

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 September 2019

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Assemblies of Councillors

Audit and Risk Management Committee Meeting – 06 Feb 2019		
Councillors:	Mayor Kim O’Keeffe	
Officers:	Geraldine Christou, Chris Teitzel, Sharlene Still, Matthew Jarvis, Karen Liversidge, Natarlie Phillips, Brian Doyle, Craig Thomson	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Apologies	Mayor Kim O’Keeffe
2.	Declarations of Conflict of Interest	Mayor Kim O’Keeffe
3.	Confirmation of Previous Minutes	Mayor Kim O’Keeffe
4.	Action Register	Mayor Kim O’Keeffe
5.1	Overview of Results of June Network Penetration Testing	Mayor Kim O’Keeffe
5.2	CEO’s Report	Mayor Kim O’Keeffe
5.3	Declarations of Conflict of Interest	Mayor Kim O’Keeffe
5.4	Confirmation of Previous Minutes	Mayor Kim O’Keeffe
5.5	Declarations of Conflict of Interest	Mayor Kim O’Keeffe
5.6	Confirmation of Previous Minutes	Mayor Kim O’Keeffe
5.7	ARMC Risk and Claims Report	Mayor Kim O’Keeffe
5.8	Strategic and Operational Risk Registers	Mayor Kim O’Keeffe
5.9	Status of Outstanding Audit Recommendations	Mayor Kim O’Keeffe
6.0	Publications of Interest Report	Mayor Kim O’Keeffe
6.1	Legislative Compliance Report	Mayor Kim O’Keeffe
6.2	ARMC Charter and Work Planner	Mayor Kim O’Keeffe
6.3	Update on Risk Team Planner for 2018/19	Mayor Kim O’Keeffe

6.4	Business Continuity Planning	Mayor Kim O'Keeffe
6.5	Council Insurances	Mayor Kim O'Keeffe
6.6	Internal Audit Report - Long Term Financial Planning Review	Mayor Kim O'Keeffe
6.7	Proposed Dates for Audit and Risk Management Committee Meetings	Mayor Kim O'Keeffe
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

Assemblies of Councillors

Audit and Risk Management Committee Meeting – 01 May 2019		
Councillors:	Cr Chris Hazelman	
Officers:	Peter Harriott, Chris Teitzel, Sharlene Still, Matthew Jarvis, Karen Liversidge, Craig Exton, Natarlie Phillips, Brian Doyle	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Apologies	Cr Chris Hazelman
2.	Declarations of Conflict of Interest	Cr Chris Hazelman
3.	Confirmation of Previous Minutes	Cr Chris Hazelman
4.	Action Register	Cr Chris Hazelman
5.1	OHS and Workcover Report	Cr Chris Hazelman
5.2	2018/19 Q3 Finance Report	Cr Chris Hazelman
5.3	Shell Financial Statements 2018-19 (Local Government Model Accounts 2018-19)	Cr Chris Hazelman
5.4	CEO's Report	Cr Chris Hazelman
5.5	ARMC Risk & Claims report	Cr Chris Hazelman
5.6	Strategic and Operational Risk Registers	Cr Chris Hazelman
5.7	Update from Overdue Audit Action Owner	Cr Chris Hazelman
5.8	Quarterly Status Report of Outstanding Audit Recommendations - 14 January to 16 April 2019	Cr Chris Hazelman
6.1	Presentation of the External Audit Strategy Memorandum 2019	Cr Chris Hazelman
6.2	Catering Compliance Review	Cr Chris Hazelman
6.3	Compliance Procurement Reporting	Cr Chris Hazelman
6.4	ARMC Opportunities for Improvement arising from self assessment survey	Cr Chris Hazelman

6.5	Publications of Interest Report	Cr Chris Hazelman
6.6	Internal Audit Report - Community Grants and Sponsorship Review	Cr Chris Hazelman
6.7	Internal Audit Report - Climate Change Review	Cr Chris Hazelman
6.8	Internal Audit Report - Tree Management Review	Cr Chris Hazelman
6.9	Internal Audit Report - Delegations Review	Cr Chris Hazelman
6.10	Confidential Discussion with Internal Auditors	Cr Chris Hazelman
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

Assemblies of Councillors

Audit and Risk Management Committee – 19 June 2019		
Councillors:	Mayor Kim O’Keeffe, Cr Chris Hazelman	
Officers:	Peter Harriott, Chris Teitzel, Sharlene Still, Matthew Jarvis, Craig Thomson, Natarlie Phillips	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Apologies	Mayor Kim O’Keeffe, Cr Chris Hazelman
2.	Declarations of Conflicts of Interest	Mayor Kim O’Keeffe, Cr Chris Hazelman
3.	Confirmation of Previous Minutes	Mayor Kim O’Keeffe, Cr Chris Hazelman
4.	Action Register	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.1	June Finance Report	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.2	2018=2019 Draft Financial Statements as at 30 April 2019	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.3	2018/2019 Asset Revaluation Review	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.4	Impact of New Accounting Standards	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.5	VAGO Interim Management Letter	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.6	CEO’s Report	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.7	CEO Expenses	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.8	Overdue Audit Actions Owner Update	Mayor Kim O’Keeffe, Cr Chris Hazelman
5.9	Legislative Compliance Report	Mayor Kim O’Keeffe, Cr Chris Hazelman

6.1	Fraud Risk Report	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.2	Claims and Fraud Report	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.3	Strategic Internal Audit Plan – July 2019 to June 2022	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.4	Assurance and Fraud Plan 2019/2020	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.5	Update on Risk Team Planner for 2018/2019	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.6	Risk Team Planner for 2019/2020	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.7	Terms of Reference for a Statement Govt. Review of the Local Govt. rating system.	Mayor Kim O'Keeffe, Cr Chris Hazelman
6.8	Annual Evaluation of Internal Auditor Performance 2018/2019	Mayor Kim O'Keeffe, Cr Chris Hazelman
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?

Greater Shepparton Best Start EYP Partnership: 20.06.2019 Meeting Minutes

1. Acknowledgement to Country was given by Cr Seema Abdullah
2. **Present:** Cr Seema Abdullah (chair), Ann Sexton, Jill Guerra, Noellene Morrow, Simone Higgins, Carmel Brophy, Maryanne Stivactas, Chris Widdicombe, Kim Spalding, Allan Muntz, Emily Vaivars and Belinda Whitelaw (minutes).
Apologies: Nicole O'Brien, Sharelle Davidson, Sally Rose, Sara Noori and Sally Wright
3. **Minutes from previous meeting:** Moved by Chris Widdicombe, seconded by Ann.
4. **Conflict of interest:** None

<u>5. Best Start</u>		<u>Action</u>
5.1 Closing the Gap MCH data	<p>Chris and Belinda presented data from July 2018 to March 2019 for the Closing the Gap initiative with the MCH service. There was good discussion in regards to the data and the capacity of a universal service to locate or find a family if their phone has been disconnected and they are no longer living at their recorded address. Chris believed the figures for the ATSI participation would be down from last year which is disappointing. She did contact One Village, Lulla's and Save the Children in February to advise them of low participation rates for children in the 18 month and 2 year age bracket to follow up children they are working with but did not receive any response.</p> <p>The Partnership was interested in knowing the breakdown of 'at risk' children for the FTA, moved and cannot be found numbers.</p>	Belinda to add in extra columns on the report and distribute to the Partnership.
5.2 Early Start to Kinder and kindergarten registrations	<p>Kindergarten registrations are open for children eligible to attend kinder in 2020. What was previously called 'kindergarten central enrolment' has now been changed to 'kindergarten registration enrolment' and the first cut off date for forms has been extended to 31st August.</p> <p>ESK and kindergarten information packs have been developed for a number of agencies and programs involved in a local project. Registration forms have been colour coded so we can keep track of how many forms we receive from each agency. Belinda and Jackie Vibert have been visiting agencies to talk to staff about ESK and kindergarten registration, and how staff from secondary and tertiary services can support registration of families they work with.</p> <p>A question was asked in regards to keeping kindergarten registrations on the central system if the family decides to withdraw their enrolment (e.g. if they decide the child is not yet ready to start kinder). This would become a deferred or suspended enrolment and would keep the family on the system (especially if the child is vulnerable) and details could be updated the following year.</p>	Belinda to find out if this is possible.
<u>6. Municipal Early Years Plan</u>	<p>This is the final year of the current Greater Shepparton Best Start Early Years Plan 2015-2019. In preparation for the planning and development of the new plan, at the August meeting an evaluation of the current plan will be presented to see if we have achieved what we set out to achieve. This will then be</p>	
6.1 Planning for new BSEYP		

<p><u>7. Evaluation and Data</u> 7.1 AEDC May 16 presentation – follow up discussion</p> <p><u>8. Advocacy</u> None</p> <p><u>9. General Business</u> 9.1 Partner Spotlight – Department of Education and Training</p>	<p>followed up with a workshop at the October meeting to identify priorities for the new plan. Best Start outcomes are already set so the Partnership will need to consider what priorities we want to focus on as part of the Municipal Early Years Plan component, keeping in mind that we have a very limited budget of about \$25,000 from Council.</p> <p>The forum on May 16th was well attended and included presentations from Ann Sexton, David Tennant (Family Care) and Jenny Manuel (Wilmot Rd Primary School). Key AEDC data and information was presented. There was a consensus that a whole of community response is required if we are going to shift this data in future years.</p> <p>The discussion at the conclusion of the forum prompted a commitment from Best Start and Communities for Children to do a follow up session to further explore the reasons why the data looks like it does, consider some other data sets and discuss possible collaborative work / actions going forward.</p> <p>The provision of an Aboriginal Profile for our community is being discussed at the AEDC national committee. Some unexpected barriers have popped up in regards to getting this completed, despite assurances last year from Cathie Nolan that it could be done and we obtained endorsement from the Aboriginal community to support our request.</p> <p>Jill provided an update of what is happening at DET. There is a new branch called the Early Childhood Improvement Branch (ECIB) for Goulburn. Deb Schutlz is the manager and other positions are currently being advertised or filled. This new branch will be responsible for the school readiness funding which will be available to all funded kindergarten services in our municipality from next year.</p> <p>The ECIBs are being set up in Areas to implement early childhood reforms including:</p> <ul style="list-style-type: none"> • Supporting higher quality services and reducing disadvantage in early education • Building a better system • School Readiness Funding is a key component of the work of the ECIB • Supporting providers during the phased roll-out of universal three year old kindergarten from 2020 <p>The purpose of the ECIB is to:</p> <ul style="list-style-type: none"> • Support early childhood services to achieve a lift in the quality of all services • A workforce in each Area to implement the early childhood reforms. • Drive outcomes across all stages of learning through expert advice and support • Connect with service providers, schools and communities • Lead, collaborate and partner at a local level to overcome social and economic challenges facing our communities, towns and cities • Improve connectedness and transitions between important points in a child’s life - such as between 	<p>The Evaluation and Data sub committee to organise a follow up forum.</p> <p>Jill to send flyer to Belinda to circulate</p>
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	<p>early childhood, kindergarten, school and tertiary education.</p> <ul style="list-style-type: none"> • Strategic leadership to champion early childhood policy at the local level • An increased focus on early childhood in Regions, and an opportunity to enable deeper connections across the spectrum of services delivered by DET and in the sector for children and families • A dedicated team to support early childhood services to achieve a lift in the quality of all services <p>Goulburn Area has recently established an ECIB team with the following staff:</p> <p>Deb Schulz Manager Sam Heriz Kindergarten Improvement Adviser Jill Guerra Early Childhood performance and Planning Adviser Chris Dwyer Early Childhood performance and Planning Adviser Tiffany Harris Early Childhood Support Officer.</p> <p>The funded 3 year old kindergarten program will commence in Greater Shepparton in 2022.</p>	
9.2 Shepparton Education Plan update	<p>The Mooroopna Integrated Early Learning Centre is forging ahead. The Greater Shepparton College (interim name) is still definitely going ahead despite no money allocated to the college in the current budget. The DET wasn't actually expecting any funding for the project in this current budget. There is a petition going around to stop the college and a Facebook page set up opposing the development of it.</p>	
9.3 Out of Home Care Agreement	<p>The Early Years Advisor is on board and Jo Fasano has been meeting with a range of service providers, including Chris and Jackie to ensure OoHC lists are up to date and they are aware of children coming into care who require their MCH visits and / or early childhood placements.</p> <p>Jo is also looking at doing designated teacher training in regards to the skills and capacity of working with children in OoHC.</p>	
9.4 Retirement of Sally Wright	<p>After 17 years Sally Wright has decided to retire to spend more time with her beautiful family. Sally's passion, commitment, knowledge and expertise has been a huge asset to our Partnership and Best Start program. She has been involved with the program since its inception in 2002. Sally will continue attending the Partnership meetings until the end of the year but will cease her 2 days per week employment as of the end of the month. A celebration has been organised for Thursday 27th June from 5pm to 6.30pm at Teller and all are invited to attend. We will greatly miss Sally and wish her all the very best for the future.</p>	
9.5 Updates from partners	<p>Simone – provided copies of two new documents from the DET: Placement Policy Guidelines 2019 and Frequently Asked Questions Enrolment 2020.</p>	

Next meeting: Thursday 15th August from 10am to 12 noon in the Hunter Room.

