

# AGENDA

FOR THE  
GREATER SHEPPARTON CITY COUNCIL

## ORDINARY COUNCIL MEETING

TO BE HELD ON  
TUESDAY 21 APRIL, 2015  
AT 5.30PM

IN THE COUNCIL BOARD ROOM  
90 WELSFORD STREET

**COUNCILLORS:**

Cr Dennis Patterson (Mayor)  
Cr Fern Summer (Deputy Mayor)  
Cr Dinny Adem  
Cr Jenny Houlihan  
Cr Les Oroszvary  
Cr Michael Polan  
Cr Kevin Ryan

***VISION***

***GREATER SHEPPARTON***  
AS THE FOOD BOWL OF AUSTRALIA,  
A SUSTAINABLE, INNOVATIVE  
AND DIVERSE COMMUNITY  
***GREATER FUTURE***



**A G E N D A  
FOR THE  
ORDINARY COUNCIL MEETING  
TO BE HELD ON  
TUESDAY 21 APRIL, 2015 AT 5.30PM**

**CHAIR  
CR DENNIS PATTERSON**

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## RISK LEVEL MATRIX LEGEND

**Note: A number of reports in this agenda include a section on “risk management implications”. The following table shows the legend to the codes used in the reports.**

| Likelihood  | Consequences      |               |                 |              |                     |
|---|-------------------|---------------|-----------------|--------------|---------------------|
|   | Negligible<br>(5) | Minor<br>(4)  | Moderate<br>(3) | Major<br>(2) | Catastrophic<br>(1) |
| <b>Almost Certain (A)</b><br>Event expected to occur several times per year (i.e. Weekly)                     | Low               | Moderate      | High            | Extreme      | Extreme             |
| <b>Likely (B)</b><br>Will probably occur at some stage based on evidence of previous incidents (i.e. Monthly) | Low               | Moderate      | Moderate        | High         | Extreme             |
| <b>Possible (C)</b><br>Not generally expected to occur but may under specific circumstances (i.e. Yearly)     | Low               | Low           | Moderate        | High         | High                |
| <b>Unlikely (D)</b><br>Conceivable but not likely to occur under normal operations (i.e. 5-10 year period)    | Insignificant     | Low           | Moderate        | Moderate     | High                |
| <b>Rare (E)</b><br>Only ever occurs under exceptional circumstances (i.e. +10 years)                          | Insignificant     | Insignificant | Low             | Moderate     | High                |

**Extreme** CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls

**High** Director’s attention required. Consider suspending or ending activity OR implement additional controls

**Moderate** Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed

**Low** Operational, manage through usual procedures and accountabilities

**Insignificant** Operational, add treatments where appropriate



**PRESENT:**

**1. ACKNOWLEDGEMENT**

“We the Greater Shepparton City Council, begin today’s meeting by acknowledging the traditional owners of the land which now comprises Greater Shepparton. We pay respect to their tribal elders, we celebrate their continuing culture, and we acknowledge the memory of their ancestors.”

**2. APOLOGIES**

**3. DECLARATIONS OF CONFLICT OF INTEREST**

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a “conflict of interest” in a decision if they would receive, or could reasonably be perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

**Disclosure must occur immediately before the matter is considered or discussed.**

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held 17 March 2015 as circulated, be confirmed.

## **5. DEPUTATIONS AND PETITIONS**

### **5.1 Craigmuir Lake**

#### **Summary**

A petition containing 100 signatures has been received by Council requesting improvements be made to Craigmuir Lake and its surroundings.

#### **RECOMMENDATION**

That the Council receive the petition relating to Craigmuir Lake.

#### **Attachments**

Craigmuir Lake - Petition



## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014

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

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

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

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

**Author: Manager Marketing and Communications**

**Proof reader(s): Shepparton Show Me Marketing Co-ordinator**

**Approved by: Chief Executive Officer**

#### **Executive Summary**

The Shepparton Show Me (SSM) biannual report is presented detailing the activities undertaken from July to December 2014.

The report details the activities that were undertaken and the level of success of each initiative.

The SSM Committee has continued to implement a range of campaigns and initiatives that align with the five year Marketing Strategy.

#### **RECOMMENDATION**

That the Council:-

1. note the receipt of the Shepparton Show Me (SSM) biannual report detailing activities from July to December 2014
2. note the receipt of Shepparton Show Me meeting minutes from July to December 2014.

#### **Background**

At the Ordinary Council Meeting on 15 July 2014 Council approved the Shepparton Show Me (SSM) quarterly reporting process to be reduced to six monthly reports. This is the first biannual report that is due following this decision.

This report details activities and outcomes from July to December 2014.

#### 1. New Committee Appointments – 21 July 2014

At the July 21 Ordinary Meeting the SSM Committee endorsed applications from Shane Sali and Peter Radevski to join the SSM Committee and for John Montagner and Barry Smith to be appointed for a further 12 month term.

At the August 2014 Ordinary Council Meeting the following recommendations were endorsed:

1. The appointment to the Shepparton Show Me Committee of Shane Sali and Peter Radevski for a period of two years expiring on the 17 July 2016, and John Montagner and Barry Smith for a period of 12 months expiring on the 17 July 2015.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

2. The amendment to the Shepparton Show Me Committee Delegation Guidelines *Section 8 – Committee Membership* to state that appointed business and industry Committee members are eligible to sit a maximum of two consecutive terms.

#### 2. Greater Shepparton . . . . Great things happening here – 21 July 2014

In alignment with the 2013 – 2018 SSM Marketing Strategy and strategic direction, the Committee elected to explore undertaking a more strategic marketing campaign that will assist SSM achieve its vision and mission.

SSM has identified the value of undertaking a campaign that strategically positions Greater Shepparton as it will ultimately drive business for SSM members (stakeholders).

While the campaign will profile business success stories across Greater Shepparton, SSM understands that attracting investment, business, visitors and new residents to the broader area will directly benefit their members. As Shepparton is the “services hub”, products and services will still need to be sourced from businesses within the SSM boundary even if a business or resident is located in Tatura, Mooroopna or Murchison.

The Greater Shepparton . . . . Great things happening here campaign clearly aligns with the vision, mission and strategic directions for SSM.

#### 3. Renew Shepparton – July 2014

SSM signed a Memorandum of Understanding (MoU) with the Shepparton Chamber of Commerce and Industry to support the delivery of the Renew Shepparton program. SSM committed \$5,000 to the program with the proviso that regular reports are provided and SSM could be part of the working group.

#### 4. Annual General Meeting – 25 August 2014

The SSM Annual General Meeting was held on Wednesday 21 August 2013. At this meeting the Annual Report was presented. Malcolm Blake was elected as Chair; Gerard Bruinier was elected as Deputy Chair, Morry McKellar as Secretary and Clinton Tilley as Treasurer.

A new format was introduced this year, with a range of guest speakers featuring on the program. The AGM provided the ideal mechanism for SSM to showcase to its members the priorities over the next 12 months. Alchemy Media presented the “Greater Shepparton . . . . Great things happening here” concept as the key strategic initiative for SSM in the coming year. Frank Whitford shared his vision for the regional identity project, while Senior Constable Ron Willis was invited to discuss safety in Shepparton from a business perspective.

At the conclusion of the AGM, there was the opportunity for networking.

#### 5. Winter City Market – Investment Attraction

##### **Objectives:**

The key objective of the event was to attract as many people into the Shepparton CBD and to increase the retail spend opportunity for traders. The event was also a vehicle to promote the diversity of our retail sector, by inviting businesses outside the immediate CBD to participate free of charge.

**Date:** 22 – 23 August 2014

**Sponsorship Amount:** \$40,000

## **6. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

### **6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)**

#### **Outcomes:**

It is estimated that between 10,000 – 15,000 people visited the Mall over the two days of the annual Winter City Market.

Through other initiatives such as roving entertainment, a multicultural food tent, local music, free children's rides, and a petting zoo, a family orientated atmosphere was created encouraging shoppers to stay longer and enjoy the overall experience.

A focus was applied to using local entertainment, having free children's rides and an increased number of stalls especially those who have a store outside the CBD. This ensured what was on offer appealed to families, and retailers were given the opportunity to capitalise on the significant increase in consumer traffic.

This year X Factor star Jaymie Deboucherville was the headline act on the Friday evening. Deboucherville attracted approximately 200 people into the Mall. In the future, such high profile entertainers will be asked to appear at 4:00pm to entice people to stay within the Mall as many were seen vacating immediately.

Traders suggested that the weather was the best experienced since the beginning of the bush markets during winter.

The Mall was filled with a total of 55 stall holders which included:

- Shepparton traders (located outside the CBD)
- External traders
- Essential services
- Community groups

Overall reports from traders varied, with success of the markets of the market determined by the type of stock that was cleared. A random selection of retailers were spoken to with the following traders reporting positive trade results:

- Valley Booksellers
- Jeans West
- Mensland
- Hudsons Coffee
- Factorie
- Identity
- Jeff Young Shoes
- Arcade Fashions

This event is significant for the region as it boosts the local economy; especially in the retail sector.

### **6. Victorian Travel Challenger - Shepparton Wanders Ten Pin Bowling Tournament)**

#### **Objectives:**

The Travel Challenge is a tournament that targets teams from other tenpin bowling centres to decide who wins the Travel Challenge Cup for 2014.

The target markets are tenpin bowlers from outside Greater Shepparton and their families. As visitors they spend money while in Greater Shepparton on accommodation, meals, fuel, entertainment and shopping.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

The event is rotated across the state, and in providing the participants with excellent hospitality will ensure that Shepparton will be considered to host the event again in the future.

**Date:** 13 – 14 September

**Sponsorship Amount:** Amount request \$1,300, amount approved \$1,000

**Outcomes:**

- 12 teams with a minimum of 8 people per team attended, plus their partners.
- Approximately 150-160 people attended the event in total.
- Competitors from across Victoria participated, with visitors having a minimum of one night's stay.
- Function at the Sherburne didn't go ahead due to a staff member falling ill, however participants still dined out locally, e.g. RSL.
- A stipulation was that the SSM logo was to be included on the tournament t-shirts however the Wanders failed to adhere to this.
- SSM resources such as the Mooving Art cow and banners were used for the event.
- While the event was a success for the Wanders, the sponsorship investment for SSM had a minimal return.

### 7. Great Escape Car Rally – Cystic Fibrosis Australia

**Objectives:**

To create awareness and raise funds for Cystic Fibrosis Australia research and to introduce visitors to Shepparton. Participants to be recruited from across Victoria to come to Shepparton to participate in the Great Escape Car Rally and other supporting activities.

A minimum of 200 people to come to Shepparton to stay for a minimum of two nights and spend money locally on fuel, dining, entertainment, banking and retail including automotive.

The rally starts in Shepparton and finishes in Hobart, with the rally taking place over 10 days as the car travel across Victoria and Tasmania.

**Date:** 8 – 9 September 2014

**Sponsorship Amount:** \$10,000

**Outcomes:**

- 200 entrants/ 48 vehicles from Victoria, New South Wales, Queensland and Tasmania.
- 3,500 kms across Victoria and Tasmania showcasing SSM
- Event raised \$380,000.
- SSM Cow which was sold for \$5,500.
- SSM bar runners distributed throughout Victoria and Tasmania.
- Extensive local and state-wide exposure all feature SSM logo.
- All vehicles featured SSM logo.
- A major launch was part of the program at Victoria Park Lake and street parade from the Shepparton Motor Museum to the Mall.
- Garden Party at Cruden Farm, the home of the late Dame Elisabeth Murdoch.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

- From a branding point of view this was a worthwhile investment. The SSM logo was heavily featured on a range of marketing products and at all events. It further enabled SSM to showcase what's on offer in Shepparton to new audiences.

### 8. Shepparton Father's Day Heritage Rally Weekend – Emerald Bank

#### **Objectives:**

- To increase visitation to Greater Shepparton by drawing exhibitors and their families/supporters to the event.
- To increase purchase/consumption of local goods and services as the event is aimed at people from outside the area.
- To build the event to become a sustainable annual showcase of Greater Shepparton. This event has the potential to be a three day event involving multiple locations/attractions throughout Greater Shepparton and become an annual drawcard to our region.

**Dates:** 6 – 7 September 2014

**Sponsorship Amount:** \$5,500

#### **Outcomes:**

- Heritage Street Parade - 50 vehicles participated in Saturday's (Sept 6) parade (exceeding expectations). Difficult to estimate crowds in streets to watch (not huge) but approximately 400 people attended at Victoria Park Lake where vehicles parked for two hours after parade.
- Estimated 5,000 people attended the annual Heritage Rally at Emerald Bank Leisure Land on Sunday, September 7 with more than 100 exhibitors. The Shepparton Motor Museum enjoyed 600 people through its doors on the day.
- Estimated 1,000 people attended the inaugural Antique Aircraft Fly In and GV Aero Club Open Day on the Sunday, including the Victorian Minister for Aviation, Hon Gordon Rich-Phillips, who reportedly was very impressed with the idea of the fly-in and the heritage rally working together to entertain visitors.
- By developing a two day event we were able to attract many exhibitors and their families and supporters to Greater Shepparton for at least an overnight stay, some stayed two nights. Organisers estimate at least 100 people (involved in exhibiting) stayed in Shepparton at least overnight. Accommodation included camping, holiday parks and motels.
- Overnight stays by the public is more difficult to track, however, anecdotally and in the surveys provided, numerous people were in Shepparton for the whole weekend.
- The seven businesses at Emerald Bank benefited heavily by the 5,000 strong crowd on the Sunday, with food outlets reporting \$2000 up on last year's takings and making it one of the biggest trade days of the year for them. The retail stores, bar one, reported increased sales on the day, and all claim good follow up business from return customers in the weeks after.
- Clubs involved and a small number of stall traders also reported very good sales and exposure for their products and services.
- All visitors spent money despite it being a free entry event, and many we spoke to had stayed overnight and visited other attractions, eateries and entertainment the day and night previous. (More assistance with data collection will be necessary next year).

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

- The \$5,500 (GST incl) provided to the event by SSM was spent solely on advertising of the weekend into markets external to Shepparton. The bulk of the money was spent with Prime TV in the Albury/Wodonga and Bendigo windows. A small amount was spent on flyers and posters sent to interested clubs, Visitor Centres and businesses both outside and in Greater Shepparton.
- SSM support included the SSM truck and Mat Innes-Irons at the Mall on Saturday morning for the parade. Mat was announcer of information on vehicles in the parade as it passed but was also able to incorporate the SSM Father's Day promotion into the event, which continued at Victoria Park Lake afterwards. The SSM truck was also utilised at Emerald Bank on Sunday as a stage for live music and banners displayed at the venue, including at the Shepparton Motor Museum.

### 9. KidsFest 2014 – KidsTown

The inaugural KidsFest was held in September 2006 at the award winning, community built SPC Ardmona KidsTown adventure playground in Shepparton, Victoria. Over eight years, KidsFest has evolved and grown into a premier children's event providing thousands of people with an amazing experience, and generating significant tourism to the Greater Shepparton area.

The festival comprises two stage areas which play host to entertainment acts, under cover area for craft displays and activities, an area dedicated to sports programs and sporting personalities, an outdoor beach volleyball court with a full program of activities, a sideshow alley, trade stalls, as well as continuous roving entertainment and general display areas.

One of the many major components of the Festival is the Miniature Railway Expo in which miniature railway enthusiasts from all over Victoria bring their trains to KidsTown and provide rides to visitors on the 560 metre landscaped miniature railway track. The "Greater Shepparton Village" is a significant attraction providing displays and stalls from a wide range of community and cultural groups to promote community involvement through educational and interactive activities for the whole family.

All of this is provided on the one weekend in addition to SPC Ardmona KidsTown's other fantastic playground facilities.

KidsFest and Greater Shepparton gain significant regional and state exposure through extensive television, radio and print promotion in the lead up to the event, and as a newsworthy item throughout its duration. KidsFest 2014 will provide extensive and high quality entertainment similar to that in 2013. We anticipate continued growth through new activities and attractions to increase the variety and appeal of the festival.

The KidsFest and Shepparton Show Me promotional partnership has proven to be a beneficial alignment over the past eight years. Both the KidsFest and Shepparton Show Me brands are well known and the mix of the two as a marketing tool to promote Greater Shepparton, our attractions, shopping, dining, accommodation and services has achieved great outcomes. Survey results conducted annually have shown that between 45% and 60% of visitors to the festival have been from outside to Greater Shepparton area.

As part of the SSM sponsorship requirements, businesses, facilities and sites in and around Greater Shepparton have been encouraged to run children's and family based activities and educational programs following on from KidsFest to leverage off the success of the festival. In developing this initiative, the promotion of the festival has grown from a two-day event to a full program of activities for children and families throughout the two weeks of the school holidays.

## **6. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

### **6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)**

The umbrella events aim to increase the length of stay by visitors and increased economic activity through the spending of both visitors and locals.

The key objectives of the KidsFest Festival are:

- To position KidsFest as a children's and family festival of State significance.
- To position Greater Shepparton as a family friendly destination with a variety of activities suitable for children of all ages.
- To increase attendance to the event from visitors from outside Greater Shepparton by 5% annually.
- To increase the length of stay in Greater Shepparton.
- To enhance KidsTown's reputation as regional Victoria's Best Adventure Playground.

**Dates:** 20 – 21 September 2015

**Sponsorship Amount:** \$20,000

#### **Outcomes:**

KidsFest 2014 started with two days of family fun at KidsTown and continued with programs and activities throughout the Greater Shepparton area over the duration of the school holidays. Entry was \$2 per person, which covered most attractions except the rides and amusements in the sideshow alley areas, which worked on a user pay system.

Approximately 15,790 people visit KidsTown over the two day festival, which was a 2% increase from the previous year. Survey results indicated that approximately 40% of visitors were from outside the Greater Shepparton area, 4.9% of whom were from interstate.

This year's KidsFest composed of two main stage areas which played host to entertainment and educational acts, under cover areas for craft displays and activities, three areas of activities dedicated to sports and sporting personalities, three sideshow alleys, tradeshows and display areas, as well as continuous roving entertainment which included How to Train Your Dragon 2 mascots, Ronald McDonald and friends, Cat in the Hat, The Enchanted Rainbow Team, the Red M&M and many more.

One of the many major components of the festival each year is the Miniature Railway Expo in which miniature railway enthusiasts from the Diamond Valley Miniature Train Club volunteer their time and bring to KidsTown their trains and provide rides to the many visitors on the 560 metre landscaped miniature railway track. This year saw over 3167 visitors ride on the trains.

This year a cross-promotional marketing campaign was established in partnership with Shepparton Show Me, The Greater Shepparton City Council, Prime 7, Shepparton Advisor, Shepparton News, LA Vision and the Southern Cross Ten media group.

The KidsFest Family and Children's activities and stage shows were promoted in the lead up to the September School Holidays. KidsFest gained significant regional and state exposure through an extensive television, radio and print market campaign in the lead up to the starting date and as a newsworthy story throughout the duration and after the event.

In addition to the main event, a number of local program and services providers ran activities as KidsFest Umbrella Events. These providers were able to piggyback on the success of KidsFest 2014 and were able to promote their programs and activities as part

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

of the KidsFest market campaign. From all reports the KidsFest Umbrella Event partnerships proved to be successful and they will be built on again in 2015

#### 10. Father's Day Campaign – What Dads Want Man Cave

Father's Day is obviously a celebration honouring fathers and celebrating fatherhood, paternal bonds and the influence of fathers in society. Many Australians observe Father's Day on the first Sunday of September. It is a day for people to show their appreciation for fathers and father figures. Father figures may include stepfathers, fathers-in-law, guardians (e.g. foster parents), and family friends.

#### **Objectives:**

- To develop a campaign based on Father's Day with the aim of stimulating business for SSM stakeholders.
- To build on the previous "What Dads Want" campaign.
- Encourage increased visitation to Shepparton over the Father's Day celebration period.
- To promote Shepparton as the regional Victorian destination to do business, shop, dine, stay and play.
- To demonstrate support for SSM stakeholders.

#### **Target Markets:**

- Purchasers of Father's Day gifts and experiences – spouses, sons and daughters (children, young adults, adults)
- Consumers (as detailed above) in Greater Shepparton and regional towns within 200 km radius, including Central Victoria (e.g. Bendigo, Echuca), Northern Victoria (e.g. Benalla, Wangaratta, Mansfield), and Lower Hume Growth Corridor (e.g. Seymour, Wallan) and Riverina Region of New South Wales (e.g. Deniliquin, Albury, Finley)
- Young fathers and older fathers

**Dates:** 24 August – 6 September 2014

**Campaign Budget:** \$20,000

#### **Outcomes:**

The Father's Day Campaign – What Dads Want Man Cave comprised of a media campaign (including social media) and street level activity (2 x daily events at various locations):

- The SSM mobile stage was decked out as a 'Man Cave' featuring Father's Day gift ideas from local retailers
- Mat Innes-Irons (SSM Marketing Co-ordinator) and Amy Dainton (Dainton and Sons) gave away prizes as part of activating the locations where they were positioned.
- A major draw card was the offer of free haircuts provided by SSM member VAB Hairdressing.



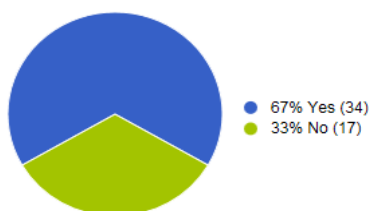
## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

#### Analytics: Copy Of SSM Father's Day 2014

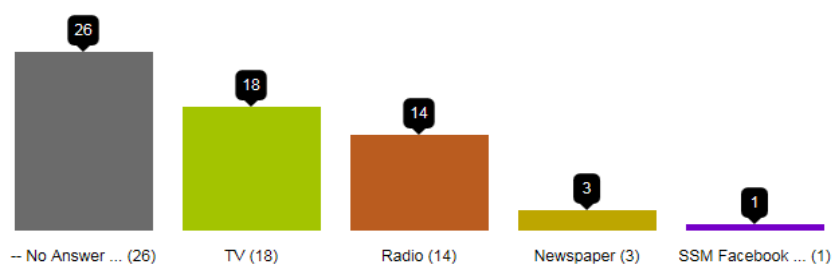
##### 2. Have you seen the SSM "What Dad's Want" advertising?

Results based on 51 responses to this question



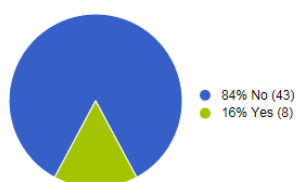
##### 3. If yes, where did you see the advertising?

Results based on 51 responses to this question



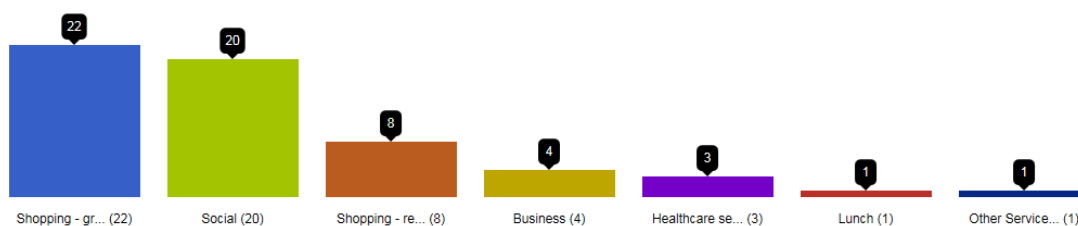
##### 4. Did the offer of prizes attract you into Shepparton to shop?

Results based on 51 responses to this question



##### 5. Why are you in Shepparton today?

Results based on 51 responses to this question



## **6. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

### **6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)**

From the data collected from participants at the Man Cave, the Father's Day TV ad had the greatest awareness. This was the first SSM campaign that Mat Innes-Irons featured in and it was well received. Unfortunately we experienced issues with the online survey and it failed to report all results received.

While the activation aims to draw shoppers to a particular area, the incentive of prizes was not a major attraction; however the offer of free cuts was consistently taken up.

Learnings from this campaign included the effectiveness of a retail focussed TV campaign, the use of Mat as the face of SSM and that we should have rotated the offer of undertaking of haircuts to more SSM hairdressing businesses.

From the offer of prizes, it was the less expensive and small products that had the most impact such as pancake mix that the children could use to cook pancakes for the dad on Father's Day.

#### **11. Marketing Strategy Endorsed**

At the October Ordinary meeting the SSM Committee adopted the 2013-2018 Marketing Strategy.

The Shepparton Show Me (SSM) 2013 – 2018 Marketing Strategy provides a road map that will guide the direction of SSM marketing over the next five years.

The strategy places Shepparton firmly as the regional hub for service and business in the region. It positions Shepparton as the place to do business, shop, dine, play and stay. It also positions SSM as a leader and/or influencer within the business community to assist in generating economic prosperity for the Shepparton area.

This strategy sets out the strategic direction for SSM to:

- Pursue new promotional activities that generate economic prosperity for our community.
- Build on partnerships with key stakeholders to influence outcomes and decisions that will assist to improve the consumer and visitor experience.
- Reach new and existing consumers through targeted and evaluated promotions.
- Inform the two year marketing plan.
- Guide the development of a communication strategy targeting SSM members, stakeholders and partners to facilitate clear and consistent communication and create collaborative opportunities that will best position Shepparton as the premier place in Northern Victoria to do business, shop, dine, stay and play.

#### **12. SSM Member Communication Plan**

The SSM Member Communication Plan forms part of the 2013 – 2017 SSM Marketing Strategy. The aim of the Communication Strategy is to assist SSM to achieve its strategic direction, primarily in the areas of Leadership, Collaboration and Inform. The focus of the strategy is increased engagement, support and communication with SSM members. SSM marketing initiatives will only be successful if the SSM Members actively participate in and support the activities.

The initiatives introduced to date that aim to increase communication and consultation with SSM members includes "Chats with Mat", hosting members at GV BRaIN events, Shepparton Advisor monthly SSM column and a refreshed AGM.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

#### 13. CBD Fun – Investment Attraction

##### **Objectives:**

The objectives of CBD Fun were the following:

- Increase CBD visitation
- Improve atmosphere in the CBD
- Increase visitation to the region
- Entice shoppers to come into the CBD to spend money

The activities were intended to attract shoppers from regional Victoria and southern New South Wales.

The target audiences, young families, were to be reached via press advertising and online media avenues.

Increasing foot traffic is pertinent to the current traders and CBD Fun aimed to raise the profile of the CBD and create the opportunity for traders to leverage.

**Dates:** April – August 2014

**Sponsorship amount:** \$25,000

##### **Outcomes:**

CBD Fun was aimed at increasing foot traffic in the CBD area. The activities kicked off in April 2014 for the school holiday period. It is important to note that following the April activities which were facilitated in both the Maude Street Mall and Vaughan Street, the feedback that we received is that the programs that were run on Vaughan Street were considered unsafe and not of value as the type of target demographic was more suited to the Maude Street Mall.

Post April school holidays, Council predominately focused on the school holiday periods and holding activities on weekends to further leverage off events already taking place in Greater Shepparton, e.g. The BMX national championship event and U14 Victorian Country Championship Basketball Tournament.

A survey was conducted on 29 August 2014 where 14 traders in the Maude Street Mall participated. The general view was that CBD Fun had increased CBD visitation and improved the atmosphere within the Maude Street Mall by enticing families to take advantage of the activities.

It is evident from the surveys that CBD traders felt there was increase in foot traffic during the six month period.

The traders saw merit in holding an annual Vaughan Street festival to promote the precinct and target new customers.

The survey also indicated that some traders viewed CBD Fun as a 'Band-Aid' fix and were of the view that there are greater challenges to rectify the current state of the CBD. Some of the suggestions put forward by the surveyed traders included:

- Free parking
- Revitalisation of the Maude Street Mall, i.e. infrastructure changes – reopening of the mall to slow moving traffic
- Consistent trading hours
- Security

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

#### 14. Challenge Shepparton – McPherson Media Group

##### **Objectives:**

When the Shepparton Triathlon Club decided to discontinue with the IRONMAN 70.3 contract, McPherson Media responded immediately to pursue an option to preserve a long-course triathlon event for Shepparton in 2014 and beyond. The tradition of a Shepparton based long-course triathlon contributes approximately \$3 million per year to the Greater Shepparton economy.

Challenge Shepparton is to be an annual triathlon on the Shepparton events calendar and will continue to grow and evolve into more than just a two day sporting event. The goal is for Challenge Shepparton to become a full multisport festival that generates a three-night stay in Shepparton with supporting activity around the Shepparton CBD to create an experience for visitors and competitors.

**Dates:** 15 – 16 November 2015

**Sponsorship amount:** \$25,000

##### **Outcomes:**

Key outcomes of Challenge Shepparton included:

- Re-establishing a Shepparton long-course triathlon on the national calendar.
- Over 1,400 entries to Challenge Shepparton, 550+ entries to Saturday events, delivering visitor numbers comparable to the best attended Shepparton triathlon events of recent years.
- Local contractors and suppliers were selected at every opportunity, totalling almost \$250,000, (includes estimate of GSCC expenditure).
- In excess of \$46,000 was distributed via volunteer engagement and sports clubs event management/assistance.

Participants and visitors came from:

- Melbourne – 59%
- Greater Shepparton – 5%
- Outer metro – 4%
- Bendigo – 3%
- North East – 3%
- Echuca Moama – 2%

#### 15. Spring Car Nationals (SpringNats) – Autofest

##### **Objectives:**

The Shepparton SpringNats has grown to become Victoria's largest performance car festival and the second largest event of its type in the Southern Hemisphere.

Following its move from the Driver Education Centre of Australia (DECA) to the centrally located Shepparton Showgrounds in 2010, attendance at Shepparton SpringNats has significantly increased.

Shepparton SpringNats aims to provide:

- A safe and controlled environment for entrants to participate and enjoy themselves.
- A safe friendly environment for entrants and spectators alike to enjoy the event.
- Opportunities for local businesses to showcase their wares to the increased number of visitors to Shepparton over the weekend of the event.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

Shepparton SpringNats is an alcohol free event and promotes a true family atmosphere, where spectators are able to enjoy the enthusiasm and excitement of a motor vehicle event in a friendly environment.

**Date:** 21 - 23 November 2014

**Sponsorship amount:** \$3,000 plus free sites for SSM Members

**Outcomes:**

According to the organisers 29,000 spectators, 2,000 entrants and partners were in attendance.

The 2014 Shepparton SpringNats saw an increase in both entrant and spectator numbers with the highest attendance in the six year history of the event. Both Saturday and Sunday gate takings were well up on previous years.

The Saturday night street cruise through the Shepparton CBD was well patronized, with the CBD looking very full. Accommodation over the weekend was full.

Almost half (42%) of the attendees surveyed originate from within Greater Shepparton. Other attendees surveyed were from North East Victoria (12%), another 16% from Metro Melbourne, 15% Central Victoria, 7% from NSW and 6% from South Australia. A small number of attendees (2%) were from Western Australia, Queensland, ACT, Tasmania and the Northern Territory.

SSM members under the Motor City branding were offered a free site with eight traders taking up the opportunity. Feedback provided by some of the SSM participants included:

- King Auto Upholstery - Great weekend. We picked up \$15,000 from the event and still getting business from it.
- Caville Performance - Fairly quiet.
- McKellar's Picture and Framing - Not a big weekend financially but good to be part of the event.
- Shepparton BMW and Renault - No direct sales but happy to have the extra exposure.

A short lead in time meant there were not as many sites in Motor City as SSM would have liked but on the positive side it re-engaged SSM with the automotive industry.

### 16. 2014 Victorian Open Bowls Championships – Shepparton Park Bowls Club

**Objectives:**

The Victorian Open Bowls Championships aimed to provide a world class event on the best bowling venue in Victoria.

Shepparton Park Bowls Club aimed to host approximately 1,500 visiting bowlers, their families, friends and other spectators nationally as well as 100+ officials.

The primary target for the event was bowlers from around Victoria, as well as New South Wales, Queensland and Tasmania. Bowlers from anywhere around the world are eligible to enter. There is no age limit to entrants, and events are open to both men and women bowlers.

The target audience was reached through Bowls Victoria publications (magazines and bulletins) as well as their website.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

Shepparton was to be promoted to the target markets as a shopping and holiday venue. With this many visitors, the benefits and opportunities for local accommodation, dining and shopping venues is considerable.

**Dates:** 23 – 24 November 2014

**Sponsorship amount:** \$5,000

**Outcomes:**

Shepparton Park Bowls Club used the majority of the Shepparton Show Me support to advertise and promote the event in the area. The funding was also put towards organisational and logistical support for the event. This included the advertising, promotion and increased workload for the presentation of the greens and associated facilities of the clubhouse.

The event drew the largest number of entries on record, and together with visitors and spectators staying from two to eight nights in the area, as well as dining and shopping in the area; it is estimated that the economic benefit to the Greater Shepparton area would be well in excess of \$1 million. Over 1,600 entries were received.

The event was also successful in showing the premium bowling facilities on offer, and it has been acknowledged that the undercover green is of world standard.

### 17. Shepparton Basketball Association Junior Tournament and other events – Greater Shepparton Basketball Association

**Objectives:**

The sponsorship application comprised an array of events:

The Annual Junior Tournament is a three day event with the aim of securing a minimum of 70 teams to participate, while contributing an estimated \$4 million into the economy over the next two years.

The objectives of the events are to run fun healthy activities for better living and lifestyles for the community through major sporting events.

Running these events increase the potential for income to businesses of the community by attracting multiple participants from outside the Greater Shepparton City area.

Through sports tourism we have enhanced income to the businesses of Shepparton and enhanced our own programs.

The events are located on a tender basis, however our ability to provide quality management over the past few years by enhancing our own resources has positioned us as an organisation that is trusted and experienced in presenting events of this nature and along with Council, has placed us in a position to maximise our potential to be successful in these applications.

The Greater Shepparton Basketball Tournament is ongoing; however, it is reliant on the support and assistance of the community.

The Basketball Victoria Future Stars events are tendered and again without support of the community cannot be secured or run without that support.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

The Bill Muir Basketball Tournament is a new event which is also dependant on local support to reduce the running costs of the event and make it available to the Indigenous community across Victoria and southern New South Wales.

**Dates:** 5 – 7 December 2014

**Sponsorship amount:** \$20,000 in the first year, \$15,000 in the second year, and \$10,000 in the third year.

**Outcomes:**

The 39th annual Shepparton Junior Basketball Tournament will go down as one of the most successful.

Basketball courts across Shepparton and the Goulburn Valley were full from Friday to Sunday as 173 teams from across Victoria converged on the region. Some 16 courts were utilised at eight venues.

Retail shops and restaurants were given a massive boost, with most visitors shopping or dining when not taking part in games.

The tournament brought in approximately \$1.5 million to the region.

173 teams entered the competition with 1,461 competitors and allowing for two parents for each competitor it is estimated that 4,383 people were in Shepparton over the weekend.

Several comments from business owners indicated they were extremely busy during the weekend. Owner of Wendy's in the Target arcade stated they had the biggest weekend since they have owned their store.

Sportsman's Warehouse and Rebel Sports have also commented they had extended trading during the period.

Participants came from Port Fairy, Warrnambool, Traralgon, Mildura, Bendigo, Geelong and the Bellarine, Warragul, Melbourne, Wodonga, Mansfield and Seymour, with a total of 29 clubs participating.

The remaining two events are yet to take place, and will be reported on at a later date.

### 18. Youth Saver Card Update

**Objectives:**

The Youth Saver Card is a handy, wallet size card offering young people aged 12 to 25 years discounts at participating Shepparton retail outlets.

The objectives of the Youth Saver Card are to:

- Assist young people to save money.
- Encourage and entice young people to shop locally as opposed to online.
- Encourage young people to engage with local businesses.
- Create opportunities for young people within the community.
- Entice young shoppers to the Shepparton CBD and to shop at Shepparton Show Me contribution paying businesses.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

The Youth Saver Card is coordinated by Greater Shepparton City Council's Children and Youth Services Department.

**Date:** Valid to 30 April 2015

**Sponsorship Amount:** \$2,065

**Outcomes:**

Thirty four Shepparton retailers have taken up the offer to be part of the Youth Saver Card program by providing discounts to young people aged 12 to 25 years.

To date 3,710 Youth Saver Cards have been distributed. Whilst the largest uptake has been by youths living in Greater Shepparton, there are plans to promote the card in municipalities outside Greater Shepparton.

The card began with great interest and young people were using it, however as the availability of the card and its benefits are not being consistently promoted, the up-take has stalled. Retailers have seen a decrease use of the card when young people are making purchases.

### 19. The Magic of Christmas - 2014 SSM Christmas & Boxing Day Sales Campaign

**Objectives:**

The exchanging of gifts is one of the core aspects of the modern Christmas celebration, making it the most profitable time of year for retailers and businesses throughout the world. The Christmas season incorporates what is referred to as a "holiday shopping season" pre and post-Christmas.

January is a key part of the holiday season. The Australian National Retailers Association (ANRA) predicts Victorians will spend the most at \$588 million at the Boxing Day sales.

As major feature on the Australian retail calendar, Christmas provides Shepparton Show Me (SSM) with an opportunity to stimulate the economy during this gift giving and celebration time.

It is the time of year when retailers (and associated businesses) see their biggest sales, so it makes sense to proportion the SSM marketing budget accordingly.

The objectives of the campaign were to:

- To develop Christmas campaign with the aim of stimulating business for SSM members.
- To promote Shepparton as THE destination in regional Victoria to have an enjoyable shopping and holiday season experience.
- Create a point of difference and an emotional connection to the Shepparton brand via putting the magic back into Christmas.
- Assist in facilitating customer loyalty.
- To demonstrate support for SSM stakeholders.

**Target Markets:**

Primary

- Women aged 25 – 65 as the primary purchasers of Christmas gifts (spouse, mother and/or daughter).



## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

- Last minute shoppers – primarily men aged 25 – 65 (33% of all shoppers do their purchasing less than 10 days before in waiting for just the right gift ideas and deals.)
- Consumers (as detailed above) in Greater Shepparton and regional towns within 200 km radius:
  - Central Victoria (e.g. Bendigo, Echuca)
  - Northern Victoria (e.g. Benalla, Wangaratta, Mansfield)
  - Lower Hume Growth Corridor (e.g. Seymour, Wallan)
  - Riverina Region of New South Wales (e.g. Deniliquin, Albury, Finley)

#### Dates:

|                  |  |
|------------------|--|
| 15 November 2013 | Installation of town Christmas decorations |
| 28 November 2013 | Commencement of Christmas campaign         |
| 26 December 2013 | Boxing Day Sales                           |
| January 2014     | Holiday season                             |

**Budget:** \$67,000

#### Campaign Components:

A significant part of the Christmas campaign was the activation activity, which was a Christmas stage show conducted from the SSM mobile stage. The aim was for the show to travel around Shepparton attracting shoppers to specific area within the SSM boundary.

The stage show featured a video on a big screen of Santa making his way across Shepparton via many shops to reach his destination. The stage show provided entertainment and the opportunity for shoppers to win prizes by having a lucky number that was selected via a spinning wheel. The locations visited by the show were:

| SSM Santa Venues – Xmas 2014 |                        |          |
|------------------------------|------------------------|----------|
| Tues 16th                    | Shepparton Marketplace | 10.30 am |
|                              | Maude St Mall          | 12.30 pm |
| Wed 17th                     | Friars Café Carpark    | 10.30 am |
|                              | Maude St Mall          | 12.30 pm |
| Thurs 18th                   | Shepparton Marketplace | 10.30 am |
|                              | Shepparton Marketplace | 12.30 pm |
| Fri 19th                     | Vaughan Central        | 10.30 am |
|                              | Maude St Mall          | 12.30 pm |
| Sat 20th                     | Maude St Mall          | 10.30 am |
|                              | Maude St Mall          | 12.30 pm |
| Mon 22nd                     | Maude St Mall          | 10.30 am |
|                              | Vaughan Central        | 12.30 pm |
| Tues 23rd                    | Friars Café Carpark    | 10.30 am |
|                              | Shepparton Marketplace | 12.30 pm |
| Wed 24th                     | Riverside Plaza        | 10.30 am |
|                              | Maude St Mall          | 12.30 pm |

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

In terms of attendance, the Maude Street Mall was consistently best in numbers with Marketplace a close second. Prize winners came from Carnarvon (Western Australia), Townsville, Wodonga, Bonnie Doon, Perth, New Zealand, Seymour, Mansfield, Canada, Singapore, Bundaberg, Adelaide, Bathurst, Brunei and Shepparton of course.

Another major feature of the campaign was the use of a SSM 'blue' Santa. One of the advantages of this was being able to engage with potential customers to explain the story of how Santa was originally blue however as part of a marketing Coca Cola made him red and this image has prevailed. There was a high level of recognition of the blue Santa and his association with SSM.

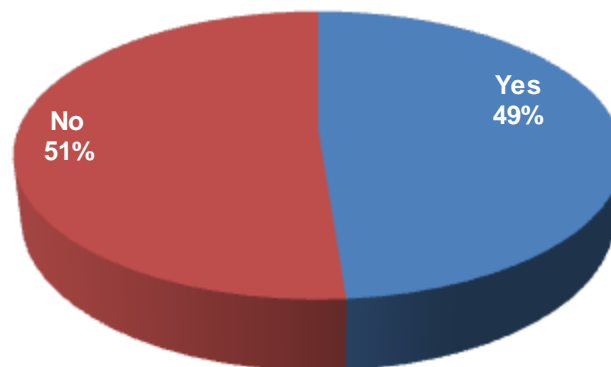
Opportunities for photos with Santa were provided within the Mall, Marketplace and Riverside Plaza, with a range of children's activities available in the Mall throughout the month.

Within the Mall "Santa's workshop" was constructed in the old Jetset building where gift wrapping was on offer and a giving tree was located.

The media campaign comprised TV, YouTube and Facebook, radio, print and in-store displays.

In terms of the evaluation of the campaign, a survey was undertaken with those in attendance at the Santa shows. Unfortunately there were not enough people surveyed to provide a statistically relevant sample. However from the 21 people surveyed the results indicated the following:

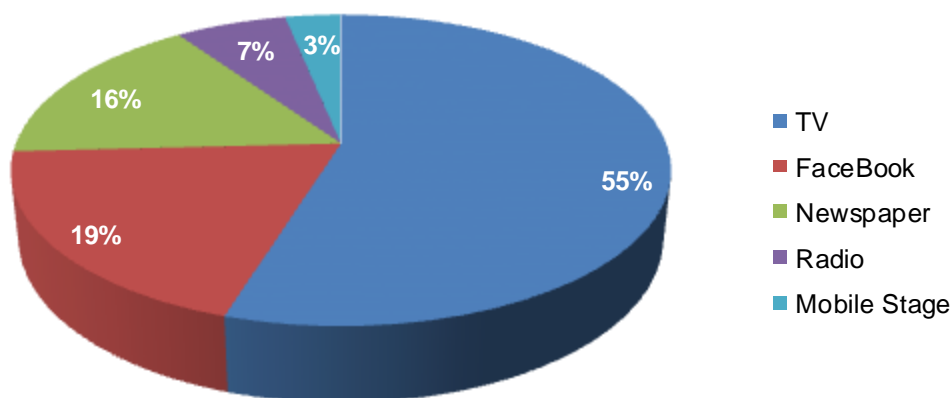
#### **Did you see/hear the SSM Christmas campaign advertising?**



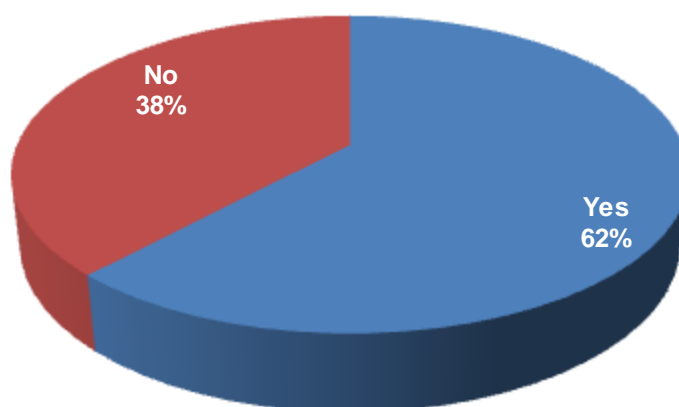
**6. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

**6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)**

**What advertising did you see/hear?**



**Is the SSM mobile stage show the reason why you are shopping in this area at the moment?**



From a social media point of view the campaign attracted the following:

| <b>Facebook</b> |  | <b>#</b> |
|-----------------|--|----------|
| Likes           |  | 135      |
| Comments        |  | 20       |
| Shares          |  | 17       |
| <b>YouTube</b>  |  | <b>#</b> |
| Views           |  | 130      |

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### **6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)**

Feedback from traders included:

- Athletes Foot - good trade up to Christmas and excellent trade on Boxing Day through to New Year.
- Jeans West - up 15% on last year.
- Sports Co - Sensational Boxing Day and closed at 3:00pm due to being exhausted.
- Camera House – traditionally don't open Boxing Day but saw the amount of shoppers and has committed to opening Boxing Day in 2015.
- Traffic, Shop 221, Arcade Fashions - all up on last year.
- Blizzards Jewellers - very good Christmas trade but did not open Boxing Day but will consider it in 2015.
- Aussie Disposals - worst Boxing Day in five years and suggested that Teller and Food Store being closed decreased the foot traffic around their store.
- Envy - Christmas was good, however Boxing Day was slow as Envy was the only retailer open in his area, again no foot traffic.
- Marketplace - door count was up 3% from last year.

In summarising the data it can be concluded that the SSM Magic of Christmas campaign was influential in encouraging shoppers within Shepparton and surrounding areas such as Waaia, Boonie Doon, Kyabram, Dookie, Rochester, Seymour, Benalla, Wangaratta and Finley.

The Christmas campaign also featured a heavy promotion of the availability of Boxing Day shopping in Shepparton. It is suggested that the campaign contributed to the increase in Boxing Day sales. SSM has been responsible for promoting Boxing Day over the past two years, prior to this there has not been a focus on this as a retail opportunity. After two years of promotion, customers are now aware of the value of shopping locally on Boxing Day and are making the most of this opportunity.

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

SSM is consistent with the following Key Strategic Objectives within the Council Plan 2013-2017:

Goal 3: Economic Prosperity - Ensure that retail strategies deliver appropriate outcomes for the community.

#### **Risk Management**

Each campaign and initiative has to be thoroughly evaluated to determine the level of success and to assist with informing future activities. Evaluation methodology is used to ascertain this information and with outcomes reported at Shepparton Show Me Committee Meetings and in the Annual Report.

#### **Policy Considerations**

There are no policy considerations in relation to this report.

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

#### Financial Implications

|         | 2014/2015<br>Approved<br>Budget for this<br>proposal*\$ | This<br>Proposal<br>\$ | Variance to<br>Approved<br>Budget<br>\$ | Comments   |
|---------|---|------------------------|---|--|
| Revenue | 646,083   |                        |   | 2014/2015 SSM<br>member levy   |
|         | 320,533.96  |                        |   | 2013/2014 carried<br>forward as at June 30<br>2014                     |
| Expense | 337,752.07  |                        |   | Campaigns, events,<br>sponsored activities,<br>program operations etc. |

\* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

\* Please note that approximately \$400,000 has been committed to the Great Things Happening campaign.

#### Legal/Statutory Implications

There are no legal or statutory implications in relation to the information provided in this report.

#### Environmental/Sustainability Impacts

There are no environmental or sustainability impacts in relation to this report.

#### Social Implications

One of SSM's objectives is to facilitate a culture that encourages government, business and the community to work together to grow Shepparton's prosperity.

#### Economic Impacts

The vision for SSM is to position Shepparton as the premier place in northern Victoria to do business, shop, dine, play and stay.

The mission of SSM is to advance the growth and development of business (retail and commercial) and services in Shepparton.

#### Consultation

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use  |
|-------------------------------|-------------------------------------|--|
| Inform                        | SSM members                         | AGM, Chats with Mat and e-news.  |
| Consult                       | SSM members                         | SSM member working group surveyed members to ascertain how they would like to be communicated with and involved. |
| Involve                       | SSM members                         | Chats with Mat, SSM hosting members at GV BRaIN events.  |

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

## 6. OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 6.1 Shepparton Show Me Biannual Report - July - December 2014 (continued)

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

The SSM Committee is an important component of the development and delivery of the Council's objectives for the enhancement of the Shepparton business community. The committee supports the retail strategies outlined in the Greater Shepparton 2030 plan.

##### b) Other strategic links

Shepparton Show Me is consistent with the following Key Strategic Objectives within the Council Plan 2013-2017:

Goal 3: Economic Prosperity - Ensure that retail strategies deliver appropriate outcomes for the community.

#### **Options for Consideration**

1. That Council supports the recommendation to:
  - Note the receipt of the Shepparton Show Me (SSM) biannual report detailing activities from July to December 2014.
  - Note the receipt of Shepparton Show Me meeting minutes from July to December 2014.
2. That Council not support the recommendation.

#### **Conclusion**

The biannual report provides a comprehensive summary of the activities undertaken by SSM over the six month period from July – December 2014. With a marketing plan in place, activities are targeted and planned and support SSM's aim to strategically position Shepparton as the premier place in north east Victoria to do business, shop, work, stay and play.

#### **Attachments**

1. SSM Ordinary Meeting Minutes - 16 June 2014
2. SSM Ordinary Meeting Minutes - 21 July 2014
3. SSM AGM 2014 - 25 August 2014
4. SSM Ordinary Meeting Minutes - 17 November 2014
5. SSM Ordinary Meeting Minutes - 15 December 2014

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015

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

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

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

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

**Author: Sporting Clubs Officer**

**Proof reader(s): Team Leader Sports Development and Strategic Planning**

**Approved by: Director Infrastructure**

#### **Executive Summary**

Greater Shepparton City Council, Our Sporting Future Funding round received 11 applications for the second and final round for 2014/2015 – four applications in the Majors category (\$15,000 to \$30,000) and seven applications in the Minors category (not exceeding \$15,000).

In the majors category the four applications were assessed taking into account the guidelines and budget available. The assessment panel support two project applications for improving facilities. The assessment panel are not supportive of two applications involving schools until further planning is undertaken with Council to improve linkages with the local community and sporting groups.

Of the seven applications in the Minors/Sports Aid category all were assessed taking into account the guidelines and the limited budget available. Unfortunately two Sports Aid applications have not been recommended due to limited budget and these applicants having received funding in previous years. These two applicants have been advised to resubmit in the next round of funding. One Minors application was unsuccessful due to the sporting club receiving revenue from gaming machines.

#### **RECOMMENDATION**

That the Council approve the recommendations of the assessment panel and subsequent funding for the following Our Sporting Future projects:

#### **Our Sporting Future – Major Category**

| Club                    | Project      | Allocation (GST Incl) |
|-------------------------|--------------|-----------------------|
| Ballantyne Centre COM   | Solar Panels | \$15,000              |
| Kialla Park Tennis Club | Shelter      | \$15,342              |

#### **Our Sporting Future – Minor/Sports Aid Category**

| Club                   | Project                            | Allocation |
|------------------------|------------------------------------|------------|
| Mooroopna Tennis Club  | Pergola                            | \$5,000    |
| Shepparton BMX Club    | Canteen Upgrade                    | \$9,341    |
| Murchison Tennis Club  | Junior program                     | \$910      |
| Mooroopna Cricket Club | Upgrade to ramp on Parson Pavilion | \$8,000    |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

#### Details of each project

#### Ballantyne Centre Committee of Management

|   |   |                      |          |
|---|---|----------------------|----------|
| Funding Category                                | <b>Majors</b>   |                      |          |
| Project   | Solar Panels  |                      |          |
| Short project description                       | The Ballantyne Centre Committee of Management and the principle user of the Ballantyne Centre, the Tatura Football Netball Club Inc. each incur significant costs in managing and maintaining the building to provide facilities and services for the large number of community organisations and individuals who use the building. Electricity consumption has been identified as a significant recurrent cost. For example, in 2013/2014 the cost of electricity consumed was \$16,709. The installation of solar panels will substantially reduce this expense enabling our scarce financial resources to be re-allocated to further benefit the users of the building or for the development of the Ballantyne Centre itself and other facilities at Tatura Park. |                      |          |
| Who will benefit from the project               | The benefits will be to all users of the Ballantyne Centre, either directly as reduced electricity expenses will enable user charges to be contained, or indirectly through the reduction in Green House Gas emissions. Users of the Ballantyne Centre number in the thousands, with a good mix of gender (football and netball users) and ages from Tatura and its surrounds, as well as visitors from interstate and even internationally for International Dairy Week.   |                      |          |
| Total Project Cost                              | \$30,000  | Organisation Cash    | \$15,000 |
| Requested Council Contribution                  | \$15,000  | Organisation In-kind | \$0      |
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.  |                      |          |

#### Kialla Park Tennis Park

|                           |  |  |  |
|---------------------------|--|--|--|
| Funding Category          | <b>Majors</b>  |  |  |
| Project                   | Shelter  |  |  |
| Short project description | The Kialla Park Tennis Club is one club that has a dynamic future in Kialla and surrounds. We have a strong club membership and a strong club committee. One thing that we do lack is a shelter for our members from the sun and the rain over the four seasons that we play tennis at our club. We have a new coach and his numbers are improving all the time, but we lack one essential item for the parents of the students, a shelter to stay out of the elements while enjoying their children play sport. We, at Kialla Park, would like to provide a shelter for members to further enjoy their tennis experience. |  |  |



## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

|   |  |                      |          |
|---|--|----------------------|----------|
|   | We would also like to protect our members from the sun when they are not playing tennis, which we cannot provide at the moment and has been raised on a number of occasions by our members.  |                      |          |
| Who will benefit from the project               | There would be over 200 people use the Kialla Park Tennis Club over a 7 day period during summer and over 100 during winter playing tennis. These range from our under 10 competition to our seniors and open ladies, some are in their late 50's to 60's. We have members from all over Kialla, Shepparton and Mooroopna and even have one member that travels from Echuca. We also have members that travel from all parts of Greater Shepparton to play us in weekly competition. |                      |          |
| Total Project Cost                              | \$30,684   | Organisation Cash    | \$15,342 |
| Requested Council Contribution                  | \$15,342   | Organisation In-kind | \$0      |
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.   |                      |          |

#### **Mooroopna Tennis Club**

|                                   |   |                      |          |
|-----------------------------------|---|----------------------|----------|
| Funding Category                  | <b>Minors</b>   |                      |          |
| Project                           | Pergola   |                      |          |
| Short project description         | We would like to erect a pergola to provide shade for tennis players and spectators at the hard courts. The participants at the hard courts are predominantly junior players and their parents. During summer tennis competitions when all courts are being utilised there is limited shade available for all players and spectators. The pergola would provide significantly more shade for players and spectators during the hot summer months.   |                      |          |
| Who will benefit from the project | The courts are used by Mooroopna Lawn Tennis Club players, the club coach and children being coached as well as members of the general public. There are 51 members of the tennis club of which 34 are juniors and 8 midweek ladies who use the hard courts on a regular basis (Juniors - practice on Thursday nights, competition on Saturdays. Midweek ladies competition on Tuesdays and Thursdays. Juniors that are coached on Monday afternoon and attend training on Thursday night after school need to have frequent breaks in the shade). The courts are located in Mooroopna and club members come from Mooroopna and surrounding areas. The general community is also able to use this facility and business houses that have social fun days. |                      |          |
| Total Project Cost                | \$15,124  | Organisation Cash    | \$10,124 |
| Requested Council Contribution    | \$5,000   | Organisation In-kind | \$0      |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

|   |  |
|---|--|
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects. |
|---|--|

#### Shepparton BMX Club

|   |  |                      |         |
|---|--|----------------------|---------|
| Funding Category                                | <b>Minors</b>  |                      |         |
| Project   | Canteen Upgrade  |                      |         |
| Short project description                       | This project is to repair the existing canteen/storage area, which is currently a converted 40ft shipping container and enclose the existing verandah area.  |                      |         |
| Who will benefit from the project               | Our club members ranging in age from 3 - 50+ including their visiting family and friends. Our members are a mixture of male and female and majority are from the Greater Shepparton area. Our club, in conjunction with Greater Shepparton City Council, has successfully hosted a number of national and state events which benefits the club, and the local economy bringing a significant amount of visitors to the City. |                      |         |
| Total Project Cost                              | \$18,681   | Organisation Cash    | \$4,670 |
| Requested Council Contribution                  | \$9,341  | Organisation In-kind | \$4,670 |
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects.   |                      |         |

#### Mooroopna Cricket Club

|                                   |   |                      |         |
|-----------------------------------|---|----------------------|---------|
| Funding Category                  | <b>Minors</b>   |                      |         |
| Project                           | Upgrade to ramp on Parson Pavilion  |                      |         |
| Short project description         | The pine decking on the northern access ramp to the Parsons Cricket Pavilion is deteriorating due to its age and continuous exposure to the weather. We are proposing to replace all the timber decking and timber supports with "modwood" decking on steel box section supports.   |                      |         |
| Who will benefit from the project | All the community groups and sporting groups using the Parsons Cricket Pavilion. The Facility is predominately used by Mooroopna Cricket Club and their opponents during the cricket season. During the football season the junior football club and senior football club use the building as their away rooms and the past players meet on the first floor of every home game at half time for a presentation. The facility is hired out all year round for functions such as birthday parties, weddings wakes and celebration nights. |                      |         |
| Total Project Cost                | \$16,155  | Organisation Cash    | \$4,555 |
| Requested Council Contribution    | \$8,000   | Organisation In-kind | \$3,600 |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

|   |  |
|---|--|
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance to community organisations with the implementation of small to medium sized facility development projects. |
|---|--|

#### **Murchison Tennis Club**

|   |  |                      |     |
|---|--|----------------------|-----|
| Funding Category                                | <b>Sports Aid</b>  |                      |     |
| Project   | Junior Program   |                      |     |
| Short project description                       | Murchison Tennis Club would like to offer tennis coaching to Murchison Primary School children in order to increase tennis participation in Murchison and to increase membership at the tennis club. The coaching would occur on school grounds, once a week after school during school term, allowing all school children the opportunity to participate. The primary school has Hot Shots nets and racquets (smaller sized equipment suitable for children) and it is proposed this equipment is used. This is a unique project; the Murchison Tennis Club has not previously worked in partnership with the Murchison Primary School in a project such as this. |                      |     |
| Who will benefit from the project               | The children attending Murchison Primary School will benefit from this project, along with Murchison Tennis Club. There are 114 children attending the school this year, from Murchison and surrounding district. Sporting activities in Murchison are limited and children wishing to participate in sport often can only access activities in Shepparton, making it difficult for those families without transport, and for those children whose parents work. By conducting tennis lessons at the school, parents do not need to arrange transport their children.  |                      |     |
| Total Project Cost                              | \$910  | Organisation Cash    | \$0 |
| Requested Council Contribution                  | \$910  | Organisation In-kind | \$0 |
| Recommendation from the Interim assessment team | The project is consistent with the funding criteria in providing assistance for special projects relating to participation.  |                      |     |

#### **Background**

The Our Sporting Future Funding Program has been established to assist community organisations with the implementation of small to medium sized facility development projects. The types of projects that may be funded include:

- Sports surface development
- OHS and public safety improvements
- Lighting upgrades
- Pavilion upgrades
- Shade for participants
- Disability Access.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)**

The program also assists with development programs for new and developing sporting organisations throughout Greater Shepparton. Clubs such as the reformation of the Shepparton Rowing Club and the Shepparton Rugby Union Club have benefited from the Sports Aid program.

The funding program provides three categories for funding:

- Major facility development – for projects on a \$1 for \$1 basis but not exceeding \$30,000
- Minor facility development – for projects on a \$1 for \$1 basis but not exceeding \$15,000
- Sports Aid - funding between \$500 and \$5,000 (without matching contributions) for special sports projects that provide support to new and developing sporting organisations, or for special access and participation projects.

The Our Sporting Future Funding applications are assessed in two rounds annually, with the first round closing at the end of July each year and the second round closing in February each year.

A cross department assessment team has been developed to improve the assessment of applications. The team consists of the following members:

- Sporting Clubs Officer
- Coordinator Events (Acting)
- Active Living Project and Administration Support Officer
- Neighbourhood Planning Coordinator
- Coordinator Sports Fields and Premier Places.

The Our Sporting Future Funding Program is available for all sporting/recreational groups with the municipality. The program has been advertised this year through the 'Great Services, Great People' campaign promoted in the Shepparton News in May. Council also held two grant writing forums during 2014, one in June and one in November, attracting over 100 participants from the community. The program is also promoted on council's external website with a testimonial from previous recipients of funding. ValleySport, the Goulburn Valley's regional sports assembly, actively advertise the funding program through their network of known local community sport and recreation groups and via a monthly newsletter reaching over 640 recreation and sporting contacts in the Greater Shepparton Region.

The Our Sporting Future Funding Program has an acquittal process at the completion of the project. Community organisations receive 80% of the funding for the project when they sign the funding agreement and will only receive the final 20% when the project is complete and a written funding acquittal form is received including supporting documentation of invoices and photographs of installation. A Council Officer also undertakes a site visit.

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

The endorsement of the Our Sporting Future Funding Program is intrinsically linked to the Council Plan 2013-2017. The main objective or goal that the Our Sporting Future Funding Program will be meeting is the Active and engaged communities, in particular continuing to enhance community capacity building.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

#### **Risk Management**

Consideration has been given to risk management issues during the assessment of all applications for funding support.

#### **Policy Considerations**

There are no conflicts with existing Council policy.

#### **Financial Implications**

|                          | 2014/2015<br>Approved<br>Budget | Funds<br>previously<br>committed in<br>2014/2015 | Funds<br>requested this<br>round | Balance remaining<br>from budget<br>allocation |
|--------------------------|---------------------------------|--|----------------------------------|--|
| <b>Majors</b>            | \$50,000                        | \$21,022   | \$30,342                         | -\$1,364                                       |
| <b>Minors</b>            | \$110,000                       | \$83,914   | \$23,251                         | \$2,835  |
| <b>Program<br/>Total</b> | \$160,000                       | \$104,936  | \$53,593                         | \$1,471  |

\* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

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

All project applicants must comply with planning, building and health legislative and statutory requirements prior to commencement of projects and/or release of the Council's funds.

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

There are no environmental/sustainability impacts from this project.

#### **Social Implications**

These projects will support on going community participation in sporting activity.

#### **Economic Impacts**

There is expected to be a minor regional economic stimulus arising from the construction works.

#### **Consultation**

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use                                    |
|-------------------------------|---|--|
| Inform                        | Ensure that the information about the application process was widespread                        | Media Release<br>Website<br>Social media                         |
| Consult                       | Council staff available to consult, in person or via telephone or email to all community groups | Meetings with applicants.  |
| Involve                       | Recreation Program and Services Coordinator to provide assistance to community groups           | Consultation on an individual basis with the application process |
| Collaborate                   | Community groups will be responsible for the planning and implementation of projects.           | Successful applicants will drive their own initiatives.          |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.1 Our Sporting Future Funding - Round 2 - 2014/2015 (continued)

| Level of public participation | Promises to the public/stakeholders  | Examples of techniques to use                               |
|-------------------------------|--|---|
| Empower                       | Whilst decision making regarding the successful grant applications is made by Council, community groups will be responsible for the planning and implementation of projects. | Community groups will drive the delivery of their projects. |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

These proposals support the community and infrastructure objectives of the Greater Shepparton 2030 Strategy. Direction 2 – Community Life

##### b) Other strategic links

Council Plan 2013 – 2017

Goal 1 – Active and Engaged Communities (social)

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### **Options for Consideration**

1. Not fund the projects  
Not recommended as projects will ensure that community sporting clubs are supported and community assets renewed.
2. Fund the projects  
Agree to fund the projects - Recommended

#### **Conclusion**

The applications for funding through the 2014/2015 Our Sporting Future Funding Program round two were reviewed by an Assessment Panel which has recommended the above applications be funded.

The projects meet eligibility requirements for the Majors and Minors/Sports Aid categories for Our Sporting Future. Council Officers will continue to work with the unsuccessful applicants to ensure future applications meet the requirements and eligibility of the Our Sporting Future Funding Program.

#### **Attachments**

Nil

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Deakin Reserve Advisory Committee

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

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

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

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

**Author:** Team Leader Parks, Open Spaces & Sportsfields

**Proof reader(s):** Director Infrastructure

**Approved by:** Director Infrastructure

**Other:** Acting Team Leader Governance

#### **Executive Summary**

The Deakin Reserve Advisory committee has 10 community representative members. The term of appointment of five of the current members to the committee expired on 31 December 2014. This report recommends the appointment of new committee members to help provide advice to Council in relation to the management of the facility.

#### **RECOMMENDATION**

That the Council:

1. having considered the nominations received for appointment to the Deakin Reserve Advisory Committee, appoint the following members for a term of two years expiring on 31 December 2016:
  - Don KILGOUR
  - Ian HOWARD
  - Ian FITZSIMMONS
2. adopt the Deakin Reserve Advisory Committee Terms of Reference

#### **Background**

The Deakin Reserve Advisory committee has 10 community representative members who are appointed for two year terms expiring on 31 December. Each year the term of appointment for five of these positions expire and new members need to be recruited to fill those vacancies.

As 5 positions on the committee became vacant as of 31 December 2014 an advertisement calling for applications to fill these positions was advertised in the Shepparton News on 14<sup>th</sup> November and 21<sup>st</sup> November 2014. The following four applications were received:

- Don KILGOUR
- Brendan GOSSTRAY
- Ian HOWARD
- Ian FITZSIMMONS

Brendan Gosstray has subsequently withdrawn his application.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Deakin Reserve Advisory Committee (continued)

It is recommended that the following people be appointed to the committee:

- Don KILGOUR
- Ian HOWARD
- Ian FITZSIMMONS

The committee and Council officers will continue to seek interest from other members of the community who may be interested in filling the last position at a later date.

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

This proposal supports the following goals from the *Council Plan 2009-2017*:

- Active and Engaged Community (Social)
- Quality Infrastructure (Built)
- High Performing Organisation (Leadership & Governance)

#### **Risk Management**

By ensuring that committees are established and members appointed in accordance with the *Local Government Act 1989*, Council considerably reduces the governance risks associated with the operation of committees.

| Risks   | Likelihood | Consequence | Rating | Mitigation Action   |
|---|------------|-------------|--------|---|
| Lack of Communication between the committee and Council   | C          | 4           | Low    | A Councillor is an appointed member of the Deakin reserve committee to provide a communication channel and directions |
| Advisory Committee member not covered under Council's insurance policy                                | C          | 4           | Low    | Any recommendations made by the committee are referred to Council for final decision                                  |
| Non – Compliance with assembly of councillors requirements under the <i>Local Government Act 1989</i> | C          | 4           | Low    | Minutes of all meetings of the Committee are submitted to Council in accordance with the Act                          |

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

This proposal is consistent with the *Local Government Act 1989* and it is necessary to ensure compliance with this Act. As meetings of the committee will fit the definition of an Assembly of Councillors for any meeting at which there is at least one Councillor in attendance, an Assembly of Councillors record will be completed for each qualifying meeting and submitted to the next practicable Ordinary Council meeting for noting.



## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Deakin Reserve Advisory Committee (continued)

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

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

#### **Social Implications**

Appointing community members to the committee will help to build a sense of community as it increases stakeholder participation and pride in their local community.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

#### **Consultation**

Letters were sent to the outgoing members of the Deakin Reserve Advisory Committee encouraging them to reapply for another term on the committee. A public notice calling for applications from community members interested in joining the committee was advertised in the *Shepparton News* on Friday 14<sup>th</sup> and Friday 21<sup>st</sup> November.

Members of the committee and Council officers will continue to liaise with other members of the community who may be interested in joining the committee with a view to filling the last remaining position on the committee.

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use  |
|-------------------------------|---|--|
| Inform                        | Keep informed   | <ul style="list-style-type: none"> <li>• Newspapers advertisements</li> <li>• Consultation with committee members</li> </ul>   |
| Involve                       | Work together. Feedback is an input into decision-making  | <ul style="list-style-type: none"> <li>• Council to consult with the Greater Shepparton Aerodrome Advisory Committee in relation to management of the facility.</li> </ul>   |
| Collaborate                   | Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible | <ul style="list-style-type: none"> <li>• Community members to be appointed to advisory committees.</li> <li>• Councillor appointee/s to advisory committees enables ongoing collaborate between the committees and Council.</li> </ul> |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

No strategic links to the *Greater Shepparton 2030 Strategy* have been identified.

##### b) Other strategic links

No other strategic links have been identified.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.2 Deakin Reserve Advisory Committee (continued)

#### **Options for Consideration**

Council could decide not to appoint any members to the committee and to leave the committee operating with the existing five community representatives. Council could also choose to only appoint some of the applicants to the committee. However, it is recommended that all three applicants be appointed to the committee as it increases the level of community involvement in the ongoing management of Deakin Reserve.

#### **Conclusion**

It is recommended that Council appoint all three applicants to the Deakin Reserve Advisory Committee and adopt the Deakin Reserve Advisory Committee Terms of Reference

#### **Attachments**

Deakin Reserve Advisory Committee Terms of Reference

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report**

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

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

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

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

**Author: Team Leader Investigation Design**

**Proof reader(s): Manager Projects**

**Approved by: Director Infrastructure**

#### **Executive Summary**

This report proposes to consider Council's intention to commence the process to implement a Special Charge Scheme to fund construction of a stormwater drainage disposal system in Shepparton East, from properties adjacent to the Midland Highway and Doyles Road in accordance with Council's Special Rates and Charges Policy (the Policy) 2013 and the Local Government Act. It follows requests from some affected property owners to install an improved drainage system and unanimous resolutions passed by the property owner representative Advisory Panel as follows:

1. The Shepparton East Draining Scheme is required.
2. The design of the drainage networks is reasonable.
3. The cost apportionment and proposed payment arrangements are reasonable.

#### **RECOMMENDATION**

That Council resolves that it gives notice for its intention to declare a special charge in accordance with Sections 163 and 221 (3) of the Local Government Act 1989 (the Act) at its meeting of 17 August 2015 or such later date as necessary as follows:

1. The special charge is declared for the purpose of defraying any expenses incurred by Council in relation to the construction of a drainage system in Shepparton East as described in Schedule A (Apportionment Report).
2. The special charge is declared for a period until the works have been completed and the scheme finalised.
3. The area for which the special charge is declared is as shown on the attached Plan A.
4. The lands in relation to which the special charge is declared are as set out in Schedule B.
5. All those rateable properties discharging stormwater either directly or indirectly into the works or part thereof shall be the criteria for the basis of the special charge so declared.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

6. It is considered that the works will be of special benefit to those persons required to pay the special charge.
7. The total estimated cost of the works, inclusive of redirection of existing property drains to specified outlet points for each property, is the amount shown in schedule A, estimated at \$4,510,179.30 (inc GST).
8. The total amount of the special charge to be levied is the amount estimated at \$1,773,479.40 (inc GST) determined from the assessment of the scheme in accordance with section 163 of the Act and associated Ministerial Guidelines, as set in Schedule A.
9. Apportionment of the costs for each property will be assessed and levied on the basis of the relative benefit determined to be derived from the works, based on relative rate and volume of run-off from each property.
10. Subject to Section 166(1) of the Act, the owners of the land as set out in Schedule B are estimated to be liable for the amounts set out in Schedule B.
11. The special charge will become due and payable within 30 days of the issue of the notice requesting payment pursuant to Section 167(3) of the Act.
12. The charge may be paid by:
  - lump sum within one month after the issue of the notice without incurring interest, or
  - Quarterly installments of interest and principal over up to 10 years.
13. In accordance with Sections 167(6)(b) and 172 of the Act, the rate of interest payable on the special charge, or component thereof, which has not been paid by the specified date, is set in accordance with Council's Special Rates and Charges Policy 2013.
14. There are no incentives for prompt payment, rebates or concessions associated with this special charge

Further that:

15. Council's Chief Executive Officer be authorised to give public notice of the intention to declare, in accordance with Section 163(1A), (1B) and 163B of the Act.
16. Public notice of the intended declaration will be advertised.
17. A Committee of the whole of Council with normal quorum requirements be appointed to consider submissions and hear any person who wishes to be heard in support of their written submission.

## **7. INFRASTRUCTURE DIRECTORATE**

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)**

18. Council's Chief Executive Officer be authorised to administer the process required under section 223 of the Act, including scheduling a suitable time for the hearing of submissions should any person state that they wish to be heard in relation to their written submission.
19. Council shall consider any submissions made in accordance with Section 223 of the Act, prior to further consideration of the intended declaration.

#### **Background**

Council directed in June 2010 that investigations be carried out into the potential development of a special charge scheme to fund the installation of an urban drainage system to service the area of East Shepparton adjacent to the Midland Highway, east of Doyles Road.

Following investigation of a possible scheme structure, including potential contributor meetings and surveys, there was determined to be insufficient support to proceed with the scheme as proposed. Consequently on 15 November 2011 Council determined to abandon consideration of utilising a Special Charge Scheme to fund the Shepparton East Drainage Scheme.

Subsequent heavy rain events, particularly in February 2013, caused considerable localised flooding of residential and business properties within the scheme area. Anecdotal evidence is that some businesses could not operate for a period of days as access was not available to the properties until the water subsided.

Although the residential area has installed water sensitive design elements, it is reliant on discharging into the existing and inadequate open drain system that is going to be replaced by these proposed works. As a result, following heavy rain there is considerable backing up of drainage with water routinely inundating the nature strips throughout the residential area.

Council passed a resolution as follows at its 17 December 2013 meeting: That the Council prepare a Special Charge Scheme to fund the construction of the Shepparton East Drainage Scheme. The scheme structure to include construction of all works to service the entire drainage catchment in accordance with Councils Special Rates and Charges Policy.

There are a number of elements within a scheme that may be reviewed, including;

- Scheme cost structure,
- Scheme area,
- Works scope, and
- Benefitting lands that would contribute.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)**

#### (a) Staging of works discussion:

Many of the properties across the catchment have the potential to be further developed thereby significantly increasing the current volume and rate of runoff. Staged options to the construction may be considered, however ultimately all properties within the catchment will rely on discharging drainage through the main pipeline and retardation basin. The design capacity of any initial works (principally the pipes and retardation basin) needs to allow for drainage of the entire area as it is further developed.

Hence under any works structure, the main trunk of the pipeline (being the largest pipes) would need to be constructed to provide any meaningful improvement to drainage from across the area. Also the retardation basin and associated treatment works would be required in the first stage of a staged approach to the system.

As such, any staged approach would mean the significant proportion of the construction and hence the cost would be involved in the initial stage. The delayed sections of the system would be those branches from the main pipeline, which would include the lines servicing the residential estates and the properties fronting Doyles Road, south of the highway and Carroll Road etc. These properties would gain no initial benefit from the first stage of works, hence would not be expected to contribute to the initial scheme. However, the drainage from these properties would need to be allowed for initially so the contributors to the initial works would be paying for that additional capacity and cost. The properties later connected would gain a significant financial subsidy from those involved in the initial stage of works. Also the residential properties would gain no benefit from the initial works from the current problem of flooding of the road reserves for a prolonged period after heavy rain.

In summary, while there are a range of options for the structure of a scheme, it is concluded that Council should proceed to construct the full scope of works but consider options to reduce the financial cost to contributors.

#### (b) Previous expenditures/income, estimates:

There are a number of costs already encountered by Council that were included for discussion in the previous scheme proposal, including;

- Purchase of easement for stormwater drain (\$50,000),
- Purchase of pipes suitable for use in the scheme (\$394,585), and
- Purchase of land now containing the retention basin (\$263,000)

These costs relate directly to the delivery of the drainage works. Recovery of them is a legitimate part of a special charge scheme and would routinely be included as a scheme cost. Removing Council's expenditure thus far from those to be recovered would reduce the overall scheme cost to contributors (including Council as a scheme beneficiary) as previously considered, by up to \$707,585. These costs would remain borne entirely by Council as a direct and significant contribution to the overall scheme total cost.

