

# AGENDA

FOR THE  
GREATER SHEPPARTON CITY COUNCIL

## ORDINARY COUNCIL MEETING

TO BE HELD ON  
TUESDAY 19 DECEMBER, 2017  
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 19 DECEMBER, 2017 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)	<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>	<b>EXTREME</b>	<b>EXTREME</b>
<b>Likely (4)</b> Could probably occur in most circumstances (i.e. Monthly)	<b>LOW</b>	<b>MEDIUM</b>	<b>MEDIUM</b>	<b>HIGH</b>	<b>EXTREME</b>
<b>Possible (3)</b> Reasonable probability that it could occur (i.e. over 12 months)	<b>LOW</b>	<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>	<b>HIGH</b>
<b>Unlikely (2)</b> It is not expected to occur (i.e. 2-5 years)	<b>LOW</b>	<b>LOW</b>	<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>
<b>Rare (1)</b> May occur only in exceptional circumstances (i.e. within 10 years)	<b>LOW</b>	<b>LOW</b>	<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>

**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 Abdullah 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 Special Council Meeting held on 14 November 2017 and the Ordinary Council meeting held 21 November 2017 as circulated, be confirmed.

**6. PUBLIC QUESTION TIME**

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Asset Management Policy

#### **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 Strategic Assets**

**Proof reader(s): Manager Strategic Assets**

**Approved by: Director Infrastructure**

#### **Executive Summary**

This report presents the proposed Council's Asset Management Policy Version 3.0 for adoption.

The Asset Management Policy sets out the Council's commitment to manage and care for its assets, as an integral part of its delivery of services to the community.

Asset Management is a major responsibility of Council in undertaking its primary objective of achieving the best outcomes for the local community having regard to the long term and cumulative effects of decisions.

### **RECOMMENDATION**

That the Council adopt the updated Asset Management Policy No. 03.POL1 Version 3.0.

#### **Background**

The Asset Management Policy is reviewed every three years. The Policy was originally adopted by Council on 6 April 2004 and then reviewed and updated on the 2 October 2007, December 2010 and 18 February 2014.

The Asset Management Policy incorporates the principles of the Municipal Association of Victoria (MAV) STEP Asset Management Program and the National Asset Management Assessment Framework (NAMAF) for Local Government.

The MAV STEP Asset Management Improvement Program has been in place for the last 13 years and has moved from awareness to capacity-building, with a significant improvement in performance across the local government sector in Victoria. The program has now spread to other States around Australia and in the last two years has included a strong focus on financial sustainability and regional collaboration with support from the Federal and State Governments.



## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Asset Management Policy (continued)

In 2010 the Federal Government developed the National Asset Management Assessment Framework (NAMAF) to improve capabilities of councils in asset and financial management. The NAMAF enables an assessment of Council's asset management policies, strategies, plans and provides an appraisal of renewal funding demand required to invest in assets to sustain services.

Currently, the STEP Program:

- Benchmarks councils' performance against the National Asset and Financial Management Framework (NAMAF) which is reported to the Federal Government.
- Collects renewal data from across the local government sector and is provided to the Victorian Government.
- Supports the development of improved Strategic Resource Plans and long term financial plans and facilitates decision-making processes to improve sustainability.

Following adoption of the revised Asset Management Policy, Council's Asset Management Strategy is to be updated and presented to Council for consideration. It is anticipated that actions within the Strategy will include the preparation of Service Plans in consultation with the community and also the further development of Asset Management Plans.

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

This document supports the Greater Shepparton City Council Plan 2017-2021 objectives: Built – Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city. Objectives, 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
Not having an Adopted Asset Management Policy.	Low	High	Moderate	Council adopt the amended Policy.
Losing important elements of the previous Asset Management Policy in the translation of the development of an amended Policy.	Low	High	Moderate	Elements of the amended Policy have been cross checked against the previous Policy.

#### **Policy Considerations**

This review has been undertaken in accordance with the CEO Directive 'Management of Policies and CEO Directive Documents'. There are no identified conflicts with existing Council Policies.

#### **Financial Implications**

The Council is the custodian of community assets with a replacement value of over \$1.419 billion.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Asset Management Policy (continued)

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

Legislation relevant to the Asset Management Policy are:

- *Local Government Act 1989* (the Act)
- Regulations under the Act
- Road Management Act

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

There are no environmental or sustainability impacts as a result of the implementation of this Policy.

#### **Social Implications**

This policy sets out the Council's commitment to manage and care for its assets, as an integral part of its delivery of services to the community.

#### **Economic Impacts**

There are no economic impacts associated with this report

#### **Consultation**

Internal consultation occurred with a number of Council staff.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Make policy available	Council Website

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 5: Infrastructure - the provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.

##### b) Other strategic links

- Strategic Resource Plan
- Asset Management Strategy
- Asset Management Plans
- Depreciation Policy
- Land Under Roads Policy
- Asset Valuation and Revaluation Policy

#### **Conclusion**

It is essential that Council has a clearly defined policy which sets out the Council's commitment to manage and care for its assets, as an integral part of its delivery of services to the community. Through best practice principles the Council can achieve its vision and meet the sustainable levels of service agreed with the community within available resources.

#### **Attachments**

Asset Management Policy

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Road Discontinuance and Consolidation of part of Inglis Street, Dookie

#### **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: Property Officer, Coordinator Property**

**Proof reader(s): Manager Strategic Assets**

**Approved by: Director Infrastructure**

#### **Executive Summary**

Council has transferred to itself, ownership of three small blocks of land (lots 5, 6 & 7 on attached plan) in Dookie because of non payment of rates over many years. This procedure was undertaken under section 181 of the Local Government Act. Council is now able to sell those three lots to recoup the outstanding rates but due to their small size they are virtually worthless.

Abutting those three blocks are the former Dookie tennis courts, a small block of Council owned freehold land and part of an unmade road reserve. This report is seeking permission to discontinue the road status of the portion of unmade road reserve that abuts these lots. Following discontinuance, the road will be consolidated with the other lots which will result in a block of 6,850 square meters. This block could then be subdivided into either two or three blocks for sale, which will allow Council to retrieve part of the unpaid rates, clean up a messy assortment of lots and pay the costs of subdivision and sale.

#### **RECOMMENDATION**

That the Council:

1. In accordance with Clause 3 of Schedule 10 and section 206 and 223 of Local Government Act 1989 (the Act), public notice be given in the Shepparton News of the Council's intention to discontinue the part of the unformed roadway known as Inglis Street Dookie, being the part of the road located to the south of Forer Street and to the north of the drainage reserve and abutting the western side of 1 Forer Street and measuring approximately 1,332 square meters and once the road has been discontinued, to stand vested in the freehold land for the purposes of consolidation with abutting Council owned blocks for future sale, and the public notice must stipulate that persons may make submissions on the proposed road discontinuance in accordance with Section 223 of the Act and that written submissions must be received by 19 January 2018;
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to enable the Council to carry out its functions under section 223 of the Act in relation to this matter.
3. in the event that submissions are received under section 223 of the Act:
  - a) hold a special meeting of the Council to hear from any person or persons who

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Road Discontinuance and Consolidation of part of Inglis Street, Dookie (continued)

- request to be heard in support of a section 223 written submission and, if required, the special council meeting be held “at a time and date to be determined” in the Council Offices at 90 Welsford Street, Shepparton, and
- b) a report on any section 223 submissions received by the Council, along with a summary of any hearings held, be provided to the ordinary council meeting;
4. in the event that no submissions are received within the prescribed period, resolve to formally discontinue part of the unformed roadway known as Inglis Street Dookie, being the part of the road located to the south of Forer Street and to the north of the drainage reserve and abutting the western side of 1 Forer Street and measuring approximately 1,332 square meters, without further resolution of the Council and authorise the Chief Executive Officer to give notice of the road discontinuance in the Government Gazette.

#### **Background**

After many years of non payment of rent, Council took proceedings under section 181 of the Local Government Act to transfer three small blocks of land to its ownership (lots 4, 5 and 7 on the attached plan). Under section 181 Council can then sell the land to recoup monies owing for unpaid rates. The three blocks measure 1300 sq mts, 660 sq mts and 1500 sq mts but only two of those lots abut each other.

Between lots 6 and 7 is a 10 meter wide L shaped strip of freehold land owned by the Council. Also abutting lot 7 is the former Dookie tennis courts (lot 9) as show on the attached plan. The former Dookie tennis courts were transferred to Council in 2008 as part of a funding agreement for relocation of the club.

None of the lots are able to be sold on their own as they would not support the construction of a home.

In order to maximise return to Council and provide a better community outcome, it has been recommended that an unmade reserve abutting 1 Forer Street which will never be required for development or use in any way, should be discontinued and consolidated with the smaller lots. This will allow the establishment of a lot of approximately 6,850 sq mts which has the potential to be further subdivided in the future.

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

This proposal is consistent with this document. The strategic objective, Growth, identifies an action as “*Facilitate residential, commercial and industrial development across Greater Shepparton.*”

#### **Risk Management**

The discontinuance of part of this road will not impact on any adjoining landowners or cause any inconvenience to ratepayers. Not proceeding with this proposal will result in a smaller lot being created which may not be saleable as it may not support the construction of a home.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Road Discontinuance and Consolidation of part of Inglis Street, Dookie (continued)

#### **Policy Considerations**

The proposed discontinuance of part of this road and consolidation with adjoining blocks of land does not conflict with Council's policies. The Asset Management Policy states that the Council is committed to maximising resources to achieve the best outcome for the community

#### **Financial Implications**

The costs associated with the discontinuance of the road, which is the subject of this report, will be approximately \$1,000 to cover searches, advertising and gazettal.

There will be additional costs associated with the consolidation and subdivision, but this will form part of a separate report. Allowance will be made in the 2018/19 budget for the costs of subdivision and sale.

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

This procedure is being undertaken in compliance with the *Local Government Act 1989*. Section 206 Clause 3 of schedule 10 provides the Council with the power to discontinue a road and sell, transfer or retain the land. This will enable the road status to be removed from the land.

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

This proposal does not have any Environmental/Sustainability Impacts which need to be considered.

#### **Social Implications**

This proposal does not have any Social Implications but will assist the Council and community with a better outcome for the blocks of land.

#### **Economic Impacts**

The economic impacts on Council's budget will be minimal for the road closure, which is estimated at approximately \$1,000.

#### **Consultation**

A number of relevant Council departments have been consulted, including planning, projects and road management. None of these departments have assets located in the portion of road and therefore have not objected to the proposed closure. All of the relevant authorities have been approached and Powercor has advised that they may have overhead power lines over a portion of the road and while they do not object to the proposal, they will require easements to be created to protect those power lines. None of the other authorities have assets located in the portion of laneway and therefore have not objected to the proposed discontinuance and sale.

Officers believe that adequate consultation will have been achieved following advertising in the Shepparton News.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.2 Road Discontinuance and Consolidation of part of Inglis Street, Dookie (continued)**

#### **Strategic Links**

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

This proposal is consistent with the Greater Shepparton 2030 Strategy as one of the supporting principles is identified within the Infrastructure section that “*The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.*”

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

Nil

#### **Conclusion**

That Council give public notice of its intention to formally discontinue part of Inglis Street located to the south of Forer Street and to the north of the drainage reserve and abutting the western side of 1 Forer Street and once the road has been discontinued, to stand vested in the freehold land for the purposes of consolidation with abutting Council owned blocks for future sale.

#### **Attachments**

Map - Road Closure - Part of Inglis Street, Dookie

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Road Closure and Sale of part of Camille Street, Dookie

#### **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:** Property Officer, Coordinator Property

**Proof reader(s):** Manager Strategic Assets

**Approved by:** Director Infrastructure

#### **Executive Summary**

Council has received a request to purchase the portion of Camille Street in Dookie from the owner of Lots 60 & 61 at 10 Baldock Street. The road abuts Lots 58-61 as shown hatched red on the attached plan. The property owner is in the process of also purchasing Lots 58 & 59 Baldock Street.

This will allow the new owner to consolidate the four lots and the road into one lot and will not restrict or impede any abutting landowners' access.

#### **RECOMMENDATION**

That the Council:

1. in accordance with Clause 3 of Schedule 10 and section 206 and 223 of Local Government Act 1989 (the Act), give public notice in the Shepparton News of the Council's intention to discontinue part of Camille Street, Dookie abutting Lots 58-61 for the purposes of being consolidated and sold, at valuation, to the abutting owner at 10 Baldock Street, Dookie and the public notice must stipulate that persons may make submissions on the proposed road discontinuance in accordance with Section 223 of the Act and that written submissions must be received by 19 January 2018;
2. authorise the Chief Executive Officer to undertake the administrative procedures necessary to carry out the functions under section 223 of the Act in relation to this matter;
3. in the event that submissions are received under section 223 of the Act:
  - a) hold a special meeting of the Council to hear from any person or persons who request to be heard in support of a section 223 written submission and, if required, the special council meeting be held "at a time and date to be determined" in the Council Offices at 90 Welsford Street, Shepparton, and
  - b) a report on any section 223 submissions received by the Council, along with a summary of any hearings held, be provided to the ordinary council meeting;
4. In the event that no submissions are received within the prescribed period, resolve to formally discontinue part of Camille Street, Dookie abutting Lots 58-61 without further resolution of the Council and authorise the Chief Executive Officer to sign all documentation to enable the transfer of the discontinued road to the abutting landowner.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Road Closure and Sale of part of Camille Street, Dookie (continued)**

#### **Background**

The owner of (Lots 61& 62) 10 Baldock Street, Dookie is in the process of purchasing Lots 58 & 59 with the intention to consolidate the four lots into one parcel. The owner has expressed interest in purchasing part of Camille Street to incorporate into this parcel.

This will provide a good outcome for the owner in ensuring he is not restricted in what he can build due to the size of the block. It will also alleviate Council's responsibility for future maintenance of the road.

The portion of Camille Street is unmade and not in use. The road ends at Lot 58 which abuts the railway line as shown on the attached map. The closure of this part of road will not affect access for any abutting landowners. The only other abutting landowner at 1 Shepparton Street has been notified and has no objections to the discontinuance.

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

This proposal is consistent with this document. The strategic objective, Growth, identifies an action as "*Facilitate residential, commercial and industrial development across Greater Shepparton.*"

#### **Risk Management**

The closure of part of this road will not impact on any adjoining landowners or cause any inconvenience to ratepayers or users of the remainder of the road.

#### **Policy Considerations**

The proposed closure of part of this road and sale does not conflict with Council's policies. The Asset Management Policy states that the Council is committed to maximising resources to achieve the best outcome for the community

#### **Financial Implications**

The cost of the closure and sale, including the subdivision costs, will be paid by the abutting property owner.

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

This procedure is being undertaken in compliance with the *Local Government Act 1989*. Section 206 and Clause 3 of schedule 10 provides the Council with the power to discontinue a road and sell, transfer or retain the land. This will enable the land to be subdivided and transferred to the abutting owner.

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

This proposal does not have any Environmental/Sustainability Impacts which need to be considered.

