

# **ATTACHMENT TO AGENDA ITEM**

**Ordinary Meeting**

**17 July 2018**

<b>Agenda Item 11.1</b>	<b>Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report</b>	
<b>Attachment 1</b>	<b>Greater Shepparton Heritage Advisory Committee - Terms of Reference - revised May 2018 .....</b>	<b>177</b>
<b>Attachment 2</b>	<b>Greater Shepparton Heritage Advisory Committee Annual Report 2017 .....</b>	<b>181</b>



## GREATER SHEPPARTON HERITAGE ADVISORY COMMITTEE TERMS OF REFERENCE

*Adopted by Resolution of Council on 17 July 2018*

*For Review July 2020*

### **1. Purpose**

The Greater Shepparton Heritage Advisory Committee (HAC) will advise Council on cultural heritage matters across Greater Shepparton. It has no executive authority and will operate in accordance with these Terms of Reference.

### **2. Role of the Greater Shepparton Heritage Advisory Committee**

- a. Act as an advisory committee to Council on cultural heritage and conservation issues within the Municipality.
- b. Promote community participation in, and awareness of, cultural heritage issues within the Municipality.
- c. Provide:
  - i. an advocacy role in cultural heritage matters within the Municipality and to Council,
  - ii. advice on best practice in the management and conservation of all cultural heritage and its applicability to the Municipality,
  - iii. advice and recommendations on proposals related to cultural heritage places, collections and objects when referred or brought to the Committee/Council, and
  - iv. advice and recommendations to Council on policy matters relating to cultural heritage including but not limited to, the Greater Shepparton Planning Scheme.
- d. Make recommendations to Council about further work required to conserve, identify, document and promote Greater Shepparton's cultural heritage.
- e. Provide advice on recommendations for nominations of local, state, national or international cultural heritage significance.
- f. Assist Council in the dissemination of information concerning the identification of places and objects of cultural significance.
- g. Provide advice on events, community and school education materials, specialist trade courses, etc to further cultural heritage and conservation awareness within the Municipality.
- h. Assist the Heritage Advisor(s) appointed by Council to undertake research, identify places for inclusion in a Heritage Overlay or Precinct, and any other strategic level work required by the Heritage Advisor or Council. This will be dependent upon budget availability.
- i. Provide advice on marketing, branding and promotion of heritage and heritage related tourism within the Municipality.

- j. Assist Council in sourcing external funding opportunities to further cultural heritage conservation, promotion, management and education.
- k. Assist Council in hosting a biennial Cultural Heritage Awards ceremony in partnership with HAC. If the Committee deems it to be appropriate, the Awards ceremony may be affiliated with other organisations, such as The National Trust of Australia (Vic). Successful nominations will be selected via a public nomination process. Nominations will be assessed by the Committee against the conservation principles outlined in the Australia ICOMOS (International Council of Monuments and Sites) Burra Charter 2013 and the Cultural Heritage Award Guidelines. A judging panel will be made up of representatives from the Heritage Advisory Committee. The Panel will advise Council of its recommendations for winning entries in each of the Award categories. The Panel can recommend that there be no award in one or more categories.
- l. Assist Council in hosting a biennial Bruce Wilson Memorial Lecture in partnership with HAC. The Lecture will be held in alternate years to the Awards outlined above.

The Committee does not act as an internal referral body to assess/comment upon applications. This stipulation does not limit or prevent individual members of the Committee from making submissions, objections or appeals to current applications or proposals being assessed by Council.

### 3. Committee Membership

- a. The membership of the Committee shall consist of the following members and be approved by resolution of Council:
  - i. Up to two Councillors (voting Committee members);
  - ii. Up to two (2) members of Council's Strategic Planning Team (non-voting Committee members);
  - iii. Council's Heritage Advisor (a non-voting Committee member);
  - iv. one (1) voting Committee member from each of the following ten (10) member organisations (more than one member from each organisation is welcome to attend the Committee meetings but only one member has a vote);
    - Bangerang Cultural Centre;
    - Dookie Historical Society;
    - Historical Society of Mooroopna;
    - Katandra and District History Group;
    - Merrigum and District Historical Society;
    - Murchison and District Historical Society;
    - Shepparton Heritage Centre;
    - Tatura and District Historical Society;
    - Toolamba and District Community Plan Steering Committee; and
    - Yorta Yorta Nation Aboriginal Corporation.