Record of Assembly of Councillors

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

CEO and Councillor Catch Up - 6 August 2019		
Councillors	Cr Kim O’Keeffe, Cr Shelley Sutton, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Dennis Patterson and Cr Fern Summer	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Harvard	Cr O’Keeffe Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer
2.	Hume Region Renewable Energy Roadmap	Cr O’Keeffe Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer
3.	Code of Conduct	Cr O’Keeffe Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

Record of Assembly of Councillors

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

Councillor Briefing Session - 6 August 2019		
Councillors	Cr Kim O'Keeffe, Cr Shelley Sutton, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM, Cr Dennis Patterson and Cr Fern Summer.	
Officers:	Peter Harriott, Geraldine Christou, Phil Hoare, Chris Teitzel, Kaye Thomson, Tim Zak, Amanda Tingay, Kathryn Foster, Joel Board and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Sports Facilities Use Policy	Cr O'Keeffe(Chair) Cr Sutton Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer (partial)
2.	Community Planning Summary 2018/2019	Cr O'Keeffe(Chair) Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer
3.	Election Caretaker Provisions Policy	Cr O'Keeffe(Chair) Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

Assemblies of Councillors

SHEPPARTON SALEYARDS ADVISORY COMMITTEE		
7 August 2019		
Councillors:	Dinny Adem	
Officers:	Nick Maple Karen Dexter Lynette Bolitho	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Welcome and Apologies	Dinny Adem
2.	Conflict of Interest	Dinny Adem
3.	Confirmation of previous minutes of 1 May 2019 – M19/38342	Dinny Adem
4.	Business arising from previous minutes	Dinny Adem
5.	Saleyard Statistics – M10/33524	Dinny Adem
6.	Budget Report	Dinny Adem
7.	Capital works – status report	Dinny Adem
8.	General Business	Dinny Adem
Conflict of Interest Disclosures		
Matter No.	List Names of Councillor/s who disclosed conflicts of interest	List whether the Councillor/s left the meeting?
	Not applicable	

Record of Assembly of Councillors

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

CEO and Councillor Catch Up - 13 August 2019		
Councillors	Cr Kim O’Keeffe, Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Les Oroszvary, Cr Dennis Patterson and Cr Fern Summer	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	CEO Contract	Cr O’Keeffe Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer
2.	Homelessness	Cr O’Keeffe Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer
3.	Parking	Cr O’Keeffe Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

Record of Assembly of Councillors

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

Councillor Briefing Session - 13 August 2019		
Councillors	Cr Kim O'Keeffe, Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Dennis Patterson and Cr Fern Summer.	
Officers:	Peter Harriott, Geraldine Christou, Phil Hoare, Chris Teitzel, Kaye Thomson, Matthew Jarvis, Chris Molyneaux, James Nolan, Anthony Nicolaci, Michael Carrafa, Sarah Hardwick, Craig Exton and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	July 2019 Monthly Financial Report	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Patterson Cr Summer
2.	Community Satisfaction Survey 2018-19 Report	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Patterson Cr Summer
3.	Outcomes of China, Hong Kong and Jakarta Delegation 2018 and Itinerary for 2019 Delegation.	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Patterson Cr Summer
4.	Contract 1922 - Design of Maude Street Mall Precinct Redevelopment	Cr Sutton (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
4	Cr O'Keeffe	Yes

**GREATER SHEPPARTON
BEST START EARLY YEARS PLAN
PARTNERSHIP MEETING**

Thursday 15 August 2019 – 10am to 12 noon, Hunter Room Council Offices

To be present:	Organisation	Meetings attended	Apologies tendered
Cr Seema Abdullah	GSCC	2/2	
Sally Rose	GSCC	1/2	1
Jill Guerra	DET (Early Childhood)	1/2	1
TBC	DET (Education)	0/2	
Noellene Morrow	FamilyCare	1/2	1
Simone Higgins	Grahamvale PS	1/2	1
Carmel Brophy	GVH	1/2	1
Miranda Borlini	Lulla's	0/2	1
Chris Widdicombe	GSCC - MCH	2/2	
Emily Vaivars	Parent representative	2/2	
Ann Sexton	Community representative	2/2	
TBC	Rumbalara	0/2	
Sharelle Davidson	Berry St	1/2	1
Maryanne Stivactas	Centacare (CfC)	2/2	
Lisa McKenzie	GS Lighthouse Project	0/2	1
Sara Noori	Uniting	0/2	1
Allan Muntz	DHHS	2/2	
Nicole O'Brien	Inspired Carers	1/2	1
Kim Spalding	DHHS	1/2	1

1. Welcome to Country

2. Present and apologies

3. Minutes of the previous meeting

4. Conflict of Interest

5. Best Start

- Review of Best Start Early Years Plan 2015-2019

6. Municipal Early Years Plan

- As above

7. Evaluation and Data

- AEDC summit series
- MCH annual report 2018/19

8. Advocacy

-

9. General Business

- Greater Shepparton Foundation – Cheryl Hammer
- Partner Spotlight – FamilyCare
- Partnership membership
- Shepparton Education Plan update
- OoHC Agreement update
- Updates from partners

10. Future meeting dates – 17th October and 12th December all from 10am to 12 noon

Record of Assembly of Councillors

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

CEO and Councillor Catch Up - 20 August 2019		
Councillors	Cr Kim O'Keeffe, Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM and Cr Dennis Patterson	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Shepparton Art Museum	Cr O'Keeffe Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
2.	Parking	Cr O'Keeffe Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

Record of Assembly of Councillors

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

Councillor Briefing Session - 20 August 2019		
Councillors	Cr Kim O'Keeffe, Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Dennis Patterson and Cr Fern Summer.	
Officers:	Peter Harriott, Phil Hoare, Chris Teitzel, Kaye Thomson, Colin Kalms, Ken Cameron, Craig Exton, Saleem Shaikh and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Riverlinks Westside - Joint Use Agreement with Department of Education	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti
2.	Re-opening of Southdown Street to through traffic	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Development Hearings Panel
Meeting Number: 5/2019
Date: 23 August 2019

UNCONFIRMED MINUTES

**FOR THE
GREATER SHEPPARTON CITY COUNCIL**

DEVELOPMENT HEARINGS PANEL

Meeting No. 5/2019

HELD ON

FRIDAY 23 AUGUST 2019

AT 10.00AM

IN THE COUNCIL BOARDROOM

90 WELSFORD STREET

CHAIR

Councillor Dennis Patterson

Development Hearings Panel
Meeting Number: 5/2019
Date: 23 August 2019

COMMITTEE MEMBERS PRESENT

Committee members present today are:

- Cr Dennis Patterson (Chair)
- Michael MacDonagh – Team Leader Strategic Planning, Greater Shepparton City Council
- Joel Ingham – Planning Coordinator, Benalla Rural City Council
- Melissa Crane – Acting Manager Planning & Investment – Strathbogie Shire Council

ACKNOWLEDGEMENT

Welcome everyone to Development Hearings Panel meeting number 5 for 2019

I would like to begin with an acknowledgement of the traditional owners of the land.

“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”.

RECORDING OF PROCEEDINGS

I would like to advise all present today that:

- the proceeding is being minuted but not recorded and all minutes will be published on Council’s website.
- and that out of courtesy for all other attendees any recording devices should be turned off during the course of the hearing unless the chair has been formally advised that a party wishes to record proceedings.

OFFICERS AND OTHERS PRESENT

The Planning Officers that will be in attendance for today’s hearing are:

- Sally Edmunds

I would also like to acknowledge all other parties present today. We will get you to introduce yourself when your turn comes to present.

Development Hearings Panel
Meeting Number: 5/2019
Date: 23 August 2019

APOLOGIES

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Nil

DECLARATIONS OF CONFLICTS OF INTEREST

No conflicts of interest declared

ORDER OF PROCEEDINGS

For those of you who are attending the DHP for the first time the process is as follows

- The DHP operates under Local Law No 2, with such modifications and adaptations as the DHP deems necessary for the orderly conduct of meetings.
- All DHP panel members have 1 vote at a meeting.
- Decisions of the DHP are by ordinary majority resolution. If a vote is tied the Chair of the DHP has the casting vote.
- The process for submitters to be heard by the Panel shall be:
 - The planning officer to present the planning report recommendation
 - Any objectors or representatives on behalf of the objectors present to make a submissions in support of their objection (should they wish to)
 - The applicant or representatives on behalf of the applicant to present in support of the application
- For the purpose of today's hearing the officer, objectors and applicant will be limited to a maximum of 6 minutes per person with no extensions.

MATTERS FOR CONSIDERATION

There is one item listed for consideration in this session of the DHP:

1. Planning Permit application 2019-74 seeking permission for use and development of land to expand an existing materials recycling facility on the land at 73 Old Dookie Road, Shepparton.
2. Planning Permit application 2019-104 seeking permission for buildings and works for a dwelling extension and alterations in the Heritage Overlay on the land at 91 Corio Street, Shepparton.

Development Hearings Panel
Meeting Number: 5/2019
Date: 23 August 2019

10. LATE REPORTS

None

11. NEXT MEETING

N/A

Meeting concluded at 11.15am

Development Hearings Panel
Meeting Number: 5/2019
Date: 23 August 2019

Application Details:

Responsible Officer:	Sally Edmunds
Application Number:	2019-74
Applicants Name:	Bruce Mactier Building Designers
Date Application Received:	3 April 2019
Statutory Days:	
Land/Address:	73 Old Dookie Road SHEPPARTON VIC 3630
Zoning and Overlays:	Industrial 1 Zone Abuts RDZ2
Why is a permit required (include Permit Triggers):	33.01-1 Use of land for materials recycling/transfer station in the Industrial 1 Zone 33.01-4 Buildings and works in the Industrial 1 Zone 52.06-3 Reduction in car parking requirements
Are there any Restrictive Covenants on the title?	No

Proposal

The application proposes to use and develop the land to expand an existing materials recycling facility. The activities undertaken include the storage and transfer of waste and truck wash facility.

This application seeks permission to expand the existing Cleanaway operations across the entire site. Previously the land was used for two uses; Cleanaway and car wreckers. On this basis this application seeks permission for:

- Use of land for materials recycler/ transfer station;
- Buildings and works in the Industrial 1 Zone for the proposed shed of 2,035sqm; and
- Reduction in car parking for 1578sqm as that is the 10% site area for car parking required under Clause 52.06-5

The proposed shed will store general waste and trucks. To minimise odour, the shed will have filtered water with air freshener spraying from the roof and the shed will be emptied by a B Double daily to Melbourne.

EPA considered the uses amenity impacts and consented to grant a permit subject to conditions controlling wastewater, dust and pollution control.

Officers placed the application on public notice and one objection was received from 87 Old Dookie Road which abuts the land to the east. The grounds of the objection relate to the B Double entry crossover, the existing drainage system, car parking and the use of land for a transfer station.

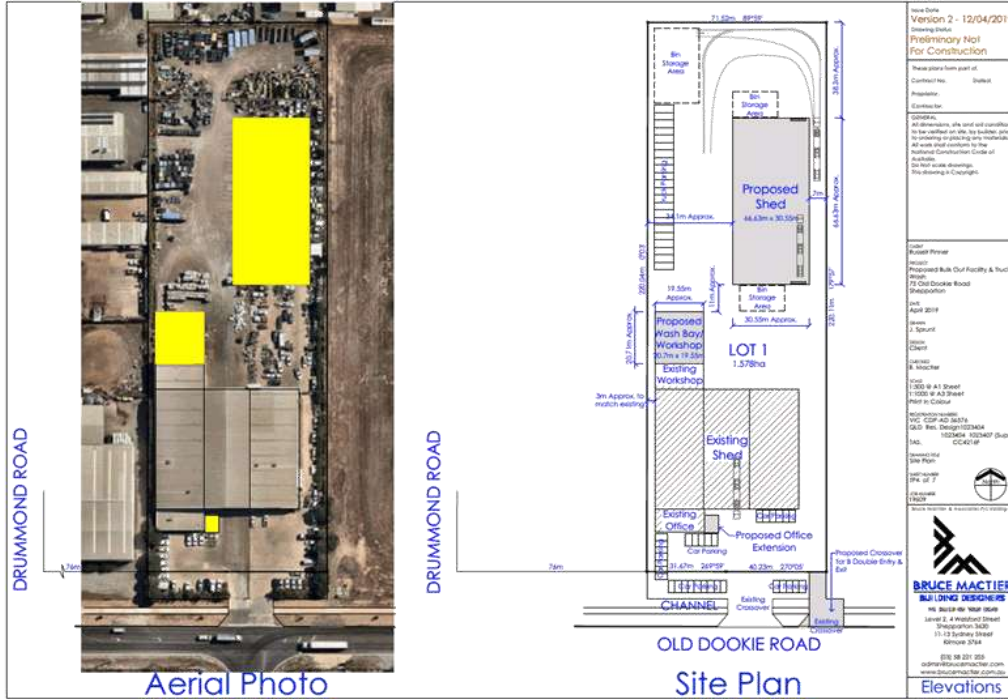
Officers consider that the concerns raised in the objection can be addressed within conditions to a permit should one grant and therefore do not believe that the objection warrants refusal of the application.