#### **Social Implications**

This proposal does not have any Social Implications but will assist the abutting owner in achieving the best outcomes.

#### **Economic Impacts**

The road discontinuance will not cost Council anything as the abutting owner will pay all costs. However, the sale of the road will generate an income based on the valuation of the land.



## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Road Closure and Sale of part of Camille Street, Dookie (continued)**

#### **Consultation**

A number of relevant Council departments have been consulted, including Planning, Projects, Works and Waste and Assets. None of those Departments have assets located in the portion of road and therefore have not objected to the proposed closure and sale. There are no other service authority assets located in the road (water or power) and they too have declared they have no objections. The only other property that abuts the portion of road being discontinued is 1 Shepparton Street, Dookie. The owner has been notified and has formally advised that he has no objections to this proposal.

Officers believe that adequate consultation will have been achieved following advertising in the Shepparton News.

#### **Strategic Links**

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

This proposal is consistent with the Greater Shepparton 2030 Strategy as one of the supporting principles is identified within the Infrastructure section that “*The provision and restructure of urban and rural infrastructure to enhance the performance of the municipality and facilitate growth.*”

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

Nil

#### **Conclusion**

That Council give public notice of its intention to formally discontinue part of Camille Street, Dookie abutting Lots 58-61 to allow the owner of Lots 58-61 to purchase that portion of road and consolidate it with his existing property.

#### **Attachments**

Road Closure - Part of Camille Street, Dookie Lots 58-61

## 8. COMMUNITY DIRECTORATE

### 8.1 Dookie and District Community Plan 2017

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

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

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

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

**Author: Community Development Officer**

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

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council has a firm commitment to developing Community Plans in small towns, localities and neighbourhoods. This commitment is in line with the Council Plan 2017-2021, and is an essential means of increasing social capital within the municipality. The Community Planning Policy recommends Community Plan Committees review existing Community Plans every 5 years to ensure that the plans are relevant and reflect the ever-changing communities that they represent. Over the past several months, the Dookie and District Development Forum, in partnership with Council, has consulted with the residents of Dookie to renew their existing 2012 Community Plan and identify new opportunities and actions. Following an extensive consultation period, the draft Dookie and District Community Plan was presented to the public for comment and feedback. The 2017 Dookie and District Community Plan has now been finalised and is being presented to Council for endorsement.

#### **RECOMMENDATION**

That the Council:

1. endorse the updated Dookie and District Community Plan 2017;
2. acknowledge the valuable contribution Dookie residents have made to the update of their Community Plan.

#### **Background**

Greater Shepparton City Council is committed to partnering with small towns, neighbourhoods and localities in the development and review of Community Plans.

Residents living within the Dookie township and surrounds were invited to work in partnership with Council to undertake the 5 year review of their Community Plan for the area. The community were supportive of this approach, driven by the Dookie and District Development Forum. Local residents and those who do not live in the area but who utilised the area's facilities were encouraged to provide input into the plan's development.

## 8. COMMUNITY DIRECTORATE

### 8.1 Dookie and District Community Plan 2017 (continued)

The Dookie and District Development Forum guided the consultation process from beginning to end. Extensive consultation occurred with the sole intention of targeting every demographic present in the area. Residents and Council Officers continually cross-checked their consultation activities with the central question of “how can we hear every voice in Dookie?”

Consultation methods included:

- Community surveys available at the Dookie General Store, Primary School, Dookie Emporium and kinder, and online (GSCC). 57 surveys were completed.
- A whole area letterbox drop which included delivery of a printed copy of the survey and a flyer advertising the end of consultation and prioritising evening.
- Discussions and feedback from various sporting/social clubs within Dookie.
- An end-of-consultation evening which allowed residents of Dookie to prioritise all the actions which has been raised during the four week consultation period. ‘Dot Democracy’ was utilised to gather this information.

During the consultation, residents were asked to review the 2012 Community Plan and suggest any changes they thought were relevant. While the 2017 plan is still similar to the original, some changes included the updating of demographic data, the removal of redundant information to streamline the document, and the inclusion of newer photos and a whole new aesthetic. An updated Action Plan was also formulated as part of the review process. The front cover of the Community Plan was provided by Dookie born artist, Dylan MacIntosh.

The 2017 Community Plan includes some incomplete actions from the 2012 plan as well as new actions identified in the recent consultation. These actions are:

- Overnight parking for RV vehicles
- Increased activity at the Dookie College Campus incorporating the local community
- Recognition and celebration of the positive community attributes of Dookie and District
- Encourage contributions to the Major Saddleback News, Lifestyle Dookie calendar & social media platforms
- Investigate options for using the Maternal Child Health building for other activities (e.g. community hub, arts hub, tourist info)
- Painting or art projection on old silo
- Tourist drive signage (via Dookie College, Tallis, Dookie, Cosgrove, Lemnos, Shepparton)
- Maintain the range of community and sporting opportunities in Dookie, including supporting the local club’s strategies
- Upgrade/Redevelopment of the Recreation Reserve land to improve drainage issues
- Rail Trail Stage 2
- Continue to investigate walking/riding track options
- Continued development of facilities for youth, including the Dookie Youth SPOT (Stage 2,3,4)
- Investigate the feasibility of a multipurpose facility next to the rail line which will house the historical society, a covered information area and a platform (to receive tourist/commuter trains)
- Investigate street lighting in dark areas of Dookie Township and surrounds and work with Council to implement solutions
- Identify the development constraints for the Dookie Township and support future re-joining proposals to increase the supply of residential zone land.

## 8. COMMUNITY DIRECTORATE

### **8.1 Dookie and District Community Plan 2017 (continued)**

- Widening and maintenance of Saddleback Road
- Promote awareness of the unique aspects of Dookie through interpretive signage (i.e. Indigenous history, historical points of interest, and flora/fauna)
- Update and implement the Dookie Streetscape plan, including new town entrance signage
- Continue to advocate to Council for ongoing road maintenance and roadside vegetation maintenance
- Support and maintain vibrant local businesses, and assist with the start-up of new businesses
- Tourist information section in local businesses
- Promote and provide facilities and events that attract visitors to the area including supporting the Dookie Arts projects and welcoming new residents (i.e. Dookie Food Festival, town ball, youth music festival)
- Support the expansion of the Dookie War Memorial site to adjacent land, including future redevelopment of cenotaph
- Support the potential amalgamation of the Dookie Primary School and Kindergarten
- Ongoing commitment to grain handling operations in Dookie
- Investigate solar and wind energy options for Dookie
- Advocate for increased public transport options
- Sewerage - Sustainable water management plan that addresses grey, black and storm water
- Development of a plan and implementation strategy for aged persons housing in Dookie.

The draft Community Plan was released for public comment over a three week period, commencing September 11 and ending October 2 2017. The draft plan was available for viewing (and feedback) at the Dookie General Store and Dookie Emporium, as well as the Greater Shepparton City Council website. This was advertised via our social media platforms. Residents were asked to provide feedback in terms of what they liked and disliked about the plan and what should be added.

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

Internal consultation has also occurred with a number of Greater Shepparton City Council departments to identify areas of collaboration within the proposed Community Plan actions. Consultation occurred with Strategic Planning, Design, Children and Youth Services, Economic Development, and Parks, Sport & Recreation.

## 8. COMMUNITY DIRECTORATE

### 8.1 Dookie and District Community Plan 2017 (continued)

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

The endorsement of the Dookie and District Community Plan is inherently linked to the Council Plan 2017-2021, particularly in the following objectives:

- Goal – Social (*Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play*)

Objectives:

- 2.1- Greater Shepparton is a welcoming, inclusive and safe place for all
- 2.2 - Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing
- 2.6 - Volunteering is promoted and encouraged along with other measures to improve community resilience.

#### **Risk Management**

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

#### **Policy Considerations**

The endorsement of the Dookie and District Community Plan will support existing Council policies.

#### **Financial Implications**

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

	2017/2018 Approved Budget for this proposal*\$	Comments
Available Budget	\$2,000	
Expense	\$934.20 (Total expenses including consultation activities)	Cost of review of plan aligns well within allocated budget
Net Result	\$1,065.80 Can be used for printing and promotion of the Community Plan	Cost of implementing actions within Dookie and District Community Plan will be subject to individual funding applications.

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

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

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

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

## 8. COMMUNITY DIRECTORATE

### 8.1 Dookie and District Community Plan 2017 (continued)

#### Social Implications

The Dookie and District Community Plan was reviewed in consultation with the wider community and is reflective of the needs of that community as identified by local residents. Several social priorities were highlighted which add to assets already existing in the area and also align with the principles of asset based community development. The plan identifies many social benefits from connectivity through to activities and community events, supporting the local sporting and social clubs, and increasing the partnership between the University of Melbourne (Dookie Campus) and Dookie.

#### Economic Impacts

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

#### Consultation

The 2017 Dookie and District Community Plan has been developed after extensive consultation with the Dookie community. Consultation methods included:

- Community surveys available at the Dookie General Store, Primary School, Dookie Emporium and kinder, well as online (GSCC). 57 surveys were completed.
- A whole area letterbox drop which included delivery of a printed copy of the survey and a flyer advertising the end of consultation prioritising evening.
- Discussions and feedback from various sporting/social clubs within Dookie.
- An end-of-consultation evening which allowed residents of Dookie to prioritise all the actions which has been raised during the four week consultation period. 'Dot Democracy' was utilised to gather this information.

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

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

## 8. COMMUNITY DIRECTORATE

### **8.1 Dookie and District Community Plan 2017 (continued)**

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### **Conclusion**

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

#### **Attachments**

Dookie and District Community Plan 2017

## 8. COMMUNITY DIRECTORATE

### **8.2 Section 86 Special Committees - Committees of Management 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.

The Kialla District Hall Committee of Management has received advice of the resignation of a co-opt member and has notified Council accordingly. It is recommended that this membership is rescinded in accordance with usual processes.

#### **RECOMMENDATION**

That the Council acknowledge the contribution of Bianca Tacey to the Kialla District Hall Committee of Management, accept her resignation and rescind her membership accordingly.

#### **Background**

##### Kialla District Hall Committee of Management

At the Ordinary Council Meeting held on 17 May 2016 ten applicants were appointed to the Kialla District Hall Committee of Management for a term of two years concluding 19 May 2018. Three further applicants were appointed at Ordinary Council meetings held on 16 August 2016, 20 December 2016 and 19 September 2017 respectively, bringing the total number of committee members to thirteen.

Bianca TACEY has tendered her resignation from the Committee of Management. Council would like to recognise Bianca's contribution and work with the Committee and accept her resignation. It is recommended that Bianca's membership be rescinded in accordance with her resignation.



## 8. COMMUNITY DIRECTORATE

### 8.2 Section 86 Special Committees - Committees of Management Memberships (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.
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.

## 8. COMMUNITY DIRECTORATE

### 8.2 Section 86 Special Committees - Committees of Management Memberships (continued)

#### Financial Implications

There are no financial implications arising from this proposal.

#### 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.

#### Environmental/Sustainability Impacts

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

#### Social Implications

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

#### Economic Impacts

There are no economic impacts arising from this proposal.

#### Consultation

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.

## 8. COMMUNITY DIRECTORATE

### **8.2 Section 86 Special Committees - Committees of Management 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 resignation of Bianca Tacey from the Kialla District Hall Committee of Management be accepted, her contribution acknowledged and her membership rescinded in accordance with her resignation.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017

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

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

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

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

**Author: Community Development Coordinator**

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

**Approved by: Director Community**

#### **Executive Summary**

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

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

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

#### **RECOMMENDATION**

That the Council:

1. note the Community Plan Action Plans update for 2017;
2. acknowledge the valuable contribution the Community Plan Steering Committees and wider community members have made throughout the Action Plan review process.

#### **Background**

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

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Planning Action Plan Summary 2017 (continued)**

Seventeen Community Plans have been endorsed by Council. These include ten small towns, four neighbourhoods and three localities. The endorsed plans are listed below including what year they were endorsed by Council.

- Merrigum 2012
- Katandra West 2013
- Seven's Creek 2013
- Tallygaroopna 2013
- Congupna 2013
- Undera 2014
- Arcadia 2014
- Kialla Lakes 2014
- Mooroopna 2015
- Tatura 2015
- Shepparton East 2015
- St George's Road 2015
- Dhurringile 2016
- Toolamba 2016
- Boulevard & Golf Estate 2016
- Murchison 2017
- Dookie 2017

Community Plans belong to the community and Council's role is to work in partnership with the community to assess, review and implement the priorities of these plans through advocacy, support and funding where appropriate and required. During September and October 2017 Community Plan Steering Committees reviewed their Community Plan Action Plans. The purpose of the review is to ensure that the Committees have an opportunity to:

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

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

The attached document 'Community Plan Action Plans Summary 2017' is a summary document containing the Action Plan for each Community Plan. Top priorities are first on the Action Plan list and have been highlighted to differentiate between highest priorities and remaining priorities. The top priorities for each community have also been listed below.

