

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

15 April 2014

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MINUTES

GREATER SHEPPARTON HERITAGE ADVISORY COMMITTEE

**Monday 3 February 2014
10.30am – 12.30pm**

**Council Board Room
90 Welsford Street Shepparton**

**Chair
Bruce Wilson OAM JP**

Attendees:

Bangerang Cultural Centre	Marlene Atkinson
Community Representatives (3)	Gary Steigenberger
Dookie Historical Society	Gaye Sutherland
Greater Shepparton Councillors (1)	Cr Kevin Ryan
Historical Society of Mooroopna	Ian Pleydell, Val Hill (Alt)
Katandra & District History Group	Marjorie Earl (Dep. Chair)
Merrigum & District Historical Society	Anne Tyson (Secretary)
Murchison & District Historical Society	Warwick Finlay
Shepparton Heritage Centre	Bruce Wilson
Tatura & District Historical Society	Evert Worm
Toolamba Community Plan Steering Committee	Geoff Maynard
Yorta Yorta Nation Aboriginal Corporation	Gaye Sutherland
Strategic Planning (GSCC) (2)	Michael MacDonagh, Lynette Azougay (Notes)
Heritage Advisor (GSCC)	Deborah Kemp
Team Leader Statutory Planning (GSCC)	Braydon Aitken
Community Development Officer (GSCC)	Michelle Patterson

1. Apologies & Introduction

Ian Boyle and Kay Ball

Bruce welcomed the committee members to the first HAC meeting for 2014, and wished it a successful and productive year.

2. Declarations of Conflicts of Interest

Bruce reminded Committee members that if they felt there was a conflict of interest during the meeting, it should be declared.

None.

3. Minutes of Meeting, Monday 2 December 2013 – Actions Arising:

- Greater Shepparton Heritage Advisory Committee Annual Report 2013-2014
 - Michael advised that the HAC's annual report to the Council would outline the Committee's activities from February 2013 to January 2014. It would need to be endorsed by the Committee at March's Committee meeting to allow inclusion on the agenda for the Council's Ordinary Council Meeting (OCM) to be held in May.
 - Bruce and Marjorie have been collating items to insert into the draft annual report and will complete these over the next few days.
 - Discussion around the first annual report was that it was too formal and should try to lighten up with anecdotes, photographs, as well as interesting and important places, e.g. Day's Mill, to keep the councillors updated.
 - Gary suggested giving a community representative's point of view and would liaise with Evan and Neil.
 - Councillor Ryan was impressed with the number of Committee members who attend each month, which he felt showed dedication and commitment.
 - Bruce commented that each representative on the HAC takes back valuable information to their own society.

Action:

Michael will e-mail the Committee the link to the HAC's last annual report. If anyone had any ideas or photos to include, please forward them to Lynette urgently.

Bruce, Marjorie and Anne will meet with Michael to finalise the report.

- E-mail final and tracked changes version of the endorsed Terms of Reference to the Committee.
 - Michael completed.

At the conclusion of discussions, the minutes of the December meeting were received on the motion of Marjorie Earl and seconded by Geoff Maynard. **CARRIED**

4. Information Purposes – Reports from Michael MacDonagh

- ANZAC Commemorative Naming Project
 - Michael gave a brief update of the project as discussed at November's HAC meeting.
 - The project is a State Government funded project offering \$1,000 per municipality that participates. It aims to realise the names of veterans and those who undertook activities in the home front movement in various conflicts from WWI to modern day to be used for naming places, localities or features in the future.
 - There is an internal stakeholder meeting scheduled to be held later this week, which included Council officers from: Events & Tourism, Statutory and Strategic Planning, Media & Communications, and Governance. At some stage an external stakeholder group will be set up.
 - There was discussion around the online proforma. Ian stated that he was encountering problems completing the online form.
 - The project is intended to proceed to a Councillor briefing regarding the use of the \$1,000.