Officers consider that the following conditions will satisfy the objectors concerns:

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- The requirement for a drainage discharge plan in accordance with the IDM with a restricted discharge rate of 1.2l/s/ha
- A works within road reserves permit will need to be obtained prior to any works to upgrade the existing crossovers as per the engineering conditions.

Plans of the proposal are below:



The main assessment concern associated with the application is adequate drainage from the site and the compatibility of the materials recycling use to surrounding uses. Officers have considered the application and recommend that a NOD to grant a permit be issued for the following reasons:

- The planning scheme encourages appropriately located materials recycling uses to divert materials from land fill and move towards a zero waste state.
- Officers consider that the location for the materials recycling facility is appropriately located due to freight links and lack of proximity to residential zones.
- Officers require a drainage plan as part of the conditions on the NOD to determine computations for the retardation on site.

Summary of Key Issues

The land is within the Industrial 1 Zone which lists materials recycling as a Section 2 Use.

Officers placed the application on public notice and one objection was received from 87 Old Dookie Road which abuts the land to the east. The grounds of the objection relate to the B

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Double entry crossover, the existing drainage system, car parking and the use of land for a transfer station.

The application was sent to referral and notice and the authorities consented to the application subject to conditions.

It is considered the proposed use of land for materials recycling is acceptable for the following reasons:

- The scheme encourages the development of resource recovery to move Victoria towards zero waste
- The IN1Z is the most appropriate zone within Greater Shepparton to locate the use
- The land is remote from the nearest residential zone which is approximately 893m away.
- The use is setback more than 200 metres to the nearest dwelling not in the same ownership. Additionally the dwelling is not in a residential zone and therefore cannot expect the level of residential amenity enjoyed in a residential zone
- The land has direct access to high order roads being Old Dookie, which is designed to cater for heavy vehicle movements
- Appropriate permit conditions can adequately deal with offsite amenity impacts
- Officers require a Drainage Condition Plan as part of the conditions on the NOD to limit the lands discharge rate to 1.2l/s/ha.

Officers consider that the application complies with the Planning Scheme which encourages appropriately located materials recycling uses.

Recommendation

Notice of Decision to Grant a Permit

That Council having caused notice of Planning Application No. **2019-74** to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* and having considered the objections to the application, decides to Grant a Notice of Decision to Grant a Permit under the provisions of **33.01-1, 33.01-4 and 52.06-3** of the Greater Shepparton Planning Scheme in respect of the land known and described as **73 Old Dookie Road SHEPPARTON VIC 3630**, for the **Buildings and works for a materials recycling and transfer station facility in the Industrial 1 Zone and reduction in car parking requirements** in accordance with the Notice of Decision and the endorsed plans.

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Motion: That the matter lay on the table to allow both parties to provide further information.

Moved by Joel Ingham

Seconded by Melissa Crane

CARRIED

Subject Site & Locality

An inspection of the site and the surrounding area has been undertaken.

Date: **13 August 2019**

Time: **10:00am**

The site has a total area of **1.67ha** and currently contains:

- Cleanaway waste storage facility
- Vacant shed on eastern side of the property

The main site/locality characteristics are:

- Within a developed industrial area to the west and north
- Vacant land to the east
- Opposite GVW water tower
- Existing freight linkage

The Photos below show the existing site:

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Existing crossover to Old Dookie Road



Existing open drain along eastern boundary

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Location of proposed workshop extension



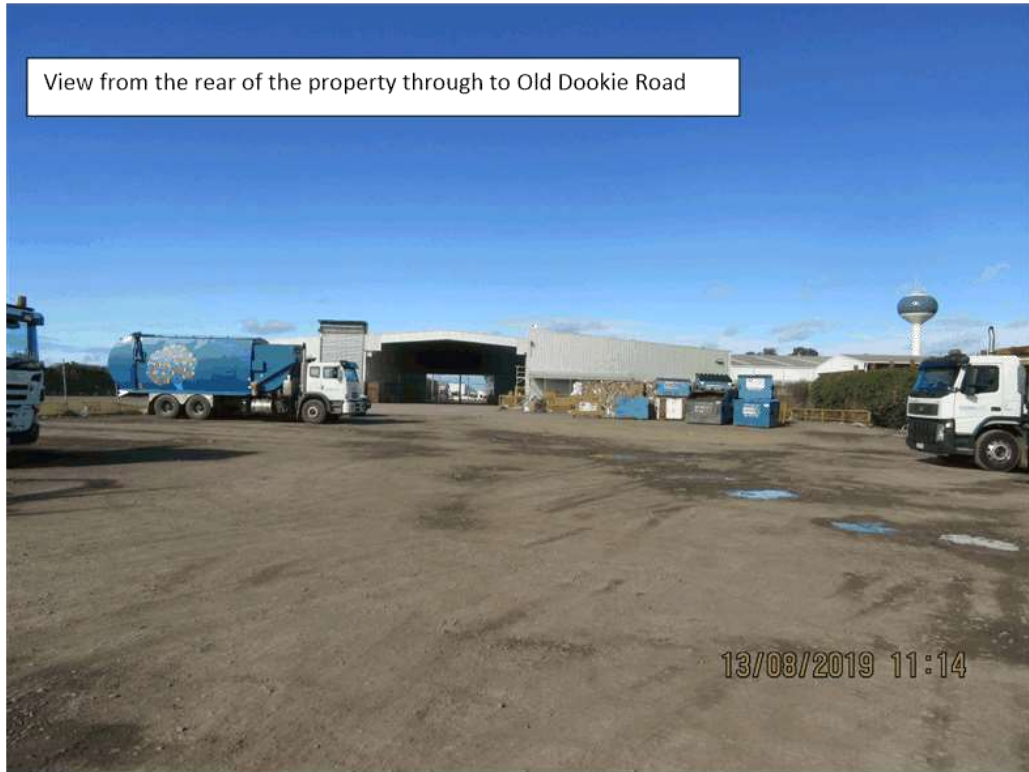
Stored baled waste including plastic and cardboard and proposed location of truck wash

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View from the rear of the property through to Old Dookie Road



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Open drain at the rear of the property that flows into 87 Old Dookie Road



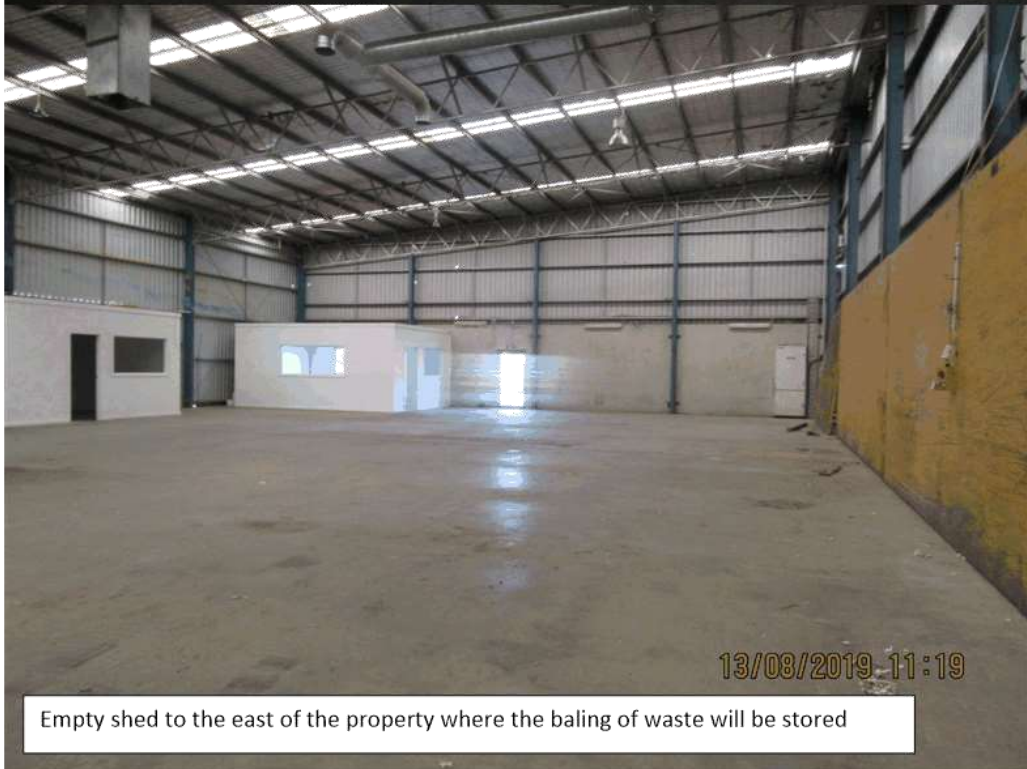
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Location of proposed new shed at the rear of the property

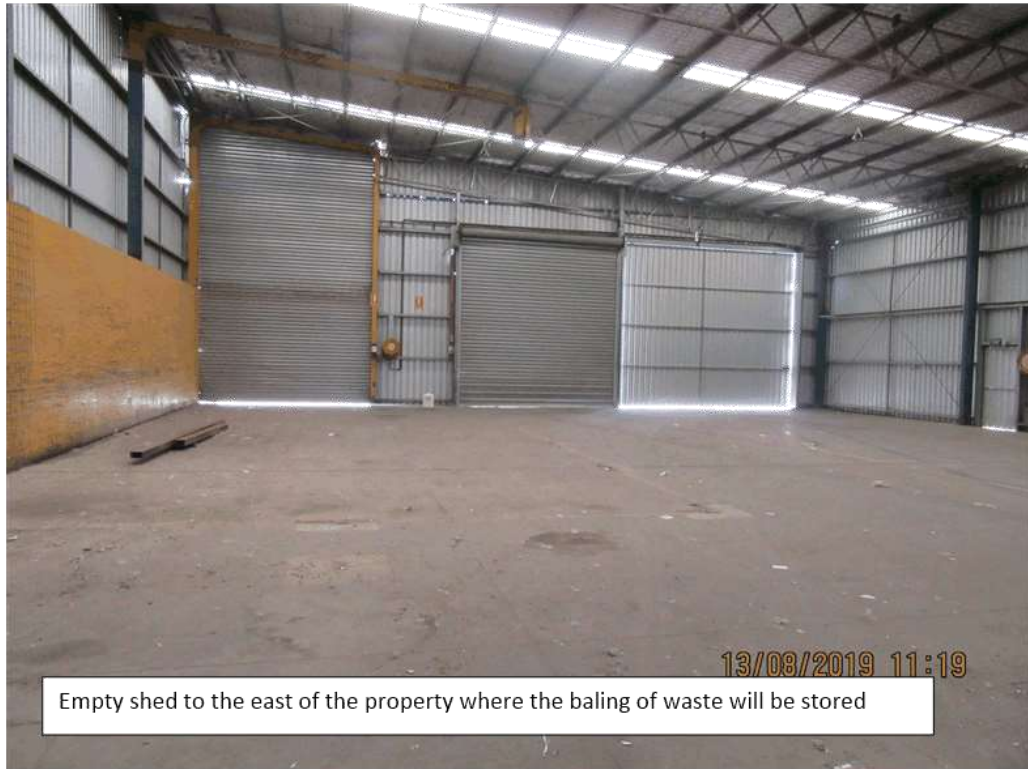


Existing shed where baling takes place

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Permit/Site History

The history of the site includes:

- 1995-117 the use and development of land for the purpose of a transport depot
- 1995-76 the subdivision of land into two lots
- 2002-289 materials recycling facility
- 2012-220 Buildings and works in the Industrial 1 Zone and reduction in car parking requirements
- 2013-327 the land to be used for motor vehicle sales in the Industrial 1 Zone and variation to Clause 52.14
- 2013-327/A the land to be used for motor vehicle sales in the Industrial 1 Zone and variation to Clause 52.14

Further Information

Is further information required for the application? **Yes**

What additional information is required?