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017 (continued)

COMMUNITY	PROJECT PRIORITIES 2017
Arcadia	<ul style="list-style-type: none"> <li>• Recreation Reserve Masterplan Implementation (formalise carpark and lighting)</li> <li>• Advocate for inclusion within the NBN roll out</li> <li>• Heritage mural</li> </ul>
Boulevard & Golf Estate	<ul style="list-style-type: none"> <li>• Facilitate community events and activities</li> <li>• Determine interest in forming a neighbourhood watch group</li> <li>• Address safety concerns</li> <li>• Investigate options for further all-age recreational facilities</li> </ul>
Congupna	<ul style="list-style-type: none"> <li>• Upgrade and improve safety on roads</li> <li>• Improve drainage to reduce flood risk</li> <li>• Improve the aesthetics of the town including beautification around the town entry signage, parking, curbing</li> <li>• Investigate opportunities for early childhood facilities</li> <li>• Improvements to Recreation Reserve</li> </ul>
Dhurringile	<ul style="list-style-type: none"> <li>• Create a welcome pack for new community members and improve promotion of area</li> <li>• Improve safety around school – bus shelter, safe crossings, signage</li> <li>• Hold community events for all ages</li> <li>• Advocate for improvements to roads</li> <li>• Upgrades at Recreation Reserve including – improved kitchen facilities, heating, air conditioning</li> </ul>
Dookie	<ul style="list-style-type: none"> <li>• Rail Trail – Stage 2</li> <li>• Continued development of facilities for youth, including the Dookie Youth SPOT (Stage 2,3,4)</li> <li>• Sewerage - Sustainable water management plan that addresses grey, black and storm water</li> <li>• Support the expansion of the Dookie War Memorial site to adjacent land, including future redevelopment of cenotaph</li> <li>• Support the potential amalgamation of the Dookie Primary School and Dookie Kindergarten</li> </ul>
Katandra West	<ul style="list-style-type: none"> <li>• Future of Katandra West Community Hall</li> <li>• Advocate for improved mobile reception</li> <li>• Assist Men's Shed to secure longer lease for their building</li> <li>• Establish a home for the Historical Society</li> </ul>
Kialla Lakes	<ul style="list-style-type: none"> <li>• Install lights around Lake Kialla</li> <li>• Identify strategies to address speeding in neighbourhood</li> <li>• Facilitate events for the community</li> <li>• Investigate and seek funding for greater use of the lakes through bird hides, jetty's and canoes</li> <li>• Encourage responsible dog ownership through removal of waste, more dog bins and / or off leash dog park</li> </ul>
Merrigum	<ul style="list-style-type: none"> <li>• Water play / splash equipment for Merrigum Pool (funding application re-submitted)</li> <li>• Attract more families to live in Merrigum</li> <li>• Implementation of Recreation Reserve masterplan</li> <li>• Community events and activities.</li> </ul>

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017 (continued)

COMMUNITY	PROJECT PRIORITIES 2017
Mooroopna	<ul style="list-style-type: none"> <li>• Ferrari Park masterplan – formalise parking</li> <li>• Support the implementation of McLennan Street masterplan</li> <li>• Improve access and perception of safety at Mooroopna Railway Station</li> <li>• Support walking path from Kidstown to Gemmills Swamp</li> <li>• Support the use of Mooroopna Pool</li> <li>• Encourage development of shops</li> </ul>
Murchison	<ul style="list-style-type: none"> <li>• Support youth recreation spaces – SPOTS</li> <li>• Engage with Council and Recreation Reserve to develop a masterplan</li> <li>• Extend the Rail Trail to Murchison East</li> <li>• Support diversity in business to increase employment and increase retail</li> <li>• Creation of iconic entrances</li> </ul>
Seven Creeks	<ul style="list-style-type: none"> <li>• Walking Track around Seven Creeks wetlands</li> <li>• Recreation space and opportunities</li> <li>• Raferty Road</li> </ul>
Shepparton East	<ul style="list-style-type: none"> <li>• Child road safety surrounding primary school</li> <li>• Development of Central Park masterplan to highlight future priorities</li> <li>• Additional trees and landscaping</li> <li>• Walking Track from Shepparton East alongside Midland Highway</li> </ul>
St George's Road	<ul style="list-style-type: none"> <li>• More local events in the area</li> <li>• Celebrate the unique character of our shopping precincts – murals, signage, sculpture etc</li> <li>• Advocacy for public toilets</li> <li>• Improve streetscape – more seating, lighting (funding secured in 17/18)</li> </ul>
Tallygaroopna	<ul style="list-style-type: none"> <li>• Second stage of Tallygaroopna Walking Track</li> <li>• Community noticeboard</li> <li>• School road safety – rumble strips</li> <li>• Advocacy for improved drainage in the town</li> <li>• Local community events and activities</li> </ul>
Tatura	<ul style="list-style-type: none"> <li>• Mactier Park</li> <li>• Tatura Museum</li> <li>• Lake Bartlett masterplan implementation</li> <li>• Cycling and walking tracks</li> <li>• Advocate for public transport</li> <li>• Library extension</li> </ul>
Toolamba	<ul style="list-style-type: none"> <li>• Projects at the Recreation Reserve</li> <li>• Construction of a playground at Colaura Gardens</li> <li>• Walking path between Toolamba and Old Toolamba</li> <li>• Improved school safety – reducing speed limit, school crossing and connecting paths</li> <li>• Improvement of kerb, channel, guttering</li> </ul>

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017 (continued)

COMMUNITY	PROJECT PRIORITIES 2017
Undera	<ul style="list-style-type: none"> <li>• Community activities</li> <li>• Development and maintenance of the natural environment</li> <li>• Planning for potential walking paths</li> <li>• Youth Recreation Spaces - SPOTS</li> </ul>

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

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

The 'Community Plan Action Plans Summary 2017' is being presented to Councillors, Council Executive, Senior Leadership Group and to a range of departments for information. The Community Development team are available to attend any branch / department meeting to discuss the Action Plans in more detail. This summary document can be used to inform responsible departments in the development of their own departmental priorities for the next financial year.

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

The Community Plan Action Plan 2017 Summary document will also assist to highlight similarities in priorities across the Community Plans groups, potentially creating the opportunity to form municipality wide working groups to address some of these actions. One of the ongoing examples of this is the Ramp it Up Committee. Ramp it Up have supported the development of the Small Town Youth Recreation Spaces Strategy and designs of the individuals towns SPOTS.

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

Community Planning is intrinsically linked to the Council Plan 2017 – 2021, in particular the following objectives:

Social:

- 2.1 - Greater Shepparton is a welcoming, inclusive and safe place for all
- 2.2 - Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.

#### **Risk Management**

No risks have been identified associated with this report.



## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017 (continued)

#### **Policy Considerations**

The endorsement of the Community Plan Action Plans update for 2017 will support existing Council policies.

#### **Financial Implications**

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

	\$	Comments
2017/18 Approved budget for Community Plan Implementation	\$150,000 \$919,000 (capital allocation in 17/18)  Total allocated to Community Planning: \$1,069,000	No expenses occurred through the action plan review. Costs of implementing these priority actions will be subject to individual proposals.

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

The Community Plan Action Plans 2017 update is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

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

No environmental impacts have been identified associated with this report.

#### **Social Implications**

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

#### **Economic Impacts**

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

#### **Consultation**

The Community Plan Action Plans 2017 were developed by Steering Committees in consultation with the wider networks and the community. Committees used a variety of consultation methods, surveys, some consulted via 'dot democracy' at community events particularly the 'What's Happening in your Town' events whilst others used the information provided in their recent community consultation to develop the new plans or through their five year reviews.

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Planning Action Plan Summary 2017 (continued)

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

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

#### Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### Conclusion

The Community Plan Action Plan Summary 2017 has been driven by the local Community Plan Steering Committees and includes consultation with the wider community. The Summary document will ensure that community members, Council and other stakeholders are aware of the annual priorities of each community.

#### Attachments

Community Plan Action Plan Summary 2017

## 8. COMMUNITY DIRECTORATE

### **8.4 Draft Community Safety Strategy 2018-2021 - Endorsement and Approval for Public Exhibition**

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

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

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

**Author: Community Safety Officer**

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

**Approved by: Director Community**

#### **Executive Summary**

With the expiry of the Community Safety Strategy 2014-2017, Council with support of the Greater Shepparton Safe Communities Advisory Committee commenced consultation with the community and local organisations in relation to current concerns and potential priorities for community safety within Greater Shepparton. The outcomes from consultation have been reviewed in conjunction with local statistics and current state and federal government direction to inform the development of the Draft Community Safety Strategy 2018-2021. The Draft Community Safety Strategy is now presented to Council for endorsement and approval to release the Draft Strategy for public exhibition.

#### **RECOMMENDATION**

That the Council endorse the Draft Community Safety Strategy 2018-2021 for public exhibition from 20 December 2017 until 5 February 2018 inviting submissions from the community and key stakeholders.

#### **Background**

The Community Safety Strategy 2018-2021 marks the third iteration of council strategy with a focus on improving community safety within the Greater Shepparton municipality.

The Community Safety Strategy 2018-2021 has been developed to build upon the partnerships and initiatives of previous years and address emerging issues identified by stakeholders and the community. Current data and statistics have been used to inform priority areas and inform the strategies employed to improve actual and perceived safety in the community.

The previous Safe City Strategy 2011 – 2014 and Community Safety Strategy 2014 – 2017 implemented a holistic approach to community safety by implementing multifaceted initiatives to increase community awareness, engagement, resilience and confidence. Some of the key achievements from these past strategies include:

- Safer City Camera Network – initial design and construction of network and employment and coordination of Council camera operators to provide active monitoring during peak times
- Multiple lighting upgrades including Maude Street Mall, Queens Gardens, Stewart Street and Fryer Street carparks and the development and delivery of the Go Light Up Edwards (G.L.U.E) and Welsford Arterial Lighting Initiative (WALI)

## 8. COMMUNITY DIRECTORATE

### 8.4 Draft Community Safety Strategy 2018-2021 - Endorsement and Approval for Public Exhibition (continued)

- Family Violence awareness projects in partnership with the Goulburn Valley Family Violence Prevention Network eg: `Walk Against Violence, `Our Community Says No to Violence' event, `Responding to the Abuse of Older Women and Men Forum' and White Ribbon / 16 days of Activism events.
- Endorsement and delivery of the Hume Region Preventing Violence Against Women and Children Strategy Action Plan and involvement in Women's Health Goulburn North East's Community of Practice.
- Delivery of Crime Prevention through Environmental Design training to relevant Council staff.
- Delivery and coordination of the Street Rider Night Bus and Night life Radio initiatives.
- Coordination of the Greater Shepparton Community Ice Response Project (GSCIRP)
- Support Road Safety awareness programs including Cool Heads, Drive for Life and L2P.
- Support for a number of other programs, initiatives and events around alcohol and drugs, road safety, neighbourhood watch and community safety broadly.

The 2018-2021 Strategy has been informed by the previous two strategies, community consultation, key stakeholders and relevant statistical reports from VicHealth, Turning Point, VicRoads, Monash University and Crime Statistics Victoria. A range of groups, committees and communities were targeted for specific workshop consultations including; Greater Shepparton Women's Charter Alliance Advisory Committee, Positive Aging Advisory Committee, Disability Advisory Committee, Word and Mouth Youth Committee, Victoria Police, Safe Communities Advisory Committee and North Shepparton, Mooroopna, Tatura and Kialla communities.

The Draft Community Safety Strategy 2018-2021 has five priority areas:

- **1. Inclusive and Proactive Communities**  
Continue to develop a Greater Shepparton that actively celebrates diversity, builds resilience and strengthens community connections.
- **2. Creating Safer Public Spaces**  
Create and maintain public spaces that improve actual and perceived safety, promote social cohesion and ensure safe transport within Greater Shepparton.
- **3. Prevention of Family Violence**  
Create a culture within Greater Shepparton that values gender equity and is intolerant of family violence in all its forms.
- **4. Alcohol and Other Drugs**  
Reduce alcohol and drug related harm within Greater Shepparton.
- **5. Leadership and Governance**  
Deliver strong proactive leadership, advocacy and coordination of local and regional partnerships to improve safety within Greater Shepparton

Endorsement of the draft strategy and approval to release for public exhibition is sought from Council, with a view to formally adopt the final strategy in early 2018.

## 8. COMMUNITY DIRECTORATE

### **8.4 Draft Community Safety Strategy 2018-2021 - Endorsement and Approval for Public Exhibition (continued)**

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

Social - Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn, and play.

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

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.

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

2.11 Implement strategies that align with the Royal Commission into Family Violence.

*Built* - Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.

4.7 Reliable, safe, more frequent and connected local and broader transport system supporting the connection of people within, across and outside of Greater Shepparton.

4.8 Active transport (cycling, walking) is encouraged through safe, connected and improved linkages.

#### **Risk Management**

There are no anticipated moderate to extreme risks associated with this report. A risk assessment will form part of the planning and implementation of the safety initiatives developed, detailed, or implemented as part of the strategy.

#### **Policy Considerations**

This report is consistent with Council policies in particular the Safer City Camera Network Policy.

#### **Financial Implications**

Some the initiatives contained within the Draft Community Safety Strategy 2018-2021 will have financial implications, however, the majority are expected to be relatively low cost and some are subject to external funding.

It is anticipated that some of these costs will be covered through external funding (State or Federal Government grants) and those that will require Council support will be considered as part of Council's annual operational and capital budget process, as per previous years.

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

The Draft Community Safety Strategy 2018-2021 is consistent with the *Victorian Charter of Human Rights and Responsibilities Act 2009* and the *Local Government Act (1989)*.

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

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

## 8. COMMUNITY DIRECTORATE

### **8.4 Draft Community Safety Strategy 2018-2021 - Endorsement and Approval for Public Exhibition (continued)**

#### **Social Implications**

The Draft Community Safety Strategy 2018-2021 contains initiatives which have been developed to positively impact the City of Greater Shepparton. The Strategy has been drafted to positively impact perceptions of safety through awareness raising, encouraging proactive and inclusive communities whilst strengthening partnerships. Some strategies within the draft will initiate research of current community safety practices with an aim of creating a stronger foundation and clear and consistent future direction for safety within Greater Shepparton.

#### **Economic Impacts**

By positively impacting perceptions of safety and actual safety within the municipality, impacts on the municipality's economy should be similarly positive. With the cost of crime to the community being reduced (less days off work needing, less carers leave, reduced workload on doctors/hospitals, reduced pressure and cost to the justice system, etc) crime prevention initiatives are considered to positively impact communities economies.

#### **Consultation**

Initial consultation for the Community Safety Strategy commenced in June 2017 with a consultation workshop delivered to the Safe Communities Advisory Committee. Twelve subsequent workshops were delivered targeting particular areas, cohorts and issues. A range of committees were also specifically consulted, these included the Disability Advisory Committee, Positive Aging Advisory Committee, Greater Shepparton Women's Charter Alliance Advisory Committee, Word and Mouth Youth Committee.

In addition to the workshops a Community Safety Survey was also developed and distributed to the Greater Shepparton community, delivered in multiple formats with the primary method being online. This survey was distributed widely through Greater Shepparton safety and community networks and social media. Additional hardcopies of the survey were distributed to Maternal Child Health and Neighbourhood House facilities as well as Neighbourhood planning groups.

Following the endorsement of the draft Community Safety Strategy 2018-2021 the Strategy will be released for public exhibition in late December 2017 with submissions closing in early February 2018. During this time the draft will be distributed throughout Council advisory committee's and networks, council managed facilities and via council's online platforms.

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

## 8. COMMUNITY DIRECTORATE

### **8.4 Draft Community Safety Strategy 2018-2021 - Endorsement and Approval for Public Exhibition (continued)**

#### **Strategic Links**

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

Links to community safety can be seen in the following directions outlined in the Greater Shepparton 2030 Strategy:

- Settlement and Housing
- Community Life
- Economic Development

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

Greater Shepparton Council Plan 2017 – 2021

Municipal Public Health and Wellbeing Action Plan 2017 -2021

Community Engagement Strategy

Shepparton CBD Strategy

Access and Inclusion Strategy

#### **Conclusion**

The draft Community Safety Strategy 2018-2021 is presented to Council for endorsement. As part of this endorsement council approve for the draft strategy to be released for public exhibition and welcome submissions from key stakeholders and community feedback.

#### **Attachments**

Community Safety Strategy 2018-2021 - DRAFT

## 9. CORPORATE SERVICES DIRECTORATE

### 9.1 November 2017 Monthly Financial Report

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

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

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

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

**Author: Team Leader Management Accounting**

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

**Approved by: Director Corporate Services**

#### **Executive Summary**

The report presents Council's actual financial performance compared to the budget for the five months ended 30 November 2017.

### **RECOMMENDATION**

That the Council receive and note the November 2017 Monthly Financial Report.