Given that some geographic locations within the Municipality are currently not represented on the Committee, other formally constituted local societies or interest groups that represent an aspect of our heritage are eligible to make an application to join the Committee. Any such additional membership would follow an enabling amendment to the Terms of Reference.

Each member organisation must resolve to nominate a representative to the Committee. In the event that this representative is unable to attend a Committee meeting, each organisation should nominate a second

representative who can attend and vote at Committee meetings in their absence.

- v. a minimum of two (2) and a maximum of six (6) members of the community unaffiliated with any of the organisations outlined above. Council will call for applications from members of the community to sit on the Heritage Advisory Committee as voting members for a two (2) year term. Applications will be assessed by the Heritage Advisory Committee, which will then make recommendations to Council. The Committee is not obliged to nominate candidates to all community positions and will assess each nomination against the candidate's ability to fulfil the Committee's functions as outlined in the Committee's Terms of Reference, as well as the following selection criteria:
- An awareness of, and an interest in, the cultural heritage of the Municipality, and a willingness to have an input into the issues relating to this heritage;
  - A commitment to the preservation of cultural heritage sites within the Municipality;
  - A knowledge of heritage conservation processes and a willingness to acquire further knowledge;
  - The ability to access historical or conservation networks and stakeholder groups;
  - The ability to promote heritage within the Municipality; and
  - Experience in an area of building conservation.

The Committee will advise Council of its recommendations for community positions. Should a vacancy occur within the appointed time frame, Council may appoint a replacement for the balance of the term.

- b. Council will provide appropriate officers to support the HAC as the need arises and within the scope of its role. Examples of this in practice could include conducting master classes to provide for capacity building within the Committee, updating the Committee on projects and activities within Council that may be of interest or have a bearing on the Committee's role and/or activities, and supporting the Committee's site visitations and education tours within the Municipality.

#### **4. Committee Meeting Procedure**

- a. A Chairperson, Deputy Chairperson and Secretary will be elected by the Committee for the duration of a one (1) year term. The Chairperson of any Sub-Committee will also be appointed by the Committee for the duration of one (1) year.
- b. If the Chairperson is not present at a Committee meeting, the Deputy Chairperson must preside. Where the Chairperson and Deputy Chairperson are both absent the members must appoint a Chairperson for that meeting.
- c. The Committee's position on any issue under consideration will be made upon a majority vote by members present or, when determined by the Committee, by proxy. In the event of an equal number of votes, the Chairperson shall have an additional casting vote.
- d. The Committee shall have a quorum which is equal to one-half plus one of the total number of voting Committee members.
- e. When the Committee's business involves matters in which one or more members have a conflict of interest, or when their presence may inhibit full discussion, those members should withdraw from this portion of the meeting.

- f. The Committee shall meet at least every month, except January, or as otherwise determined by the Committee. The frequency of any Sub-Committee meetings will be determined by the Chairperson of each Sub-Committee.

Meeting structure, agenda and minute formats should meet the needs of the Committee, while ensuring consistency, completeness and accountability. It is recommended that any meeting minutes briefly outline the content of each of the items listed on the agenda, including actions taken, and any recommendations.

## 5. Committee Conduct Principles

Committee members are expected to:

- attend meetings on a regular basis, or provide an apology prior to the meeting;
- actively participate in Committee discussions and offer their opinions and views;
- act with integrity, treat all persons with respect, and have due regard to the opinions, rights and responsibilities of others; and
- avoid conflicts of interest and the releasing of confidential information.

## 6. Assemblies of Councillors

In accordance with the *Local Government Act 1989*, the definition of an Assembly of Councillors includes any meeting of an advisory committee of Council if at least one Councillor is present. Any Councillors in attendance at meetings of the Committee are required to declare any conflicts of interest. Following the meeting, a Record of Assembly of Councillors must be completed stating:

- the names of all Councillors and members of Council staff in attendance;
- the matters considered;
- any conflicts of interest disclosures made by a Councillor attending; and
- whether the Councillor who has disclosed the conflict of interest leaves the assembly.

