

UNCONFIRMED MINUTES

FOR THE
GREATER SHEPPARTON CITY COUNCIL

ORDINARY COUNCIL MEETING

HELD ON
TUESDAY 17 JULY, 2018
AT 5.30PM

IN THE COUNCIL BOARDROOM

COUNCILLORS:

Cr Kim O'Keeffe (Mayor)
Cr Seema Abdullah (Deputy Mayor)
Cr Dinny Adem
Cr Bruce Giovanetti
Cr Chris Hazelman
Cr Les Oroszvary
Cr Dennis Patterson
Cr Fern Summer
Cr Shelley Sutton

VISION

*A THRIVING ECONOMY IN THE FOODBOWL OF VICTORIA WITH
EXCELLENT LIFESTYLES, INNOVATIVE AGRICULTURE
A DIVERSE COMMUNITY AND
ABUNDANT OPPORTUNITIES*

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**CHAIR
CR KIM O'KEEFFE**

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RISK LEVEL MATRIX LEGEND

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

Likelihood	Consequences				
	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Almost Certain (5) Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
Likely (4) Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
Possible (3) Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
Unlikely (2) It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
Rare (1) May occur only in exceptional circumstances (i.e. within 10 years)	LOW	LOW	LOW	MEDIUM	HIGH

Extreme	Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation
High	Intolerable – Attention is needed to treat risk.
Medium	Variable – May be willing to accept the risk in conjunction with monitoring and controls
Low	Tolerable – Managed by routine procedures

PRESENT: Councillors Kim O’Keeffe, Seema Abdullah, Dinny Adem, Chris Hazelman, Les Oroszvary, Dennis Patterson, Fern Summer and Shelley Sutton.

OFFICERS: Chris Teitzel – Acting Chief Executive Officer
Phillip Hoare – Director Infrastructure
Geraldine Christou – Director Sustainable Development
Kaye Thomson – Director Community
Maree Martin – Official Minute Taker
Tina Irvine – Deputy Minute Taker

1. ACKNOWLEDGEMENT

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

2. PRIVACY POLICY

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

All care is taken to maintain your privacy; however as a visitor in the public gallery, it is assumed that your consent is given in the event that your image is broadcast to the public. It is also assumed that your consent is given to the use and disclosure of any information that you share at the meeting (including personal or sensitive information) to any person who accesses those recordings or Minutes

3. APOLOGIES

Moved by Cr Oroszvary
Seconded by Cr Abdullah

That the apology from Cr Giovanetti be noted and a leave of absence be granted.

CARRIED UNOPPOSED

4. DECLARATIONS OF CONFLICT OF INTEREST

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

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

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved by Cr Summer
Seconded by Cr Adem

That the minutes of the Ordinary Council meeting held 19 June 2018 as circulated, be confirmed.

CARRIED UNOPPOSED.

6. PUBLIC QUESTION TIME

Question One (Susan Daniel)

Who requested the reclassification of Ford Road to allow B Double trucks?

Response:

Ford Road has been included on the National Heavy Vehicle Register as a B-double route since June 2015, prior to that B-doubles were permitted to use Ford Road under individual permits. Permission to use Ford Road as a B-double route was requested by individual transport operators and the permits were issued in their names along with vehicle registration details. Those permits were authorised and issued by Traffic Management Staff. Since the introduction of the National Heavy Vehicle Law and Register, B-double routes are added to the register by the National Heavy Vehicle Regulator only after the consent of the Road Manager.

Question Two (Susan Daniel)

Who was the Council representative that recommended/approved/authorised the reclassification, including name and position held?

Response:

For Council Roads, the Chief Executive Officer and Director of Infrastructure have delegated authority to provide that authorisation.

7. DEPUTATIONS AND PETITIONS

7.1 Petition for a Playground in Connolly Park Estate

Summary

A petition containing 26 signatures has been received by Council requesting that a playground be built in the Connolly Park Estate in North Shepparton.

Moved by Cr Hazelman
Seconded by Cr Patterson

That the Council receive and note the petition relating to the request for a playground in Connolly Park Estate.

CARRIED UNOPPOSED.

Attachments

Nil

8. INFRASTRUCTURE DIRECTORATE

8.1 Appointment of Members to the Aerodrome 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: Executive Assistant Infrastructure

Proof reader(s): Manager Works and Waste

Approved by: Director of Infrastructure

Executive Summary

The term of appointment for six members of the Aerodrome Advisory Committee will expired on 30 June 2018. The purpose of this report is to consider the applications received and appoint members to fill the vacant positions on the Committee.

Moved by Cr Patterson

Seconded by Cr Oroszvary

That the Council:

1. consider the nominations received for appointment to the Greater Shepparton Aerodrome Advisory Committee and appoint the following members for a two year period commencing on 18 July 2018 and concluding on 30 June 2020:
 - Michael MULLER
 - Tom GARRETT
 - Ken MUSTON
 - Barrie HALLIDAY
 - Chris GREGORY
 - Allan COLE
 - Susan CARROLL
 - Karen GURNEY

CARRIED UNOPPOSED.

Background

The purpose of the Greater Shepparton Aerodrome Advisory Committee is to provide advice to Council in relation to the ongoing functioning and performance of the Shepparton Aerodrome.

In accordance with the Terms of Reference for the Committee, membership shall comprise of a minimum of five members and a maximum of nine members, appointed by resolution of the Council. The composition of the Committee must be as follows;

- Up to three representatives from the Commercial Aero Operations
- Up to one representative from the Shepparton Aero Club
- Up to four Community Representatives
- One Councillor

8. INFRASTRUCTURE DIRECTORATE

8.1 Appointment of Members to the Aerodrome Advisory Committee (continued)

The term of office for appointed members will be for two years commencing with the date of appointment.

Council called for nominations to fill vacant positions by way of public notice in the Shepparton News on 20 and 27 April 2018. Representatives were selected from the expressions of interest received.

Applicants were asked to outline relevant qualifications, skills and experience that could contribute to the management and development of the Greater Shepparton Aerodrome Advisory Committee. They were also asked to provide details to support their application.

Three nominations were received from the Commercial Aero Operators for the three available positions, these nominations are;

- Allan Cole (Gawne Aviation Pty Ltd)
- Christopher Gregory (Gawne Aviation Pty Ltd)
- Susan Carroll (Secure Air Flight Training)

One nomination was received for the Shepparton Aero Club position on the Committee, this nomination was from Karen Gurney.

Four nominations were received for the Community positions on the Committee, these nominations are;

- Michael Muller
- Ken Muston
- Tom Garrett
- Barrie Halliday

Councillor Dennis Patterson will continue as the Council representative for the Committee.

From the nominations received Council Officers recommend the following be appointed;

- Michael MULLER
- Tom GARRETT
- Ken MUSTON
- Barrie HALLIDAY
- Chris GREGORY
- Allan COLE
- Susan CARROLL
- Karen GURNEY

Council Plan/Key Strategic Activity

This recommendation supports Council's objective to demonstrate strong leadership and sound decision making in the best interests of the community as highlighted in the Council Plan for 2017-2021.

8. INFRASTRUCTURE DIRECTORATE

8.1 Appointment of Members to the Aerodrome Advisory Committee (continued)

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.	Possible	Minor	Low	A Councillor is an appointed member of the Aerodrome 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 Assembly of Councillors requirements under the <i>Local Government Act 1989</i> .	Possible	Minor	Low	Minutes of all meetings of the Greater Shepparton Aerodrome Advisory Committee are submitted to Council in accordance with the Act.

Policy Considerations

There are no conflicts with Council's existing 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 a 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.

Environmental/Sustainability Impacts

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

Social Implications

Appointing community members to the committee will assist in engaging with the community and increase stakeholder participation and pride in their local community.

8. INFRASTRUCTURE DIRECTORATE

8.1 Appointment of Members to the Aerodrome Advisory Committee (continued)

Economic Impacts

There are no economic arising from this proposal.

Consultation

An email was sent to the present members of the Greater Shepparton Aerodrome Advisory Committee to advise them that a public notice calling for applicants was to be advertised in the Shepparton News. Attached to this email was a copy of the application form for appointment to Greater Shepparton Aerodrome Advisory Committee.

A public notice calling for applications from members interested in joining the committee was advertised in the Shepparton News on Friday 20 April 2018 and Friday 27 April 2018.

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

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Nil

Conclusion

It is recommended that Council appoints applicants to the Greater Shepparton Aerodrome Advisory Committee for a two year term commencing on 1 July 2018 and concluding on 30 June 2020.

Attachments

Terms of Reference - Greater Shepparton Aerodrome Advisory Committee - 2016-2019

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8. INFRASTRUCTURE DIRECTORATE

8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment

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 Team Leader Sports Development & Strategic Planning

Proof reader(s): Manager Parks, Sport and Recreation

Approved by: Director Infrastructure

Executive Summary

Deakin Reserve is Greater Shepparton's premier sportsground facility and is home to the Shepparton Bears Football Netball Club, Shepparton United Football Netball Club and Central Park/St Brendan's Cricket Club. The five star facility also hosts regional, state and national events and sporting activities.

The Deakin Reserve Future Directions Plan and Landscape Masterplan aim to provide strategic direction for the future management and development of Shepparton's premier facility.

Consultation has taken place with key stakeholders in developing the Future Directions Plan and Landscape Masterplan. The stakeholders consulted have included the Deakin Reserve Advisory Committee, Deakin Reserve user groups, Council officers, and peak sporting associations. Flyers requesting the completion of an online survey were also posted to occupiers of properties located near, within approximately three blocks, of the reserve. The consultation process has included workshops, phone and face to face discussions and a survey.

A detailed background report has been prepared along with a Landscape Masterplan summarising the key recommendations which include:

- Develop club strategic plans
- Review Deakin Reserve Advisory Committee Terms of Reference
- Diversity of use through tenancy arrangements
- Maintain Deakin Reserve as a 5 star facility
- Actively pursue shared and multi-use facilities
- Investigate alternative training venues
- Construction of a second netball court
- Installation of catch nets
- Explore options to re-use water and install water storage
- Redevelopment of oval
- Car parking
- Develop public toilet and change room facilities
- Improve spectator seating, viewing and shade
- Access for all improvements
- Upgrade support infrastructure
- Improve information and directional signage
- Increase storage facilities

8. INFRASTRUCTURE DIRECTORATE

8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)

- Limit range of major events at the reserve

The Future Directions Plan proposes a staged development over time ensuring implementation of the Landscape Masterplan can be best aligned with funding availability. Some of the identified works can be funded under normal operational budgets however others will be subject to capital allocations and/or grants.

Council officers are seeking endorsement to place the draft documents on public exhibition. Council will seek feedback on the draft Future Directions Plan and Landscape Masterplan through a community engagement process involving media releases, social media posts, information posters and Council's website. Feedback will also be sought from relevant State Sporting Associations.

**Moved by Cr Hazelman
Seconded by Cr Oroszvary**

That the Council release the Draft Deakin Reserve Future Directions Plan and Landscape Masterplan for public exhibition and comment for a period of four weeks commencing on 18 July 2018 and concluding on 15 August 2018.

CARRIED UNOPPOSED.

Background

The Deakin Reserve Future Directions Plan and Landscape Masterplan aim to provide Council and key stakeholders with an agreed vision and actions for the future of the reserve, to ensure actions and investment are aligned with an agreed plan for Deakin Reserve.

The documents consider the needs and expectations of the local community, Council's priorities for improving the liveability of the Greater Shepparton community and the condition and functionality of the reserve.

The draft Future Directions Plan and Landscape Masterplan have been developed in consultation with the Deakin Reserve Advisory Committee, user groups of the reserve, peak sporting associations and occupiers of properties located within approximately three blocks of the reserve.

The Future Directions Plan and Landscape Masterplan recommends:

- Develop club strategic plans
 - develop strategic plans to help strengthen the long-term sustainability of the Clubs who use Deakin Reserve
- Review Deakin Reserve Advisory Committee Terms of Reference
 - include representatives from each of the Deakin Reserve user groups on the Advisory Committee and reduce the number of members to eight
- Diversity of use through tenancy arrangements
 - require the sporting clubs using Deakin Reserve to actively provide opportunities for participation by juniors, females and culturally diverse communities
- Maintain Deakin Reserve as a 5 star facility
 - ensure budget allocations support the continued maintenance of Deakin Reserve
- Actively pursue shared and multi-use facilities
 - football and netball clubs and cricket clubs

8. INFRASTRUCTURE DIRECTORATE

8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)

- Investigate alternative training venues
 - for clubs who use Deakin Reserve and other sportsgrounds in Greater Shepparton, particularly during the winter season or when major external events are occurring
- Construction of second netball court
 - including a possible warm up space
- Installation of catch nets
 - Eastern end
- Explore options to re-use water and install water storage
- Redevelopment of oval
 - allow it to support up to 25 hours of use during the winter months
- Car parking
 - restrict vehicle access except for deliveries and special needs on game days
 - review options for the showground to be utilised for parking during major events
- Develop public toilet and change room facilities
 - ensuring disability, cultural and female access
- Improve spectator seating, viewing and shade
- Access for all improvements
 - improve paths of travel and accessibility throughout the site
- Upgrade support infrastructure
 - scoreboard and media box
- Improve information and directional signage
 - within the reserve and directing people to the reserve
- Increase storage facilities
 - for maintenance equipment, sporting club equipment and to support major events and activities that are conducted at the reserve
- Limit range of major events at the reserve
 - major events to be limited to complimentary activities such as football, rugby, cricket and netball

Council officers are seeking Council support to place the draft Future Directions Plan and Landscape Masterplan on public exhibition for a period of four weeks.

Council Plan/Key Strategic Activity

The proposal directly aligns with the following objectives of the Council Plan;

Theme 2: Social

Objective 2.2 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.

Objective 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.

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

Objective 2.10 Council demonstrates strong regional and local partnership efforts across health and wellbeing.

Theme 3: Economic

Objective 3.3 Greater Shepparton is a major destination for events and tourism.

8. INFRASTRUCTURE DIRECTORATE

8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)

Risk Management

There are no adverse risks anticipated from releasing the draft Future Directions Plan and Landscape Masterplan for public consultation.

Policy Considerations

All consultation associated with the draft Future Directions Plan and Landscape Masterplan will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Financial Implications

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for consultation does not have any financial or budgetary implications for Council, other than the direct costs associated with advertising and staff time. However, the future implementation of the recommendations will be subject to individual detailed investigations and funding allocations. The probable cost to implement various aspects of the Landscape Masterplan is considered to be in the order of \$1.2m to \$2m, however this indicative cost excludes some aspects of the plan including irrigation works external to the oval, cover over netball courts, new bins/drinking fountains, road works excludes kerb and guttering, upgrade of scoreboard and media box, decommission and upgrade of hot dog stand, relocation of major underground services, increase in interchange benches, new covered shelter/grand stand and new toilet block.

Should the Future Directions Plan and Landscape Masterplan be ultimately endorsed by Council funding for implementation, where Council contribution is required, will be subject to Council's normal capital budget process.

Legal/Statutory Implications

All procedures associated with the draft Future Directions Plan and Landscape Masterplan comply with relevant legislative requirements.

Environmental/Sustainability Impacts

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will not result in any adverse environmental or sustainability impacts.

Social Implications

The recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will not result in any adverse social impacts.

Economic Impacts

It is not expected that the recommendation to release the draft Future Directions Plan and Landscape Masterplan for public comment will have any adverse economic impacts.

Consultation

Council officers recommend that Council endorse the draft Future Directions Plan and Landscape Masterplan and release it for public consultation.

Initial stakeholder consultation has been undertaken with the Deakin Reserve Advisory Committee, user groups of the reserve, peak sporting associations and local residents and businesses located close to the reserve.

8. INFRASTRUCTURE DIRECTORATE

8.2 Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition and Comment (continued)

The public consultation associated with the Future Directions Plan and Landscape Masterplan will be undertaken in accordance with Council's *Community Engagement Strategy 2009*.

Following consultation, Council officers will review all feedback, comments and submissions during public consultation and make recommendations to Council. Council officers will provide a report to Council on the feedback received when seeking final adoption of a Future Directions Plan and Landscape Masterplan.

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2: Community Life – 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.

Vision 4.3.5 Different New Residential Development – A priority on an active community with walking and cycle networks linked to major attractions as a major consideration

b) Other strategic links

Greater Shepparton Municipal Health and Wellbeing Plan – Priority 14 – Physical Activity

Conclusion

Council officers intend to release the draft Future Directions Plan and Landscape Masterplan formally for public consultation. Any feedback received during this consultation phase will be considered prior to consideration of a final document. It is recommended that Council endorse the draft documents and release them for public consultation.

Attachments

- | | |
|--|----------|
| 1. Draft Future Directions Plan - Deakin Reserve | Page 86 |
| 2. Draft Deakin Draft Landscape Masterplan | Page 137 |
| 3. Appendix B | Page 139 |

9. COMMUNITY DIRECTORATE

9.1 Greater Shepparton Women's Charter Advisory Committee Membership Appointments

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 Manager Neighbourhoods

Approved by: Acting Director Community

Other: Project Administration Officer

Executive Summary

The Greater Shepparton Women's Advisory Committee (GSWCAC) was established by Greater Shepparton City Council in 2011 to promote women in leadership at all levels of decision making in Greater Shepparton. Since this time the Committee has undertaken many activities to promote women's participation. The GSWCAC are seeking the endorsement of three Committee members (two returning and one new) to fill its three vacancies, as per the GSWCAC Terms of Reference recently adopted at the June 2018 Council Meeting.

Moved by Cr Abdullah

Seconded by Cr Adem

That the Council

1. endorse the Greater Shepparton Women's Charter Advisory Committee membership applications listed below for a two year term, effective immediately and concluding on 17 July 2020:
 - Suzanne WALLIS
 - Fatmatta MANU
 - Zubaidah MOHAMED SHABURDIN
2. thank Jan PHILLIPS for her significant contribution to the Greater Shepparton Women's Charter Advisory Committee.

CARRIED UNOPPOSED.

Background

The Women's Charter was first launched by the Women's Participation in Local Government Coalition in 1996. The Charter's three principles of gender equity, diversity and active citizenship are now supported by more than 60 local governments.

Greater Shepparton City Council officially endorsed its commitment to the Women's Charter in 2010 and an action plan followed. In 2011 an Advisory Committee was initiated and commenced with its first meeting being held on 4 November 2011. The Committee was officially endorsed by Council on 21 February 2012, and is now known as the Women's Charter Advisory Committee (WCAC).

9. COMMUNITY DIRECTORATE

9.1 Greater Shepparton Women's Charter Advisory Committee Membership Appointments (continued)

In line with the Terms of Reference, adopted by Resolution of Council on 19 June 2018, the Committee can include up to 14 community members, up to 3 Council staff and one Councillor as the Charter Champion, but shall not exceed 15 members in total.

As per the Terms of Reference a membership drive has been undertaken to fill three vacancies. Two Council Officers reviewed and assessed the 12 applications using the assessment matrix and responses provided in the membership applications. Council officers recommend the appointment of Suzanne WALLIS, Fatmatta MANU and Zubaidah MOHAMED SHABURDIN for a two year term effective immediately and concluding on 17 July 2020.

The GSWCAC also recommend Council thanks Jan PHILLIPS for her significant contribution to the Advisory Committee.

Council Plan/Key Strategic Activity

Council Plan

1.6 Gender equity and equality is embedded into Council policy and decision making and employment processes.

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

2.4 Social, cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.

Risk Management

Officers have not identified any moderate to extreme risk associated with this report.

Policy Considerations

Officers have not identified any current policy implications associated with this report. However it may be noted that the aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management.

Financial Implications

No financial implications have been identified associated with the Report.

Legal/Statutory Implications

Officers have not identified any Legal/Statutory implications associated with this report.

Environmental/Sustainability Impacts

Officers have not identified any environmental/sustainability implications associated with this report.

Social Implications

The aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions, community groups or boards of management. WCAAC has adopted a three point action plan focusing on Diversity, Active Citizenship and Gender Equity to guide the key strategic objectives of this Committee. This focus is on addressing social disadvantage and increasing women's participation.

9. COMMUNITY DIRECTORATE

9.1 Greater Shepparton Women's Charter Advisory Committee Membership Appointments (continued)

Economic Impacts

The aim of the Committee is to support and promote women in leadership roles and all levels of decision-making in Greater Shepparton, including business or workplace positions. The WCAAC will continue to deliver information to the community that is aimed at informing, educating and supporting women in their pursuits – including participation in the workforce

Consultation

Memberships opened on 16 April and closed on 14 May 2018. Membership was advertised in the Shepparton News via public notice on 20 & 27 April and 4 & 11 May and in the Advisor on 18 & 25 April and 2 & 11 May. Membership was also advertised on Council's Facebook site, Council's website and shared via Council Staff and Committee members.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration. The Committee are aware that the membership drive resulted in 12 applications and that an appropriate process was undertaken to review and assess applications in line with the Terms of Reference. The Committee have been made aware of the three successful applications in confidence and that these memberships are not formally endorsed until endorsement occurs at an appropriate Council Meeting.

Strategic Links

a) Greater Shepparton 2030 Strategy

Direction 2 – Community Life

b) Other strategic links

Greater Shepparton Women's Charter Alliance Advisory Committee Action Plan 2016-2018

Conclusion

GSWCAC is encouraged by the calibre and quality of all applications and believe that the three successful members will add further strength and capability to the Committee and support the achievement of its Action Plan moving forward.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships

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

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

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

Council Officers involved in producing this report

Author: Committees and Cemeteries Operations Officer

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

Approved by: Director Community

Executive Summary

In accordance with Greater Shepparton City Council Corporate Procedure 07.PRO5 section three, members of special committees (established under Section 86 of the Local Government Act 1989), can only be appointed or removed by a formal resolution of Council.

As the terms of appointment of the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre are nearing completion new committees must be appointed to ensure continuity in the management and operation of the facilities.

Cr Sutton left the meeting at 5.39pm

Cr Sutton returned to the meeting at 5.40pm

Moved by Cr Summer

Seconded by Cr Oroszvary

That the Council:

1. having considered the Applications for Appointment to the Caniambo Hall Committee of Management received, appoint the following members for a four year term commencing 18 August 2018 and concluding 18 August 2022:
 - Ivan FREDERICK
 - Lionel GIBBS
 - Wesley GIBBS
 - Simon HEARD
 - Ronald KEAT
 - Shirley KEAT
 - Virginia STEDMAN
 - Robert SANDS
 - Jeff WALL
 - Richard WALL
2. acknowledge the significant contribution of Raelene MASON, Colin MASON and Douglas MASON to the Caniambo Hall Committee of Management after many years of committed service as members of the committee.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships (continued)

3. having considered the Applications for Appointment to the Dhurringile Recreation Reserve and Community Centre Committee of Management received, appoint the following members for a four year term commencing 21 July 2018 and concluding 21 July 2022:
 - Martin BAUMBER
 - Jodie BRISBANE
 - Mark BRISBANE
 - Ciara KENIRY
 - Tony MCCARTHY
 - Sharon MCCARTHY
4. acknowledge the contribution of Angela HOLLERAN and the significant long standing contribution of Frank NIGLIA and Keith SMITH to the Dhurringile Recreation Reserve and Community Centre Committee of Management after many years of committed service as members of the committee.
5. having considered the Applications for Appointment to the Murchison Community Centre Committee of Management received, appoint the following members for a four year term commencing 21 July 2018 and concluding 21 July 2022:
 - Geoffrey ASHBURNER
 - Natasha BOYLE
 - Tino CATANIA
 - Martyn MORRIS
 - Ian MACAULAY
 - Edmund REILLY
6. acknowledge the contribution of Julie BARNS to the Murchison Community Centre Committee of Management.
7. resolve that all members (who are not Councillors or nominated Officers) of the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre Committee 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*.

CARRIED UNOPPOSED.

Background

Caniambo Hall Committee of Management

At the Ordinary Council Meeting held on 16 August 2016 ten applicants were appointed to the Caniambo Hall Committee of Management for a term of two years concluding 17 August 2018.

Seven Applications for Appointment have been received from past committee members and three Applications for Appointment received from other members of the Caniambo community. It is recommended that all Applicants be appointed for a term of four years.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships (continued)

Council would like to acknowledge the contributions of Raelene and Colin Mason and Douglas Mason to the Caniambo Hall Committee of Management. After many years of membership on the Committee they have decided to not apply for a further term of appointment Committee. Council would like to thank Raelene, Colin and Douglas for their work and commitment on the committee and wish them well for the future.

Dhurringile Recreation Reserve and Community Centre Committee of Management

At the Ordinary Council Meeting held on 19 July 2016 seven applicants were appointed to the Dhurringile Recreation Reserve and Community Centre Committee of Management for a term of two years concluding 20 July 2018. Two additional applicants were subsequently joined at Ordinary Council Meetings held on 20 September 2016 and 22 November 2016 respectively.

Six Applications for Appointment have been received from past committee members and it is recommended that all Applicants be appointed for a term of four years.

Council would like to acknowledge the contributions of Angela Holleran, Frank Niglia and Keith Smith to the Dhurringile Recreation Reserve and Community Centre Committee of Management. Angela has been a member of the committee for approximately eighteen months and has decided not to apply for a further term. Frank and Keith have also decided to not apply for a further term of appointment after many years as members of the Committee and undertaking significant work at the community centre and the reserve. Council would like to thank Angela, Frank and Keith for their work and commitment on the committee and their contribution to the local community through their membership.

Murchison Community Centre Committee of Management

At the Ordinary Council Meeting held on 19 July 2016 five applicants were appointed to the Murchison Community Centre Committee of Management for a term of two years concluding 20 July 2018.

Four Applications for Appointment have been received from past committee members and two new applications from community members. It is recommended that all Applicants be appointed for a term of four years.

Council would like to acknowledge the contribution of Julie Barns to the Murchison Community Centre Committee of Management. Julie has been a member of the committee for approximately two years and has decided not to apply for a further term. Council would like to thank Julie for her work on the committee and wish her well for the future.

Interest Return Exemption

It is recommended that all newly appointed members of Section 86 Special Committees be exempt from the requirement of completing Interest Return in accordance with Section 81(2A) of the *Local Government Act 1989*.

Council Plan/Key Strategic Activity

This report supports the following goals of the *Council Plan 2017-2021*:

Leadership and Governance

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

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships (continued)

- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delegation of Council powers to a committee	Possible	Major	High	The appointment and removal of members by formal resolution of Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.
Exemption of all special committees from submitting primary and ordinary returns	Possible	Major	High	Restricted powers outlined in the Instrument of Delegation and Guidelines to these committees ensures that this risk is minimal. Committees are also required to declare any conflicts of interest at the start of each committee meeting

Policy Considerations

There are no conflicts with existing Council policies.

Financial Implications

There are no financial implications arising from this report.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships (continued)

Legal/Statutory Implications

All of Council's Committees of Management responsible for halls, community centres and recreation reserves have been established under Section 86 of the *Local Government Act 1989* and have been issued with an Instrument of Delegation and Guidelines outlining their responsibilities.

The appointment and rescinding of memberships to Section 86 special committees by formal resolution of the Council ensures that the powers, functions and duties delegated to these committees are able to be exercised legally.

Environmental/Sustainability Impacts

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

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 report.

Consultation

A public notice was placed in the Shepparton News on 11 and 18 May 2018 calling for applications from community members to join the Dhurringile Recreation Reserve and Community Centre Committee of Management, Caniambo Hall Committee of Management and Murchison Community Centre Committee of Management. Letters were sent to outgoing members of the committee inviting them to apply for a further term with posters also provided for display around each facility.

A request for a notice to be placed in the Dhurringile Primary School and Murchison Primary School newsletters promoting the call for applications for the Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre Committee of Management respectively. In addition, the Murchison Community House was also approached to assist with the promotion of the call for applications through posters and provision of information to the community.

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements. • Website announcement. • Letters to incoming and outgoing committee members. • Communication with committee officer bearers.
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.

9. COMMUNITY DIRECTORATE

9.2 Section 86 Special Committees - Memberships (continued)

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
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

Local Government Act 1989

Conclusion

It is recommended that the abovenamed applicants be appointed to the Caniambo Hall Committee of Management, Dhurringile Recreation Reserve and Community Centre Committee of Management and the Murchison Community Centre Committee of Management for the terms specified and that Council recognise the contribution of those members who have decided not to apply for a further term of appointment.

Attachments

Nil

9. COMMUNITY DIRECTORATE

9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management

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

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

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

Council Officers involved in producing this report

Author: Committees & Cemeteries Operations Officer, Property Coordinator

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

Approved by: Director Community

Executive Summary

In October 1992 the Shire of Shepparton established a Special Committee known as the Kialla West Recreation Reserve Committee of Management under Section 86 of the *Local Government Act 1989*. This Committee was delegated the responsibility to oversee the management and operations of the Council owned recreation reserve at Kialla West together with its facilities and have continued to do so since that time.

After consultation with the Kialla West Recreation Reserve Committee of Management, community and Council staff it is recommended that Council dissolve the Committee of Management and bring the management of this reserve into Council.

Moved by Cr Summer

Seconded by Cr Patterson

That the Council:

1. acknowledge the contribution made by the following community members to the management and operation of the Kialla West Recreation Reserve Committee of Management and rescind their memberships effective immediately:
 - Simone SMITH
 - Wesley TEAGUE
 - Paul VEAL
 - Joel VALLANCE
 - Daryl O'KEEFE
2. dissolve the Kialla West Recreation Reserve Committee of Management effective immediately.
3. revoke *Greater Shepparton City Council Instrument of Delegation Kialla West Recreation Reserve Committee of Management* adopted by Council on 17 October 2017 effective immediately.
4. adopt the *Guidelines – Committee Delegations Section 86 Halls, Community Centres & Recreation Reserves Committees of Management* amended to remove reference to the "Kialla West Recreation Reserve Committee of Management" effective immediately.

CARRIED UNOPPOSED.

9. COMMUNITY DIRECTORATE

9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)

Background

At the Ordinary Council meeting held on 26 October 1992 Shire of Shepparton endorsed a recommendation to establish the Kialla West Recreation Reserve Committee of Management under Section 86 of the *Local Government Act 1989*.

This Committee was delegated the responsibility of managing and operating the recreation reserve in Kialla West located on Devine Road. Facilities at this reserve comprise an oval with hard wicket, toilet block, tennis courts and pavilion together with ancillary infrastructure.

Over the years the reserve has been home to the Kialla West Tennis Club and was utilised for junior football and cricket. Due the disbanding of the tennis club and declining usage over the years the Committee of Management have expressed concerns regarding reduced income obtained from hire fees, rising operational expenses and the ongoing financial viability of the committee running the facilities.

At the Kialla West Recreation Reserve Committee of Management's Annual General Meeting on 8 November 2017 the committee requested that Council consider the ongoing viability of the committee and the future of the reserve. After discussions with Council staff regarding the reserve and the Committee's Chair, the Committee endorsed a motion at their meeting on 7 March 2018 to dissolve the committee and committee members intention to step down and resign accordingly.

Following to this motion the Kialla West Primary School placed a notice in their school newsletter advising of the intention of the committee to step down. The committee's Chair was approached by a community member regarding the future of the reserve and possible interest in joining the committee. The Chair subsequently requested the community member contact Council directly; however, no contact was received.

Public notices were placed in the Shepparton News on 4, 11 and 18 May 2018 advising of Council's intention to dissolve the Kialla West Recreation Reserve Committee of Management and return the management of the facilities to Council requesting feedback by 25 May 2018. No submissions were received.

This report recommends rescinding the membership of the existing five members appointed to the Kialla West Recreation Reserve Committee of Management, dissolving the committee and revoking all associated delegations and guidelines in relation to this Committee.