Action:

Michael to download and supply the Committee members a copy of the pro forma.

**Council will put out a media release when ready to go forward with stakeholder groups.
Marj will collate Katandra West names/information and forward to Michael.**

- Budget Bids
 - Michael went through the heritage related budget bids that Strategic Planning has made for the 2014-2015 financial year:
 - \$40,000 – preparation of a rural heritage study.
 - \$2,000 – operation of the Heritage Advisory Committee.
 - \$8,000 – hosting of a Cultural Heritage Awards ceremony in April 2015.
- Greater Shepparton Heritage Advisory Committee Terms of Reference
 - Michael outlined the process of getting items to an OCM.
 - Planning Management had requested a minor change to the Terms of Reference.
 - Text changes are:
 - The insertion of ‘Council’ rather than ‘the Council’ throughout the document.
 - The insertion of ‘this will be dependent on budget availability’ in Section 2(h)
 - The Committee also requested that ‘the position of’ in Section 4.a replaced with ‘A Chairperson’.

The Committee agreed to endorse the Terms of Reference dated 18 March 2014 for Council adoption. The Terms of Reference were received on the motion of Anne Tyson and seconded by Evert Worm.

CARRIED

- Greater Shepparton Cultural Heritage Award Guidelines 2014:
 - Michael stated that the Award Guidelines were currently in draft form and had been previously presented and discussed by the Committee.
 - It is intended to review and endorse the final version at the HAC’s March/April Committee meeting.

Action: List this item on the Committee’s March 2014 agenda

5. Information Purposes – Reports from Deborah Kemp

- Day’s Flour Mill and Complex, Murchison – Expressions of Interest process:
 - Deborah reported on a meeting she had with the Mayor and Council officers to discuss the Expression of Interest process undertaken by Parks Victoria.
 - Deborah said Council officers have been involved for many years with a number of stakeholders to realise a long term use and maintenance for the site. She expressed concern that there was no facility to outline this within the Expression of Interest process.
 - The Mayor approved a letter stating that Council was a key stakeholder and would like to be involved.
 - Gary reported that he had attended a recent event at Day’s Mill where an officer from Parks Victoria informed him that the Expression of Interest process had been withdrawn by the Minister.

Action:

Michael to speak to Carrie Donaldson and determine the outcome of the letter and report back to the next HAC meeting.

**Councillor Ryan will ask for an update on the Expression of Interest process for Day's Mill at tomorrow's SDS meeting.
HAC to include Day's Mill within the annual report.**

- Heritage Victoria – Brickwork Workshop:
 - Workshops have been identified for 2014; Heritage Victoria will consider using the Tatura Mechanics' Institute in 2015.
- Kay Ball – stained glass window:
 - Kay supplied Deborah with additional information about the stained glass windows in the church buildings in Murchison. Deborah added the information to Hermes and will be included in a future planning scheme amendment to update the Statement of Significance for this place.
- Wharf behind the Shepparton Heritage Centre:
 - The wharf has been closed for health and safety reasons.
 - A number of timbers need replacing.
 - Deborah is waiting to hear from John Gribben and will keep the Committee updated.
- Red Cross – Centenary:
 - Deborah met with Council's Community Development Officer, Heather East, regarding the Red Cross centenary and grant application.
 - It was felt that a collective application by the municipality's Red Cross branches would be a good way to move the project forward.
- Kay Ball – Murchison (Michael):
 - Michael received some interesting statistics from Murchison & District Historical Society regarding their website usage:
 - 3,500 hits on their webpage from 13 different countries in 2013.
 - Topics included:
 - Day's Flour Mill and Complex,
 - Murchison & District Historical Society, and
 - Former Prisoner of War Camp 13.
- War Commemoration Grants:
 - Deborah outlined a number of available war commemoration grants to the Committee.

Action: Michael will send links to HAC and include as an agenda item at March's Committee meeting.