- **A written explanation of the activities to be undertaken in the expanded Cleanaway site including details of additional truck movements, storage of waste, processing of waste and location of truck parking.**

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- **Consideration of whether a works approval or licence is required from the EPA.**

What date was the information requested?: **29/4/19**

What is the lapse date? **29/5/19**

What date was the information received?: **7/5/19**

Public Notification

The application was advertised pursuant to Section 52 of the *Planning and Environment Act 1987* with the following description **use of land and buildings and works for a materials recycling/transfer station in the Industrial 1 Zone**, by:

- Sending notices to the owners and occupiers of adjoining land.
- Sign on site.



The application was exempt from being advertised in accordance with Clause 33.01-4 of the planning scheme.

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Objections

The Council has received **one** objection to date from the abutting neighbour 87 Old Dookie Road.



The key issues that were raised in the objections are.

Objection	Comments
The proposed B Double entry crossover on the eastern end is not contained at right angles to the developments boundary; this will prohibit future development options on our adjoining allotment.	<p>A works within road reserves permit will need to be obtained prior to any works to upgrade the existing crossover.</p> <p>Officers require a swept paths analysis for the entry and exit to be undertaken by an engineer as part of the conditions on the permit.</p>
<p>The current drainage system is inadequate from the site and is a remnant of swale drains provided to cater to rural paddock runoff only. Any future development proposal must be provide for a solution with regards to volume, retardation, treatment etc. The proposal must be designed to cater for;</p> <ul style="list-style-type: none"> the increased flows due to the larger development any potential contaminations from the site discharging onto the adjacent site any contributions for drainage upgrades required with consideration to the pre 	<p>The requirement for a drainage discharge plan will satisfy any drainage concerns as the development will not be allowed to be undertaken prior to the endorsement of the plan. This will include drainage to and from the site.</p>

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and post development flows.	
The car parking provided seems inadequate given the expansion almost doubles the size of the roofed area.	Officers consider that the addition of 11 new car parks is sufficient to meet the uses parking demand as 3 more staff is proposed. This leaves an additional 8 car parks for visitors.
I also believe the development should have restrictions dealing with the type of transfer station allowable on the site particularly in respect to what type of items are allowable on the site. Experience shows that as time passes businesses change and rarely are permits for use updated with these changes. My concerns are in regards to odour, litter, visual amenity and noise. The proposal does not detail the current and future uses of the site adequately.	<p>Officers consider that the use of land is compatible to surrounding industrial uses and that a transfer station is expected within an industrial area.</p> <p>Officers will place a condition on the NOD allowing only Cleanaway to operate a transfer and materials recycling facility to operate on the site.</p> <p>Officers referred the application to the EPA who consented to the application subject to conditions. One of the conditions being that dust and particles must not be discharged beyond the boundaries of the premises.</p>

Title Details

The title does not contain a Restrictive Covenant or Section 173 Agreement

Consultation

Consultation was undertaken. Relevant aspects of consultation, included:

- Officers met on site on 16 May 2019 with the applicant, Bruce Mactier and Councils engineers. Items discussed were the ownership of the small lot between 73 Old Dookie Road and 87 Old Dookie Road, the Future Court basin capacity, catchment for the surrounding properties and the potential formal drainage agreement.
- Officers met at Council on 21 June 2019 to discuss drainage with the applicant, objector and Councils engineers. Officers tasked DTR Designs with formalising a drainage agreement between the objector and the applicant.

Referrals

External Referrals/Notices Required by the Planning Scheme:

Referrals/Notice	Advice/Response/Conditions
Goulburn Valley Water	<p>Consented to the application subject to the following conditions:</p> <ul style="list-style-type: none"> • Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation. <p>All works required are to be carried out in accordance with AS 3500.2 -</p>

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	<p>'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;</p> <ul style="list-style-type: none"> Discharge of trade waste from the development shall be subject to a Trade Waste Consent Agreement <p>The Owner and or occupier is required to submit a completed Trade Waste Application, and install the required pre-treatment facility to the satisfaction of Goulburn Valley Water's Trade Waste Section, before approval to discharge trade waste from the development into the Corporation's sewer is granted;</p>
EPA	<p>Consented to the application subject to the following conditions:</p> <ul style="list-style-type: none"> Wastewater generated at the premises must be connected to a reticulated sewer. Nuisance dust and/or airborne particles must not be discharged beyond the boundaries of the premises. Pollution control devices including bunds and cut-off drains must be installed around the boundary of the operational areas to prevent contaminated run-off entering into a waterway or stormwater system. <p>A permit note advising the following should be included on any permit issued; The permit operator (occupier) must comply with the Waste Management Policy (Combustible Recyclable and Waste Materials), as published in Government Gazette No. S397 on 28 August 2018 to ensure that combustible and recyclable waste materials are managed and stored in a manner that minimises the risks of harm to human health and environment. Non-compliance with this policy could lead to sanctions under the Environment Protection Act 2018.</p>

Internal Council Notices	Advice/Response/Conditions
Development Engineers	<p>Consented to the application subject to the following conditions:</p> <p><u>Car Park Construction Requirements</u></p> <p>Before construction works start associated with the provision of carparking, detailed layout plans demonstrating compliance with AustRoads Publication 'Guide to Traffic Engineering Practice : Part 11 Parking' or <i>Australian Standard AS2890.1-2004 (Off Street Parking) & AS2890.6 (Off Street Parking for People with Disabilities)</i> and to the satisfaction of the relevant authority must be submitted to and approved by the responsible authority. The plans must be drawn to scale with dimensions.</p> <p>Before the use or occupation of the development starts, the area(s) set aside for parking of vehicles and access lanes as shown on the endorsed plans must be:</p> <ol style="list-style-type: none"> surfaced with an all-weather seal coat / surfaced with crushed rock or gravel and treated to the satisfaction of the Responsible Authority to prevent dust; constructed and completed to the satisfaction of the Responsible Authority; drained in accordance with an approved drainage plan; line-marked to indicate each car space and all access lanes; properly illuminated with lighting designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land; measures taken to prevent damage to fences or landscaped areas of adjoining properties and to prevent direct vehicle access to an adjoining road other than by a vehicle crossing;

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	<p>g) Provision of traffic control signage and or structures as required;</p> <p>h) All car parking spaces must be designed to allow all vehicles to drive forwards both when entering and leaving the property.</p> <p>i) Details of turning movement of B-Double vehicles.</p> <p>to the satisfaction of the responsibility authority.</p> <p>The areas must be constructed, and drained to prevent diversion of flood or drainage waters, and maintained in a continuously useable condition to the satisfaction of the Responsible Authority.</p> <p><u>Urban Vehicle Crossing Requirements</u></p> <p>Before the Statement of Compliance vehicular crossings shall be constructed in accordance with the endorsed plan(s) and constructed to Councils IDM standard drawing (<i>SD250</i>), and must:</p> <p>a) be constructed at right angles to the road, and any redundant crossing shall be removed and replaced with concrete (kerb and channel);</p> <p>b) be setback a minimum of 1.5 metres from any side-entry pit, power or telecommunications pole, manhole cover or marker, or 3 metres from any street tree;</p> <p>c) Commercial vehicular crossings shall not be less than 6 metres nor more than 9.8 m (double crossing) in width and shall be constructed from concrete or other material as approved in writing by the Responsible Authority.</p> <p><u>Drainage Discharge Plan</u></p> <p>Before any of the development starts, a properly prepared drainage discharge plan with computations to the satisfaction of the responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The information submitted must show the details listed in the council's Infrastructure Design Manual and be designed in accordance with the requirements of that manual.</p> <p>The information and plan must include:</p> <p>a) details of how the works on the land are to be drained and/or retarded.</p> <p>b) computations including total energy line and hydraulic grade line for the existing and proposed drainage as directed by Responsible Authority</p> <p>c) underground pipe drains conveying stormwater to the legal point of discharge</p> <p>d) measures to enhance stormwater discharge quality from the site and protect downstream waterways Including the expected discharge quality emanating from the development (output from MUSIC or similar) and design calculation summaries of the treatment elements;</p> <p>e) a maximum discharge rate from the site not exceeding 1.2l/s/ha in accordance with council's Infrastructure Design Manual</p> <p>f) documentation demonstrating approval from the relevant authority for the legal point of discharge.</p> <p>g) the provision of gross pollutant and/or litter traps installed at the drainage outfall of the development to ensure that no effluent or polluted water of any type may be allowed to enter the Council's stormwater drainage system.</p> <p>h) No contamination of wastewater from the proposed wash down facility into stormwater system</p> <p>i) the details of the incorporation of water sensitive urban design, designed</p>
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	<p>in accordance with the "Urban Stormwater Best Practice Environmental Management Guidelines" 1999.</p> <p>j) maintenance schedules for treatment elements.</p> <p>Before the use begins and/or the building(s) is/are occupied all works constructed or carried out must be in accordance with those plans to the satisfaction of the Responsible Authority</p> <p><u>Council's Assets</u></p> <p>Before the development starts or subdivision works commences, the owner or developer must submit to the Responsible Authority a written report and photos of any prior damage to public infrastructure. Listed in the report must be the condition of kerb & channel, footpath, seal, street lights, signs and other public infrastructure fronting the property and abutting at least two properties either side of the development. Unless identified with the written report, any damage to infrastructure post construction will be attributed to the development. The owner or developer of the subject land must pay for any damage caused to the Council's assets/Public infrastructure caused as a result of the development or use permitted by this permit.</p> <p><u>Works on Municipal Road Reserves Permit Required</u></p> <p>A road opening/crossing permit must be obtained from the Responsible Authority prior to the carrying out of any vehicle crossing works.</p>
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Assessment

The zoning of the land

33.01 INDUSTRIAL 1 ZONE

Purpose

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.

33.01-4 Buildings and works

Permit requirement

A permit is required to construct a building or construct or carry out works.

Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The Municipal Planning Strategy and the Planning Policy Framework.
- Any natural or cultural values on or near the land.
- Streetscape character.
- Built form.
- Landscape treatment.
- Interface with non-industrial areas.
- Parking and site access.
- Loading and service areas.

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- Outdoor storage.
- Lighting.
- Stormwater discharge.

Relevant overlay provisions

There are no overlays on the site

The State Planning Policy Framework (SPPF)**17.03-1S Industrial land supply****Objective**

- To ensure availability of land for industry.

Strategies

- Provide an adequate supply of industrial land in appropriate locations including sufficient stocks of large sites for strategic investment.
- Identify land for industrial development in urban growth areas where:
- Good access for employees, freight and road transport is available.
- Appropriate buffer areas can be provided between the proposed industrial land and nearby sensitive land uses.
- Protect and carefully plan existing industrial areas to, where possible, facilitate further industrial development.
- Avoid approving non-industrial land uses that will prejudice the availability of land in identified industrial areas for future industrial use.

17.03-2S Industrial development siting**Objective**

- To facilitate the sustainable development and operation of industry.

Strategies

- Ensure that industrial activities requiring substantial threshold distances are located in the core of industrial areas.
- Encourage activities with minimal threshold requirements to locate towards the perimeter of the industrial area.
- Minimise inter-industry conflict and encourage like industries to locate within the same area.
- Protect industrial activity in industrial zones from the encroachment of commercial, residential and other sensitive uses that would adversely affect industry viability.
- Encourage industrial uses that meet appropriate standards of safety and amenity to locate within activity centres.
- Provide adequate separation and buffer areas between sensitive uses and offensive or dangerous industries and quarries to ensure that residents are not affected by adverse environmental effects, nuisance or exposure to hazards.
- Encourage manufacturing and storage industries that generate significant volumes of freight to locate close to air, rail and road freight terminals.

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The Local Planning Policy Framework (LPPF)- including the Municipal Strategic Statement (MSS), local planning policies and Structure Plans

21.06-4 Industry

In the past few decades, Shepparton has developed a critical mass of manufacturing-based employment that has further strengthened its role within the region and is now an important component of the local economy. Owing to the presence of a number of significant national and international food processing and packaging companies within the municipality, the agricultural, food processing and manufacturing sectors are all closely interlinked.

Objectives and Strategies - Industry

General Objectives

- To sustain a growing and diverse industrial base.
- To protect the existing industrial base in the urban areas of Shepparton, Mooroopna and Tatura.
- To provide an adequate supply of appropriately located industrial land relevant to measured demand that meets the needs of different industries.
- To require all future industrial development and subdivisions to be of a high quality in terms of urban design, environmental standards and amenity.
- To conserve places of industrial cultural heritage significance.
- To minimise land use conflicts.

General Strategies

- Consolidate existing major areas of industrial zones within the new urban growth boundaries and around major transport routes and infrastructure assets.
- Protect the supply of existing and future industrial land from encroachment by incompatible land uses.
- Encourage industrial subdivisions to provide a variety of lot sizes on all undeveloped land.
- Encourage land in undeveloped areas to be retained in large holdings until it is required for development.
- Monitor industry and business investment trends to better understand and plan for changes in development, demand and locational needs. Ensure high quality design in industrial areas by requiring all future industrial development and subdivisions to comply with the requirements of the *Infrastructure Design Manual*.
- Continue to identify, assess and include places of industrial cultural heritage significance in the Heritage Overlay to conserve their significance.
- Avoid incremental approvals and development in identified investigation areas until an integrated investigation has been completed to assess and resolve future land opportunities and constraints, land use, development opportunities, subdivisional layout and servicing for the area.