Council's Parks, Sport and Recreation Department have confirmed that they have capacity to take the management of the Kialla West Recreation Reserve back into Council with no change to current staffing levels.

Council staff will work with the committee to ensure that all records, equipment, keys, etc which are the responsibility of the Kialla West Recreation Reserve Committee of Management is returned to Council upon endorsement of these recommendations.

9. COMMUNITY DIRECTORATE

9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)

Council Plan/Key Strategic Activity

This proposal supports the following goals of the *Council Plan 2017-2021*:

Leadership and Governance

- 1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.
- 1.7 Council advocates on issues, priorities and needs that matter to our community in partnership with key stakeholders.
- 1.9 Service standards and service delivery models are realistic and meet community expectations and demand while being financial viable and in line with Council's core business.

Social

- 2.1 Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing.
- 2.4 Social and cultural, educational and employment opportunities are created to enable children, young people, individuals and families to actively participate in their community.
- 2.6 Volunteering is promoted and encouraged along with other measures to improve community resilience.
- 2.7 Public places, open space and community facilities are safe and accessible for all and presented to a high quality.

Built

- 4.4 Quality infrastructure is provided and maintained to acceptable standards.
- 4.5 Assets are well managed and their renewal is being planned through long term renewal strategies.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Delegation of Council powers to a committee	Possible	Major	High	The appointment and removal of members by formal resolution of Council reduces governance risks by ensuring that all members of a committee are covered by Council's public liability insurance.

Policy Considerations

There are no conflicts with existing Council policies

Financial Implications

Council currently is responsible for the maintenance of the grounds and major infrastructure maintenance at the recreation reserve and has confirmed existing capacity to incorporate bookings management within its current staffing levels.

9. COMMUNITY DIRECTORATE

9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)

Legal/Statutory Implications

This report recommends rescinding the Kialla West Recreation Reserve Committee of Management memberships, dissolving the committee and revoking and amending (as appropriate) all associated delegation documents to ensure compliance with the *Local Government Act 1989* and Greater Shepparton City Council Corporate Procedure 07.PRO5.

Environmental/Sustainability Impacts

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

Social Implications

The Kialla West Recreation Reserve will remain available to the community for use. Community are encouraged to continue to act in an advisory capacity providing ongoing feedback to Council regarding any matters relating to the facility in the future.

Economic Impacts

The facilities at the reserve will continue to remain available for use by the community in accordance with the hire fees adopted by Council.

Consultation

Consultation has been undertaken with the Kialla West Recreation Reserve Committee of Management, Council's Parks, Sport and Recreation Department and Council's Community Strengthening Branch.

Public notices were placed in the Shepparton News on 4, 11 and 18 May 2018 advising of Council's intention to dissolve the Kialla West Recreation Reserve Committee of Management and return the management of the facilities to Council requesting feedback by 25 May 2018. No submissions were received.

Level of public participation	Promises to the public/stakeholders	Techniques
Inform	Keep informed	<ul style="list-style-type: none"> • Meetings with Committee of Management • Emails and Letters • Letters to outgoing committee members
Consult	Informed, listen, acknowledge	Council has consulted with its committee of management and community prior to making decisions that relate to the facility.
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 collaborated with the special committee prior to making decisions that relate to the facilities.
Empower	We will implement what the public decide.	Council will undertake the steps required to dissolve the special committee as agreed with the committee.

9. COMMUNITY DIRECTORATE

9.3 Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management (continued)

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

Strategic Links

a) Greater Shepparton 2030 Strategy

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

b) Other strategic link

Local Government Act 1989

Conclusion

The Kialla West Recreation Reserve Committee of Management has undertaken a valuable role in managing and operating an important community and Council asset over the past 25 years. Council recognises the substantial contribution that all committee members, past and present, have made in maintaining and improving the Kialla West Recreation Reserve and its facilities.

Council will continue to maintain this reserve to a high standard and make it available to the community for enjoyment and use into the future.

Attachments

Guidelines - Committee Delegations Halls, Community Centres, Recreation Reserves

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9. COMMUNITY DIRECTORATE

9.4 Greater Shepparton Seniors Festival - October 2018

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: Seniors Festival Co-ordinator

**Proof reader(s): Team Leader Assessment and Inclusion Services,
Acting Manager Neighbourhoods**

Approved by: Director Community

Executive Summary

The Victorian Seniors Festival is now in its 36th year and is a wonderful opportunity to celebrate the contribution made by our seniors to our community.

This Festival is held annually in October each year and supported by the State Department of Health and Human Services in partnership with Local Government. The State annually contributes a grant of \$2,700 to Greater Shepparton to use towards the preparation and delivery of activities and events aimed at older people living in our community.

With a component of this financial support, Council offers a small grant round to community groups to assist in providing local seniors events and activities throughout the month of October that encourage participation of older people. The remaining grant funds will be used to provide additional programs and events at a subsidised rate.

Moved by Cr Summer

Seconded by Cr Oroszvary

That the Council approve the recommendation of the Grant Review Panel to fund nine projects as detailed below to the value of \$1800 representing the 2018 Seniors Festival Grants applications.

Organisation	Event	Total (GST N/A)
Shepparton Senior Citizens	Bus trip	\$200.00
Murchison Neighbourhood House	Gem of a trip	\$200.00
Tatura Community House	Seniors trivia afternoon	\$200.00
U3A	Art, Craft and photography show	\$200.00
Botanical Gardens	Journey around the Botanical gardens	\$200.00

9. COMMUNITY DIRECTORATE

9.4 Greater Shepparton Seniors Festival - October 2018 (continued)

Vision Australia	Luncheon and activities	\$200.00
Cosgrove Dookie Hospital Auxiliary	Yea garden expo	\$200.00
Dookie Lions Club	Bus trip	\$200.00
Lifestyle Dookie	High tea and classical movie	\$200.00
	TOTAL	\$1800.00

CARRIED UNOPPOSED.

Background

The Victorian Seniors Festival originally commenced in 1982 and was known as Senior Citizens Week. In 2002, the week was rebranded to Victorian Seniors Festival.

The theme for this year's festival is "**Get Social**" and Council Officers are working in collaboration with community organisations and clubs to develop a program that will give the senior members of our community the opportunity to participate in a range of activities, attend concerts and outings to enhance their social interaction and build on current relationships.

The festival is targeted at all people aged 60 years and over, which in Greater Shepparton is 23.4% of the population (per census data 2016). Over 1000 events occur state-wide and many are planned locally with varying levels of support from Councils.

Greater Shepparton City Council offers a small grant to community groups to assist in providing grass roots events and activities throughout the month of October that encourage participation of older people in our community.

In 2017 six projects were delivered throughout the municipality with a total approved budget of \$1200. These projects included a trivia afternoon, education/information sessions and come and try sessions. All projects have been fully acquitted.

Greater Shepparton City Council received nine applications for this years (2018) Seniors Festival Grant round. These applications were all considered by the internal grants review panel to assess the project against the eligibility requirements. The panel recommend that the nine applicants receive the full amount of funding they originally requested. The remaining grant funding will be utilised to provide additional programs and events throughout the month of October, and in most cases offers a subsidised rate for participants.

Council Plan/Key Strategic Activity

The endorsement of the Seniors Festival funding is intrinsically linked to the Council Plan 2017 – 2021. The applicants have identified that their project meets the Council Plan theme – Social.

Objective 2.7 – Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

9. COMMUNITY DIRECTORATE

9.4 Greater Shepparton Seniors Festival - October 2018 (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.

Policy Considerations

Approval of the Seniors Festival grants funding recommendations supports existing Council policies.

Financial Implications

Council has committed a total expense of \$12,200 in the draft 2018/2019 budget for the Greater Shepparton Seniors Festival. It is recommended that \$1,800 of this allocation is allocated to support the nine projects.

	Approved Budget Estimate for this proposal ¹ \$	This Proposal GST Exclusive \$	Variance to Approved Budget Estimate \$	This Proposal GST Inclusive ² \$
Revenue	\$2700.00			DHS Grant
Expense		\$1800.00		To support the grant
Net Total		\$10400.00		\$10,400 remaining to support additional programs and events throughout the Seniors Festival in October 2018

¹ Budgets are GST exclusive

² For Contract Award reports the GST inclusive expense shall match the amount reported in the recommendation

Legal/Statutory Implications

The Seniors Festival grants will be consistent with the *Local Government Act 1989* and the *Victorian Charter of Human Rights and Responsibilities Act (2006)*.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts arising from this project.

Social Implications

Projects recommended for approval came from community organisations that have been a part of the greater Shepparton community for up to 100 years. Each project provides opportunities for the community to engage in activities that will improve community connections and enhance the social capacity of individuals and families. The applications target older people from varying backgrounds and abilities including those who reside in our smaller rural communities. Four of the applications came from small towns in Greater Shepparton. The planning and implementation of a majority of these projects is made possible through a significant voluntary contribution from community members. All projects are community driven initiatives that will be implemented by groups in the community.

9. COMMUNITY DIRECTORATE

9.4 Greater Shepparton Seniors Festival - October 2018 (continued)

Economic Impacts

A number of the planned activities will support economic stimulus throughout the municipality through the purchasing of materials and supplies.

Consultation

Level of public participation	Promises to the public/stakeholders	Examples of techniques to use
Inform	Deliver information about the application process to relevant groups/clubs.	Mailing list compiled with past and perceptive participants targeted. Advertising in local Seniors paper and GSCC website.
Consult	Speak with relevant groups and clubs about this year's event.	Speak with relevant groups and clubs about this year's event.
Involve	Provide assistance to groups and clubs.	Consult on a one on one basis.
Collaborate	Successful groups and clubs will be responsible for the implementation of their projects.	Successful applicants will drive their own community initiatives.
Empower	Whilst the decision making process regarding successful grant applications is made by Council, Community groups will be responsible for the delivery of the 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 2017 – 2021

Theme: Social Objective 2.7 Greater Shepparton is valued for cultural celebrations, inclusion and engagement of our diverse communities.

Conclusion

The applications for funding through the 2018 Greater Shepparton Seniors Festival have been reviewed by an internal Grants Review Panel and they have recommended nine projects be funded. These nine projects meet eligibility requirements and all aim to build or strengthen senior person's participation and contribution in the Greater Shepparton community.

Attachments

Nil

10. CORPORATE SERVICES DIRECTORATE

10.1 Media Policy 07.POL1

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 Marketing and Communications

Proof reader(s): Manager Marketing and Communications

Approved by: Director Corporate Services

Executive Summary

In informing the public about activities, programs, events, services and initiatives it is important that Council has in place processes that support an active and considered response to media enquiries.

The Media Policy provide a framework around roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

Moved by Cr Oroszvary
Seconded by Cr Summer

That the Council adopt the revised Media Policy 07.POL1.

CARRIED UNOPPOSED.

Background

Greater Shepparton City Council (GSCC) recognises the important role the media plays in informing the public about Council activities, programs, events, services and initiatives. As a community leader and a government body responsible for providing and maintaining essential services and infrastructure, protecting the environment, planning for sustainable development, safeguarding public health and supporting community development, it is important GSCC has in place processes that support an active response to media enquiries. Interaction with the media in a government context requires careful attention to a range of factors including audience, public interest and political sensitivity.

The Media Policy provides a framework regarding roles and responsibilities, the identification of authorised spokespersons, commenting in the media, site visits and procedures for generating media coverage.

The intent of the policy is to provide understanding and guidance for the appropriate use of all media platforms and tools and to ensure the media receives accurate information in a timely and accurate manner. The Policy has recently been reviewed and updated.

10. CORPORATE SERVICES DIRECTORATE

10.1 Media Policy 07.POL1 (continued)

The Media Policy applies to GSCC and its sub-brands, staff and Councillors. Media refers to communication channels through which news, entertainment, education, data, or promotional messages are disseminated. Media includes every broadcasting and narrowcasting medium such as newspapers, magazines/publications, TV, radio, billboards, direct mail, telephone, social media and internet.

The Media Policy ensures the communication between Council and media is managed appropriately to maximise benefits to Council and minimise risk of adverse publicity and misunderstanding due to inaccurate information or inappropriate sharing on information. The policy ensure that key messages are consistently relayed and aligned with the current position of the organisation and facilitate a strong relationship with local media by providing a central contact point and quick and accurate responses to enquiries.

The Media Policy details roles and responsibilities, commenting in the media/media spokesperson, media releases, interviews, briefings and non-news/human interest stories.

The Corporate Procedure Media document provides in-depth details on the processes, the roles and responsibilities and is for staff operational use.

Council Plan/Key Strategic Activity

1. Leadership and Governance

1.8 Consultation that is transparent, robust and accessible, and clear, consistent and timely communication provided to inform, educate and engage with the community.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Information is provided to the media without authorisation on an ordinary council meeting agenda item or other matter leading to inaccurate reporting or confidential information being made public.	Likely	Moderate	Medium	Ensure all staff and councillors are aware of media policy and that Directors reinforce the importance of directing media enquiries to Marketing and Communications

Policy Considerations

There are no conflicts with current Council policies.

Financial Implications

There are no financial implications associated with this report.

Legal/Statutory Implications

Effectively managing the media will assist in protecting Councillors, staff and the organisation from being exposed to any potential legal issues.

Environmental/Sustainability Impacts

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

10. CORPORATE SERVICES DIRECTORATE

10.1 Media Policy 07.POL1 (continued)

Social Implications

Failing to manage the media may result in reputational damage for the organisation.

Economic Impacts

There are no economic impacts associated with this report.

Consultation

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

Strategic Links

a) Greater Shepparton 2030 Strategy

Nil

b) Other strategic links

Greater Shepparton City Council – Councillor Code of Conduct

Conclusion

The Media Policy provides a clear framework how to best manage the media, including guidelines detailing how staff and Councillors need to deal with the media. This policy will ensure that media coverage will obtain the best outcome for Council.

Attachments

Media Policy 07.POI1 Page 169

10. CORPORATE SERVICES DIRECTORATE

10.2 Contracts Awarded Under Delegation

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

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

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

Council Officers involved in producing this report

Author: Team Leader Contracts and Procurement

Proof reader(s): Manager Corporate Governance

Approved by: Director Corporate Services

Executive Summary

To inform the Council of the status of requests for tenders that have been awarded under delegation and those that have been publicly advertised but are yet to be awarded.

Moved by Cr Hazelman

Seconded by Cr Sutton

That the Council note the publicly advertised contracts awarded under delegated authority and tenders that have been advertised but yet to be awarded.

CARRIED UNOPPOSED.

Tendered Contracts Awarded under Delegated Authority by the CEO

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

Tendered Contracts Awarded under Delegated Authority by a Director

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1859	GVW Main Relocation - Maude Street Stage 1 Upgrade, Shepparton	Lump Sum Contract for GVW Main Relocation - Maude Street Stage 1 Upgrade, Shepparton	\$178,640.00	NL Drainage

10. CORPORATE SERVICES DIRECTORATE

10.2 Contracts Awarded Under Delegation (continued)

Contract Number	Contract Name	Contract details, including terms and provisions for extensions	Value inclusive of GST	Awarded to
1820	Provision of Centre Road Parking and Installation of Street Trees, Nixon Street, Between Skene Street and Railway Parade	Lump Sum Contract for the Provision of Centre Road Parking and Installation of Street Trees, Nixon Street, Between Skene Street and Railway Parade	\$181,059.45	Jarvis Delahey Pty Ltd
1880	Provision of a Sole VMware Partner to Administer the Victorian Local Government VMware	MAV Contract for the Provision of a Sole VMware Partner to Administer the Victorian Local Government VMware	\$65,373.00	Municipal Association of Victoria

Requests for Tenders advertised but not yet awarded

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1838	Provision Of Powerline Tree Pruning Services	Schedule of Rates Contract for the Provision Of Powerline Tree Pruning Services	Tender closed on 21 February 2018. Tender currently being evaluated
1839	Provision of Tree Maintenance Services	Schedule of Rates Contract for the Provision Of Tree Maintenance Services	Tender closed on 9 May 2018. Tender currently being evaluated
1840	Demolition of building and associated works - 289 Maude Street	Lump Sum Contract Demolition of building and associated works - 289 Maude Street	Tender closed on 4 July 2018. Tender currently being evaluated
1856	Provision of Management of the Shepparton Saleyards	Lump Sum & Schedule of Rates Contract for the Management of the Shepparton Saleyards	Tender closed on 4 July 2018. Tender currently being evaluated
1865	EOI – Construction of Shepparton Art Museum	Expression of Interest Contract for the Construction of Shepparton Art Museum	Tender closed on 11 July 2018. Tender currently being evaluated

10. CORPORATE SERVICES DIRECTORATE

10.2 Contracts Awarded Under Delegation (continued)

Contract No.	Contract Name	Contract detail, including terms and provisions for extensions	Status
1866	Supply and Installation of Aquamoves Gym Floor Coverings	Lump Sum Contract Supply and Installation of Aquamoves Gym Floor Coverings	Tender closed on 30 May 2018. Tender currently being evaluated
1868	Provision of Trade Services	Schedule of Rates Contract for the Provision of Trade Services	Tender closed on 11 July 2018. Tender currently being evaluated

Policy Considerations

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

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

Legal/Statutory Implications

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

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

Conclusion

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer and Directors under delegated authority of the Council during the period.

Attachments

Nil

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual 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: Senior Strategic Planner

Proof reader(s): Team Leader Strategic Planning

Approved by: Director Sustainable Development

Other: Graduate Strategic Planner Amendments

Executive Summary

The Council authorised the formation of the Heritage Advisory Committee (the Committee) on 17 January 2012. As part of the resolution, Council adopted Terms of Reference (the TOR) to guide the future operation of the Committee.

The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality.

The Committee has since revised the TOR, the most recent of which was at the June 2018 Committee Meeting, and now seeks the adoption of the revised TOR by Council.

The TOR for the Committee allow for the appointment of community representatives unaffiliated with any of the historical groups and societies already represented on the Committee. The recent changes to the TOR in May 2018 allow for the nomination of up to six community representatives. As such, the Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

The Committee has prepared its annual report to inform Council of its activities for the year ending 16 January 2015. At the Committee's monthly meeting held on 7 May 2018, the Committee agreed to present the *Greater Shepparton Heritage Advisory Committee Annual Report 2017* (the Annual Report) to Council. It is recommended that Council receive and note the Annual Report.

Moved by Cr Summer

Seconded by Cr Abdullah

That the Council:

1. adopt the amended Terms of Reference for the Greater Shepparton Heritage Advisory Committee; and
2. receive and note the *Greater Shepparton Heritage Advisory Committee Annual Report 2017*.

CARRIED UNOPPOSED.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)

Background

The Council authorised the formation of the Heritage Advisory Committee (the Committee) at the Ordinary Council Meeting held on the 17 January 2012. As part of the resolution, Council adopted Terms of Reference (TOR) to guide the future operation of the Committee.

The TOR outlines the primary purpose of the Committee to advise Council on the future development of cultural heritage matters across Greater Shepparton. The TOR also includes a list of roles that the Committee fulfils within Council. These roles include but are not limited to the provision of the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton and to act as an advocate for all cultural heritage matters within the municipality.

Council has amended the TOR for the Committee on a number of occasions to ensure it is fit-for-purpose. Council last resolved to adopt amended TOR at the Ordinary Council Meeting held on 21 November 2017 to allow for four community representative positions on the Committee.

The Committee has recently reviewed the TOR and has agreed to request that Council amend its TOR further. The revisions now sought include:

- Minor formatting, numbering, descriptive and grammatical changes throughout the TOR.
- At bullet point 2(k) to outline that the Committee may recommend that no award be granted in one or more categories for the biennial Cultural Heritage Awards Ceremony.
- Insert bullet point 2(l) to outline that the Committee will assist Council in hosting a biennial Bruce Wilson Memorial Heritage Lecture.
- At bullet point 3(a, iv) to highlight that local societies or interest groups are eligible to join the Committee pending an official application. Any such additional membership would follow an enabling amendment to the TOR.
- At bullet point, 3(a, v) to change the number of representatives to “a minimum of two and a maximum of six”, and to amend and introduce additional assessment criteria to candidates who wish to join the Committee.
- At bullet point 3(b) to request that Council support the Committee’s site visitations and education tours within the Municipality.
- At bullet point 5 to insert the requirement that Committee members are required to attend meetings on a regular basis or provide an apology prior to the meeting.

One of the key changes allows the Committee to increase the number of community representatives on the Committee. There are currently four community representatives unaffiliated with any of the historical groups and societies already represented on the Committee. In accordance with this change, the Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

The Committee has prepared its annual report to inform Council of its activities for the year ending 2017. The Annual Report outlines the Committee’s activities for the 2017 year (see *Attachment 2 – Greater Shepparton Heritage Advisory Committee Annual Report 2017*). It summarises the Committee’s membership, activities and achievements, advocacy and advice.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)

At the Committee's monthly meeting held on 7 May 2018, the Committee agreed to present the *Greater Shepparton Heritage Advisory Committee Annual Report 2017* (the Annual Report) to Council. It is recommended that Council receive and note the Annual Report.

Council Plan/Key Strategic Activity

The revised TOR for the Committee is consistent with the following goals and objectives outlined in the *Greater Shepparton City Council, Council Plan 2017-2021*:

1. Goal 2: Social
 - Objective 2.6: Volunteering is promoted and encouraged along with other measures to improve community resilience.
2. Goal 4: Built
 - Greater Shepparton's heritage places, cultural landscapes, and objects are protected and conserved for future generations.

Risk Management

Failure to approve the revised TOR for the Committee would reduce the Committee's ability to operate effectively and jeopardise its core purpose to act as an advocate for all cultural heritage matters within the municipality.

There are no risks associated with receiving and noting the Annual Report.

Policy Considerations

There are no conflicts with any Council policies arising from the adoption of the revised TOR for the Committee. There are no conflicts with any Council policies arising from receiving and noting the Annual Report.

Financial Implications

There are no financial implications relating to the adoption of the revised TOR for the Committee or the Annual Report.

Legal/Statutory Implications

The proposal conforms with the provisions of the *Local Government Act 1989* and all other relevant legislation.

Environmental/Sustainability Impacts

The adoption of the amended TOR for the Committee and receiving and noting the Annual Report will not have any negative environmental or sustainability impacts.

Social Implications

The adoption of the amended TOR will allow the Committee to continue to operate effectively as an advocate for all cultural heritage matters in the municipality. The Committee will continue to raise awareness within the community of cultural heritage issues and initiatives. Receiving and noting the Annual Report will not result in any negative social implications.

Economic Impacts

The adoption of the amended TOR for the Committee and receiving and noting the Annual Report will not result in any economic impacts.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.1 Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report (continued)

Consultation

Officers believe that appropriate consultation has occurred during both the formation and operation of the Committee, and the key activities it has been involved in since its formation by Council.

The Committee has agreed to request that Council adopt amended TOR at the Committee's meeting held on 2 December 2013. The Committee consists of a diverse range of organisations and community representatives from across the municipality.

The Committee will proceed with public advertisements calling for community representative nominations for membership of the Committee.

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

Strategic Links

a) Greater Shepparton 2030 Strategy

The revised TOR for the Heritage Advisory Committee is consistent with the objectives, strategies and actions outlined in the Environment Section of the *Greater Shepparton 2030 Strategy 2006*.

b) Other strategic links

The revised TOR for the Heritage Advisory Committee will also develop and implement one of the key recommendations of the *Greater Shepparton Heritage Study Stage IIB 2013*.

Conclusion

The Council authorised the formation of the Committee on 17 January 2012. As part of the resolution, Council adopted TOR to guide the future operation of the Committee.

The primary purpose of the Committee is to act as an advocate for all cultural heritage matters within the municipality.

The Committee has agreed to request the Council amend the TOR. The proposed changes to the TOR will ensure that they are fit-for-purpose and will allow the Committee to fulfil its primary purpose to Council.

It is recommended that Council receive and note the *Greater Shepparton Heritage Advisory Committee Annual Report 2017*.

The Committee is a critical way of raising awareness of cultural heritage issues, as well as promoting community participation in cultural heritage issues within the municipality.

By continuing to support the Greater Shepparton Heritage Advisory Committee, Council is continuing to embrace a cost-effective opportunity of raising awareness and promoting community participation of cultural heritage issues within the municipality.

Attachments

- | | |
|---|----------|
| 1. Greater Shepparton Heritage Advisory Committee - Terms of Reference - revised May 2018 | Page 174 |
| 2. Greater Shepparton Heritage Advisory Committee Annual Report 2017 | Page 178 |

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise

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): Manager Building and Planning

Approved by: Director Sustainable Development

Executive Summary

The application seeks planning approval to use and develop the land at 104 Hogan Street, Tatura, for a 24 hour car wash and self-storage facility, development of new buildings in the Heritage Overlay, removal of a sewer easement and to vary the car wash design requirements.

The land is within the Commercial 1 Zone, Heritage Overlay 156, Floodway Overlay and Land Subject to Inundation Overlay. Hogan Street is classified as a Road Zone Category 2.

The car wash element of the proposal will comprise three manual vehicle wash bays, a detail service bay, one auto wash bay and four vacuum bays.

The self-storage facility will comprise seven self-storage units.

A food outlet is to be developed as part of a 134 square metre shop (the use of land for a shop does not require a permit in the Commercial 1 Zone) in the north east portion of the site.

A total of eight car parking spaces are provided on site.

Officers have advertised the application and 13 objections and one petition have been received. The objections largely relate to matters around built form / heritage, traffic / pedestrian safety, amenity impacts, impacts on property value and the suitability of the site for the proposed uses.

The most significant assessment considerations are:

1. whether the proposal will result in an acceptable built form / heritage outcome;
2. whether the proposed uses are appropriate for the site;
3. whether the proposal will result in an acceptable amenity outcome;
4. whether the proposal will result in an acceptable outcome with respect to traffic, parking and pedestrian safety; and
5. whether there are any potential floodplain implications.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Officers having undertaken an assessment of the application including the objections is satisfied that the proposed use and development achieves acceptable planning outcomes for the following reasons:

- The food and drink premise on the eastern side of the land will positively contribute to the strip shopping precinct of Hogan Street. The tenancy integrates to the streetscape and will provide additional activity to Hogan Street. Council's heritage advisor has assisted in designing the food and drink premise to ensure the tenancy properly responds to the heritage significance of Hogan Street;
- Officers acknowledge that a car wash use in central Tatura is not ideal, however given the flooding constraints on the site, a car wash is a use that can occur whilst allowing for the storage and passage of flood waters on the land;
- In the absence of an acoustic report establishing that a car wash can operate 24 hours a day without resulting in unacceptable noise disturbance, permit conditions will restrict operating hours between 7.00am and 10.00pm to ensure the amenity of the neighbourhood is not unacceptable impacted;
- Council engineering officers have reviewed the access arrangements to the site particularly in relation to road safety considerations. Officers are satisfied the access proposal is appropriate as the design creates a fourth leg on an existing roundabout;
- Officers consider that the landscape design of the site is important. The layout allows for spaces of sufficient size to accommodate tree plantings which will soften the development to Hogan Street and reduce the large grey concrete outlook of the site. Permit conditions will require the submission of a professionally prepared landscape plan before the development starts.

Officers recommend that the application be approved.

Moved by Cr Patterson

Seconded by Cr Adem

In relation to Planning Application 2017-117, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, that the Council resolves to issue a notice of decision to grant a permit with the following conditions:

Amended Plans Required

Before the development starts, 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 plans must be generally in accordance with the plan submitted with the application but modified to show:

- a) Deletion of the disabled parking bay and replacement with additional landscaping including canopy trees;
- a) Before the use of the development commences all building and works as shown on the endorsed plan must be completed to the satisfaction of the responsible authority.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Layout Not Altered

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

Landscape Plan

Before the development starts a landscape plan prepared by a suitably qualified landscape designer 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) 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;
- b) the method of preparing, draining, watering and maintaining the landscaped area;
- c) all landscaped areas to be used for stormwater retardation.

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 1.2 metres at the time of planting.

Before the use of the development starts 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.

Civil Construction Requirements

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

- a) details (and computations) of how the works on the land are to be drained including underground pipe drains conveying stormwater to the legal point of discharge;
- b) the legal point of discharge is the grated pit in Hogan Street
- c) maximum discharge rate shall not be more than **(65)** lit/sec/ha with **(14)** litres (Tank/Basin) or **(17)** litres (Pipe) of storage for every square metre of Lot area, in accordance with Infrastructure Design Manual Clause 19 Table 13 (or as agreed in writing by the responsible authority).;
- d) details of how water sensitive urban design has been incorporated into the development and submission of a MUSIC model demonstrating compliance with the performance provisions nominated in Table 2.1 of "Urban Stormwater Best Practice Environmental Management Guidelines" 1999;
- e) maintenance schedules for the stormwater treatment features;

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

- f) a gross pollutant and/or litter trap shall be installed at the drainage outfall from the site;
- g) carparking areas, circulation lanes and access' shall be designed and constructed in accordance with AustRoads Publication 'Guide to Traffic Engineering Practice : Part 11 Parking,' 'Australian Standard AS2890.1-2004 (Off Street Parking)' & 'AS2890.6 (Off Street Parking for People with Disabilities);'
- h) no fewer than eight car parks shall be provided;
- i) all areas associated with carparking, circulation lanes and access' shall be surfaced with concrete, line marked to indicate each car space and access lane and traffic control signage installed including signage directing drivers to the area(s) set aside for car parking;
- j) the site shall be properly illuminated with lighting designed, baffled and located to the satisfaction of the responsible authority to prevent any adverse effect on adjoining land;
- k) levels of adjoining properties required to show that there is no adverse effect on adjoining land;
- l) the design of the car parking areas, access and circulation lanes shall prevent damage to fences or landscaped areas of adjoining properties and to prevent direct vehicle access to an adjoining road other than by a vehicle crossing;
- m) adjacent to the exit, landscaping/fencing within two and a half (2.5) metres of the front boundary must not exceed one (1) metre in height.
- n) no change in the footpath height along the frontage of the property to the satisfaction of the responsible authority.

All car parking spaces must be designed to allow all vehicles to drive forwards both when entering and leaving the property. The loading and unloading of goods from vehicles must only be carried out on the land subject to this permit.

Before the use begins all works constructed or carried out must be in accordance with these plans to the satisfaction of the responsible authority.

Construction Phase

Before the development starts, a construction management plan shall be submitted to and approved by the responsible authority. The plan must detail measures to be employed for the effective management of matters including, mud on roads, dust generation and erosion and sediment control on the land, during the construction phase. When approved the plan will be endorsed and form part of the permit. The construction management plan must provide contact details of the site manager.

During the construction of buildings and/or works approved by this permit, measures must be employed to minimise mud, crushed rock or other debris being carried onto public roads and/or footpaths from the land, to the satisfaction of the responsible authority.

Dust suppression must be undertaken to ensure that dust caused on the land does not cause a nuisance to neighbouring land to the satisfaction of the responsible authority.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Urban Vehicle Crossing Requirements

Before the use commences the vehicular crossing shall be constructed in accordance with the endorsed plans and constructed to Councils IDM standard drawing (SD250), and must:

- a) be constructed at right angles to the road, and any redundant crossing shall be removed and replaced with concrete (kerb and channel) and the nature strip reinstated;
- b) any services pits within the vehicle crossing must be modified and the covers are to be replaced with heavy duty trafficable covers
- c) The entry and exit vehicle crossings to Hogan Street shall be constructed from reinforced concrete generally in accordance with the standard (*industrial*) crossing (SD250) found as part of the Infrastructure Design Manual as revised from time to time.

Hours of Operation

The use of the Carwash may operate only between the hours of 7:00 am – 10:00 pm, Monday to Sunday.