The Record of Assembly of Councillors must be submitted to Council in accordance with the *Assembly of Councillors Operational Procedure 37.PRO9.1* (Trim Ref: M11/51282) within 7 days of the date of the Committee meeting so that it can be included in the next available Ordinary Council Meeting agenda.

## 7. Review

The Terms of Reference for the Greater Shepparton Heritage Advisory Committee will be reviewed on a biennial basis prior to the recruitment of community members.



**GREATER SHEPPARTON CITY  
COUNCIL**

**GREATER SHEPPARTON HERITAGE  
ADVISORY COMMITTEE**

**ANNUAL REPORT**

**for Year 2017**

**dated 9 April 2018**

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 Greater Shepparton Heritage Advisory Committee 2017
 

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Bangerang Cultural Centre	Miranda Bolini, Marlene Atkinson (Alt)
Community Representatives (3)	Evan Lloyd, Gary Steigenberger/John Lawry, Robyn Slee, Carrie Donaldson
Dookie Historical Society	Gaye Sutherland, Norma Sutherland (Alt)
Greater Shepparton Councillor	Cr Seema Abdullah
Historical Society of Mooroopna	Ian Pleydell, Val Hill (Alt)
Katandra & District History Group	Marjorie Earl (Dep. Chairperson), Janice Senior (Alt)/Priscilla Duane
Merrigum & District Historical Society	Anne Tyson (Secretary)
Murchison & District Historical Society	Warwick Finlay, Kay Ball (Alt)
Shepparton Heritage Centre	Peter Matthews, Robin Close (Alt)
Tatura & District Historical Society	Evert Worm, Brian Williams (Alt)
Toolamba Community Plan Steering Committee	Geoff Maynard (Chairperson), Christine McKenzie (Alt)
Yorta Yorta Nation Aboriginal Corporation	Wade Morgan
GSCC Strategic Planning	Michael MacDonagh/Grace Docker
GSCC Strategic Planning	Tracey Mercuri/Simone Wood
GSCC Heritage Advisor	Deborah Kemp

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**CONTENTS**

1.0	From the Chairperson .....	4
2.0	Introduction .....	6
2.1	Background .....	6
2.2	Terms of Reference and Committee Composition .....	6
2.3	Meetings .....	7
3.0	Heritage Advisory Committee Activities .....	9
3.1	Brief Overview.....	9
3.2	Activities and Achievements .....	11
4.0	Proposed Activities for 2017 .....	12
Appendix 1	<i>Greater Shepparton Heritage Advisory Committee Terms of Reference</i>	



## 1.0 FROM THE CHAIRPERSON

Cr Kim O’Keeffe,  
Mayor – Greater Shepparton City Council

Dear Mayor,

It gives me much pleasure to present the Sixth Annual Report of the Greater Shepparton Heritage Advisory Committee. The Committee continues to be involved in a full range of heritage matters including the provision of informed and considered advice to Council, as appropriate. Of particular importance has been the continuation of a Strategic Work Program facilitated by a range of active sub-committees.

I would like to take this opportunity to thank Cr Seema Abdullah for her role as the Council’s representative on the Committee. In her first full year Cr Abdullah has proved to be an informed and committed member of the Committee.

In June, we regretfully accepted the resignation of community representative Gary Steigenberger for work commitment reasons. Gary had been an active and valuable member since 2013 bringing planning and architectural expertise to the Committee, along with a clear commitment to heritage conservation and its preservation. In 2017, we welcomed two new community representatives, John Lawry and Carrie Donaldson, to the Committee.

In December 2017, the Committee made a farewell presentation to Michael MacDonagh, Team Leader Strategic Planning, Council representative on the Heritage Advisory Committee since its inception. Michael had a vital role in the formation of the Committee in 2011 and, with his expertise in conservation and his dedication to heritage, was able to steer the workings of the Committee to ensure that its role and activities were not only in line with overall Council policies, but that the Committee took a lead role in bringing heritage to the attention of the Council and the community. We are fortunate that Michael’s replacement, Grace Docker, is equally committed to the Committee’s Terms of Reference and will be a strong advocate for heritage protection within Council.

