

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

19 August 2014

Agenda Item 15.1	Councillors Community Interaction and Briefing Program	
Attachment 1	Meeting Minutes - Heritage Advisory Committee - 2 June 2014	317
Attachment 2	Assembly of Councillors - Conflict of Interest - Shepparton Art Mueums - 16 June 2014	320
Attachment 3	Councillor Briefing Session - 1 July 2014.....	321
Attachment 4	Councillor Briefing Session - 8 July 2014.....	322
Attachment 5	Councillor Briefing Session - 15 July 2014.....	323
Attachment 6	Record of Assembly of Councillors - Women's Charter Alliance Committee meeting 25 July 2014	324
Attachment 7	Councillor Briefing Session - 29 July 2014.....	325

MINUTES

GREATER SHEPPARTON HERITAGE ADVISORY COMMITTEE

**Monday 2 June 2014
10.30am – 12.30pm**

**Council Board Room
90 Welsford Street Shepparton**

**Chairperson
Marjorie Earl – Deputy Chairperson**

Attendees:

Community Representatives (3)	Neil Penney
Dookie Historical Society	Norma Sutherland (alt)
Greater Shepparton Councillors (1)	Cr Kevin Ryan
Historical Society of Mooroopna	Ian Pleydell
Katandra & District History Group	Marjorie Earl (Dep. Chair)
Merrigum & District Historical Society	Anne Tyson (Secretary)
Strategic Planning (GSCC) (2)	Ian Boyle, Lynette Bolitho
Heritage Advisor (GSCC)	Deborah Kemp

1. Apologies & Introduction

Bruce Wilson, Gary Steigenberger, Gaye Sutherland, Michael MacDonagh, Val Hill and Warwick Finlay.

Marjorie welcomed the HAC members to the June meeting and Ian Boyle introduced himself. It was noted that the committee was not quorum and therefore no decisions could be ratified.

2. Declarations of Conflicts of Interest

Marjorie 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 5 May 2014 – Actions Arising:

- Shepparton-Euroa Road, Shepparton East re-naming actions:
 - Marjorie to forward a list of possible ANZAC names from the Katandra/Cosgrove area to Janine.
 - Michael to e-mail the Committee Janine's e-mail address.
- Day's Mill, Murchison site visit on 19 May 2014:
 - Lynette to e-mail the Committee a formal invitation and will arrange pick-ups in Mooroopna and Tatura, if required.
- Calder Woodburn Memorial Avenue, Kialla - Conservation Management Plan:
 - Michael to e-mail the Executive Summary of the Conservation Management Plan to the Committee.

There was a slight amendment to the 5 May 2014 meeting minutes. Item 6 should read 'AAD' and not 'ASA'.

The amended minutes of the May meeting were received on the motion of Anne Tyson and seconded by Ian Pleydell. **CARRIED**

4. Information Purposes – Reports from Michael MacDonagh via Ian Boyle

- Annual Report 2013-'14 – received by Council.
- Community Positions – Extended to 19 May 2015.
- Cultural Heritage Award Guidelines 2014 – Adopted by Council.
- Cultural Heritage Awards 2015 – Council resolved to host.
- Calder Woodburn Memorial Avenue (HO22) – Progressing.
- Road Re-Naming – Shepparton-Euroa Road, Shepparton East – contact Janine Saxon.

5. Information Purposes – Reports from Deborah Kemp

- Deborah updated the Committee on the status of the Community Heritage Grants (CHG) and Victorian Government ANZAC Centenary Community Grants:
 - Anna Feldtmann, Council's Grants Officer, is on maternity leave and Courtney Hamill is temporarily filling this position.
 - The Helping Hand Statue, Shepparton requires conservation work and a grant application has been successful.
- Dr Richard Gillespie [Head Humanities] Museum Victoria:
 - Deborah is attempting to make contact with Dr Gillespie. She will keep the Committee updated.

6. Cultural Heritage Awards 2015

- There was discussion about the need to establish a sub-committee to progress planning for the awards. This could possibly consist of three Committee members, Deborah and Michael.
- It was agreed to defer this item to the next meeting as there was not a quorum at this meeting.

7. Masterclass

A Masterclass on the History of Irrigation in Greater Shepparton will follow the August Committee meeting. It will commence at 12.00.

Action: Cr Ryan stated that he would organise lunch via Marianne Conti in the Mayor's Office and Lynette will inform her of the numbers for catering nearer the time.

8. Active Planning Permits

- 2014-113 – construction of a verandah at 1/72 Orr Street, Shepparton. Deborah has not seen the application.
- 2014-38 – demolition of a dwelling at 2 Archer Street, Mooroopna. Applicants have applied for an extension of time for this permit.
- There was discussion around the Masonic Lodge, Shepparton and the restoration to the façade. There are approved plans for an extension to the front of the Lodge but the proponents are seeking to push the parapet wall back. Deborah would not support this amendment to the permit.

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.