#### **Background**

The 2017/2018 Budget was adopted at the Ordinary Council Meeting held 20 June 2017. The 2017/2018 Budget provided for an operating surplus of \$7.2 million with revenue of \$127.92 million and expenditure of \$120.72 million. The 2017/2018 Budget also provided for capital works of \$39.38 million.

On 17 October 2017, Council adopted the 2017/2018 Q1 Adopted Forecast with an accounting surplus of \$6.14 million which is \$1.06 million less than the 2017/2018 Adopted Budget. The capital works program of \$40.33 million is forecast to be expended during the 2017/2018 financial year which is an increase of \$0.94 million from the Adopted Budget.

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

The November 2017 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

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

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

The report is consistent with the leadership and governance goal "High Performing Organisation" as included in the *Council Plan 2017-2021*.



## 9. CORPORATE SERVICES DIRECTORATE

### 9.1 November 2017 Monthly Financial Report (continued)

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

The report is consistent with the leadership and governance goal “High Performing Organisation” as included in the *Council Plan 2017-2021*.

#### **Risk Management**

There are no risks identified in providing this financial report.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

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

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

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

#### **Social Implications**

There are no social implications associated with this report.

#### **Economic Impacts**

There are no economic implications in providing this financial report.

#### **Consultation**

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

#### **Conclusion**

The report presents Council’s actual financial performance compared to the budget for the five months ended 30 November 2017.

#### **Attachments**

November 2017 Monthly Financial Statements

## 9. CORPORATE SERVICES DIRECTORATE

### 9.2 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2017

#### **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 advertised and contracts yet to be awarded.

#### **RECOMMENDATION**

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

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

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
		Nil		

#### **Tendered Contracts Awarded under Delegated Authority by Directors**

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
		Nil		

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

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1747	Provision of a Division 5 Asbestos Register Review – All Buildings	Select Quote for the provision of Division 5 Asbestos Register Review – All Buildings	Tender closed on 20/09/2017. Tender under evaluation.

**9. CORPORATE SERVICES DIRECTORATE**
**9.2 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2017 (continued)**

<b>Contract No.</b>	<b>Contract Name</b>	<b>Contract detail, including terms and provisions for extensions</b>	<b>Status</b>
1789	Provision of Heavy Plant & Equipment Hire (Wet & Dry Hire) Services	Schedule of Rates Panel Contract for the Provision of Heavy Plant & Equipment Hire (Wet & Dry Hire) Services	Tender closed on 20/09/2017. Tender under evaluation.
1766	Solar Installation on Council Buildings	Lump Sum Contract for Solar Installation on Council Buildings	Tender closed on 27/09/2017. Tender under evaluation.
1822	Design of Welsford St Upgrade Stage 4	Lump Sum Contract for the Design of Welsford St Upgrade Stage 4	Tender closed on 27/09/2017. Tender under evaluation.
1817	Design & Construct of Locky's Bridge Improvements	Lump Sum Contract for Design & Construct of Locky's Bridge Improvements	Tender closed on 18/10/2017. Tender under evaluation.
1801	Construction of Tallygaroopna Power Consolidation	Lump Sum Contract for Construction of Tallygaroopna Power Consolidation	Tender closed on 25/10/2017. Tender under evaluation.
1799	Construction of BMX Track Lighting	Lump Sum Contract for Construction of BMX Track Lighting	Tender closed on 25/10/2017. Tender under evaluation.
1831	Provision of Building & Quantity Surveying - SAM	Lump Sum Contract for Provision of Building & Quantity Surveying - SAM	Tender closed on 01/11/2017. Tender under evaluation.
1823	Community Leadership Program 2018-2020	Schedule of rates contract for the delivery of the Community Leadership Program 2018-2020	Tender closed on 01/11/2017. Tender under evaluation.
1828	Design and Construction of Long and Triple Jumps Pits – Athletics Facility	Lump Sum Contract for Design and Construction of Long and Triple Jumps Pits – Athletics Facility	Tender closed on 08/11/2017. Tender under evaluation.
1800	Construction of Steel Fabricated 8 Metre BMX Start Hill	Lump Sum Contract for the Construction of Steel Fabricated 8 Metre BMX Start Hill	Tender closed on 15/11/2017. Tender under evaluation.
1832	Victoria Park Lake Service Station and Park Lake Café Demolition	Lump Sum Contract for Victoria Park Lake Service Station and Park Lake Café Demolition	Tender closed on 15/11/2017. Tender under evaluation.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.2 Contracts Awarded Under Delegation and Status of Contracts Advertised and yet to be Awarded - November 2017 (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1815	Design & Construct of the Runway Seal at Shepparton Aerodrome	Lump Sum Contract for Design & Construct of the Runway Seal at Shepparton Aerodrome	Tender closed on 15/11/2017. Tender under evaluation.
1798	Construction of Kialla Park Recreation Reserve Oval Lighting	Lump Sum Contract for Construction of Kialla Park Recreation Reserve Oval Lighting	Tender closed on 15/11/2017. Tender under evaluation.
1844	Provision of Management Services of the Victoria Lake Caravan Park	Lump Sum Contract for the Provision of Management Services of the Victoria Lake Caravan Park	Tender closed on 29/11/2017. Tender under evaluation.

#### **Policy Considerations**

Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the Chief Executive Officer to award a contract up to the value of \$500,000 excluding GST.

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

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

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

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

#### **Conclusion**

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

The report details the publicly advertised contracts awarded by the Chief Executive Officer under delegated authority and the status of requests for tenders that have not yet been awarded during the period 1 August to 31 August 2017.

#### **Attachments**

Nil

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees

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

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

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

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

**Author: Governance Officer**

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

**Approved by: Director Corporate Services**

#### **Executive Summary**

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

#### **RECOMMENDATION**

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

<b>Committee</b>	<b>Councillor Representative/s 2018</b>
Australian Botanic Gardens Shepparton Special Committee	<i>Cr Adem</i>
Best Start Municipal Early Years Partnership Committee	<i>Cr Sutton</i>
Calder Woodburn Memorial Advisory Committee	<i>Cr Sutton</i>
Dhurringile Prison Community Advisory Group	<i>Cr Patterson</i>
Deakin Reserve Advisory Committee	<i>Cr Giovanetti</i> <i>Cr Hazelman</i>
Development Hearings Panel	<i>Cr Hazelman</i> <i>Cr Patterson</i>
Disability Advisory Committee	<i>Cr Giovanetti</i>

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

Goulburn Broken Greenhouse Alliance	<i>Cr Giovanetti</i>
Goulburn Valley Highway Bypass Action Group	<i>Mayor [Cr O'Keeffe]</i>
Goulburn Valley Regional Library Corporation Board	<i>Cr Abdullah [Chair]</i>
Greater Shepparton Aerodrome Advisory Committee	<i>Cr Patterson</i>
Greater Shepparton Audit and Risk Management Committee	<i>Mayor [Cr O'Keeffe] Cr Hazelman</i>
Greater Shepparton Public Health Advisory Committee	<i>Cr O'Keeffe</i>
Greater Shepparton Safe Communities Advisory Committee	<i>Cr Oroszvary</i>
Greater Shepparton Women's Charter Alliance Advisory Committee	<i>Cr Abdullah</i>
Greater Shepparton City Council Off Leash Dog Park Advisory Committee	<i>Cr Summer</i>
Heritage Advisory Committee	<i>Cr Abdullah</i>
Melbourne University Rural Clinical School Advisory Board and Department of Rural Health Management Advisory Committee	<i>Mayor [Cr O'Keeffe]</i>
Municipal Association of Victoria	<i>Cr Adem Substitute Representative Cr Giovanetti</i>
Municipal Emergency Management Planning Committee (MEMP)	<i>Mayor [Cr O'Keeffe]</i>
Murray Darling Association	<i>Mayor [Cr O'Keeffe] Cr Patterson</i>
North Eastern Australian Local Government Women's Association (NE-ALGWA)	<i>Cr Sutton</i>
Positive Ageing Advisory Committee	<i>Cr Giovanetti</i>

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

Rail Freight Alliance Committee	<i>Cr Giovanetti</i>
Regional Aboriginal Justice Advisory Committee	<i>Cr Oroszvary</i>
RiverConnect Community Advisory Committee	<i>Cr Patterson</i>
Rumbalara Aboriginal Cooperative Working Party	<i>Mayor</i> <i>[Cr O’Keeffe]</i> <i>Deputy Mayor</i> <i>Cr Abdullah</i>
Shepparton Art Museum Advisory Committee	<i>Cr Hazelman</i> <i>[Meeting Chair]</i>
Shepparton Liquor Licensing Accord	<i>Cr Patterson</i>
Shepparton Racecourse and Recreation Reserve Committee of Management	<i>Cr Adem</i>
Shepparton Regional Saleyards Advisory Committee	<i>Cr Adem</i>
Shepparton Show Me Committee	<i>Cr Sutton</i> <i>Cr Oroszvary</i>
Shepparton Showgrounds Advisory Committee	<i>Cr Sutton</i> <i>Cr Summer</i>
Sir Murray Burchier Memorial Advisory Committee	<i>Cr Sutton</i>
Sports Hall of Fame Advisory Committee	<i>Cr Patterson</i> <i>Cr Giovanetti</i>
Tatura Park Advisory Board	<i>Cr Adem</i> <i>Cr Summer</i>
Victorian Local Governance Association	<i>Cr Summer</i>

## 9. CORPORATE SERVICES DIRECTORATE

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

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

Mayoral appointments are:

- Greater Shepparton Audit and Risk Management Committee
- Melbourne University Rural Clinical School Advisory Board and Department of Rural Health Management Advisory Committee
- Municipal Emergency Management Planning Committee (MEMP)
- Murray Darling Association
- Rumbalara Aboriginal Cooperative Working Party
- 2030 Greater Victoria Commonwealth Games

#### **Background**

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

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

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

#### **Australian Botanic Gardens Shepparton Special Committee**

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

#### **Best Start Municipal Early Years Partnership Committee**

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

#### **Calder Woodburn Memorial Avenue Advisory Committee**

The purpose of the Calder Woodburn Memorial Avenue Advisory Committee is to provide advice to Council in relation to maintaining, enhancing and conserving the heritage and environmental values of the Calder Woodburn Memorial Avenue.

#### **Community Advisory Group – Dhurringile Prison**

The Advisory Group consists of representatives from the Dhurringile Prison, Department of Justice and Regulation, Victoria Police, Greater Shepparton City Council and Community Members. The group meets to discuss prison operations and opportunities for greater connections between the prison and community.

#### **Deakin Reserve Advisory Committee**

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



## 9. CORPORATE SERVICES DIRECTORATE

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

#### Development Hearings Panel (DHP)

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

#### Disability Advisory Committee

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

#### Goulburn Broken Greenhouse Alliance

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

#### Goulburn Valley Highway Bypass Action Group

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

#### Goulburn Valley Regional Library Corporation Board

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

#### Greater Shepparton Aerodrome Advisory Committee

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

#### Greater Shepparton Audit and Risk Management Committee

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

#### Greater Shepparton City Council Off Leash Dog Park Advisory Committee

The Off Leash Dog Park Advisory Committee will provide the Council with assistance in the continued development of the Ducat Reserve Off Leash Dog Park.

#### Greater Shepparton Public Health Advisory Committee

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

## 9. CORPORATE SERVICES DIRECTORATE

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

#### Greater Shepparton Safe Communities Advisory Committee

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

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

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

#### Heritage Advisory Committee

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

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

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

#### Municipal Association of Victoria

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

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

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

#### Murray Darling Association

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

#### Murray Darling Basin Association Community Committee

The Murray Darling Basin Authority (MDBA) is an independent Commonwealth agency responsible for developing and implementing the Basin Plan. The Basin Plan aims to achieve a healthy and productive river system. The MDBA is also charged with operational management of the River Murray.

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

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

## 9. CORPORATE SERVICES DIRECTORATE

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

#### Positive Ageing Advisory Committee

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

#### Rail Freight Alliance Committee

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

#### Regional Aboriginal Justice Advisory Committee

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

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

#### RiverConnect Community Advisory Committee

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

#### Rumbalara Aboriginal Co-operative Working Party

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

#### Shepparton Art Museum Advisory Committee

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

## 9. CORPORATE SERVICES DIRECTORATE

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

#### Shepparton Liquor Licensing Accord

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

#### Shepparton Racecourse and Recreation Reserve Committee of Management

This Committee consists of representatives from user groups as well as community representation and provides advice to Council on the Shepparton racecourse and the greyhound operations.

#### Shepparton Regional Saleyards Advisory Committee

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

#### Shepparton Show Me Committee

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

#### Shepparton Showgrounds Advisory Committee

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

#### Sir Murray Bouchier Memorial Committee

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

#### Sports Hall of Fame Advisory Committee

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

#### Tatura Park Advisory Board

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

#### Victorian Local Governance Association

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

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

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

## 9. CORPORATE SERVICES DIRECTORATE

### 9.3 Councillor Representation on Committees (continued)

#### **Risk Management**

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

#### **Policy Considerations**

There are no conflicts with existing council policies.

#### **Financial Implications**

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

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

This proposal conforms with all relevant legislation.

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

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

#### **Social Implications**

There are no social implications arising from this proposal.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

#### **Consultation**

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

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

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

## 9. CORPORATE SERVICES DIRECTORATE

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

#### **Strategic Links**

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

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

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

No other strategic links have been identified.

#### **Conclusion**

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

#### **Attachments**

Nil

## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Paid Parking in the Central Business District**

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

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

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

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

**Author: Manager Citizen Services**

**Proof reader(s): Team Leader Regulatory Services**

**Approved by: Director Corporate Services**

#### **Executive Summary**

Greater Shepparton City Council currently provides a paid and time restricted parking enforcement regime in the CBD. Paid parking is a steady source of revenue and contributes to the efficient turnover of vehicles in the CBD. It has also funded a number of CBD projects to improve the amenity of the CBD over many years with the first meters installed in the early 1960's.

Paid parking has also been debated by elected representatives over many terms of Council. The community and business have provided significant feedback requesting review of the current paid parking arrangements and councillors have now requested officers to prepare the appropriate information to conduct a trial of free parking in the CBD.

There are a number of financial risks involved in conducting a free (but timed) parking trial. Should a trial be undertaken, and the trial not meet the expectations of businesses or Council, Council would be able to reactivate all infrastructure and return to business as usual. It is important to note that we have seen no evidence of any other Council that has removed paid parking, reinstate the previous arrangements. Any form of trial should also not be conducted without the appropriate technology or independent studies in place capturing information that would better inform Council of the genuine usage, time restrictions and demand for parking in the CBD.

There are significant reputational risks to Council if a free parking trial is implemented. Council has received written advice from Care Park who own and manage the multi deck that they strongly oppose a trial as a private operator who are obliged to maintain the facility as a car park and were about to commence significant renovation works on the current facility. The advice also states that they would move to seek damages for loss of income should the trial proceed. There may be other organisations impacted by a change in parking conditions.