The estimate of cost of the drainage scheme in 2011 was \$3.36m when Council determined not to proceed further with investigations. That cost included all materials and works, all administration and management costs and the purchase of the land for the pipeline easement and retention basin. Under any scenario the construction cost estimates will have increased since the previous investigation in 2010/11, which will diminish the impact of any options to reduce contributions. This situation will need to be very clearly conveyed to the potential contributors.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

Part of the additional cost of the revised scheme now under consideration is an improved pipeline capacity to address the impact of retention of drainage in properties and road reserves. As a consequence, to offset the cost to contributors, Council has recognized a number of costs that have already been incurred as 'sunk costs' and does not propose to pass these on to the properties benefitting from the scheme.

The updated estimated costs for the principal cost elements used in this report are;

|  |                    |
|--|--------------------|
| • Full construction (works)*                       | \$3,572,795        |
| • Design and contract administration (full scheme) | \$ 163,138         |
| • Scheme administration (full scheme)*             | <u>\$ 32,267</u>   |
|  | <u>\$3,768,200</u> |

Note\* - Full construction works and scheme administration excludes property drain re-direction works.

The full construction works of \$3,572,795 includes a provisional item of \$310,030 to redirect internal property drains as required. This cost is excluded in the scheme costs as it relates to specific properties only.

|   |                    |
|---|--------------------|
| Total Scheme Costs excluding pipeline redirection | <u>\$3,458,531</u> |
|---|--------------------|

Additional costs to complete the drainage system have been incurred by Council as below:

|  |            |
|--|------------|
| • Purchase of land for pipeline easement   | \$ 50,000  |
| • Purchase of land for the retention basin | \$ 263,000 |

Both of these costs are legitimate scheme costs and will therefore be included.

|                      |             |
|----------------------|-------------|
| Full scheme costs**: | \$3,771,531 |
|----------------------|-------------|

Note\*\* - Excludes property drain restoration works

However the following external contributions to the cost of works have been provided:

|                         |            |
|-------------------------|------------|
| • Goulburn Murray Water | \$ 20,000  |
| • Vic roads             | \$ 681,818 |

This represents 18.6% of the overall scheme cost.

|  |            |
|--|------------|
| Council has also pre-purchased concrete pipes that are suitable to utilise in these works. |            |
| Pre-purchase pipe cost   | \$ 394,585 |

It is proposed that the previous costs incurred, including purchasing the retardation basin land (\$289,300), purchase and creation of the easement through to the Midland Highway (\$55,000) and the pre-purchase of pipes (\$434,044) (while legitimate scheme costs) should be regarded as 'sunk costs' by Council and not recouped from scheme beneficiaries. This will form a direct Council contribution over and above any cost as a beneficiary or community benefit cost.

|                             |            |
|-----------------------------|------------|
| Council direct contribution | \$ 707,585 |
|-----------------------------|------------|

Therefore the total to be recouped from scheme beneficiaries (including Council) is reduced by the direct contributions above.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

Total to be recouped from beneficiaries \$2,362,127

Under this proposed scheme cost structure, and having regard to the special benefit apportionment as set out in schedule A, the overall cost to Council is \$1,603,205 (38.6% of the overall scheme cost). The balance of costs to be recouped from other benefitting properties is \$1,612,253 (42.8%)

| Description of Scheme  | Council Cost        |                   |                   | Other Benefitting Properties Cost | External Contributions | Total           |
|--|---------------------|-------------------|-------------------|-----------------------------------|------------------------|-----------------|
|  | Direct Contribution | Landowner Benefit | Community Benefit |                                   |                        |                 |
| <ul style="list-style-type: none"> <li>• Works to service entire catchment</li> <li>• Exclude previous costs</li> <li>• Include all properties in catchment</li> </ul> | \$0.707m            | \$0.345m          | \$0.404m          | \$1.612m                          | \$0.701m               | \$3.768m        |
| Total Costs  | \$1.456m (38.6%)    |                   |                   | \$1.612m (42.8%)                  | \$0.701m (18.6%)       | \$3.769m (100%) |

#### c) Discussion about apportionments and payment timeframes:

Part of the concern from some landowners during the previous investigation was that they did not have an impending intention to develop their property to a business or industrial use. Consequently they did not recognise any benefit in contributing to the improved drainage system. VCAT case history is very clear that land owners do not need to avail themselves of a special benefit in order to be deemed to receive it such that landowner intentions are irrelevant to the validity of a scheme.

The Council, in considering such concerns and to address this issue and assist landowners, Council may consider a model that allows a time payment approach where the property initially contributes a portion of their full contribution to the current scheme, equivalent to the portion of their property developed to its potential of buildings or hard-standing areas at the time of the scheme. Under such a model the balance of the liability would be registered against the property within Council's rating information and the balance of the contribution would be paid as a 'developer contribution' under the Planning and Environment Act if/when the property is later developed.

The control would be through a planning permit condition to contribute to outfall drainage based on the property's deferred liability plus CPI since the scheme was concluded. This would be regarded as a Developer Cost under the Planning and Environment Act requirements.

However such an approach is regarded as flawed because such an approach requires Council to carry the cost of the assessed liabilities not paid during the initial scheme, and this can amount to a considerable cost and for a considerable period. It is also not certain that all of the properties would develop to their potential. Further, an initial assessment of the developed portion of the Commercial or Industrial zoned properties indicates that this model may defer the scheme payment for up to 13 properties which are zoned either Commercial or Industrial but are largely undeveloped. There are a further 3 properties



## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)**

that are only partially developed to a commercial or industrial use. There are also 7 lots fully developed to residential within the Commercial or Industrial zones. While these are currently developed, should they be subsequently redeveloped to commercial or industrial uses, the rate of discharge from the sites would increase, hence they can currently claim to be only partially developed, so eligible for discount under any deferred liability scheme. It is not certain that the existing commercially or industrially developed sites have yet reached their full development potential. Offering a delay to payment of scheme cost until the land is (further) developed leaves too much uncertainty in the assessment of current liability and could potentially impose a significant additional on Council. This is not a preferred approach.

Council's Special Rates and Charges Policy allows for an extended payment period of up to 10 years where circumstances warrant. It is proposed this approach is preferred and to provide a 10 year payment period, which is considerably in excess of the legislated minimum 4 years.

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

The proposal investigated is consistent with the Council Plan 2013-2017 – *Goal 4 Quality Infrastructure (Built). We will provide and maintain urban and rural infrastructure to support the development and livability of our communities.*

#### **Risk Management**

Drainage from the scheme area is reliant on discharging into the Goulburn Murray Water (GMW) rural drainage system. Council is responsible for the management of the drainage from the area, and is the party accountable to ensure the discharge and quality of the water discharged from the area into the GMW drain complies with the requirements of GMW.

The development of a system to control the discharge of the drainage from the area into the GMW drain will enable Council to more effectively monitor the operation of the system to ensure compliance of the water quality and discharge rate as required by the GMW policy and agreement.

If a co-ordinated drainage system is not implemented, separate on-site treatment and retardation works will be required on each lot as it is developed. Council will need to monitor on an ongoing basis the operation of each of the on-site drainage systems of each development. This is also likely to limit the development potential of each site.

The proposal seeks to reduce the risk of adverse drainage outcomes by bringing the drainage service levels in the catchment up to the same standards as Councils Infrastructure Design Manual.

| Risks  | Likelihood | Consequence | Rating | Mitigation Action  |
|--|------------|-------------|--------|--|
| Scheme will not be supported by beneficiaries and drainage improvements will not be funded thus limiting development of commercial businesses and implementing | C          | 3           | High   | Council make scheme as financially attractive as possible for beneficiaries to maximize chance of improving drainage for |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

|   |   |   |          |  |
|---|---|---|----------|--|
| drainage improvements for all properties within the scheme catchment. |   |   |          | residences and commercial properties.              |
| Damage to private property caused by flooding and possible litigation | B | 4 | Extreme  | Improve drainage infrastructure to reduce flooding |
| Access to private property is reduced or cut-off by flood water       | B | 3 | Moderate | Improve drainage infrastructure to reduce flooding |
| Disruption to business trade and reduction of trading                 | B | 3 | Moderate | Improve drainage infrastructure to reduce flooding |

#### Policy Considerations

The initial assessment of benefit and potential contribution by the affected landowners was carried out in accord with the statutory Benefit Ratio and associated *Ministerial Guidelines 2004*.

Council's Special Rates and Charges Policy requires that Council will contribute no less than 20% of the cost of a drainage scheme where there is a determined community benefit from the works. This scheme would provide drainage from road reserves; the contribution for which would be a community benefit component and paid by Council. This report recommends that Council contribute approximately 38.6% of the scheme cost as a direct contribution or beneficiary in accordance with the Statutory Benefit Ratio calculations.

#### Financial Implications

(a) Special charges policy:

If Council proceeds with the scheme, the legislative process would take until mid 2015/16 financial year before a contract could be let for the works. It is anticipated the works would be carried out during the end of 2015/16 and possibly early 2016/17 financial year.

Council's contribution may therefore be required to be met in both 2015/16 and 2016/17.

The Act requires that a payment by installment option be made available to the contributors. The minimum installment period under the Act is 4 years.

Council's Special Rates and Charges Policy 2013 provides that;

*Council will provide reasonable opportunity for payment of special rates and charges. Special rate or charge levies will be payable by:*

- *lump sum in full within 30 days after the date of issue of the notice; or*
- *quarterly installments over a period of years as set by Council for each scheme, but not exceeding 10 years.*

*Interest will be charged from the due date.*

*Applications for hardship will be considered in accordance with Council's Rates and Charges policy.*

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)**

Council policy requires that interest be charged at 1% greater than the overdraft rate prevailing at the commencement of each billing period. Participants will be encouraged to pay contributions in full or to secure alternative, more attractive financing options.

Due to the relatively large amount being proposed to be raised from some properties, it is recommended that if installments are requested by any contributor, then quarterly installments over a period up to 10 years be allowed.

#### (b) Financial distribution and discounts:

The cost to the contributing properties varies in accordance with the use and size of each property and the relative benefit each will gain from the works. The relative benefit is determined on the basis of the relative volume and rate of flow of stormwater from a property into the drainage system, together with the level of treatment required to the stormwater before it can be discharged into the GMW drain.

Discounts are applied for those properties that have already installed approved on-site drainage retardation to slow the rate of discharge or provide on-site treatment systems. These discounts also apply for properties where their drainage travels a significant distance overland before discharging into the proposed piped system. The overland flow is regarded as providing adequate retardation and treatment.

Should it be agreed that the costs borne directly by Council to date are not recouped from scheme beneficiaries, the effect will be that the portion to be recovered from the combined landowner beneficiaries – including Council – will be substantially reduced.

c) Existing Planning Approvals and Potential for Council to borrow funds for the Scheme  
A number of Section 173 agreements have been developed as a condition of planning approvals issued for existing developments within the Industrial or Commercial zones and which are proposed contributors to this scheme. The agreements have sought to require the landowner to contribute to future drainage works necessary to cater for their development. The financial contributions required in these 173 agreements have not been paid to Council. As a result this scheme will supersede those agreements as the liability of each of the properties to the drainage works.

Should the scheme progress, Council is likely to need to initially fund most of the cost of works, as the landowners with the larger liabilities are likely to take up the longer repayment option available within the adopted payment plan.

It is open for Council to borrow the funds for the works. In that case the provisions of Section 172 of the Act would prevail over the maximum interest rate specified in Council's Special Rates and Charges Policy. This section of the Act limits the interest rate to the borrowing rate plus 1% rather than the higher overdraft rate plus 1%.

Council's loan liability reduces as the contributors make the agreed payments. It is recommended also that the contributors be encouraged to seek other borrowing options at possibly more attractive rates than Council can offer. In this way the contributors are encouraged to make up-front payments to Council, so reducing the Council loan liability should loan funds be used.

## 7. INFRASTRUCTURE DIRECTORATE

### **7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)**

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

The scheme will be processed in accord with section 163 of *Local Government Act 1989*. The Act sets out a clear process including notification to potential contributors of the hearing of submissions by Council (for or against the scheme), options for Council to proceed or otherwise, and appeal rights to the Victorian Civil and Administration Tribunal (VCAT) should Council determine to proceed with the scheme. It can be expected the entire process to seek contractors to carry out the works would take a minimum of six months. That timeframe could extend significantly if an appeal is lodged with VCAT.

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

A special charge scheme will permit rainfall to be transported via an adequate and secure underground pipe system to the Doyles Road Complex retardation basin and wetland.

#### **Social Implications**

Stormwater remaining in service roads and private property for more than a few days can present health problems and create a perception of health hazards.

#### **Economic Impacts**

Flood waters from extreme rainfall events prevent “business as usual” operations for commercial enterprises. The drainage works will enable increased development of the serviced properties in accord with their potential under the Shepparton Planning Scheme.

#### **Consultation**

In accordance with Councils Special Charge Scheme Policy, a landowner based Advisory Panel was formed in the current investigation to communicate landowner views to Council. The Advisory panel comprised representatives from 3 large commercial and industrial landowners with both developed and undeveloped land and one representative from residential landowners.

The panel met twice to review the scheme and passed the following motions unanimously:

1. The Shepparton East Drainage Scheme is required.
2. The design of the drainage networks is reasonable
3. The cost apportionment and proposed payment arrangements are reasonable

Should Council determine to proceed with the scheme, formal notification would be given to each of the affected landowners and also broadly in a locally circulating newspaper along with media and social media campaigns.

The Local Government Act 1989 also sets out formal notification periods and information to be given to affected landowners in the development of the scheme.

#### **Strategic Links**

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

“Examine the use of loan funding to fund new or significantly upgraded major assets that provide broad community benefit and intergenerational equity” (Strategic Direction No1, page 70)

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

#### b) Other strategic links

The proposal is consistent with the Greater Shepparton 2030 Strategy, Section 5.1.4 Water Sensitive Urban Design principles

#### **Options for Consideration**

1. Deliver the full scope of works, but reduce the overall cost to be recouped from beneficiaries by not including those costs Council has already paid. Include all benefitting properties. (Recommended).  
Delivers the entire scheme works and reduces the cost to be recouped from beneficiaries. These previous costs are treated as sunk costs and not recovered by Council as part of the scheme.

Inclusion of the Blossom Way and Davies Drive properties (approx 40 additional lots). While the residential subdivisions incorporate water sensitive design elements, the drainage from the residential area discharges through this system and is contributing to the design capacity of the drainage system. The new system is designed to increase the allowable discharge from the estates, thereby providing benefit to them for which they should contribute.

2. Deliver the full scope of works and include all eligible costs. Exclude Blossom Way and Davies Drive residential properties. Recoup all eligible costs from remaining beneficiaries. (Not Recommended)

Excludes the Blossom Way and Davies Drive residential properties due to water sensitive design elements of these subdivisions. This option does not capture all properties discharging through the drainage system and benefitting from the scheme works.

3. Deliver the full scope of works and include all eligible costs. Include all benefitting properties. Recoup all eligible costs from beneficiaries. (Not Recommended)

Includes the Blossom Way and Davies Drive properties (approx 40 additional lots). While the residential subdivisions incorporate water sensitive elements, the drainage from the residential area discharges through this system and is contributing to the design capacity of the drainage system. The new system is designed to increase the allowable discharge from the estates, thereby providing benefit to them for which they should contribute.

This model increases the costs to be borne by property owners in the catchment and is therefore not recommended.

4. Deliver the full scope of works, but reduce the scheme cost to be recouped from beneficiaries by not including those costs already paid by Council. Exclude the Blossom Way and Davies Drive residential properties. (Not Recommended)

Excludes the Blossom Way and Davies Drive residential properties due to water sensitive design elements of these subdivisions. This option does not capture all properties discharging through the drainage system and benefitting from the scheme works.

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

| Description of Option  | Council Cost        |                   |                   | Other Contributor Cost | Total Cost to Residential Estate Properties | External Contributions |
|--|---------------------|-------------------|-------------------|------------------------|---|------------------------|
|  | Direct Contribution | Landowner Benefit | Community Benefit |                        |   |                        |
| <b>Option 1</b> <ul style="list-style-type: none"> <li>Works to service entire catchment</li> <li>Exclude previous costs</li> <li>Include all properties in catchment</li> </ul>             | \$0.707m            | \$0.345m          | \$0.404m          | \$1.612m               | \$0.036m                                    | \$0.701m               |
| <b>Total for Option 1</b>  | <b>\$1.457m</b>     |                   |                   | <b>\$1.612m</b>        | <b>\$0.036m</b>                             | <b>\$0.701m</b>        |
| <b>Option 2</b> <ul style="list-style-type: none"> <li>Works to service entire catchment</li> <li>Include all eligible costs</li> <li>Include all properties in catchment</li> </ul>         | \$0                 | \$0.422m          | \$0.533m          | \$2.113m               | \$0.051m                                    | \$0.701m               |
| <b>Total for Option 2</b>  | <b>\$0.955m</b>     |                   |                   | <b>\$2.113m</b>        | <b>\$0.051m</b>                             | <b>\$0.701m</b>        |
| <b>Option 3</b> <ul style="list-style-type: none"> <li>Works to service entire catchment</li> <li>Include all eligible costs</li> <li>Exclude residential estates as contributors</li> </ul> | \$0                 | \$0.424m          | \$0.539m          | \$2.016m               | \$0   | \$0.701m               |
| <b>Total for Option 3</b>  | <b>\$0.963m</b>     |                   |                   | <b>\$2.016m</b>        | <b>\$0</b>                                  | <b>\$0.701m</b>        |

## 7. INFRASTRUCTURE DIRECTORATE

### 7.3 Shepparton East Drainage Scheme - Notice of Intention Report (continued)

|  |                 |          |          |                 |            |                 |
|--|-----------------|----------|----------|-----------------|------------|-----------------|
| <b>Option 4</b> <ul style="list-style-type: none"> <li>• Works to service entire catchment</li> <li>• Exclude previous costs paid by Council</li> <li>• Exclude residential estates as contributors</li> </ul> | \$0.707m        | \$0.346m | \$0.408m | \$1.607m        | \$0        | \$0.701m        |
| <b>Total for Option 4</b>  | <b>\$1.533m</b> |          |          | <b>\$1.607m</b> | <b>\$0</b> | <b>\$0.701m</b> |

#### Conclusion

It is concluded the most effective and equitable approach is to develop a scheme to:

1. deliver the full scope of works to service the entire catchment, and
2. reduce the overall scheme cost by not recovering those costs Council has already paid, and
3. include all properties that benefit in any way or contribute drainage to the system, and
4. require contributions from benefitting properties based on a relative benefit received by each property from the works, and
5. provide discounts for existing approved works on properties that reduce its impact on the cost of the scheme works, and
6. provide an extended period of up to 10 years to pay contributions to the scheme.

#### Attachments

1. Shepparton East Drainage Scheme - Apportionment Report - 14 March 2015
2. Shepparton East Drainage Scheme - Catchment Area - 5 September 2013
3. Shepparton East Drainage Scheme - planning map - 11 February 2015
4. Shepparton East Drainage Scheme - pipeline plan - overall scheme - 20 February 2015
5. Shepparton East Drainage Scheme - Schedule B - Proposed Scheme contributing properties 9 April 2015 (ex GST)

## 8. COMMUNITY DIRECTORATE

### 8.1 Committees of Management - Membership

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

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

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

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

**Author: Team Leader Community Strengthening**

**Proof reader(s): Manager Neighbourhoods**

**Approved by: Director Community**

#### **Executive Summary**

In accordance with Greater Shepparton City Council CEO Directive 07.CEOD2, Section 86 Committees of Management (Special Committees), Section Four – committee members can only be appointed by a formal resolution of Council. As the term of office for current members of the Katandra West Recreation Reserve Committee expired on 16 April 2015, it is necessary that a new Committee be appointed to manage the facilities.

This report recommends the following appointments to the Katandra West Committee of Management for a two year term:

#### **RECOMMENDATION**

That the Council:

1. From the nominations received for appointment to the Katandra West Recreation Reserve Committee of Management, appoint the following members for a term of two years concluding on 22 April 2017:
  - Leigh SIMPSON
  - Greg BARR
  - David WHELAN
  - Leanne IRELAND
2. Resolve that all members (who are not Councillors or nominated Officers) of the Katandra West Recreation Reserve Committees of Management continue to be exempt from the requirement to complete Interest Returns in exercise of power granted to Council under section 81(2A) of the *Local Government Act 1989*.
3. Having received a resignation from Wes Tyson from the Harston Memorial Hall Committee of Management, rescind his membership and thank him for his years of dedicated service.

#### **Background**

##### Katandra West Recreation Reserve Committee of Management

At the Ordinary Council Meeting held on 16 April 2013, 7 applicants were appointed to the Katandra West Recreation Reserve Committee of Management for a term of two years.



## 8. COMMUNITY DIRECTORATE

### **8.1 Committees of Management - Membership (continued)**

As the term of office for these members is about to expire, it is necessary that a new committee be appointed to manage the facility.

This report recommends that a new committee be appointed to the Katandra West Committee of Management for a two year term, commencing on 22 April 2015.

#### Harston Memorial Hall

A letter of resignation was received from Wes Tyson on 24 February 2015. This has been accepted by the committee.

#### Interest Return Exemption

In accordance with the resolutions passed at previous Ordinary Council Meetings, it is recommended that all newly appointed members of Section 86 Committees also be exempt from the requirement of completing Interest Returns.

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

This proposal supports the following goals of the *Council Plan 2013-2017*:

- Goal 1 – Active & Engaged Community (Social)
- Goal 4 – Quality Infrastructure (Built)
- Goal 5 – High Performance Organisation (Leadership and Governance)

#### **Risk Management**

| Risks   | Likelihood | Consequence | Rating | Mitigation Action  |
|---|------------|-------------|--------|--|
| Governance risk associated with the delegation of Council powers to a committee | Possible   | Major       | High   | The appointment of members by formal resolution of the Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance. |

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

All of Council's Committees of Management have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

The appointment of members to this committee by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.

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

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

## 8. COMMUNITY DIRECTORATE

### 8.1 Committees of Management - Membership (continued)

#### **Social Implications**

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

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

#### **Consultation**

A public notice was placed in the Shepparton News on Friday 20 March 2015, calling for applications from community members who are interested in joining this Committees of Management.

Letters were also sent to the outgoing members of the committees inviting them to apply for another term.

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use  |
|-------------------------------|---|--|
| Inform                        | Keep informed   | <ul style="list-style-type: none"> <li>• Newspaper advertisements</li> <li>• Website announcement</li> <li>• Letter to outgoing committee members</li> </ul> |
| Consult                       | Informed, listen, acknowledge   | Council will consult with its committees prior to making decisions that relate to the relevant facilities.   |
| Involve                       | Work together. Feedback is an input into decision making.                   | Committees provide an important source of feedback for Council to manage the facilities.   |
| Collaborate                   | Feedback will be incorporated into decisions to the maximum level possible. | Council collaborates with its committees prior to making decisions that relate to the relevant facilities.   |
| Empower                       | We will implement what the public decide.                                   | Committees of Management have delegated powers to make decisions in relation to the day to day management of the facilities that they are responsible for.   |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

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

##### b) Other strategic links

No other strategic links have been identified.

#### **Options for Consideration**

Council could choose to appoint all, part of, or none of the members outlined in the recommendation.

## **8. COMMUNITY DIRECTORATE**

### **8.1 Committees of Management - Membership (continued)**

Choosing not to appoint all or some members would leave some facilities without a Committee of Management, which would result in the facility becoming directly managed by Council officers.

#### **Conclusion**

It is recommended that all of the nominated applicants be appointed to their respective Committees of Management.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### 8.2 Community Arts Grants Round 2, 2014/2015

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

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

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

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

**Author: Manager Performing Arts and Conventions**

**Proof reader(s): Manager Investment Attraction, Visual Arts Education Officer-Shepparton Arts Museum**

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council's Community Arts Grants received four applications for the second round for 2014/2015. All applications were considered for eligibility using the Smarty Grants assessment process and an assessment panel met subsequently to determine eligibility in order of priority, the availability of funds to meet applications received, and to recommend quantum for each application. All four applications were considered eligible for part or full funding dependent upon the extent to which the applicants met the criteria.

The intention of the funding is to facilitate projects which achieve some or all of the following objectives:

- Enhance the wellbeing of the community through artistic activities and pursuits which create cultural wealth;
- Encourage participation in arts and cultural activities for individuals, groups and the broader community;
- Encourage, support and promote innovation and skill development in the arts;
- Celebrate local and emerging culture and identity;
- Promote and encourage enduring and sustainable arts activities including those which may generate cultural tourism or income generating opportunities for artists.

### **RECOMMENDATION**

That Council fund the following projects for Community Arts Grants round 2, 2014-15:

| <b>Applicant</b>  | <b>Project</b>                       | <b>Grant Sought</b> | <b>Recommendation (GST Incl)*</b> |
|---|--------------------------------------|---------------------|-----------------------------------|
| Dookie District Development Forum   | Dookie Behind Doors                  | \$2500              | \$2500                            |
| Albanian Moslem Society Shepparton Inc.   | Shepparton Albanian Harvest Festival | \$2274              | \$2274                            |
| The Rotary Club of Tatura   | Tatura Rotary Community Arts Show    | \$2000              | \$1500                            |
| Public Pianos for Greater Shepparton (auspiced by South Shepparton Community Centre Inc.) | Public Pianos for Greater Shepparton | \$1600              | \$1600                            |

## 8. COMMUNITY DIRECTORATE

### 8.2 Community Arts Grants Round 2, 2014/2015 (continued)

\*Where the recommendation is less than the grant sought, explanations are provided in the report background.

#### **Background**

The Community Arts Grant was established as part of the 2014/15 Council budget to enhance community wellbeing and the development of skills and innovation through artistic pursuits and participation.

Funded projects must be able to demonstrate that they are inclusive, have wide community support, and, where appropriate, are sustainable following Council's funding. Funding may be used to conduct arts events and festivals, establish or develop artistic or cultural projects and workshops, build artistic capacity, enable artistic development and innovation or promote excellence in the arts.

The assessment panel reviews each application based on given criteria and recommends that grants be provided in full or in part or not at all if the criteria are not met. At the time the assessment panel met, no events that were the subject of grants had commenced or concluded.

Details of each project and a summary of the extent it met selection criteria are provided here:

|                                   |   |
|-----------------------------------|---|
| Project                           | Dookie Behind Doors   |
| Project description               | Dookie Behind Doors is a series of photographic portraits that were projected onto the Dookie town silos during the recent Dookie Earthed event. Dookie local, Serana Hunt, knocked on every door in her hometown and photographed people as they are in their everyday lives at home or at work. This series of photographs is a snapshot of a small country town and the documentation of an era. Dookie Behind Doors correlates memory of people who have made a significant impact to the town's history and identity. Since this project, some of the local subjects have passed away or moved into long-term nursing homes, while the transient nature of others have left having never really been seen within the community except for the legacy of their portrait. This exhibition is a selection of printed photographs from that series.  |
| Who will benefit from the project | The Dookie and Greater Shepparton communities will benefit from this project as it is continuing and enhancing creative awareness to our local area. The touring of this exhibition promotes Shepparton and Dookie outside the area and draws attention to Dookie and our region in a creative capacity and as a creative talent. This exhibition will give visitors to the exhibition at SAM, Sydney and Melbourne the opportunity to see into a small, local rural community on an intimate level and further the reach of this little towns (and our regions) appeal and abilities. It has been an extremely popular series and will no doubt attract many visitors. Local schools and community groups will benefit from the exhibition that will be shown at SAM as the artist will give talks to these groups, inspiring others to have pride in where they live no matter where that is, and that art is a great way to translate that inspiration.<br>Dookie Behind Doors has helped to sustain the focus achieved by the Dookie township throughout the Regional Arts Victoria Small Towns Transformation opportunity and this exhibition allows the legacy of some of this work to be continued and viewed throughout various parts |

## 8. COMMUNITY DIRECTORATE

### 8.2 Community Arts Grants Round 2, 2014/2015 (continued)

|                |  |
|----------------|--|
|                | of Australia, again bringing attention to the creative capacity of our region. |
| Recommendation | Full funding of \$2500   |

|                                   |   |
|-----------------------------------|---|
| Project                           | Shepparton Albanian Harvest Festival  |
| Project description               | The annual Harvest Festival showcases the Albanian culture unlike any other event in Australia. Held at the Shepparton Showgrounds, the Harvest Festival will entertain audiences with traditional Albanian music and dancing, along with a fruit and vegetable market that offers produce grown and packed by local farmers. Supported by the Shepparton Albanian Women's Committee, the festival also features traditional Albanian food available for purchase on the day or to take home. Many of these delicacies are not typically available for sale in any stores - hence this area is usually the most popular. There is also plenty of entertainment for children with an animal nursery, jumping castle and face painting.   |
| Who will benefit from the project | The local Albanian community will benefit from this event, as it works to showcase our heritage in a positive way. For those members of the community who have only just recently relocated to Australia, the event can help with inclusiveness and also homesickness. The non-Albanian community will also benefit from the project, as it will work to promote understanding and participation about a culture that, while not 'new' to the Greater Shepparton region (many Albanian families began immigrating to the area in the 1930's) is perhaps not as well understood as other European cultures (e.g. Greek, Italian). In terms of participants, there are close to 30 dancers involved with the Albanian school. The women's committee relies on the cooking of up to 50 women, and the food and produce area is managed by about 30 people. These participants are based locally. The Albanian band is 4-piece based in Melbourne. Spectators in previous years have ranged from 1500 - 3000, depending on the weather. While many travel from Melbourne to attend the event (estimating around 40% of total attendees), most generally travel up and back on the same day. This is especially relevant if they purchase a lot of fruit, vegetables and traditional food. |
| Recommendation                    | Full funding of \$2274  |

## 8. COMMUNITY DIRECTORATE

### 8.2 Community Arts Grants Round 2, 2014/2015 (continued)

|                                   |   |
|-----------------------------------|---|
| Project                           | Tatura Rotary Community Arts Show   |
| Project description               | From small beginnings as a fundraising project, this event is now in its ninth year. It has become a permanent fixture in the local arts calendar showcasing and encouraging regional artists. We use local artists as curators and advisors and have seen this event grow to where, last year, we had over 400 entries. Every year we try to incorporate a new discipline, this year looking at ceramics and in previous years adding photography to the catalogue |
| Who will benefit from the project | Local residents, nursing home residents and aged care facility residents, tourists, art enthusiasts and community members throughout the greater region.  |
| Recommendation                    | Partial funding of \$1500. Reduction of \$500 as there was seen to be an opportunity to absorb administration costs through entry fees.   |

|                                   |  |
|-----------------------------------|--|
| Project                           | Public Pianos for Greater Shepparton   |
| Project description               | The group procures donated local pianos, oversees their decoration with artwork, has them tuned and then puts them in places where they can live on as musical instruments for anyone to play, while at the same time transforming the space in which they are located. Our group grew out of the inaugural Greater Shepparton Community Leadership Program (2014) and four graduates want to keep this worthwhile project going.      |
| Who will benefit from the project | Our "artists" will benefit from our project in being able to create and participate in an artwork that will be publicly exhibited. Budding or experienced "musicians" will benefit from our project as they will have access to a free piano. Children, in particular, will benefit from our project as they will be able to play our pianos. Anyone in the space in which our pianos are located will benefit from hearing the music. |
| Recommendation                    | Full funding of \$1600   |

Applicants receiving grants will be informed of the amount of the grant and the reason full or partial funding was provided.

Unsuccessful applicants will be informed of the reason their application was not successful and recommendations made for future applications.

All grant recipients will be required to provide an acquittal of their project.

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

The Community Arts Grant program is intrinsically linked to the Council Plan 2013-2017 by encouraging an active and engaged community. Council aims to improve liveability through social and recreational opportunities, a range of inclusive community services and activities and by valuing our community. (Goal 1)

## 8. COMMUNITY DIRECTORATE

### **8.2 Community Arts Grants Round 2, 2014/2015 (continued)**

Council valued arts, culture and heritage as an integral part of our dynamic community. (Priority 1.6) "We recognise that a vibrant and broad ranging arts and culture program is important in making the municipality a dynamic and appealing place to live, work, play and visit, builds social capital and contributes to education and economic development opportunities. We will encourage and deliver a diverse range of artistic, cultural and heritage activities that are accessible to as many people as possible across the municipality."

#### **Risk Management**

Consideration has been given to risk management issues during the assessment of all applications for funding support.

#### **Policy Considerations**

This report and its recommendations complies with existing Council grants policy and guidelines.

#### **Financial Implications**

|         | 2014/2015<br>Approved<br>Budget for this<br>proposal \$ | This<br>Proposal<br>\$ | Fund<br>previously<br>committed in<br>2014/15<br>\$ | Balance remaining from<br>budget allocation (no<br>further applications.) |
|---------|---|------------------------|---|---|
| Expense | \$20000   | \$7874                 | \$8909  | \$3217  |

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

There are no known legal or statutory implications for Council. Applicants are required to hold suitable public liability insurance.

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

Where applicable, environmental and/or sustainability impacts have been considered by the applicants.

#### **Social Implications**

These projects support positive social outcomes.

#### **Economic Impacts**

Minor economic benefits are expected from projects where indicated.

#### **Consultation**

| Level of public participation | Promises to the public/stakeholders  | Examples of techniques to use  |
|-------------------------------|--|--|
| Inform                        | Grants information is easily accessible through council's external website and public information sessions were conducted. | Media release<br>Website<br>Information sessions                       |
| Consult                       | Council staff available to consult, in person or via telephone or email to all community groups                            | Information sessions and follow up advice for applications as required |



## 8. COMMUNITY DIRECTORATE

### **8.2 Community Arts Grants Round 2, 2014/2015 (continued)**

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use  |
|-------------------------------|---|--|
| Involve                       | Grants involve community participation by their nature and scope.                     | Approved projects include community participation as a required outcome. |
| Collaborate                   | Community groups will be responsible for the planning and implementation of projects. | Successful applicants will drive their own initiatives.                  |
| Empower                       | Community groups will be responsible for the planning and implementation of projects. | Community groups drive and delivery their projects.                      |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Community Life: Encouraging Arts in the Community, City of Greater Shepparton.

##### b) Other strategic links

Council plan 2013-17 as outlined above

#### **Options for Consideration**

1. Not fund the projects. Not recommended as projects that are supported by council's grants policy and associated guidelines.
2. Fund the projects. Agree to fund the projects in the amounts stated- Recommended

#### **Conclusion**

The applications for funding through the Community Arts Grant Round one 2014/2015 were reviewed by an internal assessment team which has recommended that the above applications be funded. Accordingly, the projects meet eligibility requirements for grants under this initiative.

#### **Attachments**

Nil

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015

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

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

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

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

**Author: Community Development Officer**

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

**Approved by: Director Community**

#### **Executive Summary**

Greater Shepparton City Council launched the Community Matching Grants Scheme in September 2011 and has since delivered 7 grant rounds. The Community Matching Grants scheme has a total budget of \$75,000 for the 2014/2015 financial year.

Round Two 2014/2105 opened on 28 November 2014 and closed on 6 February 2015 with an initial 26 applications being received. Two applications were deemed ineligible as they did not meet the Community Matching Grant Scheme Guidelines. The remaining 24 applications have been assessed by an internal review panel. Two applications have been referred to the next round of the Community Matching Grants as the applications need further officer support to develop their projects. One application was declined as incomplete and therefore not recommended. The panel have recommended 21 of the initial projects be funded through the Community Matching Grants Scheme.

An additional 4 projects were referred from Council's Community Events grant program to this round of Community Matching Grants program for consideration. One project was ineligible and the other three projects have been referred to the panel and the panel have since recommended these projects for funded.

This means a total of 24 projects have been recommended for funding in the Community Matching Grant Scheme - Round Two 2014/2015.

#### **RECOMMENDATION**

That Council approve the recommendations of the Grant Assessment Panel to fund 24 projects as detailed below to the value of \$46,090 representing Round Two of the Greater Shepparton City Council 2014/2015 Community Matching Grant Scheme.

| <b>Organisation</b>  | <b>Project</b>                  | <b>Allocation<br/>(GST Inclusive)</b> |
|--|---------------------------------|---------------------------------------|
| Goulburn Valley Afghan Association                                 | Centre for Dari Persian Studies | \$2500                                |
| Tatura Civic Halls Committee Inc.                                  | Comfortable Seating             | \$2500                                |
| FaPMI Network<br>(Families where a Parent has a<br>Mental Illness) | Mental Health Fun Day           | \$2500                                |
| Goulburn Murray Landcare Network                                   | Boulevard Bush Reserve          | \$1600                                |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|   |   |        |
|---|---|--------|
| Tatura Community House Inc.   | Tatura Community Events Calendar                    | \$2500 |
| Tatura Anglican Church  | A Cool Place To Be                                  | \$2000 |
| Filipino-Australian Friends Association Inc.  | Philippine House Historical Photograph Collection   | \$1800 |
| Merrigum Bowls Club   | A Cool Club   | \$1546 |
| Shepparton Textile Artists Inc.   | Pop up community textile art hub                    | \$2100 |
| Ethnic Council of Shepparton District Inc.  | Kids And Teens Fashion And Talent Show              | \$2500 |
| HeartKids Victoria  | Outreach Family Support Program - Shepparton Branch | \$1300 |
| Shepparton Bridge Club  | Purchase of a Dealing Machine                       | \$2425 |
| Le Belle Arti Inc.  | Italian Mother's Day                                | \$2000 |
| Shepparton Region Reconciliation Group Inc.   | Recognition Forum                                   | \$2100 |
| Kialla West Recreation Reserve Committee  | Kialla West Recreation Reserve Improvements         | \$1864 |
| Kildonan UnitingCare - Shepparton Office (previously known as UnitingCare Cutting Edge) | Establishing Roots (Community Garden)               | \$2250 |
| The Cubby Toy Library   | New Signage for The Cubby Toy Library               | \$517  |
| McGuire College   | Outdoor Draughts/Chess board for KidsTown           | \$1800 |
| Alkasem Youth Organization  | Community Horse Riding                              | \$2350 |
| Primary Care Connect  | Serious Men's Business                              | \$2500 |
| Australian Red Cross Society  | Social engagement for new Shepparton residents      | \$1200 |
| <b>Applications referred from Events</b>  |   |        |
| Lions Club of Shepparton  | District Convention 2016                            | \$1900 |
| Shepparton Park Bowls Club Inc  | Equipment for Events                                | \$1900 |
| Shepparton Police   | The Community Cup                                   | \$1984 |

#### Background

Greater Shepparton City Council launched the Community Matching Grants Scheme in September 2011. Community Matching Grants are designed to support projects from the Greater Shepparton community which:

- Build new social connections and partnerships within communities, or reinforce those that already exist
- Allow participation in a community activity, at all stages of the project from planning to completion

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)**

- Enable community members to acquire or develop a new skill
- Create, renew or revitalise places and spaces within the community.