9. Greater Shepparton Heritage Study III: Rural

Deborah is available to run a workshop for the Committee on the future Heritage Study on Monday, 30 June 2014. This will be held from 10am – 4pm.

There was discussion around pre-work the members could do prior to this workshop and the following was agreed.

Actions:

- **Lynette to e-mail the Committee requesting that members send exemplar nomination forms and images to Deborah to allow for analysis of the proposed nomination. The expectation is for each society to have 10 completed forms with images to discuss at the workshop.**
- **Lynette to book a meeting room for the workshop.**
- **Neil will forward Deborah information from his course.**
- **Deborah will e-mail Lynette the link to the National Heritage Strategy to circulate to the Committee.**
- **Cr Ryan suggested a minor amendment to the opening paragraph on the Greater Shepparton Heritage Study Stage III: Rural Nomination Form. Lynette will make this update and resend to Committee members.**

10. SDS

Committee members discussed the future work program included in the Heritage Advisory Committee Annual Report 2013-2014. Members volunteered for a number of the activities listed in the program.

Actions:

- **Table the list at July's Committee meeting for further consideration.**
- **Amalgamate similar activities on the list.**

11.50 am Cr Ryan left the meeting.

11. Member Reports on the society/group activities

Members updated the Committee on progress within their respective societies and groups.

12. General or other Business

None.

The next Committee meeting will be held on Monday, 07 July 2014 at 10.30am-12.30pm in the Council Boardroom.

Meeting Closed 12.30pm.

Assemblies of Councillors

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

Name of Meeting Art Gallery Advisory Committee

Date of Briefing: Wednesday 18 June 2014

Attendees (including those who may have only attended for part of the briefing):

Councillors:

Michael Polan

Officers:

Kirsten Paisley – Director

Sharon Stevens – Administration Officer

Disclosures of Conflicts of interest: NIL

Councillors:

Officers/Contractors:

Matters Considered:

Acquisitions

Directors Report

- *Foundation fundraising initiative*
- *Staff Update*
- *2014 ICAA Update*

Friend of the Shepparton Art Museum Inc. Report

Additional Matters Raised (if any):

Nil

Outcomes:

Nil

Record of Assembly of Councillors

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

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

Staff: Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Rosanne Kava, Sharlene Still, Mike Freeman, Geraldine Christou, Deanne McNair, Grant Barry, Michael McCorry, Fiona Le Gassick, (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **1 July 2014**

Matters discussed

1. Transfer of Land to Mooroopna Cemetery Trust
2. Small Towns Festive Grants
3. Greater Shepparton City Council New Website
4. Shepparton Villages
5. SPCA Site Consideration Project

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 Polan, Cr Patterson, C Ryan, Cr Oroszvary, Cr Summer, Cr Adem

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Rosanne Kava, Rebecca Bertone, Rosemary Pellegrino, Kate Montgomery, Amanda Tingay, Stacey Cole (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **8 July 2014**

Matters discussed

1. Smoke Free Outdoor Dining Trial
2. 2 Garley Nook, Shepparton North
3. Planning application to use and develop land for a caravan park
4. Raftery Road Reconstruction
5. Enterprise Bargain Agreement
6. Shepparton Bypass
7. Subdivision in Toolamba
8. Courthouse redevelopment
9. Public toilet strategy / master plan
10. Parking Strategy

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 Polan, Cr Patterson, Cr Oroszvary, Cr Summer, Cr Adem

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Rosanne Kava, Kaye Thomson, Rebecca Bertone, Amanda Tingay, Karen Dexter (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **15 July 2014**

Matters discussed

1. Land Under Roads Policy
2. Mactier Park Master Plan Update
3. Mooroopna Cemetery
4. Special Council Meeting to adopt the Draft Budget
5. Electronic Sign at Town Entrances
6. Walking Strategy
7. Neighbourhood and Community Plans
8. Cosgrove Landfill
9. Harness Racing Precinct
10. 2 Garley Nook

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*

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

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

Date of meeting: 25 July 2014

Attendees

Councillors: Cr Houlihan

Staff: Emma Hofmeyer, Charlene Norton, Kate Montgomery (by phone).

Matters discussed

1. Women's Charter Alliance business.
2. Forum, Honor roll, new members, marketing.

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]

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

Record of Assembly of Councillors

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

Councillors: Cr Houlihan, Cr Patterson, Cr Summer, Cr Adem

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Rosanne Kava, Kaye Thomson, Rebecca Bertone, Amanda Tingay, Kate Montgomery, Rosemary Pellegrino, Matthew Jarvis, Michael Dwyer and Virginia Boyd (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **29 July 2014**

Matters discussed

1. Volunteer Strategy and Action Plan 2014-2018
2. Municipal Health and Wellbeing Action Plan 2013/2014
3. Greater Shepparton Women's Charter Alliance Advisory Committee
4. Investment and Cash Management Policy – Draft
5. Draft 2014/2015 Budget
6. Waste and Resource Recovery Strategy
7. Planning Permit Application
8. Itinerant Traders Policy

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]