Ultimately though, from a financial perspective, a trial would compromise a steady income stream that is based on a user pays system and in a rate capping environment, it would not be recommended by officers. The parking reserve has assisted with funding for many significant CBD beautification and amenity projects and should paid parking be removed, this reserve would be depleted significantly over a short period of time as there would be limited injection into the reserve.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Paid Parking in the Central Business District (continued)

#### **RECOMMENDATION**

That the Council resolve to continue with the current paid and time restricted parking regime for the Central Business District and continue to pursue further technology options to ensure ease of payment of fee.

#### **Background**

Council currently resolves to provide paid parking in the CBD of Shepparton and has done so since the early 1960's when meters were first installed. Paid parking generates significant income to provide funding for CBD maintenance and improvement works and to provide parking enforcement services. This also includes a contribution of 70% of the funding required to support the school crossing program for school children in our municipality.

The overarching aim of providing paid parking is to create equitable access to those businesses and services located in the high demand areas of the CBD and to create a user pays system at premium locations.

Councillors have received much feedback from the community and from business owners in the CBD that paid parking is a significant deterrent to shopping in the CBD precinct which directly impacts on their ability to grow their business. While there is little substantive evidence to support this view, it should be noted that the basic premise underlying the implementation of any paid parking regime is to stimulate activity by creating an environment that ensures the turnover of parked vehicles in high demand areas.

At the request of councillors, officers have reviewed the opportunity to remove paid parking, on a trial basis to ascertain whether paid parking has a direct impact on consumer decisions to shop in the CBD. Although consumers will not pay to park, enforcement of time limits will still occur. Council officers have considered the various options suggested by councillors.

#### **OPTION 1:**

##### **Free but Timed Parking Trial - All**

There are significant financial risks in removing paid parking as a source of income. The current paid parking strategy currently generates a surplus of \$1.1 million.

The removal of paid parking across the CBD and the continuation of the current enforcement regime in the CBD would likely result in a deficit of \$271,000. The net result of this is a \$1.4 million negative impact on Council's budget.

Currently 50% of the infringements issued in the CBD are related to failure to pay the parking fee. Should paid parking be the deterrent for customers, there could be a further reduction in fines issued, further contributing to the forecasted \$271,000 deficit.

There may be some perceived benefits to businesses and consumers in providing this option however this would be difficult to measure. It should be noted however that any such benefits would have no impact on the actual financial loss incurred by Council.



## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Paid Parking in the Central Business District (continued)**

To give some perspective to the impact on Council revenue, parking revenue is currently 1.6% of the overall revenue collected by Council. In terms of the 2017/18 adopted budget, this equates to 27.8% of operating surplus.

To conduct the trial, there are a number of other challenges that exist outside the financial implications. Without tickets displayed showing the time the vehicle was parked, there is more work involved in providing parking enforcement due to the need to use the chalk and walk method of monitoring and enforcing parking time limits. This can also result in longer periods of time of non-compliance. The introduction of timed only parking regulation can reduce the turnover of vehicles. There is likely to be an increased tendency to create a situation whereby workers in the CBD area tend to park directly outside the premises which they undertake employment. This can significantly impact on the availability of spaces for those who wish to shop in the area. There is also an increased likelihood of 'bay hopping' activity by all users of the parking bays which will further reduce the availability and turnover of parking bays and make it increasingly difficult to endorse time limits.

To conduct the trial to ensure turnover is effective, Council will need to increase the strictness of the enforcement activities in the regulated parking zones to ensure best practice. There may be some opportunity to partially substitute the paid parking income revenue with revenue from fines. As highlighted elsewhere in this report, the success of this is not guaranteed and therefore is a financial and reputational risk to Council.

It must be noted that strictly regulated enforcement may be viewed as aggressive and create further unrest with those shopping in the area, with no leniency applied for overstaying. It does however reduce confusions for shoppers in relation to offences and clear enforcement standards across the CBD.

#### **OPTION 2:**

##### **Free but Timed - Off Street Parking**

Council currently offers both on street and off street parking options. Off street parking generates less income than on street parking. Council could manage the financial risks and significant loss of income, by only trialling free but time restricted parking in Off Street Car Parks. This would reduce the income from parking by the amount of \$346,000 over a twelve month period leaving a surplus of \$574,000. The implications of this option is that a number of off street car parks are very highly utilised currently, with good turnover and are close to major retailers in the CBD.

Limiting the trial to Off Street Car Parks only would also encourage 'bay hopping' but would allow Council to obtain sample information on whether it has a positive impact on visitation to the CBD and shopping behaviours. This trial would also support the draft Movement and Placement Strategy radial model that suggests that the further away you park from the CBD, the cheaper it should be (or free).

## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Paid Parking in the Central Business District (continued)

#### **OPTION 3:**

##### **Free but Timed - On Street Parking**

Trialling free but timed On Street Parking over a twelve (12) month period would have significant impact on the revenue generated by parking. Free On Street Parking would reduce parking income by \$972,000 to a total income from parking of \$846,000. This would result in a deficit of \$52,000. It would also have significant impacts on turnover of vehicles at peak times during the day. The revenue generated at these locations creates the hypothesis that those willing to pay for parking will do so to ensure they are as close to facilities as possible when parking their vehicle and are happy to participate in a 'user pays' system. Trialling free parking in premium locations would in fact refute the proposition of the draft Movement and Place Strategy currently being developed by an independent consultant.

#### **OPTION 4:**

##### **Continue with Paid and Time Restricted Parking**

Continuing with our current paid and time restricted parking regime is officer's best advice to Councillors. It is a significant income stream that has funded multiple CBD redevelopment projects and the reserve specifically sits separately to ensure funds are used to beautify and attract business and consumers to the CBD area.

The income also funds the municipality's school crossing program for the wider community and should this income stream be removed, Council would potentially need to find budget of more than \$270,000 to continue to fund this program. In a rate capping environment, officers would discourage removal of an income stream that funds CBD projects and assists in the provision of service. There are currently funds in the reserve that could be accessed to address the shortfall, but without an income stream, within a couple of years, the funds to provide these services would need to be absorbed into the annual budget.

Officers also wish to note that Care Park who manage and own the multi deck car park at 14 Stewart Street Shepparton have plans to redevelop its facility and have indicated in a recent email that they will not proceed with works should a free parking trial be supported by Council. These redevelopment works were due to commence in the first quarter of 2018. Care Park will reserve their decision to proceed until an outcome is determined by Council as to whether free parking will be implemented.

Currently we also do not have statistical information to support that paid parking is the deterrent to shopping in the CBD. With our lowest shop vacancy rates in years (recently as low as 10%), and multi-million dollar options for Maude Street Mall to be considered by Council in the future, maintaining the status quo is preferable. It is highly recommended that Council do consider the sensor technology independently to better inform parking decisions and allow "live data" to inform Council decisions in the future.

Officers also recommend proceeding with research into options that enable ease of payment, like pay by phone technology, to alleviate frustrations for commuters of a coin based system for payment and to allow us to capture real time data of genuine stay times.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Paid Parking in the Central Business District (continued)**

#### **Measurement of all trial options**

Assessing any of the above free parking trials would also be difficult to measure and may result in anecdotal information only about the success of the trial. It is imperative that there are statistical measures that can be put in place to ensure that the trial provides data that better informs parking decisions in the future.

To address these challenges, Council officers are currently investigating the application and capacity of technology solutions such as the use of sensors in each bay which allows us to collect information on non-compliance but also to analyse our current time restrictions and bay usage. The sensor technology has been estimated at approximately \$250,000 to \$500,000. The benefits of the sensor technology also allow Council to continue to use the technology well after the trial period. The technology can also be moved around the municipality to measure problem areas or opportunities to address changing needs of business and commercial activity.

The second measure that has been quoted by an independent consultant is to commence a study that would measure the economic development impacts of trialling free parking. The estimated cost of this study is \$100,000 and would involve a three step approach to the review. Broadly, the scope would involve developing Council's rationale for free parking, analysing data from revenue and economic activity and preparing recommendations about technology solutions and balancing the mode of travel implications with the financial implications. This would be a moment in time study but may provide Councillors with an independent opinion to base their decision on. It is recommended that if Councillors do not support the officers recommendation of no change to the current parking arrangements and opt for a trial, that measurement of a trial be undertaken in this formal manner.

Other measurement methods may include, foot traffic activity studies to the area and statistical information provided from the enforcement administration, detailing the community's ability to understand the free but time restricted requirements through capturing the information obtained from objections to infringements.

Council's experience during trials is that it creates significant confusion for motorists and creates further angst when motorists are infringed for overstaying.

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

##### *Leadership and Governance*

Provide strong civic leadership and good governance in the operation of Greater Shepparton City Council.

1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.

1.4 Financial management is responsible and effective in responding to challenges and constraints with a focus on the financial sustainability of the Council.

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 financially viable and in line with Council's core business.

## 9. CORPORATE SERVICES DIRECTORATE

### 9.4 Paid Parking in the Central Business District (continued)

#### Risk Management

There are financial risks with removing paid parking on a trial basis, however these risks would be considered short term and rectifiable should the trial not be successful and paid parking be reinstated by Council. It should be noted that there are no guarantees that increased income from fines will be achieved as the outcomes will be dependent on the parking behaviour of the drivers and the time and labour required to increase the level of compliance and enforcement.

#### Policy Considerations

Council should note that strategic work is currently being undertaken to further explore the long term parking options through the Movement and Place Strategy and this is currently being considered in draft. Undertaking a trial prior to the adoption of this work, potentially exposes Council to implementing a regime that is inconsistent with this strategic work.

#### Financial Implications

		Total Income	(Surplus)/Deficit	Net Impact on Council Budget
Option 1	Free but timed parking - All	500,000	271,245	(1,377,820)
Option 2	Free but timed - Off-street Parking	1,471,633	(573,836)	(532,739)
Option 3	Free but timed - On-street Parking	845,955	51,842	(1,158,417)
Option 4	Continue with Paid and Time Restricted Parking	2,004,372	(1,106,575)	Nil

See attachment for detailed Financial Data for the above options.

One of the major financial implications for commencing a free but timed parking trial in the CBD includes the depletion of funds injected into the Parking Restricted Reserve.

This reserve has provided the necessary funds for parking machine renewal, funding to support the school crossing program and the administration of the parking function. It has also provided funding support to CBD works as below:

#### 2015/2016

- Maude Street Stage 1a Upgrade Design \$102,000
- Maude Street Mall Wifi Connection \$46,000

#### 2016/2017

- Maude Street Stage 1a Upgrade Design \$200,000
- Fraser Street Mall Toilet \$150,000

As at the end of the first quarter of the 2017 financial year, it is projected that there will be 1.2 million in the parking reserve. Should a free parking trial commence, any further injection of funds will be limited or non-existent.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Paid Parking in the Central Business District (continued)**

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

Council has considered independent legal advice in relation to any National Competition Policy implications in relation to the proposal of a free trial (in any form) of parking. The advice suggests that as the primary purpose of parking is to meet statutory functions and / or to exercise power under the Local Government Act, and although financial benefit is derived from such function that Council would not be in breach of the NCP.

Another consideration is that the regulatory signs that are currently in the paid parking areas will need to be changed to ensure compliance with the trial requirements.

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

A trial of time restricted but free parking encourages “park at the door” behaviour which does not encourage the community to use other modes of transport for commuting and shopping in the CBD.

#### **Social Implications**

Trials can create confusion for the public but a number of trials have created significant changes to the status quo in the Greater Shepparton municipality.

In December 2011, a campaign was launched to increase time limits in the CBD from one hour to two hours and a trial was undertaken to allow consumers to use their valid ticket in any other Council ticketed area. Since this campaign, this has remained the status quo.

There have been a number of other very specific trials conducted that have resulted in significant confusion when the trial ceases. Free Mondays, Free for Summer and Free for Christmas have all led to large amounts of requests for review of infringements after the trial is over. These short and specific trials have resulted in a high level of confusion in the community after the trial period ended. Given this, it is considered to be important that trials are relatively seamless and not open to individual interpretation. It is also preferable to run the trial over a reasonably significant period of time (6-12 months).

#### **Economic Impacts**

The economic impacts could be both positive and negative dependent on the success of the trial. If the economy is stimulated by further consumer spend in the CBD due to not paying for parking, this would be perceived as a positive impact for business, consumers and retailers. Should the trial not meet the expectations of further generating activity in the CBD, the short term economic impact will involve the loss of Council revenue for CBD improvement and maintenance and will be required to be funded from other sources.

## 9. CORPORATE SERVICES DIRECTORATE

### **9.4 Paid Parking in the Central Business District (continued)**

#### **Consultation**

Consultation with the community has been ongoing in relation to paid parking through many mediums, including the news Facebook and general customer feedback. Should a trial be resolved by Council for implementation, a media and communications plan will be developed to ensure the smooth roll out of the trial.

Officers have delivered a number of briefings to Councillors on this matter. However, given the forecast impact on Council revenue it may be prudent to conduct a public consultation phase prior to the implementation of any changes to the current parking arrangements.

#### **Strategic Links**

- a) Greater Shepparton 2030 Strategy
- b) Council Plan 2017-2021
- c) Other strategic links

It is important to note that the preliminary findings from the Movement and Place Strategy that is currently being considered by Council, recommends a radius model of charging for parking the CBD ie: the closer to the centre you are, the more you pay for access and the further outlying CBD locations are free of charge. This is however a longer term strategy and a trial may support data collection as to demand for parking in the future. There are a number of other strategies including the Greater Shepparton City Council Cycling Strategy, 2013-2017 which prioritises encouraging other modes of transport and connections for the community. The Shepparton CBD Strategy 2008 and the Parking in Shepparton's Central Business District 2011 Discussion Paper suggest that there is sufficient parking in the CBD but that there may be room to adjust pricing on particular days to encourage shopping in the CBD. The seasonal, particular day pricing models can create significant confusion for the community.

#### **Conclusion**

Paid parking has been a contentious issue for Councillors and the community for a significant period of time. Paid parking is a source of revenue for Council and should that revenue not exist, Council will need to allocate other funds to support CBD projects. A trial would create the opportunity to test the theory that paid parking impacts on consumer's decisions to shop in the CBD but it would require an investment in the technology that would ensure that any further exploration of revisiting the current parking arrangements would be substantiated with solid data.

#### **Attachments**

Revised Financial Data for Paid Parking Trial Consideration August 2017

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017

#### **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 Strategic Planning

**Proof reader(s):** Acting Manager Building and Planning

**Approved by:** Acting Director Sustainable Development

**Other:** Senior Strategic Planner

#### **Executive Summary**

The purpose of this report is to request that Council adopt the *Greater Shepparton Heritage Study Stage IIC December 2017* (HSIIC), and resolve to prepare and exhibit a planning scheme amendment to implement the findings and recommendations of HSIIC.

Councils conserve places of cultural heritage significance through the preparation of thematic environmental histories, heritage studies and planning scheme amendments.

Council has previously prepared two studies, the *City of Greater Shepparton Heritage Study Stage II 2006* (HSII) and the *Greater Shepparton Heritage Study Stage IIB May 2013* (HSIIB). Council resolved in the 2014/2015 and the 2015/2016 adopted budgets to prepare a third study: HSIIC. Heritage Concepts Pty Ltd prepared the draft HSIIC, which identified 182 places, including 5 precincts, to be of local cultural heritage significance.