I would like to thank Council Planning Support Officer Tracey Mercuri for her valuable assistance to Michael and the Committee during the past two years, and wish her the best in her future endeavours. We welcomed Simone Wood as Tracey’s replacement.

I commend Council for continuing to support the Municipality’s third heritage study, the *Greater Shepparton Heritage Study Stage IIC*. This was an enormous undertaking and a draft Study was considered by Council in May 2017. Committee members spent countless hours researching places of significance across the Municipality for inclusion in the Heritage Study; their intimate knowledge of heritage buildings, places and sites outside the urban areas has been vital. Council undertook consultation throughout July to November with affected land owners, before adopting the Study in December 2017.

I would like to congratulate Arthur and Lurline Knee on receiving the Victorian Heritage Council's Ray Tonkin Heritage Volunteer Award for 2017. Arthur and Lurline have been tireless long-term workers for the Tatura Irrigation and Wartime Camps Museum. Further details regarding the Award are included in Section 3 of this Annual Report.

On 22 April 2017, Council hosted the Cultural Heritage Awards, a prime focus of the Committee in promoting our municipality's cultural heritage. The Committee looks forward to facilitating the Biennial Bruce Wilson Memorial Heritage Lecture on 10 May 2018.

As a recommendation of the Committee, a new Council initiative was launched in the form of Heritage Grants to the value of \$25,000 for small projects that assist owners to preserve integral parts of their properties within a heritage context. Again, Michael MacDonagh played a critical role in this initiative. The Committee assisted in the preparation of the Grants Guidelines, and successful applicants were notified in December 2017.

On 28 October 2017, Council hosted a Heritage Open Day to increase awareness of the history, people and buildings that helped shape Greater Shepparton and to place on show the many heritage sites in the area. The Open Day was exceptionally well received and the Committee intends for this to become a regular event.

Members have a continuing interest in a number of key heritage sites in the municipality, including the Calder Woodburn Memorial Avenue, the former Day's Mill, the cluster of Internment and POW Camps unique to Greater Shepparton, and the Mooroopna Hospital. Of special note was the 18 February 2017 visit by members of the Heritage Council of Victoria, who were impressed with the depth and variety of places of heritage significance in the area. Tim Smith, Heritage Victoria Executive Director, asserted that it was one of the best tours he had been involved with. As a result of the visit, Tim Smith nominated Tatura Historical Society's Internment and POW Camps collection for inclusion in the Victorian Heritage Register. Further details of this recommendation are outlined in Section 3.1 (d) of this Report.

The development of a Heritage Strategy for the City of Greater Shepparton has been seen by the Committee as an important step forward in heritage protection and conservation, and it is most gratifying to note that the *Greater Shepparton City Council Heritage Strategy 2018 – 2022* has now been finalised for consultation and is publically available on Council's website.

Finally, I offer sincere thanks to the Council, on behalf of the Committee, for providing such outstanding employees to assist the Committee's operations, and to give the valuable administrative support the Committee needs. Michael MacDonagh, Grace Docker, Colin Kalms, Deborah Kemp, Lynette Bolitho, Tracey Mercuri and Simone Wood have provided first class professional guidance.

Yours faithfully,

*Geoff Maynard*

April 2018

## 2.0 INTRODUCTION

### 2.1 Background

Council authorised the formation of the Greater Shepparton Heritage Advisory Committee on 17 January 2012. 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.

The establishment of a Heritage Advisory Committee was consistent with the objectives, strategies and actions outlined in the Environment section of the *Greater Shepparton 2030 Strategy (2006)*, Objectives 18 and 31 of the *Greater Shepparton Council Plan and Strategic Resource Plan 2009-2013*, and the *Greater Shepparton City Heritage Strategy 2018 - 2022*.

### 2.2 Terms of Reference and Committee Composition

The Greater Shepparton Heritage Advisory Committee acts in an advisory role to Council on the future development of cultural heritage matters across Greater Shepparton. It has no executive authority and operates in accordance with the Terms of Reference. The Terms of Reference are reviewed biennially and were last adopted by resolution of Council November 2017.