Prior to the use of the carwash commencing, the carwash must be fitted with an automatic shutdown system with appropriate advisory signs to be activated at 10:00pm daily and must not re-commence until 7:00 am the next day to the satisfaction of the responsible authority.

Noise Control

Not more than six months after the occupation of the development noise measurements of actual in operation noise levels must be undertaken at the permit holder's expense to determine if the use is achieving compliance with NIRV. If the monitoring finds compliance is not be achieved with NIRV additional noise mitigation measures must be implemented without delay to the satisfaction of the responsible authority.

The use hereby permitted must be conducted such that noise levels generated do not exceed permissible noise levels established in accordance with *Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011)* or as amended.

- a) In the event of unreasonable noise being generated by activities conducted on from the subject land and being established by Council planning officers as likely to be causing a disturbance to nearby property, then further noise testing by a suitably qualified acoustic consultant must be undertaken to assess whether activities on the site are breaching the EPA permissible noise levels and to advise what measures must be implemented to minimise the problem to the satisfaction of the responsible authority.

Control of Light spill

Before the occupation of the development any lighting within the site both under roof areas and in open areas of the site must be designed, baffled and located in such positions so as to effectively illuminate all pertinent public areas, without spilling onto the road reserve or adjoining land, and must be connected to a time clock switch or other approved system to the satisfaction of the responsible authority.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Only lighting essential for the security of the site may operate when the facility is not operating, to the satisfaction of the responsible authority.

Council Assets

Unless identified in written report, any damage to public infrastructure adjacent to the land at the conclusion of construction on the land will be attributed to the land. The owner/operator of the land must pay for any damage to the Council's assets/Public infrastructure by way of the development.

Health Requirements

- a) The applicant shall lodge with Council's Health Department detailed plans demonstrating that the area of the building proposed to be used for storage, preparation and sale of food are adequate for the type of food to be sold at the premises and that the structure and fittings installed complies with the requirements of Food Standards Australia and New Zealand Food Safety Standards 3.2.3 – Food Premises and Equipment.
- b) Prior to commencing construction of any food preparation area, the owner must seek the advice of the Council's Environmental Health Officer.
- c) Prior to commencing the business the applicant shall make application to the Council Health Department for the registration of the premises under the Food Act 1984.
- d) At the time of making application for registration under the Food Act 1984, the applicant shall lodge a copy of their food safety program as required by the Act and the name and accreditation details of their nominated Food Safety Supervisor.

Goulburn Valley Region Water Corporation Requirements

- a) Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment;
- b) Provision of individual water supply meters to each occupancy within the development;
- c) Payment of new customer contributions charges for sewerage services to the development, such amount being determined by the Corporation at the time of payment;
- d) Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.
All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;
- e) Discharge of trade waste from the development shall be subject to a Trade Waste Consent Agreement

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

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

- f) Removal of the easement is to be of satisfaction to Goulburn Valley Region Water Corporation Property Services Section. All legal fees to remove the easement will be at the developer's expense.

Goulburn Broken Catchment Management Authority Requirements

The finished floor levels of the proposed Food Outlet Building and the Self-Storage Units must be constructed at least 300 millimetres above the 100-year ARI flood level of 112.65 metres AHD, i.e. 112.95 metres AHD, or higher level deemed necessary by the responsible authority.

Time for Starting and Completion

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

- a) the development and use has not started within **two (2) years** of the date of this permit;
- b) the development is not completed within **four (4) years** of the date of this permit.

CARRIED UNOPPOSED.

Property Details

Land/Address	104 Hogan Street, Tatura The land is 2050sqm in size The land is set back about 80 metres to the nearest residential zoned lot
Zones and Overlays	Commercial 1 Zone Abuts a Road Zone, Category 2 Floodway Overlay Heritage Overlay (HO156 – Tatura Township Precinct, Tatura) Land Subject to Inundation Overlay
Why is a permit required	<ul style="list-style-type: none"> • Use of land for a car wash and self-storage facility under 34.01-1 • Buildings and works in the C1Z under 34.01-4 • Buildings and works in the Heritage Overlay under 43.01-1 • Buildings and works in the FO and LSIO under 43.04-1 and 44.04-1 • Removal of sewer easement under 52.02 • Variation to car wash requirements under 52.13 (crossover width and queuing lane)

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Locality Plan



11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

The application was amended on 19 May 2017. The amended application made a number of changes to the site layout, with the most notable changes being:

- Self-storage units detailed showing 10 units;
- Siting of the car wash bays shifted more centrally on the site and off the west boundary;
- Dog wash bays reduced to one;
- On site car parking increased to nine spaces;
- Healthy food outlet increased to approximately 134 square metres and changes to its access and outdoor eating area;
- Provision of elevation plans.

These amended plans were advertised on 25 May 2017.

Following the receipt of the objections and in response to the objections, the applicant made further changes to the plans:

- Reduce number of self-storage units to seven;
- Reduce number of wash bays to three manual and one automatic bay;
- Replacement of the fourth manual wash bay with a detail service bay;
- Alter car parking layout and reduce to eight on site spaces and allow all vehicles to exit the site in a forward direction;
- Minor alterations to the footprint of the food outlet and its ramp / access arrangements;
- Alterations to the siting of the loading / unloading bay;
- Provision of a full height precast concrete wall to the southern and western boundaries of the vacuum bays to reduce noise emissions to neighbouring dwellings.

These further amendments were re-advertised on 2 November 2017.

None of the objections to the proposal were withdrawn.

The application was further amended on 27 March 2018. The amended application included the following changes:

- Activation of the food tenancy by providing an outdoor dining area abutting Hogan Street;
- Reduction in car parking in the sites frontage to allow increased landscaping to soften the car wash to Hogan Street;
- Relocation of the car wash bays to the western boundary of the land;
- Revised car parking layout on the east side of the land to provide 90 degree parking rather than parallel parking.

Officer's note that without these latest design changes particularly to the food premise, officers would have recommended that no permit be issued due to unacceptable heritage outcomes.

This amended application does not increase the number of car wash bays or vacuum bays.

The amended application was advertised on 24 April 2018. At the completion of this advertising period 13 objections and one petition were lodged against the application.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Vehicle access to the site is from Hogan Street at the roundabout intersection with Park Street.

The car wash element of the proposal is intended to operate 24 hours a day, 7 days a week. No information has been provided by the applicant on operational hours for the other uses and no acoustic report was submitted with the application.

Summary of Key Issues

The application seeks planning permission for a 24 hour car wash and self-storage facility, development of new buildings (including a food outlet) in the Heritage Overlay, removal of a sewer easement and to vary the car wash design requirements.

- Officers have identified that state and local planning policy supports commercial development and economic growth within townships;
- The application was advertised and 13 objections and one petition to the proposal have been received. Grounds of objection include the appropriateness of the car wash and storage uses in the Hogan Street, potential amenity impacts, traffic and pedestrian safety concerns and built form (heritage);
- Officers have consulted with objectors to better explain the proposal. This process resulted in none of the objections being withdrawn. Officers are of the view that the objections raise some valid planning concerns in relation to heritage and the use of land in Hogan Street. Despite this, officers consider that the proposed use and development does produce acceptable planning outcomes;
- The Commercial 1 Zone and particular provisions relating to Car wash applications require that Council consider the potential amenity impacts that may result from the proposed use. Officers consider that without an acoustic report the operating hours should be restricted to 7.00am to 10.00pm which generally avoids the car wash operating in night time sleeping periods;
- Council's Heritage Adviser has assessed the amended design and is satisfied that the design appropriately responds to the heritage significance of Hogan Street.

Background

Officers undertook pre-application discussions in regards to the proposal. On 17 February 2017 officers made the following written comments:

- The prevailing character of the locality is of a traditional main street with strip shopping maintaining a zero setback to the street frontage. Council has identified this area for its historical significance through the application of the Heritage Overlay to protect the overall streetscape as well as the buildings;
- Council's Planning Department would not support a car wash where the presence to the street is wider than a double crossover to ensure that the use does not disrupt pedestrian connections within the shopping strip;
- It is preferable that site be accessed via the existing roundabout of Hogan and Park Street.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Assessment under the Planning and Environment Act

Zoning compatibility

The land falls within the Commercial 1 Zone. A planning permit is required for buildings and works under the zone, as well as to use the land for Industry (which includes a Car wash) and for a Warehouse (self-storage).

Officers are of the view that the proposal could be considered consistent with the purposes of the zone which seek to create a vibrant mixed use commercial centre for retail, office, business, entertainment and community uses.

A number of Decision Guidelines are identified under the Zone. With respect to buildings and works, Council must consider, as appropriate, the streetscape, including the conservation of buildings, the design of verandahs, access from the street front, protecting active frontages to pedestrian areas, the treatment of the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and the landscaping of land adjoining a road.

From a purely built form perspective, officers are of the view that the application does not deliver an optimum outcome for the streetscape.

In an ideal situation, a new development would provide for built form along the whole of the Hogan Street frontage of the site and continue the built form themes in terms of building presentation and siting. However it is important to acknowledge that one of the most significant site constraints for this property is the Floodway Overlay, and the subsequent requirement to provide for the passage of overland flood water through the site.

On balance, given that the optimal form of development cannot be achieved for this site, the proposed design response may be considered acceptable with respect to the objectives and Decision Guidelines of the Commercial 1 Zone.

The Commercial 1 Zone also requires that the use of land must not detrimentally affect the amenity of the neighbourhood, including through the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.

With respect to noise, officers are of the view that the application has not adequately addressed how the 24 hour operation can be appropriately mitigated (an application requirement under the zone) particularly in the absence of an acoustic report. As a result officers recommend that permit conditions limit the car wash use between the hours of 7am to 10pm.

Amenity Issues

Clause 13.04-1 seeks to assist in the control of noise effects on sensitive land uses. It is important to note that the proposed use does have potential for noise impacts and that the car wash use is proposed to be open 24 hours a day, as there are dwellings proximate to the site.

The applicant has made alterations to the application plans as a result of the noise concerns being raised, notably the provision of concrete tilt panel walls adjacent to the vacuum bays.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

The application did not include any acoustic assessment of the site to provide an assessment of the proposal and provide recommendations as to whether the proposal represents an acceptable risk in terms of noise, and what measures may be required to ensure that this is the case. Officers do acknowledge that the concrete panel design is likely to reduce noise emissions to neighbours to the south, however no evidence was provided to show compliance with the noise requirements is achieved.

As a result, insufficient information has been provided to satisfy officers that the noise emissions from the site are manageable to an acceptable level for 24 hour operation.

Despite this, officers are satisfied that the car wash can operate from 7.00am to 10.00pm without causing unacceptable amenity impacts to nearby neighbours as these limited hours are generally outside of night time sleeping hours.

Heritage issues

Clause 21.05-4 (Cultural Heritage) seeks to ensure that development does not adversely affect places of cultural heritage significance, conserve the historic low-scale, low density and homogenous character of any precinct and ensure that development is compatible with its character and to ensure that new development does not become a visually dominant element in any precinct.

The Heritage Overlay (HO156) also applies to the land. The Overlay requires Council to consider (among other matters) the significance of the place and whether the proposal will adversely affect the natural or cultural significance of the place.

The Tatura Township Precinct is of local historic, aesthetic and social significance to the municipality.

Council's heritage advisor has undertaken an assessment of the design, the heritage advice is below.

The Heritage Advice

Previous advice and discussions with the designer highlighted the need for the café and front of house to interact with the streetscape in a more meaningful manner. This includes providing scope for landscaping as well as respecting the form of the extant buildings found in Hogan Street.

The revised plans and elevations have created a multi-faceted elevation with varying recessed decking areas. It also includes a shallow verandah to the front of the retail area.

In general, the changes to the development have assisted the proposal to better reflect the historic built character (largely shopfronts) of this area. This includes the retail/shop with parapet and verandah.

The two metre deep verandah to the front of the café outlet will provide the café with a better contextual outcome. There is also the scope to have a narrow shelf for 'stand up' coffee etc which will assist the proposal to have more vitality.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

The decked area with associated landscape and trees also reflects the variety found within this streetscape – that is differing setbacks and use of landscape features. The increased scope for landscaping will also assist the proposal to better integrate with the streetscape – as the extant street trees are integral to the amenity of Hogan Street.

For an increased integration it is proposed that the street tree Manchurian Pear be replicated at the Hogan Street entrance (RHS of the driveway) and in the gap between the decks. However, for the LHS blister area an alternative tree will provide a specific response to the site. Malus tribolata would be suitable and these trees could also be planted in the rear blister. This will mean that the rear blister will need to be wider than 500mm. These trees are tall and narrow and will provide a good screen for the car wash. Even when the leaves have fallen the dense branches will provide a screening element. This area of landscaping is critical to providing an adequate visual barrier between the street and the car wash and will need to have sufficient scope for tree planting.

These same trees (Malus tribolata) would also be suitable for the rear landscaping of the carpark.

The siting of the food outlet is considered appropriate, being at the Hogan Street frontage of the site. The location of the driveway and the relatively open form of the car wash is less cohesive as it creates an open expanse within the site that is not a typical built character within the Tatura Township Precinct.

It is acknowledged however that this is in part a response to a site constraint resulting from the Floodway Overlay affecting part of the property. However, the proposal still needs to result in an acceptable heritage outcome in order to be supported.

Officers have considered the proposal against the Heritage Policy and Decision Guidelines of the Heritage Overlay and are satisfied that in its current form that it achieves a satisfactory heritage outcome. The amended design better integrates the food outlet to Hogan Street and additional landscaping helps screen the carwash from Hogan Street.

Floodplain issues

Clause 21.05-2 (Floodplain and Drainage Management) seeks to recognise the constraints of the floodplain on the use and development of land. With respect to new development, the free passage and temporary storage of floodwater is to be maintained and the risk of flood damage minimised.

The site is affected by a Floodway Overlay and a Land Subject to Inundation Overlay. The Overlays require planning approval for new development.

The area of the Floodway Overlay is shown on the below plan by the blue shading.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)



One of the key purposes of the Floodway Overlay is to ensure that any development maintains the free passage and temporary storage of flood water, and minimises flood damage.

The Floodway Overlay requires comment to be received from the Catchment Management Authority. The Goulburn Broken Catchment Management Authority provided advice with respect to the proposal. No objections to the proposal were received subject to standard finished floor level conditions.

Car Parking

52.06 requires that before a new use commences the number of car parking spaces required under 52.06-5 be provided on the land or permission granted to reduce parking requirements.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Use	Statutory Car Parking Rate	Size of tenancy	Parking Requirement
Food and Drink Premise	4 to each 100sqm of leasable floor area	134sqm	5
Warehouse (Self Store)	1.5 to each 100sqm of net floor area	140sqm	2
Total Parking Requirement			7
On Site Parking Provided			8

Based on this parking assessment compliance is achieved with the statutory parking requirements.

Given the development provides for one more parking space than required, permit conditions will require the proposed disabled space be deleted and replaced with additional landscaping to improve the landscaping presentation to Hogan Street.

Car wash provisions

Clause 52.13 provides guidance for the consideration of applications for a Car Wash.

The objectives of these provisions are to ensure that amenity, site layout and design are considered when land is to be used for a car wash, especially if the site adjoins a residential zone, and to ensure that the use of land for a car wash does not impair traffic flow or road safety.

Land may only be used for a car wash if the identified requirements are met, or a permit is granted to vary the requirements if Council are satisfied the purposes of the Clause are still met.

The requirements are identified and addressed.

Requirement	Officers Comment
Crossovers No more than 2 vehicle crossovers may give access to the site from a road and at the road alignment a crossover must be: <ul style="list-style-type: none"> • No wider than 7.7 metres. • At least 4.5 metres from another crossover on the site. • At least 7.7 metres from another road or if a splayed corner, at least 7.7 metres from the splay. • At least 1.8 metres from a crossover on another property. 	Variation Required One vehicle crossing is proposed, satisfying the requirement. The proposed crossing is 8 metres in width which exceeds the 7.7 metre maximum. The proposed wider crossover is considered acceptable to Council's Development Engineers. The entry to the site proposes a drive over island. Officers recommend that this feature be revised to a concrete traffic island extending about 5 metres into the site to separate vehicle traffic.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Requirement	Officers Comment
<p>Kerb or barrier</p> <p>Except at crossovers, a kerb or barrier must be built along the road alignment to prevent the passage of vehicles.</p>	<p>Complies</p> <p>Except for the crossover the site provides no other access to Hogan Street.</p>
<p>Queuing Lane</p> <p>A queuing lane on the site must be able to accommodate at least 10 vehicles before entry to a car wash.</p> <p>If petrol is available for sale to vehicles queuing to be washed, the lane must be able to accommodate at least 10 vehicles before the petrol-selling point.</p> <p>The lane must be clearly shown on the ground and marked for use only by vehicles queuing to be washed.</p> <p>The area between the exit from a car wash and the nearest crossover must be able to accommodate at least 2 vehicles in single file.</p>	<p>Variation required</p> <p>Queuing lanes provide for six vehicles before entry to the car wash. Council's Development Engineers have not identified any issue with this variation.</p> <p>No petrol sales are proposed</p> <p>Line marking of the queuing lanes could be addressed through permit condition.</p> <p>The exit from the car wash to the crossover can accommodate more than 2 vehicles in single file</p>
<p>Discharge of waste</p> <p>Waste from a vehicle wash area must drain into a public sewer or a settlement and oil separation system. The system must comply with the Environment Protection Act 1970 and be installed to the satisfaction of the responsible authority.</p>	<p>Complies – waste water will enter sewer.</p>
<p>Amenity requirements</p> <p>The amenity of the locality must not be adversely affected by activity on the site, the appearance of any building, works or materials, emissions from the premises or in any other way.</p> <p>No building or works may be of temporary or portable construction.</p>	<p>Does not comply for 24 hour operation</p> <p>Insufficient information has been provided to satisfy Officers that all emissions (particularly noise) can be managed in a manner that will ensure that the amenity of the locality will not be adversely affected by the 24 hour operation of the proposed car wash.</p> <p>No temporary or portable buildings are proposed</p>

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Requirement	Officers Comment
Adjoining residential zone If the site adjoins a residential zone, a landscape buffer strip at least 3 metres wide along the common boundary must be planted and maintained to the satisfaction of the responsible authority.	Complies The land does not adjoin a residential zone

Council Plan/Key Strategic Activity

Council Vision

Greater Shepparton, Greater Future.

A thriving economy in the food bowl of Victoria with excellent lifestyles, innovative agriculture, a diverse community and abundant opportunities.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Incorrect notification	Rare (1)	Major (4)	Medium	The 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.

Policy Considerations

The application has been considered against the policies contained within the Greater Shepparton Planning Scheme and found to achieve acceptable planning outcomes with respect heritage and the C1Z.

Financial Implications

This planning application has no significant financial implications for Council.

Legal/Statutory Implications

Should either the applicant or objectors be dis-satisfied with Council's decision an application for review can be lodged at VCAT.

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.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

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 proposed use and development could be managed through appropriate permit conditions in relation to servicing and water run off to ensure it does not have a detrimental impact on the environment 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.*

The proposal does not raise social issues that warrant the refusal of the application.

Economic Impacts

Approval of the use and development will see new investment within the municipality and associated job creation.

Referrals/Public Notice

External referrals required by the Planning Scheme:

Section 55 – Referrals authority	List Planning clause triggering referral	Determining or Recommending	Response
Catchment Management Authority	44.03-5 and 44.04-5	Recommending	Goulburn Broken Catchment Management Authority has provided a referral response and advised they do not object to the proposal subject to a standard condition in relation to the finished floor level of the proposed shop.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

External Notice to Authorities

Section 52 - Notice Authority	Response
Goulburn Valley Water	<p>Goulburn Valley Water did not object to the application.</p> <p>Goulburn Valley Water considers that the application should be connected to both water supply and waste water facilities and recommended conditions relating to connection of the development to the relevant services.</p> <p>GVW also consented to the removal of the redundant sewer easement at the rear of the land in the vacuum bay area.</p>

The application was also referred for comment internally.

Internal Referral Unit	Response
Environmental Health	Council's Environmental Health Unit offered no objection to the proposal subject to conditions.
Development Engineering	Council's Development Engineering Unit offered no objection to the proposal subject to conditions relating to access, drainage and landscaping.
Heritage Advisor	Council's Heritage Advisor provided comment on each version of the application plans. The current plans be assessed met the heritage advisors requirements.

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.
- Notice in the Tatura Guardian newspaper.

The applicant provided a signed declaration stating the sign on site was erected from 31 May 2017 to 15 June 2017.

As the application plans were amended after this initial notice period, the application was advertised in accordance with the Act a second and third time.

As a result of the advertising process, 13 objections to the proposal were received, and a petition.

The below plan shows the location of objectors in the Tatura area with an orange dot.

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)



The key issues that were raised in the objections are as follows:

Ground of Objection	Officer's Response
Food outlets not needed in the township and storage units and car and dog wash facilities are already located in the Industrial area of Ross Street	<p>Whilst there are other food outlets in the township and car and wash facilities located in the industrial area of Tatura, Council is required to consider an application for a planning permit on its merit.</p> <p>It is not considered that this matter warrants refusal of the application.</p>
Land better suited to a restaurant.	<p>Whilst the site may be suited to other uses, Council is required to consider each application on its merit and in this case must consider whether the proposal would result in an acceptable outcome.</p>
Carwash and storage not uniform with the Commercial area and residential buildings in the area.	<p>The proposal would result in new uses / activities being introduced into Hogan Street. The Commercial 1 Zone does not however prohibit these uses, subject to planning approval where matters such as amenity impacts are able to be satisfactorily resolved.</p> <p>As the proposed uses are not prohibited, Council must consider the application on its merit, having regard to whether the proposal will result in an acceptable planning outcome for the land.</p>

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Ground of Objection	Officer's Response
Safety - vehicles entering and exiting the site from the Hogan Street roundabout (hazard for foot traffic).	<p>The application was referred to Council's Development Engineers for comment. No issue with the proposed access arrangements were raised with respect to vehicle or pedestrian safety.</p> <p>Conditions were recommended by the Development Engineers requiring the crossover to be developed to the standard required by Council's Infrastructure Design Manual.</p> <p>It is considered that with the implementation of the Development Engineer's conditions that vehicle and pedestrian safety can be appropriately managed.</p>
Increase in vehicle traffic.	<p>The application was referred to Council's Development Engineers for comment. No issue was raised with respect to the capacity of the road network to cater for additional traffic generated by the proposal.</p>
Proposal / buildings not in keeping with general layout of the street (Heritage area).	<p>How the proposal responds to the identified heritage significance of the streetscape and precinct is a key consideration for the application.</p> <p>Council's Heritage Advisor provided comment on the application. The heritage advisor assessment is that the proposed design whilst not ideal does result in an acceptable heritage outcome.</p>
<p>Potential amenity impacts as a result of noise:</p> <ul style="list-style-type: none"> • Impact of noise close to shops, residences and hospital • Lack of noise attenuation measures on the west boundary and southern end of wash bay area. • Request for concrete wall to be built along back of vacuum bays and part of western boundary to reduce noise. 	<p>There are residentially used and developed properties proximate to the site.</p> <p>The final plans submitted with the application show the provision of a concrete wall along the southern and western boundaries of the site where it abuts the vacuum bays in an effort to mitigate noise from the site.</p> <p>Whilst the provision of concrete walls on some parts of the boundaries may assist in reducing noise impacts from the development, the application did not include any formal acoustic assessment of the proposal to confirm whether the proposal represents an acceptable risk in terms of noise, and what measures may be required to ensure that this is the case.</p> <p>Insufficient information has been provided with the application to confirm noise emissions from the site can be managed to an acceptable level for 24 hour operation.</p> <p>As a result officers recommend that the car wash use be limited to 7am to 10pm.</p>

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Ground of Objection	Officer's Response
<p>Potential amenity impacts as a result of light:</p> <ul style="list-style-type: none"> • Impact of headlights on residential properties. • Impact of lighting on residential properties 	<p>Boundary treatments / fencing would prevent direct light spill from the site from vehicle headlights.</p> <p>It would be possible to condition any approval to ensure that any on site lighting is baffled to ensure no direct light spills beyond the boundaries of the site.</p>
<p>Inappropriate hours – should be closed 10pm to 6am.</p>	<p>The application proposes the 24 hour use of the car wash facility.</p> <p>There are dwellings proximate to the site, and the proposed use does have the potential to result in amenity impacts.</p> <p>As previously detailed, insufficient information has been provided with the application to confirm noise emissions from the site can be managed to an acceptable level for 24 hour operation.</p> <p>This extends to Council being able to consider the hours of operation that may be acceptable, as no assessment of the potential impact on sensitive areas has been undertaken.</p> <p>Officers recommend that the car wash opening hours be restricted to 7.00am to 10.00pm as these hours are generally not within the night time sleeping hours.</p>
<p>Car wash and storage units are single purpose visits that will not result in visits to the rest of the commercial area.</p>	<p>No evidence has been provided to support the claim that the proposed car wash and storage use would not have any broader commercial benefit to the town centre.</p> <p>However this Council is required to consider each application on its merit and in this case must consider whether the proposal would result in an acceptable outcome.</p>
<p>Loss of property value.</p>	<p>VCAT has consistently held that property de-valuation as a result of planning applications is not a relevant planning consideration.</p>
<p>Loss of business to existing car wash.</p>	<p>VCAT has consistently held that objections based on competitive grounds cannot be considered.</p>

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

11. SUSTAINABLE DEVELOPMENT DIRECTORATE

11.2 Use and Develop 104 Hogan Street, Tatura for a Car Wash, Self Storage Facility and Food Premise (continued)

Strategic Links

a) Greater Shepparton 2030 Strategy

Commercial / Retail Centres

Tatura – Neighbourhood Centre – Town centre strip shopping with a wide range of shops but limited choice; two small supermarkets; variety of commercial and public offices.

Objective

To revitalise and sustain the centres of Mooroopna and Tatura for a range of commercial business functions.

Response – Officers consider that the proposal which introduces new commercial activity in the Tatura Town Centre would implement the policy aspiration in GS2030.

Cultural Heritage – Post Settlement

The City of Greater Shepparton has a richly layered history which dates back to some of the very earliest European activity in Northern Victoria. The environment of the region has much evidence of this history, located in the towns and settlements, and in the agricultural landscapes. It is also notable for the great diversity and variety of local heritage places, and the sometimes subtle remains of past uses and activities.

Objective

To identify, protect and enhance sites and areas of recognised historic significance.

Response - Officers are of the view that the heritage concerns surrounding the proposal may result in a development inconsistent with this policy aspiration of GS2030.

Conclusion

Officers having undertaken an assessment of the application have determined that the application achieves acceptable planning outcomes when considered against the relevant policy direction and therefore a notice of decision to grant a planning permit should be issued. Officers have recommended a set of conditions which will also assist in the management of amenity impacts to nearby neighbours.

Attachments

Nil

12. TABLED MOTIONS

Nil Received

13. REPORTS FROM COUNCIL DELEGATES TO OTHER BODIES

Nil Received

14. REPORTS FROM SPECIAL COMMITTEES AND ADVISORY COMMITTEES

Nil Received

15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

15.1 Notice of Motion 2/2018 - St Andrews Road Planning Application

Cr Sutton has given notice that she will move:

Moved by Cr Sutton
Seconded by Cr Oroszvary

In relation to Planning Application 2018-118, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, that the Council resolves to:

1. Issue a notice of refusal on the following grounds:
 - The land is not suitably located for a residential drug and alcohol rehabilitation centre being in close proximity to two primary schools and a quiet older residential area.
 - The residential drug and alcohol rehabilitation centre will result in unacceptable social impacts with numerous residents living on site together with car movements and extended hours of operation.
 - The residential drug and alcohol rehabilitation centre will produce undesirable social consequences to the amenity and the residents of this neighbourhood.

Cr Hazelman was granted an extension of time to speak to the motion.

The motion was put and carried.

15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

15.2 Notice of Motion 3/2018 - St Andrews Road Planning Application 2018-118

Cr Adem has given notice that he will move:

Moved by Cr Adem
Seconded by Cr Sutton

In relation to Planning Application 2018-118, on the basis of the information before Council and having considered all relevant matters as required by the *Planning and Environment Act 1987*, should the Council have resolved to issue a notice of refusal, or if an application is made with VCAT for a failure to grant a permit, the Council resolves to:

1. Authorise the Chief Executive Officer (who may in turn delegate these authorisations to any of his or her delegates) to:
 - a. take whatever steps as they see fit so as to implement this resolution, including but not limited to engaging legal representatives and appointing expert witnesses;
 - b. comply with any directions of VCAT given to the Council as the responsible authority;
 - c. instruct Council's representatives to appear at any compulsory conference and/or hearing;
 - d. provide authority for officers to participate in a VCAT compulsory conference; and
 - e. instruct the Council's legal representatives regardless of Council's position to provide the following draft conditions to VCAT.

Plans Required

Within one month of the issue of this permit, site layout plan(s) drawn to scale and with dimensions must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must show and/or include:

- a) All existing buildings;
- b) Parking areas for staff and visitors; and
- c) Provision for solid waste disposal.

Layout Not Altered

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

Except with the prior written permission of the responsible authority this permit requires 4 St Andrews Road, Shepparton to be available for car parking in association with the permitted use. This permit ceases to have effect if 4 St Andrews Road ceases to be available for the use of the residential drug and alcohol rehabilitation facility.

Unsealed Car Park

Within one month of the issue of this permit, areas set aside for the parking of 13 vehicles together with the aisles and driveways must be paved with crushed rock or gravel of adequate thickness as necessary to prevent the formation of potholes and depressions according to the nature of the subgrade and vehicles which will use the areas. The areas must be constructed, drained and maintained in a continuously useable condition to the satisfaction of the responsible authority.

15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

15.2 Notice of Motion 3/2018 - St Andrews Road Planning Application 2018-118 (continued)

Use of Parking Areas

Areas set aside for the parking and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.

Car Parking to be Clearly Identified

The boundaries of all car spaces, access and egress lanes must be clearly indicated on the ground to the satisfaction of the responsible authority.

Rear Boundary Fencing

Within one month of the issue of this permit rear boundary fencing to 6 and 8 St Andrews Road must be constructed to a height of 2m. The cost of such fencing shall be borne by the permit holder.

General Amenity

The use must not adversely affect the amenity of the locality, including, but not limited to, by way of noise generated within the subject site being audible outside the subject site.

Maximum Number of Persons

No more than 23 residential clients may be accommodated on the land at any time.

Staff Members to be On Site

Between 7:30am and 10:00pm, when residents are on the site, a minimum of two staff members shall be present on the site.

Between the hours of 10:00pm to 7.30am there must be no less than one stand up staff member present on the site.

Such staff must be suitably qualified and experienced in the management and supervision of people with drug and alcohol dependency.

Complaints Handling Procedure

Prior to the commencement of the use, the operator under this permit must prepare a "*Complaints Handling Procedure*", to the satisfaction of the responsible authority, including (but not necessarily limited to) the following matters:

- a) a register of complaints that sets out:
 - the date of a complaint;
 - details of the complaint with name, contact number and address, if relevant;
 - action to rectify the complaint and date of the action;
 - details of subsequent contact with the complainant regarding the action to resolve the complaint; and
 - a process and timeframe for the review of the Complaints Handling Procedure by senior staff and management.
- b) a process and timeframe for the operator to consult with and consider solutions proposed by local community members to resolve any identified issues.
- c) a process and timeframe for the regular submission of copies of the Complaints Handling Procedure to the responsible authority.