The draft HSIIC was endorsed by Council at the Ordinary Council Meeting (OCM) held on 18 July 2017 (see Attachment 1 – Extract from the confirmed minutes from the Ordinary Council Meeting held on 18 July 2017) and released for public comment. Affected land owners and occupiers of land included in the draft HSIIC were directly notified to explain that their property had been identified, to inform them of any likely impacts of this, and to provide them with the opportunity to attend one-on-one meetings with Council officers and Heritage Concepts Pty Ltd. Site visits were also undertaken as part of this process.

57 submissions were received by Council, which provide a wealth of information to ensure HSIIC is accurate and robust.

Following consultation, Heritage Concepts Pty Ltd has reviewed all feedback, comments and submissions received during public consultation and has revised HSIIC accordingly. Council officers recommend that HSIIC be adopted, and that a planning scheme amendment be prepared and exhibited to give effect to the findings and recommendations of the Study. This will include the implementation of other outstanding recommendations in relation to the conservation of places of cultural heritage significance outlined in this report.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

#### RECOMMENDATION

That the Council:

1. adopt the *Greater Shepparton Heritage Study Stage IIC December 2017*; and
2. prepare and exhibit a planning scheme amendment to include the findings and recommendations of the *Greater Shepparton Heritage Study Stage IIC December 2017*, and the outstanding recommendations from the Panel Report for Amendment C110, into the Greater Shepparton Planning Scheme.

#### Background

The *Planning and Environment Act 1987* (the Act) seeks to “conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value”.

Councils in Victoria are obliged to conserve places of cultural heritage significance. This is undertaken using the following three stage approach:

1. preparation of a Thematic Environmental History, which provides the basis for identifying places of cultural heritage significance within the municipality.
2. preparation of heritage studies to refine the research established in the thematic environmental history.
3. application of the Heritage Overlay or other planning controls through planning scheme amendments to apply appropriate planning controls to conserve places identified in heritage studies.

Given the cost and time required to prepare and implement these three stages, a staged approach to the assessment of places and the preparation of heritage studies is preferred. Individual heritage studies tend to focus on specific areas, eras of development or themes identified in thematic environmental histories.

#### Initiating HSIIC

Clause 21.05-5 – *Strategic Work Program* of the Greater Shepparton Planning Scheme (Planning Scheme) states that Council is committed to “*identify and assess cultural heritage places in rural areas*”. The *Greater Shepparton City Council: Council Plan 2013-2017* and the *Greater Shepparton City Council: Council Plan 2017-2021* reinforced this commitment, stating that Council should undertake a further gap heritage study.

HSIIB was adopted by Council at the Ordinary Council Meeting held on 18 June 2013. HSIIB recognised that there are a number of areas that have yet to be properly addressed and recommended that a future study be prepared with a particular focus on rural areas. In addition, the Panel Report that considered all submission received to Amendment C110, that implemented the findings and recommendations of HSIIB, made a number of additional recommendations about places to be investigated as part of a future heritage study.

Unlike previous studies that largely focused on urban areas, HSIIC was prepared to largely identify places of cultural heritage significance in rural areas including the rural townships of the municipality.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)**

To inform this process, the Greater Shepparton Heritage Advisory Committee prepared a list of places from across the municipality that may be of cultural heritage significance to be assessed as part of the preparation of HSIIC.

Heritage Concepts Pty Ltd was engaged to assess these places and, if they were deemed to meet the threshold of local cultural heritage significance, they were included in the draft HSIIC and a place citation report was prepared for each place.

After two years of research, the draft HSIIC was completed in June 2017, and identified 182 places, including 5 precincts as being of local and state cultural heritage significance (see Attachment 2 - *Greater Shepparton Heritage Study Stage IIC December 2017*).

#### Public Consultation

The consultation associated with HSIIC was undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Following the July 2017 OCM, HSIIC was released for public comment for six weeks extending from 24 July 2017 to 4 August 2017. 350 letters were sent to all land owners and occupiers of land included in the draft HSIIC to inform them of the draft Study, and to provide them with the opportunity to attend eight one-on-one meetings throughout August 2017 with Council officers and Heritage Concepts Pty Ltd. A significant number of site visits were also undertaken as part of this process.

A further letter to all land owners of properties where a site visit was considered appropriate was sent on 13 September 2017. This letter outlined three additional one-on-one meetings, including Saturday 7 October, in October 2017 with Council officers and Heritage Concepts Pty Ltd.

In addition to this, additional notification was undertaken in October, November and December 2017 with a limited number of land owners. This included:

1. five properties incorrectly identified in the draft study;
2. 14 properties erroneously excluded from the four proposed precincts in Murchison; and
3. five additional properties deemed critical to the integrity of the Study that had not been included in the draft Study.

In total, Council fielded 63 calls and 90 one-on-one meetings both on site and at Council's offices.

57 submissions were received by Council between July to December 2017. The issues raised in the submissions can be summarised as follows:

1. Wrong address (Submissions 1, 3 and 27);
2. Object to inclusion in the Draft Study (Submissions 2, 6, 11, 12, 13, 18, 20, 22, 23, 24, 28, 30, 31, 32, 33, 34, 36, 37, 38, 39, 40, 41, 43, 44, 45, 46, 47, 48, 49, 50, 53, 54, 55 and 56);
3. No objection to inclusion in the Draft Study (Submission 10);
4. Support inclusion in the Draft Study (Submissions 25 and 52);
5. Request changes to the Draft Study (Submissions 7, 8, 10, 14, 16, 21 and 57);
6. Places have already been demolished (Submission 4)

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)**

7. Request that other places be assessed as part of the draft Study (Submissions 5 and 19); and
8. Additional information sought (Submissions 15, 17, 26, 29, 35, 42 and 51).

Following consultation, Heritage Concepts Pty Ltd has reviewed all feedback, comments and submissions received, and has revised the draft HSIIC accordingly. These changes can be summarised as follows:

1. Correction of formatting and grammatical errors;
2. Additional information added to a number of draft place citation reports / other minor corrections undertaken;
3. Amend the additional controls included in a number of draft place citation reports to amend 'prohibited uses may be permitted', 'tree controls' or 'external paint controls' on a number of properties to ensure consistency, and to apply 'internal alterations controls' erroneously excluded for a small number of properties.
4. Remove the following places from HSIIC:
  - 1050 Boundary Road, Congupna (shearing shed and silo) as the structures are not deemed to meet the threshold of local cultural heritage significance following a site visit;
  - 5 Dougan Road, Coomboona as the original built fabric has been severely compromised following extensions to the building in the 1950s and 1970s;
  - 450 Kiota Road, Dhurringile (internment hut) as the original built fabric has been severely compromised;
  - 695 Doyles Road, Kialla (Moore's Cottage) as it was demolished in June 2017;
  - 96 Nixon Street, Shepparton as it was demolished in November 2017;
  - 33 Hogan Street, Tatura as the original built fabric has been severely compromised;
  - 4 and 16 William Street, 26 and 28 Park Street, and 3 and 7 Edgar Street, Tatura (Edgar, Park and William Streets Group) as this group of buildings were relocated much later than originally determined;
  - 800 Toolamba Road, Toolamba as it does not meet the scope of the draft Study;
  - 195 Zeerust School Road, Zeerust as the original built fabric has been severely compromised; and
  - The following properties from the proposed precincts:
    - 67 Stevenson Street from the Murchison Central Township Precinct;
    - 20 River Road from the River Road Murchison Residential Precinct;
    - 31 Rushworth Road from the Rushworth Road Murchison Residential Precinct; and
    - 50 Station Street from the Station Street Murchison Residential Precinct.

As a result of these proposed changes, HSIIC now includes 180 places (applying to approximately 300 properties).

#### Additional recommendations

HSIIC contains a number of additional recommendations contained within Section 7 of the Study to better conserve places of significance that are already within the Heritage Overlay. These recommendations will be included in any future planning scheme amendment to implement HSIIC.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

#### Amendment C110

Amendment C110 to the Greater Shepparton Planning Scheme implemented the findings and recommendations of HSIIB adopted by Council in September 2010. An independent planning panel considered the submissions received and made a series of recommendations to Council about Amendment C110.

A number of the Panel's recommendations are outstanding and it is proposed to implement these recommendations as part of a future planning scheme amendment to implement the findings and recommendations of HSIIC:

1. Double Listing. During the Panel Hearing the issue of mapping places that have both individual cultural heritage significance but also contribute to the values of a precinct was discussed. The Panel recommended that two Heritage Overlays should apply to places in this instance; and
2. Including all of the statements of significance for places in the Heritage Overlay into a new incorporated document to strengthen the level of protection afforded to these places in the Planning Scheme.

#### Next Steps

It is recommended that Council resolve to adopt HSIIC, and to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of the Study.

The place citation reports prepared for HSIIC will inform the preparation of a planning scheme amendment to apply appropriate planning controls to conserve these places. In accordance with the *Planning and Environment Act 1987* (the Act), any future planning scheme amendment will be placed on exhibition and will include another opportunity for consultation with directly affected land owners and occupiers of land. Council officers anticipate that this planning scheme amendment will commence in early 2018.

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

Built: Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city.

Objective 4.3: Greater Shepparton's heritage places, cultural landscapes, and objects are protected and conserved for future generations.

#### **Risk Management**

The recommendation will ensure the correct identification of places of cultural heritage significance in the municipality. If the HSIIC is not adopted, there is a high risk that these places will not be accurately identified and, subsequently, cannot be appropriately conserved for future generations.

The recommendation will allow a planning scheme amendment to be prepared to give effect to the findings and recommendations of HSIIC. If such a planning scheme amendment is not prepared, works to alter these places may be undertaken at the risk of compromising the cultural heritage integrity of these places.

By resolving to adopt HSIIC, and to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of the Study, Council will ensure that appropriate planning controls are applied to these places to guide future development proposals to be respectful of the significance of these places.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

#### **Policy Considerations**

HSIIC is supported by the following:

- The *Greater Shepparton City Council: Council Plan 2017-2021*;
- The Greater Shepparton Planning Scheme (Planning Scheme) at Clause 21.05-4 – *Cultural Heritage* and Clause 21.05-5 – *Strategic Work Program*; and
- *Greater Shepparton Heritage Study Stage IIB 2013*.

The consultation associated with HSIIC was undertaken in accordance with Council's *Community Engagement Strategy 2009*.

#### **Financial Implications**

The recommendation to adopt HSIIC does not have any financial or budgetary implications for Council. However, the future implementation of HSIIC through a planning scheme amendment will.

A budget allocation of \$5,000 is included in the 2017-2018 budget to revise the draft HSIIC based on any feedback, comments and submissions received during the public consultation period to finalise HSIIC.

A further budget allocation is included in the 2017-2018 budget to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of HSIIC.

A comparable planning scheme amendment is Amendment C110 that implemented the findings and recommendations of HSIIB in 2013. As the proponent of the planning scheme amendment, Council incurred the costs of the Independent Planning Panel that amounted to \$50,220.96. In addition, legal expenses from Council's lawyers, Russell Kennedy Pty Ltd, associated with the Panel Hearing amounted to \$48,253.40. Council also incurred expenses associated with the attendance of Council's expert witness, Heritage Concepts Pty Ltd, as well as the costs associated with the preparation of expert witness statements throughout the panel process. These costs amounted to \$26,791.60.

The amendment proposes to increase the number of properties included within the Heritage Overlay. As a result, an increase in the number of planning permit applications is expected.

It is not expected that this future planning scheme amendment will impose any unreasonable costs on Council.

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

All procedures associated with HSIIC comply with relevant legislative requirements, including the Act and guidelines set out by Heritage Victoria. HSIIC has been prepared in accordance with the Planning Scheme and Council's *Community Engagement Strategy 2009*.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

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

The recommendation to adopt HSIIC, and to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of the Study will not result in any adverse environmental or sustainability impacts.

Any future planning scheme amendment tasked with implementing the recommendations of HSIIC will have positive environmental and sustainability effects as it will ensure that places of cultural heritage significance will be conserved and that their significance can be considered at any future planning permit stage.

#### **Social Implications**

The recommendation to adopt HSIIC, and to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of the Study will not result in any adverse social impacts.

The planning scheme amendment to implement the recommendations of HSIIC will have positive social effects as it will ensure that places of cultural heritage significance will be conserved and their significance can be considered at any future planning permit stage.

#### **Economic Impacts**

It is not expected that the recommendation to adopt HSIIC, and to prepare and exhibit a planning scheme amendment to give effect to the findings and recommendations of the Study will have any adverse economic impacts.

The financial impact to Council associated with implementing HSIIC was discussed in the financial implications section of this report.

Additional costs may be borne by land owners and occupiers of land included in the Heritage Overlay through the need to obtain a planning permit for buildings and works that may previously have been permit exempt, or to design any new buildings or additions to existing buildings to respect and not detract from the significance of the place.

While it is acknowledged that an additional cost may be borne by land owners and occupiers of land included in the Heritage Overlay, the impacts upon the development potential of land or the property value as a result of inclusion within the Heritage Overlay are not material planning considerations in assessing whether the place should be included in the Heritage Overlay.

The additional cost to land owners and occupiers must be balanced with the importance of conserving places of cultural heritage significance within the municipality as prescribed by the Act and the Planning Scheme.

Council has commenced a Heritage Grants Program in the 2017-18 financial year. This program seeks to assist land owners in undertaking works that will safeguard properties currently in the Heritage Overlay for future generations. If this Program is continued in future financial years, these places identified in HSIIC may be eligible to apply for a grant.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

#### **Consultation**

The consultation associated with HSIIC was undertaken in accordance with Council's *Community Engagement Strategy 2009*.

The draft HSIIC was released for public comment for six weeks from 24 July 2017 to 4 August 2017. Affected land owners and occupiers of land included in the draft HSIIC were directly notified to inform them of the Study and provide them with the opportunity to attend a series of one-on-one meetings with Council officers and Heritage Concepts Pty Ltd. These one-to-one meetings allowed for site specific discussions to be had with land owners about how any future planning controls that may be applied to the land seeking to conserve these places would guide future development proposals. Site visits were also undertaken as part of this process.

Additional notification was undertaken in October, November and December 2017 with land owners and occupiers of land erroneously identified or excluded from the draft HSIIC.

Following consultation, Heritage Concepts Pty Ltd has reviewed all feedback, comments and submissions received during public consultation and has revised HSIIC accordingly. Council officers recommend that HSIIC be adopted, and that a planning scheme amendment be prepared and exhibited to give effect to the findings and recommendations of the Study.

In accordance with the Act, this planning scheme amendment will be placed on exhibition. Exhibition will include an additional opportunity for consultation with directly affected land owners and occupiers of land. Council officers anticipate that this planning scheme amendment will commence in early 2018.