The Committee's Terms of Reference provide for a voting membership consisting of up to two Councillors, along with one representative from each of the ten identified member organisations listed, four community representatives unaffiliated with any of these organisations, and a non-voting membership comprising Council's Heritage Advisor and up to two members of Council's Strategic Planning Team (see Figure One). Member organisations nominate an alternate delegate to ensure continuity of representation.



Figure One: Members of the Greater Shepparton Heritage Advisory Committee, 2017.

At the Committee meeting of November 2017, the Committee elected office bearers for 2018:

Chairperson – Marjorie Earl, Katandra and District History Group;  
Deputy Chairperson – Anne Tyson, Merrigum and District Historical Society; and  
Secretary – Ian Pleydell, Historical Society of Mooroopna.

The Greater Shepparton Heritage Advisory Committee Terms of Reference 2017, the Greater Shepparton Cultural Awards Guidelines (2016), the Biennial Bruce Wilson Memorial Heritage Lecture guidelines, and a wide range of heritage information, are all available on Council's website.



Figure Two: Office bearers for 2017 (Marjorie Earl, Geoff Maynard and Anne Tyson).

### 2.3 Meetings

The Committee meets on the first Monday of each month with the exception of January. The Strategic Work Program, established during the year 2014 and designed to achieve defined goals while accommodating specific member interests through a range of sub-committees, was continued and developed in 2017.

**Current sub-committees and their specific terms of operation in 2017 were as follows:**

#### 1. Greater Shepparton Heritage Study Stage IIC

To finalise the list of places for inclusion in the *Greater Shepparton Heritage Study Stage IIC*, and to provide research data and historical information relating to these places. Members' intimate knowledge of heritage buildings, places and sites outside the urban areas were an invaluable aid in assisting Council's Strategic Planning Team to reduce the costs of preparing the Heritage Study, which was tabled and adopted at the December Ordinary Council meeting. Council will prepare an amendment to the Greater Shepparton Planning Scheme to apply heritage controls to the places identified in the study as being of cultural heritage significance.

#### 2. Cultural Heritage Awards

To plan and organise the 2017 Cultural Heritage Awards. These Biennial Awards aim to recognise outstanding contributions to cultural heritage conservation, research, education, promotion, interpretation, training and awareness-raising within the Municipality. They require considerable advance organisation.



### **3. Heritage Lecture and links with Tertiary Institutions**

To plan for the next Bruce Wilson Memorial Heritage Lecture (the Lecture alternates with the Cultural Heritage Awards), and to investigate possible links with local tertiary institutions in relation to heritage.

### **4. Heritage Incentives**

To continue to work with Council in an examination of possible heritage incentives to assist owners with the preservation of the municipality's cultural heritage.

### **5. Signage**

To propose interpretive signage across Greater Shepparton and recognisable cultural heritage signage compatible with other municipal signage.

### **6. Calder Woodburn Memorial Avenue**

To recommend to Council measures that would ensure the future conservation of the Memorial Avenue. In October 2017 the Terms of Reference for a Calder Woodburn Memorial Avenue Advisory Committee were adopted and Committee met for the first time 27 November. Marjorie Earl is the Heritage Advisory Committee's representative on this Committee.

### **7. Heritage Program, Events and Tourism**

To extend recognition of the municipality's cultural heritage by encouraging the involvement of the historical societies and other groups in wider heritage events, for example, the National Trust's annual Heritage Festival, and also in Greater Shepparton's own SheppARTon Festival, and to investigate opportunities for heritage tourism in Greater Shepparton.

### **8. Master Classes/Presentations**

To continue the program of Master Classes held at the conclusion of alternate monthly meetings.

### **9. Victorian Heritage Register**

To investigate and recommend places of cultural heritage significance, which meet the threshold for state significance, to be included on the Victorian Heritage Register.

### **10. Heritage Budget**

To contribute further input into Council's allocation of its heritage budget.

