community Art Show
- 2nd Great Global Greyhound Walk | Shepparton
- 'Ramadan Iftar' Event
- Presentations | Soccer Event - Shepparton Sports City
- Activities in the Park - End of Year Celebration
- Wendy Lovell & David Hodgett, Shadow Minister for Roads and Infrastructure | Visit
- Murray Darling Association | Region 2 - Annual General Meeting
- World Elder Abuse Awareness Day Morning Tea
- Launch | Refugee Week
- Goulburn Valley Waste Regional Recovery Group Board meeting
- Mercy Place Shepparton | Anniversary Service [Bus Accident]
- Saleyards Advisory Committee meeting
- Refugee Week Movie Night
- Regional Cities Victoria
- Best Start Early Years Partnership Meeting
- Independent Country Co-Educational Schools Winter Tour | Opening Ceremony [Goulburn Valley Grammar School]
- Shepparton Chamber of Commerce - Lunch with Rosie Batty
- Launch | Kaiela Dhungala First People's Curriculum
- Deakin Reserve Committee Meeting
- Presentation | Shepparton South Rotary Club - Debutante Ball 2018
- Goulburn Valley Football Netball League | GV Pride Match - Shepparton Vs Mooropna
- Goulburn Valley Orchestra Annual Concert
- Merrigum Lions Club | Major Project Dedication Ceremony
- Shadow Ministers Visit | David Morris, Nick Wakeling & The Hon David Davis
- Luncheon | Tourism & Events

## 17. COUNCILLOR ACTIVITIES

### **17.1 Councillors Community Interaction and Briefing Program (continued)**

- Shepparton Sports Stadium | View and Discussion - Luke O'Sullivan and Shadow Minister for Sport - Mr Daniel O'Brien
- Meeting | Rail Freight Alliance
- Official Opening – Department of Education and Training Shepparton Office
- Media Door Stop | The Hon Philip Dalidakis - Minister for Innovation and the Digital Economy 'Extension to the Shepparton WIFI'
- Rail Freight Alliance | Rail Future Conference 2018
- Canberra | Meeting with the Hon. Michael McCormack - Deputy Prime Minister & the Hon. Dr John McVeigh - Minister for Regional Development, Territories & Local Government
- RiverConnect Implementation Advisory Committee Meeting
- Announcement | Algabonyah Business Development Unit by Minister for Industry and Employment, Ben Carroll
- Minister Dalidakis (Minister for Trade and Investment) | Rubicon Announcement
- Opening | Stevens Crescent, Mooroopna - Park [Basketball Court, Shade Shelter and Nature Play]
- Goulburn Murray Water | Board Dinner Meeting
- Audit and Risk Management Committee Meeting

### **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 – 29 May 2018		
Councillors	Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Colin Kalms, Michael MacDonagh, Sharlene Still, Laurienne Winbanks, Alison Greenwood, James Nolan, Anthony Nicolaci, Michael Carrafa and Maree Martin	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Shepparton Line Upgrade   Consultants - 2018/17893	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	IGA	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	Youth Strategy and Action Plan 2018-23	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti 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.	2018/19 Shepparton Show Me Budget Presentation	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
5.	Home and Community Care Program for Younger People	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
6.	Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference - May 2018	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
7.	2018/19 Funding Submissions to Sport and Recreation Victoria	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
8.	Contract 1838 - Electric line clearance tree pruning	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti 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
9.	Appointment of Members to the Aerodrome Advisory Committee	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti 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	

**CEO and Councillor Catch up – 29 May 2018**

Councillors	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary, Cr Patterson and Cr Summer	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Soccer Parking	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
2.	Cottage	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
3.	GV Suns	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
4.	East Shepp Bowls	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 5 June 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Colin Kalms, Andrew Dainton, Thomas Lyle, Patricia Garraway, Samantha Crowe and Maree Martin

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
1.	The New SAM Project   Update for Councillors	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Goulburn River Valley Tourism and Greater Shepparton City Council – Memorandum of Understanding (MOU)	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	St Andrew’s Road Shepparton   The Cottage	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem 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	

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Councillor Briefing Session - 12 June 2018		
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Janelle Bunfield, Matthew Jarvis. Majenta Rose, Jaclyn Turner, Andrew Dainton, Colin Kalms, Ronan Murphy, Rebecca Coates and Marianne Conti	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Kensington Gardens	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson
2.	General Valuation	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson
3.	2018/2019 Budget Submissions	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson
4.	Monthly Financial Report	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson
5.	Draft Agenda	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson
6.	Adoption of Amendment C193 Part 2 - Shepparton North - Lascorp proposal	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer (Partial)



**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
7.	Wilmot Road Primary School   The Flats Signage	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer
8.	SAM Foundation   Fundraising update	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer
9.	Hearing of Objectors The Cottage, St Andrews Road Shepparton	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer
Conflict of Interest Disclosures		
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)

Councillor Briefing Session - 19 June 2018		
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Peta Bailey, Fiona le Gassick, Sonja King, Rachael Duncombe and Maree Martin	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	East Shepparton Bowls Club  Members	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton (Partial)
2.	Expansion of the Mooroopna Cenotaph   Mooroopna Rotary Club	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Festive Decorations	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Media Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman 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.	Development of the Reconciliation Action Plan	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman 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 - 26 June 2018		
Councillors	Cr Kim O'Keeffe, Cr Abdullah, Cr Adem, Cr Hazelman, Cr Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Andrew Dainton, Colin Kalms, Patricia Garraway, Karen Dexter, Peta Bailey, Heath Chasemore, Julianne Earles and Maree Martin	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	St Andrews Road, Shepparton - The Cottage	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem 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
2.	Goulburn Valley Library  Annual Briefing	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	LaTrobe University	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Legal Court Matters	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Road closure and consolidation with 21 Turnely	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Media Policy	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem 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
5.	Development of the Reconciliation Action Plan	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem 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	

CEO and Councillor Catch up – 26 June 2018		
Councillors	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Hazelman, Cr Patterson, Cr Summer and Cr Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	EBA Discussion	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	The Cottage	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton

**18. ASSEMBLIES OF COUNCILLORS**
**18.1 Assemblies of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
3.	Landing Fees	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton
<b>Conflict of Interest Disclosures</b>		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

**RECOMMENDATION**

That the Council note the record of Assemblies of Councillors.

**19. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA**

**20. CONFIDENTIAL MANAGEMENT REPORTS**

**20.1 Designation of Confidentiality of Information**

**RECOMMENDATION**

That pursuant to section 89(2)(e) of the *Local Government Act 1989* the Council meeting be closed to members of the public for consideration of a confidential item.

**20.2 The Community Fund Goulburn Valley**

**20.3 Reopening of the Council Meeting to Members of the Public**