15. NOTICE OF MOTION, AMENDMENT OR RESCISSION

15.2 Notice of Motion 3/2018 - St Andrews Road Planning Application 2018-118 (continued)

The complaints register and “*Complaints Handling Procedure*” shall be made available for examination by the responsible authority at all reasonable times on request by the responsible authority.

Time for Starting and Completion

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

- a) the development and use are not started within **two (2) years** of the date of this permit;
- b) the development is not completed within **four (4) years** of the date of this permit.

CARRIED UNOPPOSED

16. DOCUMENTS FOR SIGNING AND SEALING

Nil Received

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* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

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

Councillors' Community Interaction and Briefing Program

From 1 June 2018 to 30 June 2018, some or all of the Councillors have been involved in the following activities:

- Small Town Meeting - Merrigum
- The HART - 'Helping Achieve Reconciliation Together' Awards Ceremony - Melbourne
- Heritage Advisory Committee Meeting
- Goulburn Valley Brain Event | Mark Winterbottom & Garry Jacobson
- University of the Third Age
- Shepparton Food Share - Make a Meal of June - Fundraising Dinner
- Sports Hall of Fame | Advisory Committee Meeting
- Hume Region Local Government Network Meeting
- Launch | Victoria Park Lake - Western Park - Outdoor Fitness Equipment
- Greater Shepparton Positive Ageing Advisory Committee Meeting
- Tatura Rotary Community Art Show
- 2nd Great Global Greyhound Walk | Shepparton
- 'Ramadan Iftar' Event
- Presentations | Soccer Event - Shepparton Sports City
- Activities in the Park - End of Year Celebration
- Wendy Lovell & David Hodgett, Shadow Minister for Roads and Infrastructure | Visit
- Murray Darling Association | Region 2 - Annual General Meeting
- World Elder Abuse Awareness Day Morning Tea
- Launch | Refugee Week
- Goulburn Valley Waste Regional Recovery Group Board meeting
- Mercy Place Shepparton | Anniversary Service [Bus Accident]
- Saleyards Advisory Committee meeting
- Refugee Week Movie Night
- Regional Cities Victoria
- Best Start Early Years Partnership Meeting
- Deakin Reserve Committee Meeting
- Independent Country Co-Educational Schools Winter Tour | Opening Ceremony [Goulburn Valley Grammar School]
- Shepparton Chamber of Commerce - Lunch with Rosie Batty
- Launch | Kaiela Dhungala First People's Curriculum
- Presentation | Shepparton South Rotary Club - Debutante Ball 2018
- Goulburn Valley Football Netball League | GV Pride Match - Shepparton Vs Mooroopna
- Goulburn Valley Orchestra Annual Concert
- Merrigum Lions Club | Major Project Dedication Ceremony
- Shadow Ministers Visit | David Morris, Nick Wakeling & The Hon David Davis
- Luncheon | Tourism & Events

17. COUNCILLOR ACTIVITIES

17.1 Councillors Community Interaction and Briefing Program (continued)

- Shepparton Sports Stadium | View and Discussion - Luke O'Sullivan and Shadow Minister for Sport - Mr Daniel O'Brien
- Meeting | Rail Freight Alliance
- Official Opening – Department of Education and Training Shepparton Office
- Media Door Stop | The Hon Philip Dalidakis - Minister for Innovation and the Digital Economy 'Extension to the Shepparton WIFI'
- Rail Freight Alliance | Rail Future Conference 2018
- Canberra | Meeting with the Hon. Michael McCormack - Deputy Prime Minister & the Hon. Dr John McVeigh - Minister for Regional Development, Territories & Local Government
- RiverConnect Implementation Advisory Committee Meeting
- Announcement | Algabonyah Business Development Unit by Minister for Industry and Employment, Ben Carroll
- Minister Dalidakis (Minister for Trade and Investment) | Rubicon Announcement
- Opening | Stevens Crescent, Mooroopna - Park [Basketball Court, Shade Shelter and Nature Play]
- Goulburn Murray Water | Board Dinner Meeting
- Audit and Risk Management Committee Meeting

In accordance with section 80A of the *Local Government Act 1989* records of the Assemblies of Councillors are attached.

Moved by Cr Oroszvary
Seconded by Cr Sutton

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

CARRIED UNOPPOSED.

Attachments

Nil

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors

Councillor Briefing Session – 29 May 2018		
Councillors	Cr Kim O’Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Oroszvary Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Colin Kalms, Michael MacDonagh, Sharlene Still, Laurienne Winbanks, Alison Greenwood, James Nolan, Anthony Nicolaci, Michael Carrafa and Maree Martin	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Shepparton Line Upgrade Consultants - 2018/17893	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	IGA	Cr O’Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	Youth Strategy and Action Plan 2018-23	Cr O’Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
4.	2018/19 Shepparton Show Me Budget Presentation	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
5.	Home and Community Care Program for Younger People	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
6.	Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference - May 2018	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
7.	2018/19 Funding Submissions to Sport and Recreation Victoria	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
8.	Contract 1838 - Electric line clearance tree pruning	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
9.	Appointment of Members to the Aerodrome Advisory Committee	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

CEO and Councillor Catch up – 29 May 2018		
Councillors	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary, Cr Patterson and Cr Summer	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	Soccer Parking	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
2.	Cottage	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
3.	GV Suns	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
4.	East Shepp Bowls	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Giovanetti, Cr Oroszvary Cr Patterson Cr Summer
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session – 5 June 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Dinny Adem, Cr Bruce Giovanetti, Cr Chris, Hazelman, Cr Les Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Colin Kalms, Andrew Dainton, Thomas Lyle, Patricia Garraway, Samantha Crowe and Maree Martin

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	The New SAM Project Update for Councillors	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Goulburn River Valley Tourism and Greater Shepparton City Council – Memorandum of Understanding (MOU)	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem (Partial) Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	St Andrew's Road Shepparton The Cottage	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Giovanetti Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Councillor Briefing Session - 19 June 2018	
Councillors	Cr Kim O'Keeffe, Cr Seema Abdullah, Cr Bruce Giovanetti, Cr Chris Hazelman, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Peta Bailey, Fiona le Gassick, Sonja King, Rachael Duncombe and Maree Martin

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
1.	East Shepparton Bowls Club Members	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton (Partial)
2.	Expansion of the Mooroopna Cenotaph Mooroopna Rotary Club	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Festive Decorations	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
4.	Media Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
5.	Development of the Reconciliation Action Plan	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Councillor Briefing Session - 26 June 2018		
Councillors	Cr Kim O'Keeffe, Cr Abdullah, Cr Adem, Cr Hazelman, Cr Oroszvary, Cr Dennis Patterson, Cr Fern Summer and Cr Shelley Sutton	
Officers:	Peter Harriott, Geraldine Christou, Phillip Hoare, Chris Teitzel, Amanda Tingay, Andrew Dainton, Colin Kalms, Patricia Garraway, Karen Dexter, Peta Bailey, Heath Chasemore, Julianne Earles and Maree Martin	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	St Andrews Road, Shepparton - The Cottage	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
2.	Goulburn Valley Library Annual Briefing	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
3.	LaTrobe University	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
4.	Legal Court Matters	Cr O'Keeffe (Chair) Cr Abdullah Cr Giovanetti Cr Hazelman Cr Patterson Cr Summer Cr Sutton

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

Matter No.	Matters discussed	Councillors Present for Discussion
5.	Road closure and consolidation with 21 Turnely	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
6	Media Policy	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
7.	Development of the Reconciliation Action Plan	Cr O'Keeffe (Chair) Cr Abdullah Cr Adem Cr Hazelman Cr Oroszvary Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

18. ASSEMBLIES OF COUNCILLORS

18.1 Assemblies of Councillors (continued)

CEO and Councillor Catch up – 26 June 2018		
Councillors	Cr O'Keeffe, Cr Abdullah, Cr Adem, Cr Hazelman, Cr Patterson, Cr Summer and Cr Sutton	
Officers:	Peter Harriott	
Matter No.	Matters discussed	Councillors Present for Discussion
1.	EBA Discussion	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton
2.	The Cottage	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton
3.	Landing Fees	Cr O'Keeffe Cr Abdullah Cr Adem Cr Hazelman Cr Patterson Cr Summer Cr Sutton
Conflict of Interest Disclosures		
Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

Moved by Cr Adem
Seconded by Cr Oroszvary

That the Council note the record of Assemblies of Councillors.

CARRIED UNOPPOSED.

19. URGENT AND OTHER BUSINESS NOT INCLUDED ON THE AGENDA

Nil received.

20. CONFIDENTIAL MANAGEMENT REPORTS

20.1 Designation of Confidentiality of Information

Moved by Cr Adem

Seconded by Cr Oroszvary

That pursuant to section 89(2)(e) of the *Local Government Act 1989* the Council meeting be closed to members of the public for consideration of a confidential item.

CARRIED UNOPPOSED.

20.2 The Community Fund Goulburn Valley

20.3 Reopening of the Council Meeting to Members of the Public

THE MEETING CLOSED AT 6.23PM

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 July 2018

Agenda Item 8.1	Appointment of Members to the Aerodrome Advisory Committee	
Attachment 1	Terms of Reference - Greater Shepparton Aerodrome Advisory Committee - 2016-2019	82

**GREATER SHEPPARTON AERODROME ADVISORY COMMITTEE****TERMS OF REFERENCE**

For Review June 2019

1. Purpose

The purpose of the Greater Shepparton Aerodrome Advisory Committee is to provide advice to Council in relation to the on-going functioning and performance of the Shepparton Aerodrome.

2. Objectives

The objectives of the Greater Shepparton Aerodrome Advisory Committee are to provide advice to Council in relation to:

- the continuing operation of the Shepparton Aerodrome in accordance with all relevant regulatory requirements, and
- future development opportunities and requirements for the Aerodrome
- ensuring effective liaison between the community and the Council.

Role of the Greater Shepparton Aerodrome Advisory Committee

The Greater Shepparton Aerodrome Advisory Committee is appointed in an advisory capacity to the Greater Shepparton City Council. It has no executive authority but it does:

- make recommendations to Council on the procedures, rules, conditions of use and proposed capital works necessary for the proper management of the Shepparton Aerodrome, and if requested, give advice on specific issues
- in recommending any procedures, rules and conditions of use, act consistently with the objectives of the committee
- assist Council with the resolution of conflicts with other users where these occur
- convene or cause to be convened, such meetings, forums, seminars or other activities as may be deemed of value by the Committee to meet or assist in meeting its objectives
- liaise with the Council and its staff to ensure continuing cooperation and coordination of the Shepparton Aerodrome
- not commit, or permit to be committed, any act which will render the operation of any of the Council's insurance policies invalid.
- publicise and promote interest in the facility
- not discuss matters discussed in camera or noted as confidential.

3. Committee Membership

The Committee shall comprise of a minimum of five members and a maximum of nine members, appointed by resolution of the Council. The composition of the Committee will be as follows:

- Up to three representatives from the Commercial Aero Operators
- Up to one representative from the Shepparton Aero Club
- Up to four Community Representatives
- One Councillor

All nine members will have voting rights.

The term of office for appointed members will be for two years commencing with the date of appointment.

The Committee shall elect a member to serve as Chairperson with each appointment being for one year.

Vacated community positions will be subject to public nomination, with the outgoing member/s eligible for reappointment.

The Council will call for nominations to fill vacant community positions by way of notice in the public notice section of the Shepparton News. Community representatives will be selected from expression of interest received.

If a member does not attend a scheduled meeting for more than three consecutive meetings, membership may be reviewed by the Committee and may prompt a vacancy on the Committee.

4. Committee Meeting Procedure

Meetings of the Committee shall be conducted in accordance with the following procedures:

- The Chairperson shall chair all meetings at which he or she is present. In the Chairperson's absence the Committee shall appoint an Acting Chairperson who will chair that meeting.
- The Committee's position on any issue under consideration will be made upon a majority vote by members present. In the event of a tie, the Chairperson shall have an additional casting vote.
- The Committee shall have a quorum which is equal to 50 per cent plus one of the total number of Committee Members appointed to the committee.
- When the Committee's business involves matters in which one or more members have a conflict of interest, or when their presence may inhibit full discussion, those members should withdraw from this portion of the meeting.
- The Committee shall meet at least four times per year.

Council will provide secretarial support to the committee.

5. Committee Conduct Principles

Committee members are expected to:

- actively participate in Committee discussions and offer their opinions and views,
- treat all persons with respect and have due regard to the opinions, rights and responsibilities of others,
- act with integrity,
- attend each meeting where practical,
- avoid conflicts of interest, and

Committee members must not, whether during or after their membership of the Greater Shepparton Aerodrome Advisory Committee, unless expressly authorised by the Chief Executive Officer or in accordance with law make any disclosure or use of:

- any information or trade secrets of the Council
- the position of the Council or of any Councillor or Council Officer on any confidential matter, or
- any other information whatsoever, the disclosure of which may be detrimental to the interest of the Council or of any other person who has provided it to the Council on a confidential basis, unless required to disclose the information by law. Committee members must use their best endeavours to prevent the improper publication or disclosure or use of any such information by anyone else.

6. Assemblies of Councillors

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

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

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

7. Review

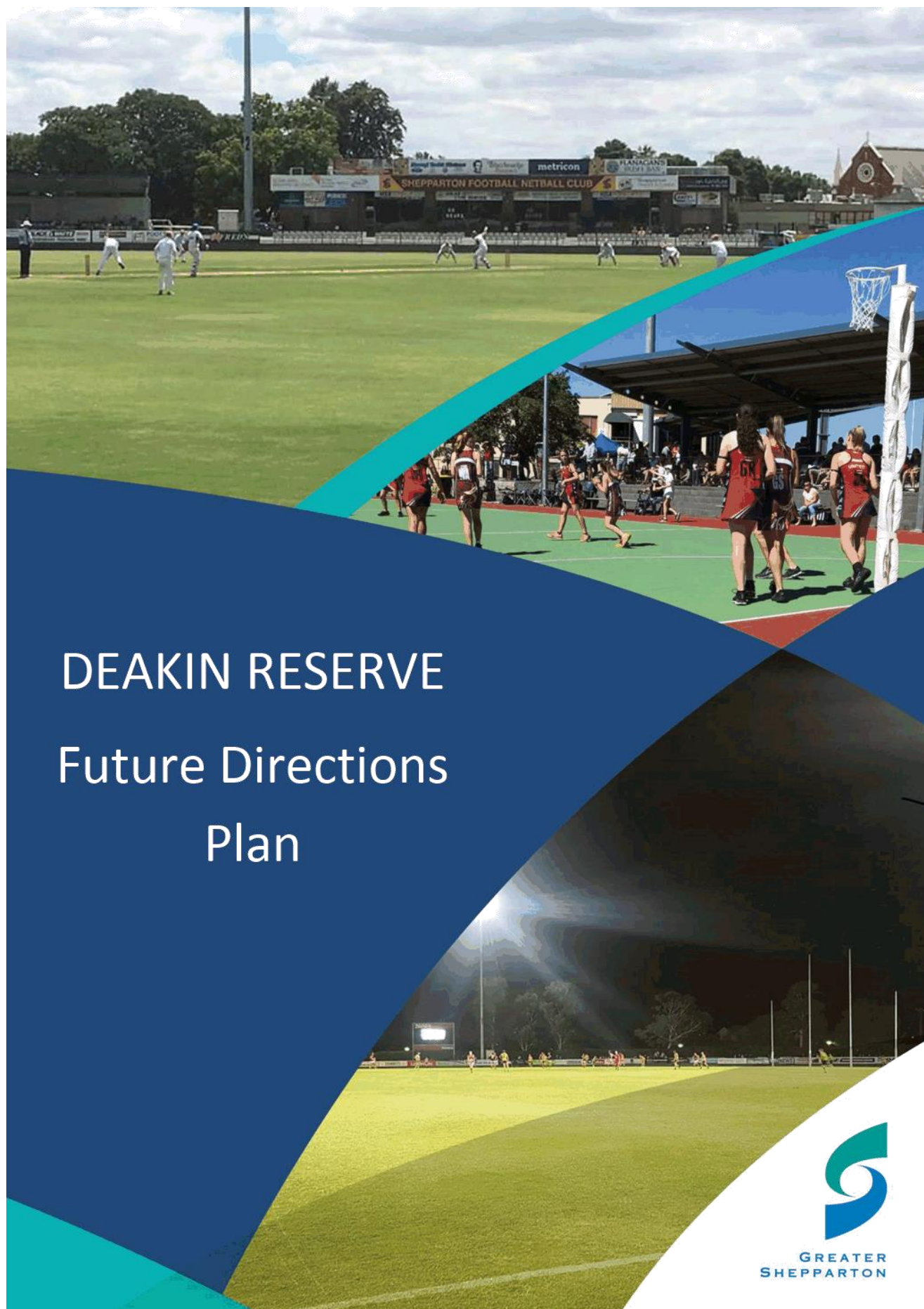
The terms of reference for the Greater Shepparton Aerodrome Advisory Committee will be reviewed on a biennial basis.

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 July 2018

Agenda Item 8.2	Draft Deakin Reserve Future Directions Plan - Approval for Public Exhibition	
Attachment 1	Draft Future Directions Plan - Deakin Reserve (as at 29 May 18).....	86
Attachment 2	Draft Deakin Draft Landscape Masterplan.....	137
Attachment 3	Appendix B	139



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Introduction

The Deakin Reserve Future Directions Plan has been developed to provide Greater Shepparton City Council with a vision for supporting the future use, development, management, and maintenance of Deakin Reserve which responds effectively to current and future community need.

The Plan considers the needs and expectations of the local community, Council's priorities for improving the liveability of the Greater Shepparton community and condition and functionality of the Reserve.

Prior investigations undertaken in the preparation of the Greater Shepparton Sport 2050 (2011) supported a recommendation for a greenfield site development to be planned for as a replacement for some or all of the current users of Deakin Reserve. Council is applying for funding assistance to undertake a review of the Sport 2050 and it is anticipated that such a review will provide the basis for a more informed decision on the longer term direction for Deakin Reserve and all other Council sport and recreation facilities. The timeframe for such a development, if determined appropriate, is likely to be beyond the planning timeframe of this document and as such has not been specifically approached or actioned here. Council is however aware of the potential and will respond to any opportunities that arise in the interim.

It should also be noted that the financial implications of the recommended actions have been provided at a preliminary level. More affirmative costs will be developed in time and will therefore influence the priority and implementation timeframes. In this context the preliminary costings of the recommendations is in the order of \$1.2m to \$2m. While some of the actions can be delivered by in kind work and others under existing funding arrangements the larger components requiring capital investment will be subject to detailed design and cost estimation with implementation subject to funding.

In developing the Future Directions Plan for Deakin Reserve the following research has been undertaken:

1. **A review of key planning documents** to understand the strategic priorities of Greater Shepparton City Council, State and Regional Sporting Associations, local Clubs and major event organisers
2. **An assessment of the current and future profile** of the Greater Shepparton community and an assessment of sport and recreation trends, to understand how demand for and use of Deakin Reserve may change in the future
3. **Consultation with key stakeholders** including the Deakin Reserve Advisory Committee, Deakin Reserve user groups, neighbouring residents and businesses, Council officers, and State Sporting Associations
4. **An audit** of the existing buildings within Deakin Reserve to understand their condition, functionality and likely lifespan.

The information gathered through this research has been used to:

1. **Analyse local participation demand**, to identify opportunities for servicing the needs of key sporting groups and events who require access to Deakin Reserve
2. **Identify issues and opportunities** associated the high levels of use and demands for Deakin Reserve
3. **Develop guiding principles** to assist Council in making decisions and establishing priorities for the future use, development, management and maintenance of Deakin Reserve
4. **Identify and develop priority actions** for Deakin Reserve.

Deakin Reserve

Located on the corner of Harold, Skene and Nixon Streets in Shepparton, Deakin Reserve is Greater Shepparton's premier sportsground facility catering primarily for Australian Rules Football, cricket, netball, and a number of major community festivals and events. **See Appendix A** for an aerial photo of Deakin Reserve.

The Reserve is categorised as a 5-star rated facility under Greater Shepparton City Council's Parks Management system. This rating means the Reserve is managed, developed and serviced to the highest level to support its capacity as a Premier facility hosting regional, state and national events and sporting activities.

History

The Reserve became known as Deakin Reserve in 1949 when Shepparton City Council named the site in commemoration of the Hon. Alfred Deakin, MP, statesman and orator. The naming of Deakin Reserve is recognised by an ornamental brick pillar with a bronze tablet inside the main entrance.

In 1877 the Reserve was set aside by the government as a place of public recreation and over the years has served as a venue for cycling, athletics cricket and Australian Rules Football and other sports. It has also been an important community-gathering place for many notable public functions including welcome home celebrations to the soldiers of World War II in 1945, and a public reception to Her Majesty the Queen in 1954.

More recently Deakin Reserve has become recognised as the City of Greater Shepparton's principal venue for Australian Rules Football, netball and cricket. It has also played host to major sporting and community events such as A League Soccer, Australian Legends Cricket Exhibition, Crusty Demons, AFL Diversity Girls National Championships and AFL practice games.

A Master Plan was developed in 1999 for Deakin Reserve and this has provided important guidance about the use, development and management of the Reserve over the past two decades.

Current Management Arrangements

Deakin Reserve has an Advisory Committee (previously a Committee of Management) which is made up of community members and 2 Councillors. The Advisory Committee plays a key role supporting Council to plan, develop and promote the Reserve. The Committee facilitates regular meetings with the primary users of the Reserve, providing user groups with an opportunity to discuss issues and opportunities at the Reserve.

The Committee and user groups are made up of committed volunteers, who have worked hard to ensure the Reserve is developed, maintained and utilised to achieve its optimum potential.

Greater Shepparton City Council provides direct management and operations of Deakin Reserve, including maintenance, development, bookings and promotion.

Achievements over the past 20 years reflect the successful collaborative approach between the Council, the Advisory Committee and user groups.

Current Use

The primary users of Deakin Reserve are:

- Shepparton Football Netball Club
- Shepparton United Football Netball Club

- Shepparton Cricket Association
- Central Park/St Brendan's Cricket Club
- Girl Guides Association of Victoria

Other Major Users of the Reserve include:

- Goulburn Valley Football League
- Victorian Country Football League
- Shepparton Junior Cricket Association
- Shepparton Junior Football Association
- Notre Dame Secondary College.

The Reserve has a heavy schedule of usage concentrated around the Australian Rules Football and Netball season from March to October each year, and cricket from October to April. Each year the Reserve plays hosts to the Preliminary and Grand Final days for the Goulburn Valley Football League which showcases the venue as Shepparton's premier Australian Rules Football facility. The Reserve also supports sports training and hosts events such as car rallies, concerts, festival and cricket grand finals. The playing arena caters for more games of football and cricket than any other venue in the Goulburn Valley.

Existing Infrastructure

Over the past 20 years, a coordinated effort and investment by user groups, the Advisory Committee (and the previous Committee of Management), Greater Shepparton City Council and the Victorian State Government, means that today Deakin Reserve has the capacity to host AFL, cricket, netball and a range of other sporting and community festivals and events. Facilities include:

- Turf oval - 155 metres (goal to goal) by 134 metres (wing to wing) with 5 metre run off with capacity to host local, regional and State level sporting activity
- Turf Wicket
- Player shelters around the ground
- Netball court – compliant with Netball Victoria dimension requirements
- Clubrooms used by Shepparton Football Netball Club
- Clubrooms used by Shepparton United Football Netball Club
- Clubrooms used by Central Park / St Brendon's Cricket Club
- Support infrastructure including, shelters, public accessible toilets, car parking including disabled parking bays, access roads, fencing, some storage
- Grandstand providing sheltered spectator seating, Meeting room, change rooms, coaches' boxes and media boxes.
- Covered seating area with spectator toilet facilities (Western end)
- Public toilet facilities
- Ticket boxes
- Hot dog stand

- Electronic scoreboard
- Girl Guides Hall
- Playground and passive park area including a barbecue.

Due to the heavy schedule of usage, the primary users of Deakin Reserve are required to use other venues to support their programs and training including:

- The cricket practice wickets at St Brendan's School
- Shepparton Showgrounds as an alternate football training venue
- Other Council owned or managed facilities.

Council undertakes regular asset inspections on infrastructure and buildings it has management and operational responsibility for. The assessment provides a tool for the planning of capital and major renewal investment. A condition audit of the building infrastructure at Deakin Reserve indicates that overall, the buildings in the Reserve are in very good condition and well maintained, however a number of the buildings do not meet DDA requirements, nor do they meet contemporary standards and functional requirements for supporting female participation. In addition, some of the buildings while structurally sound, detract from the overall aesthetics of the complex because of their age, and because of changing community expectations about the quality of infrastructure that will be provided in the precinct.

See Appendix B for a copy of the Deakin Reserve Building Audit 2017.

Key Changes and Achievements

As noted previously, a Master Plan was developed in 1999 for Deakin Reserve and this has guided the use, development and management of the Reserve over the past two decades. Key achievements during this time include:

- An upgrade of the oval including removal of the cycling track, re-shaping the oval, construction of a boundary fence, installation of training and AFL match standard lighting, installation of catching nets at one end of the ground and an electronic scoreboard
- Construction of a new netball court and warm up area
- Construction of female change facilities
- Re-development of the cricket wicket
- Improvements to the amenity and ovals surrounds including, more spectator areas and shelters developed, installation of rubberised walkways, tree planting, improved lighting, upgrade to the power supply and entrance access
- Building improvements including redevelopment of grandstand change rooms, construction of accessible toilet facilities, and development of coaches' boxes
- Management initiatives including conducting user groups meetings, new building lease arrangements, developing ground advertising procedures, and development ground use procedures
- Attracting key events including night cricket, AFL practice matches, AFL carnival, grand finals for soccer, cricket and AFL.

Planning and Policy Context

Understanding the existing local, state and national policy context helps to ensure the Future Directions Plan for Deakin Reserve considers and reflects existing priorities. A number of strategic plans and documents developed by Greater Shepparton City Council, the Victorian State Government and Federal Government have been reviewed to identify these priorities.

Local Context

A review of key strategic documents prepared by Council shows that Council has a clear focus upon building a resilient, inclusive and healthy community. Improved liveability is essential to this and will be achieved through building community capacity, providing quality community infrastructure and focusing on social inclusion. Deakin Reserve is an important tool available to Council to improve the liveability and health and wellbeing of the Greater Shepparton community.

Priorities Council has that are relevant to Deakin Reserve include:

- Developing Shepparton as the regional sporting capital of Victoria
- Valuing and supporting the economic and tourism benefits that come from attracting regional, interstate and intrastate sporting events
- Valuing, supporting and encouraging volunteering, and improving community resilience
- Investing in sporting facilities, particularly where
 - participation is maximised
 - strong partnerships are formed and maintained
 - multiuse and a community hub approach will be implemented, and
 - facilities are not used exclusively by clubs.

Council's investment in facilities will be greater where these outcomes are occurring.

Specifically, the Greater Shepparton Sport 2050 Strategy recommends that a greenfield site be considered for development, to support the needs of Deakin Reserve user groups into the future while retaining the Reserve as a major events space for broad community use.

In addition, and as noted above, a Master Plan was developed in 1999 for Deakin Reserve. While a number of the actions from the Master Plan have been fully or partially completed, some remain outstanding, and consequently continue to be raised by Council officers, the Advisory Committee and sporting clubs who use the Reserve. Key actions that remain outstanding and will need to be considered as part of developing the Future Directions Plan are:

- Improving the turf coverage, drainage, irrigation and water supply systems
- Installation of retaining walls and grassy banks to improve the useable areas of the Reserve and general maintenance
- Removal of car parking around the arena and instead using external car parking
- Demolition and relocation of the public toilet facilities near the netball court
- Upgrading the spectator seating and grandstand area
- Develop the under grandstand to accommodate change rooms for football and cricket, along with public toilet facilities

- Providing improved media facilities
- Construction of a new electronic scoreboard. While this occurred, the sports clubs continue to raise issues about its location and structure.

See Appendix C for more information about the status of Recommendations from the 1999 Deakin Reserve Master Plan.

State and National Context

At a national and state level, governments have recognised the need to understand the environment in which sport and recreation functions, to support investment priorities and better support local communities to respond to change. Like Greater Shepparton, State and Federal governments advocate the need to plan and develop sustainable facilities by ensuring multi-use and maximum use, accessibility and inclusiveness and consideration of environmental sustainable practices. State and Federal government funding program criteria reflect the need for well-planned facilities.

Change being experienced that is supported by government research and data, includes:

- Changing patterns of participation in sport and recreation with decreasing participation by adults in organised competitive sport and increasing participation in activities with a social focus or that can be undertaken by oneself and at a time that suits the individual eg: walking and cycling. Sports participation by young people remains strong and female participation particularly is increasing at a rapid rate
- Increased competition between codes for members, volunteers and sponsorship dollars. Communities who work collaboratively are more likely receive support for funding compared with those do not.
- An increasing need to build the capacity of sports clubs and organisations to strengthen their ability to respond to changing participation trends, more competition accessing funding and higher expectations about the role of clubs and sport and recreation infrastructure in strengthening the health and wellbeing of communities.

See Appendix D for more detailed information about the planning and policy context.

Changing Community Needs

Community Profile

Located approximately 180 kilometres north of Melbourne, Greater Shepparton covers over 2,400 square kilometres. Shepparton is the major town centre with a series of smaller townships and rural land making up the remainder of the municipality.

Consistent population growth is a feature of Greater Shepparton, with the population projected to increase from 65,076 in 2016 to 83,234 by 2036, however the location of the growth will be variable. The Shepparton Urban Centre is projected to account for over 75 percent of all population growth between 2016 to 2036. The rural areas will also experience growth, but this is much more variable with those areas located closer to the Urban Centre projected to experience reasonable levels of growth, whereas those further away will experience minimal or very modest growth.

The age profile of the community is projected to remain very similar between 2016 and 2036 with one third of the population aged between 0 and 24 years and those aged 60 years or over accounting for just under one quarter of the population. This, combined with consistent population growth (the number of people aged 0 – 24 years will increase by between 6,500 and 7,000 people between 2016 and 2036), suggests that demand for sport and recreation opportunities in Greater Shepparton will likely increase. This demand will be strongest in the Urban Centre where the age profile of the community is younger, and where the most significant levels of population growth are projected.

There are however, a number of other factors that impact upon the demand for sport and recreation opportunities and influence an individual's capacity to participate. These include education and income levels, and the ethnicity and cultural background of the population. Participation rates are generally lower where household income and education levels are low. In addition, people born in non-English speaking countries are less likely to participate in traditional sport and recreation pursuits such as cricket, as are people from an indigenous background.

Greater Shepparton is characterised by:

- A similar proportion low and medium low household incomes compared with regional Victoria, but proportion of low and medium low household incomes has increased a small amount from 2006
- Low but increasing education levels
- High and increasing levels of ethnicity, and
- A significant Aboriginal and Torres Strait Islander population.

These factors suggest that intervention may be required to support some members of the community to participate in sport and recreation activities, particularly to overcome barriers such as cost, lack of knowledge about the benefits of participating in sport and recreation pursuits and cultural barriers.

See Appendix E for more detailed information about the profile of the Greater Shepparton Community.

Participation Trends in Sport and Recreation

In the last two decades there have been significant changes in the leisure and recreation interests of the Australian community and in the types of leisure and recreation opportunities available. These changes have been driven by higher education levels, changed work and business hours, greater community affluence, a willingness to pay for high standard experiences, insurance and litigation issues, the changed cultural mix of the community, greater expectations of quality and professional service, a greater awareness of the benefits of recreational involvement, and the ageing of the population.