### **11. Council Heritage Website**

#### **Committee Agendas**

Standard inclusions on all Committee agendas:

- Reports from sub committees.
- A briefing on all active Planning Permit Applications within a Heritage Overlay;
- Suggestion and consideration of items for presentation as Short Discussion Sessions (SDS) for the Councillors;
- Heritage Adviser Reports and updates;
- Strategic Planning Report; and
- Member reports regarding local historic/heritage activities.

### 3.0 HERITAGE ADVISORY COMMITTEE ACTIVITIES

#### 3.1 Brief Overview

Other sections of this report highlight the wide range of agenda and other activities of the Heritage Advisory Committee. This section provides a brief overview of some specific items that have a key membership focus.

- a) The Committee launched the Cultural Heritage Awards 2017 at a well-attended public event on 8 August 2016. Nominations were subsequently received with the shortlisted nominations notified in December 2016. Including subsequent site visits and meetings of the judging panel, the Awards process covers a time period of approximately eight months, and involves a deal of voluntary time on the part of the Committee members who comprise the judging panel.

The Awards were held at the GV Hotel on Saturday 22 April. Jenny Houlihan acted as Master of Ceremonies, and Guest Speaker was Garrie Hutchinson from the Heritage Council of Victoria. His presentation focussed on the increasing social significance of ANZAC Day. Pauline Hitchins representing the Heritage Council of Victoria also attended the Ceremony, and joined Garrie in presenting the prestigious 2017 Ray Tonkin Heritage Volunteer Award to tireless long-term workers from the Irrigation and Wartime Camps Museum (Tatura) Arthur and Lurline Knee. A comprehensive review of the Awards structure, and the Presentation ceremony itself, has been held in order to ensure the Awards maintain the highest standards of professionalism.



Cr Dinny Adem with Kay Ball of Murchison & District Historical Society receiving the Cultural Heritage Award for Research, Promotion and Dissemination of Cultural Heritage on behalf of the Murchison Heritage Centre

- b) The Greater Shepparton Heritage Open Day was held on 28 October 2017 with an estimated 500 attendees undertaking over 1,000 visits at the municipality-wide event. With over 40 historic buildings and sites available to visit for free on the day, some venues opening to the

public for the first time, the Open Day which included bus trips, tours and guided walks, was well received.

- c) The Bruce Wilson Memorial Heritage Lecture, the other large public focus of the Committee, will be presented on 10 May 2018.
- d) The protection and conservation of the former Day's Mill and Farm Complex at Murchison continues to be of concern to the Committee. This is the best preserved 19th century flour mill in Victoria, and possibly Australia. The mill is still in working order and in its original, but rural and vulnerable, setting.
- e) The future of the Municipality's unique Internment and POW Camps also remains a focus of the Committee, as most are on privately-owned land. The Committee is fully supportive of the Tatura and District Historical Society and the Murchison and District Historical Society in their endeavours to promote the preservation of these Camps. The Committee supports Council's enforcement of planning rules preventing *ad hoc* structures being established on Camp sites that have a heritage overlay.

The Committee congratulates the Tatura and District Historical Society's success in having its World War II Internment and POW Camps Collection accepted for inclusion on the Victorian Heritage Register. In summary, Heritage Victoria asserts that:

*The Tatura World War II Internment and POW Camps Collection is the largest and most comprehensive collection of war camp related heritage objects, art works and records in Victoria. The Collection is more closely associated with the camp sites as well as other related local places than other collections, making the contextual associations more meaningful. The oral histories further enrich the Collection.*

- f) Of concern to the Committee is the state of the Mooroopna Hospital site with its iconic buildings. The Committee urges Council to ensure that the current owners of the site carry out their responsibilities in terms of preserving the site and the remaining structures. The Committee would like to see the Council ensure the site is made secure, and prevent the illegal removal of materials from the site. Some 100 building plans – some dating back to the original design, and some pertaining to subsequent additions and alterations – are stored at the Historical Society of Mooroopna's museum, but need to be professionally scanned and safely secured.
- g) In May 2017, the Committee undertook a day of site visits. Members had indicated they needed more intimate knowledge of and exposure to a number of significant places representing various aspects of the Municipality's heritage, and the following were visited: 2 Archer Street Mooroopna (former flour mill manager's house), Darveniza's winery, the cool room at Gowrie Park, the new wartime camps memorial at Tatura Museum, the 'Guard Tree' on Bitcon Road, Fenton Hall and Camp 1 (Internment Camp).