Grants are available to a maximum of \$2500 with each project required to provide a matching component of the total project cost, either through a cash or in-kind (material or labour) contribution. The scheme wishes to be as flexible as possible regarding matching funding so there are no concrete rules about the size of the matching contribution. As a guide, however, it is anticipated that the group applying will contribute around half of the total project cost, with no more than half of the applicant's contribution being in-kind. The ability of an organisation to provide financial and in-kind support to a project is taken into account during the review process to ensure a fair distribution of grant funds. The definition of the match for this grant is currently under review.

Round Two 2014/2105 opened on 27 October 2014 closing on 6 February 2015 with a total of 26 applications being received. Grants were submitted via the online application process (Smartygrants).

This round of Community Matching Grants have been promoted through the Council's external website, Facebook, a media release and scatter ads in the Shepparton News. An 'all of Council grants' advertising campaign has been utilised as Council's grant programs are now opening at the same time. This is an outcome of the internal Grants Working Group.

In November 2014 two 'Grant Writing for Beginner' workshops were held in response to the feedback from the previous 'Grant and Fundraising in the Community' Forum. Council Grant program officers delivered the workshops with twenty-nine community members participating. The annual grant forum is currently being planned and is expected to be delivered in June 2015. The forum, together with the grant writing workshops, aim to improve the grant writing skills of community organisations and inform the community of the grants available both at Council and through other funding bodies. Another outcome will be to reduce community organisations reliance on funding from Council as they consider the sustainability of programs and events.

In total, 26 applications were received. 24 applications were considered at a meeting of the Grant Review Panel on Wednesday 25 March 2015. Two applications were deemed ineligible as per the Community Matching Grant Scheme Guidelines as they were from organisations who had already received a grant in this financial year. The remaining 24 applications were assessed by an internal review panel based on the approved guidelines and application process. Two applications have been referred to the next Round of the Community Matching Grants and will be offered Council support to develop their project. One application was declined as incomplete.

The panel have recommended twenty one projects be funded. All of the recommended projects meet eligibility requirements and all aim to build or strengthen the Greater Shepparton community.

In addition four projects have been referred from Council's Community Events grant program for consideration. One project is ineligible as we have already recommended a project from this organisation for this Round. The other three projects have been referred to the panel and recommended for funding.

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Goulburn Valley Afghan Association  |                           |        |
| Project                                  | Centre for Dari Persian Studies   |                           |        |
| Short project description                | To outfit and resource the Persian library. Shelving, cabinetry, office furniture and computer resources are required to enable the opening of the library. |                           |        |
| Requested Council Contribution           | \$2500  | Organisation Cash/in-kind | \$2600 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Tatura Civic Halls Committee Inc.  |                           |        |
| Project                                  | Comfortable Seating  |                           |        |
| Short project description                | As part of the Tatura Civic Halls restoration project we will purchase 70 comfortable chairs. The proposed seating will be used for people to remain comfortably seated for a two hour period. |                           |        |
| Requested Council Contribution           | \$2500   | Organisation Cash/in-kind | \$2505 |
| Recommendation from the Assessment panel | Recommended  |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | FaPMI Network   |                           |        |
| Project                                  | Mental Health Fun Day   |                           |        |
| Short project description                | The Mental Health Fun Day is a free and fun day for families who are experiencing mental health issues. The day is provided in the September school holidays, and provides families with a school holiday program and activity program. |                           |        |
| Requested Council Contribution           | \$2500  | Organisation Cash/in-kind | \$2300 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Goulburn Murray Landcare Network   |                           |        |
| Project                                  | Boulevard Bush Reserve   |                           |        |
| Short project description                | Installing bench seating at this site will create new spaces within this community and enable other community educational workshops to occur, as identified in the Boulevard Bush Reserve Environmental Management Plan 2014 - 2017. |                           |        |
| Requested Council Contribution           | \$2000 / \$1600  | Organisation Cash/in-kind | \$2175 |
| Recommendation from the Assessment panel | The panel requested a quote to support application. Quote provided was \$1600. Recommended \$1600.   |                           |        |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Tatura Community House Inc.   |                           |        |
| Project                                  | Tatura Community Events Calendar  |                           |        |
| Short project description                | To provide the community and visitors of Tatura with access to an up to date and precise calendar of events, via electronic media. Where information pertaining to events within the community will be showcased. |                           |        |
| Requested Council Contribution           | \$2500  | Organisation Cash/in-kind | \$2500 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Shepparton High School  |                           |        |
| Project                                  | Furniture Making for Community Gardens  |                           |        |
| Short project description                | Design and create a red gum, steel and washed river rock table and stool seating for 10 people that can be used for workers who are developing and constructing gardens at the site for the Australian Native Botanical Gardens Shepparton. |                           |        |
| Requested Council Contribution           | \$2200  | Organisation Cash/in-kind | \$2200 |
| Recommendation from the Assessment panel | Declined – Ineligible as received a grant Round One 2014/15   |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Katandra Community Facilities Committee Of Management   |                           |        |
| Project                                  | Solar Panels For New Community Centre   |                           |        |
| Short project description                | To purchase Solar Panels for our new Community centre. This will be a purchasing phase then there will an installation phase. |                           |        |
| Requested Council Contribution           | \$2500  | Organisation Cash/in-kind | \$2600 |
| Recommendation from the Assessment panel | Not recommended – Referred to next round as building is yet to be completed. Council staff will support applicant to reapply. |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Tatura Anglican Church  |                           |        |
| Project                                  | A Cool Place To Be  |                           |        |
| Short project description                | We want to make our church hall a desirable, hireable and enjoyable community asset, which is cool in summer... a cool place to be. |                           |        |
| Requested Council Contribution           | \$2000  | Organisation Cash/in-kind | \$2550 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Rotary Club of Shepparton   |                           |        |
| Project                                  | Outdoor Gym Equipment   |                           |        |
| Short project description                | Rotary propose to supply and install seven pieces of external gym equipment in three separate locations around the Shepparton Victoria Lake Walking Path. |                           |        |
| Requested Council Contribution           | \$2500  | Organisation Cash/in-kind | \$2550 |
| Recommendation from the Assessment panel | Not Recommended – Master Plan for Victoria Lake is being reviewed. Application referred to Council's Parks, Sport and Recreation Department.              |                           |        |

|  |   |                           |       |
|--|---|---------------------------|-------|
| Organisation                             | Filipino-Australian Friends Association, Incorporated   |                           |       |
| Project                                  | Philippine House Historical Photograph Collection   |                           |       |
| Short project description                | The Filipino-Australian Friends Association "FAFA" proposes to produce a collection of historic photographs of the former Shepparton International Village for a permanent display at the Philippine House in Parkside Gardens. |                           |       |
| Requested Council Contribution           | \$1800  | Organisation Cash/in-kind | \$450 |
| Recommendation from the Assessment panel | Recommended   |                           |       |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Merrigum Bowls Club  |                           |        |
| Project                                  | A Cool Club  |                           |        |
| Short project description                | Purchase 3 ceiling fans for the inside of the club rooms to make better use of the split air system - fit 3 wire screen security doors and repair 1 door to replace the existing fly screens which were damaged (slashed and bent) during an attempted break in. |                           |        |
| Requested Council Contribution           | \$1546   | Organisation Cash/in-kind | \$1672 |
| Recommendation from the Assessment panel | Recommended  |                           |        |

|                           |   |  |  |
|---------------------------|---|--|--|
| Organisation              | Shepparton Textile Artists Inc.   |  |  |
| Project                   | Pop up community textile art hub  |  |  |
| Short project description | Convert a vacant retail place in Shepparton to a community textile art hub for 6 days, where individual textile artists will work as artists in residence, demonstrate textile art techniques and run workshops for members of the community. |  |  |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |             |                           |        |
|--|-------------|---------------------------|--------|
| Requested Council Contribution           | \$2100      | Organisation Cash/in-kind | \$2805 |
| Recommendation from the Assessment panel | Recommended |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Ethnic Council of Shepparton District Inc.   |                           |        |
| Project                                  | Kids and teens fashion and talent show   |                           |        |
| Short project description                | A Kids, Teens Fashion and Talent Show to celebrate multiculturalism in Shepparton by showcasing multicultural music, singing, dancing. Traditional costumes and performances with an audience comprising mainstream, indigenous, migrants and refugee communities. |                           |        |
| Requested Council Contribution           | \$2500   | Organisation Cash/in-kind | \$6500 |
| Recommendation from the Assessment panel | Recommended  |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | HeartKids Victoria   |                           |        |
| Project                                  | Outreach Family Support Program - Shepparton Branch  |                           |        |
| Short project description                | The HeartKids Outreach Family Support Program provides a targeted service to assist the families of these children in their own communities across Victoria. Helping these families link with other local families helps reduce the isolation that often surrounds such a traumatic experience as having a child born or diagnosed with CHD, and in many cases undergoing multiple heart operations. Family activities to be funded. |                           |        |
| Requested Council Contribution           | \$2300   | Organisation Cash/in-kind | \$9225 |
| Recommendation from the Assessment panel | Recommended – Reduced amount of <b>\$1300</b> to support family days, marketing and promotion. Other items requested were operational costs.   |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Shepparton Bridge Club  |                           |        |
| Project                                  | Purchase of a Dealing Machine   |                           |        |
| Short project description                | Purchase of a dealing machine that will deal sets of cards for playing bridge and provide hand records of the cards dealt that can be made available to members after events held by the club. The dealing machine will also allow 'set hands' to be dealt, as an aid to teaching adults and school children. |                           |        |
| Requested Council Contribution           | \$2425  | Organisation Cash/in-kind | \$2425 |
| Recommendation from the Assessment panel | Recommended   |                           |        |



## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |  |                           |       |
|--|--|---------------------------|-------|
| Organisation                             | Congupna Tallygaroopna Landcare  |                           |       |
| Project                                  | Mobile Storage Unit (tandem box trailer)   |                           |       |
| Short project description                | Purchase of trailer, painting and signwriting, registration and maintaining of same. |                           |       |
| Requested Council Contribution           | \$1200   | Organisation Cash/in-kind | \$660 |
| Recommendation from the Assessment panel | Not Recommended – incomplete application. Refer to next Round                        |                           |       |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Le Belle Arti Inc.  |                           |        |
| Project                                  | Italian Mother's Day  |                           |        |
| Short project description                | On Mother's Day Le Belle Arti intends conducting a celebration with music and food presented on behalf of the Italian community to celebrate multiculturalism in Shepparton. Previous similar events have involved a dinner, Italian music, dance and other activities to engage the diverse community in the event and enable them to promote and showcase their own cultures. |                           |        |
| Requested Council Contribution           | \$2000  | Organisation Cash/in-kind | \$5500 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Shepparton Region Reconciliation Group Inc.   |                           |        |
| Project                                  | Recognition Forum   |                           |        |
| Short project description                | To provide an opportunity locally for all community members become involved in the conversation about constitutional recognition of Aboriginal and Torres Strait islander Peoples. We will run an awareness campaign utilising local media and a number of small events that culminate in a public forum with local and other guest speakers. |                           |        |
| Requested Council Contribution           | \$2100  | Organisation Cash/in-kind | \$2290 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Kialla West Recreation Reserve Committee  |                           |        |
| Project                                  | Kialla West Recreation Reserve Improvements   |                           |        |
| Short project description                | We aim to improve the usability and attractiveness of KWRR by adding some exercise equipment to the surrounds of the sports oval. |                           |        |
| Requested Council Contribution           | \$1864  | Organisation Cash/in-kind | \$1700 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |  |                           |         |
|--|--|---------------------------|---------|
| Organisation                             | Kildonan UnitingCare - Shepparton Office (previously known as UnitingCare Cutting Edge)  |                           |         |
| Project                                  | Establishing Roots (Community Garden)  |                           |         |
| Short project description                | Develop a community garden that is accessible by a diverse range of participants/clientele from programs at Kildonan UnitingCare and the Uniting Church. |                           |         |
| Requested Council Contribution           | \$2250   | Organisation Cash/in-kind | \$10390 |
| Recommendation from the Assessment panel | Recommended  |                           |         |

|  |  |                           |       |
|--|--|---------------------------|-------|
| Organisation                             | Turaton Music Company  |                           |       |
| Project                                  | Evaporative Cooler   |                           |       |
| Short project description                | To install an evaporative cooler in our rehearsal area.      |                           |       |
| Requested Council Contribution           | \$2500   | Organisation Cash/in-kind | \$910 |
| Recommendation from the Assessment panel | Declined – Ineligible as received a grant Round One 2014/15. |                           |       |

|  |  |                           |       |
|--|--|---------------------------|-------|
| Organisation                             | The Cubby Toy Library  |                           |       |
| Project                                  | New Signage for The Cubby Toy Library  |                           |       |
| Short project description                | Purchase two tear drop banners we can use when we are open to be located on each street front to replace the current ones. |                           |       |
| Requested Council Contribution           | \$517  | Organisation Cash/in-kind | \$517 |
| Recommendation from the Assessment panel | Recommended  |                           |       |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | McGuire College   |                           |        |
| Project                                  | Outdoor Draughts/Chess board for KidsTown   |                           |        |
| Short project description                | Design and build a paved, outdoor, interactive Draughts/Chess board and Seating at KidsTown. The activity would be available to be used by visitors and tourists at KidsTown. |                           |        |
| Requested Council Contribution           | \$1800  | Organisation Cash/in-kind | \$1800 |
| Recommendation from the Assessment panel | Recommended   |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Alkasem Youth Organization   |                           |        |
| Project                                  | Community horse riding   |                           |        |
| Short project description                | A group of local youth from five different ethnic backgrounds to go horse riding at a horse farm at Wallan. This event is chosen to strengthen an already existing relationship between the communities and to promote a healthy life style. |                           |        |
| Requested Council Contribution           | \$2350   | Organisation Cash/in-kind | \$2490 |
| Recommendation from the Assessment panel | Recommended  |                           |        |

|  |  |                           |         |
|--|--|---------------------------|---------|
| Organisation                             | Primary Care Connect   |                           |         |
| Project                                  | Serious Men's Business   |                           |         |
| Short project description                | Through planned activities, we aim to encourage men aged 30-55 years old to foster strong relationships with their GPs, to feel more comfortable in discussing the 'awkward' topics with GPs, their families and their mates, and to really take control of their own physical and mental wellbeing. |                           |         |
| Requested Council Contribution           | \$2500   | Organisation Cash/in-kind | \$10650 |
| Recommendation from the Assessment panel | Recommended  |                           |         |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Australian Red Cross Society   |                           |        |
| Project                                  | Social engagement for new Shepparton residents   |                           |        |
| Short project description                | We seek support to provide monthly events for vulnerable migrants in Shepparton to increase their social connectedness and reduce the negative health and social impacts of isolation and boredom. |                           |        |
| Requested Council Contribution           | \$2500   | Organisation Cash/in-kind | \$2400 |
| Recommendation from the Assessment panel | Recommended – Reduced amount \$1200 for material and equipment and entry to events.  |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Ethnic Council of Shepparton District Inc   |                           |        |
| Project                                  | Soccer Match and Community BBQ  |                           |        |
| Short project description                | Friendly soccer match between Shepparton's Multicultural soccer community and the Victoria Police. It will be a Free community event encouraging all the community to attend. |                           |        |
| Requested Council Contribution           | \$1500  | Organisation Cash/in-kind | \$1000 |
| Recommendation from the Assessment panel | Referred from Community Event Grants program<br>Declined - Not eligible as Ethnic Council and Victoria Police have been recommended for funding this round.                   |                           |        |

|  |   |                           |        |
|--|---|---------------------------|--------|
| Organisation                             | Lions Club of Shepparton  |                           |        |
| Project                                  | District Convention 2016  |                           |        |
| Short project description                | The Lions Club will be hosting the 2016 District Convention in Shepparton bringing 500 delegates and family members to Shepparton. The grant will assist the club to provide the promotion packages to be presented at the 2015 convention. |                           |        |
| Requested Council Contribution           | \$1900  | Organisation Cash/in-kind | \$3700 |
| Recommendation from the Assessment panel | Recommended – referred from Community Event Grants program  |                           |        |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Shepparton Police  |                           |        |
| Project                                  | The Community Cup  |                           |        |
| Short project description                | Tri-series cricket includes 3 sides; Shepparton Ethnic Council, Rumbulara Aboriginal Co-Op and the Victoria Police. The sides will play each other once in a 15 over a side match totalling 2 games each and 90 overs for the day The game will be played at the Lemnos Reserve. |                           |        |
| Requested Council Contribution           | \$1984   | Organisation Cash/in-kind | \$1500 |
| Recommendation from the Assessment panel | Recommended – referred from Community Event Grants program   |                           |        |

|  |  |                           |        |
|--|--|---------------------------|--------|
| Organisation                             | Shepparton Park Bowls Club   |                           |        |
| Project                                  | Catering equipment for Bowls Events  |                           |        |
| Short project description                | The Club would requests support to purchase equipment to assist with catering for the large Bowling tournaments which bring many visitors to town. |                           |        |
| Requested Council Contribution           | \$1900   | Organisation Cash/in-kind | \$1900 |
| Recommendation from the Assessment panel | Recommended – referred from Community Event Grants program   |                           |        |

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

The endorsement of the Community Matching Grants is intrinsically linked to the Council Plan 2013 – 2017. The majority of applicants have identified that their project meets one or more of the objectives of:

- Goal 1 - Active and engaged communities, in particular - Continue to enhance community capacity building.

Applicants have also noted projects that are linked to the following objectives:

- Goal 4 - Quality Infrastructure - Ensure that communities have access to high quality facilities.

#### **Other Strategic Plans**

- 2 applications are linked to small town Community Plans
- 6 applications are linked to the Cultural Diversity and Inclusion Strategy 2012-2015
- 3 applications are linked to the Municipal Health and Wellbeing Action Plan 2014-15
- 1 application is linked to the Youth Strategy and Action Plan 2012-2015
- 1 application is linked to the Greater Shepparton Environmental Sustainability Strategy 2014-2030

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

#### **Risk Management**

Insignificant to low risks have been identified and will be addressed at the operational level. All grantees will be required to consult fully with Council representatives prior to, and during their projects to identify any potential adverse consequences, and to devise a strategy to minimise any risks. Applicants have been asked to confirm that they have the necessary public liability insurances for projects where activities are being undertaken by the Grantees themselves. This will be confirmed prior to the release of any funds. The risk of conflict of interest to the Review panel members has been addressed with the inclusion of a Conflict of Interest Declaration on the Grant Assessment Form.

#### **Policy Considerations**

Approval of the Community Matching Grant recommendations supports existing Council policies.

#### **Financial Implications**

Council has committed a total of \$75,000 for the 2014/2015 financial year for the Community Matching Grants Scheme. It is recommended that \$46,090 is approved for twenty four projects in Round Two. Each of the grants incorporates a matching component where the community group share the costs with Council. The matched contribution may be financial or in kind (materials or labour).

There is \$14980 remaining in the Community Matching Grants program. This money will fund the Grants Forum that will be held in June 2015 and other grant related matters. Approximately \$3000 has been used to fund a project that was awarded in an early round, but was delayed due to pending land owner approval and the project has only just been completed.

|               | 2014/2015<br>Approved<br>Budget for this<br>proposal*\$ | This<br>Proposal<br>\$                 | Variance to<br>Approved<br>Budget<br>\$ | Comments   |
|---------------|---|--|---|--|
| Revenue       | N/A   | N/A                                    | N/A                                     | There is no revenue associated with Community Matching Grants  |
| Expense       | \$75,000<br><br>R1: \$13930                             | R2: \$46,090<br><br>14/15:<br>\$60,020 | 0                                       | Allocated budget is \$75000  |
| Net<br>Result |   | Remaining:<br>\$14980                  | 0                                       | As the Community Matched grants program had available funds, an additional three projects were received from the Events Grants, these have been included in the overall totals.<br><br>Remaining funds will be spent on the Grants Forum that will be held in June 2015 and to finalise a project that has been previously awarded but funds not provided. |

\* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

## 8. COMMUNITY DIRECTORATE

### **8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)**

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

The Community Matching Grants Scheme is consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

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

The approval of the recommendations for the Community Matching Grants will not have any environmental impacts. One application supports an action of the Boulevard Bush Reserve Environmental Management Plan 2014 – 2017. The development of a Community Garden at Kildonan will encourage community participation in gardening.

#### **Social Implications**

Projects recommended this round will support community members from across all generations from toy libraries to bowling clubs. There is an increase in organisations who are working with multicultural communities.

These organisations range from newly emerging groups to well established groups of 30 years and will contribute to the social capital of the greater Shepparton community. The community are undertaking projects which provide improved infrastructure to encourage broader participation in activities. The grants will also support inclusive events and activities.

#### **Economic Impacts**

Some of the project expenditure to purchase materials and services will support local business. One project will convert a vacant retail space to a community textile art hub to re-engage the community with this space.

#### **Consultation**

| Level of public participation | Promises to the public/stakeholders  | Examples of techniques to use                                       |
|-------------------------------|--|---|
| Inform                        | Ensure that the information about the application process was widespread   | Media Release<br>Website<br>Social Media<br>Newspaper advertisement |
| Consult                       | Grants Writing Workshops   | Presentation of two Grant Writing for Beginners Workshops           |
| Involve                       | Community Development Officers provided assistance to community groups   | Consultation on an individual basis during the application process  |
| Collaborate                   | Successful community groups/members will be responsible for the implementation of their projects which will provide the opportunity for community capacity building. | Successful applicants will drive their own community initiatives.   |

## 8. COMMUNITY DIRECTORATE

### 8.3 Community Matching Grant Scheme Round Two 2014/2015 (continued)

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use                              |
|-------------------------------|---|--|
| Empower                       | Whilst decision making regarding successful grant applications is made by Council, community groups will be responsible for the delivery of projects. | Community groups will drive the delivery of their projects |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

##### b) Other strategic links

Council Plan 2013 – 2017

Goal 1 - Active and Engaged Communities (Social)

Goal 2 - Enhancing the Environment (Natural)

Goal 3 - Economic Prosperity (Economic)

Goal 4 - Quality Infrastructure (Built)

Greater Shepparton City Council – Community Development Framework

Greater Shepparton City Council – Community Engagement Strategy

Greater Shepparton City Council – Community Plan Implementation Policy

#### **Options for Consideration**

##### Option 1 – Council only approve some of the applications recommended by the Grant Review Panel

The Grant Review Panel has extensively reviewed the grant applications and made informed recommendations. To only fund some of the applications would limit Council's potential to take advantage of the communities commitment to the projects listed and the opportunities created for community capacity building.

##### Option 2 – Approve the recommendations made by the Grant Review Panel

That Council approve the recommendations made by the Grant Review Panel regarding the funding of 24 projects for Round Two of the 2014/2015 Community Matching Grants Scheme. All of the recommended meet the intent of the funding as well as all of the other eligibility requirements

#### **Conclusion**

The applications for funding through the Community Matching Grants Round Two 2014/2015 have been reviewed by an internal Grant Review Panel and they have recommended 24 projects to be funded. All of these projects meet eligibility requirements and all aim to build or strengthen the Greater Shepparton community. All recommendations should be approved to ensure that Council takes advantage of the communities commitment to the projects listed.

#### **Attachments**

Guidelines Round Two - 2014/2015 Community Matching Grants



## 9. BUSINESS DIRECTORATE

### 9.1 March 2015 Monthly Financial Report

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

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

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

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

**Author: Acting Management Accountant**

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

**Approved by: Director Business**

#### **Executive Summary**

The report presents Council's actual financial performance compared to the budget for the nine months ended 31 March 2015.

#### **RECOMMENDATION**

That the Council receive and note the March 2015 Monthly Financial Report.

#### **Background**

The Draft 2014/2015 Budget was prepared by Council on 17 June 2014. Public notice was given on 20 June 2014 and submissions invited until 18 July 2014. Council considered all submissions received and adopted the 2014/2015 Budget at a Special Council Meeting on 6 August 2014. The 2014/2015 Budget provided for an accounting surplus of \$9.24 million with revenue of \$119.97 million and expenditure of \$110.73 million. The 2014/2015 Budget also provided for capital works of \$37.42 million.

On 28 October 2014, Council adopted the 2014/2015 September Quarter Budget Review with revenue of \$121.67 million and expenditure of \$117.78 million resulting in an accounting surplus of \$3.89 million for the full financial year. The forecast decrease in accounting surplus of \$5.35 million was mainly due to the timing of payments for Building Better Regional Cities Mooroopna West Rebates (\$2.52 million) and the Goulburn Broken Greenhouse Alliance Street Lighting Project (\$1.72 million).

The 2014/2015 September Quarter Budget Review also included \$38.83 million in capital works, a forecast increase of \$ 1.41 million mainly due to re-budgeted prior year projects.

On 17 February 2015, Council adopted the 2014/2015 Mid Year Budget Review with revenue of \$119.58 million, expenditure of \$118.07 million and an accounting surplus of \$1.51 million. The forecast decrease in accounting surplus of \$2.39 million was mainly due to \$1.5 million reduction in grants for the Greater Shepparton Regional Sports Precinct (to be received in 2015/2016), \$511k for the transfer of the art gallery restricted investment to the newly formed SAM Foundation and a \$430k reduction in proceeds from plant sales due to a reduced plant replacement program. The 2014/2015 Mid Year Budget Review also included \$33.73 million in capital works, a forecast decrease of \$5.10 million mainly due to reduced plant purchases (\$2.0 million) and reduction in expenditure for the Greater Shepparton Regional Sports Precinct (\$2.24 million) which will be considered for re-budget in 2015/2016.

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

## 9. BUSINESS DIRECTORATE

### **9.1 March 2015 Monthly Financial Report (continued)**

The March 2015 Monthly Financial Report incorporates the following sections which are presented for Council's consideration:

- Financial Report
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Operating Budget
- Capital Budget
- Investment Summary
- Rates Debtors Report
- Sundry Debtors Report
- Councillor Expense Report

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

The report is consistent with the leadership and governance goal "High Performing Organisation as included in the *Council Plan 2013-2017*.

#### **Risk Management**

No risks have been identified in providing this financial report.

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

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

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

No Environmental or Sustainability impacts have been identified.

#### **Social Implications**

No Social implications have been identified.

#### **Economic Impacts**

No Economic impacts have been identified.

#### **Consultation**

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

#### **Options for Consideration**

This report is for information purposes only and does not present any options for consideration.

## **9. BUSINESS DIRECTORATE**

### **9.1 March 2015 Monthly Financial Report (continued)**

#### **Conclusion**

The report provides details of Council's financial performance compared to the budget for the nine months ended 31 March 2015.

#### **Attachments**

1. March 2015 Monthly Financial Report
2. March 2015 - GSCC Council Reports (Monthly Financial Statements)

## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review

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

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

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

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

**Author: Manager Finance and Rates**

**Approved by: Director Business**

#### **Executive Summary**

The report presents the draft forecast financial performance for the 2014/2015 financial year compared to budget based on the March Quarter Budget Review submitted by responsible Managers.

Council's forecast performance is an accounting deficit of \$1.23 million, \$2.72 million less than the Mid Year Budget Review, and a capital works program of \$31.62 million, a decrease of \$2.1 million.

The accounting surplus is accrual based and contains both cash and non-cash items. Excluding transfers to and from restricted investments and non-cash items, such as depreciation and contributed assets, the forecast cash performance is a cash deficit of \$1.48 million, an increase of \$267,000 from the Mid Year budget review.

While Council's forecast working capital is a healthy \$16.74 million, which demonstrates Council has the necessary funds to cover debts, the remaining balance should not be treated as being available for discretionary use. Council has a forecast restricted investment balance of \$23.5 million which needs to be covered by Council's available working capital.

In consideration of capital expenditure savings identified from the Mid Year and March Quarter Reviews Council will not utilise \$2 million in borrowings as per the adopted budget for 2014/2015 financial year. This will save the organisation 12 months of interest and principal repayments.

Non-cash items have forecast increases with depreciation up \$1.53 million, gifted assets up \$5.0 million and written down value of assets up \$6.68 million.

These changes have resulted from the receipt of contributed assets from developments within the municipality that are often difficult to predict and a review of the infrastructure asset register and capital work in progress accounts conducted by the Strategic Assets Department.

#### **RECOMMENDATION**

That the Council adopt the revised forecasts identified by the 2014/2015 March Quarter Budget Review.

## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review (continued)

#### Background

Under section 138 of the Local Government Act 1989 the Chief Executive Officer at least every 3 months must ensure quarterly statements comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council.

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

The quarterly budget review process involves Managers reviewing the September Quarter Budget Review for their departmental areas compared to actual income and expenditure. Managers are to update forecasts to reflect the expected year end result. The Executive then undertake a detailed review to understand and confirm forecast variations. The quarterly review is then submitted to Council for consideration.

The table below summarises Council's budget reviews to date for 2014/2015.

|                    | 14/15 Adopted | 14/15 September Quarter | 14/15 Mid Year |
|--------------------|---------------|-------------------------|----------------|
| Revenue            | 119,972       | 121,679                 | 119,583        |
| Expenses           | 110,728       | 117,784                 | 118,102        |
| Accounting Surplus | 9,244         | 3,895                   | 1,481          |
| Capital works      | 37,417        | 38,827                  | 33,698         |

#### 2014/2015 March Quarter

As a result of the 2014/2015 March Quarter Budget Review, forecast year end variances compared to the 2014/2015 Mid Year Budget include:

- Mid Year accounting surplus of \$1.48 million, forecast to decrease by \$2.72 million due to:

| Expense Area                              | Amount \$ '000 | Explanation  |
|---|----------------|--|
| Net increase in non-operating expenditure | 2,062          | A land and building revaluation conducted late 2013/2014 and a review of Council's asset register and work in progress has identified an additional \$6.68 million in asset write offs. This has been partially offset by a \$5.0 million increase in the forecast for contributed assets (for example infrastructure gifted to Council from new developments within the municipality).<br><br>Note that the above are non-cash items. |
| Increase in operating expenditure         | 392            | Depreciation (non-cash item) has increased \$1.53 million in consideration of asset adjustments resulting from the revaluation and forecast increased contributed assets. This increase has been offset by operating expenditure savings of \$1.14 million including \$254,000 in plant and fleet contract payments and \$105,000 in Workcover medical expenses due to proactive work in early intervention.                           |

## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review (continued)

| Expense Area                 | Amount<br>\$ '000 | Explanation   |
|------------------------------|-------------------|---|
| Decrease in operating income | 261               | Operating income is forecast to decrease by \$261,000 largely due reductions in forecast revenue for Early Childhood Education (child care), Active Living (Aquamoves user charges) and Animal Control (pet registration fees). |
| <b>TOTAL</b>                 | <b>2,715</b>      |   |

- Mid Year Budgeted capital works program of \$33.7 million, forecast to decrease by \$2.08 million due to:

| Expense Area   | Amount<br>\$ '000 | Explanation  |
|--|-------------------|--|
| Re-budgeted Items/<br>Restricted Investment<br>Transfers | (2,120)           | Includes transfer to restricted investments of \$330,000 for the Aquamoves Carpark redevelopment, \$275,000 for Central Park recreation reserve and the Tatura Park outdoor arena roof structure. These works are scheduled to be completed in the 2015/2016 financial year.<br><br>Also re-budgeted into 2015/2016 is \$853,000 for the Greater Shepparton Regional Sports Precinct however this has not been captured as a restricted investment due to the deferment of loan borrowings and grant funds for the Project to 2015/2016. |
| Expenditure savings                                      | (693)             | \$693,000 in expenditure savings have been identified primarily from capital projects that have been completed under budget.   |
| Requests for additional<br>expenditure                   | 733               | Requests for additional expenditure include \$189,000 for Cosgrove Landfill works and \$184,000 for asphalt overlays and stabilisation works.<br><br>This additional expenditure has been largely offset by the identified capital expenditure savings above.  |
| <b>Total</b>   | <b>(2,080)</b>    |  |

Further analysis is contained within the attached 2014/2015 March Quarter Budget Review report.

#### Cash Position

The term surplus is often perceived to be cash. Table 1 below provides a high level summary as to how the forecast operating surplus is converted into an underlying cash surplus.

The surplus reported in the Income Statement is an accounting surplus, it is accrual based and prepared in accordance with accounting standards. It should be noted that it contains both cash and non-cash items.

## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review (continued)

It is important that a cash surplus is generated from Council's operations to fund the capital works program. Capital income is reported as part of the operating surplus however capital works are reported as an increase in assets in the Balance Sheet rather than an operating expense.

|   | Adopted Budget<br>2014/2015<br>\$'000 | Sept Qtr<br>2014/2015<br>\$'000 | Mid Year<br>2014/2015<br>\$'000 | March Qtr<br>2014/2015<br>\$'000 | Variance - Mid<br>Year v Mar Qtr<br>\$'000 |
|---|---------------------------------------|---------------------------------|---------------------------------|----------------------------------|--|
| <b>ACCOUNTING SURPLUS/(DEFICIT)</b>                     | <b>9,244</b>                          | <b>3,895</b>                    | <b>1,508</b>                    | <b>(1,235)</b>                   | <b>(2,743)</b>                             |
| <b>Less cash costs not included in operating result</b> |                                       |                                 |                                 |                                  |  |
| Capital Works Expenditure                               | 37,415                                | 38,827                          | 33,725                          | 31,618                           | (2,107)                                    |
| Loan Borrowings less Repayments (principal)             | (1,545)                               | (1,545)                         | (1,545)                         | 455                              | 2,000                                      |
| Transfer from restricted investments*                   | (8,640)                               | (18,004)                        | (18,092)                        | (18,400)                         | (308)                                      |
| Transfer to restricted investments <sup>^</sup>         | 5,000                                 | 8,246                           | 7,411                           | 8,560                            | 1,149                                      |
| <b>Sub Total</b>  | <b>32,230</b>                         | <b>27,524</b>                   | <b>21,499</b>                   | <b>22,233</b>                    | <b>734</b>                                 |
| <b>Plus non cash costs included in operating result</b> |                                       |                                 |                                 |                                  |  |
| Depreciation  | 21,013                                | 21,013                          | 21,013                          | 22,540                           | 1,527                                      |
| Assets sold (Written Down Value)                        | 860                                   | 860                             | 762                             | 7,445                            | 6,683                                      |
| Contributed assets                                      | (3,000)                               | (3,000)                         | (3,000)                         | (8,000)                          | (5,000)                                    |
| <b>Sub Total</b>  | <b>18,873</b>                         | <b>18,873</b>                   | <b>18,775</b>                   | <b>21,985</b>                    | <b>3,210</b>                               |
| <b>CASH SURPLUS/(DEFICIT) FOR THE YEAR</b>              | <b>(4,113)</b>                        | <b>(4,756)</b>                  | <b>(1,216)</b>                  | <b>(1,483)</b>                   | <b>(267)</b>                               |

The forecast underlying cash deficit of \$1.48 million is a \$267,000 increase on the 2014/2015 Mid Year budget cash forecast.

Note: Transfers from Restricted Investments include both operating and capital funds received in past financial years or re-budgeted project allocations.

\*Transfers from Restricted Investments include \$7.91 million in re-budgeted capital works from 2013/14, \$1.72 million to waste management capital works, \$511k transfer of funds to the SAM Foundation and \$300k for parking operations and CBD capital works.

<sup>^</sup>Transfers to Restricted Investments include \$3.62 million from waste management operations (to fund existing and future capital works/operations), \$2.91 million in capital works from 2014/15 to be considered for re-budget in 2015/16, \$600k from parking operations (to fund future capital works/operations) and \$350k for the Defined Benefits Scheme future liability.

#### Operating Expenditure - Consultants

The Mid Year Budget Review noted the finding from an internal audit conducted by HLB Mann Judd which identified expenses for consultants and/or contractors had not been allocated to the appropriate general ledger codes.

Based on recommendations from HLB Mann Judd, Council has adopted the definition of consultants from the Victorian Department of Treasury and Finance (*Financial Reporting Direction 22E*). A review consultants expenditure has been undertaken resulting in a \$1.07 million reduction in the year end forecast. The reclassification of this expenditure has predominantly been to external labour (backfill of vacant positions) and materials or services (contractors engaged to provide a service rather than a consultancy).

## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review (continued)

#### **Loan Borrowings**

The 2014/2015 adopted budget included \$2 million in borrowings for the Greater Shepparton Regional Sports Precinct project. In consideration of capital expenditure savings to date, Council will defer the utilisation of these borrowings to 2015/2016.

In the Mid Year Budget review, plant purchases were reduced by approximately \$2 million. These funds will be utilised for Council's contribution to the Greater Shepparton Regional Sports Precinct project in 2014/2015. The deferment of borrowings will save Council 12 months of interest and principal repayments.

#### **Written Down Value of Assets**

Council's Strategic Asset Department has undertaken a review of the infrastructure asset register which has resulted in a change in valuations for each asset class and subsequently seen a write off in the income statement.