There has been an increasing shift towards participation in non-competitive activities rather than traditional formal sports, and increased demand for more flexible and diverse leisure pursuits rather than a commitment to a small number of activities. This has resulted in declining participation in some traditional team and small group sports such as tennis and lawn bowls, and a move towards non-competitive but active pursuits such as walking, fitness / gym classes, running and cycling. This is not only impacting upon participation rates but is also impacting upon the levels of volunteer involvement in sport and recreation clubs.

The highest rates of participation for people aged 15 and over are for walking, followed by gym / fitness activities, followed by swimming, cycling and running, all of which are predominantly undertaken as non-organised activities. Overall participation in sport and recreation activities is occurring across a wider period of the day and week, with a major move to week day evening sports participation. There is also far greater diversity and variety in the recreation opportunities available, and a growing trend for families to share recreational activities or to pursue related activities at one venue rather than pursuing a wide range of different activities.

Generally, organised sport has been limited in its ability to offer flexible participation options, however sporting codes have been actively working towards developing different ways to participate in traditional sporting activities such as 20 over cricket matches, AFL X, Rock Up Netball, and Cardio Tennis. In addition, there has been a significant focus upon increasing participation by females in organised sporting activities such as AFL and cricket. At a national and state level, the growth in participation by women and girls in these sports has been significant over the past three years. At a local level female participation in cricket remains low and Cricket Victoria is working with Cricket Shepparton and the local Clubs, to change this. Locally, female participation in AFL is strong and continuing to grow.

Other key participation trends to understand are that participation in traditional Anglo Saxon sport and recreation pursuits such as AFL and netball is typically lower for people from culturally diverse backgrounds, and participation rates for children and young people are typically higher than for adults, particularly in organised sport. This means in communities with high proportions of people aged between 0 and 25 years, the rates of participation are likely to be higher. Conversely participation in physical activity declines as people age, although the rates of participation for people aged 65 years and over have generally been increasing.

Implications for Deakin Reserve

Declining levels of participation in organised sport, along with high levels of cultural diversity and low incomes in the Greater Shepparton community suggest demand for formal sporting infrastructure like that offered at Deakin Reserve, may decline or stagnate. However, the steadily increasing population in Greater Shepparton, the consistently large proportions of children and young adults, and the increasing levels of participation in AFL and cricket by females suggest demand for Deakin Reserve is likely to grow. This is further supported by the high and increasing demand for access to Deakin Reserve from the clubs who currently use the Reserve.

Redeveloped or new infrastructure may be needed to support participation in sport and recreation activities by:

- *Adults and older members of the community.* While they are more likely to be interested in participating in less formal activities, infrastructure such as sports grounds is still required to support their participation.
- *Women and girls.* The unprecedented increase in women and girls participating in sports that have traditionally been male dominated such as AFL and cricket means that infrastructure such as female change rooms will be required at Deakin Reserve to support female participation and ensure equity of access for all members of the community. Clubs also need to be supported and encouraged to provide participation opportunities for females, and this should form a key part of future planning for Deakin Reserve.
- *Culturally diverse communities.* Like female participation, an opportunity exists to increase participation by people from culturally diverse backgrounds in sport and recreation activities in Greater Shepparton. The provision of appropriate infrastructure along with participation opportunities for people from culturally diverse backgrounds should form a key part of future planning for Deakin Reserve.
- *Junior participants.* Locally there is strong junior participation occurring across cricket, AFL and netball. Facilities that support this such as shortened cricket pitches, lower netball rings, small sports fields are required. Consideration needs to be given to the role of Deakin Reserve in supporting junior participation.

Importantly, programming and community development responses are just as critical as investment in infrastructure. Local clubs and associations making use of Deakin Reserve must have a clear focus upon providing new and varied participation opportunities, in tandem with advocating for infrastructure improvements, and any infrastructure improvements must be based around providing equitable access for all members of the community.

Consultation with Key Stakeholders

Consultation with key stakeholders has formed an important part of developing the Deakin Reserve Future Directions Plan. Key stakeholders consulted with included:

- The Deakin Reserve Advisory Committee through a series of workshops and discussions
- Deakin Reserve user groups through a survey and two workshops
- Council officers through workshops and discussions
- Peak sporting associations including Cricket, Netball and AFL through workshops and discussions
- Local residents and businesses located close to Deakin Reserve through a survey. The response to this survey was very small and consequently was of limited value.

This consultation process has been critical in identifying the issues, opportunities and challenges for the Reserve and its users.

Outlined below is a snapshot of what stakeholders have shared in relation to their vision for the Reserve, current use, future development, governance and the management of the Reserve.

Demand is High

Stakeholders have unanimously indicated the Reserve is in high demand catering for training and game day activities of two football netball clubs, a cricket club, along with major sporting events such as regional finals and elite AFL practice matches, and other events such as car rallies, concerts and festivals. Tension between different types of use has been acknowledged.

With only one oval and one netball court, the Reserve is unable to service the current training and game day needs of the resident football netball clubs. The ground currently has an estimated capacity of 15 hours to 18 hours per week in winter. This means the football clubs are required to train at other venues. In addition, netball has limited space for warming up on game days and for training. This means that not only is the Reserve unable to meet current demand related to winter sporting activities, it is not able to meet any increased winter demand, such as junior or female football participation.

Other issues related to high levels of use and demand include:

- The significant social and financial impact for clubs of being required to use alternate venues for training. For example, training at other venues means that providing meals after training for players is difficult. This activity is a key part of the social activities clubs offer and is a source of revenue for the clubs. Training at an alternate venue also means that clubs are required to pay to hire multiple grounds
- The reduced access clubs have to the Reserve because of the access requirements for major events. For example, in the lead up to an AFL practice match clubs are required to be off the ground for up to six weeks. The clubs acknowledge however, that these types of events do provide an opportunity for Clubs to generate income
- The challenge of maintaining the Reserve as a 5-star rating venue because of the high levels of use

- Limited car parking available in and around the ground to support the number of people accessing games and events, however, stakeholders view addressing this issue to be a low priority.

The Advisory Committee, current user groups and peak sporting associations have indicated they have an aspiration to retain use by local sporting clubs as a key priority at Deakin Reserve, and for the Reserve to host major events that centre around cricket and Australian Rules Football and netball with a move away from hosting other non-sport related events. Stakeholders are also interested in exploring opportunities for a satellite site that can be used for training purposes during the winter months both by clubs based at Deakin Reserve, as well as clubs from other sites across Greater Shepparton.

Interestingly, the 1999 Deakin Reserve Master Plan also raised this issue and included an action to develop an alternate football training venue to alleviate overuse of Deakin Reserve. This occurred with an alternate venue created at Vibert Reserve and installation of additional lighting at McGuire Oval. The existing users of Deakin Reserve do not however, view these sites as suitable alternate training venues because of the lack of availability of the venues, the additional costs involved in using the venues, and the lack of access to social club facilities.

Future Infrastructure Development

While stakeholders recognise the Reserve has been developed in an ad hoc manner, with individual developments occurring in isolation, there is little interest in exploring opportunities for shared infrastructure such as shared clubrooms and change facilities. This presents challenges in relation to securing funding particularly from State and Federal government who have a strong emphasis upon multi-use, shared, use, partnerships and collaboration. As noted previously, Council also has a similar focus as articulated in the Sport 2050 Strategy.

Stakeholders have indicated they believe the following infrastructure improvements should be considered as part of the Future Directions Plan for Deakin Reserve:

- Upgrading the playing facilities including additional netball court space and upgrading the oval surface to allow it to cater more effectively for the high levels of use it receives. As noted previously, upgrading the oval surface was a key action from the 1999 Master Plan which remains outstanding
- Upgrading the support infrastructure including the media box, the scoreboard, storage, change and toilet facilities, and the fencing. Like the oval surface, these issues were also identified in the 1999 Master Plan
- Upgrading the social facilities
- Improvements to the spectator infrastructure including additional seating (both around the oval and the netball court) and increased shade. This was also identified in the 1999 Master Plan
- Providing purpose-built infrastructure to house maintenance equipment
- Addressing accessibility and safety across the Reserve including toilet and change facilities, vehicle and pedestrian pathways and signage.

Stakeholders recognise the need for a staged approach to improvement works at Deakin Reserve and have identified the following as the top three priorities they would like to see addressed:

1. Maximising use of the ground by increasing the capacity of the ground to take cater for up to 25 hours of use per week in winter

2. Identifying opportunities for establishing a satellite site to support the training needs and possibly some game day needs for clubs located at Deakin Reserve
3. Addressing the infrastructure needs of netball in relation to Deakin Reserve.

Governance and Management

The important role the Advisory Committee has played in the ongoing development of the Reserve has been acknowledged by stakeholders, but it is also recognised the development of the Future Direction Plan presents an opportunity to review the current governance structure for the Reserve.

The governance structure for Deakin Reserve differs from the arrangements Council has in place in other venues. The governance structure for many Recreation and Sports Reserves in Greater Shepparton takes the form of Section 86 Committee of Management which comprises user groups, Council staff and interested community members. At Deakin Reserve the membership of the Advisory Committee is open to any interested community member.

See Appendix G for detailed information from consultation with key stakeholders.

Key Themes

The following section provides a summary of the key themes and finding from the background research. These themes provide the basis for developing the future vision, actions and priorities for Deakin Reserve.

Use is Extensive and Varied

The site receives a high level of use by multiple local sporting clubs (AFL Football, cricket and netball) and for major sporting and community events. Demand for the site as a place for major sporting and community events is increasing, with Council actively bidding to host regional, state and national sporting events in Shepparton to grow the local economy. Its location in the CBD and high profile within the community, means Deakin Reserve is well positioned to host major sports events such as AFL football, soccer and rugby.

Key impacts to be considered in future planning for Deakin Reserve are:

1. The increased requirement for maintenance of both on field and off field facilities to support a high level of use.
2. The requirement for high quality of infrastructure to support major sporting and community events.
3. That tenant sporting clubs are required to use alternate venues for training, matches and social activities when the site is being used for major sporting and community events. This can be for weeks at a time because of the lead times required around these events, and it can be difficult for the clubs to access sufficient alternate training venues. This:
 - Reduces the capacity of clubs to generate income because they cannot access kiosk or catering facilities at alternate venues
 - Compromises the social connections within the clubs because they are required to train across multiple sites and cannot host their weekly dinners after training
 - Increases the number of volunteers required to support the club because they are located across multiple sites.

Infrastructure

Generally, the building infrastructure in Deakin Reserve is considered to be in very good condition and well maintained, however some of the buildings are not DDA compliant, and do not meet contemporary standards and functional requirements for supporting use by female and junior participants. The old grandstand including the change room facilities is one building that is a particular area of concern.

Other issues that will need to be considered in relation to both the building, and the sportsground and court infrastructure at Deakin Reserve include:

- Many aspects of the infrastructure do not comply with DDA or universal accessibility requirements, particularly toilet facilities and paths of travel
- Negative perceptions about the availability and poor location of car parking, including whether it is appropriate to have car parking located within the Reserve. The 1999 Deakin Reserve Master Plan recommended moving car parking out of the Reserve
- The piecemeal approach to the development of infrastructure on the site has resulted in some gaps in infrastructure provision, some duplication, and the poor location of other infrastructure

- The limited footprint of the site which constrains what can be developed on the site
- Infrastructure to support major events including seating and amenity for spectators, storage facilities and lighting is limited.

Key impacts of these issues are:

1. There is poor accessibility throughout the site for people with a disability or mobility issues, and parents with prams
2. Car parking onsite causes safety concerns for pedestrians and the accessible parking is not easily accessed
3. There is limited sharing of off field facilities by the various tenant clubs, and inequality about the standard of facilities the clubs have access to
4. The netball court does not dry out because it is constantly in shadow, creating safety concerns, and there is little capacity to increase or relocate the netball courts because of the limited footprint of the site and the amount of infrastructure already on the site
5. Maintenance and capital renewal costs are increased because of having multiple facilities on site
6. Tenant clubs are required to relocate items from the site when major events are occurring, to provide storage facilities for the events.

Community Expectations and Needs

Community expectations about the quality and accessibility of facilities and participation opportunities continues to change. Community members reasonably expect that spaces and participation opportunities will be universally accessible and culturally appropriate for all members of the community, particularly given the increasing levels of diversity in the Shepparton community.

Broad sport and recreation participation trends suggest that demand for structured sports participation options such as those offered at Deakin Reserve may decline as people become increasingly time poor and prefer more social and informal participation options that they can undertake in their own time. However, the steady increase in the Greater Shepparton population will drive increased demand for sports facilities such as those offered at Deakin Reserve. In addition, the population has a relatively young age profile, and it is well documented that participation in structured sport and recreation activities is at its highest for children, teenagers and young adults. Further, participation by girls and women in sports such as AFL, cricket, rugby and touch football is increasing. These factors suggest that demand for Deakin Reserve as a venue for local sports participation opportunities will increase.

Key impacts of changing community needs and expectations to be considered are:

1. That Deakin Reserve must provide universally accessible and culturally appropriate facilities for all members of the community. Facilities will need to be multi-use and have the capacity to be used extensively for a wide range of purposes and for people of all abilities.
2. What the future role of Deakin Reserve will be in supporting local sports participation. There will be increasing demand for spaces and opportunities that support local sports participation particularly by culturally diverse communities, juniors and females. However, the existing levels of use the Reserve receives, means it will be difficult to accommodate additional demand from local sporting clubs.
3. To ensure their future sustainability, local sports clubs and associations will need to provide social opportunities and modified sports programming that will encourage participation by culturally diverse

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communities, juniors and females. In addition, they will require access to facilities such as shorter cricket pitches and multiple change facilities to support participation by these groups.

Management

Deakin Reserve is directly managed by Council with support from an Advisory Committee. Council is responsible for facility bookings, sports facility and grounds maintenance, while the clubs are responsible for the clubrooms they use. The Advisory Committee's role is to provide advice to Council in relation to the ongoing functioning and performance of Deakin Reserve.

Key issues and impacts identified about the current arrangements are:

1. The Advisory Committee and the user groups have been very supportive of Deakin Reserve for a long period of time, with the number of facility developments and events at the Reserve a reflection of this commitment
2. Separate meetings for the Advisory Committee and user groups have resulted in gaps in communications between the two groups and Council
3. Membership of the Advisory Committee is predominantly made up of interested community representatives rather than user groups. This is different from other Greater Shepparton City Council Section 86 Committees or advisory committees which generally comprise user groups, Council staff and interested community members.

Improving the communications between the user groups, the Advisory Committee and Council has been identified as a key issue that needs to be considered and addressed as part of developing the Future Directions Plan for Deakin Reserve.

Planning for the Future

In planning for the future of Deakin Reserve:

- A *vision* has been developed reflecting the needs and aspirations of stakeholders and the fundamental capacity of the Reserve to support local and regional sporting activities and events
- A series of *Guiding Principles* have been developed to assist Council and stakeholders in making decisions and establishing priorities for the Reserve, particularly when issues arise in the future which are outside those identified through this Future Directions Plan, and
- *Priority Actions* have been developed for the future management, use and development of the Reserve.

Vision

Deakin Reserve, the premier facility for Cricket and Australian Rules Football in Greater Shepparton supporting both local cricket, AFL, and netball, and complimentary major regional sporting events.

Guiding Principles

The *Guiding Principles* have been developed in recognition that a clear policy framework is needed:

- To guide the development of priority actions for this Future Directions Plan
- To assist Council in making decisions about the future management, use and development of the Reserve.

While the priority actions outlined in this Future Directions Plan will provide specific guidance about the steps to be taken to improve the Reserve, it is recognised that the Reserve is a dynamic environment, and that new issues will continue to emerge and need to be responded to by Council. The *Guiding Principles* will assist Council in determining the priorities for the Reserve as new issues and opportunities emerge. Each decision made in relation to the Reserve should be tested and compared against the *Guiding Principles* to ensure the decisions are consistent with the policy framework. The priority actions outlined have been developed giving careful consideration to the *Guiding Principles*.

The Guiding Principles are:

Consistent Governance: Management of the Reserve will be consistent with the approach Council takes in managing other sporting facilities and open space.

Partnerships: A partnership approach will underpin the management, use and development of Deakin Reserve. Council will actively partner with facility users and other levels of government to share funding responsibility for the development of infrastructure.

Accessibility: Deakin Reserve will be managed, used and developed to ensure safe, equitable, quality access for all members of the community.

Balancing Use and Quality: Decisions will seek to maximise use of the Reserve without compromising the quality of facilities, open spaces and user experiences.

Co-location and Multi-Use: The integration, joint use and sharing of facilities is essential and will be actively pursued and implemented.

Diversity of Use: The management, use and development of the Reserve will focus upon supporting a diversity of use eg: formal and informal, junior and senior, male and female, and culturally diverse use.

Primarily Open Space: Car parking and road access will be of secondary importance to the recreation, aesthetic and sporting value of the Reserve.

Strengthening Community Capacity: Support for the organisations who use Deakin Reserve will focus upon strengthening the capacity of user groups to be sustainable and provide opportunities for all members of the Greater Shepparton community to participate in sporting activities.

Actions and Priorities

Integral to the Future Directions Plan is identifying the actions required to help achieve the vision for Deakin ***as the premier facility for cricket and Australian Rules Football in Greater Shepparton supporting both local cricket, AFL, and netball, and complimentary major regional sporting events.***

The following pages identify the Actions and Priorities for the Future Directions Plan including the organisation responsible for leading or implementing the action. It should be noted a responsible organisation has not been identified for all actions, as some are dependent upon the implementation of earlier actions.

The following priority rating has been applied:

- Priority 1:** The highest priority with an anticipated timeframe for implementation of 1 – 2 years.
- Priority 2:** A medium level priority with an anticipated timeframe for implementation of 3 – 5 years.
- Priority 3:** A longer term priority with an anticipated timeframe for implementation of 5 – 10 years.
- Ongoing:** Those actions which are currently being implemented and / or will continue to be implemented on an ongoing basis.

Area	What	Description	Who	Timeframe
Planning	Club Strategic Plans	Develop strategic plans to help strengthen the long-term sustainability of the Clubs who use Deakin Reserve. The plans should examine factors such as volunteer involvement, changing community needs and demands, financial sustainability, long term location and facility needs.	Sporting Clubs located at Deakin Reserve in partnership with Sporting Associations and GSCC	1
Governance, management and operations	Deakin Reserve Advisory Committee	Review the Terms of Reference for the Advisory Committee and ensure membership of the Committee is consistent with other Council Advisory Committees and Committees of Management. A key outcome will be to include representatives from each of the Deakin Reserve user groups on the Advisory Committee and reduce the number of members to eight.	GSCC	1
	Diversity of Use	Through tenancy arrangements require the sporting clubs using Deakin Reserve to actively provide opportunities for participation by juniors, females and culturally diverse communities.	GSCC	1
	Maintain Deakin Reserve as a 5-star sports facility	Ensure budget allocations support the continued maintenance of Deakin Reserve as a 5-star sports facility.	GSCC	Ongoing
	Open facilities to casual use	Investigate the opportunity to make change facilities and toilets available for informal use, for example, personal trainers, people walking etc.	GSCC	1
	Shared and multi-use facilities	Actively pursue opportunities to implement shared use of club room and change room facilities by the football and netball clubs and cricket clubs who make use of Deakin Reserve.	GSCC and Sporting Clubs located at Deakin Reserve	2
	Investigate alternate training venue	In consultation with sporting clubs, examine options for an alternate training venue for clubs who use Deakin Reserve and other sportsgrounds in Greater Shepparton, particularly during the winter season or when major external events are occurring. Careful consideration should be given to how existing alternate venues established by Council can be improved to better meet the needs of sporting clubs eg: Vibert Reserve and McGuire Oval. An alternate venue will ideally have the capacity to cater for social functions or dinners, be affordable and provide a genuinely alternate option for sporting clubs both from Deakin Reserve and other sites in Greater Shepparton.	Greater Shepparton City Council	2

Area	What	Description	Who	Timeframe
Infrastructure	Netball	Construct a new second netball Court and warm up space adjacent to the current court. This will require the removal / relocation of the existing toilet facilities.	Greater Shepparton City Council and	2
	Nets behind the sportsground goals	Install nets behind the goals associated with the sportsground.	Greater Shepparton City Council	3
	Water storage and Re-use	Explore options to re-use water from change rooms and install water storage options.	Greater Shepparton City Council	2
	Oval Redevelopment	Plan for the redevelopment of the oval to allow it to support up to 25 hours of use during the winter months. Key elements to be considered are improvements to the turf, and upgraded drainage, irrigation system and water supply options.	Greater Shepparton City Council	1
	Car Parking	Remove internal car parking except for deliveries and special needs requirements and relocate the entry gate near the United Cricket facilities.	Greater Shepparton City Council	2
		Facilitate and promote the use of the Showgrounds as a car parking option for major events at Deakin Reserve.	Greater Shepparton City Council	1
	Public toilets and change rooms	Develop public toilet and change room facilities plan to meet the contemporary needs and accessibility requirements of spectators and participants. In particular the needs of people with a disability, females and people from culturally diverse backgrounds must be addressed.	Greater Shepparton City Council	2
Infrastructure	Improve spectator seating, viewing and shade	Investigate options for seating and shade around the ground. This should be linked with investigations about the need for improved public toilets, change rooms and improvements to the grandstand.	Greater Shepparton City Council	2
	Access for All improvements	Improve paths of travel and accessibility throughout the site, particularly addressing the asphalt surrounds and spectator seating options.	Greater Shepparton City Council	2
	Upgrade support infrastructure	Specific support infrastructure to be improved includes the scoreboard and media box. While upgraded previously, issues remain in relation to the location and functionality of the existing infrastructure.	Greater Shepparton City Council	3

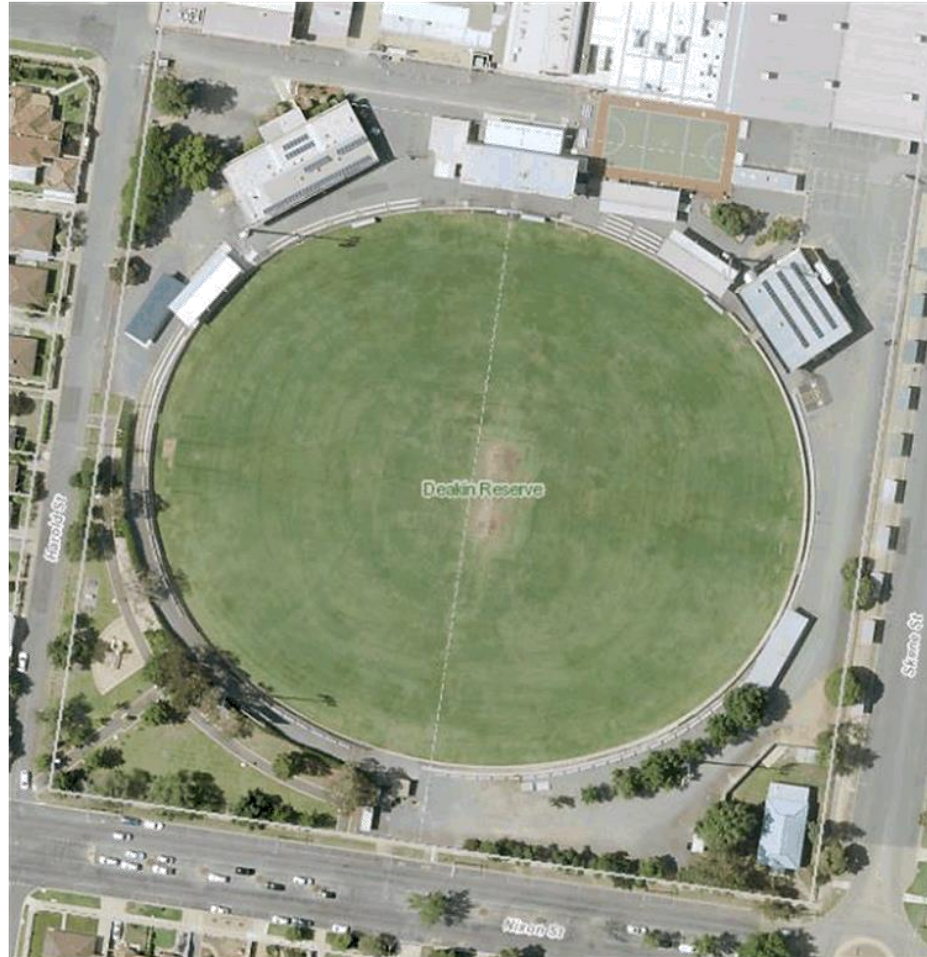
Area	What	Description	Who	Timeframe
Infrastructure	Signage	Improve information and directional signage both within the Reserve and directing people to the Reserve.	Greater Shepparton City Council	2
	Increase storage facilities	Provide improved storage facilities throughout the Reserve for maintenance equipment, sporting club equipment and to support major events and activities that are conducted at the Reserve. Opportunities for storage should be considered not in isolation, but rather be considered as part of plans to improve other infrastructure eg: improved spectator seating, change room facilities etc.	Greater Shepparton City Council	2
Events	Limit the range of major events at the Reserve	Major events to be limited to complimentary activities such as football, rugby, cricket and netball. Events outside of this scope should be catered for at multi use venues such as the Showgrounds.	Greater Shepparton City Council	Ongoing

Note:

- Permanent fencing to incorporate the playground / park area into the Reserve is not included as an action due to the value placed on it by the general community
- The Guide Hall will not be demolished as it is subject to a Heritage overlay.
- Administrative space for Associations eg AFL Goulburn Murray is not recommended as they are already accommodated at another site.
- Cricket nets have not been included as they have been constructed at the school, however, the Regional Cricket Hub Feasibility project may make recommendations about cricket nets across the municipality.

Appendices

Appendix A
Aerial Photo of Deakin Reserve



Appendix B

Deakin Reserve Building Audit 2017

Provided as a separate attachment

Appendix C

Status Update about the Recommendations from the 1999 Deakin Reserve Master Plan

The items identified in orange remain relevant and have been considered as part of developing the Future Directions Plan.

Priorities	Details	Status	Comments
1.1. Improved Playing Surface			
Increased flood lighting	To spread the work load on the playing surface.	Complete	The oval has 100 lux, 200 lux and 500 lux options from the four lighting towers.
Improved turf coverage, drainage, irrigation and water supply systems	No extension to the size of the playing surface is proposed however expert advice is to be sought about the redevelopment of the playing surface turf, soil types, improvements to ground drainage and irrigation.	Incomplete	To be considered as part of the Future Directions Plan.
Cricket wicket upgrade	The cricket wicket area is to be redeveloped and reduced in size.	Partially complete	Upgrades to the wicket occurred in 2009 and 2014, however the wicket has never been reduced in size. Reducing the wicket size appears to no longer be an issue for the clubs.
Changes to maintenance and management practices.	A more professional and controlled approach to the maintenance of the playing surface and cricket wicket will be required if capital funds are expended to improve the playing surface and cricket wicket area.	Ongoing	St Brendan's Cricket Club retained responsibility for maintaining the wicket.
Development of alternative training venue	An alternative football training facility is to be developed at the Shepparton Sports Precinct to alleviate over use of Deakin Reserve.	Complete	An alternative venue has been created at Vibert Reserve. McGuire Oval has had 100 lux lighting installed and the playing surface has been improved.

Priorities	Details	Status	Comments
1.2. Improved Spectator Facilities			
New western crowd shelter	All shelters on the western and southwest boundaries are to be removed and replaced by a terraced Crowd Shelter to be known as the Western Crowd Shelter.	Complete	2012 works undertaken.
Upgraded Shepparton United shelter	The Shepparton United Football Club shelter will be replaced to same standard and design of new Western Crowd Shelter, and will accommodate seated spectator viewing south wards to the playing arena (facing south) and seated spectator viewing north wards to the proposed new netball court (facing north).	Complete	
Relocation of existing shelters	Relocate old shelters to other recreation reserves in the municipality.	Incomplete	The viability of implementing this action is unclear.
Improved Spectator Seating	All seats at the reserve will have backrests, with the front two rows of the Western Crowd Shelter to be good quality bucket seats. Areas currently known as the Shepparton Football Club Crowd Shelter and the Shepparton United Crowd Shelter will have full bucket seating.	Complete	2015 works undertaken.
Sealing under spectator areas	All areas of high spectator use and heavy foot traffic will be sealed. This will include all areas from the Shepparton United Football Club rooms to the western end of the Shepparton Football Club rooms and under the proposed Western Crowd Shelter	Complete	2002 works undertaken.
1.3. Increasing Useable and Community Space			
New public open spaces and lawn areas	The south-western corner of the reserve will become a small area of public open space and include green lawns, a small playground and tree planting. Other green open space areas are proposed along the eastern boundary and fence line and possibly between the Grandstand, Brick Public Toilets, Shepparton United clubrooms and the Shepparton United Crowd Shelter	Partially complete	The Public Open Space in the south-western corner has been developed into a small park area with playground, grass, trees and drinking fountain.

Priorities	Details	Status	Comments
Retaining walls and grassed banks	A combination of grassed banks and retaining walls will be used around the reserve increase the useable area of the reserve and improve its general maintenance and appearance.	Incomplete	To be considered as part of the Future Directions Plan.
Upgraded south western entry gates (main brick entry gates)	The main entrance gates will no longer be required as a functional asset of the reserve, and the area where they are currently located will become public open space.	Complete	
Providing useable public open space - "The Greening of Deakin Reserve"	The key feature of the redevelopment of Deakin Reserve will be the greening up of the facility and making it a more useable and accessible public open space.	Partially completed.	Development of the playground and surrounds in the south western corner has been a significant change.
1.4. Rationalising Car Parking and Access Roads			
Maximising external car parking	It is proposed that parking around the playing arena will eventually cease as improvements to permanent spectator amenities evolve.	Incomplete	To be considered as part of the Future Directions Plan.
Isolating Social Club facilities and parking areas	To maximise the security of the reserve and protect the public infrastructure to be developed, it is proposed that new reserve fences and boundaries will exclude the social rooms and parking areas of the Shepparton and Shepparton United Clubs. It is proposed that the two car parking areas adjoining each Clubroom be formalised and sealed.	Incomplete	No longer considered to be relevant.
1.5. Upgrading and Improving Infrastructure			
Guide Hall - Upgrade of Appearance	It is proposed to improve the appearance of the guide hall and blend it into the landscaping of the reserve. This will require new fencing and appropriate treatment to the steep banks at the interface between the reserve and guide hall.	Partially complete	The guide hall has received some maintenance with a new roof and new boundary fencing.

Priorities	Details	Status	Comments
Construction of Netball court	An area of 23m x 38m will be provided in the northeast corner of the reserve to accommodate an east west aligned full size court with regulation run off. This will require the demolition and relocation of the brick public toilets.	Partially complete	A new netball court has been placed along the northern boundary fence. Existing brick toilets still remain. This will be considered as part of the Future Directions Plan
Construction of Netball Change Rooms	New change rooms and replacement public toilets will be constructed under the main grandstand as part of an overall redevelopment including extension of change rooms for the Shepparton Football Club.	Partially complete	New public toilets constructed at Western End in 2015. Change rooms facilities to be considered as part of the Future Directions Plan.
Grandstand/Spectator Area	The spectator area of the grandstand will be upgraded and modernised and include: 350 swing up bucket seats on cantilever frame to increase spectator comfort and assist in clean up. Infilling of the western and eastern sides of the grandstand with clear polycarbonate glass to provide improved weather protection whilst maintaining view and sealing of the concrete construction joints to allow light wash down of grandstand.	Partially complete	The need for improved spectator facilities will be considered as part of the Future Directions Plan.
Under Grandstand	It is proposed that the Shepparton Cricket Association relocate its administrative facilities to a more suitable location via an extension to the Shepparton Football Club or Shepparton United Football Club Clubrooms. Upon the agreed and completed relocation of the Shepparton Cricket Association administration areas, the under grandstand area will be redeveloped to include; extended change room facilities for football and cricket, which will accommodate a minimum two football teams at any one time, with shared showering and change facilities, netball change rooms and public toilets.	Partially complete	A meeting room has been constructed at the east end of the under grandstand. This room is used by Cricket Shepparton for meetings and is available to be booked by other community groups. The Shepparton Cricket association have not relocated to the site. The proposal to provide change room facilities in the under grandstand will be considered as part of the Future Directions Plan.