Economic Development Objectives

- To provide an adequate supply of appropriately located industrial land that meets the needs of different industry sectors.
- To protect the integrity and viability of existing and future industrial areas within Shepparton,

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- Mooroopna and Tatura from competing and non-compatible land uses.
- To direct different types of industrial development to appropriate locations within the municipality.
- To encourage future industrial land uses to locate on existing vacant industrial zoned lands and, where this is not possible, to examine opportunities to rezone additional lands to facilitate such industrial or related land uses.
- To facilitate the redevelopment of under-utilised industrial sites for more intensive forms of industrial uses to make more efficient use of existing infrastructure.
- To encourage resource recovery uses to establish across the region in locations where impacts on nearby land uses can be minimised.

Economic Development Strategies

- Identify future industrial areas in strategic locations adjacent to major transport routes and infrastructure assets, which are separated from areas of environmental significance or high residential amenity.
- Support the expansion of the industrial base in appropriate locations, as shown on the Industrial Framework Plans
- Promote and develop the GV Link freight logistic centre.
- Protect and facilitate the expansion of existing and designated future industrial areas from encroachment by incompatible land uses.
- Support the development of new industries in established industrial zones, with access to infrastructure and constructed roads.
- Support food related industries and the development of value-adding opportunities.
- Encourage new-value adding industries.
- Facilitate appropriately located industrial lands in rural townships for light industrial and related uses for industries associated with the storage, packing and processing of local agricultural produce or the immediate servicing needs of local communities.
- Allow limited light industry in the townships if it relates to local agricultural production or services the immediate needs of local communities, subject to servicing and environmental constraints.
- Direct industries which require substantial buffer zones from sensitive land uses to locations that minimise land use conflicts and impacts on the amenity of surrounding areas.

Amenity Objectives

- To minimise any impact on the amenity and safety of surrounding land uses from traffic, noise and emissions generated by industrial land and resource recovery uses.
- To ensure appropriate standards of health, safety and amenity are provided by new and existing industries.
- To ensure a high standard of urban design and landscaping is achieved to improve the amenity and appearance of industrial areas.

Amenity Strategies

- Facilitate good design and landscaping outcomes for industrial developments that enhance the municipality's built form and provide amenable working environments.

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- Prevent encroachment of residential development into industrial areas, as well as ensuring that new industrial developments are located an appropriate distance from existing residential areas.
- Ensure that land within 10 metres of the frontage of an industrial site (other than land required for car parking and access) is developed for landscaping.
- Assist old and inappropriate industrial areas in their transition to more appropriate land uses.
- Direct resource recovery industries to locations that minimise land use conflicts and impacts on the amenity of surrounding areas.

Relevant Particular Provisions

52.06 CAR PARKING

Purpose

- To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

52.06-3 Permit requirement

A permit is required to:

- Reduce (including reduce to zero) the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay.

52.06-10 Decision guidelines

Before deciding that a plan prepared under Clause 52.06-8 is satisfactory the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.

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- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area.
- Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards
- AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay.

53.14 RESOURCE RECOVERY

Purpose

- To facilitate the establishment and expansion of a Transfer station and/or a Materials recycling facility in appropriate locations with minimal impact on the environment and amenity of the area.

53.14-1 Application

- This clause applies to all land used and developed or proposed to be used and developed for:
 - A Transfer station;
 - A Materials recycling facility.

53.14-2 Application requirements

An application must be accompanied by the following information:

- A location plan showing the site and surrounding uses including distances to nearby sensitive uses such as residential, hospital or education uses.
- A detailed site plan showing the layout and height of buildings and works, materials, reflectivity, colour, lighting, landscaping, access roads and parking areas.
- Plans or other media showing anticipated views of the facility from sensitive use locations.
- A written report(s) including:
 - Identification of the purpose of the use.
 - A description of the proposal including the materials to be processed, the types of processes to be used and any materials to be stored and handled.
 - Proposed hours of operation.
 - Likely traffic generation including heavy vehicles.
 - Consideration of whether a works approval or licence is required from the Environment Protection Authority.
- An assessment of:
 - Potential amenity impacts such as noise, odour, emissions to air, land or water, vibration, dust, light spill, visual impact.
 - The impact of traffic generation on local roads.

53.14-3 Decision Guidelines

Before deciding on an application, in addition to the Decision Guidelines of Clause 65, the responsible authority must consider:

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- The contribution of the proposal to achieving resource recovery targets established by the Victorian Government.
- The impact of the proposal on the amenity of the surrounding area.
- The Statewide Waste and Resource Recovery Infrastructure Plan (Sustainability Victoria, 2015).
- Any Regional Waste and Resource Recovery Implementation Plan including the *Metropolitan Waste and Resource Recovery Implementation Plan* (Metropolitan Waste and Resource Recovery Group, 2016).
- Relevant guidelines applicable to the application including the guideline for *Designing, Constructing and Operating Composting Facilities* (Environmental Protection Authority, 2015), the *Guide to Best Practice for Organics Recovery* (Sustainability Victoria, 2009) and the *Guide to Best Practice at Resource Recovery Centres* (Sustainability Victoria, 2009).

The decision guidelines of Clause 65

Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.

65.01 Approval of an application or plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

Officer Response:

The application proposes the use of land to expand the existing materials recycling facility to include the drop off of waste material and the buildings and works in the Industrial 1 Zone for a new shed and office extension.

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This application seeks permission to expand the existing Cleanaway operations across the entire site. Previously the land was used for two uses being Cleanaway and car wreckers. On this basis this application seeks permission for:

- Use of land for materials recycler and transfer station.
- Buildings and works in the IN1Z.

Officers as part of their initial assessment consider further information is required being:

- A written explanation of the activities to be undertaken in the expanded Cleanaway site including details of additional truck movements, storage of waste, processing of waste and location of truck parking.
- Consideration of whether a works approval or licence is required from the EPA.

The existing use of the land is for materials recycling including the disposal of cardboard and plastic which is the compacted and baled on site in the main shed. The bales are currently stored outside to the rear of the workshop and truck wash. The bales are then picked up and transported to Altona for export.

Planning permit 2002-289 was issued on 19 September 2002 and allowed the land to be used and developed for material recycling facility.

The officer's report described the proposal as:

Pursuant to Clause 33.01-1, an application is required for the change in use of the land to a Materials Recovery Facility. The proposal meets the decision guidelines and objectives of Clause 65 for the following reasons.

The subject land was previously used for a transport depot and for the recovery of waste plastics, cardboard and paper. The proposal is for the change in use to a Materials Recovery Facility. The applicant provided a report addressing the proposed development, being a Cleanaway project, comparing it to the existing Wodonga facility.

The land is zoned Industrial 1, and the surrounding land uses and developments are also of an industrial nature. The proposed development will utilise the existing office and industrial building. The applicant has provided 10% of the site for car parking purposes.

It has been proposed that the Materials Recycling Facility will operate seven days a week, generally daytime hours. This will be conditioned so as to ensure the noise doesn't impact on surrounding land uses.

The main existing shed will include the addition of new offices to the front of the building which will contain an additional 3 rooms for 3 more staff. The additional staff and size of the property will mean that the car parking area will need to be 1578sqm as that is the 10% site area for car parking required under Clause 52.06-5.

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The application proposes the reduction in car parking requirements under Clause 52.06-3. The use of land for a materials recycling is listed in the table to Clause 52.06-5, which requires 10% of the site area be dedicated to car parking.

This would mean that a site of 1578sqm will need to be provided to accommodate the car parking. Officers, through numerous site visits have observed the existing car park and consider that there is currently insufficient car parking on site. The application includes the addition of 11 new car parks; however the overall size of the car park is 700sqm. Therefore, a reduction of 878sqm will need to be included in the application.

Officers consider that the addition of 11 new car parks is sufficient to meet the uses parking demand as 3 more staff is proposed. This leaves an additional 8 car parks for visitors.

The proposed shed will store general waste and trucks. To minimise odour, the shed will have filtered water with air freshener spraying from the roof, the shed will be emptied by a double daily to Melbourne.

Officers in considering whether the use of land is appropriately located and have had regard to the following VCAT decision:

Voskop Enterprises Pty Ltd v Greater Shepparton CC (2013) VCAT considered an application for materials recycling at 121-135 Old Dookie Road, Shepparton. A significant matter was the compatibility of the land for material recycling to surrounding land uses.

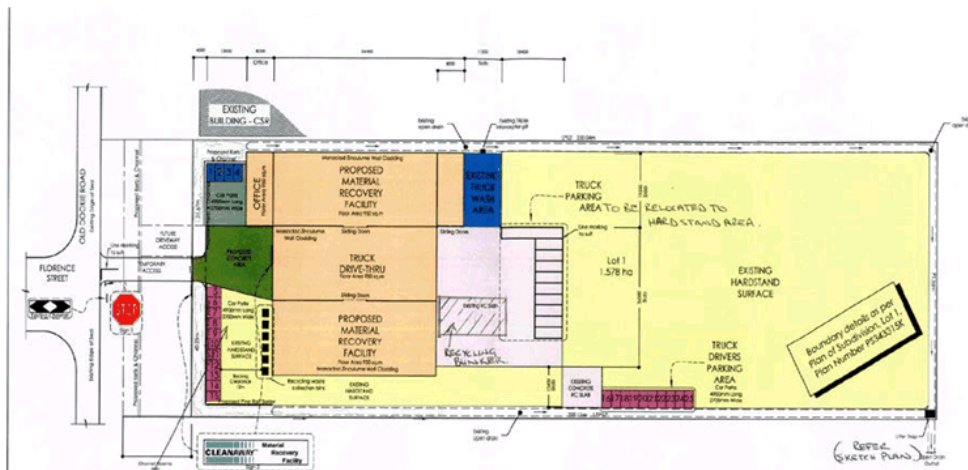
Having considered the submissions, the provisions of the Greater Shepparton Planning Scheme (the Scheme) and inspected the review site and surrounds, I have found that the proposal is acceptable for the site subject to appropriate conditions that will ensure amenity impacts are acceptable. I consider a use that enjoys strong Scheme support should not be rejected based on an uncertain potential rezoning of land to residential in proximity to the site.

Clause 53.14 Resource Recovery requires that applications for materials recycling facilities and transfer stations consider the impact of the use on the surrounding area. Officers consider that Cleanaway is appropriately located given the IN1Z of the land, good access to major freight routes and the lands setback to the nearest residential zone.

The property has an existing point of discharge on the western boundary of the property. The open drain follows the fence line along the western and norther boundaries and connects to the open drain to the northern boundary of 87 Old Dookie Road. There is no pit to the front of the property and therefore all storm water is drained to the rear of the property along the open drain.

As seen in the below plan from 2005:

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Officers have considered the drainage implications of the proposed development. Officers in conjunction with Spiire have completed a detailed design of the upsizing of the Telford Basin to cater for a 1 in 100 year event. These basin works are expected to be implemented in future Council capital budgets.

At this current point in time it is necessary for the land to restrict its discharge to 1.2l/s/ha to ensure the existing drainage system is not overwhelmed. Permit conditions will require the submission of a drainage discharge plan that demonstrates how the land will restrict its discharge to 1.2l/s/ha and the provision of onsite water treatment.

It is therefore considered that the proposed use of land for materials recycling and transfer station is acceptable for the following reasons:

- The scheme encourages the development of resource recovery to move Victoria towards zero waste.
- The IN1Z is the most appropriate zone within Greater Shepparton to locate the use
- The land is remote from the nearest residential zone.
- The use is setback more than 200 metres to the nearest dwelling not in the same ownership. Additionally these dwellings are not in a residential zone and therefore cannot expect the level of residential amenity enjoyed in a residential zone.
- The land has direct access to high order roads being Old Dookie and Doyles Road, both of which are designed to cater for heavy vehicle movements.
- Appropriate permit conditions can adequately deal with offsite amenity impacts.

Officers have undertaken an assessment of the application against the State Planning Policy Framework, Local Planning Policy Framework, Industrial 1 Zone and car parking provisions. Officers consider that the application complies with the Planning Scheme and recommend that a permit be issued with conditions.

Relevant incorporated or reference documents

There are no relevant incorporated or reference documents to this proposal.

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Other relevant adopted State policies or strategies policies

Victoria's Towards Zero Waste Strategy 2005

Guide to Best Practice at Resource Recovery Centres 2017

Relevant Planning Scheme amendments

There are no relevant Planning Scheme Amendments

Are there any significant social & economic effects?

The application does not raise any significant social or economic impacts.

Discuss any other relevant Acts that relate to the application?