A review of Council's Work In Progress (WIP) accounts was also carried out. A forecast is now included for the write down of approximately \$3 million in WIP relating to the GV Link project, based on a Council resolution from April 2014 to postpone further investment in development of the site until funding of the Shepparton Bypass is announced or an investor in GV Link is secured.

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

This proposal is consistent with the strategic objective High Performing Organisation (Leadership and Governance).

#### **Risk Management**

Monitoring of performance against the 2014/2015 September Quarter budget as well as the forecast year end position provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

| Risks  | Likelihood | Consequence | Rating   | Mitigation Action  |
|--|------------|-------------|----------|--|
| Inability to achieve current budget due to income not reaching budgeted levels or costs exceeding budget exposing the Council to a cash deficit. | Likely     | Moderate    | Moderate | Review detailed monthly financial reports and take corrective action where forecast varies against budget. |
| Breaching the local Government Act by expending funds against line items without endorsed budget.  | Possible   | Moderate    | Moderate | Undertake quarterly budget reviews to formally consider and adjust for any known variances.                |

#### **Policy Considerations**

There are no identified conflicts with existing Council policies.



## 9. BUSINESS DIRECTORATE

### 9.2 2014/2015 March Quarter Budget Review (continued)

#### Financial Implications

Forecast variances to the 2014/2015 Mid Year budget are detailed throughout the attached report.

|                   | 2014/2015<br>Mid Year Budget<br>\$'000 | 2014/2015<br>March Qtr Budget<br>\$'000 | Variance to<br>Mid Year Budget<br>\$'000 |
|-------------------|--|---|--|
| Revenue           | 119,583                                | 123,943                                 | (4,360)                                  |
| Expense           | 118,102                                | 125,177                                 | 7,075                                    |
| <b>Net Result</b> | <b>1,481</b>                           | <b>(1,234)</b>                          | <b>2,715</b>                             |

The forecast end of year result is expected to be an accounting surplus of \$1.51 million which is \$2.39 million less than the Mid Year budget.

#### Capital works

Capital works of \$31.62 million are forecast to be expended during the 2014/15 financial year which is \$2.08 million less than the Mid Year budget.

|               | 2014/2015<br>Mid Year Budget<br>\$'000 | 2014/2015<br>March Qtr<br>Budget<br>\$'000 | Variance to<br>Sept Qtr Budget<br>\$'000 |
|---------------|--|--|--|
| Capital works | 33,698                                 | 31,618                                     | (2,080)                                  |

#### Net current assets

Net current assets is an indicator of Council's ability to pay existing liabilities in the next 12 months. An amount greater than 1 means there is more cash and liquid assets than short-term liabilities. If current assets are less than current liabilities difficulties may arise in meeting obligations as they fall due. Net current assets is equal to current assets less current liabilities as accounted for in the Balance Sheet. Current assets include cash and debtors whereas current liabilities include creditors, employee provisions and trust funds.

A comparison of Council's budgeted net current assets less restricted investments is included in the table below.

|                                  | 2014/2015<br>Mid Year Budget<br>\$'000 | 2014/2015<br>March Qtr Budget<br>\$'000 | Variance to<br>Mid Year Budget<br>\$'000 |
|----------------------------------|--|---|--|
| Net current assets               | 16,203                                 | 16,744                                  | (541)                                    |
| Less Restricted investments      | (22,647)                               | (23,489)                                | 842                                      |
| <b>Underlying current assets</b> | <b>(6,444)</b>                         | <b>(6,745)</b>                          | <b>(301)</b>                             |

The table above demonstrates that Council has sufficient working capital to meet its obligations when they fall due. However, the \$16.74 million working capital should not be treated as available for discretionary use. Council has a forecast restricted investment balance of \$23.49 million containing significant commitments that need to be covered by Council's available working capital.

## 9. BUSINESS DIRECTORATE

### **9.2 2014/2015 March Quarter Budget Review (continued)**

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

Section 138 of the Local Government Act 1989 requires that at least every three months the Chief Executive Officer must ensure a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the Council. A detailed financial report is presented to the Council each month.

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

There are no environmental or sustainable impacts that will arise from this proposal.

#### **Social Implications**

There are no social impacts that will arise from this proposal.

#### **Economic Impacts**

There are no identified economic impacts.

#### **Consultation**

External consultation has not occurred regarding the contents of this report. Specific consultation, however, has and will take place on some specific items within the budget as and when appropriate.

Appropriate consultation has occurred with Council Officers and the matter is now ready for Council consideration.

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Nil

##### b) Other strategic links

The report is consistent with the governance principle of Strategic Objective five of the Council Plan 2013-2017 “High Performing Organisation (Leadership and Governance)”.

#### **Options for Consideration**

1. That the Council not adopt the revised forecasts identified by the 2014/2015 March Quarter Budget Review.

This option is not recommended.

2. The Council adopt the revised forecasts identified by the 2014/2015 March Quarter Budget Review (with or without further amendment).

This option is recommended as it provides for the known budgetary variances to be reflected in the end of year financial forecast compared to budget.

#### **Conclusion**

This report has been prepared and presented to identify and reflect known variances in the end of year financial forecast compared to budget.

#### **Attachments**

2014/2015 March Quarter Budget Review Report

## 9. BUSINESS DIRECTORATE

### 9.3 Off Leash Dog Park - Trial Results and Permanent Site

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

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

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

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

**Author: Manager Citizen Services**

**Proof reader(s): Director Business and Acting Team Leader Regulatory Services**

**Approved by: Director Business**

**Other: Co-Ordinator Local Laws and Animal Management, Community Rangers**

#### **Executive Summary**

At the 17 December 2013 Council meeting it was resolved that the Council approve the trial of a fenced off leash dog park at Ducat Reserve, Paterson Road for a six month period utilising temporary fencing.

The trial commenced in February 2014 and this report presents the findings of the trial and recommendations for the construction of a permanent site that is currently budgeted for in the 2014/2015 financial year.

This initiative was undertaken as a deliverable of the Council endorsed Domestic Animal Management Plan 2013-2017. The aim of the trial was to assess the demand and community appetite for a permanent site to be erected that would provide a designated area for off leash exercising of animals within the municipality.

The current Local Law Community Living #1 does not allow dogs to be off leash anywhere in the municipality.

During the trial period at Ducat Reserve an online survey was conducted for two weeks to allow users and residents to provide their feedback. A total of 58 survey responses were received. Of these responses 93% of respondents considered the trial successful. 67% of respondents were utilising the park one to three times a week and the highest level of usage of the park is conducted in the afternoon. Most would recommend the dog park to family and friends and a large percentage have made new friends at the park. With 93% of respondents surveyed suggesting that the trial has been successful and 84% stating that they would like to see the trial site made into a permanent off leash dog park, these results would suggest that permanent construction is desirable.

It is recommended that Council resolve to construct a permanent site at this location.

#### **RECOMMENDATION**

That the Council resolves in accordance with section 26 of the Domestic Animals Act 1994 that the fenced area located at Ducats Reserve, Patterson Road, Shepparton be designated as an approved off-leash dog area at a cost of \$62,000 (inc GST).

## 9. BUSINESS DIRECTORATE

### 9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)

#### Background

The trial of an off leash dog park commenced in February 2014 at Ducat's Reserve, Paterson Road Shepparton after being selected from a short list of four different locations which were fenced and unfenced.

This report provides Council with the findings of this trial and recommends the commencement of permanent construction. The trial itself delivers on the current Domestic Animal Management Plan 2013-2017 by ensuring that a trial was undertaken.

#### Council Plan/Key Strategic Activity

Council Plan 2013-2017 Goal 1 – Active and Engaged Communities (Social)

Objective – provide sustainable community services to our community

Strategy – continue to implement the Domestic Animal Management Plan 2013 -2017

#### Risk Management

| Risks                      | Likelihood | Consequence | Rating   | Mitigation Action   |
|----------------------------|------------|-------------|----------|---|
| Dog Attacks                | Likely     | Moderate    | Moderate | Guidelines for use<br>Signage<br>Conduct Patrols                        |
| Uncontrolled dogs          | Likely     | Moderate    | Moderate | Guidelines for use<br>Signage<br>Conduct patrols                        |
| Insufficient car parking   | Possible   | Minor       | Low      | If required parking areas to be designated and signed                   |
| Conflict with existing use | Possible   | Moderate    | Moderate | Community consultation before commencing trial                          |
| Faeces not collected       | Likely     | Minor       | Moderate | Provide litter bags<br>Guidelines for use<br>Signage<br>Conduct patrols |
| Insufficient use           | Possible   | Moderate    | Moderate | Promote and evaluate trial  |

#### Policy Considerations

Anticipating the success of the trial location, a budget bid was placed for 2014/2015 to ensure the construction of a designated permanent off leash park under the provisions of the *Domestic Animals Act 1994* could be constructed.

Requirements to use the off leash dog park will include:

- Keep your dog under effective control
- Remove your dog if it becomes aggressive
- Carry a leash with you
- Don't let your dog off leash if you do not have a reliable recall
- Talk to other users before issues arise
- One adult should supervise no more than two dogs
- Supervise children carefully around dogs
- Children under 16 must be supervised by an adult

## 9. BUSINESS DIRECTORATE

### 9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)

- Ensure your dog wears a collar and current registration tag
- Your dog must be vaccinated
- Owners must clean up after their dogs
- No smoking
- Have your dog on a leash when not in the park

#### Financial Implications

An estimate of works has been prepared to establish a permanent fenced 4,000m<sup>2</sup> off leash dog park including signage, 1.8m black powder coated pvc chain mesh fencing with top rail, double gated entry, provision of ten space carpark, drinking fountain, bins and some seating. One third of the internal area of the park will be fenced to allow a separate area for small dogs. The estimated cost of works to fully establish the site as a fenced off leash dog park is \$62,000.

| Cost estimates    | Fenced Dog Park<br>4,000m <sup>2</sup> |
|-------------------|--|
| Fence             | \$23,000                               |
| Signs             | \$3,000                                |
| Bin               | \$2,000                                |
| Carparking        | \$14,000                               |
| Obstacles         | \$11,000                               |
| Seating           | \$3,000                                |
| Drinking fountain | \$6,000                                |
| <b>Total</b>      | <b>\$62,000</b>                        |

Total approved budget for this project is \$62,000.

|            | 2014./2015<br>Approved<br>Budget for this<br>proposal*\$ | This<br>Proposal<br>\$ | Variance to<br>Approved<br>Budget<br>\$ | Comments  |
|------------|--|------------------------|---|---|
| Revenue    |  |                        |   |   |
| Expense    |  | 62,000                 | 62,000                                  | Permanent<br>Construction at Ducat's<br>Reserve |
| Net Result |  | 62,000                 | 62,000                                  |   |

\* Amount shown in this column may equal one line item in budget or maybe a component of one budget line item.

#### Legal/Statutory Implications

Council's Local Law #1 Community Living Section 6.2(d) requires that a person who owns or is in charge of a dog on any highway or Council land must keep the dog under control by a leash, chain or cord connecting that person to the dog unless the highway or Council land has been designated by Council resolutions and signage to be excluded from this requirement.

## 9. BUSINESS DIRECTORATE

### **9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)**

Section 26 (2) of the Domestic Animals Act 1994 states that Council may by resolution make an order under this section which may do all or any of the following:

- b) impose all or any of the following conditions on the presence of dogs or cats in any public place of the municipal district of Council;
- (i) conditions as to the means of restraints of dogs or cats;
  - (ii) conditions as to the times at which the presence of dogs or cats is or is not permitted;
  - (iii) any other conditions that are specified in that order.

Section (26) (3) of the Domestic Animals Act 1994 also states that “an Order made by Council under this section must be published in the Government Gazette and in a newspaper circulating in the Municipal District of the Council making the order”

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

This proposal will not be detrimental to the environment and should bring an awareness of the importance of community protection for future users of our parkland and native reserves.

A code of conduct will promote responsible pet ownership and behaviour which should minimise environment impacts to reserves and open space. A concentration of use of the priority areas will mean that there should be less damage due to vandalism because of the vigilant users protection of the area.

#### **Economic Impacts**

There are no economic impacts identified regarding this proposal.

#### **Social Implications**

It has been the experience of other councils that off leash dog parks provide:

- a reduction in barking complaints as dogs get the exercise needed
- opportunity to direct uncontrolled walking of dogs to off leash park
- social connection between animal owners

#### **Consultation**

Community consultation has previously been undertaken to confirm support for the establishment of off leash areas for dogs. Dog owners have also highlighted specific needs and requirements for off leash areas.

Council’s Disability Advisory and Positive Ageing Committees have also expressed their support for a fenced and accessible dog park.

Of the identified suitable sites survey forms were distributed to neighbouring residents and property owners of Sherbourne Reserve and Ducat Reserve to clarify if the trial of an off leash dog park would conflict with existing use. A public notice was also issued in the Shepparton News. A site meeting was held in each location to clarify how a potential trial would be conducted and to discuss any concerns residents may have.

With the Council resolution to conduct the trial at Ducat’s Reserve, Paterson Road the nearby residents were sent letters advising the trial was to be conducted at this location.

## 9. BUSINESS DIRECTORATE

### **9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)**

The specific feedback from residents close to this trial location is detailed below:

#### Ducat Reserve, Paterson Road

Eight residents attended a site meeting to discuss the potential trial site. The conduct of a trial was supported. Concerns raised at the site meeting included but were not limited to suitability of the grass for dogs. Residents that attended the site meeting at Ducat Reserve supported the trial utilising temporary fencing for the off leash dog park.

13 survey responses were returned for Ducat's Reserve. Three opposed the off leash dog park trial. The main concern, of both supportive and opposing responses, was fencing for the park. Fencing was requested because of busy roads and lack of front fences on Nolan Court properties. Requests for both the children's playground and the dog park to be fenced were also noted. Three responses were also concerned about potential dog attacks. Investigation is also required to minimise the spikey arrows, prickles or burrs in the grassed area.

A number of the concerns raised have been addressed during the trial by providing the fencing as requested and commencing the appropriate irrigation and treatment of the grass at this location. We have had no instances of dog attack at the trial site.

During the trial period at Ducat Reserve an online survey was conducted for two weeks to allow users and residents to provide their feedback. A total of 58 survey responses were received. Of these responses 93% of respondents considered the trial successful. 67% of respondents were utilising the park one to three times a week and the highest level of usage of the park is conducted in the afternoon. Most would recommend the dog park to family and friends and a large percentage have made new friends at the park.

Users also provided specific suggestions to further enhance an off leash environment, some of which will be considered in construction of the permanent site.

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use   |
|-------------------------------|-------------------------------------|---|
| Inform                        | Keep Informed                       | Media Release, website and public notice  |
| Consult                       | Inform, Listen, Acknowledge         | Survey of nearby residents and online survey for feedback during the trial<br>Site meetings |

Internal consultation has also been undertaken with key Council Departments in the preparation of this report.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

The Greater Shepparton 2030 Strategy lists one of its directions as: *Enhance social connectedness, physical and mental health and wellbeing, education and participatory opportunities in order to improve liveability with a greater range of public open spaces, and recreation and community services.*

## 9. BUSINESS DIRECTORATE

### **9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)**

Implementation of this project would be consistent with the Greater Shepparton 2030 Strategy. One of the main outcomes of this project is to encourage dog owners to exercise, improving the health of both humans and dogs within the Municipality. Another is to provide new networks and physical activity opportunities for communities promoting social interaction and health and social benefits.

#### **b) Other Strategic Links**

Domestic Animal Management Plan 2013-2017- Nuisance Animals –Objective-to encourage people to manage their pets in a way that minimises nuisance to others.

A key activity was to trial an off leash dog park which has now been completed.

#### **Options for Consideration**

Option 1 – Commence the construction of a permanent fenced off leash dog park at Ducat Reserve, Paterson Road utilising the approved capital budget for 2014/2015. Recommended.

Given the positive feedback received and the limited number of complaints associated with the trial off leash dog park at Ducat Reserve Paterson Road Shepparton, this would be the desired location for installation of the permanent off leash dog park.

Option 2 – Not approve the construction of a permanent fenced off leash dog park. Not recommended.

Community consultation has identified a need for an off leash area for dogs. Council's Local Law #1. Community Living does not allow dogs to be off leash in public areas. The feedback from the trial suggests that the trial has been well utilised and positively received. To not approve the permanent location.

Option 3 – Commence a new trial at a new location. Not recommended.

A significant number of options have previously been researched, investigated and presented to Council for consideration based on the original community consultation. To commence a new trial will require ending the current trial and testing patronage at a new location.

#### **Conclusion**

A thorough and extensive consultation has been undertaken with users and residents and permanent construction of a site would satisfy a community need for an off leash area. Users and residents alike have been able to harmoniously share the space and the site has generated very little complaint.

It is recommended that the permanent site be constructed at Ducat Reserve as irrigation works and treatment of the grass at this location has already commenced during the trial and the community are familiar with the trial location.

There is potential to consider other off leash trial sites in the 2016/2017 financial year and to gather further data about the community benefit derived from an off leash environment to further enhance the health and wellbeing of the dogs and their owners in our municipality.



## **9. BUSINESS DIRECTORATE**

### **9.3 Off Leash Dog Park - Trial Results and Permanent Site (continued)**

It is recommended that Council resolve to commence permanent construction to utilise the capital budget set aside for 2014/2015 for a permanent off leash site.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions**

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

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

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

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

**Author: Team Leader Strategic Planning**

**Proof reader(s): Manager Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

This report is in relation to the application of new planning controls for the Unilever Australasia Pty Ltd site in Tatura. It is proposed to apply these new planning controls through Amendment C170 to the Greater Shepparton Planning Scheme.

In July 2011, Council adopted the *Strategic Review of Tatura Industrial Land* which involves three of Tatura's major industrial sites (TMI, Tatura Abattoirs and Unilever Australasia).

Council officers have already implemented the key recommendations relating to Tatura Milk Industries Pty Ltd (TMI) and are now seeking to implement the strategic review's recommendations for Unilever Australasia Pty Ltd (Unilever).

This will be achieved through an amendment to the Greater Shepparton Planning Scheme (Amendment C170). This amendment is similar in nature to the TMI approach, and seeks to apply a specific Special Use Zone and associated schedule to the Unilever land. The intention is to provide clarity and certainty for the company regarding their future development plans, but also to retain a level of residential amenity so that nearby residents are not unduly affected by any expansion to the existing facility.

#### **Submissions**

Council officers briefed Council on 7 October 2014 on the purposes and rationale behind the amendment. Soon afterwards, the amendment exhibition stage was commenced (16 October to 17 November 2014), and a total of nine submissions were received.

Eight submissions, which were either supportive or did not object to the amendment, were received from:

- GV Water
- Goulburn Broken Catchment Management Authority
- VicRoads
- EPA Victoria
- GM Water
- Department of Environment and Primary Industries (DEPI)
- Trevaskis Engineering P/L
- Department of Economic Development, Jobs, Transport and Resources

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

A single submission to the proposal was received from a landowner to the north of the subject site who cited concerns in relation to the removal of native vegetation, noise emanating from the site, the location of the proposed 'new process / warehouse building', light spill, traffic impact and staging of works. Council officers held a number of meetings with the submitter in an attempt to resolve these issues. However, this was not possible and the submission remains unresolved. This means that an independent planning panel will be required to be appointed.

Officers' position in relation to these submissions is outlined in the section entitled 'Submissions: Council Officers' Assessment'.

#### **RECOMMENDATION**

That the Council:

1. adopt the position in relation to the proposed amendment as outlined in this report in relation to Amendment C170
2. confirm that Council officers are to advocate the adopted Council position at the independent planning panel
3. confirm that should circumstances arise during the course of the independent planning panel process where it is no longer appropriate to maintain the exact position outlined in the report, Council officers may exercise discretion to best achieve the general position adopted by Council

#### **Background**

##### Site and Facility Description

Unilever is located at 55 Park Street, Tatura, which is in the northwest part of the township. The subject site is situated amongst established industrial and residential land, with industrial uses normally taking the form of self-storage, sheet metal and related light manufacturing uses (see *Figure 1: Subject Site*).

The site has an overall area of approximately 10.14ha and is generally bounded by William Street to the north, a bicycle track and existing drainage easement to the east and southeast, the Echuca – Melbourne Railway Line to the south, and Park Street to the west. The land is currently within to the Industrial 1 Zone and a portion of the southeast of the site is affected by the Floodway and Land Subject to Inundation Overlays.

Unilever operate a food processing facility involving the production of pasta sauces, stir in sauces, ice tea products and dry goods such as the 'Continental Cup a Soup' range. The onsite processes include preparation and processing components, packaging and dispatch, engineering and related services as well as administration and amenity areas.

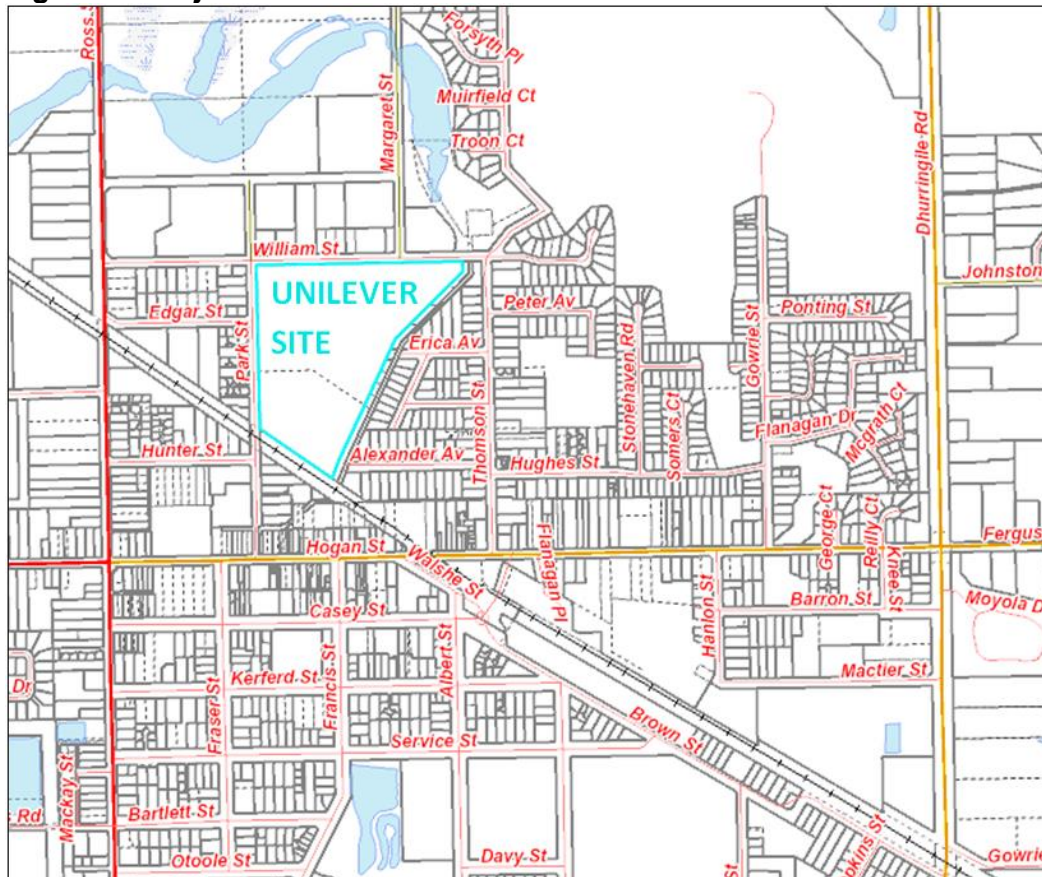
The Unilever factory in Tatura is competing with a number of similarly focused multinational companies and other Unilever factories throughout the world. It is imperative that the company remains as competitive as possible in order to continue its operations and remain as a viable enterprise.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

Council has an opportunity to assist an important local employer to consolidate its status in Tatura and to help accommodate its plans for possible future expansion. The preparation of the planning scheme amendment and associated master plan will help to achieve this outcome.

**Figure 1: Subject Site**



#### Planning Scheme Amendment

Council adopted the *Strategic Review of Tatura Industrial Land* in July 2011. In summary, the review focused on three major industrial sites in Tatura and undertook a strategic review of the planning provisions that apply to these sites, being:

- Tatura Milk Industries Pty Ltd;
- Unilever Australasia Pty Ltd; and
- Tatura Abattoirs Pty Ltd.

The review included:

- Considering all relevant strategic planning reviews;
- Analysing the relevance of the existing Municipal Strategic Statement (MSS) and local policies;
- Providing a commentary on the adequacy of existing zones, overlays and schedules (as appropriate) of the three sites;
- Analysing the options for alternative zones, overlays and schedules;
- Providing a recommended suite of modified (draft) planning controls for the three sites.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)**

Council integrated the key recommendations from the review into the Greater Shepparton Planning Scheme in relation to the TMI site through Amendment C151, which was approved by the Minister for Planning and gazetted in December 2012.

Council officers are now seeking to implement the key recommendations of this review into the planning scheme in relation to Unilever. Similarly to TMI, the strategic review supports the continued growth and development of Unilever and makes a number of recommendations in this regard.

Council officers are seeking to undertake a planning scheme amendment to rezone the Unilever land from the Industrial 1 Zone to the Special Use Zone (see *Attachment 1 – Draft Amendment Documentation*).

The Special Use Zone will assist in safeguarding the Unilever manufacturing facility by providing a streamlined planning approval process and safeguard against inappropriate development that could impinge on surrounding residential properties. A Traffic Impact Assessment and Acoustic Study, as well as a site specific master plan, have recently been completed to support the amendment (see *Attachment 2 – Background Reports*).

#### Planning Policy

A number of policy documents have been considered in preparing the planning scheme amendment. The main documents in this regard include:

- *The Greater Shepparton Council Plan 2013-2017*
- *The Greater Shepparton Planning Scheme*
- *The Strategic Review of Tatura Industrial Land*

The amendment is consistent with the provisions of each of the policy documents listed above, and has been assessed against the Greater Shepparton Planning Scheme.

Clause 21.04 'Settlement' contains a Framework Plan for the Tatura Township (see *Figure 2: Extract from Tatura Framework Plan*). This Framework Plan highlights the three major industrial sites in Tatura and indicates that the zones and overlays applying to these sites and surrounding residential land require review. The proposed planning scheme amendment implements this clause through a review of the planning provisions applying to the Unilever site in Tatura.

The amendment will assist in protecting the existing industrial and employment base of Tatura and Greater Shepparton and is in accordance with the following objectives:

#### Clause 21.06-4 'Manufacturing and Freight'

- *To sustain a growing and diverse industrial base.*
- *To protect the existing industrial base in the urban areas of Shepparton, Mooroopna and Tatura.*

The amendment is also in line with Council's strategic work program:

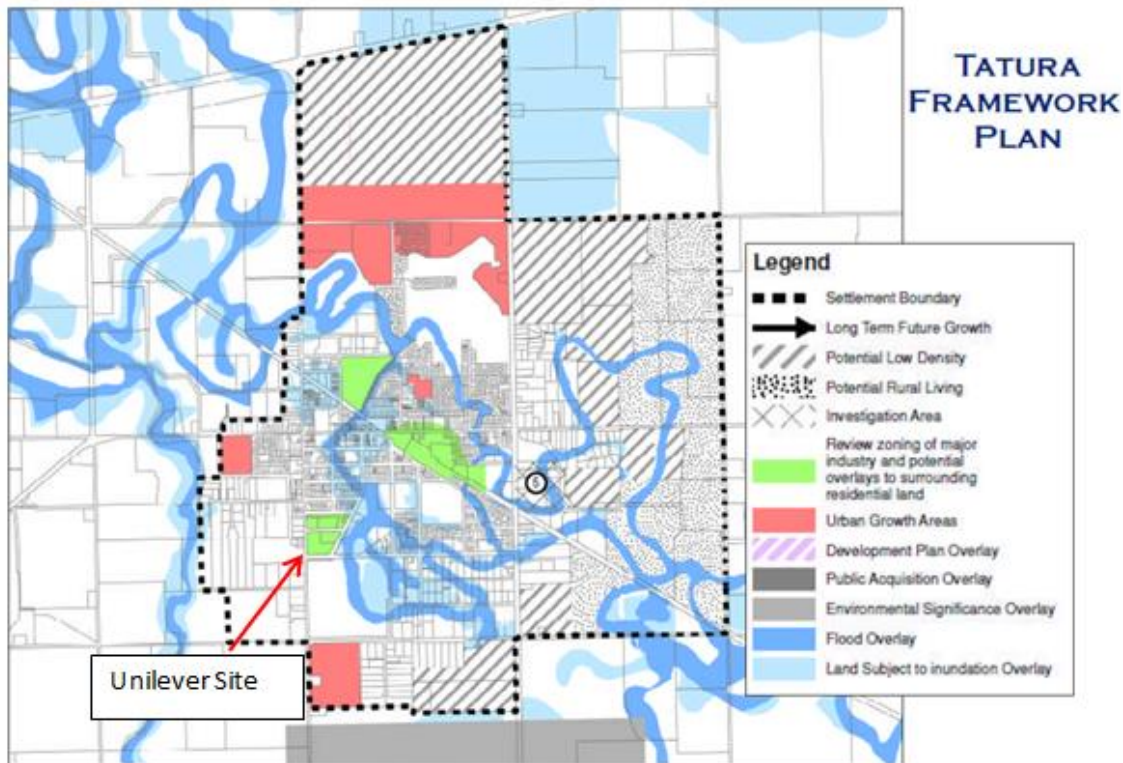
#### Clause 21.06-7 'Strategic Work Program'

- *Investigate the rezoning of the Unilever site in Tatura to a Special Use Zone subject to the satisfactory completion of a site master plan.*
- *Investigate application of noise attenuation controls surrounding industrial sites in Tatura.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

Figure 2: Extract from Tatura Framework Plan



#### Traffic

A Traffic Impact Assessment Report (TIAR) has been completed in support of the amendment. The report focuses on issues concerning traffic volumes, the surrounding road network, car parking, emergency vehicle access and potential future freight arrangements.

The TIAR found that there are no transport related concerns associated with the future capital development plan for Unilever. This conclusion is based on the likelihood that traffic flows and vehicle counts are likely to decrease as the efficiency of the existing operation is improved.

The TIAR includes the following conclusions:

- There will be a reduction in vehicle movements to and from the site in comparison with existing conditions.
- The expected increase in car parking demand can be accommodated by the existing car parking supply.
- The development plan satisfies all emergency access road requirements.
- The development plan does not preclude the use of the Echuca to Toolamba railway line for transporting product into the future.

It is noted that the TIAR considers that the impact on the surrounding road network will be acceptable because of an overall reduction in heavy vehicle movements to and from the site. This is due to a more efficient loading, unloading and warehousing arrangement.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)**

#### Vegetation and Landscaping

There is an established mass of trees, shrubs, plants and bushes along the northern edge of the subject site. This native vegetation has an environmental, ecological and aesthetical value and as such would normally be sought to be retained. It is noted however that the removal of this vegetation is likely to be necessary to facilitate the consolidation and continued expansion of the existing plant.

While the native vegetation is extensive, it is understood that it is not remnant and was planted as part of the original Rosella food manufacturing site during the 1950's. The potential loss of this vegetation will be compensated by the planting of perimeter landscaping strips along the north, east and west boundaries. Unilever have anticipated that this will be planted as soon as possible and before the removal of the existing vegetation occurs.

A landscaping plan will be required by Council. The plan will need to that describe the vegetation species to be planted, number of trees, planting formations, earth mounding, surface treatments and the method of preparing, draining, watering and maintaining the landscaped areas.

#### Amenity Issues

The future expansion of the Unilever manufacturing facility will result in an increase in activity on the site and therefore within the broader neighbourhood. The main considerations in terms of potential amenity impacts are in relation to noise, traffic and visual impact issues. The issue of traffic is discussed in the TIAR section above.

The issue of noise and appropriate mitigating and ameliorative factors has been considered by the Environmental Noise Assessment report, completed by AECOM on 17 March 2014.

The noise assessment report recommends the provision of acoustic treatments to the north, east and west boundaries of the site. These are necessary to control the noise impacts on surrounding residential properties and to ensure that noise levels comply with current noise regulations (*Noise from Industry in Regional Victoria* (NIRV)). The main source of noise emissions will be truck movements within the site, with the plant and factory being a relatively minimal contributor to noise emissions to the surrounding area.

In this regard, the report recommends the installation of:

- A five to seven metre high noise wall to a portion of the eastern boundary of the site, and
- A five metre high noise wall to the north-western corner of the site.

The proposed planning scheme amendment has the potential to result in lower noise limits applying to the Unilever site. The land is currently within the Industrial 1 Zone (IN1Z). It is proposed to rezone the land to the Special Use Zone (SUZ). The noise limits required by the SUZ are the same as those required by the Industrial 3 Zone, which are lower than those required by the IN1Z.

In order to retain the noise limits of the IN1Z under the proposed SUZ, the proposed Schedule to the SUZ includes a requirement for the site to meet the noise limits of the IN1Z.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)**

The result of this is that the status quo will remain and the the noise limits currently applying to the land will not be altered as a result of this proposed p lanning scheme amendment.

The issue of visual impact caused by building mass and bulk will be reduced through increased landscaping measures, increased building setbacks and decreased building heights. A major consideration has been the subject site's more sensitive interfaces where the land directly abuts residential areas to the east and west. In these cases, the *Greater Shepparton Planning Scheme Unilever Tatura Master Plan 2014* has included specific 'precincts and maximum future building heights' (see *Attachment 3 – Unilever Master Plan*) to improve visual amenity in these areas.

#### Special Use Zone

The Unilever site is currently within the IN1Z. The provisions of the IN1Z require multiple planning permit applications for development of the Unilever site.

The purpose of the SUZ is to “*recognise or provide for the use and development of land for specific purposes*”. The SUZ is an appropriate zone as a site specific master plan has been prepared to facilitate the future use and development of the land. This master plan will be incorporated into the planning scheme and will provide certainty for the future expansion of the site for manufacturing.

Once rezoned, any future use or development of the land that is generally in accordance with the approved master plan will not require a planning permit and will not be subject to the notice and review requirements of the IN1Z. This eliminates delays in the planning process and allows Unilever to quickly respond to development opportunities.

In the SUZ, any future use or development of the land that is not generally in accordance with the approved master plan will require a planning scheme amendment or planning permit.

#### Submissions: Council Officers' Assessment

The proposed amendment was exhibited in accordance with the *Planning and Environment Act 1987*. Adjoining landowners and prescribed referral authorities were notified of the proposed amendment by letter, thus providing an opportunity to make a submission.

It should be noted that the prescribed referral authorities were also engaged during the initial consultation stages of the project. This exercise took place to incorporate any views or requirements at an early stage. While no significant issues were raised during these discussions, valuable feedback was received, which subsequently informed the amendment and associated master plan.

This process also helps to ensure that when the formal exhibition phase is started that negative submissions or objections can be minimised or resolved before the formal amendment process is underway.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

#### Submissions that did not object or request changes

Eight submissions were received which were either supportive or did not object to the amendment. These submissions were from:

- GV Water
- Goulburn Broken Catchment Management Authority
- VicRoads
- EPA Victoria
- GM Water
- Department of Environment and Primary Industries (DEPI)
- Trevaskis Engineering P/L
- Department of Economic Development, Jobs, Transport and Resources

For the most part, submissions were from standard referral authorities and did not raise any particular issues.

DEPI did however comment on the removal of vegetation from the subject site and noted the following:

*“From the information supplied it appears that the vegetation on the site is planted. This is evident from the past aerial photos and the way the vegetation is planted in rows. There would be no threatened species implications from the removal of this vegetation.*

*The Department of Environment & Primary Industries have no concerns with the changes to the planning scheme that will allow for the removal of this planted vegetation for the expansion of this site.”*

Trevaskis Engineering P/L lodged a supportive submission and noted a number of advantages that would emanate from the planning scheme amendment and proposal in general.

The submission made reference to the Council approved ‘Greater Shepparton Planning Scheme Strategic Review of Tatura Industrial Land, June 2011’, and noted the following:

*“The application of the Special Use Zone will ensure that industry in Tatura has the opportunity to continue grow, creating employment and opportunities for suppliers without destroying the amenity of the area. As an engineering company in this area, we welcome the economic and social benefits that any future expansion would bring to Tatura and surrounding area.”*

#### Objection (Negative Submission)

One submission was received from a neighbouring landowner who raised an objection and concerns with the amendment. These issues are in relation to the removal of native vegetation, noise emissions, the location of the proposed ‘new process / warehouse building’, light spill, traffic impact and staging of works.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)**

Council officers have held a number of meetings with the submitter in an attempt to resolve these issues. A meeting was also undertaken with Unilever and a representative from DTPLI to revise the amendment documentation and address some of the objector's concerns. It has not been possible however to come to a resolution, and therefore the objection still stands. This means that an independent planning panel will be required to be appointed to assess the amendment and submissions received.

One of the main issues raised was in relation to the removal of established vegetation along the northern edge of the subject site (Williams Street). The removal of this vegetation, while undesirable, is required to accommodate a new 'process / warehouse building' and to maximise the amount of onsite development space (see attached master plan).

Discussions have also been held with the Country Fire Authority (CFA) and Council's Municipal Building Surveyor who have stated there are complications if the proposed building is setback off the site boundary. These concerns are from an emergency access and fire fighting perspective. A consequence of moving the building back from the street could have an impact on the necessary construction materials for the new building and a requirement for fire protection systems such as sprinkler systems. This would be at substantial expense to Unilever and not necessary if the proposed new structure is located on the northern site boundary.

The other potential option would require an internal access road to be created onsite in order to facilitate adequate access for emergency vehicles. This would be necessary for fire fighting purposes if the fire protection systems are not a feasible option. Council officers do not support either outcome on the basis it would place onerous, burdensome and impracticable constraints on Unilever.