6. Active Planning Permits

- 2013-319 – St Brendan's, 121-125 Knight Street, Shepparton:
 - Proposing an office to the front/side of existing presbytery.
 - Deborah has told them she does not support the proposal as currently envisaged and suggesting a Masterplan be developed for the entire site.

Action: Deborah to keep the HAC updated.

The following definition was provided for members' information:

DHP is a "Development Hearings Panel". When there are five or less planning objections, the application is determined by the DHP. If there are more than five objections, the planning application is determined by the Council.

Due to time constraints, Agenda Item 7 (ANZAC Centenary Grants), Item 8 (Heritage Study) and Item 9 (Member Reports) were deferred to the March meeting.

10.

General/Other Business

- Discussion on topics for Masterclasses in 2014. In broad terms, irrigation was identified as an area worth exploring particularly in the light of ongoing work identified in the rural heritage study.
- Warwick would be happy to talk about his research on a number of irrigation projects.
- Gaye suggested Geoff Earl because of his knowledge on water topics.
- Deborah will consider additional Masterclass themes.

11. Undera Memorial Hall

- Michelle Patterson, Community Development Officer and Braydon Aitken, Team Leader Statutory Planning spoke with the committee in relation to recent media articles about the proposed demolition of the Undera Memorial Hall.
- Michelle and Braydon updated the Committee on the community planning process in Undera, the various community meetings that were held to discuss the hall's future, including a recent planning permit granted to the CFA to construct a shed at the rear of the hall. Braydon also outlined the Planning Permit process in respect to any future application seeking the demolition of the hall.

12.30 – Cr Ryan expressed a conflict of interest in any future discussion on the Undera Hall and left the meeting.

The following motion was moved by Anne Tyson, seconded by Geoff Maynard.

In the light of the current discussion on the future of the Undera Memorial Hall (HO), the Heritage Advisory Committee wishes to convey to Council its belief that the social and historical significance of the hall is such that the building must be retained as part of the municipality's heritage, noting also its importance as a memorial hall in this period of ANZAC and WWI commemorations.

Carried

Action: Michael to convey the Committee's resolution to Councillors via an SDS briefing.

12. The next HAC meeting will be held on Monday, 3 March 2014.

Meeting Closed 12.40pm

Record of Assembly of Councillors

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

Councillors: Cr Houlihan, Cr Polan, Cr Muto, Cr Ryan

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Sharlene Still,
(not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **4 March 2014**

Matters discussed

1. Parking Trial
2. Philippine House
3. CBD/Welsford Street
4. Aquamoves
5. Monash Park
6. Making Shepparton Greater Campaign

Conflict of Interest Disclosures

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

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

Record of Assembly of Councillors

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

Councillors: Cr Houlihan, Cr Summer, Cr Polan, Cr Patterson, Cr Oroszvary, C Ryan

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Rosanne Kava, Sharlene Still, Ian Boyle, Jon Griffin, Geraldine Christou, Michael Carrafa, Rohan Sali, Michael MacDonagh (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **11 March 2014**

Matters discussed

1. Verney North Growth Corridor Planning Scheme Amendment - Drainage Update
2. Industrial Land Investigations in Tatura
3. GV Link - Status Update
4. Planning Application - internally Illuminated Sign - Wyndham Street
5. Dumping Points
6. Smoking in outdoor dining areas
7. Mall itinerate traders

Conflict of Interest Disclosures

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

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

Record of Assembly of Councillors

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

Councillors: Cr Houlihan, Cr Summer, Cr Polan, Cr Patterson, C Ryan

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Rosanne Kava, Sharlene Still, Colin Kalms, Virginia Boyd, Matt Jarvis, Majenta Rose (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **18 March 2014**

Matters discussed

1. Maude Street Bus Interchange and Maude Street
2. People Performance Strategy
3. Operating Budget 2014-2015 - Councillor Discussion
4. Monthly Financial Report

Conflict of Interest Disclosures

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

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