There are no other relevant Acts that relate to the application.

Conclusion

The application to use and develop the land for material recycling including the reduction in car parking requirements is recommended for approval by planning officers as use is an acceptable use in the IN1Z as it is remote from residential zoned land.

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Draft Notice Of Decision

APPLICATION NO: 2019-74
PLANNING SCHEME: GREATER SHEPPARTON PLANNING SCHEME
RESPONSIBLE AUTHORITY: GREATER SHEPPARTON CITY COUNCIL

THE RESPONSIBLE AUTHORITY HAS DECIDED TO GRANT A PERMIT.

THE PERMIT HAS NOT BEEN ISSUED.

ADDRESS OF THE LAND: 73 OLD DOOKIE ROAD SHEPPARTON VIC 3630

WHAT THE PERMIT WILL ALLOW: USE AND DEVELOPMENT FOR A MATERIALS
RECYCLING AND TRANSFER STATION FACILITY
IN THE INDUSTRIAL 1 ZONE

WHAT WILL THE CONDITIONS OF THE PERMIT BE?

1. **Layout Not Altered**

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

2. **Buildings and works on endorsed plans to be completed prior to occupation**

Before the proposed new building is occupied, all buildings and works on the endorsed plans must be completed to the satisfaction of the responsible authority unless otherwise agreed in writing by the responsible authority.

3. **Consolidation**

Prior to the occupation of the new building, all lots comprising the land must be consolidated into one lot.

4. **Civil Construction Requirements**

Before any of the development starts, detailed plans with computations to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The information submitted must show the details listed in the council's Infrastructure Design Manual (IDM) and be designed in accordance with the requirements of that manual.

- a) details of how the land is to be retarded with a discharge rate not exceeding 1.2l/s/ha
- b) computations including total energy line and hydraulic grade line for the

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- proposed drainage as directed by responsible authority
- c) underground pipe drains conveying stormwater to the legal point of discharge
 - d) unless agreed in writing by the responsible authority, measures to enhance stormwater discharge quality from the site and protect downstream waterways including the expected discharge quality emanating from the development (output from MUSIC or similar) and design calculation summaries of the treatment elements;
 - e) the details of the incorporation of water sensitive urban design, designed in accordance with the "Urban Stormwater Best Practice Environmental Management Guidelines" 1999;
 - f) maintenance schedules for treatment elements;
 - g) electricity connection to the building is to be undergrounded and any on site substation is to be screened;
 - h) detailed design of car parking spaces, loading area and access aisles
 - i) design of the proposed b'double vehicle crossing to Old Dookie Road

Before the building is occupied all buildings and works must be completed as shown on the endorsed civil plans to the satisfaction of the responsible authority.

5. **Environmental Management Plan**

Prior to the commencement of the development hereby permitted an Environmental Management Plan, prepared by a suitably qualified person and to the satisfaction of the responsible authority, must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must provide for the operation and management of the use and development hereby permitted in a manner which:

- a) ensures that an experienced and trained site manager is present at all times when the use hereby permitted is operated to receive and process waste, together with a sufficient number of staff to ensure its satisfactory operation of the site;
- b) provides for measures to prevent litter arising from the operations at all times is confined within the boundaries of the subject land and disposed of to the satisfaction of the responsible authority;
- c) provides for measures to prevent paper and other light materials being blown from the subject land;
- d) provides for measures to prevent dust arising from operations associated with the use or development hereby permitted from extending beyond the boundaries of the site;
- e) ensures that an adequate water supply and distribution system is available at all times so that sufficient water may be discharged by means of a hose to extinguish a fire on any part of the site;
- f) ensures that the exterior finish of all buildings and works are non- reflective and coloured or painted in muted shades of colours approved by the responsible authority and then maintained in good visual order and condition to its satisfaction.

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The use and development hereby permitted must be managed and maintained in accordance with the approved Environmental Management Plan at all times to the satisfaction of the Responsible Authority.

6. General Amenity

The use of the land must not adversely affect the amenity of the area, by way of:

- a) processes carried on the land;
- b) the transportation of materials, goods or commodities to or from the land;
- c) the appearance of any buildings, works or materials;
- d) the emission of noise, artificial light, vibration, smell, fumes, smoke, vapor, steam, soot, ash, dust, waste water, waste products, grit, or oil;
- e) the presence of vermin.

to the satisfaction of the responsible authority.

7. Goulburn Valley Region Water Corporation Requirements

- a) Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.

All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;

- b) Discharge of trade waste from the development shall be subject to a Trade Waste Consent Agreement

The Owner and or occupier is required to submit a completed Trade Waste Application, and install the required pre-treatment facility to the satisfaction of Goulburn Valley Water's Trade Waste Section, before approval to discharge trade waste from the development into the Corporation's sewer is granted.

8. Environment Protection Authority

- a) Wastewater generated at the premises must be connected to a reticulated sewer.
- b) Nuisance dust and/or airborne particles must not be discharged beyond the boundaries of the premises.
- c) Pollution control devices including bunds and cut-off drains must be installed around the boundary of the operational areas to prevent contaminated run-off entering into a waterway or stormwater system.

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EPA Note

The permit operator (occupier) must comply with the Waste Management Policy (Combustible Recyclable and Waste Materials), as published in Government Gazette No. S397 on 28 August 2018 to ensure that combustible and recyclable waste materials are managed and stored in a manner that minimises the risks of harm to human health and environment. Non-compliance with this policy could lead to sanctions under the *Environment Protection Act 2018*.

9. Time for Starting and Completion

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

- a) the development is not started within **two (2) years** of the date of this permit;
- b) Cleanaway discontinue the use of the land.

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Application Details:

Responsible Officer:	Sally Edmunds
Application Number:	2019-104
Applicants Name:	HDN Building Design
Date Application Received:	13 May 2019
Land/Address:	91 Corio Street SHEPPARTON VIC 3630
Zoning and Overlays:	Neighbourhood Residential Zone Heritage Overlay Parking Overlay - Precinct 1 Schedule
Why is a permit required (include Permit Triggers):	43.01-1 Buildings and works in the Heritage Overlay
Are there any Restrictive Covenants on the title?	No

Proposal

The application proposes buildings and works in the Heritage Overlay for dwelling alterations and additions and a 1.8 metre high front fence. Planning permit permission is required pursuant to Clause 43.01-1 for the buildings and works in the Heritage Overlay.

The works include a rear addition, alfresco, garage, a portico to the front of the dwelling and a front fence. The buildings and works associated with the portico and garage include the removal of a front window and instalment of a new window and the demolition of one of the front bedrooms to then be replaced with the garage.

The proposal also includes the rendering of the entire exterior of the dwelling and replacement of the existing tiled roof with a new Colourbond roof.

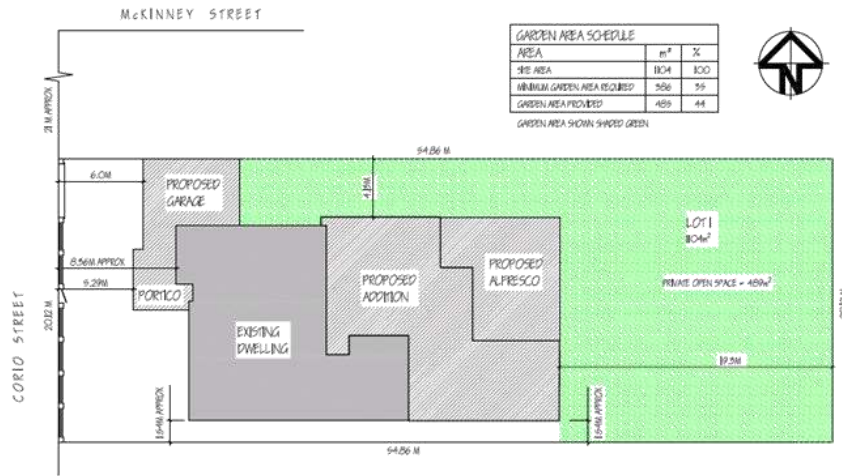
The proposed fence is to be constructed using modern materials such as aluminium pickets. Officers consider that the use of modern materials is acceptable as the design of the fence is sympathetic to the heritage of the precinct. The proposed fence is to be 1800mm high and officers do not support the proposed height as it is above the recommended 1500mm front fence height.

The property is non-contributory to HO141 which applies to the Shepparton Residential Precinct South, Shepparton. Although the property is non-contributory to heritage precinct HO141, the Planning Scheme dictates that applications should be sympathetic to the precinct. Officers consider that the location of the garage to the front of the dwelling which is out of character for the area of Corio Street will have a detrimental effect on the streetscape.

Officers have undertaken an assessment of the application against the Planning Policy Framework, Local Planning Policy Framework, and Heritage Overlay. Officers consider that the application does not comply with the Planning Scheme and recommend that a refusal to grant a permit be issued.

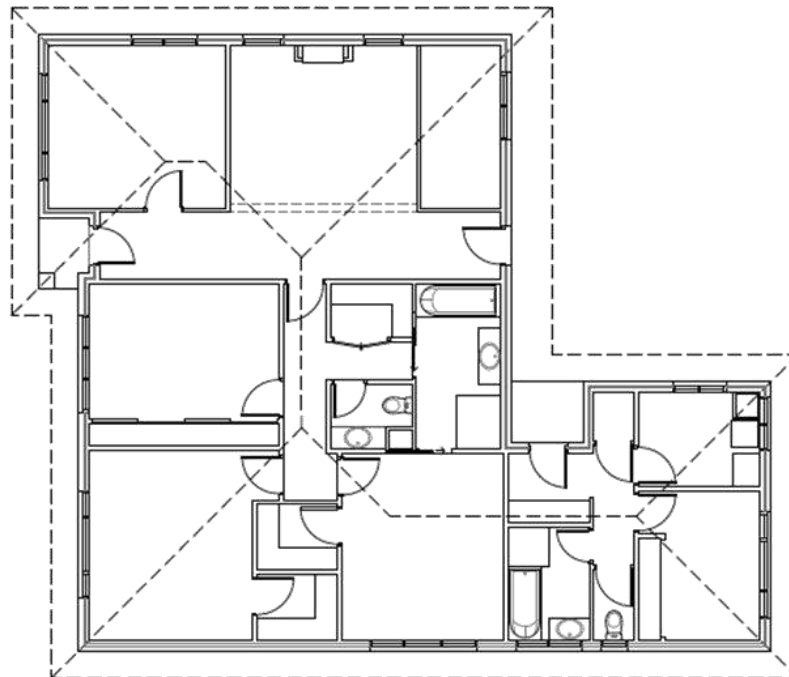
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Plans of the buildings and works are below:



BE DRAUGHT TO EXISTING HABITABLE ROOM WINDOWS
 BUILDING MUST BE SET BACK FROM A HABITABLE ROOM WINDOW IN ALL
 DIRECTIONS ON AN ADJOINING ALLOTMENT TO PROVIDE A MINIMUM
 CLEAR COURT OF 5M² AND 1M CLEAR TO THE SKY.

SITE PLAN



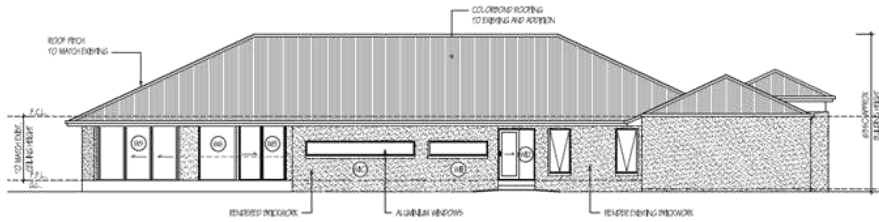
EXISTING FLOOR PLAN

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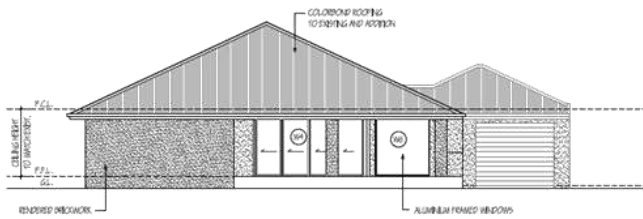


WEST ELEVATION

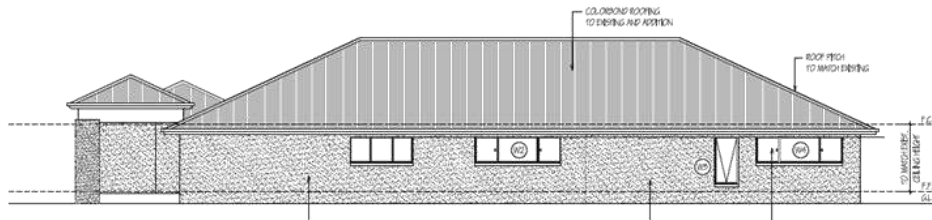
- DRAINAGE REQUIREMENTS:**
- (A) THE EXISTING SURFACE SURROUNDING THE FLOOR SLAB MUST BE PROVIDED TO ALLOW SURFACE WATER AWAY FROM THE BUILDING AND GRADED TO GIVE A SLOPE OF NOT LESS THAN 1:100 OVER THE PERIMETER.
 - (B) THE HEIGHT OF THE SLAB ON GROUND ABOVE EXISTING FINISHED SURFACES MUST BE NOT LESS THAN:
 - a. 100MM ABOVE THE FINISHED GROUND LEVEL IN LOW RAINFALL INTENSITY AREAS OR 200MM OVER OTHER SOIL.
 - b. 150MM ABOVE IMPROVED (PAVED OR CONCRETE AREAS) SURFACES AWAY FROM THE BUILDING IN ACCORDANCE WITH (A).
 - c. 100MM IN ANY OTHER CASE.
 - (C) THE GROUND BENEATH SUSPENDED FLOORS MUST BE GRADED SO THAT THE AREA BENEATH THE BUILDING IS ABOVE THE ADJACENT EXTERNAL FINISHED GROUND LEVELS AND THE SURFACE WATER IS PREVENTED FROM FLOWING UNDER THE BUILDING.