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

The proposed amendment is supported by the *Council Plan 2013-2017* as follows:  
Strategic Goal No. 3 Economic Prosperity (Economic)

3.1 *Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry*

#### Strategic Goal No. 4 Quality Infrastructure (Built)

4.3 *Encourage sustainable municipal growth and development*

#### **Risk Management**

The main risk associated with this planning scheme amendment is not meeting the timelines required by Ministerial Direction No. 15 'The Planning Scheme Amendment Process'. This Ministerial Direction requires each stage of the planning scheme amendment process to be undertaken within set timeframes.

In accordance with Ministerial Direction No. 15, Council must request the appointment of an Independent Planning Panel, if required, within 40 business days of the closing date for submissions.

As a submission has been lodged and a resolution has not been possible, the appointment of an Independent Planning Panel is required.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

#### **Policy Considerations**

The proposed amendment does not conflict with any Council policies.

#### **Financial Implications**

Council is required to meet the costs incurred by an Independent Planning Panel. This includes expenses associated with legal advice and/or representation. As these costs have been accounted for in the 2014/15 Planning Panels budget there are limited financial implications concerning this project.

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

All procedures associated with this planning scheme amendment comply with the legislative requirements of the *Planning and Environment Act 1987* (the Act). The amendment has been assessed in accordance with the Act and the Greater Shepparton Planning Scheme. The assessment is considered to accord with the *Victorian Charter of Human Rights and Responsibilities Act 2006* (the Charter). No human rights have been negatively impacted upon throughout the process.

The Charter recognises that reasonable restrictions may be placed on the use and development of land, and that there may on occasion be reasonable and acceptable offsite impacts on others. Provided these issues are properly considered, it would be a rare and exceptional case where the exercise of a planning decision in accordance with the regulatory framework is not Charter compatible.

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

The main environmental issue considered is the presence of an established mass of trees and plants along the northern edge of the subject site. Normally the removal of this vegetation would be sought to be avoided. However, in this circumstance, it is necessary to be removed so as to facilitate the expansion of the existing Unilever plant and maximise the potential of the business to expand and remain competitive into the future.

A submission received from the Department of Environment and Primary Industries (DEPI) notes that:

*“From the information supplied it appears that the vegetation on the site is planted. This is evident from the past aerial photos and the way the vegetation is planted in rows. There would be no threatened species implications from the removal of this vegetation.*

*The Department of Environment & Primary Industries have no concerns with the changes to the planning scheme that will allow for the removal of this planted vegetation for the expansion of this site.”*

Furthermore, it is noted that a landscaping plan will be required by Council to mitigate against the loss of the vegetation. The plan will need to describe the vegetation species to be planted, number of trees, planting formations, earth mounding, surface treatments and the method of preparing, draining, watering and maintaining the landscaped areas.

On balance, it is considered that the amendment will have an acceptable environmental impact particularly given the projected offset planting that Unilever will be required to undertake.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

#### **Social Implications**

The future expansion of the Unilever manufacturing facility will result in an increase in activity on the site and within the wider area. Potential amenity impacts mainly relate to noise, traffic and visual impact issues. The issue of traffic is discussed in the traffic section, above.

The issue of noise and appropriate mitigating and ameliorative factors has been considered by the Environmental Noise Assessment Report (Acoustic Report), completed by AECOM in March 2014. The Acoustic Report recommends the provision of acoustic treatments to the north, east and west boundaries of the site. These will control the noise impacts on surrounding residential properties and ensure that noise levels comply with current noise regulations (*Noise from Industry in Regional Victoria (NIRV)*). The main source of noise emissions will be truck movements within the site, with the plant and factory being a relatively minimal contributor to noise emissions to the surrounding area. The report recommends the installation of a five to seven metre high noise wall to a portion of the eastern boundary of the site and a five metre high noise wall to the north-western corner of the site.

The issue of potential visual impact caused by building mass and bulk has been considered. In addition to landscaping measures, building setbacks and heights have also been given careful consideration. The more sensitive interfaces, where the land directly abuts residential areas to the east and west, will be regulated by maximum future building heights included within the master plan.

#### **Economic Impacts**

Council has an opportunity to assist an important local employer to consolidate its status in Tatura and to help accommodate its plans for possible future expansion. The preparation of the planning scheme amendment and associated master plan will help to achieve this outcome.

The amendment provides certainty for Unilever in making important business decisions into the future. It also gives confidence to landowners and the community however, particularly in terms of what can be expected in relation to onsite works, improvements and changes.

The proposed amendment is considered to have significant economic benefit to Council and the community.

#### **Consultation**

Amendment C170 was exhibited in accordance with the *Planning and Environment Act 1987*. This included the following:

- Notice in the Shepparton News;
- Notice in the Tatura Guardian;
- Notice in the Victorian Government Gazette;
- Letters to affected landowners and occupiers;
- Letters to referral authorities;
- Letters to prescribed Ministers;
- Documentation on display at the Council Offices at 90 Welsford Street, Shepparton;
- Documentation on display at the Tatura Library, 12-16 Casey Street, Tatura;
- Notice on the Greater Shepparton City Council Website; and
- Notice on the Department of Transport, Planning and Local Infrastructure website.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)

The exhibition period was open for one month and submissions closed on 17 November 2014.

The exhibition of this amendment and submissions received by Council are discussed in detail in the 'Background' section of this report.

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Direction 4: Economic Development

"Promote economic growth, business development and diversification, with a focus on strengthening the agricultural industry."

##### b) Other strategic links

Nil

#### **Options for Consideration**

That Council:

- adopt the position in relation to the proposed amendment as outlined in this report, and;
- confirm that Council officers are to advocate the adopted Council position at the independent planning panel, and
- confirm that should circumstances arise during the course of the independent planning panel process where it is no longer appropriate to maintain the exact position outlined in the report, Council officers may exercise discretion to best achieve the general position adopted by Council.

That Council do not:

- adopt the position in relation to the proposed amendment as outlined in this report, or
- confirm that Council officers are to advocate the adopted Council position at the independent planning panel, or
- confirm that should circumstances arise during the course of the independent planning panel process where it is no longer appropriate to maintain the exact position outlined in the report, Council officers may exercise discretion to best achieve the general position adopted by Council.

#### **Conclusion**

Officers would like to take the opportunity to inform Council that the exhibition stage for Amendment C170 (Unilever) to the Greater Shepparton Planning Scheme has taken place and that eight submissions has been received.

It is noted that one of these submissions is an objection and it has not been possible to resolve its concerns. Therefore the amendment and submissions will be required to be referred to an Independent Planning Panel.

It is recommended that Council endorses Officers' position at the Independent Planning Panel in accordance with this Report 'Recommendation'.

## **10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

### **10.1 Unilever Masterplan and Planning Scheme Amendment - Consideration of Submissions (continued)**

#### **Attachments**

1. C170 Amendment Documentation
2. C170 Background Reports
3. C170 Unilever Master Plan
4. C170 Submissions Recorder

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Renaming of Shepparton-Euroa Road.

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

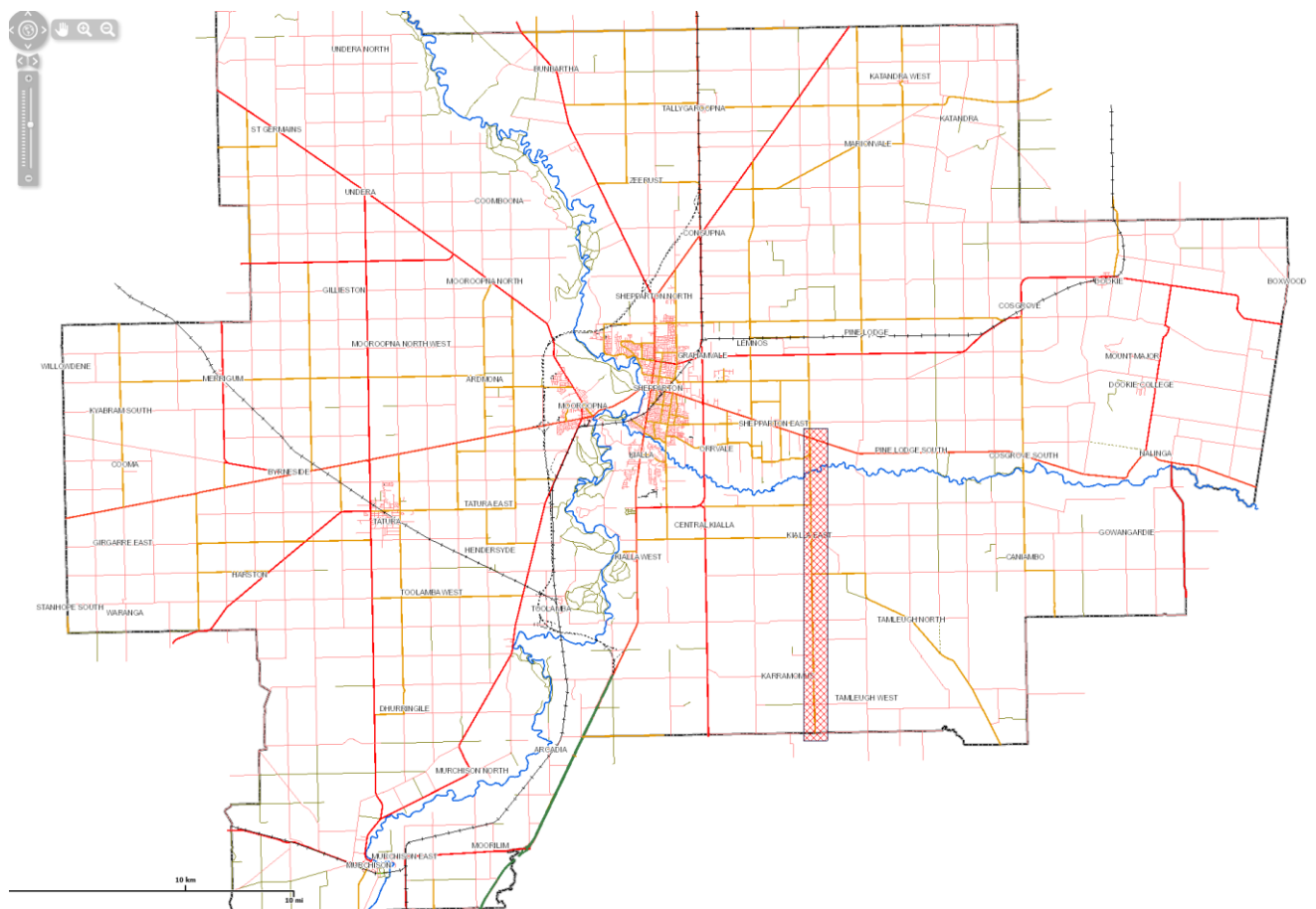
No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

**Council Officers involved in producing this report**  
**Author: Statutory Planning Support Officer**  
**Proof reader(s): Manager Planning Department**  
**Approved by: Director – Sustainable Development**

#### **Executive Summary**

The purpose of this report is to seek a resolution to progress the proposed re-naming of Shepparton-Euroa Road.

The Country Fire Authority (CFA) has requested that the Council make a change to the road name Shepparton-Euroa Road, Shepparton East to the Shepparton East – Euroa Road. This request has been made in the interest of public safety as the Shepparton-Euroa Road runs parallel within a 5km radius of the Euroa-Shepparton Road.



Locality Plan – Red Hatched is the Road to be renamed.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Renaming of Shepparton-Euroa Road. (continued)

The Guidelines for Geographic Names 2010 (“the Guidelines”), sets out a process for undertaking the road name change.

The proposal to rename to Shepparton East – Euroa Road was advertised by letter to all affected property owners and a public notice was also placed in the Shepparton News.

Sixteen (16) submissions were received opposing the proposed name. The majority of objections were requesting that the name revert back to its original name of Pine Lodge Road, however, this name does not meet the criteria of the Guidelines.

Given the above, Council Officers referred the naming issue to the Heritage Advisory Committee and it was suggested that this road be named Coach Road as it was part of the former Cobb & Co route.

This name suggestion was put to the Office of Geographic Names and it was given “in principle” approval on 20 November 2014.

#### **RECOMMENDATION**

That in accordance with the Guidelines for Geographic Names 2010, Council;

1. abandon the proposed name of Shepparton East – Euroa Road for Shepparton-Euroa Road; and
2. place the proposed name Coach Road on public notice.

#### **Background**

The CFA wrote to the Council on 18 March 2013 advising of the safety issues and requesting a proactive approach for renaming Shepparton – Euroa Road.

The Council also received a letter from Margaret Walker, Secretary of Miepoll Fire Brigade supporting the CFA request. The Council responded to this letter on 21 May 2013 suggesting the renaming was impractical and unlikely to change local behaviour when reporting incidents to relevant authorities.

The CFA then wrote back to the Council on 1 July 2013 with the following:

*In the CFA’s opinion the need to rename has come about over a number of emergencies where services have been dispatched to locations five or six kilometres away from the actual incident.*

*This has occurred due to Vicroads signage indicating the Central Kialla Road is the Shepparton Euroa Road. As both these roads have the same intersecting roads from River Rd in the north to the Arcadia Tamleugh Road in the south, there are a total of six intersecting roads covering an area of seventy eight square kilometres. This is an issue of the highest importance for any emergency service including volunteers responding to locations only to find they are actually kilometres away from the event they have been dispatched too.*



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Renaming of Shepparton-Euroa Road. (continued)

The Secretary of the Miepoll fire brigade raised this matter with the Greater Shepparton City Council, Shire of Strathbogie, previous State Member for Benalla Bill Sykes MP and the Country Fire Authority District office at Shepparton.

Based on discussions with the Office of Geographic Place Names and the Strathbogie Shire, Council officers supported the name change to Shepparton East – Euroa Road in line with the Guidelines for Geographic Names 2010 to replace the existing road name. The Office of Geographic Place Names had approved the proposed name in principle.

The proposed name Shepparton East – Euroa Road was subsequently advertised. Letters were sent to affected owner/occupiers on 8<sup>th</sup> October 2014 and a public notice was placed in the Shepparton News on Friday 11 October 2103.

Council received 16 submissions in total in relation to the proposed renaming. After assessment by Council Officers it was evident that the suggested road name was not supported by the affected residents.

The majority of objections requested that the name revert back to its original name of Pine Lodge Road, however, this name does not meet the criteria of the guidelines for the following reasons:

- Duplication within municipality
- Similar sounding and spelling
- Confusing - Euroa Shepparton Road within a 5km radius of road as outlined by the CFA in the first instance.

As there were various submissions received it was suggested that the proposed renaming be raised with the Heritage Advisory Committee (HAC) for their input. The need for a new suggested name was tabled at its meeting on 5 May 2014. It was suggested that some names from the Anzac Commemorative Naming Project could be used but this would have been quite a lengthy process as names still had to be researched and approved.

A representative on the Heritage Advisory Committee then suggested the name of Coach Road as an alternative. This name was assessed as meeting the criteria and was given “in principle” approval by the Office of Geographic Names.

Council officers have since contacted all initial submitters and explained that Coach Road had been put forward as all alternative and most were receptive to the new name.

It is now proposed to consult with the wider community again with the replacement name of Coach Road. This includes letters to all affected owners and occupiers and placement of a public notice in the Shepparton News.

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

Community / Public Safety

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Renaming of Shepparton-Euroa Road. (continued)

#### Risk Management

| Risks        | Likelihood | Consequence | Rating | Mitigation Action                                  |
|--------------|------------|-------------|--------|--|
| Not renaming | C          | 4           | Low    | Renaming to avoid confusion for emergency services |

#### Policy Considerations

Assessment under guidelines

#### Financial Implications

The financial implication to Council for this road name change will be for street signage only.

#### Legal/Statutory Implications

There are no legal/statutory implications associated with street naming

#### Environmental/Sustainability Impacts

There are no environmental and sustainability impacts.

#### Social Implications

It is acknowledged that choosing a family name on a significant road could be contentious. Therefore the HAC was consulted to suggest an alternative name.

#### Economic Impacts

Costs to residents, change to contact details with service and utility providers etc.

#### Consultation

Contact has been made with all original submitters and further letters have been sent to all affected property owners/occupiers and a public notice was placed in the Shepparton News.

| Level of public participation | Promises to the public/stakeholders | Examples of techniques to use |
|-------------------------------|-------------------------------------|-------------------------------|
| Consult                       | Keep informed                       | Letters and Public Notice     |

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

#### Strategic Links

a) Greater Shepparton 2030 Strategy

Public Safety

b) Other strategic links

There are no other Strategic Links

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.2 Renaming of Shepparton-Euroa Road. (continued)

#### **Options for Consideration**

1. That the previously proposed name of Shepparton East – Euroa Road be abandoned and the Council resolve to place Coach Road on public notice for use as the new name.
2. Not change the name, but by not changing the name it will continue to place members of our community at extreme risk when faced with an event requiring an emergency service.

#### **Conclusion**

The change of road name will impact on a number of residents on the Shepparton-Euroa Road however, the renaming of this road is imperative to safety of the local residents and the wider community. Therefore, the community benefits outweigh any inconvenience created.

#### **Attachments**

Shepparton Euroa Road Renaming - Locality Plan - Attachment for Exec Briefing

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura**

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

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

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

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

**Author: Statutory Planner**

**Proof reader(s): Team Leader Statutory Planning,  
Manager- Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The purpose of this report is for Council to consider applications for a development plan and a planning permit for a staged 28 lot subdivision at Skilton Avenue, Tatura.

The site has been identified for residential development through the use of a development plan overlay and inclusion in a residential zone. The land is also identified as an area of urban growth in the Council's Housing Strategy.

Planning permission is required to subdivide land in General Residential Zone (GRZ) and Land Subject to Inundation Overlay (LSIO).

The applications were advertised both formally and informally three times, due to amendments made by the applicant to the layout of the proposed subdivision.

A total of 20 submissions were made to the various revisions of the plan, with none of these having been withdrawn. The key concerns raised by submitters were the location of the roads, drainage and construction phase issues from dust and the height of fill to be placed on the land.

Concerns raised by resident's with properties fronting Hughes Street regarding the noise generated from the road will be addressed through conditions requiring appropriate acoustic measures for the fencing on either side of the road.

Concerns of the other submitters, relating to drainage, utility services, building heights and noise from the proposed road abutting property boundaries can also be addressed through conditions on the planning permit.

The proposal for consideration includes a through road to Hughes Street addressing a number of the objectors/submitters concerns and creates an improved option for emergency services satisfying the Catchment Management Authority. The through road provides for better connectivity of road networks and promotes walking.

As mentioned above the land has been designated as suitable for development for residential purposes. Assessment against the relevant sections of the planning scheme show the proposal will meet the required residential subdivision design objectives. Based on this assessment the proposal will provide for an acceptable planning outcome.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

For a more detailed assessment against the relevant planning provisions see attachment 1.

#### RECOMMENDATION

That in relation to Development Plan Application DP-2014-1 and Planning Permit Application 2014-20, on the basis of the information before the Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*:

1. The Council resolves to endorse Development Plan DP-2014-20;
2. The Council resolves to issue a notice of decision for planning permit application 2014-20 subjected to the conditions included below; and

#### 2.1 Layout Not Altered

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

#### 2.2 Amended Plans Required

Before the certification, amended plans 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 and a minimum of three copies (or as specified) must be provided. Such plan must be generally in accordance with the plan submitted with the application but modified to show:

- a) Location of bin pads for allotments in small access places;
- b) Plans in accordance the Goulburn Broken Catchment Management Authority Requirements;
- c) A cut and fill plan which illustrates all proposed levels and locations where levels exceed 200 millimetres abutting neighbouring properties.
- d) A fencing plan which demonstrates that sites abutting the boundary of the land with existing development will provide fencing to a height of not less than 1.8 metres when measured from the higher allotment.
- e) A 2 metre high acoustic fence to be provided along eastern boundary of 1/17 – 4/17 Hughes Street and the western boundary of 21 and 2/12 Hughes Street.

Prior to the issue of Statement of Compliance all works for that Stage shown on the endorsed amended plans forming part of this permit must be completed to the satisfaction of the Responsible Authority.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

#### 2.3 Drainage Discharge Plan

Before the development starts, a drainage plan with computations prepared by a suitably qualified person 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 and a minimum of three copies (or as specified) must be provided. The plans must be in accordance with council's Infrastructure Design Manual and include:

- a) how the land will be drained;
- b) underground pipe drains conveying stormwater to the legal point of discharge;
- c) measures to enhance stormwater discharge quality from the site and protect downstream waterways;
- d) a maximum discharge rate from the site of (30) l/sec/ha. (or as specified);
- e) documentation demonstrating approval from the relevant authority for the legal point of discharge; and
- f) 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.
- g) Documentation demonstrating how drainage will be designed so neighbouring properties are not adversely affected by the development, including water flow to and from neighbouring properties.

Before the use begins and/or the building(s) is/are occupied or a statement of compliance is issued all drainage works required by the drainage plan must be completed to the satisfaction of the responsible authority.

Before Development starts on the retention basin shown on the endorsed plans, a maintenance and management plan must be prepared by a suitably qualified person to the satisfaction of the responsible authority. When approved, the plan will be endorsed and form part of the permit. The plan must include:

- a) Details on the ongoing maintenance of the water sensitive urban design features of the basin and the wetland/sedimentation basin if proposed;
- b) Maintenance of the landscaping forming part of the water sensitive urban design features

#### 2.4 Soil Assessment

Before the commencement of any works, a soil assessment must be undertaken by a suitably qualified person to determine the extent of any contaminated soils that may exist on the subject land or determine that the

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

land is suitable for residential development.

If contaminants are detected, a more detailed assessment outlining the location of contaminated soil, the type of contaminants detected and the strategies required to be undertaken to decontaminate the affected areas must be prepared and submitted to the responsible authority and works carried out to decontaminate the land to the satisfaction of the responsible authority.

#### 2.5 Detailed Construction Plan

Before any road, drainage or landscaping works associated with the development or subdivision start, detailed construction plans 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 include:

- a) fully sealed pavement with kerb and channel
- b) concrete footpaths
- c) water sensitive urban design features
- d) underground drains
- e) site grading from the rear to the frontage of each lot of at least 1:200
- f) services and street lights
- g) traffic management measures
- h) turning movements for a rubbish truck within the court bowls.

Before the issue of statement of compliance for each stage, all works as shown on the endorsed detailed construction plan must be completed to the satisfaction of the responsible authority.

#### 2.6 Landscape Plan

Before the certification is issued, a landscape plan 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 be drawn to scale with dimensions and three copies must be provided. The landscaping plan must show:

- a) Street trees.
- b) The landscaping of the retention basin
- c) a schedule of all proposed trees, shrubs and ground cover, including the location, number and size at maturity of all plants, the botanical names and the location of areas to be covered by grass, lawn or other surface materials as specified;
- d) the method of preparing, draining, watering and maintaining the landscaped area;
- e) details of surface finishes of pathways and driveways;
- f) landscaping and planting within all open areas of the site
- g) the sewer and water supply connection points;
- h) all landscaped areas to be used for stormwater retardation;

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

- i) landscaping of the road reserve either side of the extension of the Skilton Avenue extension to Hughes Street

All species selected must be to the satisfaction of the responsible authority.

The landscape plan must also indicate that an in-ground irrigation system is to be provided to all landscaped areas.

All trees planted as part of the landscape works must be a minimum height of 1.5 metres at the time of planting.

Before the Statement of Compliance is issued for stage 1 or by such a later date as is approved by the responsible authority in writing, landscaping works shown on the endorsed plan must be carried out and completed to the satisfaction of the responsible authority.

#### 2.7 Construction of Works

Before the Statement of Compliance for each stage is issued under the *Subdivision Act 1988*, the owner must construct and complete road works, drainage and other civil works, in accordance with endorsed plans and specifications approved by the Responsible Authority and in accordance with the Infrastructure Design Manual. Road works, drainage and other civil works to be constructed must include:

- a) fully sealed pavement with SM2 modified kerb and channel;
- b) footpaths;
- c) underground drainage;
- d) street trees;
- e) underground conduits for water, gas, electricity and telephone;
- f) intersection and traffic control/mitigation measures;
- g) street lighting and signage;
- h) high stability permanent survey marks;

to the satisfaction of the responsible authority.

#### Supervision Fees

Before the issue of statement of compliance for each stage, the owner must make a payment comprising 2.5% of the value of the works, must be paid to the responsible authority, being the costs of the responsible authority in supervising the works on the land.

#### Plan Checking Fee

Before the issue of statement of compliance for each stage, the owner must make a payment comprising 0.75% of the value of the documented works must be paid to the responsible authority, for the checking of the engineering design of the works.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

#### 2.8 Boundary fencing

Before statement of compliance is issued for each stage, the fencing of boundaries must be undertaken in accordance with the endorsed fencing plan. The cost of such fencing shall be borne by the developer unless otherwise agreed by the parties to the satisfaction of the responsible authority.

#### 2.9 Subdivision Development

##### Form 13

Before a Statement of Compliance is issued for each stage under the *Subdivision Act 1988* by the Responsible Authority the owner must provide a completed Form 13.

##### Other Matters

Before a Statement of Compliance is issued under the *Subdivision Act 1988* the owner must provide to the satisfaction of the Responsible Authority

- a) an assets statement for each street
- b) street name plates
- c) a valuation for land within each road reserve
- d) full set of 'as constructed' digitised construction plans in PDF format and CAD format for landscaping, roads and drainage (CD or other format as appropriate)
- e) An electronic copy on CD a survey enhances 'as constructed' GIS data for the drainage information component of the subdivision, in accordance with the current version of D-SPEC
- f) fire plugs in accordance with the Country Fire Authority requirements (generally at a maximum spacing of 120 m), at the subdivider's expense
- g) a certified plan showing the extend and depth of fill in excess of 300mm placed on any of the allotments
- h) issue of a preliminary acceptance certificate by the Council's Development Engineers for the acceptance of street construction, site grading, landscaping
- i) a bond to the value of 5% of the cost of works shall be submitted to the Council for the maintenance of the street and drainage and landscaping construction for the duration of the maintenance period

All to the satisfaction of the responsible authority.

#### 2.10 Prior to Commencement of Construction

Before the commencement of any road/drainage works associated with the subdivision, the following items must be satisfied;

- a) certification of the Plan of Subdivision;
- b) approval of the construction plans; and
- c) an on-site meeting be undertaken with officers of the responsible authority, the contractor and the owner and / or owner's consultant to discuss, amongst other things, roadside management, construction techniques, vegetation clearing controls and vegetated areas to be

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

barricaded off prior to and during construction must have taken place.

#### 2.11 General Provision of Services

Before the issue of Statement of Compliance for each stage, reticulated water, sewerage and electricity must be available to the satisfaction of the responsible authority.

Before the issue of Statement of Compliance for each stage, all reticulated services including telecommunications infrastructure shall be undergrounded. Where possible all services are to be provided within common trenches.

#### 2.12 Covenants

No covenant or similar control is to be included on the title to any lot created within the Subdivision, which prohibits any use permitted (either as-of-right or with a permit) by the Planning Scheme, or limits the size or number of dwellings that may be erected on each lot with the subdivision, without the prior written consent of the responsible authority.

#### 2.13 Section 173 Agreement

Before the issue of a Statement of Compliance for each stage, the owner must enter into an agreement with the responsible authority, pursuant to Section 173 of the *Planning and Environment Act 1987*. This agreement must be registered on the title to the land pursuant to Section 181 of the *Planning and Environment Act 1987*. The owner must pay the reasonable costs of the preparation, execution and registration of the section 173 agreement. The agreement must provide that:

- a) *Garbage shall only be collected from the main roads and will not be collected from the small access places***

The said agreement is to be prepared by Council. Council will undertake to have the agreement prepared upon written notification from the applicant. All costs associated with the preparation and registration of the agreement shall be borne by the applicant including Council's administration fee. All fees associated with the documentation must be fully paid prior to execution and registration of the document by Council.

#### 2.14 Payment in Lieu of Open Space

Before the statement of compliance is issued under the *Subdivision Act 1988*, the owner must pay to the responsible authority a sum of equivalent to 5 per cent of the site value of all land in the subdivision.

The owner must advise Council, in writing, to undertake the property valuation and must pay the Council's reasonable costs and expenses to provide such a valuation for payment in lieu of the public open space contribution.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

#### 2.15 Telecommunications Referral Condition

The owner of the land must enter into an agreement with:

- A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

#### 2.16 Powercor Requirements

- a) The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with section 8 of that Act.
- b) The applicant shall provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required).
- c) The applicant shall provide Powercor Australia Ltd, a copy of the version of the plan submitted for certification, which shows any amendments which have been required.
- d) Any buildings must comply with the clearances required by the Electricity Safety (Network Assets) Regulations.
- e) Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

#### 2.17 Goulburn Valley Region Water Corporation Requirements

- a) Payment of a new customer contribution for water supply to the development, such amount being determined by the corporation at the time of payment;

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

- b) Provision of a reticulated water supply and associated construction works to each allotment within the development, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation;
- c) Payment of a new customer contribution for sewage services to the development, such amount being determined by the Corporation at the time of payment;
- d) Provision of reticulated sewage and associated construction works to each allotment within the development, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation;
- e) Provision of easements in favour of Goulburn Valley Region Water Corporation over all existing and proposed sewer main located within private property;
- f) The operator under this permit shall be obliged to enter into an Agreement with Goulburn Valley Region Water Corporation relating to the design and construction of any sewerage or water works required. The form of such Agreement shall be to the satisfaction of Goulburn Valley Water. A copy of the format of the Agreement will be provided on request;
- g) The plan of subdivision lodged for certification is to be referred to the Goulburn Valley Region Water Corporation pursuant to Section 8(1) of the Subdivision Act, 1988.

#### 2.18 Goulburn Broken Catchment Management Authority Requirements

- a) The applicant demonstrates that the hydraulic connection remains from the west. In this regard this may be achieved setting aside a 20 metre wide open space at natural surface elevation, at the location of the retardation basin.
- b) Roadway crest elevations must be no lower than 111.95 metres AHD in order to limit the depth of flooding to 300 millimetres during a 100-year ARI type flood.
- c) The cut to fill ratio must be balanced to achieve no net loss in flood storage.

#### 2.19 Time for Starting and Completing a Subdivision

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

- a) the subdivision is not started (certification of the first stage) within **two (2)** years of the date of this permit;
- b) the subdivision is not completed (statement of compliance of the last stage) within **Seven (7)** years of the date of certification.

- 3. That Council provide authority to the Team Leader of Statutory Planning and Principal Statutory Planner to represent Council at a Victorian Civil and Administrative Tribunal mediation hearing and to settle the matter if officers decide it to be appropriate.

|  |
|--|
| <b>10. SUSTAINABLE DEVELOPMENT DIRECTORATE</b> |
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**10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)**

**Property Details**

|                          |  |
|--------------------------|--|
| Land/Address             | Skilton Avenue, Tatura   |
| Zones and Overlays       | General Residential Zone, part Development Plan Overlay (schedule 1) and part Land Subject to Inundation Overlay         |
| Why is a permit required | 32.08-2 – Subdivision in the General Residential Zone<br>44.04-2 – Subdivision in the Land Subject to Inundation Overlay |

The subject site comprises five titles and has an area of approximately 2.6 hectares.

The subject land is currently vacant and is provided with access from Skilton Avenue and Hughes Street, Tatura.

The land abuts residential zoned and used properties on all boundaries.

In most cases the site abuts existing colour-bond fences. The exception is in the south west corner in which post and wire fencing has been used.

A detailed description is provided within attachment 1.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)



#### Proposal in Detail

The application for a planning permit and Development Plan proposes a staged 28 lot subdivision in the General Residential Zone and Land Subject to Inundation Overlay.

This will include:

- The extension of Skilton Avenue through to Hughes Street;
- Footpaths on both sides of the newly created road network;
- A drainage retention basin in the north east corner of the land;

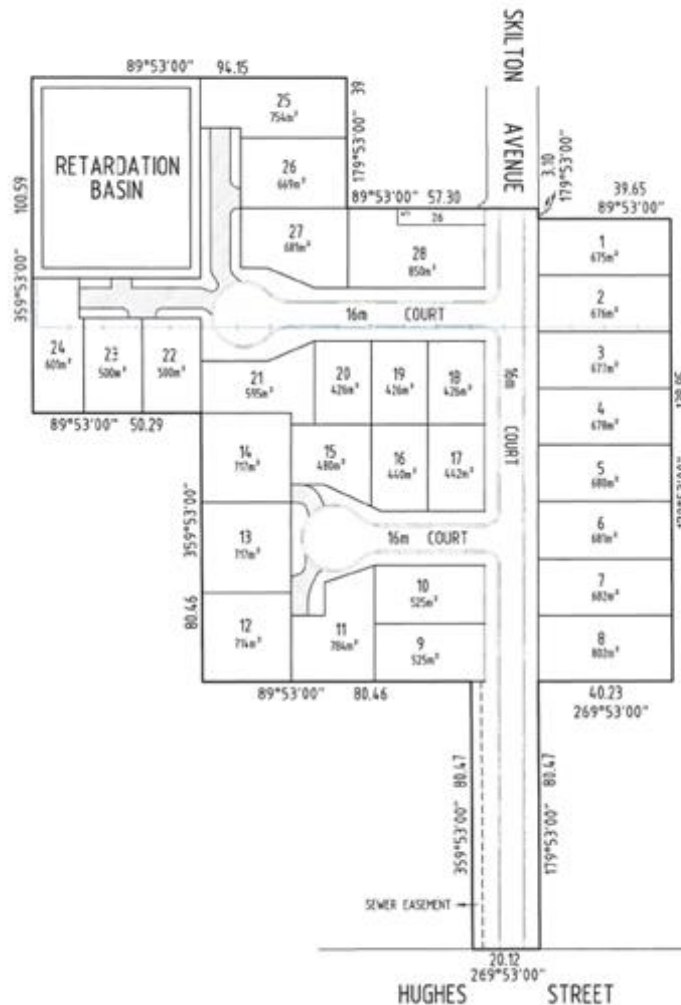
#### Summary of Key Issues

- A concurrent application has been made for a planning permit and development plan for a staged 28 lot subdivision.
- The applications have been advertised 3 times due to various revisions made to the plan by the applicants;
- The applications have received a total of 20 submissions.
- The concerns raised by the submitters are in relation to the road network, drainage and the fill of the land.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

- An assessment against the clause 56 (rescode) has shown that the application achieves an acceptable outcome against these guidelines. Please see attachment 1 for a detailed assessment.



#### **Background**

The application for a planning permit and development plan proposing a 28 lot stage subdivision was made concurrently on 19 February 2014.

The Development Plan application was advertised informally in accordance with Council's standard advertising practice for development plan applications. Where land is within the Development Plan Overlay it is exempt from notice and appeal rights at VCAT, however informal notice was given to surrounding owners and occupiers.

Submissions were received from this period relating to the road connecting Skilton Avenue to Hughes Street and the noise likely to be generated from this, along with drainage concerns and the strain on utilities that would be created by the subdivision

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)**

Subsequent to this feedback the applicant applied to amend the application on 22 April 2014. The key changes included not connecting Skilton Avenue to Hughes Street and the relocation of the basin from the centre of the development to the North West corner.

The amended application was advertised both formally and informally, with the majority of submissions relating to the removal of the Skilton Road connection through to Hughes Street.

The applicant applied again to amend the application on 13 August 2014, with the key change being the reconnection of Skilton Avenue to Hughes Street and a reduction in the number of allotments from 32 to 28. This application was again advertised.

The only submissions to this revised layout were to the Skilton Road connection through to Hughes Street.



**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)**



**Assessment under the Planning and Environment Act**

Development Plan Overlay

The purpose of the Development Plan Overlay is to identify areas which require the form and conditions of future use and development to be shown before a permit can be granted to use or develop the land.

In the subject proposal the development plan and planning permit applications have been assessed concurrently and therefore the assessment process for the development plan is provided under the planning permit assessment.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)**

The key assessment issue for this application are:

- Clause 56 (recode – subdivision design)
- Location of roads
- Drainage and flooding
- Allotment heights

#### Clause 56

The Planning Department has undertaken an assessment of the application against the requirements of Clause 56 (subdivision) and consider that the applications meet the objectives outlined in the clause. The detailed assessment is provided in the attachments.

#### Location of Road

The version 1 plan (attachment 2) submitted with the applications showed Skilton Avenue as a through road to Hughes Street. The version 2 plan (attachment 3) submitted showed no connection of Skilton Avenue to Hughes Street. The version 3 (attachment 4) plan submitted showed Skilton Avenue as a through Road to Hughes Street. Each plan was advertised to surrounding owners and occupiers.

A key issue raised in each advertising period by the submitters was whether Skilton Avenue would be a through road to Hughes Street.

From the first and third advertising periods concerns were raised from the residents fronting Hughes Street whose side fences would adjoin the extension of Skilton Avenue. The key issue raised was the noise and increased traffic that would result from having Skilton Avenue exit onto Hughes Street. The second advertising period resulted in the largest number of submissions being made based on Skilton Avenue not being created as a through road to Hughes Street. Key issues raised were the increased traffic along Peter Avenue and the bottleneck causing a potential risk during emergency situations.

The Goulburn Broken Catchment Management Authority also objected to the second referral of the plan which did not show Skilton Avenue as a through road to Hughes Street. The GBCMA investigated the 1% flood level depths at the intersection of Thompson Street and Peter Avenue, and found that based on the flood depth via this access, it was not appropriate to limit the proposed subdivision to one access only.

The proposed continuation of Skilton Avenue as a through road to Hughes Street will provide an alternate entrance to the subdivision and existing lots ensuring an improved traffic outcome and alternate exit points during emergency situations. Whilst the concerns of the submitters who will abut the road extension are understood, the use and development of the road next to their property does not require planning permission and in officers view, can't be used as reason to refuse the application. This use and development of the land requires no planning permit in the General Residential Zone. This issue notwithstanding, officers recommend that Council include a condition in the notice of decision requiring the provision of acoustic fencing along the boundary fence of existing properties that abut the proposed road to mitigate some of the issues raised in submissions.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)**

#### Drainage and Flooding

The application has been referred to the Goulburn Broken Catchment Management Authority who do not object to the issue of a permit as described in its final form. The authority deems that the proposed subdivision is acceptable subject to conditions being included on the permit.