#### **Strategic Links**

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

Direction 3: Environment

*"Conservation and enhancement of significant natural environments and cultural heritage."*

Theme: Cultural Heritage (post settlement)

Objective 1 – *"To identify, protect and enhance sites and areas of recognised historic significance."*

Strategy 1.1 – *"Promote the protection of heritage buildings and sites so that heritage significance is not diminished or irreversibly damaged through proposed use or development."*

Strategy 1.2 – *"Encourage the retention, adaptation and appropriate renovation of significant historic buildings and works, gardens and other areas as a viable alternative to demolition."*

Strategy 1.3 – *"Ensure that any alteration or addition to identified heritage buildings and areas, or redevelopment on adjacent land, is in keeping with identified streetscape or neighbourhood character and appearance (as appropriate)."*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Adoption of Greater Shepparton Heritage Stage Study IIC December 2017 (continued)

#### b) Other strategic links

##### *Greater Shepparton Heritage Study Stage IIB May 2013*

HSIIB recognised that there are a number of areas that have yet to be properly addressed and recommends that a future study be prepared with a particular focus in rural areas.

#### **Conclusion**

Councils in Victoria are obliged to conserve places of cultural heritage significance through the preparation of heritage studies and the application of appropriate planning controls to conserve places identified in heritage studies.

The *Greater Shepparton Heritage Study Stage IIC December 2017* was prepared, and Council officers are requesting that it be adopted, and that a planning scheme amendment be prepared to give effect to the findings and recommendations of the Study.

Affected land owners and occupiers of land included in the draft HSIIC were directly notified in July and August 2017 to inform them of the findings of the draft Study and provide them with the opportunity to attend one-on-one meetings with Council officers and Heritage Concepts Pty Ltd. Site visits were undertaken as part of this process.

Following consultation, Heritage Concepts Pty Ltd has reviewed all feedback, comments and submissions received during public consultation and has revised HSIIC accordingly. Council officers recommend that HSIIC be adopted, and that a planning scheme amendment be prepared and exhibited to give effect to the findings and recommendations of the Study. This will include the implementation of other outstanding recommendations in relation to the conservation of places of cultural heritage significance outlined in this report.

In accordance with the Act, this planning scheme amendment will be placed on exhibition. Exhibition will include an additional opportunity for consultation with directly affected land owners and occupiers of land. Council officers anticipate that this planning scheme amendment will commence in early 2018.

#### **Attachments**

1. Extract from the confirmed minutes from the Ordinary Council Meeting held on 18 July 2017
2. Greater Shepparton Heritage Stage Study IIC December 2017

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.2 Memorandum of Understanding (MOU) between Greater Shepparton City Council and Goulburn River Valley Tourism**

#### **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 Tourism and Major Events**

**Proof reader(s): Acting Manager Economic Development**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

A Memorandum of Understanding (MOU) between Goulburn River Valley Tourism (GRVT) and the Council has been developed for years 2018 to 2021 to detail how both parties will support each other to achieve common outcomes. The MOU will allow Council to further develop and achieve mutually beneficial objectives and goals in relation to the tourism and visitor economy sectors and increasing visitation to the region. The objectives and roles outlined within the proposed MOU are detailed in the background section of this report. However, the time period recommended to the Council varies slightly from that proposed by GVRT in that a two year timeframe with option for a 1 year extension, is the preferred model for the Council.

It should also be noted that additional amendments have been made to the proposed MOU and are detailed within this report and included within the attached proposed MOU (with track changes).

#### **RECOMMENDATION**

That the Council;

1. note the proposed Memorandum of Understanding (MOU) between the Greater Shepparton City Council and Goulburn River Valley Tourism (GRVT) commencing on 1 July 2018 for three years until 30 June 2021.
2. endorse entering into the amended Memorandum of Understanding (MOU) with Goulburn River Valley Tourism (GRVT) commencing on 1 July 2018 for two years until 30 June 2020 with the option of a one year extension.
3. authorise the Chief Executive Officer to sign the Memorandum of Understanding on behalf of the Council for a two year period with the option of a one year extension.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Memorandum of Understanding (MOU) between Greater Shepparton City Council and Goulburn River Valley Tourism (continued)

#### **Background**

GRVT was formally established as a legal entity, a company limited by guarantee, in March 2011.

GRVT is the independent peak regional tourism body for the municipalities served by Greater Shepparton City Council, Mitchell Shire Council, Murrindindi Shire Council and Strathbogie Shire Council.

It should be noted that MOU's covering the periods 1 July 2009 – 30 June 2012, 1 July 2012 – 30 June 2015 and 1 July 2015 – 30 June 2018 have been in place by member councils to provide funding to GRVT and its predecessor organisation 'United Approach to Tourism'.

The proposed MOU was drafted by GRVT to secure funding for a further three year period from 1 July 2018 – 30 June 2021.

It is however being recommended that Council enter into an MOU with GRVT which commits Council for a two year period (1 July 2018 – 30 June 2020) which allows for an extension of a third year being from 1 July 2020 to 30 June 2021.

It should also be noted that additional amendments to the proposed MOU have also been made and are as follows:

Member Council Investment section additional point highlighting:

- That should a State Government Regional Tourism Board restructure occur whereby official regions are reduced in number **or** if the geographical area relevant to this MOU achieves official State Government Regional Tourism Board recognition and funding, each member Council reserves the right to reconsider its position and/or financial contribution in relation to this MOU.
- That should a member Council withdraw or not extend membership under this MOU, member Councils have the right to reconsider their own membership and withdraw from the MOU.

Performance Indicator additional point in the advocacy section stating -

- Progressive efforts towards achieving official State Government Regional Tourism Board recognition and funding.

The role of GRVT for the duration of this MOU will be to:

- develop and oversee the delivery of the 2018 – 2021 Strategic Plan for the region
- develop and oversee the delivery of the yearly Business Plan for the organisation
- ensure industry relationships are nurtured and developed through communication channels, activities, events, professional development and other appropriate mechanisms
- ensure regular and formal communication with key stakeholders including Member Councils, Visit Victoria, Regional Tourism Boards, Local Tourism Associations, peak industry bodies and relevant government agencies
- develop and coordinate policy and mechanisms to provide a consistent approach and application to tourism activities across the region
- act as an independent voice and advocate on behalf of the tourism industry of the region

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Memorandum of Understanding (MOU) between Greater Shepparton City Council and Goulburn River Valley Tourism (continued)

- provide Council and key stakeholders with quarterly statistical reports relating to tourism performance in the region
- work with other Regional Tourism Boards in particular North East Tourism, Murray Regional Tourism, Daylesford Macedon Ranges and Yarra Ranges Tourism (or their successors) to identify and engage in opportunities of benefit to operators in the Goulburn River Valley region
- develop self-generating funding to contribute towards the financial sustainability of the Company
- source, wherever possible, additional funding through industry and funding bodies to support the costs of delivery of projects
- adhere to all financial and legal responsibilities of the Company

Measurable targets have also been incorporated within the proposed MOU. The MOU as proposed by GVRT is attached to this report.

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

The strategy is consistent with the vision and strategic goals of the Greater Shepparton City Council: Council Plan 2017-2021. In particular, it relates to the following:

Goal 3: Economic

- 3.1 The Greater Shepparton economy is prosperous, high value and a focus of choice for business, investment and employment.
- 3.2 Strong global, national and local business connection are developed and nurtured.
- 3.3 Greater Shepparton is a major destination for events and tourism.

#### **Risk Management**

There are no risks associated with this MOU.

#### **Policy Considerations**

This proposal complies with all relevant policy.

#### **Financial Implications**

The signing of this MOU between GRVT and Council does have financial implications for Council. In the 2017/2018 budget period Council allocated a budget of \$99,843. Should Council enter into the MOU the proposal would see a 2.2% increase (in contribution) per annum, which would see \$102,040 required for 2018/2019, \$104,285 required for 2019/2020 and \$106,579 required in 2020/2021 (should Council enter into the third year of the MOU).

	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	NIL	NIL	NIL	NIL
Expense	NIL	\$102,040	\$102,040	\$112,244
Net Total	NIL	\$102,040	\$102,040	\$112,244

<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

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.2 Memorandum of Understanding (MOU) between Greater Shepparton City Council and Goulburn River Valley Tourism (continued)**

Note: The above table only includes expenditure related to year 1. Each year of the MOU will see an increase of 2.2% in expenditure.

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

The recommendations within this report aligns with relevant legal/statutory implications

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

There are no environmental implications associated with the recommendations within this report.

#### **Social Implications**

Working alongside GRVT through this MOU will enhance an already strong relationship between both parties and aims to capitalise on developing the visitor economy offering within the region. Enhancing the visitor economy will have positive social implications for the Greater Shepparton region.

#### **Economic Impacts**

The MOU between Council and Goulburn River Valley Tourism has been developed with the objective of increasing economic outcomes for GRVT and Greater Shepparton through a combined effort towards growing the visitor economy.

#### **Consultation**

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

#### **Strategic Links**

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

This strategy produced in 2006 makes reference to encourage tourism growth with strategy 1.1 stating to support tourism enterprises to achieve an increase in bed stays and visits to the municipality.

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

Economic Development Tourism and Major Events Strategy 2017 – 2021

#### **Conclusion**

Entering into an MOU between GRVT and Council will allow Council to further develop and achieve mutually beneficial objectives and goals relating to the enhancement of the visitor economy within the region.

#### **Attachments**

Goulburn River Valley Tourism MOU

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Awarding of Heritage Grants 2017/18

#### **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,  
Acting Manager Building and Planning**

**Approved by: Acting Director Sustainable Development**

#### **Executive Summary**

Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee) on 17 January 2012. The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality. The Committee agreed to request that Council resolve to support a Heritage Grants Program.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*).

The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 4 September 2017 to 13 October 2017. Council received 32 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

The Program was well supported and the calibre of applications was exceptionally high. The Judging Panel highlighted a number of "highly commended" applications, which should be considered for grants if the successful applications are unable to fulfil the requirements of the Program.

It is recommended that Council resolve to award six grants as part of the Program, as outlined below, and note an additional three "highly commended" applications.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Awarding of Heritage Grants 2017/18 (continued)

#### RECOMMENDATION

That, regarding the Heritage Grants Program, the Council:

1. resolve to award six grants as outlined below:

	Successful project	Funding Allocation (GST n/a)
1.	72 Rea Street, Shepparton	\$5,000
2.	19 Dunkirk Avenue, Shepparton (Churchill)	\$5,000
3.	98 Morrissey Street, Merrigum (Merrigum Memorial Hall)	\$5,000
4.	5455 Goulburn Valley Highway, Moorilim (St Patrick's Church)	\$5,000
5.	62-64 Hogan Street, Tatura	\$2,628
6.	8 Casey Street, Tatura	\$1,500

2. note the following additional three highly commended applications and delegate to the Chief Executive Officer the ability to award additional grants as outlined below if the abovementioned successful applicants are unable to fulfil their grant obligations:

	Highly commended project	Funding Allocation (GST n/a)
1.	135 Nixon Street, Shepparton (Girl Guides' Hall)	\$2,000
2.	77 Orr Street, Shepparton	\$5,000
3.	24 Wren Street, Toolamba (Junction Hotel)	\$5,000

#### Background

At the Ordinary Council Meeting held on 17 January 2012, Council authorised the formation of the Greater Shepparton Heritage Advisory Committee (the Committee). The primary purpose of the Committee is to provide 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.

At the February 2017 Committee meeting, the Committee agreed to request that Council resolve to support a Heritage Grants Program and to commence such a program in the 2017/18 financial year. The Committee prepared the *Heritage Grants Guidelines 2017* to provide an overarching framework to inform any future Heritage Grants Program. The Guidelines have been prepared in accordance with Council's Grants Distribution Policy.

At the Ordinary Council Meeting held on 21 March 2017, Council resolved to endorse the Greater Shepparton Heritage Grants Program (the Program), adopt the *Heritage Grants Guidelines 2017* (the Guidelines), and allocate \$25,000 in the 2017/18 financial year to fund the Program (see *Attachment 1 – Minutes extract from 21 March 2017 Ordinary Council Meeting*). This the first time such a Program has been undertaken independently by a council in regional Victoria.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Awarding of Heritage Grants 2017/18 (continued)**

The objectives of the Heritage Grants Program are:

- enhance, protect and conserve places and sites included in the Heritage Overlay;
- provide financial and advisory assistance for the repair, maintenance, or enhancement of heritage sites included in the Heritage Overlay that have a community benefit;
- promote cultural heritage conservation by providing financial assistance to those in the community who may otherwise not be able to afford to undertake conservation works;
- strengthen and foster a sense of community identity and community ownership in the long-term conservation of local heritage places; and
- increase public awareness and understanding of heritage places in the Municipality.

Eligible works for funding assistance are for conservation, restoration and/or reconstruction. This includes repair and conservation works that contribute to the significance of the place and ideally involve works that are visible from a public place or improve a building or structure's external appearance. The overall focus should be on the external appearance.

Applications for the Program were open from 4 September 2017 to 13 October 2017. Council received 32 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.

Applications were assessed against the following assessment criteria:

1. Significance of the place.
2. Need for the works.
3. Community benefit, such as the conservation of a historically or architecturally significant place or increasing the public awareness of heritage.
4. Recommendations by the Greater Shepparton Heritage Advisory Committee.
5. Additional consideration will be given to projects that encourage heritage trade skills.
6. Capacity of the applicant to fund the works independently.

The Judging Panel recommended that six applications be awarded a heritage grant, as outlined below. The completion of works resulting from successful grant applications will assist in the conservation of places of heritage significance for future generations to enjoy.

The Judging Panel has agreed that the following six applications should be awarded a heritage grant, in no particular order:

- 72 Rea Street, Shepparton – replacement of rotting weatherboards and painting some elements on the exterior of the dwelling - \$5,000;
- 19 Dunkirk Avenue, Shepparton (Churchill) – restumping and releveling of floors, replacement of damaged weatherboards and repainting some elements on the exterior of the dwelling - \$5,000;
- 98 Morrissey Street, Merrigum (Merrigum Memorial Hall) – removal and replacement of the galvanized iron roof, flashings, gutters, downpipes and battens - \$5,000;
- 5455 Goulburn Valley Highway, Moorilim (St Patrick's Church) – repairs to slate roof, gutters, downpipes, external walls, windows and doors, including painting, where appropriate - \$5,000;
- 62-64 Hogan Street, Tatura – replacement of rotting timber windows, weatherboards and front fence - \$2,628; and

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Awarding of Heritage Grants 2017/18 (continued)

- 8 Casey Street, Tatura – replacement of front fence in-keeping with the appropriate style - \$1,500.

The Judging Panel also highlighted a number of “highly commended” applications, which should be considered for grants if the successful applications are unable to fulfil the requirements of the Program. The following three additional applications should be considered, in order of preference:

1. 135 Nixon Street, Shepparton (Girl Guides’ Hall) – restoration and repainting of original timber sash windows - \$2,000;
2. 77 Orr Street, Shepparton – replacement of lead light in front windows and corrugated iron roof - \$5,000; and
3. 24 Wren Street, Toolamba (Junction Hotel) – removal of public toilet block, which is not of heritage significance - \$5,000.