NORTH ELEVATION

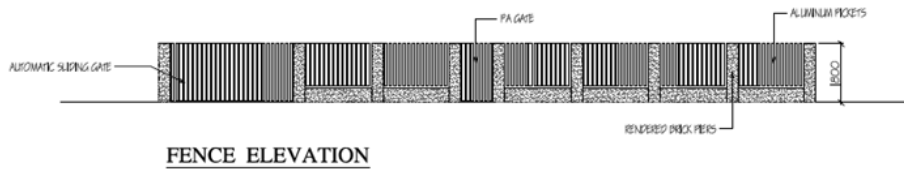
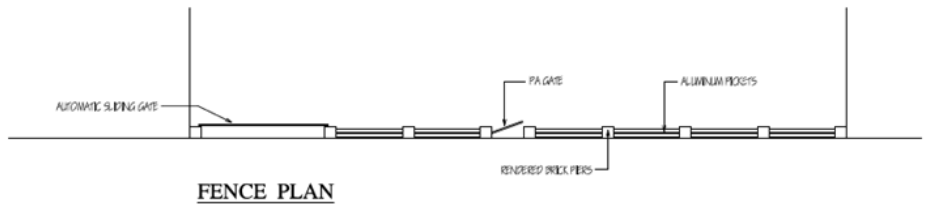


EAST ELEVATION



SOUTH ELEVATION

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Summary of Key Issues

Following and assessment of the application including advice for Council's Heritage Advisor, officers consider that the application does not comply with the Local Planning Policy Framework as the proposal will have a detrimental effect on the Heritage Precinct and cultural heritage of the area for the following reasons:

The garage

Officers consider that the location of the garage to the front of the dwelling which is out of character for the area of Corio Street will have a detrimental effect on the streetscape.

Front fence

Officers consider that the height of the fence should be lowered from 1800mm to 1500mm. The heritage advisor recommends that front fences within heritage areas should be 1500mm to allow for visibility to the heritage place.

Officers are supportive of the rear extension, change in roof materials, rendering and fence materials.

The application was sent to Goulburn Valley Water who consented to the application subject to conditions.

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The application was referred to Councils Heritage Advisor who recommended that the garage be setback 3 metres from the front of the dwelling and the fence height be lowered to 1500mm.

Recommendation

Refusal

That the Council having caused notice of Planning Application No. 2019-104 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to refuse to Grant a Permit under the provisions of 43.01-1 of the Greater Shepparton Planning Scheme in respect of the land known and described as 91 Corio Street SHEPPARTON VIC 3630, for the buildings and works for dwelling alterations and additions and a 1.8 metre high fence in the Heritage Overlay.

For the following reasons:

The proposed garage is inconsistent with the objective and strategies of clause 15.03-1S Heritage conservation as the garage is inappropriately located to the front of the dwelling.

The proposed garage to the front of the dwelling and the 1.8 metre high fence does not produce acceptable planning outcomes against 21.05-4 Cultural Heritage of the Greater Shepparton Planning Scheme as the design is not sympathetic to the heritage significance of the precinct.

Moved by Michael MacDonagh

Seconded by Joel Ingham

That the Council having caused notice of Planning Application No. 2019-104 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to refuse to Grant a Permit under the provisions of 43.01-1 of the Greater Shepparton Planning Scheme in respect of the land known and described as 91 Corio Street SHEPPARTON VIC 3630, for the buildings and works for dwelling alterations and additions and a 1.8 metre high fence in the Heritage Overlay.

CARRIED

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Subject Site & Locality

An inspection of the site and the surrounding area has been undertaken.

Date: 27 May 2019 Time: 3:00pm

The site has a total area of 1,152 square metres and currently contains:

- Existing brown brick dwelling with 1800mm high front fence

The main site/locality characteristics are:

- Within a residential area close to the Shepparton CBD
- Opposite significant heritage dwellings

The Photos below show the existing site:



The applicant has sent in a signed statutory declaration declaring that the application was advertised from 28 May 2019 to 13 June 2019.

Permit/Site History

There is no permit or site history.

Further Information

Was further information requested for this application? **No**

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Public Notification

The application was advertised pursuant to Section 52 of the *Planning and Environment Act 1987* with the following description **Buildings and works for a dwelling extension and alteration in the Heritage Overlay**, by:

- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site.



The applicant submitted amended plans on 8 July 2019 to show a new fence which requires planning permission in the Heritage Overlay pursuant to Clause 43.01-1. Officers requested a Section 57A which was submitted on 10 July 2019 which required the plans with the new fence to be readvertised.

Objections

The Council has received **no** objections to date.

Title Details

The title does not contain a Restrictive Covenant or Section 173 Agreement.

Consultation

Consultation was undertaken. Relevant aspects of consultation, included:

- 1 July 2019 - 4:30 – Meeting with Sally Edmunds, Deb Kemp and Hayley Nicholson (HDN) Discussed issues with the garage setback and likely refusal. Hayley then provided

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plans for a new front fence as well. SE said that a s57A would need to be submitted for readvertising of the application.

- SE received a phone call from the landowner Janine Bassett who wanted clarity on the reason for refusal. SE explained that although the dwelling was non-contributory, the proposal still needed to be sympathetic to the heritage precinct and the works for the garage would not comply. JB then said that she would submit plans for a new fence which SE advised to include in the existing application as a s57a. JB agreed and said she would get HN to submit an amended application. JB understood SE's recommended refusal, however would be appealing the application to VCAT to have the decision overturned.

Referrals

External Referrals/Notices Required by the Planning Scheme:

Referrals/Notice	Advice/Response/Conditions
Clause 66 of the Planning Scheme did not Clause 55 require referral	
Goulburn Valley Water	Consented to the application subject to the following conditions: <ul style="list-style-type: none"> Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation. All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;

Internal Council Notices	Advice/Response/Conditions
Heritage Advisor	Objected to the application on the following grounds: <ul style="list-style-type: none"> This includes a garage and a new portico and entrance to the front. The proposed changes will adversely affect the significance and character of the heritage place. In general, the proposed location of the garage and portico will be too far forward and will have an impact on the streetscape. The scale of the changes are too great for this particular area within the precinct. In addition the location of a garage to the front of the house is generally not supported within a heritage overlay area. In this instance it is strongly recommended that the garage not form part of the streetscape as this section of Corio Street is highly intact. The following recommendations were made: <ul style="list-style-type: none"> The garage will need to be set further back. Noting that the proposed living areas are orientated to the north. This will mean that the garage will potentially need to be set back to the rear of the building. The portico and entrance will need to be reworked to better reflect the character of this area.

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	<p>Proposal for 1800mm Fence constructed from masonry and aluminium pickets</p> <p>In general fences should be at a maximum height of 1500mm within this precinct. This fence height is consistent with the prevailing historic and aesthetic character of the precinct.</p> <p>It is noted that there are other fences within this precinct, that are higher but these were constructed before the application of the Heritage Overlay.</p> <p>The materials for the fence are supported with the following changes: Rendered masonry panels with timber pickets at a 1500mm height.</p>
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Assessment

32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Purpose

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To recognise areas of predominantly single and double storey residential development.
- To manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations

Relevant overlay provisions

43.01 HERITAGE OVERLAY

Purpose

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To conserve and enhance heritage places of natural or cultural significance.
- To conserve and enhance those elements which contribute to the significance of heritage places.
- To ensure that development does not adversely affect the significance of heritage places.
- To conserve specified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place

43.01-1 Permit requirement

A permit is required to:

- Construct a building or construct or carry out works.

43.01-8 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The Municipal Planning Strategy and the Planning Policy Framework.
- The significance of the heritage place and whether the proposal will adversely affect the natural or cultural significance of the place.
- Any applicable statement of significance (whether or not specified in the schedule to this overlay), heritage study and any applicable conservation policy.
- Any applicable heritage design guideline specified in the schedule to this overlay.

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- Whether the location, bulk, form or appearance of the proposed building will adversely affect the significance of the heritage place.
 - Whether the location, bulk, form and appearance of the proposed building is in keeping with the character and appearance of adjacent buildings and the heritage place.
 - Whether the demolition, removal or external alteration will adversely affect the significance of the heritage place.
 - Whether the proposed works will adversely affect the significance, character or appearance of the heritage place.
 - Whether the proposed subdivision will adversely affect the significance of the heritage place.
 - Whether the proposed subdivision may result in development which will adversely affect the significance, character or appearance of the heritage place.
 - Whether the proposed sign will adversely affect the significance, character or appearance of the heritage place.
 - Whether the lopping or development will adversely affect the health, appearance or significance of the tree.
 - Whether the location, style, size, colour and materials of the proposed solar energy facility will adversely affect the significance, character or appearance of the heritage place.

The State Planning Policy Framework (SPPF)

15.01-5S Neighbourhood character

Objective

- To recognise, support and protect neighbourhood character, cultural identity, and sense of place.

Strategies

- Ensure development responds to cultural identity and contributes to existing or preferred neighbourhood character.
- Ensure development responds to its context and reinforces a sense of place and the valued features and characteristics of the local environment and place by emphasising the:
 - Pattern of local urban structure and subdivision.
 - Underlying natural landscape character and significant vegetation.
 - Heritage values and built form that reflect community identity.

15.03-1S Heritage conservation

Objective

- To ensure the conservation of places of heritage significance.

Strategies

- Identify, assess and document places of natural and cultural heritage significance as a basis for their inclusion in the planning scheme.
- Provide for the protection of natural heritage sites and man-made resources.
- Provide for the conservation and enhancement of those places that are of aesthetic, archaeological, architectural, cultural, scientific or social significance.
- Encourage appropriate development that respects places with identified heritage values.
- Retain those elements that contribute to the importance of the heritage place.

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- Encourage the conservation and restoration of contributory elements of a heritage place.
 - Ensure an appropriate setting and context for heritage places is maintained or enhanced.
 - Support adaptive reuse of heritage buildings where their use has become redundant.
 - Consider whether it is appropriate to require the restoration or reconstruction of a heritage building in a Heritage Overlay that has been unlawfully or unintentionally demolished in order to retain or interpret the cultural heritage significance of the building, streetscape or area.

16.01-3S Housing diversity

Objective

- To provide for a range of housing types to meet diverse needs.

Strategies

- Ensure housing stock matches changing demand by widening housing choice.
- Facilitate diverse housing that offers choice and meets changing household needs through:
 - A mix of housing types.
 - Adaptable internal dwelling design.
 - Universal design.
- Encourage the development of well-designed medium-density housing that:
 - Respects the neighbourhood character.
 - Improves housing choice.
 - Makes better use of existing infrastructure.
 - Improves energy efficiency of housing.
- Support opportunities for a range of income groups to choose housing in well-serviced locations.
- Ensure planning for growth areas provides for a mix of housing types through a variety of lot sizes, including higher housing densities in and around activity centres.

The Local Planning Policy Framework (LPPF)- including the Municipal Strategic Statement (MSS), local planning policies and Structure Plans

21.05-4 Cultural Heritage

Clause 15.03 of the State Planning Policy Framework (SPPF) identifies the need for cultural heritage policy to guide decisions on development and demolition of all places affected by heritage controls.

Objectives - Cultural Heritage

- To ensure that places of cultural heritage significance are conserved or restored.
- To discourage the demolition of places of cultural heritage significance that are designated as Individually Significant or Contributory in heritage precincts.
- To ensure that development does not adversely affect places of cultural heritage significance.
- To conserve the historic low-scale, low-density and homogenous character of any precinct and ensure that development is compatible with this character.
- To ensure that new development does not become the visually dominant element in any precinct.
- This includes external additions and alterations.