Members continue to be concerned with two funding issues: the future of State government funding for the Heritage Advisory Service through Heritage Victoria and the potential effects of State government rate-capping on funding for heritage projects.

The Heritage Advisory Committee is of the view that it fulfilled its core advisory functions during 2017 and that its professional Strategic Work Program has been very successful in focussing the Committee's heritage activities.

### 3.2 Activities and Achievements

Committee Activities and Achievements in 2017 included:

- hosting the very successful Cultural Heritage Awards. The sub-committee was pleased to note an increased number of nominations;
- hosting the very well received Greater Shepparton Heritage Open Day. There were 1,118 individual visits to the 44 places that opened to the public;
- taking a lead role in the provision of research data and information for the *Greater Shepparton Heritage Study Stage IIC*: a large amount of historical information has been made available by Committee members, ensuring a thorough Study, and greater value for Council. The final Report was prepared by Heritage Concepts Pty Ltd (Deborah Kemp) in 2017, and identified 180 places across Greater Shepparton as being of cultural heritage significance. The Heritage Advisory Committee nominated places for inclusion in the Study and assisted in providing historical information from the various historical societies;
- having an input into the development of the Greater Shepparton Heritage Strategy 2018-2022;
- further developing and refining the Strategic Work Program;
- having an input into the Terms of Reference of the conservation management plan for the Calder Woodburn Memorial Avenue. The Calder Woodburn Memorial Avenue Advisory Committee met for the first time on 27 November and has representatives including from VicRoads, the Greater Shepparton Council, Heritage Victoria, the RSL and this Committee;
- continuing to keep informed of planning applications concerning heritage matters before Council, and contributing to Council's consideration of any application impacts;
- providing Master Class presentations. Master Classes were presented on several aspects of heritage conservation, the strategic and statutory planning processes, and the impact on the identification, conservation and development of places of cultural heritage significance. In 2017, the program included the following:
  - March: Geoff Allemand ('*Lost Shepparton*' project);
  - May: Deborah Kemp (thresholds of local significance for inclusion in the Heritage Overlay);
  - September: Anne McCamish (early Ardmona settlers); and
  - November: Gaye Sutherland (the influence of German settlement on aspects of Riverina architecture).

As in previous years, Committee members demonstrated their committed enthusiasm in all matters heritage, and continued to improve their heritage understanding and knowledge. Members recognise the growing Council involvement in strategic planning and look forward to the adoption and promulgation of the Greater Shepparton Heritage Strategy.

The Committee also continued to provide valuable input and information to Council's Building and Planning Department staff regarding development proposals to places of cultural heritage significance.



#### 4.0 PROPOSED ACTIVITIES FOR 2017

Forward planning for 2018 includes:

- planning for the Bruce Wilson Memorial Heritage Lecture 2018 to be held 10 May;
- continuing to refine and improve the Cultural Heritage Awards process;
- continuing to advocate for cultural heritage conservation within the municipality;
- reviewing the Strategic Work Program;
- continuing to liaise with Council to assist owners with the preservation of the municipality's cultural heritage;
- supporting the Calder Woodburn Memorial Avenue Advisory Committee;
- proposing interpretive signage for heritage places across Greater Shepparton compatible with other municipal signage;
- continuing visits to heritage sites;
- adopting the 2018 Master Class program as recommended by the relevant sub-committee;
- assembling of background information that will allow Council to nominate relevant places to the Victorian Heritage Register, e.g. the C. W. Wilson Drinking Fountain in Tatura, and an example of a Closer Settlement house;
- working with Council to conduct a second Greater Shepparton Open Heritage Open Day;
- encouraging Council and local historical societies and community organisations to participate in State and regional heritage initiatives and programs such as History Week and the National Trust's Heritage Festival;
- investigating ongoing links and associations with the media;
- creating clearer and more practical links with educational institutions;
- continuing to have input into Council's allocation of its heritage budget.
- working with Council and other bodies to ensure the cultural heritage features and assets of the municipality are celebrated and promoted to local residents and the growing visitor market.