The proposed subdivision provides for a retention basin in the North West corner of the site. In pre-application discussions between the applicant and Council Officers, it was agreed that the basin would be landscaped so as to provide an area of open space and point of interest in addition to serving as a water retention area during high rain fall events.

Officers recommend that plans are submitted for Council's assessment to ensure that the basin is appropriately sized.

#### Allotment Heights

A key matter that will need to be addressed is the discrepancy in height that may occur between existing allotments abutting the land and the proposed allotments. This possible height difference will result in two concerns being drainage and overlooking.

Documentation demonstrating how drainage will be designed so neighbouring properties are not adversely affected by the development, including water flow to and from neighbouring properties will be required to be submitted should a permit be granted.

This documentation will also need to address fence heights and overlooking which may occur. This may require the re-fencing of the site boundary to ensure that overlooking does not become an issue.

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

Council Plan priorities and actions include the aim that Council will facilitate decision making to carry out development with due consideration given to natural, social, political, economic factors and provide a governance framework that will achieve sustainable outcomes.

#### Goal 2 – Enhancing the Environment

Strategies aim to ensure that development applications provide sustainable management plans which incorporate sustainable building design concepts, water use and stormwater management plans.

The proposed development is consistent with the Council plan direction; firstly through compliance with the Res-code assessment which seeks to provide for more sustainable subdivisions; secondly with drainage to be managed through conditions with water sensitive urban design a key consideration of the assessment of drainage plans.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

#### Risk Management

| Risks                  | Likelihood | Consequence | Rating | Mitigation Action   |
|------------------------|------------|-------------|--------|---|
| Incorrect notification | A          | 5           | Low    | The application has been properly advertised, which allowed objections/submissions to be lodged with the Council. The objectors will be informed of the Council |

#### Policy Considerations

The application has been considered against the policies contained within the greater Shepparton Planning Scheme and found to achieve acceptable planning outcomes.

#### Financial Implications

In the event of an application for review by the Victorian Civil and Administrative Tribunal (VCAT), each respective party will be required to bear its own costs.

#### Legal/Statutory Implications

The responsible authority's decision may be subject to an application for review by VCAT.

#### Cultural Heritage

The *Aboriginal Heritage Act 2006* provides protection for all Aboriginal places, objects and human remains in Victoria, regardless of their inclusion of 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, which has been subject to significant ground disturbance.

#### Environmental/Sustainability Impacts

The Environmental or Sustainability impacts that relate to this application for a planning permit have been addressed through the clause 56 assessment in the attachments.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority, if the circumstances appear to so require, must consider –*

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have*

This application does not raise any significant social issues.

#### **Economic Impacts**

There are no economic impacts associated with this application.

#### **Referrals/Public Notice**

The applications were advertised by written notice to surrounding land owners, a sign on site and notice in the Tatura Guardian.

In response to this public notice a total of 11 objections and 9 submissions were made to the various revisions of the plan. None of these have subsequently been withdrawn.

Each of the objectors/submitters received acknowledgement of their receipt by the Planning Department.

| <b>Key Issues Raised in Objections/Submissions</b>  | <b>Officer's Response</b>  |
|---|--|
| Single access to the development only, via Skilton Avenue (the majority of objections and submissions were made on this ground) | The applicant has amended the application to show an access to Skilton Avenue via Hughes Street.   |
| No access to Hughes Street  | This has been addressed through the submission of amended plans showing the through road to Hughes Street.   |
| Noise from the road through to Hughes Street abutting existing boundary fences.   | Conditions on the permit will require the construction of an acoustic fence along the boundaries of the two properties in question (1/17-4/17, 21 and 2/21 Hughes Street) which abut the proposed through road exiting onto Hughes Street      |
| Services  | Services will be required to be provided to the satisfaction of the relevant authorities.  |
| Drainage  | Drainage of the land is to be addressed through the submission of a drainage plan and the construction of a retention basin. The plan and basin are to be prepared and constructed to the satisfaction of the Council's Development Engineers. |

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.3 Planning Application 2014-20 and Development Plan Application 2014-1, Skilton Avenue, Tatura (continued)

| Key Issues Raised in Objections/Submissions                             | Officer's Response   |
|---|--|
| Height of allotments abutting existing developed residential allotments | Conditions will require documentation demonstrating how drainage will be designed so neighbouring properties are not adversely affected by the development, including water flow to and from neighbouring properties. The documentation will also be required to address any overlooking that may arise due to levels and fence heights. |
| Dust from construction  | Construction management plans will be required to be submitted.  |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

Settlement and housing identifies more compact growth with the provision of more diverse housing opportunities to suit varying lifestyles and household types.

#### **Options for Consideration**

The options for consideration on Development Plan Application DP-2014-1 for a 28 lot staged residential subdivision are:

- a) Endorse Development Plan DP-2014-1; or
- b) Not endorse Development Plan DP-2014-1.

The options for consideration on planning permit application 2013-167 for the development of the land for a 28 lot staged residential subdivision are:

- a) Approve a Notice of Decision to grant a permit subject to conditions; or
- b) Grant a notice of refusal with appropriate grounds of refusal.

#### **Conclusion**

Officers consider that the proposed 28 lot subdivision in the General Residential Zone achieves an acceptable planning outcome.

The subdivision of a large allotment covered by the Development Plan Overlay for Residential purposes will provide for more housing options within the township of Tatura, thus meeting the intended purpose of the land's zoning.

The location of a through road to Hughes Street not only provides for good connectivity, but a sensible option for an alternate entry/exit during emergency situations.

Provided the above it is recommended that Council decide to approve the application for a Development Plan and a Notice of Decision to issue a planning permit.

#### **Attachments**

1. Delegate Report
2. Version 1
3. Version 2
4. Version 3

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla)**

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

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

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

**Author: Statutory Planner**

**Proof reader(s): Team Leader Statutory Planner and Manager Planning**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The application seeks planning approval to use and develop land at 100 River Road and 780 Archer Road, Kialla (the land) for a caravan park.

This is the second report into this matter and follows the Council resolution of December 2014 which states the following.

- *that planning officers assess the requested amendment to planning permit application 2014-112, including the formal requesting of any further information, and undertaking notice and referral of the application*
- *that the application be referred back to Council for a decision at the appropriate time.*

The proposal includes 48 caravan sites, 15 recreational vehicle sites, 79 cabin sites, camping sites, park centre which includes kitchen, toilets, showers, pool and recreation room, putting green, managers residence, horse stables and on site amenities.

The land is within Farming Zone 2 (FZ), Urban Floodway Zone (UFZ), Floodway Overlay (FO) and Land Subject to Inundation Overlay (LSIO). The land is not within an area of cultural heritage significance, therefore the proposal does not trigger the need for a Cultural Heritage Management Plan.

Based on planning scheme definitions a caravan park is defined as: *Land used to allow accommodation in caravans, cabins, tents, or the like.*

Officers are satisfied that the use proposed in the amended application is correctly defined as a caravan park given the mix of accommodation types provided on the land.

Officers have advertised the application and six objections to the proposal have been lodged with Council.

The application was referred to Vic Roads, Public Transport Victoria and Goulburn Broken Catchment Management Authority. None of the authorities objected to the proposal.

As Council will now be aware the most significant policy concern associated with the application are the policy statements in the Municipal Strategic Statement which seek to ensure incremental developments do not occur before the completion of the strategic investigations.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

In assessing the application, Council's Housing Strategy locates the land within an area described as *Investigation Area 1*. The purpose of Investigation Area 1, is to plan for the future of the racing precinct and to ensure future land uses do not compromise the use of the land for this purpose. This investigation is currently being undertaken by Council and an issues paper has been prepared.

Council's Local Planning Policy at clause 21.04 seeks to discourage ad hoc development approvals prior to the completion of these investigations. As such, based on policy direction in the current planning scheme, the application should be refused. This policy provision was supported by the Victorian Civil and Administrative Tribunal in its decision relating to the Mitchell Road caravan park.

Officers recommend that Council oppose the granting of a permit.

#### **RECOMMENDATION**

1. In relation to Planning Application 2014-112, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, Council resolves to refuse to grant a planning permit on the following grounds:
  - a) The application is contrary to 21.04-1 of the Local Planning Policy Framework which specifically discourages the approval of development within investigation areas until such time that the investigation is complete.
  - b) The proposed use and development of land does not promote orderly, co-ordinated planning and development of land within investigation area 1.
  - c) The proposed use and development poses a potential conflict between residential type uses and the ongoing operation of the racing facilities.
2. That Council provide authority to the Team Leader of Statutory Planning and Principal Statutory Planner to represent Council at the Victorian Civil and Administrative Tribunal mediation hearing and to settle the matter if officers decide it to be appropriate.



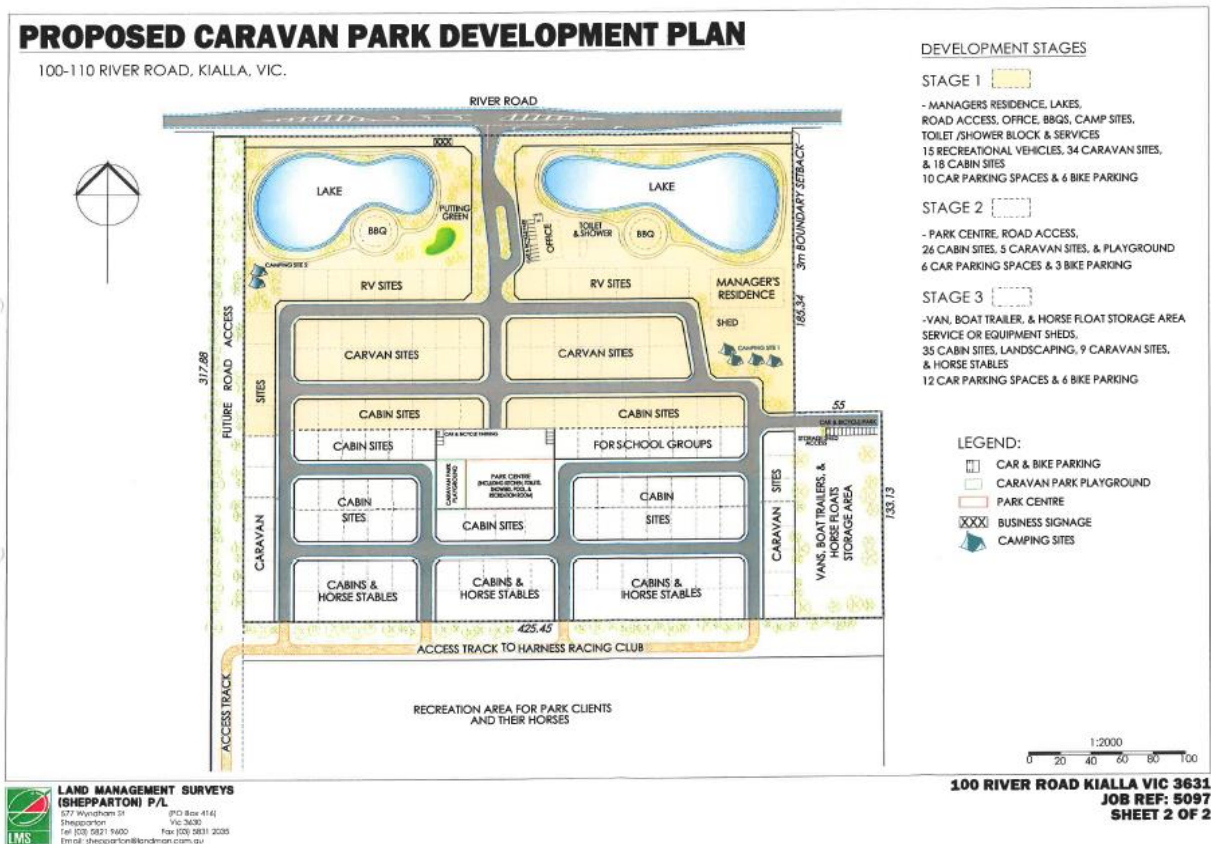
**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

**Property Details**

|                          |  |
|--------------------------|--|
| Land/Address             | 100 River Road and 780 Archer Road, Kialla   |
| Zones and Overlays       | Farming Zone 2<br>Urban Floodway Zone<br>Land Subject to Inundation Overlay<br>Floodway Overlay<br>Abuts Road Zone Category 1  |
| Why is a permit required | <ul style="list-style-type: none"> <li>• Use of land for caravan park in the FZ2 – 35.07-1</li> <li>• Development in the FZ2 – 35.07-4</li> <li>• Development in the LSIO – 44.04-1</li> <li>• Business identification signage - 52.05-10</li> <li>• Liquor licence – 52.27</li> <li>• Creation of access to a RDZ1 – 52.29</li> </ul> |

**Amended Plan of the Proposed Development**



**10. SUSTAINABLE DEVELOPMENT DIRECTORATE**

**10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

Locality Plan



The accommodation units are in close proximity to the harness racing facility. This proximity raises the potential of conflicting land uses between an operating racing track and residential type accommodation. It is considered undesirable to allow a residential type development within such close proximity to an existing racing track.

An intent of the Planning Scheme is to ensure that the long term interests of the racing facilities are protected, it is considered the proposed development within 167.8 metres of the racing facility is an unacceptable amenity risk and it is recommended that no permit issue.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

#### **Proposal in Detail**

The planning application form describes the proposal as '*staged planning application for use and development of caravan park, business signage, on-premises liquor licence and creation of access to Road Zone Category 1*'.

The application consisted of:

- Traffic Impact Assessment Report prepared by Traffic Works
- Detailed planning drawings
- Acoustic Report prepared by Land Management Surveys
- Preliminary Site Assessment prepared by Shane Muir Consulting Engineers
- Full and up to date copies of titles
- Planning Report prepared by Land Management Surveys
- Infrastructure Provision Plan prepared by Land Management Surveys

On 11 November 2014 an amended application was made and consisted of:

- Cover letter which states '*the amended report justifies the site as suitable for a caravan park and the planned layout has not changed too much except for the inclusion of rental cabins in the place of the relocatable homes, and horse stables and a recreation area for park clients and their horses*'.
- Application form
- Revised planning report
- Revised planning drawings

Details of the application are summarised as follows:

- Stage one of the development includes 15 recreational vehicle sites, 34 caravan sites, 18 cabins sites and camping sites
- Stage two of the development includes 26 cabin sites, five caravan sites, playground and park centre with associated liquor licence
- Stage three includes 35 cabin sites, 9 caravan sites and horse stables
- In total the development proposes 79 cabin sites, 48 caravan sites and 15 recreational vehicle sites
- Managers residence
- The development will be connected to reticulated sewerage
- Two lakes abutting River Road
- Licensed park centre including pool, showers, kitchen, toilets and recreation room. Liquor is proposed to be served between 11.00am to 11.00pm
- Caravan and boat storage
- Putting green
- On site amenities such as toilets, showers and BBQ's
- Business identification signage with dimensions of 2m by 0.8m
- The application is a staged development over three stages and according to the application form has a construction cost of \$3.5 million.

#### **Summary of Key Issues**

The application seeks planning permission to use and develop the land for a caravan park, business identification signage, on premise liquor licence and creation of vehicle access to River Road.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

- The application has been advertised and six objections lodged. Grounds of objection relate to detrimental impacts on traffic safety, amenity impacts of liquor licence, visual impact of business identification signage and flooding impacts.
- The application has been referred to the relevant authorities, all of whom consented to the grant of a permit subject to various conditions.
- Council local planning policy at clause 21.04-1 has included the land within an investigation area relating to the future uses and expansion of the Greyhound and Harness Racing Clubs. Council has engaged consultants who are currently and actively undertaking the investigation study into the area.
- Council's local planning policy states that incremental approvals should not be permitted in investigation areas until the investigation is completed. The application should therefore be refused as the application is premature and should await the outcome of the investigation. Additionally the proposed development is out of sequence and does not lead to an orderly planning outcome.

#### **Background**

A pre-application meeting between the permit applicant and planning officers was held on 12 March 2014. Following this meeting planning officers provided information to the applicant in writing on 17 March 2014.

Officers informed that the land was within investigation area 1 and that development approvals should occur following the completion of the strategic investigation.

A subsequent letter was provided to the applicant on 9 April 2014, informing the applicant that the access road should be shifted so that it was not within the Urban Floodway Zone. The applicant was also informed that their accompanying information should clearly set out how the use is properly characterised as a caravan park rather than a residential village, as the latter is prohibited within the FZ.

The application was made with Council on 2 May 2014.

Council sought additional information on 19 May 2014 to which a response was provided on 27 May 2014.

The application has placed on public notice on 6 June 2014 which resulted in six objections being lodged.

Council officers having completed their assessment of the application referred the application to the October Ordinary Council Meeting (2014). Council officers recommended that the application be refused.

Council resolved to lay the matter on the table.

At the December 2014 Ordinary Council Meeting Council resolved to remove the matter from the table and then resolved:

- *that planning officers assess the requested amendment to planning permit application 2014-112, including the formal requesting of any further information, and undertaking notice and referral of the application*
- *that the application be referred back to Council for a decision at the appropriate time.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

Council officers on 15 January 2015 re-advertised and re-referred the amended application to the appropriate persons.

The Victorian Civil and Administrative Tribunal (VCAT) considered an application to use and develop land at 215 Mitchell Road, Kialla for a caravan park. Like this application, 215 Mitchell Road is in the FZ2 and investigation area one.

VCAT found that the proposed caravan park at 215 Mitchell Road, Kialla does not provide a net community benefit and ordered that no permit issue.

#### **Assessment under the Planning and Environment Act**

##### Rural Strategy

The Regional Rural Land Use Strategy October 2008 (RRLUS) included the land within the Niche area, now known as the Farming Zone 2.

Table 10-2 of the RRLUS (P.108) states the ancillary tourism is allowed in the FZ2 but is to be 'carefully managed to prevent conflict and impact on agricultural operations'.

Table 10-2 also states that dwellings can be allowed 'where it can be demonstrated it is to support the productive use of the land consistent with the direction of the area'.

Based on the policy direction in the RRLUS it is deemed that the FZ2 is the most appropriate FZ schedule for this type of use.

It is also acknowledged that given the development of the wider area which includes rural living type developments it is unlikely that the use would significantly affect nearby agricultural operations.

On this basis it is acknowledged that the application is not unreasonable when considered against the FZ2 or the RRLUS.

#### **21.04-1 Urban Consolidation and Growth**

Planning scheme amendment C93 implemented the strategies of the Housing Strategy into the planning scheme. C93 was subject to an Independent Planning Panel which supported Council's proposal to include the racing precinct within an investigation area, which is now known as investigation area 1.

Investigation Area 1 is described as:

*Investigation Area 1 – Kialla Paceway and Shepparton Greyhound Racing environs. This area surrounds and includes the greyhound and trotting facilities and is directly adjacent to the Shepparton South Growth Corridor. There is potential to extend services to this land. However, future residential development within this area will be dependent on amenity issues such as lighting, noise, odour and dust being addressed to ensure that the long term interests of the racing facilities are protected.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

A strategy of Council's local planning policy at 21.04-1 is to:

*Avoid incremental approvals and development in identified investigation areas until an integrated investigation and has been completed to assess and resolve future land opportunities and constraints, land use, development opportunities, subdivisional layout and servicing for the area.*

Given the land is within an investigation area and the investigation is actively being undertaken, it is considered that significant development approvals such as this application should await the outcome of the investigation. This position is in keeping with Council's local planning policy at 21.04-1.

Good planning dictates that strategic planning should be undertaken to ensure the most appropriate land use outcomes are provided not just for the short term but also for the future. The investigation that is currently being undertaken provides for future orderly planning of the racing precinct and the investigation should run its course before significant developments are approved within the racing precinct.

The panel report into C93 foreshadowed the development pressures that Council would face in the investigation areas and stated that it would be premature to make decisions until the appropriate investigations are completed.

In the 215 Mitchell Road VCAT decision Member Bennett made the following comment. *Of far greater relevance than the embryonic study referred to above, are the approved policies in the Planning Scheme. I have already made reference to these but I consider there is a very clearly stated intention in Clause 21.04 that incremental approvals and development is to be avoided in identified investigation areas until such time as 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.*

*Ms Rigo in giving verbal evidence stated that she completely disagrees with Council (and Ms Hill) that the proposal is contrary to the intention to avoid incremental approvals and development referred to in the previous paragraph on the basis that the proposal is not seeking rezoning, subdivision or an urban type use or activity. She suggests that the proposal is very different to these urban type activities.*

*I take a different view. I accept that Clause 21.04-1 is headed 'Urban Consolidation and Urban Growth' and I agree that the policy guidelines appear to be more focussed on residential or urban style development. However, unlike the separate policies for housing change areas and rural residential, the investigation areas are listed and discussed under Clause 21.04-1. There is nothing in the wording of the strategy to avoid incremental approvals and development in identified investigation areas to suggest that it is limited or confined to rezoning, subdivision or urban type uses or activities. I consider it applies to all approvals and development for which a permit can be granted since, as in this case, approval of the caravan and camping park will in some measure impact on future planning and development in this area.*

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

#### Orderly Planning

In the 215 Mitchell Road VCAT decision Member Bennett made the following comment.

*Although I am not persuaded that the application should be refused by Council's prematurity argument, it is the case that orderly planning is an important purpose and outcome for planning in Victoria. Not only does the Planning and Environment Act, 1987 have as an objective the orderly use and development of land, but there are numerous references throughout the State and Local Planning Policy Frameworks to orderly planning both in those words but also in the use of terms such as 'sequencing development, sequencing of development over a 15 year period', coordination and timing of the installation of services and infrastructure' and 'considering whether new development leap frogs existing non-residential development'.*

The planning scheme includes references that decisions and processes should be undertaken in a proper order. In this area local policy directs that an investigation should be undertaken before approvals are granted. If approvals were allowed before the investigation was completed, those approvals would have some impact on the planning of the investigation area such as road connectivity and regional drainage solutions.

This outcome is undesirable and would not represent good planning, therefore no permit should grant.

#### Tourism

State and local planning policy seeks to *encourage the provision of tourism facilities and services including short term and home hosted accommodation, host farms and similar facilities.*

Strategies of this policy include:

- *Promote the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.*
- *Encourage the integration of tourist and agricultural activities where there are no adverse impacts on the operation of rural industries.*

It is accepted that the proposed use and development creates a tourism opportunity for the municipality and therefore responds positively to this policy direction.

The officer's conclusion on tourism is supported by VCAT in the 215 Mitchell Road decision.

*I agree with the permit applicant that the proposal for a caravan and camping park is consistent with local policy at Clause 21.0-6 which seeks to 'encourage the provision of tourism facilities and services including short term and home hosted accommodation, host farm and similar facilities' and to 'encourage the integration of tourist and agricultural activities where there are no adverse impacts on the operation of rural industries'.*

#### Flooding

The development site is partly within the Urban Floodway Zone and Land Subject to Inundation Overlay.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

Goulburn Broken Catchment Management Authority (CMA) in their capacity as a recommending referral authority has consented to the use and development in the UFZ and LSIO.

The CMA has required conditions be attached to any permit issued including that the access road to the land be located to the west of the Urban Floodway Zone.

Based on the consent from the CMA, officers are satisfied that the use and development achieve acceptable flooding outcomes.

#### Signage

Under the FZ a planning permit is required for business identification signage.

The proposed sign is located within the lands frontage to River Road and is 1.6sqm in size. The sign contains the business name and logo and is not illuminated.

The sign is modest in size and provides reasonable opportunity to identify and locate the site. The signage is considered to be appropriate for the land.

#### Licensed Premises

52.27 of the Greater Shepparton Planning Schemes triggers the need for a planning permit for a liquor licence.

This application seeks planning permission for the service of liquor within the community centre between 11.00am to 11.00pm Sunday to Saturday.

The proposed community centre is located centrally within the site and well setback to neighbouring properties. The impact on amenity as a result of this proposed licensed premise given its hours of operation and patronage is likely to be low and unlikely to result in alcohol fuelled violence.

Therefore it is considered the proposed liquor licence results in acceptable planning outcomes.

#### Access to Road Zone Category 1

Vehicle access to the land is from River Road which is a Vic Roads controlled road. The application was supported by a traffic engineering report which recommends the following road works:

- A left turn lane to access the land
- A channelised right turn lane to access the land
- Construction of a sealed driveway

Vic Roads in the capacity of a determining referral authority consented to the proposed road works and required that the works be undertaken before the occupation of stage one of the development.

Based on the consent of Vic Roads, officers are satisfied that the proposal provides for a safe road environment.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

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

Council Plan 2013-2017

Section 4.3

#### Encourage sustainable municipal growth and development

#### **Aim**

Greater Shepparton City Council, as one of Australia's fastest growing inland regional cities, recognises that it is important to manage growth in a structured and sustainable manner. In consultation with the Victorian Government and community stakeholders, we will continue to develop a planning framework that ensures our growth and development does not compromise our enviable lifestyle.

#### **Strategies**

- Review Council's Municipal Strategic Statement.
- Ensure Developer Control Plans minimise Council's requirement for expenditure within developments.
- Continue to develop structure plans for our growth corridors.

#### **Risk Management**

| Risks                  | Likelihood | Consequence | Rating | Mitigation Action   |
|------------------------|------------|-------------|--------|---|
| Incorrect notification | A          | 5           | Low    | The amended application has been properly advertised which allowed objections to be lodged with the Council. These objectors will be informed of Council's decision on the application. |
| Traffic                | A          | 5           | Low    | Vic Roads as a referral authority have required road works be undertaken to ensure a safe road environment is maintained.   |

#### **Policy Considerations**

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve unacceptable planning outcomes.

#### **Financial Implications**

This planning application has no significant financial implications on Council.

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

Should either the applicant or objector be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

#### **Cultural Heritage**

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 land is not within an area of cultural heritage sensitivity therefore the application does not trigger the need for a cultural heritage management plan.

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

The use has no detrimental impact on the environment subject to the inclusion of appropriate drainage conditions should it be decided to grant a permit.

#### **Social Implications**

Section 60(1)(f) of the Act states the following:

*Before deciding on an application, the responsible authority, if the circumstances appear to so require, must consider—*

- *Any significant social effects and the economic effects which the responsible authority considers the use or development may have.*

Whilst this application does not raise social issues that warrant the refusal of the application, officers have identified that the land is remote to services, public transport and shared paths resulting in the creation of a car based development. Additionally officers are concerned that private developments such as is proposed have limited access to social support services such as meals on wheels.

#### **Economic Impacts**

Should Council decide to oppose the application; the investment associated with the application may be lost.

#### **Referrals/Public Notice**

External Referrals Required by the Planning Scheme:

| Section 55 - Referrals Authority | List Planning clause triggering referral | Determining or Recommending | Response                                   |
|----------------------------------|--|-----------------------------|--|
| Goulburn Broken CMA              | 44.04-5                                  | Recommending                | Consents to proposal subject to conditions |
| Vic Roads                        | 52.29                                    | Determining                 | Consents to proposal subject to conditions |
| Public Transport Victoria        | 52.36-1                                  | Determining                 | Consents without the need for conditions   |

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

External Notice to Authorities:

| Section 52 - Notice Authority | Response  |
|-------------------------------|---|
| Powercor                      | No response provided  |
| GVW                           | Consents subject to conditions including that the site be connected to reticulated sewerage |
| GMW                           | Consents subject to conditions  |
| APA                           | No response provided  |
| CFA                           | No response provided  |

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

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

The applicant provided a signed declaration stating the sign on site was erected between 7 June 2014 to 22 June 2014.

The Council has received six objections to date.

All objectors were issued with an acknowledgment letter. Additionally the permit applicant's written response to the objections was provided to objectors on 24 July 2014.

The amended application was re-advertised with no additional objections being lodged.

The key issues that were raised in the objections are as follows:

| Ground of Objection  | Officer's Response   |
|--|--|
| De-valuation of land   | It is well known and accepted that property de-valuation as a result of planning applications is not a relevant planning consideration.  |
| Detrimental impact on traffic safety as a result of the vehicle access point to the land from River Road | The application was supported by an expert traffic report which was reviewed by Vic Roads acting as a determining referral authority.<br><br>Vic Roads consented to the new vehicle access subject to road works being undertaken to construct left and right turn lanes.  |
| Liquor licence and potential off site impacts  | The proposed liquor licence relates to the proposed park centre and will not operate after 11.00pm. The park centre will only be open to residents and guests of the village and not the wider public.<br><br>As a result of the controlled nature of the park centre the associated liquor licence will not result in detrimental amenity outcomes. |

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)

| Ground of Objection                           | Officer's Response  |
|---|---|
| Visual impact of business identification sign | The sign is modest in size and significant smaller than the maximum size of 3sqm. The sign is un-illuminated and displays a simple message of identifying the proposed use and development. |

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

#### **Strategic Links**

##### a) Greater Shepparton 2030 Strategy

##### Section 8 Tourism

*Greater Shepparton is part of the Goulburn Murray Waters tourism region, which also comprises the towns of Kerang, Echuca, Cobram and Yarrawonga. Visitors to the tourism region in the 12-month period to March 2003 comprise 2.5 million day trip visitors and 1.5 million overnight visitors, staying an average of 2.4 nights. Only 23,000 international visitors came to the region during the period, compared with 1.2 million international visitors to Melbourne.*

*The key objectives for this subtopic are:*

**Objective 1:** *To ensure a sustained level of growth in tourism, including promotion of the unique tourism opportunities of the irrigated rural landscape and the food growing and processing industries.*

**Objective 2:** *To provide tourist services which suitably meet the needs of visitors to the municipality.*

##### Greater Shepparton Housing Strategy 2011

The Housing Strategy is a reference document in the planning scheme under 21.09. The Housing Strategy was implemented into the scheme by way of C93. The preparation of the Housing Strategy was undertaken in accordance with direction from the GS2030.

These two reference documents have been used as the basis of planning scheme amendments to update local policy under C69 and C93.

Clearly the tourism policy with GS2030 provides support to developments such as is proposed.

The Housing Strategy provides strategic support to allow planning for future growth of key locations within the municipality such as the racing precinct before development approvals that could compromise key sites.

On balance as set out within this report it is considered that the directions of the Housing Strategy which are set out in Council's local planning policy (21.04) should be followed to allow the completion of the investigation study to ensure development approvals do not detrimentally affect the future growth of the racing precinct.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.4 Use and Development of Land for a Caravan Park (100 River Road and 780 Archer Road, Kialla) (continued)**

#### **Options for Consideration**

1. That Council adopt the recommendation contained within this report.
2. That Council resolve to issue a notice of decision to grant a permit subject to appropriate conditions

#### **Conclusion**

Officers having undertaken an assessment of the application have decided that the application fails to achieve acceptable planning outcomes when assessed against policy and therefore a planning permit should not issue.

#### **Attachments**

Site Plan

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Tatura Park Advisory Group - Membership

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

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

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

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

**Author: Events Facility Officer**

**Proof reader(s): Manager Investment Attraction**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

The Tatura Park Advisory Group currently has nine community representative members. The term of appointment for these members is due to expire on 15 April 2015. This report recommends the appointment of new committee members to assist with the management of the facility for a two year term.

#### **RECOMMENDATION**

1. That the Council, having considered the nominations received for appointment to the Tatura Park Advisory Group, appoint the following nine members for a two year term commencing on 22 April 2015 and concluding on 21 April 2017:

William BALLANTYNE  
Shaun O'SHANNESY  
Greg PERRY  
Noel RUSSELL  
Cassandra GRAINGER  
Kyle MOBBERLEY  
Graeme DREW  
Ross COULSTON  
Carl WALTERS

#### **Background**

The Tatura Park Advisory Group currently has nine community representative members. The Terms of Reference for the Group allow for up to nine community representatives. The current appointments are due to expire on 15 April 2015 and it is necessary to review and appoint representatives to the Group to assist with the ongoing management of this important facility.

An advertisement calling for applications to fill positions on the Group was placed in the Shepparton News and Tatura Guardian and letters were sent to the outgoing Group members encouraging them to reapply. Nine applications have been received and these are listed below:

William BALLANTYNE  
Shaun O'SHANNESY  
Greg PERRY  
Noel RUSSELL  
Cassandra GRAINGER

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.5 Tatura Park Advisory Group - Membership (continued)

Kyle MOBBERLEY  
 Graeme DREW  
 Ross COULSTON  
 Carl WALTERS

Officers are seeking Council endorsement for the appointment of all nine applicants to the Tatura Park Advisory Group for a term of two years.

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

Goal 1 – Active and Engaged Community (Social). Objective 1.3: Ensure that the community and user groups are consulted and engaged in planning all Tatura Park facilities.

Goal 3 – Economic Prosperity (Economic). Objective 3.3: Through ongoing development of high quality sporting infrastructure throughout Greater Shepparton and facilitating the conduct of regional, intrastate, interstate and national sporting events we will become the sporting capital of Victoria.

Goal 4 – Quality Infrastructure (Built). Objective 1: Consultation with the community to address the needs of user groups and assist in attracting major events to our region.

#### **Risk Management**

| Risks   | Likelihood | Consequence | Rating | Mitigation Action   |
|---|------------|-------------|--------|---|
| Lack of communication between the committee and Council   | Possible   | Minor       | Low    | At least one Councillor is an a representative member of the committee to provide a communication channel and directions. |
| Advisory Committee Members not covered under Council's Insurance Policy                                 | Possible   | Minor       | Low    | Any recommendations made by the committee are referred to Council for final decision.                                     |
| Non-compliance with Assemblies of Councillors requirements under the <i>Local Government Act 1989</i> . | Possible   | Minor       | Low    | Minutes of all meetings of the committee are submitted to Council in accordance with the <i>Act</i> .                     |

#### **Policy Considerations**

There are no conflicts with existing Council Policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

The proposal is consistent with the *Local Government Act 1989* and necessary to ensure compliance with this *Act*.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.5 Tatura Park Advisory Group - Membership (continued)**

In accordance with section 80A of the *Local Government Act 1989* an Assemblies of Councillors record shall be kept for any meeting of the Committee which has at least one Councillor in attendance. A copy of the Assemblies of Councillors record must be submitted to Council within 14 days of the date of the meeting for inclusion in the next Ordinary Council Meeting agenda and minutes.

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

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

#### **Social Implications**

Appointing community members to the Tatura Park Advisory Group will help to build a sense of community as it increases stakeholder participation and pride in their local facilities.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

#### **Consultation**

Advertisements calling for nominations for applicants to fill up to nine vacant positions on the Tatura Park Advisory Group were placed in the Shepparton News on Friday 6 March and Friday 13 March 2015. Advertisements were also placed in the Tatura Guardian on Tuesday 10 March and Tuesday 17 March 2015. Letters were sent to those members whose term of appointment was due to expire encouraging them to re-apply for another term on the Group.

| Level of public participation | Promises to the public/stakeholders   | Examples of techniques to use   |
|-------------------------------|---|---|
| Inform                        | Keep informed   | <ul style="list-style-type: none"> <li>• Newspaper advertisements</li> <li>• Consultation with committee members</li> </ul>   |
| Involve                       | Work together. Feedback is an input into decision-making.   | <ul style="list-style-type: none"> <li>• Council to consult with the committee in relation to management of the facility.</li> </ul>  |
| Collaborate                   | Feedback and advice received from the Committee will be incorporated into decisions the maximum level possible. | <ul style="list-style-type: none"> <li>• Advisory Committee consisting of community members to be appointed.</li> <li>• Councillor appointees to the committee enable ongoing collaboration between the committee and the Council.</li> </ul> |
| Empower                       | Council will give due consideration to implementation of the committee's recommendations.                       | <ul style="list-style-type: none"> <li>• Council will agree to funding requests where possible to enable the committee to undertake desired projects.</li> </ul>  |

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



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.5 Tatura Park Advisory Group - Membership (continued)**

#### **Strategic Links**

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

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

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

There are no other strategic links.

#### **Options for Consideration**

Councillors could choose not to appoint some or all of the applicants to the Group.

#### **Conclusion**

It is recommended that Council appoint all nine applicants to the group to ensure that the group is able to continue playing a vital role in assisting Council with the operation of the facility.

#### **Attachments**

Nil

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.6 Cussen Park Advisory Committee - Membership**

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

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

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

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

**Author: Sustainability and Environment Officer**

**Proof reader(s): Team Leader Sustainability and Environment,  
Manager Environment**

**Approved by: Director Sustainable Development**

#### **Executive Summary**

Greater Shepparton City Council established the Cussen Park Advisory Committee in 1994 to provide an avenue to promote community participation in the development and management of the park.

The Committee are seeking endorsement of the renomination of seven existing members for a two-year term, as outlined in the current Terms of Reference. The committee are also seeking the endorsement of the reviewed Terms of Reference.

#### **RECOMMENDATION**

That the Council:

1. having considered the nominations received for appointment to the Cussen Park Advisory Committee, appoint the following seven members for a two year term concluding on 17 December 2016:

Terry Court  
Simon Cowan  
Lydia Drake  
Alfred Heuperman  
Greg Smith  
Sean Trebley  
Yvette Williams

2. Adopt the Cussen Park Advisory Committee Terms of Reference

#### **Background**

Cussen Park, Tatura and its associated wetlands were established to cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura's stormwater. The purpose of the committee is to provide community input into the development and management of Cussen Park.

The Cussen Park Advisory Committee plays a vital role in providing advice to Council in the management of Cussen Park, along with acting as an information disseminator to the local Tatura Community. The Committee have most recently participated in the review of the Cussen Park Environmental Management Plan being undertaken by council officers.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.6 Cussen Park Advisory Committee - Membership (continued)

Public Notices were placed in the Shepparton News on Friday 14 November and 21 November 2014 as well as the Tatura Guardian on 18 November and 25 November 2014.

Seven nominations have been received by existing members.