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- To ensure that places that are designated as Non-Contributory in heritage precincts are developed in a manner that is sympathetic to, and does not detract from, the cultural heritage significance of a heritage precinct.
- To conserve and enhance significant views and settings in any heritage precinct.
- To ensure that archaeological remains are not inadvertently damaged or destroyed.
- To encourage sympathetic re-use of places of cultural heritage significance, including the consideration of uses which would normally be prohibited (where permitted in the Schedule to Clause 43.01), so that such places are maintained and enhanced.

Shepparton Residential Precinct South (HO141)

The history and description for this precinct are the source of evidence for the following Statement of Significance.

Statement of Significance

What is significant?

The Shepparton Residential Precinct South. It demonstrates the ongoing residential development which has occurred in Shepparton from the late nineteenth century, through the Edwardian and Inter-war years, to the 1940s showing the close pattern of development which evolved as the town expanded.

Places that contribute to the significance of the precinct include:

Corio Street - 54, 56, 60-62, 63, 64-68, 65, 67, 69, 70, 71, 72-74, 76, 80-82, 81, 83, 84, 85-87, 89, 90, 92, 93-95, 94, 96, 97 and 99.

Corio Street - London Plane Trees [HO128].

Knight Street - 101 and 103.

Orr Street 54, 56, 58, 60, 66-68, 70, 72, 74-76, 75, 77, 78-84, 79 and 86.

How is it significant?

It is of local historic, social and aesthetic cultural heritage significance to the Greater Shepparton City.

Why is it significant?

It is of historic and social cultural heritage significance as it provides tangible physical evidence of the residential development from the 19th century through to the 1940s.

The south precinct incorporates part of the original township survey completed in 1874 and contains a number of Victorian residences on large allotments.

It is of historic significance for its association with the surveyor and prominent landowner Alfred Leahy. Leahy completed the township survey of Shepparton in 1874 and also surveyed many other towns in the district including Numurkah, Nathalia and parts of Mooroopna. Street names in the precinct, many of which were chosen by Leahy reflect significant figures in the early development of Shepparton: Corio Street was named after Corio Bay by Alfred Leahy, whose wife originated from Geelong; Knight Street was named after the early resident and landowner, Frederick P Knight; and; Orr Street refers to John Orr, who was the MLA for the Murray districts between 1862 and 1880.

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HERCON Criteria A & G

It is of aesthetic significance as it contains a broad range of architectural styles, including a number of very accomplished examples of late Victorian, Edwardian, Federation and Inter-War domestic buildings. Six of these buildings are reputed to be the work of the prolific local architect J A K Clarke, who was responsible for designing many of the region's finest residences and public buildings. The majority of these buildings are highly intact and many of them retain elaborate established gardens, with mature specimens of exotic trees. The precinct's aesthetic qualities are further enhanced by mature plantings of street trees.

HERCON Criteria B, D & E

Relevant Particular Provisions

There are no relevant Particular Provisions.

The decision guidelines of Clause 65

Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.

65.01 Approval of an application or plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

Officers Response:

The application proposes buildings and works in the Heritage Overlay for a dwelling alterations and additions. The application includes a rear extension as well as the buildings and works for a garage and front fence.

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Planning permit permission is required pursuant to Clause 43.01-1 for the buildings and works in the Heritage Overlay.

The works include a rear addition, alfresco and garage and portico to the front of the dwelling. The buildings and works associated with the portico include the removal of the front window and instalment of a new window and the demolition of one of the front bedrooms to then be replaced with the garage.

The proposal also includes the rendering of the entire exterior of the dwelling and replacement of the tiled roof with that of a Colourbond tin roof to the entire dwelling. Officers are supportive of the extension to the rear of the dwelling and change in roof materials.

The proposed fence is to be constructed using modern materials such as aluminium pickets, however officers consider that the use of modern materials is acceptable as the design of the fence is sympathetic to the heritage of the precinct. The proposed fence is to be 1800mm high and officers do not support the proposed height as it is above the recommended 1500mm front fence height. The heritage advisor recommends that front fences within heritage areas should be 1500mm to allow for visibility to the heritage place.

It should be noted that officers are supportive of the rear extension as well as the materials used for the front fence.

Officers are not satisfied that the application complies with the cultural heritage significance of the precinct. The application does not comply with the following objective under Clause 21.05-4 Cultural Heritage:

- To ensure that places that are designated as Non-Contributory in heritage precincts are developed in a manner that is sympathetic to, and does not detract from, the cultural heritage significance of a heritage precinct.

Although the property is non-contributory to heritage precinct HO141, the Planning Scheme dictates that applications should be sympathetic to the precinct. Officers consider that the location of the garage to the front of the dwelling which is out of character for the area of Corio Street will have a detrimental effect on the streetscape.

Officers consider that the buildings and works for the garage located to the front of the dwelling will distract from the heritage significance of the surrounding dwellings. The area of Corio Street that the property is located within is contains well preserved and maintained heritage dwellings that significantly contribute to the heritage precinct.

The application was referred to Council's Heritage Advisor who responded to the application. The Heritage Advisor had the following concerns regarding the application:

- The garage will need to be set further back. Noting that the proposed living areas are orientated to the north. This will mean that the garage will potentially need to be set back to the rear of the building.

The application was advertised and no objections were received.

The application was referred to Goulburn Valley Water who consented to the application subject to conditions.

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Officers have undertaken an assessment of the application against the Planning Policy Framework, Local Planning Policy Framework, and Heritage Overlay. Officers consider that the application does not comply with the Planning Scheme and recommend that a refusal to grant a permit be issued.

Relevant incorporated or reference documents

Volume 3: Greater Shepparton City Council Heritage Study Stage IIB

Other relevant adopted State policies or strategies policies

There are no other relevant adopted State or strategic policies that relate to this application for a planning permit.

Relevant Planning Scheme amendments

There are no relevant Planning Scheme amendments that relate to this application for a planning permit.

Are there any significant social & economic effects?

There are no relevant significant social or economic effects that relate to this application for a planning permit.

Discuss any other relevant Acts that relate to the application?

There are no relevant Acts.

The Aboriginal Heritage Act 2006

The *Aboriginal Heritage Act 2006* provides protection for all Aboriginal places, objects and human remains in Victoria, regardless of their inclusion on the Victorian Aboriginal Heritage Register or land tenure.

The *Aboriginal Heritage Act 2006* introduces a requirement to prepare a Cultural Heritage Management Plan (CHMP) if all or part of the activity is a listed high impact activity, resulting in significant ground disturbance, and all or part of the activity area is an area of cultural heritage sensitivity, which has not been subject to significant ground disturbance.

The 'Area of Cultural Heritage Sensitivity in Victoria' does not include the land within an area of cultural heritage sensitivity; therefore the proposed use does not trigger the need for a CHMP.

Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered when assessing this application and it is not considered that the application impinges on the Charter.

Conclusion

Officers have undertaken an assessment of the application against the Planning Policy Framework, Local Planning Policy Framework, and Heritage Overlay. For the reasons outlined in the assessment section of this report, officers consider that the application does not comply with the Planning Scheme and recommend that a refusal to grant a permit be issued.

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DRAFT REFUSAL TO GRANT A PERMIT

APPLICATION NO: 2019-104
PLANNING SCHEME: GREATER SHEPPARTON PLANNING SCHEME
RESPONSIBLE AUTHORITY: GREATER SHEPPARTON CITY COUNCIL
ADDRESS OF THE LAND: 91 Corio Street SHEPPARTON VIC 3630
WHAT HAS BEEN REFUSED: Buildings and works for dwelling alterations and additions and a 1.8 metre high fence in the Heritage Overlay

WHAT ARE THE REASONS FOR THE REFUSAL?

The proposed garage is inconsistent with the objective and strategies of clause 15.03-1S Heritage conservation as the garage is inappropriately located to the front of the dwelling.

The proposed garage to the front of the dwelling and the 1.8 metre high fence does not produce acceptable planning outcomes against 21.05-4 Cultural Heritage of the Greater Shepparton Planning Scheme as the design is not sympathetic to the heritage significance of the precinct.

Record of Assembly of Councillors

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

CEO and Councillor Catch Up - 27 August 2019		
Councillors	Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM and Cr Fern Summer.	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Harvard	Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
2.	Parking	Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
3.	Dogs	Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	

Record of Assembly of Councillors

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

Councillor Briefing Session - 27 August 2019		
Councillors	Cr Kim O’Keeffe, Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM and Cr Fern Summer.	
Officers:	Peter Harriott, Phil Hoare, Chris Teitzel, Kaye Thomson, Colin Kalms, Mat Innes-Irons, Fiona LeGassick, Sharlene Still, James Nolan, Braydon Aitken, Michael MacDonagh, Ronan Murphy, Kristie Welch, Amanda Tingay, Laurienne Winbanks and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	2019 - 2023 Shepparton Show Marketing Strategy Presentation	Cr O’Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
2.	Instrument of Delegation to the Chief Executive Officer	Cr O’Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
3.	Instrument of Delegation - Members of Staff and Development Hearings Panel	Cr O’Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
4.	Councillor Expenses and Entitlements Policy	Cr O’Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
5.	Council Plan 2018-19 Quarter 4 Progress Report	Cr O’Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr Summer

6.	Drainage Notice - 12 Beaumaris Street, Shepparton	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr Hazelman OAM Cr Summer
7.	Planning Permit Application 2018-264 - Two lot subdivision at 560 Archer Road, Kialla	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah (partial) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
8.	Planning permit application 2019-10 for a two lot subdivision at 7185 Goulburn Valley Highway, Kialla West	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Summer
9.	Contribution to the La Trobe University Shepparton Campus Expansion	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem (partial) Cr Giovanetti Cr Summer
10.	Best Start - Breastfeeding Project Achievements	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Summer
11.	Aged Services Update	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Adem Cr Giovanetti Cr Summer
12.	Dog Attack	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Summer
13.	Newstart Allowance	Cr O'Keeffe(Chair) Cr Sutton Cr Abdullah Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Assemblies of Councillors

Heritage Advisory Committee Meeting Monday 2nd September, 2019		
Councillors:	Cr Seema Abdullah	
Officers:	Kate Clarke & Anne-Maree Michaelson	
Matter No.	Matters discussed	Councillors Present for Discussion
1	Apologies & Declaration of Conflict of Interest	Cr Seema Abdullah
2.	Items to be raised during Agenda, General or other business	Cr Seema Abdullah
3.	Confirmation of last Meeting Minutes	Cr Seema Abdullah
4.	Draft Heritage Strategy	Cr Seema Abdullah
5.	Budget Allocation	Cr Seema Abdullah
6.	Membership of Sub Committees	Cr Seema Abdullah
7.	Strategic Planning Report	Cr Seema Abdullah
8.	Heritage Grant Program	Cr Seema Abdullah
9.	Collection Policies	Cr Seema Abdullah
10.	Heritage Advisor's Report & Active Planning Permits.	Cr Seema Abdullah
11.	Reports from Sub Committees	Cr Seema Abdullah
12.	General & Other Business, followed by close of meeting.	Cr Seema Abdullah
Conflict of Interest Disclosures		
Matter No.	None	-

Record of Assembly of Councillors

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

Councillor Briefing Session - 3 September 2019		
Councillors	Cr Shelley Sutton, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM and Cr Dennis Patterson.	
Officers:	Kaye Thomson, Geraldine Christou, Craig Thomson, Fiona LeGassick, Matthew Jarvis, Kelli Halden, Chris Molyneaux, Braydon Aitken, Michael MacDonagh, Colin Kalms, Mitchell Stoter, Sharlene Stil and Rebecca Good (not all officers were present for all items).	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	2018/2019 Capital Budget Performance	Cr Sutton(Chair) Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
2.	Hearing of Submissions – Planning Matters	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
3.	Ordinary Council Meeting Dates	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
4.	2019/2020 Christmas Arrangements	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
5.	Draft Shepparton and Mooroopna 2050: Regional City Growth Plan	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
6.	Funding Application to the Streamlining for Growth Program	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson

7.	Adoption of Amendment C211 to the Greater Shepparton Planning Scheme	Cr Sutton(Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Record of Assembly of Councillors

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

CEO and Councillor Catch Up - 3 September 2019		
Councillors	Cr Shelley Sutton, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris Hazelman OAM and Cr Dennis Patterson.	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Federal Minister Visit	Cr Sutton Cr Giovanetti Cr Hazelman OAM Cr Patterson
2.	Kaiela Arts Campfire Event	Cr Sutton Cr Giovanetti Cr Hazelman OAM Cr Patterson
3.	Dangerous Dog - Update	Cr Sutton Cr Giovanetti Cr Hazelman OAM Cr Patterson
4.	Newstart Letter – Federal Government	Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
5.	Smoking Ceremony – Welsford Street	Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
6.	Aboriginal Infrastructure Grant	Cr Sutton Cr Adem Cr Giovanetti Cr Hazelman OAM Cr Patterson
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil.	