Priorities	Details	Status	Comments
Future administration and corporate facilities	In the development of the spectator area and change room/public toilet area of the grandstand, consideration will be given to potential future development of an upper story extension that may include administration facilities for a large sporting organisation such as the GVFL.	Incomplete	Administration facilities for organisations such as GVFL will not be incorporated into Deakin Reserve. This action is no longer relevant.
Media facilities	An improved media area will be established incorporating all necessary data cabling and sockets for all forms of media.	Incomplete	To be considered as part of the Future Directions Plan.
Better catering facilities	No new catering facilities area proposed, however the Western Spectator Shelter will provide suitable areas for the erection of portable catering stalls.	Complete	
New public toilets	The existing brick toilet block will be demolished to provide adequate room for a new netball court. Replacement public toilet facilities will be developed under the grandstand. The existing portable toilets will be removed and relocated to other recreation facilities on a temporary basis as required. New public toilets of brick construction will be constructed as a western extension of the Shepparton Football Clubrooms and a stand-alone facility west of the Guide Hall. Complete All new toilets will fully cater for people with disabilities and women's change rooms appropriately designed and fitted to reflect their needs.	Complete	New accessible public toilets have been developed at the western end of the facility.
New player's shelters	To be of brick construction and removed from in front of the grandstand.	Complete	New player shelters were installed at the front of the grandstand.
Improved first aid facilities	To be included as part of toilet block upgrades or grandstand redevelopment.	Complete	First aid facilities were included in the upgrade of toilet facilities.
New maintenance shed	To be constructed as an extension to the existing Roller Shed.	Complete	South side of reserve.
New electronic scoreboard	A new electronic scoreboard will be constructed at the top of the extended roller shed /maintenance shed.	Partially Complete	A new electronic scoreboard has been constructed on the south west side of the ground, but the functionality needs to be reviewed. This will be considered as part of the Future Directions Plan.

Appendix D

Detailed Information about the Planning and Policy Context

State/Federal Government

Strategy	Relevance to Deakin Reserve Future Directions Plan
Australia Sports Commission – Megatrends shaping the sports sector over the coming decades	<p>The Australian Sports Commission Mega Trends report clearly articulates that sport will look very different in future years (with changes already taking place) ie. social, economic and environmental conditions that will redefine sport over the next 30 years:</p> <ol style="list-style-type: none"> 1. A perfect fit 2. From extreme to mainstream 3. More than sport 4. Everybody's game 5. New wealth, new talent 6. Tracksuits to business suits <p>Deakin Reserve, while maintaining a premier place in sports facility provision within the municipality and possibly the region, will need to be planned in consideration that the landscape will look considerably different in the medium to long term future, with increasing female sports participation, continuing strength of junior participation, decline in adult participation and demand from other sectors of the community for inclusive participation opportunities.</p> <p>Health rather than competition is becoming a major driver for participation in sport. Therefore, both local council and community sport need to carefully consider how participation opportunities will be accessible for all community members into the future.</p>
Sport and Recreation Victoria – Active Victoria	<p>Active Victoria highlights sport and active recreation as an integral part of our state. It is essential to our health and wellbeing. Our sense of belonging. Our connection to our community. A more active Victoria is a stronger, healthier, better Victoria, therefore supporting sport and recreation is a high priority for the Victorian Government.</p> <p>Recognising the significant benefits of sport and recreation, Active Victoria provides a framework for stakeholders to work together with a coordinated approach to boost participation and ensure every Victorian has the chance to be involved,</p> <p>Vision – A strong and connected sport and active recreation system that helps make Victorians Healthier, creates economic growth and jobs, builds community cohesion and contributes to our liveability. Sport and Recreation in Victoria will be:</p> <ol style="list-style-type: none"> 1. More Active 2. More diverse and inclusive 3. Robust, flexible, sustainable and affordable

	<p>4. Broad based and connected</p> <p>5. Collaborative</p> <p>The six key strategic directions outlined are:</p> <ol style="list-style-type: none"> 1. Meeting demand (increase capacity, flexible participation options and investment) 2. Broader more inclusive participation (inclusion, affordable options, meet needs of various population groups) 3. Additional focus on active recreation (support non organised and unstructured physical activity and infrastructure) 4. Build system resilience and capacity (support volunteers, good governance, evidenced based analysis, address risk) 5. Connect investment in events, high performance and infrastructure 6. Work together for shared outcomes (agreed priorities and complimentary investment)
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Greater Shepparton City Council

Strategy	Relevance to Deakin Reserve Future Directions Plan
Greater Shepparton Council Plan 2017 – 2021	<p>The key areas of relevance to the Deakin Reserve Future Directions Plan are the Social and Economic pillars.</p> <ul style="list-style-type: none"> • Social: Develop resilient, inclusive, healthy communities that make Greater Shepparton a safe and harmonious place to live, work, learn and play • Economic: Build a thriving, resilient economy where Greater Shepparton is recognised as a competitive place to invest and grow business. <p>Relevant Social Objectives are:</p> <ul style="list-style-type: none"> • Our community is supported to achieve and sustain physical, emotional and spiritual health and wellbeing • Volunteering is promoted and encouraged along with measures to improve community resilience • Public places, open space and community facilities are safe and accessible for all and presented to a high quality. • Council demonstrates strong regional and local partnerships efforts across health and wellbeing <p>The relevant Economic objective is: Greater Shepparton is a major destination for events and tourism.</p>
Greater Shepparton 2030 Plan	<p>Council's 2030 Plan identifies the broader community long term need to "improve liveability through social and recreational opportunities, a range of inclusive community services and activities, and valuing our diversity".</p> <p>Settlement and Housing - A priority on an active community with walking and cycle networks linked to major attractions as a major consideration.</p>
Greater Shepparton Municipal Health and	<p>Health and wellbeing matters for the Greater Shepparton community have been integrated as part of the Council Plan, with a separate Health and Wellbeing Implementation Plan developed to measure progress. The health and wellbeing priority area</p>

Wellbeing Plan	<p>relevant to the Deakin Reserve Future Directions plan is physical activity. This is one of 16 priority areas.</p> <p>As outlined in the Council Plan, the key factor underpinning all aspects of health and wellbeing in the Greater Shepparton community is liveability. 'A liveable place is one that is safe, attractive, socially cohesive and inclusive and environmentally sustainable; with affordable and diverse housing linked to employment, education, public open space, local shops, health and community services, and leisure and cultural opportunities; via convenient public transport, walking and cycling infrastructure.' Places such as Deakin Reserve are an important tool available to Council to improve the liveability and therefore the health and wellbeing of the community.</p>
Greater Shepparton Environmental Sustainability Strategy 2014 - 2030	<p>To improve Council's environmental sustainability performance by embedding environmental sustainability considerations into Council's decision-making processes and operational activities.</p> <p>Council aims to support community groups and local businesses to monitor and improve environmental sustainability. Where there is opportunity for Deakin Reserve to take a lead role in environmental sustainability, Council will provide support where possible, for example: funding applications and partnerships, sustainable water practices, decrease greenhouse gas, decrease financial cost of energy use, decreasing waste going to landfill, utilise IDM to achieve best practice planning and design and projects and procurement activities that include environmental sustainability considerations.</p>
Greater Shepparton Sport 2050 Strategy	<p>Responding to general changes in sport. A key change occurring in sport is the increasing proportion of people participating in unorganised sports and physical activity and "pay as you play" sport, and a subsequent decrease in club-based participation.</p> <p>In support of issues and opportunities identified in the consultation for Council's Sport 2050 Plan, a recommendation is made for a greenfield site development at Congupna to be planned for as a replacement for Deakin Reserve.</p>
Greater Shepparton Sports Facilities Star Ratings	<p>Star Rating 1 – 5 Categories</p> <p>1 – Undeveloped Parks</p> <p>2 – Local Parks</p> <p>3 – Community Parks</p> <p>4 – District Parks</p> <p>5 – Regional – Highest level of development and service level making a profound positive statement about the community. Standard for access should exceed minimum standards.</p> <p>Council has adopted a 5 star rating program to guide the development and maintenance of sports reserves and open space. Deakin Reserve is classified as a 5 star rated facility, a premier facility servicing regional need. Star rating for the reserve needs review and/or planning for the Reserve needs to bring up to star rating – gaps/standard at Deakin. Council also has a star rating program for parks, which Deakin Park is rated at a 5 star. Council's Urban Design manual stipulates guidelines for outdoor furniture, soft and hard landscaping.</p>
Greater Shepparton Cricket Whole of Sport Plan	<p>The Cricket Whole of Sport Plan considers the needs and expectations of the local cricket community, the vision Cricket Victoria (CV) have for the future of cricket and the role cricket plays in helping Council to achieve its priority of improving liveability through social and recreational opportunities.</p>

Greater Shepparton Urban Design Manual	The UDM is cited in the Planning Scheme and provides the minimum development standards for all development in COGS.
Planning plus Shepparton North and South East Precinct Structure Plans	<p>Residential Growth is taking place around the city of Shepparton, to the north, west, south and south west. Demand will increase rapidly for shared paths connecting from residences to public facilities, key locations and open space areas. The opportunity to ride and walk to destinations from the outer reaches into Shepparton will also likely increase.</p> <p>In addition to quantitative standards, the PSP guidelines also outline access/distribution standards for open space – 95% of residents within a 400m of a park and 95% of residents within 1km of an active sports reserve.</p>

Appendix E

Demographic Profile Greater Shepparton Community

Population Size and Growth

	2011	2016	2026	2036	Change 2016 - 2036	
					No.	%
Greater Shepparton	61,759	65,076	74,476	83,234	18,158	27.9%
Urban Centre	30,293	38,701	46,109	52,722	14,021	36.2%
Kialla Urban	4,878	5,744	8,241	10,027	4,283	74.6%
Mooroopna	7,939	8,018	9,016	9,931	1,913	23.9%
Rural East	1,105	1,137	1,152	1,198	61	5.4%
Rural North	1,790	1,815	1,795	1,849	34	1.9%
Rural North West	3,033	3,091	2,962	3,045	-46	-1.5%
Rural South	2,733	2,755	2,909	3,049	294	10.7%
Shepparton Central	2,244	2,435	2,723	2,898	463	19.0%
Shepparton North Central	5,502	5,535	5,872	6,092	557	10.1%
Shepparton North East	4,552	4,964	6,813	9,201	4,237	85.4%
Shepparton North West	5,619	6,510	7,209	7,278	768	11.8%
Shepparton South	7,013	6,757	6,959	7,057	300	4.4%
Shepparton South East	5,882	6,767	8,291	10,168	3,401	50.3%
Shepparton Surrounds East	3,348	3,153	3,291	3,405	252	8.0%
Shepparton Surrounds South	1,715	1,874	1,780	1,937	63	3.4%
Tatura	4,405	4,799	5,464	6,097	1,298	27.0%

Table E.1: Actual and Projected Population, City of Greater Shepparton, Urban Centre and Small Areas, 2011 – 2036

Source: Greater Shepparton Community Profile and Population Forecast. Accessed 27 February 2018

Population Age Profile

Greater Shepparton	2011		2016		2026		2036		Change 2016 - 2036	
	No.	%	No.	%	No.	%	No.	%	No.	%
Babies and pre-schoolers (0 to 4)	4,307	7.1	4,218	6.6%	5,354	7.2%	5,851	7.0%	1,633	38.7%
Primary schoolers (5 to 11)	5,877	9.7	6,036	9.5%	7,462	10.0%	8,248	9.9%	2,212	37.6%
Secondary schoolers (12 to 17)	5,545	9.2	5,161	8.1%	5,848	7.9%	6,615	7.9%	1,454	26.2%
Tertiary education and independence (18 to 24)	5,060	8.4	5,187	8.1%	5,818	7.8%	6,572	7.9%	1,385	27.4%
Young workforce (25 to 34)	7,067	11.7	7,850	12.3%	9,265	12.4%	9,953	12.0%	2,103	29.8%
Parents and homebuilders (35 to 49)	12,411	20.5	12,030	18.8%	14,265	19.2%	16,098	19.3%	4,068	32.8%
Older workers and pre-retirees (50 to 59)	7,812	12.9	8,408	13.2%	8,638	11.6%	9,477	11.4%	1,069	13.7%
Empty nesters and retirees (60 to 69)	6,009	9.9	7,317	11.5%	7,627	10.2%	8,119	9.8%	802	13.3%
Seniors (70 to 84)	5,103	8.4	6,151	9.6%	8,189	11.0%	9,535	11.5%	3,384	66.3%
Elderly aged (85 and over)	1,251	2.1	1,484	2.3%	2,009	2.7%	2,768	3.3%	1,284	102.6%
Total	60,442	100	63,842	100.0%	74,475	100.0%	83,236	100.0%	19,394	32.1%

Table E.2: Actual and Projected Population Age Profile, City of Greater Shepparton, 2011 – 2036

Source: Greater Shepparton Community Profile and Population Forecast. Accessed 27 February 2018

Shepparton Urban Centre	2011		2016		2026		2036		Change 2016 - 2036	
	No.	%	No.	%	No.	%	No.	%	No.	%
Babies and pre-schoolers (0 to 4)	2,593	7.4%	2,748	7.3%	3,462	7.5%	3,848	7.3%	1,100	40.0%
Primary schoolers (5 to 11)	3,377	9.7%	3,676	9.7%	4,673	10.1%	5,216	9.9%	1,540	41.9%
Secondary schoolers (12 to 17)	3,089	8.9%	3,056	8.1%	3,661	7.9%	4,167	7.9%	1,111	36.4%
Tertiary education and independence (18 to 24)	3,258	9.4%	3,201	8.5%	3,977	8.6%	4,519	8.6%	1,318	41.2%
Young workforce (25 to 34)	4,525	13.0%	5,193	13.7%	6,243	13.5%	6,855	13.0%	1,662	32.0%
Parents and homebuilders (35 to 49)	6,957	20.0%	7,024	18.6%	8,821	19.1%	10,158	19.3%	3,134	44.6%
Older workers and pre-retirees (50 to 59)	4,137	11.9%	4,524	12.0%	5,062	11.0%	5,724	10.9%	1,200	26.5%
Empty nesters and retirees (60 to 69)	3,038	8.7%	3,852	10.2%	4,144	9.0%	4,781	9.1%	929	24.1%
Seniors (70 to 84)	3,061	8.8%	3,578	9.5%	4,706	10.2%	5,574	10.6%	1,996	55.8%
Elderly aged (85 and over)	784	2.3%	994	2.6%	1,360	2.9%	1,880	3.6%	886	89.1%
Total	34,819	100	37,846	100.0%	46,109	100.0%	52,722	100.0%	14,876	39.3%

Table E.3: Actual and Projected Population Age Profile, Urban Centre of Greater Shepparton, 2011 – 2036

Source: Greater Shepparton Community Profile and Population Forecast. Accessed 27 February 2018

Household Income Profile

		2006	2011	2016
Greater Shepparton	Lowest Quartile	28.2	30.2	30.4
	Medium Lowest Quartile	28.2	29.7	29.3
	Medium Highest Quartile	16.5	24.8	24
	Highest Quartile	17.1	15.4	16.3
Urban Centre	Lowest Quartile	29	30.8	30.7
	Medium Lowest Quartile	28.6	29.3	29.7
	Medium Highest Quartile	25.2	24	24
	Highest Quartile	17.2	15.9	16.3
Regional Victoria	Lowest Quartile			31.9
	Medium Lowest Quartile			29.0
	Medium Highest Quartile			23.0
	Highest Quartile			16.1

Table E.4: Household Income Profile, City of Greater Shepparton, Urban Centre of Greater Shepparton, and Regional Victoria, 2016 – 2016

Source: Greater Shepparton Community Profile. Accessed 27 February 2018

Education Levels

		2006	2011	2016
Greater Shepparton	Completed Year 12 or Equivalent	29.6	32.9	36.1
	Vocational Training	14.6	18.6	19.9
	Advanced Diploma or Diploma	5.5	6.3	7.7
	Bachelor or Higher Degree	9.9	10.5	12.2
Urban Centre	Completed Year 12 or Equivalent	31.1	34.6	38.1
	Vocational Training	16.3	18.1	18.9
	Advanced Diploma or Diploma	5.4	6.4	7.6
	Bachelor or Higher Degree	9.9	10.8	13.5
Regional Victoria	Completed Year 12 or Equivalent			38.9
	Vocational Training			22.0
	Advanced Diploma or Diploma			8.5
	Bachelor or Higher Degree			14.5

Table E.5: Education Levels, City of Greater Shepparton, Urban Centre of Greater Shepparton, and Regional Victoria, 2006 – 2016

Source: Greater Shepparton Community Profile. Accessed 27 February 2018

Diversity

		2006	2011	2016
Greater Shepparton	Born overseas	10.8	13.1	14.8
	Non-English-speaking background	7.7	9.9	11.5
	Arrived within the last 5 years	13.4	27	25.8
	Identify as Aboriginal or Torres Strait Islander	3.2	3.5	3.4
Urban Centre	Born overseas	12.4	16.1	17.2
	Non-English-speaking background	9.4	12.8	13.8
	Arrived within the last 5 years	15.8	33.2	29.6
	Identify as Aboriginal or Torres Strait Islander			3.5
Regional Victoria	Born overseas			11
	Non-English-speaking background			6.1
	Arrived within the last 5 years			14.9
	Identify as Aboriginal or Torres Strait Islander			1.6

Table E.6: Education Levels, City of Greater Shepparton, Urban Centre of Greater Shepparton, and Regional Victoria, 2006 – 2016

Source: Greater Shepparton Community Profile. Accessed 27 February 2018

Appendix F

Detailed Outcomes from Key Stakeholder Consultation

Results from Survey of User Groups

Strengths of Deakin Reserve

- Cooperative nature of all tenants (Cricket)

Limitations of Deakin Reserve

- Changerooms (SFNC)
- Netball Facilities (SFNC)
- Cricket Nets (Cricket)

Priorities of Club in next 2 years

- Female and All Ability facilities (SFNC)
- Upgrade catering and shade including alfresco area of social rooms (SFNC)
- Changeroom improvements (SFNC)

Priorities of Reserve in next 2 years

- Incorporate park and playground back into Reserve (SFNC)
- Goal netting at both ends of oval (SFNC)

Priorities of Club in next 5 years

- Changeroom improvements (SFNC)
- Upgrade/extend social rooms to expand capabilities for events and functions (SFNC)
- Continue to upgrade catering facilities/BBQ area (SFNC?)

Priorities of Reserve in next 2 years

- Changerooms (SFNC)
- Scoreboard (SFNC)
- Additional netball facilities (SFNC)

Additional Club information

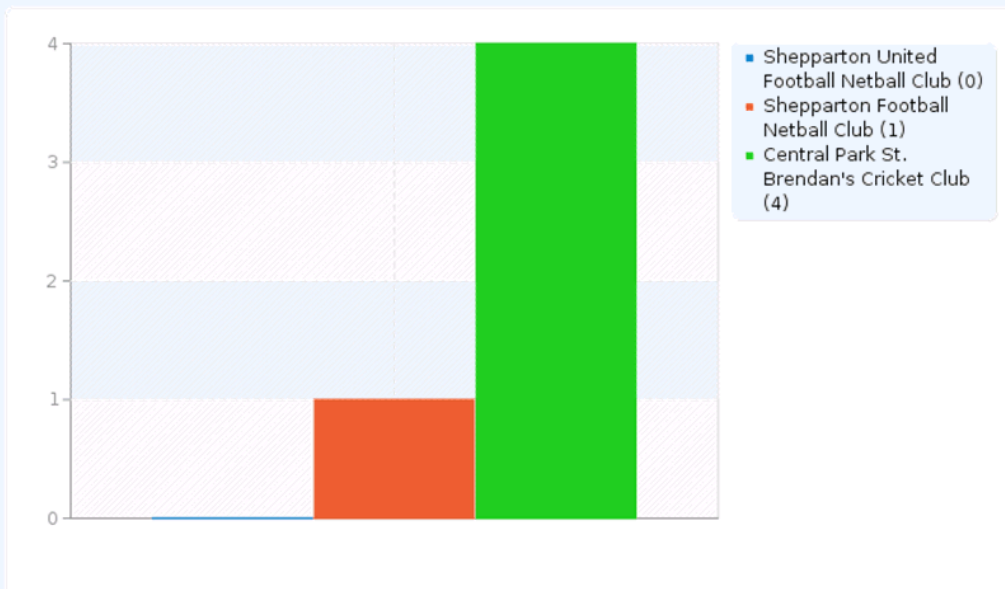
- Continued Club participation at the site is viewed by resident Clubs as being crucial to the sustainability of Deakin Reserve.

Clubs have raised the following issues that will impact their viability to remain at Deakin Reserve:

- Clubs have indicated on field oval facilities are of a high standard suitable for training and events. (including set up and pack up)
- Cost of alternate training venues
- Pre-season training
- Football/Cricket cross over.

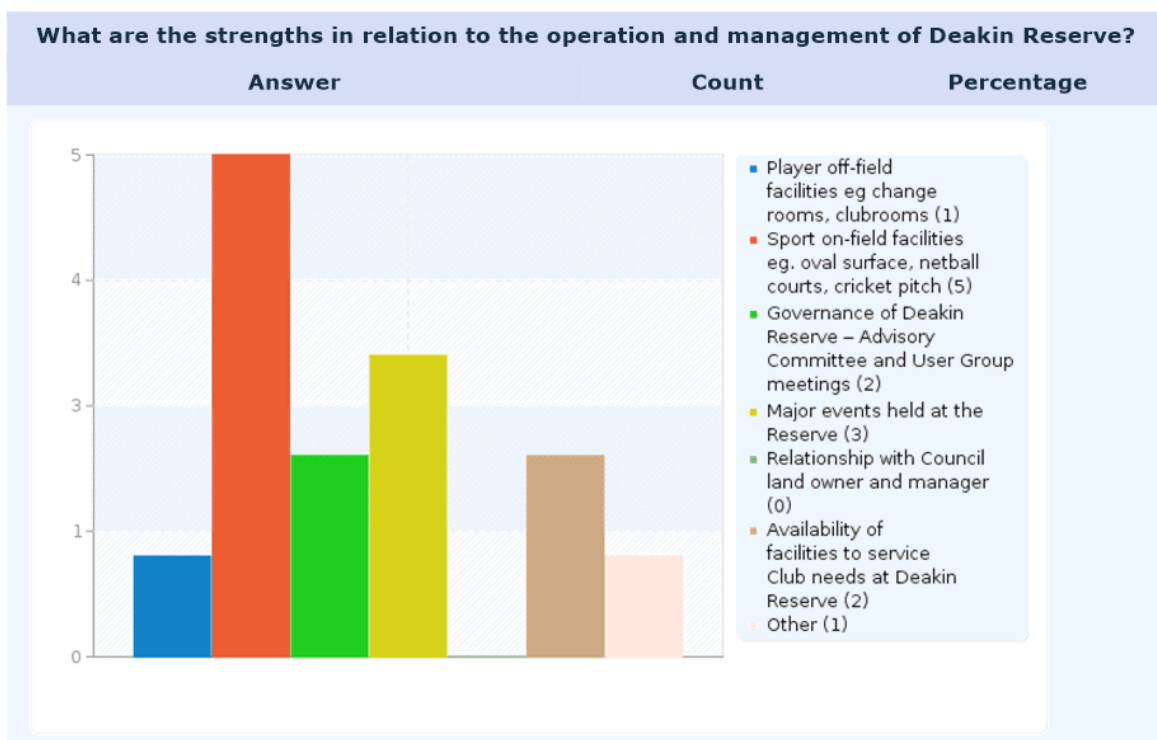
In order to help structure our upcoming workshops, please enter the name of your club below.

Answer	Count	Percentage
Shepparton United Football Netball Club (sufnc)	0	0.00%
Shepparton Football Netball Club (sfnc)	1	14.29%
Central Park St. Brendan's Cricket Club (cpsbc)	4	57.14%



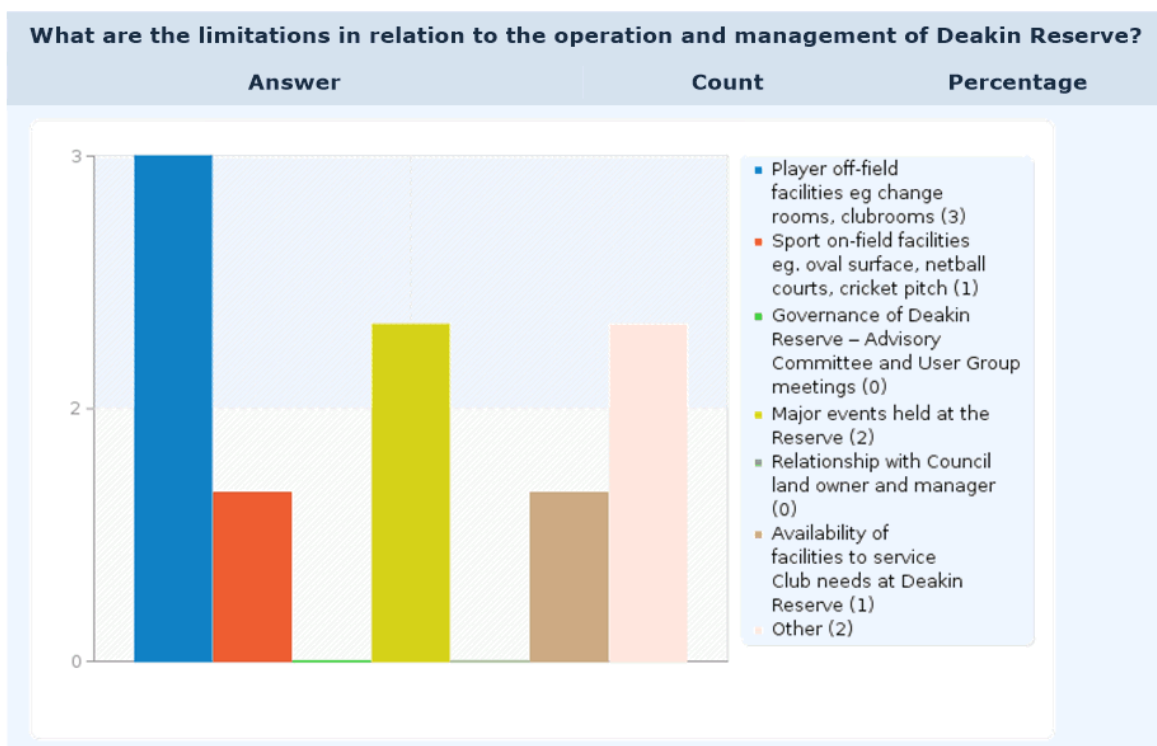
What are the strengths in relation to the operation and management of Deakin Reserve?

Answer	Count	Percentage
Player off-field facilities eg change rooms, clubrooms (a1)	1	14.29%
Sport on-field facilities eg. oval surface, netball courts, cricket pitch (a2)	5	71.43%
Governance of Deakin Reserve – Advisory Committee and User Group meetings (a3)	2	28.57%
Major events held at the Reserve (a4)	3	42.86%
Relationship with Council land owner and manager (a5)	0	0.00%
Availability of facilities to service Club needs at Deakin Reserve (a6)	2	28.57%
Other <input type="button" value="Browse"/>	1	14.29%



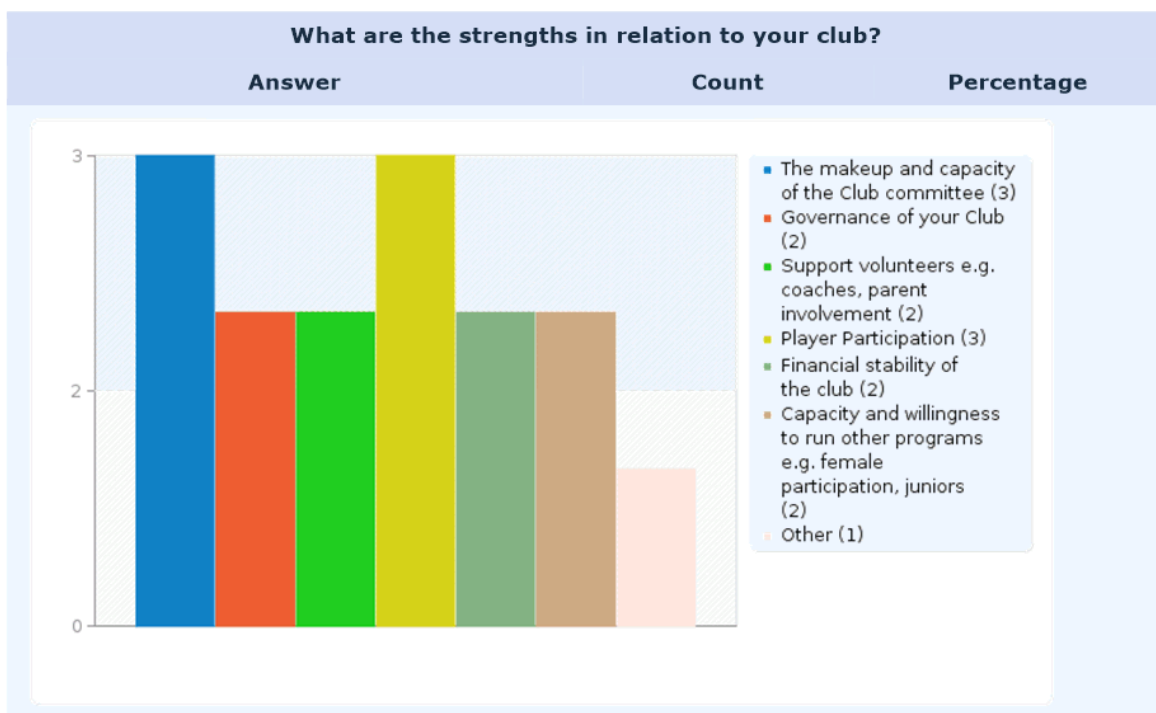
What are the limitations in relation to the operation and management of Deakin Reserve?

Answer	Count	Percentage
Player off-field facilities eg change rooms, clubrooms (a1)	3	42.86%
Sport on-field facilities eg. oval surface, netball courts, cricket pitch (a2)	1	14.29%
Governance of Deakin Reserve – Advisory Committee and User Group meetings (a3)	0	0.00%
Major events held at the Reserve (a4)	2	28.57%
Relationship with Council land owner and manager (a5)	0	0.00%
Availability of facilities to service Club needs at Deakin Reserve (a6)	1	14.29%
Other Browse	2	28.57%



What are the strengths in relation to your club?

Answer	Count	Percentage
The makeup and capacity of the Club committee (a1)	3	42.86%
Governance of your Club (a2)	2	28.57%
Support volunteers e.g. coaches, parent involvement (a3)	2	28.57%
Player Participation (a4)	3	42.86%
Financial stability of the club (a5)	2	28.57%
Capacity and willingness to run other programs e.g. female participation, juniors (a6)	2	28.57%
Other <input type="button" value="Browse"/>	1	14.29%



What are the limitations in relation to your club?