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

Built: Provide and support appealing relevant infrastructure that makes Greater Shepparton an attractive, liveable regional city

Objective 4.3: Greater Shepparton’s heritage places, cultural landscapes, and objects are protected and conserved for future generations.

#### **Risk Management**

There are no unmanageable risks associated with awarding six grants in accordance with the Guidelines. The 2017/18 Budget includes an allocation of \$25,000 for the Program. If any of the six successful applicants cannot meet the requirements of the Program, an additional three “highly commended” applications have been noted and should be considered for funding.

#### **Policy Considerations**

The resolution does not conflict with any existing Council policy. The Guidelines were prepared in accordance with Council’s Grants Distribution Policy.

#### **Financial Implications**

The resolution will not result in any unforeseen financial implications. The 2017/18 Budget includes an allocation of \$25,000 for the Program.

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

The resolution will not result in any legal/statutory implications. The Heritage Grants Program accords with the *Victorian Charter of Human Rights and Responsibilities Act, 2006* and *Local Government Act, 1989*. No human rights were negatively impacted upon through the preparation of the *Heritage Grants Guidelines 2017*. The Heritage Grants Program is not foreseen to impact upon the rights of all individuals and groups with regard to freedom of expression, right to be heard, entitlement to participate in public life and property rights.

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

The resolution will not result in any environmental/sustainability impacts.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Awarding of Heritage Grants 2017/18 (continued)**

#### **Social Implications**

The resolution will not result in any social implications. The Program promotes conservation (maintenance, preservation, reconstruction or restoration) works that improve the physical security or appearance of a place, whilst being respectful of the place's significance. The Program is a critical way of promoting land owner participation in conserving places of cultural heritage significance generally.

#### **Economic Impacts**

The resolution will not result in any negative economic impacts. The completion of works will assist in the conservation of places of heritage significance and this may result in positive flow-on effects regarding increased property values.

#### **Consultation**

An extensive media campaign was undertaken to promote the Program and engage with the community. Letters were sent to all owners of land within a Heritage Overlay in the municipality.

Applications for the Program were open from 4 September 2017 to 13 October 2017. Council received 32 applications during this time, all of which met the eligibility criteria.

The extent and calibre of applications indicates that this consultation was successful.

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

#### **Strategic Links**

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

The Program is consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*, specifically:

- Direction 3: Environment: Conservation and enhancement of significant natural environments and cultural heritage.

##### b) Other strategic links

The Program will develop and implement the initiatives outlined in the *Greater Shepparton Heritage Study Stage IIB 2013*.

#### **Conclusion**

The Greater Shepparton Heritage Advisory Committee agreed to request that Council resolve to support a Heritage Grants Program. The Program seeks to promote conservation works that improve the physical security or appearance of a place, whilst being respectful of the place's significance.

Applications for the Program were open from 4 September 2017 to 13 October 2017. Council received 32 applications during this time, all of which met the eligibility criteria. In accordance with the Guidelines, a Judging Panel was formed to assess the applications and provide recommendations to Council.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Awarding of Heritage Grants 2017/18 (continued)**

The Program was well supported and the calibre of applications was exceptionally high. The Judging Panel highlighted a number of “highly commended” applications, which should be considered for grants if the successful applications are unable to fulfil the requirements of the Program.

It is recommended that Council resolve to award six grants as part of the Program, as outlined below, and note an additional three “highly commended” applications.

#### **Attachments**

Minutes extract from 21 March 2017 Ordinary Council Meeting

**11. TABLED MOTIONS**

Nil Received

**12. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES**

Nil Received

**13. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES**

Nil Received

**14. NOTICE OF MOTION, AMENDMENT OR RESCISSION**

Nil Received

**15. DOCUMENTS FOR SIGNING AND SEALING**

Nil Received

## 16. COUNCILLOR ACTIVITIES

### 16.1 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 November 2017 to 30 November 2017, some or all of the Councillors have been involved in the following activities:

- Goulburn Valley Hospice Care Service | Annual General Meeting
- Regional Mayoral Meeting
- 'Blended Fruits Networking Mixer' | (OUTintheOPEN Festival)
- 'OUTintheOPEN' Carnival
- Army Cadets '33 Battalion' | End of Year Dinner
- Army Cadets '33 Battalion' | Parade
- 'Shepparton Shakeout'
- Shepparton Brass Band Inc | Award Junior Player
- Citizenship Ceremony
- Disability Advisory Committee | Meeting
- High Commissioner of Pakistan | Meeting
- High Commissioner of Pakistan | Luncheon
- Community Plan | End of Year Dinner
- Greater Shepparton Positive Ageing Advisory Committee | Meeting
- Shepparton Art Museum | 'Official Opening' Cover Versions – Mimicry and Resistance
- Remembrance Day & Wreath Laying Ceremony | Shepparton
- Remembrance Day & Wreath Laying Ceremony | Mooroopna
- Remembrance Day & Wreath Laying Ceremony | Murchison
- Remembrance Day, Wreath Laying & Plaque Unveiling Ceremony | Tatura
- Challenge Shepparton | GAME VIP Marquee
- National Pilgrimage – Italian Remembrance Day | Murchison
- Afternoon Tea with Family & Friends of Bruce Wilson | Renaming of Community Meeting Room
- 'Breakfast in the Park' | The Probus Club of Mooroopna
- National Basketball Championships | Announcement
- Community Advisory Group | Meeting
- Meet the Mayor & CEO | CBD Office, Shepparton
- Department of Social Services | Meeting
- Ganbina | 2017 Youth Achievement Awards
- 'Stellar' Victorian Open Bowls | Official Opening
- 'Freedom Place' Retirement Village | Official Opening
- Sri Lankan Association | Cultural Evening
- Mooroopna Urban Fire Brigade | Annual Presentation Dinner 2017
- Mooroopna Lions Club | Farmers Market – 7<sup>th</sup> Birthday Celebration
- German War Memorial Day Ceremony
- GV Hospice | Garden Party
- 'Shepparton Alternate Freight Route Enhancement' | Official Opening – The Hon Damian Drum

## 16. COUNCILLOR ACTIVITIES

### 16.1 Councillors Community Interaction and Briefing Program (continued)

- Dhurringile Community Dinner
- Senior Combined Partners | Meeting
- Mooroopna Kiwanis Club | Mayoral Speaking Role
- Luncheon | Assistant Minister to Deputy Prime Minister – The Hon Luke Hartsuyker
- Goulburn Valley Regional Library | Board Meeting
- RCV Annual Dinner with Minister Jacinta Allen
- Reach for the Stars | Friends of the Australian Botanic Gardens Shepparton
- Lake Bartlett Walking Path | Launch
- ALGWA NE | Annual General Meeting
- ‘Steller’ Victorian Open Bowls 2017 | Final Day’s Play and Lunch
- Sport Hall of Fame Advisory Committee | Meeting
- Victorian School of Languages | Shepparton Centre
- 2017 Spring Car Nationals | Official Opening
- Installation of the new Worshipful Master of the Escold Lodge
- Greater Shepparton & Committee 4 Greater Shepparton | 2018 Election Campaign Priorities
- Give Me 5 for Kids | Cheque Presentation for Goulburn Valley Health – Children’s Ward
- Netball Victoria – State Titles | Event Announcement
- Great Things Happen Here! – Stage 2 Launch
- Shepparton Show Me | Ordinary Meeting

### **RECOMMENDATION**

That the summary of the Councillors’ community interaction and briefing program be received.

### **Attachments**

Nil

## 17. ASSEMBLIES OF COUNCILLORS

### 17.1 Assembly of Councillors

Councillor Briefing Session – 24 October 2017		
Councillors	Cr Adem (Chair), Cr O’Keeffe, Cr Abdullah, Cr Giovanetti, Cr Hazelman, Cr Oroszvary, Cr Patterson and Cr Sutton	
Officers:	Phillip Hoare, Amanda Tingay, Geraldine Christou, Sharlene Still, Maree Martin, Matt Jarvis, Janelle Bunfield, Colin Kalms, Ronan Murphy, Rachael Duncombe, Joel Board, Sarah Van Meurs, Michael MacDonagh, Elke Cummins, Sally Rose, Jim Gow, Amy Jones, Adam Poole and Jacinta Rennie (not all officers were	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Election of Mayor	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
2.	Election of Deputy Mayor	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
3.	Mayoral Position Description	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
4.	Contract No.1836 Debt Collection Services	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
5.	Planning for Sustainable Animal Industries	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton

## 17. ASSEMBLIES OF COUNCILLORS

### 17.1 Assembly of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
6.	Paul Briggs   Kaiela Institute discussion	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
7.	Community Safety Strategy Consultation   Presentation and Workshop	Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
8.	Two lot subdivision in the General Residential Zone	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
9.	IGA Stage 2 application	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
10.	Implementation of Commercial Activity Centres Strategy - Amendments C192 and C193	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
11.	Word and Mouth Youth Reference Group	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
12.	Dookie and District Community Plan 2017	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
13.	Road Discontinuance and Consolidation of part of Inglis Street, Dookie   For Information Only	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
14.	Road Closure and Sale of part of Camille Street, Dookie   For Information Only	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

**Heritage Advisory Committee  
13 November 2017**

Councillors:	Cr Abdullah
Officers:	Grace Docker, Simone Wood and Steve Bugoss

## 17. ASSEMBLIES OF COUNCILLORS

### 17.1 Assembly of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Items to be raised during 'Agenda Item 15 General or other Business'	Cr Abdullah
2.	Confirmation of Meeting Minutes of 2 October 2017	Cr Abdullah
3.	Election of Office Bearers ( to be deferred to the December Committee meeting)	Cr Abdullah
4.	Community Representative Position	Cr Abdullah
5.	Meeting Dates and Times for 2018	Cr Abdullah
6.	Public notice – Shepparton News Friday 3 November 2017 – Councillor Abdullah/Grace Docker	Cr Abdullah
7.	Report from Sub-committees of the Advisory Committee	Cr Abdullah
8.	Information Purposes – Report from Grace Docker	Cr Abdullah
9.	Information Purposes – Report from Deborah Kemp	Cr Abdullah
10.	Active Planning Permit Applications within the Heritage Overlay	Cr Abdullah
11.	Greater Shepparton Heritage Study Stage 11C	Cr Abdullah
12.	Short Discussion Session	Cr Abdullah
13.	General or Other Business	Cr Abdullah
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	



## 17. ASSEMBLIES OF COUNCILLORS

### 17.1 Assembly of Councillors (continued)

Councillor Briefing Session – 14 November 2017		
Councillors	Cr Adem (Chair), Cr O’Keeffe, Cr Abdullah, Cr Giovanetti, Cr Hazelman, Cr Patterson and Cr Sutton	
Officers:	Peter Harriott, Chris Teitzel, Kaye Thomson, Phillip Hoare, Colin Kalms, Sarah Van Meurs, Geraldine Christou, Tim Russell, Andrew Dainton, Braydon Aitken, Patricia Garraway, Sharlene Still, Laurienne Winbanks, Maree Martin, Fiona Le Gassick, Stephanie Giankos, Mat Innes-Irons, Matt Jarvis, Majenta Rose, Janelle Bunfield, Chris Widdicombe, Rohan Montgomery and Jacinta Rennie (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Two lot subdivision in the General Residential Zone [St Andrew's Road, Shepparton] - Objectors & Applicant	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
2.	Maude Street Mall Redevelopment-Spiire Conceptual Design Workshop	Cr Adem (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
3.	Proposed Referral of Solar Farms to the Minister for Planning	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
4.	Local Law Review	Cr Adem (Chair) Cr O’Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Greater Shepparton Great Things Happen Here Campaign Year 1 Overview and Year 2 plan.	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
6.	Financial Hardship Policy	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
7.	Amended Fees & Charges	Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
8.	October 2017 Monthly Financial Report	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
9.	2016 - 2017 Maternal and Child Health report	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
10.	Asset Management Policy	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
11.	Review   'Draft Agenda	Cr Adem (Chair) Cr O'Keeffe Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton

**Conflict of Interest Disclosures**

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
2	Cr Kim O'Keeffe	Yes

**CEO and Councillor Catch up – 21 November 2017**

Councillors	Cr O'Keeffe, Cr Abdullah, Cr Giovanetti, Cr Hazelman, Cr Patterson and Cr Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Briefing days	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton

## 17. ASSEMBLIES OF COUNCILLORS

### 17.1 Assembly of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
2.	SAM Update	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
3.	Contracts update	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
4.	Sports Hall of Fame Art Wall	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	Nil

### Councillor Briefing Session – 21 November 2017

Councillors	Cr O'Keeffe (Chair), Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Hazelman, Cr Patterson and Cr Sutton
Officers:	Peter Harriott, Chris Teitzel, Kaye Thomson, Phillip Hoare, Colin Kalms, Patricia Garraway, Andrew Dainton, Ronan Murphy, Elke Cummins, Michael MacDonagh, Sonja King, Stephanie Giankos, Maree Martin, Fiona Le Gassick, Marcus Cook, Belinda Conna, David Booth, Megan Howard, Heinz Kausche, Ifte Hossain, Dylan Hesselberg and Jacinta Rennie (not all officers were present for all items).

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
1.	Councillor Briefing   Steph Ryan	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
2.	IGA – Stage Two Update	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
3.	Councillor Communications and Engagement Plan Update	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
4.	Councillor Representation on Committees	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
5.	Aquamoves Master Plan Consultation Session	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
6.	Review of 2013 -2023 Waste and Resource Recovery Strategy	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton
7.	Councillor Capital Projects Update Presentation	Cr O'Keefe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton Cr Adem

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Section 86 Special Committees - Committees of Management Memberships   For Information Only	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton Cr Adem
9.	SPC KidsTown Future Directions and Food Hub Concept – Status Update	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Sutton Cr Adem
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

**Greater Shepparton Women's Charter Alliance Advisory Committee  
25 November 2017**

Councillors:	Cr Abdullah	
Officers:	Rachael Duncombe, Kristie Welch	
Matter No.	Matters discussed	Councillors Present at Discussion
5	Correspondence in/out	Cr Abdullah
6	Media	Cr Abdullah
8	Committee memberships	Cr Abdullah
9	Meeting dates and times 2017/18	Cr Abdullah
11	Budget	Cr Abdullah
12	Budget Working Group	Cr Abdullah

**17. ASSEMBLIES OF COUNCILLORS**
**17.1 Assembly of Councillors (continued)**

Matter No.	Matters discussed	Councillors Present for Discussion
13	Charter Advisory Committee review and research into other Council's	Cr Abdullah
14	International Women's Day Working Group	Cr Abdullah
15	Women's Charter Award	Cr Abdullah
16	Youth Public Speaking	Cr Abdullah
17	Kaiela Arts Education Scholarship update	Cr Abdullah
18	GSWCAAC logo/banner	Cr Abdullah
Conflict of Interest Disclosures		
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.

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