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

Goal 1: Active and Engaged Communities, objective 1: *“Continue to enhance community capacity building”*

Goal 2: Enhancing the Environment, objective 1: *“Ensure that the environment is a major priority in planning for the future”*

#### **Risk Management**

| Risks  | Likelihood | Consequence | Rating | Mitigation Action  |
|--|------------|-------------|--------|--|
| Lack of communication between the committee and Council.                 | Possible   | Minor       | Low    | Council’s Manager Environment will be appointed to the Committee.  |
| Advisory committee members not covered under Council’s Insurance Policy. | Possible   | Minor       | Low    | All committee members will be required to complete volunteer registration forms prior to commencement in the role. |

#### **Policy Considerations**

There are no conflicts with existing Council policies.

#### **Financial Implications**

There are no financial implications arising from this proposal.

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

This proposal is consistent with the *Local Government Act 1989*.

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

Cussen Park and its associated wetlands cater for a wide range of passive recreation needs, educational values and to provide partial biological treatment for Tatura’s stormwater. It is regarded as a refuge in times of drought for water bird species and has a range of indigenous and native plants that play an important role in the natural landscape features of the Tatura district.

#### **Social Implications**

The Cussen Park Advisory Committee contributes to a sense of community, increasing stakeholder participation and pride in their local environment and with Council.

#### **Economic Impacts**

There are no economic impacts arising from this proposal.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.6 Cussen Park Advisory Committee - Membership (continued)

#### Consultation

Public Notices were placed in the Shepparton News on Friday 14 November and 21 November 2014 as well as the Tatura Guardian on 18 November and 25 November 2014.

| Level of public participation | Promises to the public/stakeholders  | Examples of techniques to use   |
|-------------------------------|--|---|
| Inform                        | Keep informed  | <ul style="list-style-type: none"> <li>• Newspaper advertisements</li> <li>• Consultation with committee members</li> </ul>   |
| Consult                       | Informed, listen, acknowledge  | <ul style="list-style-type: none"> <li>• Council to consult with the committee in relation to the facility including prior to the commencement of any new major works.</li> </ul>   |
| Involve                       | Work together. Feedback is an input into decision-making   | <ul style="list-style-type: none"> <li>• Council to consult with the committee in relation to management of the facility.</li> </ul>  |
| Collaborate                   | Feedback and advice received from the Committee will be incorporated into decisions to the maximum level possible. | <ul style="list-style-type: none"> <li>• Advisory Committee consisting of community members to be appointed.</li> <li>• Manager Environment to be an appointed member of the committee to facilitate collaboration.</li> </ul>  |
| Empower                       | Council will give due consideration to implementation of the committee's recommendations                           | <ul style="list-style-type: none"> <li>• Completion of volunteer registration forms by committee members will enable them to be actively involved in minor maintenance and management of the facility. However any actions undertaken by the Committee members such as minor maintenance will not be done without first obtaining Council approval.</li> <li>• Council will agree to funding where possible to enable the committee to undertake desired projects.</li> </ul> |

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

#### Strategic Links

##### a) Greater Shepparton 2030 Strategy

The formalisation of the Cussen Park Advisory Committee helps to support the environment objectives of the *Greater Shepparton 2030 Strategy* through the committee's involvement in supporting the management of Cussen Park.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.6 Cussen Park Advisory Committee - Membership (continued)**

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

- The Cussen Park Environmental Management Plan sets out the roles and responsibilities of the Cussen Park Advisory Committee.
- Environmental Sustainability Strategy
  - 1.1 To protect and enhance remnant native vegetation and to maximise the biodiversity values of council owned land and managed land.
  - 1.3 To partner with, support and empower our community to increase the biodiversity values of private and public land.
  - 2.5 Partner with, support and empower our community to achieve healthy, productive and sustainable water resources.

#### **Options for Consideration**

Option 1 – Council choose to endorse the membership applications and appoint the Committee Members as per the recommendation.

Option 2 – Council adopt the reviewed Terms of Reference as per the recommendation.

These are the preferred options and are supported by the Committee's reviewed Terms of Reference.

Option 3 – Council choose not to endorse the Cussen Park Advisory Committee member applications

Option 4 – Council choose not to adopt the Cussen Park Advisory Committee Terms of Reference

These are not the preferred options as it would show that Council's commitment to Cussen Park and the long-standing partnership with the Advisory Group is no longer a priority.

#### **Conclusion**

It is recommended that all seven applicants be appointed to the Cussen Park Advisory Committee and the Cussen Park Advisory Committee Terms of Reference be adopted.

#### **Attachments**

Cussen Park Advisory Committee - Terms of Reference

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment**

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

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

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

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

**Author:** Team Leader Strategic Planning

**Proof reader(s):** Manager Planning

**Approved by:** Director Sustainable Development

**Other:** Senior Strategic Planner

#### **Executive Summary**

At the Ordinary Council Meeting held on 18 March 2014, Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit proposed Amendment C92 to the Greater Shepparton Planning Scheme in accordance with the *Planning and Environment Act 1987*.

Proposed Amendment C92 to the Greater Shepparton Planning Scheme seeks to implement the findings and recommendations of the *Shepparton CBD Strategy October 2008*. The strategy was adopted by Council at the Ordinary Council Meeting held in October 2008.

The amendment proposes a number of changes to the Greater Shepparton Planning Scheme. The most significant of these changes is the proposed rezoning of the Central Business District (CBD) and surrounding areas to an Activity Centre Zone (ACZ).

The ACZ aims to simplify planning controls applying to the Shepparton CBD. It proposes to create a 'one stop shop' to replace the various zones and overlays currently applying to the CBD area. The introduction of the ACZ will make the planning controls clearer and provide greater planning certainty for all stakeholders in the Shepparton CBD area. Streamlining the planning controls and creating greater certainty is a clear direction stemming from the *Shepparton CBD Strategy October 2008*. This will assist Council in continuing to support the business community and attracting investment.

The amendment was exhibited from 16 October 2014 to 8 December 2014 in accordance with the *Planning and Environment Act 1987*.

Eight submissions were received by Council. Six of these did not object to or request changes to the proposed amendment. Two requested changes to the proposed amendment. The referral authorities did not object to or request changes to the proposed amendment in their submissions.

#### **Submission No 5:**

The submission from the former Department of Transport, Planning and Local Infrastructure – Transport Division (DTPLI) raised some minor concerns regarding VicTrack land being included within the Activity Centre Zone.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### 10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)

#### Submissions No 7:

The submission from Dawson Planning Services Pty Ltd (DPS) also requested changes. DPS generally supports the proposed planning scheme amendment but raised concerns over the amendment being too prescriptive in relation to building heights and setbacks. The submission also highlighted the need to ensure an appropriate development framework would be in place for the southern section of Maude Street.

The concerns raised in Submissions 5 and 7 have been considered by Council officers and addressed by minor changes to the schedule to the ACZ. Each of these submitters no longer objects to the proposed planning scheme amendment and their submissions are considered to be resolved.

Other minor changes have been made as a result of feedback from attendees at the various workshops during the exhibition phase held on 6 and 11 November 2014.

The proposed amendment is consistent with the Greater Shepparton Planning Scheme and does not conflict with any existing Council policies.

All stages of the planning scheme amendment process, including preparation, authorisation, exhibition and consideration of submissions have now been completed.

Council is now required to adopt the amendment prior to the amendment being submitted to the Minister for Planning for approval.

Following approval, the amendment will be published in the Victorian Government Gazette, at which point it will be included in the Greater Shepparton Planning Scheme.

#### **RECOMMENDATION**

That the Council:

1. adopt Amendment C92 to the Greater Shepparton Planning Scheme in accordance with Section 29 of the *Planning and Environment Act 1987* (the Act); and
2. submit Amendment C92 to the Greater Shepparton Planning Scheme to the Minister for Planning for approval in accordance with Section 31 of the Act.

#### **Background**

The *Shepparton CBD Strategy October 2008* aims to guide change to future land use, built form, access and public spaces in the Shepparton CBD up to 2030. The strategy contains a vision for the area that will be achieved through the implementation of 11 key priorities. Following adoption of the strategy in 2008, Council officers have begun implementing the actions identified within the strategy. This has included the review and development of supporting strategic work, and capital improvement programs.

A number of issues in recent years have hindered the performance of Shepparton's CBD, including:

- high retail vacancy rates within the CBD;
- competition from other commercial centres;

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

- changes to the agricultural processing industry impacting upon the overall regional economy including tourism; and
- the former State Government's reforms to the commercial zones.

To mitigate these issues, Council officers propose to rezone the CBD and surrounding areas to the ACZ (see *Attachment 1 – Fact Sheet and Information Tables*).

The ACZ aims to simplify the planning process by consolidating all zones and overlay controls within the CBD into one zone with a single schedule. This allows Council to tailor the accompanying Schedule to the ACZ to provide for the mix of uses and development envisaged within the *Shepparton CBD Strategy October 2008*. The ACZ aims to make the planning controls clearer and provide greater planning certainty for all stakeholders in the CBD. Streamlining the planning controls and creating greater certainty is a clear direction stemming from the *Shepparton CBD Strategy October 2008*. This will assist Council in continuing to support the business community and attracting investment.

Amendment C92 to the Greater Shepparton Planning Scheme seeks to implement the findings and recommendations of the *Shepparton CBD Strategy October 2008*.

The amendment was exhibited from 16 October 2014 to 8 December 2014 in accordance with the *Planning and Environment Act 1987*.

Eight submissions were received by Council (see *Attachment 2 – Submissions Recorder*).

#### Submission No 5:

The submission was received from the former Department of Transport, Planning and Local Infrastructure – Transport Division (DTPLI). DTPLI raised concerns regarding:

- Addressing the requirements and objectives of the *Transport Integration Act 2010*;
- VicTrack land being included within the Activity Centre Zone; and
- Objectives included within the Planning Scheme Ordinance.

In relation to the submission, a number of minor edits have been made to the amendment documentation.

- The explanatory report has been updated to better address the requirements of the *Transport Integration Act 2010*.
- The Victrack land and railway land is now excluded from the ACZ and framework plans.
- Minor changes to the MSS and other various clauses to improve references and focus on pedestrian and cycling networks.
- Minor changes to Precinct 10 to enhance consideration of the need to protect 24/7 freight operations for the rail corridor.



## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

#### Submissions No 7:

This submission from Dawson Planning Services Pty Ltd (DPS) also requested changes to the amendment documentation. DPS generally supported the proposed planning scheme amendment but raised concerns that it could be too prescriptive in relation to building heights and setbacks. The submitter sought changes to place greater emphasis on streetscape outcomes in terms of building form, setbacks and landscaping. More specifically, a stronger vision for the southern end of Maude Street was sought to create a boulevard that promotes higher density living in the precinct that has a strong link to the core CBD area. The submission also requested that the performance of the ACZ be monitored and its ability to respond to policy and design controls be reviewed in the future.

Officers agree with the general comments in the submission and have subsequently met with the submitter to refine the broad comments regarding design and building scale. Revised wording for the Maude Street precinct has been provided and agreed with the submitter. The revised wording will help achieve the outcomes sought for this area. This submission is now considered to be resolved.

#### Activity Centre Zone Implementation Workshops.

Four ACZ information sessions were conducted in Shepparton in November 2014, attracting about twenty persons in total. The workshops were conducted by John Keaney and a consultation report has been prepared (see *Attachment 3 – Consultation Report (John Keaney) with comments*).

Whilst attendance was not particularly high there was a good spread of representation among the target groups and the sessions raised some interesting and important issues of detail.

There were some concerns about ‘use’ (‘cinema’ in Precinct 7, ‘retail’ in Precinct 4), however most of the concerns related to built form provisions including unrealistic height requirements and some problematic setback provisions.

Overall, there was support for the fact that Council had provided stakeholders with an overview of the amendment and an opportunity for discussion. Whilst it was anticipated that a number of submissions would arise and suggestions on improvements would be made, no submissions were actually received.

Despite this, a number of suggested improvements made at the workshops have been considered and minor changes have subsequently been made to the final amendment documentation (see *Attachment 4 – ACZ Schedule (post exhibition changes)*).

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

The Council Plan 2013-2017 includes the vision of “*a thriving economy in the food bowl of Victoria with excellent lifestyles, innovative agriculture, a diverse community and abundant opportunities*”. It also includes strategic goals around an active and engaged community, and economic prosperity.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

The implementation of the *Shepparton CBD Strategy October 2008* via the introduction of the ACZ and minor consequential changes to the planning scheme is consistent with the Council Plan's vision and strategic goals. In particular, it implements the following key objectives:

- 3.1 - *Maximise opportunities to ensure Greater Shepparton leads Victoria, retaining and attracting education and industry.*
- 3.2 - *Ensure that retail strategies deliver appropriate outcomes for the community.*
- 4.2 - *Ensure that the community has access to appropriate transportation infrastructure.*

#### **Risk Management**

The primary risk associated with the planning scheme amendment is not meeting the timelines required through Ministerial Direction No. 15 'The Planning Scheme Amendment Process'. This Ministerial Direction requires each stage of the planning scheme amendment process to be undertaken within set timeframes.

In accordance with Ministerial Direction No. 15, Council must make a decision on the amendment within 60 business days of the closing date of submissions. Following this, an adopted amendment must be submitted to the Minister for Planning within 10 business days of the date the amendment is adopted by Council.

An exemption from the requirements of Ministerial Direction No. 15 has been granted on 24 February 2015 to allow Council additional time to consider submissions and make a decision on the proposed planning scheme amendment.

#### **Policy Considerations**

This amendment does not conflict with any existing Council policy.

The amendment supports Council policy including the *Greater Shepparton City Council Council Plan 2013-2017* and the *Greater Shepparton Strategy 2030 2006*.

The *Hume Regional Growth Plan May 2014* directs that major urban growth and development should be focussed on Shepparton. The proposed amendment will assist in attracting, retaining, and providing for commercial and mixed use growth and development in the CBD.

#### **Financial Implications**

As all submissions have now been resolved, Council will not incur any costs associated with an Independent Planning Panel. Council will be required to pay the statutory fee associated with requesting approval of a planning scheme amendment, being \$798.

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

All procedures associated with this amendment comply with the legislative requirements of the *Planning and Environment Act 1987* (the Act). The amendment has been assessed in accordance with the Act and the Greater Shepparton Planning Scheme.

The assessment is considered to accord with the *Victorian Charter of Human Rights and Responsibilities Act 2006* (the Charter) – no human rights have been negatively impacted upon through the process.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

The Charter recognises that reasonable restrictions may be placed on the use and development of land, and that there may on occasion be reasonable and acceptable off-site impacts on others. Provided these issues are properly considered, it would be a rare and exceptional case where the exercise of a planning decision in accordance with the regulatory framework is not Charter compatible.

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

There are minor areas of the proposed ACZ that are affected by the Land Subject to Inundation Overlay or Floodway Overlay. These overlays will not be removed as part of this amendment and any future development proposal will still be required to meet the requirements of these overlays.

There are two small areas within the ACZ area that are included within areas of cultural heritage sensitivity. This is due to their proximity to parts of the Goulburn River environs and Victoria Park Lake. Under the *Aboriginal Heritage Act 2006* a Cultural Heritage Management Plan is required if all or part of the proposed activity is in an area of cultural heritage sensitivity, and all, or part of the activity is a high impact activity. The ACZ and proposed schedule does not change this required assessment. There are no indigenous cultural heritage impacts associated with this amendment.

There is no significant native vegetation within the ACZ area and no significant vegetation is expected to be removed as part of this development.

Environmentally sustainable design is an objective of the ACZ Schedule. There are a number of built form criteria addressing these principles and these would be used in the assessment of any proposed development.

There are no significant adverse environmental/sustainability impacts associated with this amendment.

#### **Social Implications**

The amendment is intended to achieve a positive social outcome by implementing objectives of the *Shepparton CBD Strategy October 2008*. Proposed precincts encourage the establishment of a core retail area, office precincts with secondary retail and food outlets with medium density housing, and peripheral residential precincts with a higher level of amenity but higher density and built form. The Shepparton Tertiary Education Precinct is also supported.

Consolidating and grouping compatible uses should attract more consumers and residents to the ACZ area improving access, as well as actual and perceived safety. Complementary development and improved streetscape projects will enhance outdoor life and quality of spaces.

There are no significant adverse social implications associated with this amendment.

#### **Economic Impacts**

The Parking Overlay Precinct 1 applies to the proposed ACZ area and will remain in place. This allows consolidation of contributions for parking that cannot be provided on site and efficient provision by Council of new on and off street parking areas.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

The implementation of the proposed ACZ and accompanying schedule would be expected to deliver some economic benefit by providing additional planning certainty over the location and built form of commercial uses, including some additional commercial areas in peripheral areas and the consolidation of the retail core. It may also stimulate investment by reducing the need for planning permit requirements.

There are no adverse economic impacts associated with this amendment.

#### **Consultation**

Amendment C92 was exhibited from 16 October 2014 to 8 December 2014 in accordance with the *Planning and Environment Act 1987*. Exhibition included the following:

- Notice in the Shepparton News on Tuesday 14 October 2014;
- Notice in the Victorian Government Gazette on Thursday 16 October 2014; and
- Notice to landowners, Prescribed Ministers, referral authorities on Monday 13 October 2014
- Documentation on display at the Council offices at 90 Welsford Street, Shepparton;
- Documentation available on the Department of Transport, Planning and Local Infrastructure website; and
- Documentation available on the Greater Shepparton City Council website.

Additionally four workshops were held during the exhibition period. These were held on the 6 and 11 November 2014. Invitations (including public notice in the Shepparton News) to the workshops were sent to a broad range of stakeholders including valuers and real estate agents, consultants, business groups, Chamber of Commerce, Shepparton Show Me and Committee for Greater Shepparton.

Fact Sheets and summary documents were also developed and distributed to various stakeholders.

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

#### **Strategic Links**

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

The application of a common zone to the CBD and surrounding area with clear directions for use and development is consistent with the premise of the *Greater Shepparton 2030 Strategy* for continued sustainable development.

##### **b) Greater Shepparton Housing Strategy 2011**

The *Greater Shepparton Housing Strategy 2011* (GSHS) was developed to respond to existing and future housing needs in the municipality up to 2031. It includes objectives, strategies and actions to guide housing delivery, and sets a long-term direction for future residential growth. The application of the ACZ supports the GSHS by encouraging increased residential densities in strategic locations close to the CBD which have access to a range of commercial, community and transport services.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

#### c) Greater Shepparton Heritage Study Stage IIB 2013

The *Greater Shepparton Heritage Study Stage IIB 2013* (HSIIB) comprehensively reviewed each of the properties within the CBD and assessed whether they met the threshold of local significance. The study determined that a number of places of cultural significance existed and recommended that a range of properties and a new precinct centred along Fryers Street be included in the planning scheme. This study was prepared in conjunction with the *Shepparton CBD Strategy October 2008* to ensure that the recommendations contained within both studies would not conflict with one another. Amendment C110 to the Greater Shepparton Planning Scheme implemented the findings and recommendations of HSIIB and was gazetted in October 2013. The ACZ does not conflict with the findings of the HSIIB and does not contravene any heritage controls outlined within planning scheme policy or the provisions of the Heritage Overlay.

#### d) Hume Regional Growth Plan May 2014

The *Hume Regional Growth Plan May 2014* identifies Shepparton as a key urban centre for major urban growth and development in the Hume Region. The proposed amendment and ACZ Schedule will assist Shepparton in accommodating future growth and ensure it continues “to develop its role as a business, retail and services hub for the region”. The plan identified that “redevelopment of the central business district and infill housing development will reinvigorate the centre of the city”. The ACZ will assist in achieving this by providing clarity on where specific use and development is to be located.

#### **Options for Consideration**

1. Adopt Amendment C92 to the Greater Shepparton Planning Scheme with changes and submit it to the Minister for Planning for approval.
2. Abandon Amendment C92 to the Greater Shepparton Planning Scheme.

#### **Conclusion**

Amendment C92 seeks to apply the ACZ and accompanying schedule to the extended CBD area. This is an important step in implementing the adopted *Shepparton CBD Strategy October 2008*. It can be expected to deliver positive economic and social benefits to the community, while increasing planning certainty and improving outcomes.

This report recommends that Council adopt the amendment to the Greater Shepparton Planning Scheme.

An Independent Planning Panel is not required to consider submissions as they are considered to be resolved.

The proposed amendment is consistent with the Greater Shepparton Planning Scheme and does not conflict with any existing Council policies.

All stages of the planning scheme amendment process, including preparation, authorisation, exhibition and consideration of submissions have now been completed.

Council is now required to adopt the amendment prior to the amendment being submitted to the Minister for Planning for approval.

## 10. SUSTAINABLE DEVELOPMENT DIRECTORATE

### **10.7 Amendment C92 (CBD Strategy & Activity Centre Zone) - Consideration of Submissions & Adoption of the Amendment (continued)**

Following approval, the amendment will be published in the Victorian Government Gazette, at which point it is included in the Greater Shepparton Planning Scheme.

#### **Attachments**

1. Fact Sheet and Information Tables
2. Submissions Recorder
3. Consultation Report (John Keaney) with comments
4. ACZ Post-Exhibition Changes 8 April 2015

## 11. ASSEMBLIES OF COUNCILLORS

### 11.1 Assemblies of Councillors

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

| GV Equine & Greyhound Precinct – 3 March 2015 |   |  |
|---|---|--|
| Councillors                                   | Cr Summer, Cr Adem, Cr Houlihan, Cr Polan and Cr Ryan.                                      |  |
| Officers:                                     | Johann Rajaratnam, Colin Kalms, Ian Boyle, Sam Kemp   |  |
| Matter No.                                    | Matters discussed   | Councillors Present for Discussion                         |
| 1.  | GV Equine & Greyhound Precinct - Hearing of Submissions - 7 Submitters presented to Council | Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| Conflict of Interest Disclosures              |   |  |
| Matter No.                                    | Names of Councillors who disclosed conflicts of interest                                    | Did the Councillor leave the meeting?                      |
|   | Nil.  |  |

| GV Equine & Greyhound Precinct - Shepparton Pony Club – 11 March 2015 |  |   |
|---|--|---|
| Councillors   | Cr Patterson, Cr Oroszvary and Cr Ryan.                  |   |
| Officers:   | Johann Rajaratnam, Colin Kalms, and Sam Kemp             |   |
| Matter No.  | Matters discussed  | Councillors Present for Discussion      |
| 1.  | GV Equine & Greyhound Precinct - Shepparton Pony Club    | Cr Patterson<br>Cr Oroszvary<br>Cr Ryan |
| Conflict of Interest Disclosures                                      |  |   |
| Matter No.  | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting?   |
|   | Nil.   |   |

## 11. ASSEMBLIES OF COUNCILLORS

### 11.1 Assemblies of Councillors

| Councillor Briefing Session – 10 March 2015 |   |   |
|---|---|---|
| Councillors                                 | Cr Patterson (Chair), Cr Summer, Cr Adem, Cr Houlihan, Cr Polan and Cr Ryan.  |   |
| Officers:                                   | Gavin Cator, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Colin Kalms, Ian Boyle, Mel Sporry, Amanda Tingay, Rebecca Bertone, Sharlene Still, Matthew Jarvis (not all officers were present for all items) |   |
| Matter No.                                  | Matters discussed   | Councillors Present for Discussion  |
| 1.  | Goulburn Valley Equine and Greyhound Precinct   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan                  |
| 2.  | Pine Lodge Cemetery Master Plan Project   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan (partial)                   |
| 3.  | Presentation - Shepparton Agricultural Society  | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan                             |
| 4.  | Presentation – Goulburn Valley Community Fund   | Cr Patterson (Chair)<br>Cr Summer (partial)<br>Cr Adem (partial)<br>Cr Houlihan<br>Cr Polan         |
| 5.  | 2015/2016 Draft Budget  | Cr Patterson (Chair) (partial)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan                   |
| 6.  | Review of Draft Agenda – 17 March Ordinary Council Meeting  | Cr Patterson (Chair) (partial)<br>Cr Summer (partial)<br>Cr Adem (Chair)<br>Cr Houlihan<br>Cr Polan |
| 7.  | Grant Funding Opportunity   | Cr Patterson (Chair)<br>Cr Adem<br>Cr Houlihan<br>Cr Polan  |



## 11. ASSEMBLIES OF COUNCILLORS

### 11.1 Assemblies of Councillors

| Matter No.                              | Matters discussed  | Councillors Present for Discussion                         |
|---|--|--|
| 8.                                      | Rate Capping   | Cr Patterson (Chair)<br>Cr Adem<br>Cr Houlihan<br>Cr Polan |
| <b>Conflict of Interest Disclosures</b> |  |  |
| Matter No.                              | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting?                      |
|   | Nil.   |  |

### Councillor Briefing Session – 17 March 2015

| Councillors | Cr Patterson (Chair), Cr Summer, Cr Adem, Cr Houlihan, Cr Polan and Cr Ryan.  |  |
|-------------|---|--|
| Officers:   | Gavin Cator, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Andrew Farrell, Rebecca Bertone and Sharlene Still (not all officers were present for all items) |  |
| Matter No.  | Matters discussed   | Councillors Present for Discussion   |
| 1.          | Contract #1429 – Provision of Temporary Placements (Panel of Suppliers)   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 2.          | Review of March Ordinary Council Meeting Agenda   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 3.          | Landfill Capping Options  | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |

**11. ASSEMBLIES OF COUNCILLORS**
**11.1 Assemblies of Councillors**

| Conflict of Interest Disclosures |  |                                       |
|----------------------------------|--|---------------------------------------|
| Matter No.                       | Names of Councillors who disclosed conflicts of interest | Did the Councillor leave the meeting? |
|                                  | Nil.   |                                       |

| Councillor Briefing Session – 24 March 2015 |   |  |
|---|---|--|
| Councillors                                 | Cr Patterson (Chair), Cr Summer, Cr Adem, Cr Houlihan, Cr Polan and Cr Ryan.  |  |
| Officers:                                   | Gavin Cator, Steve Bowmaker, Johann Rajaratnam, Kaye Thomson, Chris Teitzel, Colin Kalms, Ian Boyle and Rebecca Bertone (not all officers were present for all items) |  |
| Matter No.                                  | Matters discussed   | Councillors Present for Discussion   |
| 1.  | Amendment C92 – CBD Strategy and Activity Centre Zone   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 2.  | Barbeque Shelter at Victoria Park Lake  | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 3.  | Transfer Station Recycling Methods  | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 4.  | Council Plan Review   | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |

**11. ASSEMBLIES OF COUNCILLORS**
**11.1 Assemblies of Councillors**

| <b>Matter No.</b>                       | <b>Matters discussed</b>  | <b>Councillors Present for Discussion</b>  |
|---|---|--|
| 5.                                      | Parking Strategy  | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 6.                                      | Goulburn Valley Highway - Shepparton Bypass                     | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| 7.                                      | Maude Street Bus Interchange                                    | Cr Patterson (Chair)<br>Cr Summer<br>Cr Adem<br>Cr Houlihan<br>Cr Polan<br>Cr Ryan |
| <b>Conflict of Interest Disclosures</b> |   |  |
| <b>Matter No.</b>                       | <b>Names of Councillors who disclosed conflicts of interest</b> | <b>Did the Councillor leave the meeting?</b>                                       |
|   | Nil.  |  |

## 12. TABLED MOTIONS

Nil Received

## 13. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES

Nil Received

## 14. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

### 14.1 Cr Houlihan's Report on Special Committees and Advisory Committees

| Name of Committee  | Date of Meeting Attended | Key Items   |
|--|--------------------------|---|
| North East Victoria Branch of Australian Women in Local Government Association (NEAWLGA) | 6/03/2015                | <ul style="list-style-type: none"> <li>• Purpose- ALGWA is a National organization with branches in every state in Australia. 'It seeks to strengthen networking, mentoring and innovative opportunities that encourage and support women in local government'.</li> <li>• Meet in Benalla. Inviting female councillors in southern NSW municipalities to the meetings as they do not have a local branch.</li> <li>• Victorian ALGWA conference in May. Speakers: Natalie Hutchins (Min Local Govt), Jenny Gray (CEO Zoos Victoria), Suzanna Sheed (Member for Shepparton), Dr Ron Ben-David (Chair Essential Services Commission).</li> </ul> |
| Australian Botanic Gardens Shepparton Special Committee                                  | 25/03/2015               | <ul style="list-style-type: none"> <li>• Security fencing being completed around the propagation area</li> <li>• Successful Festival event on Sat 14th March: Launch of Tank's dethridge wheel sculpture, tour of gardens, Moonlight Family movie 'The Sapphires'. Approx 250 attended</li> <li>• Building relationship with Bendigo Botanic Gardens. Several ABGS members attending a BGANZ (Botanic Gardens Australia and New Zealand) conference in Bendigo on April 15th</li> <li>• Offer from Tatura Men's Shed to donate 3 possum boxes.</li> </ul>   |

### RECOMMENDATION

That the report from Cr Houlihan on Special Committees and Advisory Committees be noted.

### Attachments

Nil

## 15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

### 15.1 Notice of Motion - Cr Polan 5/2015

Cr Polan has given notice that he will move:

That the Council:

- a) publicly supports marriage equality, irrespective of sex or gender identity; and
- b) writes to all local state and federal Members of Parliament, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission advising them of that support.

## 16. DOCUMENTS FOR SIGNING AND SEALING

### 16.1 Document for signing and sealing

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

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

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

The following documents have been presented for signing and sealing:

- **Creation of Easement** – that part of the land in Certificate of Title Volume 10819 Folio 330 marked E-1, at 71A, Coombs Road, Tatura, from Daniel John Miller and Jessica Jane Miller, in favour of Council, for drainage of water, with the further right to enter the Servient land for the purpose of the inspection and maintenance repair and renewal of all pipes, drains, pumps, accesses and any other works or installations built, excavated, constructed, made or installed on the Servient land.
- **Transfer of Land** – Johnstone Road Reserve and Public Open Space, Tatura. The purpose of this transfer is for the developers to provide land to Council for the purposes of a road and public open space at a consideration of \$1.

### **RECOMMENDATION**

That the Council authorise the Chief Executive Officer to sign and seal the documents listed above.

## 17. COUNCILLOR ACTIVITIES

### **17.1 Councillors Community Interaction and Briefing Program**

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

Under section 80C of the *Local Government Act 1989*, Council officers and others who are contracted to provide advice or services to the Council must disclose any conflicts of interests they have before any advice they provide is considered. Disclosures must be in writing, to the Chief Executive Officer and must specify the type and nature of the conflict.

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

#### **Councillors' Community Interaction and Briefing Program**

From 1 March 2015 to 31 March 2015, some or all of the Councillors have been involved in the following activities:

##### **Cr Dennis Patterson**

- Draft Organisational Values | One on One Session
- Municipal Emergency Management Enhancement Group | Future Direction Workshop – Mayoral Welcome
- GV Equine & Greyhound Precinct Meeting | Meet with Shepparton Pony Club
- Mooroopna Kiwanis Club Meeting
- GSCC Municipal Emergency Management Planning Committee Meeting (MEMPC)
- GV Equine & Greyhound Precinct | Shepparton Harness Racing Club Presentation
- Regional Longest Lunch | SheppARTon Festival
- Funding Announcement | 'Social Cohesion' Funding by the Minister for Multicultural Affairs, The Hon Robin Scott
- Dream Machines | Official Opening
- Parkinson Disease Fundraiser
- Citizenship Ceremony
- Shepparton High School | Beacon Program Charter Signing
- 2014 GOTAFE Cohort Graduation
- Victorian Teachers Games Media Launch
- Goulburn Valley Cluster Meeting
- Rural Press Club of Victoria | Lunch with Suzanna Sheed
- Shepparton Library | Preview of Redevelopment
- Rotary Conference 9820
- Shepparton Show Me | Twilight Fishing Event - The Hon Jaala Pulford
- Trade Seminar and Networking Meeting with Wuhan City Trade Delegation
- Audit & Risk Management Committee Meeting
- Neighbouring Council's Meeting

##### **Cr Fern Summer**

- Clean Up Australia Day
- Draft Organisational Values | One on One Session
- Matthew Guy | Leader of Opposition - Discussion on Visions & Expectations Greater Shepparton
- The Hon. Jaala Pulford – Meet & Greet
- GV BRaIN | Dinner Event with Steve Moneghetti
- Breakfast with Minister for Agriculture and Regional Development | The Hon Jaala Pulford MP

## 17. COUNCILLOR ACTIVITIES

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

- The Full Gospel Assembly Melbourne (FGAM) Bursary and Scholarship Committee | Presentation of Scholarship Certificates to Koori Students
- VEC Election Review/Public Session
- Multicultural Women's Get-Together
- Bill Muir Memorial Basketball Tournament Opening & Welcome
- SheppARTon Festival | Opening Night & Shep Collect
- Literary Lunch | SheppARTon Festival
- Opera In the Orchard | SheppARTon Festival
- The Aussie Art Class | SheppARTon Festival
- Festival Club @ Murchison | SheppARTon Festival
- Shepparton Shorts | SheppARTon Festival
- Disability Advisory Committee Meeting
- 'Leadership Day' | Grade 5 & 6 Students - Murchison Primary School
- Walk to Recognition | As part of the 'Emerge Festival'
- Emerge at Twilight | SheppARTon Festival
- Shepparton Library | Preview of Redevelopment
- Local Women Inspiring Change - International Women's Day
- Tour of Eaglehawk transfer station
- SAM Public Information Session
- Victorian Teachers Games Media Launch
- 3SR Interview
- Communications Meeting

### Cr Dinny Adem

- MAV/Bank of IDEAS Workshop: Deepening Community for a Collective Impact with Paul Born
- Draft Organisational Values | One on One Session
- GV BRaIN | Dinner Event with Steve Moneghetti
- Soroptimist International | International Women's Day Breakfast
- 2015 MAV Strategic Planning Meeting
- Matthew Guy | Leader of Opposition – Discussion on Visions and Expectations Greater Shepparton
- The Hon. Jaala Pulford – Meet & Greet
- Hume Region Local Government Network [HRLGN] Meeting
- ECCV Future Projects | Women Leading the Way - Panel Discussion
- AFL Umpires Function
- Local Women Inspiring Change - International Women's Day
- AFL Nab Challenge | North Melbourne Vs. Hawthorn - Corporate Function
- Regional Longest Lunch | SheppARTon Festival
- Funding Announcement | 'Social Cohesion' funding by the Minister for Multicultural Affairs, The Hon Robin Scott
- Shepparton Shorts | SheppARTon Festival
- Shepparton Library | Preview of Redevelopment
- Shepparton Show Me | Twilight Fishing Event - The Hon Jaala Pulford
- Invitation to Trade Seminar and Networking Meeting with Wuhan City Trade Delegation

## 17. COUNCILLOR ACTIVITIES

### **17.1 Councillors Community Interaction and Briefing Program (continued)**

#### **Cr Jenny Houlihan**

- Matthew Guy | Leader of Opposition - Discussion on Visions & Expectations Greater Shepparton
- Multicultural Women's Get-Together
- Heritage Advisory Committee Meeting
- The Hon. Jaala Pulford Meet & Greet
- Soroptimist International Women's Day Breakfast
- SheppARTon Festival | Opening Night & Shep Collect
- Local Women Inspiring Change - International Women's Day
- Deakin Reserve User Group Meeting
- AFL Nab Challenge | North Melbourne Vs Hawthorn - Corporate Function
- Draft Organisational Values | One on One Session
- Moonlight Cinema | SheppARTon Festival
- Shepparton High School | Beacon Program Charter Signing
- Emerge at Twilight | SheppARTon Festival
- Victorian Teachers Games Media Launch
- Family Care Funding discussion
- Austrlain Botanic Gardens Shepparton meeting

#### **Cr Michael Polan**

- Draft Organisational Values | One on One Session
- Matthew Guy | Leader of Opposition - Discussion on Visions & Expectations Greater Shepparton
- The Hon. Jaala Pulford – Meet & Greet
- Dream Machines Media Preview
- Development Hearings Panel Site Inspections
- GV BRaIN | Dinner Event with Steve Moneghetti
- VLGA Delegates' Dinner
- Dream Machines | Official Opening
- Development Hearings Panel Meeting
- Twilight Stroll | Volunteers for BBQ Assistance
- KAR Shed Meeting
- Shepparton Library | Preview of Redevelopment

#### **Cr Les Oroszvary**

- Mad Cow Mud Run
- GV Equine & Greyhound Precinct Meeting | Meet with Shepparton Pony Club
- Dream Machines | Official Opening
- Shepparton Show Me Ordinary Meeting
- Twilight Stroll | Volunteers for BBQ Assistance
- Shepparton Library | Preview of Redevelopment



## **17. COUNCILLOR ACTIVITIES**

### **17.1 Councillors Community Interaction and Briefing Program (continued)**

#### **Cr Kevin Ryan**

- Tatura Park Advisory Group Meeting
- GV Equine & Greyhound Precinct Meeting | Meet with Shepparton Pony Club
- Meeting: Sir Murray Bouchier Flyer Design

#### **RECOMMENDATION**

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

#### **Attachments**

Nil

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

**19. PUBLIC QUESTION TIME**

**20. CONFIDENTIAL MANAGEMENT REPORTS**

**20.1 Designation of Confidentiality of Information – Report Attachment**

**RECOMMENDATION**

That the Council in accordance with section 77(2)(b) of the *Local Government Act 1989* (the Act) the Council designates as confidential all documents used to prepare the following agenda items and previously designated by the Chief Executive Officer in writing as confidential under section 77(2)(c) of the Act.

1. Report 6.1: Shepparton Show Me – Biannual Report - July – December 2014. This document relates to a matter which the Council or special committee considers would prejudice the Council or any person, which is a relevant ground applying under section 89(2)(h) of the Act.

**20.2 Designation of Confidentiality of Information**

**RECOMMENDATION**

That the Council:

1. pursuant to sections 89(2)(d) of the *Local Government Act 1989* close the meeting to members of the public and declare the following matter as confidential:
  - a) Contract #1429 - Provision of Temporary Placements (Panel of Suppliers)
2. Upon the meeting being re-opened to the public, the chairperson may announce any motion carried as a consequence of that confidential discussion.

**20.3 Contract #1429 - Provision of Temporary Placements (Panel of Suppliers)**

**20.4 Reopening of the Council Meeting to Members of the Public**