Answer	Count	Percentage
The makeup and capacity of the Club committee (a1)	1	14.29%
Governance of your Club (a2)	0	0.00%
Support volunteers e.g. coaches, parent involvement (a3)	3	42.86%
Player Participation (a4)	1	14.29%
Financial stability of the club (a5)	0	0.00%
Capacity and willingness to run other programs e.g. female participation, juniors (a6)	1	14.29%
Other <input type="button" value="Browse"/>	0	0.00%



Outcomes of Resident and Business Survey

A flyer was distributed to residents and businesses within a three-block radius of the Reserve to make them aware of the opportunity to complete a survey about the Reserve. Only a small number of responses were received:

- 0 businesses
- 8 neighbouring residents.

Questions asked in the survey:

- What do you value most about Deakin Reserve
- What do you believe are the challenges or limitations of Deakin Reserve
- What do you think is important to include in the future vision for Deakin Reserve
- What would you most like to see changed or improved at Deakin Reserve in the next 5 - 10 years
- Do you have any other comments or suggestions about Deakin Reserve that you would like to be considered as part of developing the Future Directions Plan.

Although the number of responses was small, key messages from these responses were consistent with those received throughout the consultation with Clubs, Advisory Committee and Council Departments, including sport and recreation on field infrastructure, proximity to home/work, and the aesthetics and natural environment are highly valued, including Deakin Park. Some value was also placed on informal recreation and off field facilities.

The following key challenges were identified:

- Activities and events held at the Reserve
- The Reserve being located close to residential homes
- Car parking in and around the Reserve
- Maintenance levels across the Reserve including surrounds and infrastructure.

Feedback indicated considerations for the future should be:

- How to effectively support major sporting events at the reserve
- Improvements to the sporting infrastructure including the provision of appropriate warm up space
- Improvements to the spectator facilities and car parking
- Ensuring informal recreation space is maintained and
- Improvements to the accessibility of the Reserve
- Improved maintenance including garden maintenance.

Deakin Reserve Future Directions Plan**Workshop Notes – User Groups, advisory Committee and Sporting Associations****Workshop held 21 June 2017**

Activity 1 - Aspirations

Participants were asked to identify the words or phrases that best describe their future aspiration or vision for Deakin Reserve. The following was identified:

1. Maintain the current status as a Premier sporting venue in the Shepparton CBD, providing for high level activity, particularly for AFL and Cricket, and possibly for other sporting codes eg: Rugby
2. Use and development of the site:
 - Continue to maximise use of all facilities (not just the oval)
 - Narrow the focus to complimentary events and therefore maximise the development of complimentary infrastructure and opportunities on the site
 - Maximise the use of the site's footprint.
3. Expand capacity to support existing and future demand particularly through:
 - Surrounds (flat space requires forming and development to cater for spectator needs)
 - Spectator seating (need supply for 10,000 people or more)
 - Oval capacity (develop to cater for high demand and limited maintenance closures)
 - Netball facilities (require second court and warm up space)
 - Remove on site car parking
 - Facilities that cater for inclusive opportunities (for example, female participation, accessible and multi-cultural)

Activity 2 – Strengths, Limitations and Opportunities – Infrastructure, Management and Use

INFRASTRUCTURE			
	Strengths	Limitations	Opportunities
Profile	<ul style="list-style-type: none"> Centrally within the North East and Central regions of Victoria. Deakin Reserve is located within the Shepparton CBD. The Reserve has been well regarded over time due to strong community ownership and high levels of use. 	<ul style="list-style-type: none"> Regional facility falling behind as the market is becoming more competitive Multi-purpose is also a limitation Access to the venue, parking, accessibility Buildings not Council owned and managed Small Footprint / Guides hall – heritage listed/ Open green space/road reserve 	<ul style="list-style-type: none"> Boutique stadium 10 – 15,000 seats Footprint - Reclaim spaces around site to provide improved capacity, such as park for game days, no car parking within site and demolish guide hall (however, guide hall is heritage listed) Sell the site and start fresh on greenfield site.
Facilities	<ul style="list-style-type: none"> Oval - Condition of oval (which receives regular maintenance by Council) and the available lighting (giving it premier status) Netball Court - The location of the netball court, providing spectator views over the court while still being able to view the oval Grandstand – provides raised spectator seating Community lights. 	<ul style="list-style-type: none"> 1 netball court, not all weather as gets wet late in the day – the impact for not having is significant No catch nets behind goals No female friendly facilities (including change rooms and umpire rooms) The Cricket Wicket Umpire Rooms Storage of ground equipment limited Grandstand - cold in winter, hot in summer and very tired Scoreboard Spectators viewing limited with the flat site Shade on northern wing 	<ul style="list-style-type: none"> Upgrade oval surface – drainage, irrigation, turf, sand profile Lengthen oval 2nd netball court (compliant), warm up space and 500 seat capacity (a showcase netball court) Nets behind both goals Develop multi-purpose cricket facilities including drop in pitch deck, expand cricket change rooms and construct cricket nets Allow facilities and change rooms to be available to casual users eg personal training AFL country team facilities Re-develop Grandstand with upgraded change rooms, lower expanded grandstand spreading east and west to 2 social rooms. Upgrade scoreboard Increased shelter/shade and viewing, including development of grandstands at East and West ends of the ground

	Strengths	Limitations	Opportunities
Surrounds		<ul style="list-style-type: none"> Public toilets – amenity, location, condition Remove hot dog stand No kitchen/catering facilities outside the football club facilities 	<ul style="list-style-type: none"> Increase number of toilets / Move existing public toilets Improve access and safety around ground eg. seal surrounds Water storage for re-use Move the gate near the United Cricket Club facilities.
Other	<ul style="list-style-type: none"> Multi-purpose Parking spaces outside the ground 		<ul style="list-style-type: none"> Provide car parking at showgrounds. It is only a short walk to Deakin Reserve.
MANAGEMENT AND USE			
Profile	<ul style="list-style-type: none"> Council maintaining as a 5 star venue Better situated than most regional competitors' due to reserve being located within the CBD 		<ul style="list-style-type: none"> Major events and entertainment opportunities providing economic development for the region
Governance	<ul style="list-style-type: none"> The Advisory Committee is a central place for all users and a voice and advocacy back to Council Sporting bodies work together through the help of the Advisory Committee Policy and procedure development 	<ul style="list-style-type: none"> Advisory Committee don't have a budget or final decision-making power – Committee makes recommendations, however, Council has the final decision Consensus needed within Council about the vision for the Reserve User pay model – does this work in terms of Clubs. Is it fair? Clubs own their facilities, others use and don't pay eg personal training businesses Relationship between Council, Advisory Committee, 3 user groups is a limitation due to communication issues 	<ul style="list-style-type: none"> Council becomes solely responsible for management of the site Establish a Management Committee rather than an Advisory Committee to provide greater control Users working together more effectively to pursue funding opportunities and advocate for improvements to the site

	Strengths	Limitations	Opportunities
Use	<ul style="list-style-type: none"> – Lot of user groups, including variety of population groups (all age groups 120 Auskick, male, female, Fri night). – Use is being managed well. 	<ul style="list-style-type: none"> – Limitations on use effects juniors, seniors and female participation on the site. Juniors are at an alternate site for training and games – Shared use is a challenge in terms of the time available to users – Lot of restrictions to use due to ground condition, maintenance and major events. It's great that the venue is used for events but it impacts negatively on the Clubs who use it as a home base. They are moved off for training and events and alternate venues are not provided or are poor. – No training, but Thursday night dinners important for social and financial reasons – Management of the site in terms of safety eg nets needed. 	<ul style="list-style-type: none"> – Develop another venue for training and social activities eg: Thursday evening dinners – greenfield site – Non-compatible events could be held at alternate venues such as the showgrounds – More administration use of the reserve (AFL, Cricket, Netball Vic, sport injury management centre)
Facilities	<ul style="list-style-type: none"> – Council undertaking turf management and looking after the surface – Pitch cover being used in winter, however is also an OHS issue – Council manage maintenance of oval 	<ul style="list-style-type: none"> – Training on the ground limits surface conditions. Council finds it challenging to maintain the surface in great condition – Having to find another training ground one night per week – One netball court for training limits use – The surface cannot support a high level of use during wet weather 	<ul style="list-style-type: none"> – Establish facilities at a Greenfield site – Boutique Sporting Hub: <ul style="list-style-type: none"> ▪ Sports precinct doesn't have the spectator seating capacity that Deakin has. Could provide 10 – 15,000 seat capacity ▪ Major event capacity for A league soccer, rugby, AFL events. Planning needed to avoid last minute impacts on clubs ▪ Diversity in sport ▪ Sports centre (seating, change rooms) for use by others who don't need access to the oval ▪ Drop in cricket pitch box and synthetic Oval ▪ Female friendly facilities

Notes from Discussion with Deakin Reserve Stakeholders

8 November 2017

Retention of use by local sports clubs (ie: the groups located at Deakin already) is a key priority. To support this, they would like to see major events at Deakin Reserve capped to include only cricket and football. All other major events such as Crusty Demons are to be accommodated elsewhere eg: the Showgrounds.

The ground currently has an estimated capacity of 15 – 18 hours per week in winter. A priority for the groups is to build the capacity of the ground surface so that it is able to accommodate up to 25 hours of use in winter. It was explained that 25 hours is the maximum capacity a turf surface can be reasonably expected to accommodate during winter months. It is important to understand that 25 hours of use may not always be achievable if weather conditions are very wet. This means an alternate training and possibly playing venue is needed for clubs who use Deakin Reserve. This venue could be used by other clubs in similar positions (a satellite venue).

The groups would like to understand the extent of use that occurs on other grounds in Shepparton, particularly during Winter. This might help in building a case for a satellite site that a number of clubs can use for training. It is understood Council has attempted to do this but the site they invested in did not include any shelter. This is critical for a satellite site.

There was very limited interest in looking at shared infrastructure eg: shared function space, change rooms etc. The groups indicated they already share space eg: the cricket club rooms are used as an umpires room for football. The groups cannot see that Council would spend the money required to remove the existing infrastructure and invest in all new shared infrastructure.

Priority Works

- Upgrade the surface
- Second netball court
- A new toilet block
- Move car parking off site (car parking is a lower priority)

Consider including in the Future Directions Plan a series of 'what if scenarios' eg:

- What does Deakin need to be able to do if there is a significant increase in the population.
- What does Deakin need to be able to do if the number of football clubs based in Shepparton is reduced in future years.
- What does Deakin need to be able to do if a home of cricket is established in Shepparton.

Consider including in the Future Directions Plan a staged roll out of improvements eg:

- Stage 1: Maximise use of the ground by increasing the capacity of the ground to accommodate up to 25 hours of use in Winter (high priority for 2018/2019)
- Stage 2: Identify opportunities for establishing a satellite site that can help support the training needs and possibly some match day needs of clubs located at Deakin.
- Stage 3: Address the needs of netball on Deakin Reserve ie: move the toilet block and construct an additional netball court.

LEGEND

SOFT LANDSCAPE

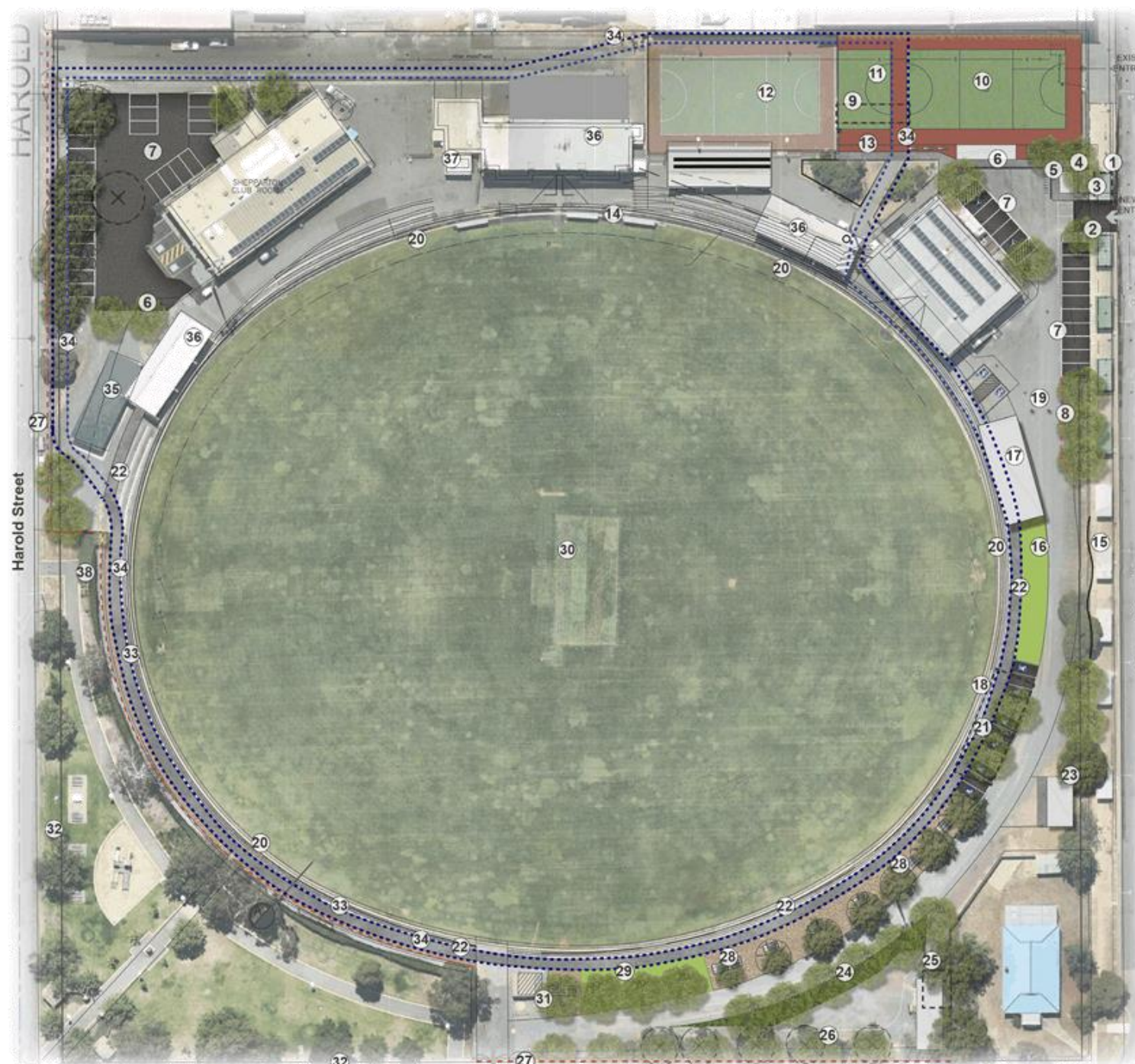
- Existing tree retained
- Existing tree removed
- New tree
- Existing oval
- Open grass areas
- New planting areas

HARD LANDSCAPE

- New netball courts
- Internal roads and carparks
- Footpath
- Granitic gravel zones
- New fence
- Retaining wall
- Running Track
- New furniture- aluminium grand stand seating

NOTES

- 1 Remove bus shelter to allow for driveway access into the Reserve.
- 2 New relocated entrance gate and driveway access into Deakin Reserve from Skene St.
- 3 New relocated pedestrian access gate and pathway into Deakin Reserve from Skene St.
- 4 Relocated ticket booth to new entrance.
- 5 Bike racks.
- 6 Bollards to protect pedestrians from cars.
- 7 Reconfigured car parking including new line marking and shade trees. Indicative layout only.
- 8 Retaining wall to create more carpark spaces
- 9 Demolish existing toilet block.
- 10 New netball court built to Netball Association standards. Include weatherproof netball shed and seating, shelter/storage shed and seating.
- 11 New warm up court between existing and new netball court
- 12 Opportunity to build weatherproof cover over existing and new netball courts.
- 13 New pedestrian path connects the entrance gate to netball courts and football facilities.
- 14 Increase interchange bench space.
- 15 Netting to stop footballs from bouncing off site
- 16 Grassed area as warm up and kick-about space.
- 17 New covered seating area to match existing design on western side.
- 18 Decommission existing grandstand.
- 19 Removable bollards to allow southern area to be closed/open to car traffic.
- 20 Seating around perimeter of oval retained.
- 21 New accessible carpark for game viewing. Deciduous trees provide summer shade.
- 22 2.0-2.5m wide path around oval as a running track during training and for pedestrian movement during game days. Path runs in front of vehicle parking and behind a rows seating.
- 23 New toilet block servicing south and east-side spectators.
- 24 Shade trees and groundcover planting to embankment. Screen maintenance/storage area.
- 25 Demolish toilet block. Area becomes maintenance/storage area hidden away from view.
- 26 Remove 5 x Ash sp. New tree planting along boundary or new street tree planting
- 27 New boundary fence to match existing along Skene St.
- 28 Aluminium grandstand type seating under shade trees.
- 29 Open lawn area for informal seating (deck chairs/picnic rug) and game viewing.
- 30 Existing oval to be refurbished including new drainage, soil, turf (1 species type—Couch grass) and irrigation.
- 31 Remove concrete steps.
- 32 Option to provide permanent fencing to include playground/park within Deakin Reserve
- 33 Pathway regraded to remove slope in existing path- retaining wall acts as seating wall along the south-western side of the oval.
- 34 Marked pathway to define running track around the site.
- 35 Existing toilet block retained.
- 36 Existing grandstand retained.
- 37 Decommission hot-dog stand and upgrade.
- 38 Increase height in football net/ replace football net.



Precedent Images



Grassed area for game viewing



Grassed area for game viewing



Grassed area for game viewing



Grassed area for game viewing

INDICATIVE SPECIES LIST

Trees

- Acer x freemanii 'Jeffersred' (Autumn Blaze Maple) – 13 x 10m
- Lagerstroemia indica 'Natchez' (White Flowering Crepe Myrtle) – 8 x 6m

Shrubs

- Polygala 'Little Bibi' (Polygala)
- Raphiolepis 'Snow Maiden' (Indian Hawthorn)
- Westringia 'Aussie Box' (Coastal Rosemary)

Grasses/groundcovers

- Dianella revoluta 'Little Rev' (Black-anther Flax-lily)
- Grevillea 'Poorinda Royal Mantle' (Creeping Grevillea)
- Lomandra 'Tanika' (Matt-rush)
- Myoporum parvifolium (Creeping Boobialla)
- Poa labillardieri (Common Tussock Grass)



Acer x freemanii 'Jeffersred' (Autumn Blaze Maple)



Lagerstroemia indica 'Natchez' (White Flowering Crepe Myrtle)



Polygala 'Little Bibi' (Polygala)



Raphiolepis 'Snow Maiden' (Indian Hawthorn)



Westringia 'Aussie Box' (Coastal Rosemary)



Dianella revoluta 'Little Rev'



Grevillea 'Poorinda Royal Mantle'



Westringia 'Aussie Box' (Coastal Rosemary)



DRG NO: 305240LMP01
REV: A
DATE: 09/05/2018
SHEET: 1 OF 1
DES/DOC: BD/PB
CHK: GF
AUTH: LG

LANDSCAPE MASTERPLAN | DEAKIN RESERVE
SHEPPARTON, VIC, 3630
DRAFT FOR COMMENT



DEAKIN RESERVE BUILDING AUDIT (2017)

Building Condition / Rating

(Note – Rating 1=Brand New, Rating 10=Dangerous and immediate requiring removal).

Scoreboard	2
Toilet Block(Harold St)	2
Covered Shelter(Harold St)	2
Covered Shelter	3
Grandstand	5
Shep United Clubrooms	3
Umpires Rooms	5
Shepparton Clubrooms	4
Covered Shelter (Skene St)	5
Ticket Shelter(Harold ST)	5
Netball Shelter	2
Coaches Box (West)	3
Coaches Box (East)	3
BBQ Shelter	7
Roller Shed	4
Netball toilets	5

Summary

In general, the buildings at Deakin Reserve are in very good condition, and well maintained. This is especially evident with many new buildings around the complex, and the well maintained interiors of both the Shepparton and Shepparton United Clubrooms.

Many of the building were built where different Building Codes applied, so some building only have limited access for people with disabilities. This is especially evident with the old Grandstand, which now looks dated compared to the rest of the complex, and appears to struggle to accommodate the changing needs of the people now using the facility, as both a change room and gym for a men's and women's football competition.

Some of the buildings around the complex are structurally sounds and in good condition, but detract from the overall aesthetics of the complex, because of age and because of changing community expectations.

08/11/2017

Feature History Report

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Officer: John Gribben (JEG)						
Named Selection: Deakin Buildings (DEAKIN)						
Report Type: Assessment						
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton			
Asset No: 3,020,012.00		Asset Id - Location: B0354 - Deakin ReserveDeakin Reserve - Portable ToiletNixon 5				
Feature Type: BU-Facility		Contract Area: BU-Buildings				
Batch: 191402 - Inspection Batch						
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 27/10/2017		
Observation Type	Code	Grade	Score	Notes		
BU-Building Overall Condition	BUOC	Moderate	5.0000	Building is generally in good condition, but some maintenance is required on the skylights and fascia.Consideration needs to be given to the longer term future of the facility because it is starting to detract from the rest of the complex. This building has had a disabled toilet added to the western end of it in recent years.		
BU-Ceiling Condition	BUCE	Poor	7.0000	Skylights need repair, and some internal need repainting.		
BU-Fitout Condition	BUFI	Moderate	5.0000	Toilets and basins are old but functional, and appear to be fit for purpose.		
BU-Floor Condition	BUFC	Good	3.0000	Concrete floor is in very good condition.		
BU-Internal Wall Condition	BUIC	Good	4.0000	Brick walls appear to be in good condition, with only very minor cracking.		
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A		
BU-Roof Cladding Condition	BURC	Poor	7.0000	As detailed above, the skylights are in need of some repair, and one is cracked and another isn't secured properly.		
BU-Roof Structure Condition	BURT	Moderate	5.0000	The roof structure is generally in good condition, but one of the fascias needs replacing because of dry rot.		
BU-Wall Condition	BUWC	Good	4.0000	Brick walls are generally in good condition,with just some minor cracking.		
Batch: 142577 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 16/06/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
28463	Repair door that isn't locking.	16/06/2017	Toilet for the disabled.	BM01		Committed

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Feature History Report

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Officer: John Gribben (JEG)					
Named Selection: Deakin Buildings (DEAKIN)					
Report Type: Assessment					
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton		
Asset No: 3,020,009.00		Asset Id - Location: B1216 - Deakin Reserve Nixon St Roller Storage Shed (Near old			
Feature Type: BU-Facility		Contract Area: BU-Buildings			
Batch: 180901 - Inspection Batch					
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 23/10/2017	
Observation Type	Code	Grade	Score	Notes	
BU-Building Overall Condition	BUOC	Good	4.0000	Pump station is old but in very good condition. Unfortunately it isn't as aesthetic as it could be, but it is very functional, and is meeting the needs for which it was built.	
BU-Ceiling Condition	BUCE	Good	4.0000	Concrete ceiling, with the black plastic from the construction still in place. This should have been removed years ago, but it isn't causing any trouble.	
BU-Fitout Condition	BUFI	Moderate	5.0000	Pumps and electrical installation in good working order.	
BU-Floor Condition	BUFC	Good	3.0000	Concrete floor in very good condition.	
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A	
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A	
BU-Roof Cladding Condition	BURC	Good	3.0000	Concrete roof in very good condition.	
BU-Roof Structure Condition	BURT	Good	3.0000	Brick walls holding concrete roof.	
BU-Wall Condition	BUWC	Good	4.0000	Brick walls in very good condition, although it isn't very aesthetic.	

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Feature History Report

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 3,020,008.00		Asset Id - Location: B1215 - Deakin Reserve Nixon St BBQ kiosk Western side of Gr		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 190078 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Poor	7.0000	This structure has been constructed from secondhand materials, and is now in poor condition. While the building is probably still functional to some degree, consideration needs to be given to replacing it, as it is now detracting from the overall standard of the Deakin Reserve Complex.
BU-Ceiling Condition	BUCE	Excellent	.0000	
BU-Fitout Condition	BUFI	Moderate	6.0000	
BU-Floor Condition	BUFC	Moderate	6.0000	
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Poor	7.0000	Secondhand roofing material in poor condition, but is Service a purpose.
BU-Roof Structure Condition	BURT	Poor	7.0000	Light weight steel structure built without appropriate foundations. Appears to be sturdy though.
BU-Wall Condition	BUWC	Poor	8.0000	Wall cladding at the base has rusted, and could create a hazard, and many sharp edges exist.

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Feature History Report

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Officer: John Gribben (JEG)					
Named Selection: Deakin Buildings (DEAKIN)					
Report Type: Assessment					
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton		
Asset No: 3,020,007.00		Asset Id - Location: B1214 - Deakin Reserve Nixon St Interchange box (in middle of			
Feature Type: BU-Facility		Contract Area: BU-Buildings			
Batch: 190075 - Inspection Batch					
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017	
Observation Type	Code	Grade	Score	Notes	
BU-Building Overall Condition	BUOC	Good	3.0000	Structure is in excellent condition.	
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A Part of the corrugated iron roof.	
BU-Fitout Condition	BUFI	Good	3.0000	Bench seat in excellent condition.	
BU-Floor Condition	BUFC	Good	3.0000	Rubber flooring that blends into the oval.	
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A	
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A	
BU-Roof Cladding Condition	BURC	Good	3.0000	Corrugated iron roof in excellent condition.	
BU-Roof Structure Condition	BURT	Good	4.0000	Aluminium structure in very good condition, except for a bottom rail, which appears to be damaged. This is not impacting on the general structure of the building though.	
BU-Wall Condition	BUWC	Good	3.0000	Perspex endwalls in excellent condition, except for some minor wear and tear.	
Defect No.	Description	Log Date	Location	Type	Organisation Status
31490		25/10/2017		PR16	Unactioned

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Officer: John Gribben (JEG)
 Named Selection: Deakin Buildings (DEAKIN)
 Report Type: Assessment

Site: Deakin Reserve (Shepparton) (F0058) Area: Shepparton
 Asset No: 3,020,006.00 Asset Id - Location: B1213 - Deakin Reserve Nixon St Coaches box North (East)
 Feature Type: BU-Facility Contract Area: BU-Buildings

Batch: 190077 - Inspection Batch

Route: BU-Cond Surv Deakin Reserve

Officer: John Gribben

Date: 26/10/2017

Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Good	3.0000	Structure is in excellent condition.
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A Part of the corrugated iron roof.
BU-Fitout Condition	BUFI	Good	3.0000	Bench seat in excellent condition.
BU-Floor Condition	BUFC	Good	3.0000	Rubber flooring that blends into the oval.
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Good	4.0000	Roofing in very good condition, with just minor surface rust showing on the western end of the structure.
BU-Roof Structure Condition	BURT	Excellent	2.0000	Aluminium structure in excellent condition.
BU-Wall Condition	BUWC	Good	3.0000	Perspex endwalls in very good condition, with just some minor wear and tear.

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Feature History Report

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Officer: John Gribben (JEG)					
Named Selection: Deakin Buildings (DEAKIN)					
Report Type: Assessment					
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton		
Asset No: 3,020,005.00		Asset Id - Location: B1212 - Deakin Reserve Nixon St Coaches box North (West)			
Feature Type: BU-Facility			Contract Area: BU-Buildings		
Batch: 190073 - Inspection Batch					
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017	
Observation Type	Code	Grade	Score	Notes	
BU-Building Overall Condition	BUOC	Good	3.0000	Structure is in excellent condition, with just some minor wear and tear.	
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A Part of corrugated iron roof.	
BU-Fitout Condition	BUFI	Excellent	2.0000	Seat inside almost as new.	
BU-Floor Condition	BUFC	Good	3.0000	Rubber surface, that blends to the oval.	
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A	
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A	
BU-Roof Cladding Condition	BURC	Good	3.0000	Corrugated iron roof with very minor wear and tear.	
BU-Roof Structure Condition	BURT	Excellent	2.0000	Aluminium structure in excellent condition.	
BU-Wall Condition	BUWC	Good	3.0000	Perspex endwalls withminor wear and tear.	

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Feature History Report

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 3,020,004.00		Asset Id - Location: B1211 - Deakin Reserve Nixon St Netball Spectators Shelter Ne:		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 173473 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 16/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Excellent	2.0000	Structure is in excellent condition, and appears almost, as new.
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A Part of roofing iron.
BU-Fitout Condition	BUFI	Excellent	.0000	N/A
BU-Floor Condition	BUFC	Excellent	2.0000	Asphalt and concrete in excellent condition.
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Excellent	2.0000	Roofing appears to be almost as new.
BU-Roof Structure Condition	BURT	Excellent	2.0000	Galvanised iron structure appears to be almost as new.
BU-Wall Condition	BUWC	Excellent	.0000	N/A

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Feature History Report

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 3,020,002.00		Asset Id - Location: B1209 - Deakin Reserve Nixon St Harold Street Ticket box West		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 190065 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Moderate	6.0000	Structure is very light weight and old, but it is still meeting the needs for which it was built.
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A
BU-Fitout Condition	BUFI	Excellent	.0000	N/A
BU-Floor Condition	BUFC	Good	4.0000	Asphalt floor, but meeting the needs of the intended purpose of the structure.
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Moderate	6.0000	Corrugated iron with no roof gutters.
BU-Roof Structure Condition	BURT	Moderate	6.0000	A very light weight structure, still in good condition, but not very aesthetic.
BU-Wall Condition	BUWC	Moderate	6.0000	Light weight construction, but in good condition for its age.

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,005,010.00		Asset Id - Location: B0062 - Deakin ReserveDeakin Reserve - Covered Shelter 1Nix		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 172446 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 13/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Moderate	5.0000	Structure is in good condition, noting that it's been there for a long time. However, there are some aspects of the building that could be improved(eg fascias and roof etc)
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A corrugated iron roof.
BU-Fitout Condition	BUFI	Excellent	.0000	N/A
BU-Floor Condition	BUFC	Good	4.0000	Dirt/gravel floor.
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Moderate	5.0000	Corrugated iron roofing is in reasonable condition, although it's been constructed with secondhand iron, that has many nail holes in it. It still serves a purpose though.
BU-Roof Structure Condition	BURT	Moderate	6.0000	Steel trusses and columns, with timber purlins in good condition. But the structure doesn't have any side facials, so roofing iron has exposed edges.
BU-Wall Condition	BUWC	Excellent	.0000	N/A

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,005,008.00		Asset Id - Location: B0352 - Deakin ReserveDeakin Reserve - Shepparton Football C		
Feature Type: BU-Facility			Contract Area: BU-Buildings	
Batch: 190046 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Good	4.0000	The building is generally in good condition, and is well maintained for its age. Disabled access to the building is via a doorway fronting the oval, and not the main access at the rear. Limited disabled facilities exist inside.
BU-Ceiling Condition	BUCE	Good	4.0000	Ceiling is in very good condition inside, but the eaves are showing signs of minor moisture damage in some area.
BU-Fitout Condition	BUFI	Good	3.0000	Fitout in the kitchen and toilets etc, are in a very good condition and well maintained.
BU-Floor Condition	BUFC	Good	3.0000	While the carpets etc appear to be a number of years old, they are in excellent condition and well maintained.
BU-Internal Wall Condition	BUIC	Good	3.0000	Walls are in excellent condition and well maintained.
BU-Mechanical Condition	BUMC	Good	4.0000	Mechanical services appear to be in excellent condition.
BU-Roof Cladding Condition	BURC	Good	4.0000	Flat roof building, but no water stains on the ceiling were present, which reflects that the roofing is in good condition.
BU-Roof Structure Condition	BURT	Good	3.0000	No visible signs of problems with the roof structure.
BU-Wall Condition	BUWC	Moderate	5.0000	The exterior brick walls appear to be in good condition, but some floor vents are missing. And, a hole in the brickwork is visible where air conditioner, appears to have once been, which has not been professionally reinstated etc. The brickwork is generally neat and tidy though.

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,005,007.00		Asset Id - Location: B0351 - Deakin ReserveDeakin Reserve - Umpires RoomsNixor		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 191399 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 27/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Moderate	5.0000	Building is generally in good condition, but the fascia and doors need painting, and it detracts from the rest of the complex.
BU-Ceiling Condition	BUCE	Good	4.0000	Ceiling appears to be in very good condition.
BU-Fitout Condition	BUFI	Good	4.0000	Fitting within the building appear to be well maintained
BU-Floor Condition	BUFC	Good	4.0000	Flooring is in good condition.
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Good	3.0000	Airconditioning appears to be relatively new and operational.
BU-Roof Cladding Condition	BURC	Good	4.0000	A flat roof that's to be in good condition.
BU-Roof Structure Condition	BURT	Good	3.0000	No signs of any deflection in the roof structure, given the age of the building.
BU-Wall Condition	BUWC	Moderate	5.0000	The brick walls are solid, but the fascia and door need repainting. Not a significant issue, but it does detract from the rest of the complex.

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Officer: John Gribben (JEG)					
Named Selection: Deakin Buildings (DEAKIN)					
Report Type: Assessment					
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton		
Asset No: 1,005,006.00		Asset Id - Location: B0353 - Deakin ReserveDeakin Reserve - United Football Club (
Feature Type: BU-Facility			Contract Area: BU-Buildings		
Batch: 173434 - Inspection Batch					
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 16/10/2017	
Observation Type	Code	Grade	Score	Notes	
BU-Building Overall Condition	BUOC	Good	3.0000	Building is in excellent condition for its age. It is actively maintained and looked after.	
BU-Ceiling Condition	BUCE	Good	3.0000	New corrugated ceilings installed near kiosks, plus recently painted ceiling in the main function room.	
BU-Fitout Condition	BUFI	Good	3.0000	An excellent commercial kitchen with new cupboards. All fitouts throughout in excellently condition, except for some toilets in the change rooms, which are still functioning well, but are now old and out of character with the rest of the building.	
BU-Floor Condition	BUFC	Good	3.0000	Carpets and floor coverings throughout the building appear to be relatively new(ie. Within approx 5 to 10 years.)	
BU-Internal Wall Condition	BUIC	Good	3.0000	Brick and well maintained. It appears that checker plate has been used on many of the walls to control damage and wear and tear, which is very effective.	
BU-Mechanical Condition	BUMC	Good	3.0000	Airconditioning systems and exhaust fans in the building appear to be very good and well maintained.	
BU-Roof Cladding Condition	BURC	Good	3.0000	No visible signs of water leaks etc.	
BU-Roof Structure Condition	BURT	Good	3.0000	No visible signs of problems associated with the roof structures.	
BU-Wall Condition	BUWC	Good	3.0000	Exterior walls appear to be in excellent condition, and have been freshly painted. Having said that one or two bricks are missing on the northern wall, possibly the result of an earlier installation of some kind.	

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Officer: John Gribben (JEG)
Named Selection: Deakin Buildings (DEAKIN)
Report Type: Assessment

Site: Deakin Reserve (Shepparton) (F0058) **Area:** Shepparton
Asset No: 1,005,003.00 **Asset Id - Location:** B0349 - Deakin Reserve Deakin Reserve, - Brick Grandstand Nix
Feature Type: BU-Facility **Contract Area:** BU-Buildings

Batch: 97138 - Inspection Batch

Route: Adhoc for Whole Organisation

Officer: John Gribben

Date: 30/11/2016

Defect No.	Description	Log Date	Location	Type	Organisation	Status
24345	Adjust door closer.	30/11/2016	Deakin Reserve(Lightfoot Clubrooms)	BM01		Archived

Batch: 88952 - Inspection Batch

Route: Adhoc for Whole Organisation

Officer: John Gribben

Date: 12/10/2016

Defect No.	Description	Log Date	Location	Type	Organisation	Status
23123	Door closer needs replacing	12/10/2016	Deakin Reserve Lightfoot Meeting Room - Exterior door to north.	BM01		Archived

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Officer: John Gribben (JEG)						
Named Selection: Deakin Buildings (DEAKIN)						
Report Type: Assessment						
Site: Deakin Reserve (Shepparton) (F0058)				Area: Shepparton		
Asset No: 1,005,003.00		Asset Id - Location: B0349 - Deakin ReserveDeakin Reserve, - Brick GrandstandNix				
Feature Type: BU-Facility		Contract Area: BU-Buildings				
Batch: 191401 - Inspection Batch						
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 27/10/2017		
Observation Type	Code	Grade	Score	Notes		
BU-Building Overall Condition	BUOC	Moderate	5.0000	Building is in good condition, but is in need of painting in some areas. Unfortunately, this building isn't as functional as it could be, and it isn't accessible for the disabled in many ways.		
BU-Ceiling Condition	BUCE	Moderate	5.0000	Concrete ceiling that appears to leak when it rains.		
BU-Fitout Condition	BUFI	Good	4.0000	Recent upgrades to the showers etc have improved the fitout significantly, but the building probably isn't as functional as it could be.		
BU-Floor Condition	BUFC	Moderate	5.0000	Concrete and carpet in fair condition, but is fit for purpose.		
BU-Internal Wall Condition	BUIC	Moderate	5.0000	Brick walls in good condition, but are dated, and		
BU-Mechanical Condition	BUMC	Good	3.0000	Airconditioning in meeting room appears reasonable new and operational.		
BU-Roof Cladding Condition	BURC	Good	4.0000	Flat iron roofappears to be in good condition		
BU-Roof Structure Condition	BURT	Moderate	5.0000	Surface rust is starting to show in some areas. Unfortunately, previous painting of the steel structure has been done poorly, and this detracts from the aesthetics of the building.		
BU-Wall Condition	BUWC	Moderate	5.0000	Colour on the Colorbond walls and fascia are now fading etc, but appear in good condition.		
Batch: 137597 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 25/05/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
28149	Repair/replace faulty door lock.	25/05/2017	Grandstand change room and Lightfoot meeting room, Deakin Reserve	BM01		Archived
Batch: 117961 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 20/03/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
26691	Repair door that is difficult to close.	20/03/2017	Grand Stand Change rooms (Under Grand Stand) Exit Door	BM01		Archived
Batch: 117043 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 15/03/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
26605	Smashed windows.	15/03/2017	Top of Grand Stand on north side of Deakin Reserve - 3 coaches/media boxes	BM01		Archived
Batch: 116273 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 10/03/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
26528	Replace faulty globes.	10/03/2017	Deakin Reserve- Bears Change Rooms Lights	BM01		Archived
Batch: 105208 - Inspection Batch						
Route: Adhoc for Whole Organisation		Officer: John Gribben		Date: 25/01/2017		
Defect No.	Description	Log Date	Location	Type	Organisation	Status
25486	Repair rear door that is difficult to close.	25/01/2017	Deakin Reserve Grand Stand Change rooms (Bears Change rooms)	BM01		Archived

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,005,002.00		Asset Id - Location: B0063 - Deakin ReserveDeakin Reserve - Covered Shelter 2Nix		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 189952 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Good	3.0000	Structure in excellent condition, that is compliant for people with disabilities.
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A (Part of the corrugated iron roof)
BU-Fitout Condition	BUFI	Excellent	2.0000	Chairs and handrails are as new.
BU-Floor Condition	BUFC	Excellent	2.0000	Concrete floor as new.
BU-Internal Wall Condition	BUIC	Good	3.0000	Concrete wall in excellent condition, with just some minor marks from wear and tear.
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Excellent	2.0000	As new corrugated iron.
BU-Roof Structure Condition	BURT	Excellent	2.0000	As new steel structure.
BU-Wall Condition	BUWC	Good	3.0000	As new, with just some minor marks from wear and tear.

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Officer: John Gribben (JEG)					
Named Selection: Deakin Buildings (DEAKIN)					
Report Type: Assessment					
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton		
Asset No: 1,005,001.00		Asset Id - Location: B0064 - Deakin ReserveDeakin Reserve - Covered Shelter 3Nix			
Feature Type: BU-Facility		Contract Area: BU-Buildings			
Batch: 173455 - Inspection Batch					
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 16/10/2017	
Observation Type	Code	Grade	Score	Notes	
BU-Building Overall Condition	BUOC	Excellent	2.0000	Shelter is in excellent condition, and almost appears, as new.	
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A. Part of corrugated iron roof.	
BU-Fitout Condition	BUFI	Excellent	.0000	N/A	
BU-Floor Condition	BUFC	Good	3.0000	Asphalt and concrete in very good condition.	
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A	
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A	
BU-Roof Cladding Condition	BURC	Excellent	2.0000	Iron roof appears almost as new.	
BU-Roof Structure Condition	BURT	Excellent	2.0000	Galvanised steel structure appears almost as new.	
BU-Wall Condition	BUWC	Excellent	.0000	N /A	

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,501.00		Asset Id - Location: B0612 - Deakin Reserve Toilet Block Harold Street side of Grounc		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 191383 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 27/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Excellent	2.0000	Building is almost in an as new condition.
BU-Ceiling Condition	BUCE	Excellent	1.0000	Corrugated iron as new.
BU-Fitout Condition	BUFI	Excellent	2.0000	Fixtures almost as new.
BU-Floor Condition	BUFC	Excellent	2.0000	Concrete floor almost as new.
BU-Internal Wall Condition	BUIC	Excellent	2.0000	Internal walls almost as new.
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Excellent	2.0000	Corrugated iron almost as new.
BU-Roof Structure Condition	BURT	Excellent	1.0000	As new steel structure.
BU-Wall Condition	BUWC	Excellent	2.0000	Colorbond corrugated iron walls, almost as new.

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Officer: John Gribben (JEG)				
Named Selection: Deakin Buildings (DEAKIN)				
Report Type: Assessment				
Site: Deakin Reserve (Shepparton) (F0058)			Area: Shepparton	
Asset No: 1,500.00		Asset Id - Location: B0350 - Deakin ReserveDeakin Reserve - ScoreboardNixon Str		
Feature Type: BU-Facility		Contract Area: BU-Buildings		
Batch: 189905 - Inspection Batch				
Route: BU-Cond Surv Deakin Reserve		Officer: John Gribben		Date: 26/10/2017
Observation Type	Code	Grade	Score	Notes
BU-Building Overall Condition	BUOC	Excellent	2.0000	The scoreboard is in an extremely good condition. Note - Information detailed above concerning steps etc, possible relates to the old scoreboard, which has now been removed.
BU-Ceiling Condition	BUCE	Excellent	.0000	N/A
BU-Fitout Condition	BUFI	Excellent	.0000	N/A
BU-Floor Condition	BUFC	Excellent	.0000	N/A
BU-Internal Wall Condition	BUIC	Excellent	.0000	N/A
BU-Mechanical Condition	BUMC	Excellent	.0000	N/A
BU-Roof Cladding Condition	BURC	Excellent	.0000	N/A
BU-Roof Structure Condition	BURT	Excellent	.0000	N/A
BU-Wall Condition	BUWC	Excellent	2.0000	As new structure.

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ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 July 2018

Agenda Item 9.3	Kialla West Recreation Reserve - Dissolution of Section 86 Committee of Management
Attachment 1	Guidelines - Committee Delegations Halls, Community Centres, Recreation Reserves 159

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



GUIDELINES – COMMITTEE DELEGATIONS

INTRODUCTION

1 APPLICATION OF GUIDELINES AND DATE EFFECTIVE

These guidelines have been adopted by the Greater Shepparton City Council (Council) for the guidance of:

- the Arcadia Recreation Reserve and Community Centre Committee of Management
- the Bunbartha Recreation Reserve Committee of Management
- the Caniambo Hall Committee of Management
- the Central Park Recreation Reserve Committee of Management
- the Congupna Recreation Reserve and Community Centre Committee of Management
- the Dhurringile Recreation Reserve and Community Centre Committee of Management
- the Dookie Memorial Hall Committee of Management
- the Dookie Recreation Reserve and Community Centre Committee of Management
- the Harston Hall Committee of Management
- the Karamomus Hall and Recreation Reserve Committee of Management
- the Katandra West Community Facilities Committee of Management
- the Kialla District Hall Committee of Management
- the Lemnos Recreation Reserve Committee of Management
- the Murchison Community Centre Committee of Management
- the Tallygaroopna Memorial Hall Committee of Management
- the Tallygaroopna Recreation Reserve and Community Centre Committee of Management
- the Toolamba Recreation Reserve and Community Centre Committee of Management

2 DEFINITIONS

In these Guidelines, the following terms have the meanings indicated:

- 2.1 "Act" means the *Local Government Act 1989*;
- 2.2 "Committee" means the committee established by the Council under section 86 of the Act and named in the Instrument of Delegation to that Committee;
- 2.3 "Council" means the Greater Shepparton City Council; and
- 2.4 "Facility" means the property and/or buildings as defined in the Instrument of Delegation.

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Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



3. EXERCISE OF POWERS

- 3.1 The powers, duties and functions set out in the Instrument are delegated to the Committee. This means that the Committee can only act under delegation when sitting in a formally constituted meeting.
- 3.2 This means that the meeting must be called and conducted in a manner that complies with the provisions of the *Local Government Act 1989* (the Act).
- 3.3 The committee cannot exercise its delegated powers when gathered outside the formal meeting structure as described above. For example, an informal coming together of members would not resolve to act under delegation.
- 3.4 Similarly, the delegations do not extend to individual members of the Committee.
- 3.5 The only opportunity for individual Committee members to be granted delegated powers exists where the Committee member is a member of Council staff and subject to a delegation under section 98 of the Act.
- 3.6 All delegations must be read in conjunction with this document and any other policies and guidelines that may be adopted by Council from time to time.

4. REPORTING BACK

- 4.1 These guidelines have been developed to support the concept of delegation as a means of ensuring that the functions of Council are conducted in an efficient and timely manner.
- 4.2 Reporting back of delegations exercised may be necessary to ensure that adequate information regarding those actions is available to other staff, managers and the Council.
- 4.3 Such reporting back would be by presentation of reports to Council within the time specified in the Instrument of Delegation and production of minutes of meetings that will be circulated or available for inspection at any time.
- 4.4 It is to be noted that the reporting back requirements on this policy are a minimum standard only and that nothing will preclude more detailed or extensive reporting back of delegated actions if individual circumstances warrant.

COMMITTEE STRUCTURE

5 POLICY, RULES AND PROCEDURES

In furtherance of its power and functions, the Committee must:

- 5.1 make procedures, rules and conditions of use necessary for the proper management of the Facility;

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Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- 5.2 in making any procedures, rules and conditions of use, the Committee must act consistently with the objectives of the Committee stated in the Instrument of Delegation, these Guidelines and any policies of the Council;
- 5.3 require all users of the Facility to abide by any conditions of use or rules made by the Committee which are applicable to the Facility;
- 5.4 require all users of the Facility to abide by any conditions of use, rules or local law made by the Council which are applicable to the Facility; and
- 5.5 report any breaches of rules, conditions of use and local laws, which cannot appropriately be dealt with by the Committee, to the Council.

6 CAPITAL WORKS

The Committee must:

- 6.1 not carry out or authorise any capital works, extensions or additions which materially alter the buildings or surrounds of the Facility without prior approval from the Council; and
- 6.2 make recommendations to the Council on the development of future capital works and the provision of future facilities and amenities for the Facility.

7 GOVERNANCE AND GOOD MANAGEMENT PRACTICE

The Committee has the authority to seek advice, assistance and expertise as is necessary for the proper and efficient management of the Facility within the constraints of its budget and delegation, including the ability to invite persons to the meetings of the Committee as observers or advisers.

8 REPORTING

The Committee must:

- 8.1 provide a written report to the Council on the operation of the Facility on an annual basis (which shall be deemed to be the annual report). This report will be due by 30 December each year.
- 8.2 resolve conflicts where these occur in the requirements of the community using the Facility;
- 8.3 convene or cause to be convened such meetings, forums, seminars or other activities as may be deemed of value by the Committee to meet or assist in meeting its objectives;
- 8.4 liaise with the Council and its staff to ensure continuing co-operation and co-ordination of the Facility;
- 8.5 ensure compliance with all Acts, regulations and other legal requirements concerning safety at the Facility;

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- 8.6 not commit, or permit to be committed, any act which will render the operation of any of the Council's insurance policies invalid;
- 8.7 publicise and promote interest in the Facility;
- 8.8 ensure that the Facility is kept in a clean condition at all times and is used in a reasonable and lawful manner by organisations and individuals; and
- 8.9 promptly report to the Council any breakage, damage or mechanical hazard which appears likely to give rise to a risk management issue or any abnormal damage to playing surfaces or surrounds or any other equipment.

9 FINANCE

- 9.1 The Committee must ensure the effective financial control of the Committee by ensuring that all accounting functions of the Committee conform to the requirements of Australian Accounting Standards, the *Local Government Act 1989* and relevant regulations.
- 9.2 The Secretary/Treasurer of the Committee must present an operating statement and statements of financial position at the conclusion of each financial year for presentation to the annual general meeting of the Committee.
- 9.3 The Committee may enter into contracts, leases or rental agreements on behalf of the Council associated with the management of the Facility with the consent of Council and subject to any requirements of the Act. Specific contracts shall not exceed \$2,000 p.a. without Council consent.
- 9.4 The Committee shall have the power, on behalf of the Council, to raise funds, solicit and receive donations and secure government grants, in accordance with the objectives of the Committee, policies of Council and the budget, subject to the consent of the Council.
- 9.5 The Committee shall have the power, on behalf of the Council, to hold or sponsor functions, stalls and other fundraising means, within the constraints of the budget, to enhance the objectives of the Committee.
- 9.6 The Committee may pay from funds received the cost of minor maintenance, contents insurance, electricity, water charges or gas used, honorariums, petty cash and secretarial expenses as the Committee determines.
- 9.7 All monies received by the Committee must be paid promptly into the bank account referred to in the Schedule to the Instrument of Delegation. Money must only be able to be drawn from that account on the signature of any two of the following office bearers:

Chairperson;
Secretary;
Treasurer or any other authorised Committee member.

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- 9.8 The Committee must forward to the Council an Annual Report including an annual statement of accounts for audit purposes bearing the auditor's certificates. The Chairperson of the Committee shall be responsible for ensuring that the report is lodged with the Council by 30 December each year.

10 COMMITTEE MEMBERSHIP

- 10.1 The Committee shall comprise, at a minimum, 5 members representative of the local community, appointed by resolution of the Council.
- 10.2 Members will be appointed for a period of four years (but may resign or be removed by the Council at any time) with a call for applications to occur every two years. A member of the Committee shall be eligible for re-election or re-nomination at the expiration of his or her period of office.
- 10.3 The Committee may co-opt as many additional members as it sees fit, but:
- 10.3.1 no such co-option will take effect until the Council has passed a resolution appointing the co-opted person as a member of the Committee; and
- 10.3.2 no such co-opted members shall have any voting rights at Committee meetings.
- 10.4 Within three months of the expiry of the term of appointment of a Committee, the Council will call for registrations of interest from the community by way of a notice in the public notice section of the Shepparton News before appointing community representatives to the Committee.
- 10.5 Notwithstanding anything else contained herein, a Committee member who is absent from three consecutive committee meetings without approval by the Committee shall cease to be a member of the Committee.

11 MEETINGS

11.1 Annual General Meeting

The Committee shall hold an Annual General Meeting on a date fixed by the Chairperson. The business of the Annual General Meeting shall be:

- (a) to receive the annual report;
- (b) to receive and adopt the annual financial statement;
- (c) confirmation of fees and charges for the coming year;
- (d) setting of ordinary meeting dates for the coming year;
- (e) development/review of the Facility Improvement Plan;
- (f) emergency management plan review;
- (g) review user agreements;

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- (h) certificates of currency – public liability and insurance;
- (i) building maintenance assessment;
- (j) contents inventory;
- (k) to elect office bearers to the positions of Chairperson, Secretary, Treasurer and other positions determined by the Committee as being necessary for the efficient functioning of the Committee.

11.2 General Meetings

- 11.2.1 The Committee shall hold at least four other meetings during the year on such dates as the Chairperson appoints.
- 11.2.2 The Secretary shall give reasonable notice of all meetings by distributing a notice of the meeting to all members at least seven clear days prior to the meeting.
- 11.2.3 The secretary must notify Council of future meeting dates and submit a copy of the meeting agenda to Council.

11.3 Special Meetings

The Chairperson may call a special meeting on his or her own initiative and must call a special meeting forthwith upon receiving from any three members of the Committee a written request that such a meeting be so called. The notice of the meeting by the Chairperson and the request by the three Committee members shall contain a statement of the purpose of the meeting.

The meeting must be held on such date and at such time as fixed by the Chairperson, provided that, in cases where the Chairperson calls a meeting in response to a request, the meeting shall be held within 21 days of the Chairperson receiving such request.

The Chairperson shall arrange for notice of the meeting to be given to all Committee members. No other business shall be transacted at that meeting except that specified in the notice.

11.4 Notice to the public

The Secretary shall notify Council of the date of the Annual General Meeting so that Council can advertise the date by way of a notice in the public notices section of the local newspaper circulating in the area.

The Secretary must provide reasonable notice to the public of all meetings of the Committee. Meeting dates are to be provided to Council so that they can be advertised on Council's website.

12 MEETING PROCEDURES

- 12.1 The Committee is not required to comply with Council's Local Law No. 2 – Processes of Municipal Government (Meetings and Common Seal).

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GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management
Adopted: 17 July 2018

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- 12.2 The quorum at any Committee meeting shall be a majority of members of the Committee.
- 12.3 A motion before a meeting of the Committee is to be determined as follows:
- 12.3.1 each member of the Committee who is entitled to vote is entitled to one vote;
 - 12.3.2 unless otherwise prohibited by the Act, each member of the Committee present must vote;
 - 12.3.3 unless the procedures of the Committee otherwise provide, voting must be by show of hands;
 - 12.3.4 the motion is determined by a majority of the vote; and
 - 12.3.5 if there is an equality of votes, the Chairperson has a second vote.
- 12.4 The Chairperson shall take the chair at all meetings at which he or she is present. In the Chairperson's absence, the members present may appoint one of their members to chair the meeting by way of a vote with a mover and seconder.
- 12.5 Minutes shall be kept of the proceedings at all meetings. After confirmation of the minutes, they must be signed and certified by the chairperson of the meeting at which they are confirmed. Copies of minutes must be forwarded to Council within fourteen days of a meeting.
- 12.6 In accordance with section 81(2A) of the Act each member of the Committee has been exempted from the requirement to submit primary and ordinary returns to the Chief Executive Officer.
- Each member of the Committee must still comply with the Act with respect to any conflicts of interest of members and all agendas for committee meetings must contain an item for consideration of conflicts of interest.
- 12.7 Any meeting or special meeting of the Committee must be open to members of the public, subject to clause 12.8.
- 12.8 The Committee may resolve that a meeting be closed to members of the public if the meeting is discussing any of the following:
- 12.8.1 personnel matters;
 - 12.8.2 the personal hardship of any resident or ratepayer;
 - 12.8.3 industrial matters;
 - 12.8.4 contractual matters;
 - 12.8.5 proposed developments;
 - 12.8.6 legal advice;

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



- 12.8.7 matters affecting the security of Council property;
- 12.8.8 any other matters which the Committee considers would prejudice the Council or any person; or
- 12.8.9 a resolution to close the meeting to members of the public.
- 12.9 If the Committee resolves to close a meeting to the public, the reason must be recorded in the minutes of the meeting.
- 12.10 Any decision of the Committee which the Committee does not have delegated power to implement, cannot be implemented until approved by the Council.
- 12.11 In the event of any unresolved dispute arising, the matter shall be submitted to the Council in writing and any decision made thereon by the Council shall be final.
- 12.12 The Committee may form sub-committees from among its members for the purpose of recommending on matters, provided that no decision may be acted upon until adopted by the full Committee.

The Chairperson shall be an ex-officio member of all sub-committees.

Sub-committees shall only be established by resolution of the Committee and shall only carry out those functions stated in such resolution.

13 OFFICE BEARERS

As the last item of business at an annual general meeting, the Committee shall elect the following office bearers:

- 13.1 Chairperson;
- 13.2 Secretary;
- 13.3 Treasurer; and
- 13.4 any other office the Committee may wish to appoint.

Office bearers shall hold office until -

- 13.5 the next Annual General Meeting,
- 13.6 they resign their office; or
- 13.7 they cease to be a member of the Committee -

whichever first occurs.

GUIDELINES – COMMITTEE DELEGATIONS
Section 86 Halls, Community Centres & Recreation Reserves Committees of Management



14 TERMS OF REVIEW

In accordance with section 86(6) of the *Local Government Act 1989* Council will review the *Instrument of Delegation* and *Guidelines – Delegation* documentation appropriate to the abovenamed special committees within a period of 12 months after a general election.

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 July 2018

Agenda Item 10.1 Media Policy

Attachment 1 Media Policy 07.POI1 169

GREATER SHEPPARTON CITY COUNCIL

Policy Number 07.POL1

Media Policy

Version 1.1

Adopted 17 May 2016

Last Reviewed 28 February 2018

Business Unit:	Marketing and Communications
Responsible Officer:	Manager Marketing and Communications
Approved By:	Chief Executive Officer
Next Review:	11 January 2020

PURPOSE

The Media Policy provides a framework around roles and responsibilities, authorised spokespersons, media comments and procedures for generating media coverage including all channels of communication as defined below. The Policy provides the framework and more detail can be found in the Media Procedures document.

OBJECTIVE

The objectives of this policy are to:

- Provide guidelines relating to the authorisation of Council spokespersons and identify their roles and responsibilities
- Ensure the media receives accurate information in a timely and accurate manner

SCOPE

This protocol applies to all Council staff, councillors and volunteers or committee members when representing Council in the media. This protocol also applies to verbal and written comments in the media, public speaking engagements, media releases and the use of social media.

DEFINITIONS

Reference term	Definition
Media	Refers to communication channels through which news, entertainment, education, data, or promotional messages are disseminated. Media includes every broadcasting and narrowcasting medium such as newspapers, magazines/publications, TV, radio, billboards, direct mail, telephone, email, social media and internet.
The organisation or GSCC	Greater Shepparton City Council and all sub brands and their staff.
Sub brands/ programs/ activities/ committees	Includes Aquamoves, KidsTown, SAM, Riverlinks and any other associated programs, activities, committees – both Section 86 and Advisory committees.

GREATER SHEPPARTON CITY COUNCIL

TRIM Ref. M16/4720
Media Policy - Adopted: 17 May 2016

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POLICY**1. Roles and Responsibilities****a) Mayor and Councillors**

The Mayor provides official comment to the media on behalf of Council where the matter is of a political, controversial or sensitive nature. This includes:

- State-wide political issues affecting local government
- Contentious local issues that impact the community that do not relate directly to the business of Council but to the representation of the community
- Issues pertaining to policy and Council decisions
- Issues relating to the strategic direction of the Council

The Mayor may nominate another Councillor to make official comment on behalf of the Council, where appropriate, for example, when that Councillor is a member of a Committee and has knowledge of the topic. The Deputy Mayor will act as the principal spokesperson in the absence or unavailability of the Mayor.

Councillors are entitled to express personal views through the media however such comments are to be clearly communicated as a personal view and cannot be seen to represent the position of the Council.

Where an issue is before the Council, individual Councillors can speak publicly to encourage community involvement, feedback and participation in the decision making process as long as they clearly state these views are their own and not those of Council.

b) CEO, Directors and Managers

The CEO is the spokesperson for all high-level administrative, operational, sensitive and management issues unless otherwise delegated. Directors are the spokespersons for matters relating to projects or operational issues in their respective Directorate and may delegate to Managers as required.

c) Council staff

Greater Shepparton City Council has dedicated official media spokespeople. No other Council officer may liaise with the media without the permission of either the CEO or their Director. Staff approached by media during or out of business hours should be aware that any comment they make in a personal capacity may reflect on the organisation. Staff should not provide comment on matters before Council but can provide factual information for media briefings or for the purpose of clarification.

d) Marketing and Communications

All media enquiries or contact with the media is to be directed through Marketing and Communications in the first instance who will coordinate and manage the process.

RELATED POLICIES AND DIRECTIVES

- Media Procedures
- Social Media Procedures
- Emergency Communications Plan
- Council Code of Conduct

GREATER SHEPPARTON CITY COUNCIL

TRIM Ref. M16/4720
Media Policy - Adopted: 17 May 2016

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- Style Guidelines

RELATED LEGISLATION

- Nil

REVIEW

This directive should be reviewed every two years by the Marketing and Communications Manager, Team Leader and Communications Officer.

Peter Harriott
Chief Executive Officer

Date

ATTACHMENTS

Nil

Media Policy

GREATER SHEPPARTON CITY COUNCIL

TRIM Ref. M16/4720
Media Policy - Adopted: 17 May 2016

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ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 July 2018

Agenda Item 11.1	Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference and Annual Report	
Attachment 1	Greater Shepparton Heritage Advisory Committee - Terms of Reference - revised May 2018.....	174
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GREATER SHEPPARTON HERITAGE ADVISORY COMMITTEE TERMS OF REFERENCE

Adopted by Resolution of Council on 17 July 2018

For Review July 2020

1. Purpose

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

2. Role of the Greater Shepparton Heritage Advisory Committee

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

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

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

3. Committee Membership

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

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

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

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

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

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

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

4. Committee Meeting Procedure

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

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

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

5. Committee Conduct Principles

Committee members are expected to:

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

6. Assemblies of Councillors

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

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

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

7. Review

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



**GREATER SHEPPARTON CITY
COUNCIL**

**GREATER SHEPPARTON HERITAGE
ADVISORY COMMITTEE**

ANNUAL REPORT

for Year 2017

dated 9 April 2018

 Greater Shepparton Heritage Advisory Committee 2017

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

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1.0 FROM THE CHAIRPERSON

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

Dear Mayor,

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

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

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

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

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

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

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

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

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

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

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

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

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

Yours faithfully,

Geoff Maynard

April 2018

2.0 INTRODUCTION

2.1 Background

Council authorised the formation of the Greater Shepparton Heritage Advisory Committee on 17 January 2012. The primary purpose of the Committee is to provide the best possible advice to Council on how to conserve and promote the unique cultural heritage of Greater Shepparton, and to act as an advocate for all cultural heritage matters within the Municipality.

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

2.2 Terms of Reference and Committee Composition

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

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



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

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

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

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



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

2.3 Meetings

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

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

1. Greater Shepparton Heritage Study Stage IIC

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

2. Cultural Heritage Awards

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

3. Heritage Lecture and links with Tertiary Institutions

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

4. Heritage Incentives

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

5. Signage

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

6. Calder Woodburn Memorial Avenue

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

7. Heritage Program, Events and Tourism

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

8. Master Classes/Presentations

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

9. Victorian Heritage Register

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

10. Heritage Budget

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

11. Council Heritage Website**Committee Agendas**

Standard inclusions on all Committee agendas:

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

3.0 HERITAGE ADVISORY COMMITTEE ACTIVITIES

3.1 Brief Overview

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

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

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



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

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

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

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

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

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

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

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

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

3.2 Activities and Achievements

Committee Activities and Achievements in 2017 included:

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

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

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

4.0 PROPOSED ACTIVITIES FOR 2017

Forward planning for 2018 includes:

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