

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

18 March 2014

Agenda Item 15.1	Councillors Community Interaction and Briefing Program	
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Record of Assembly of Councillors

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

Councillors: Cr Houlihan, Cr Summer, Cr Polan, Cr Patterson, Cr Ryan, Cr Oroszvary, Cr Muto

Staff: Gavin Cator, Justin Finlayson, Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Rebecca Bertone, Stacey Cole, Braydon Aitken, Colin Kalms, Ian Boyle, Fiona LeGassick, Peter Smith (not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **11 February 2014**

Matters discussed

1. Our Sporting Future Funding Round 2 | 2013/2014 – Minor and Sports Aid
2. Development Hearings Panel (DHP)
3. Request for Planning Scheme Amendment – 7720 Goulburn Valley Highway, Kialla
4. 'Make Shepparton Greater' Advocacy Campaign
5. Strategic Resource Plan | Review
6. SUNS Soccer Club
7. Sir Murray Bouchier Memorial
8. Kidstown Future Directions Plan
9. Verney Road
10. Monthly Financial Report
11. SUNS Soccer Club
12. Reminder Rates Notices
13. Temporary Carpark – Sobraon Street, Shepparton

Conflict of Interest Disclosures

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
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4	Cr Muto	Yes
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[Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Record of Assembly of Councillors

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Councillors: Cr Houlihan, Cr Summer, Cr Polan, Cr Patterson, Cr Oroszvary, Cr Muto

Staff: Gavin Cator, Johann Rajaratnam, Steve Bowmaker, Kaye Thomson, Sharlene Still, Colin Kalms, Ian Boyle, Kevin Jones, Michael MacDonagh, Fiona LeGassick, Donna Russell, Amanda Tingay, Kate Montgomery, Rosemary Pellegrino, Mike Freeman
(not all officers were present for all items)

Name of meeting: **Councillor Briefing Session**

Date of meeting: **25 February 2014**

Matters discussed

1. Greater Shepparton Freight and Land Use Study
2. Amendment C92 - Introduce the Activity Centre Zone
3. Status of Growth Corridors within the Municipality
4. Greater Shepparton Heritage Advisory Committee - Revised Terms of Reference
5. Amendment C155 (Riverside Plaza Expansion) - Consideration of Submissions
6. Implementation of New Residential Zones (Planning Scheme Amendment)
7. Social Media Policy
8. Greater Shepparton Safe Communities Advisory Committee - Terms of Reference Amendment
9. 'Smoke Free' Outdoor Dining Trial - Interim Report
10. Final Annual Review and Evaluation of Greater Shepparton - Public Health Plan 2009-2013
11. Dust Suppression - CEO Directive

Conflict of Interest Disclosures

Matter No.	Names of Councillors who disclosed conflicts of interest	Did the Councillor leave the meeting?
	Nil	

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MINUTES

GREATER SHEPPARTON HERITAGE ADVISORY COMMITTEE

**Monday 2 December 2013
10.30am – 12.30pm**

**Council Board Room
90 Welsford Street Shepparton**

**Chair
Bruce Wilson OAM JP**

Attendees:

Community Representatives (3)	Gary Steigenberger Evan Lloyd Neil Penney
Historical Society of Mooroopna	Ian Pleydell, Val Hill
Katandra & District History Group	Marjorie Earl (Dep. Chair)
Merrigum & District Historical Society	Anne Tyson (Secretary)
Murchison & District Historical Society	Warwick Finlay
Shepparton Heritage Centre	Bruce Wilson
Tatura & District Historical Society	Evert Worm
Toolamba Community Plan Steering Committee	Geoff Maynard
Greater Shepparton City Council	Mayor, Cr Jenny Houlihan
Strategic Planning (GSCC) (2)	Michael MacDonagh, Lynette Azougay (Notes)
Heritage Advisor (GSCC)	Deborah Kemp

1. Apologies & Introduction

Gaye Sutherland, Ian Boyle and Cr Kevin Ryan.

2. Declarations of Conflicts of Interest

Bruce reminded Committee members that if they felt there was a conflict of interest during the meeting, it should be declared.

None.

3. Quorum

Michael has discussed this issue with the Governance Team and it has been decided to leave the quorum at eight. There are 15 voting members when two Councillors are on the Committee.

10.40am The Mayor, Cr Jenny Houlihan requested and joined the Committee meeting. The Mayor wished all present a Merry Christmas and Happy New Year. Members congratulated Jenny on her re-election as the 2013/14 Mayor of Greater Shepparton City Council.

4. Minutes of Meeting, Monday 6 November 2013 – Actions Arising:

- Revised Terms of Reference. Refer to Item 7
- 2013-14 financial year budget – remaining expenditure

There was discussion on the best use of the remaining 2013/14 budget funds.

Suggestions for consideration included:

- Reference Library,
- ANZAC Commemorative Naming Project – administrative assistance,
- Cultural Heritage programme similar to Whittlesea,
- Tours of the local area – e.g. Day's Mill, and
- A guest lecture.

Further discussion and determination of an expenditure time frame is to be included as an Agenda Item for the February 2014 meeting.

- 2014/15 financial year budget – draft items for discussion
Michael advised that the Committee would need to look at the 2014/15 financial year budget in February to allow sufficient time for the Committee to inform the Council's budgetary process.

10.55 am The Mayor, Cr Jenny Houlihan excused herself from the meeting.

- Annual Report
There was discussion around the preparation of the Committee's Annual Report and it was agreed that a sub-committee comprising Marjorie and Bruce would prepare a draft report. The report would need to be endorsed by the Committee in March 2014 to ensure it was included on the OCM Agenda for May.

This report to include:

- information from the Committee's 2013 meeting minutes,
- photographs for 2013 – e.g. Toolamba & Murchison,
- Information from Sam Furphy's book launch, and
- History week photographs from Katandra, Merrigum and Murchison.

Action: Group to send information to Lynette to collate

At the conclusion of discussion, the minutes of the November meeting were received on the motion of Anne Tyson and seconded by Ian Pleydell. **CARRIED**

5. Information Purposes:

Local Government Heritage Advisors' Seminar 2013

- Michael attended the seminar on Friday 22 November in Melbourne where he presented a paper on the processes involved in organising the inaugural Greater Shepparton Cultural Heritage Awards 2013.
- Michael was approached by other Council officers following the presentation in respect to the role and function of the Terms of Reference and the *Cultural Heritage Award Guidelines*.
- Michael will include a section about the seminar in the HAC's Annual Report.

Victorian Heritage Register Places and Objects Fund

- The purpose of this fund is for the conservation of properties or objects listed on the Victorian Heritage Register that contribute to the significance of these places.

- The City of Greater Shepparton has six places listed on the Victorian Heritage Register.
- Deborah advised that only the Bangerang Cultural Centre would be eligible to apply for funding under this program.
- It was suggested that a Masterclass should be held on how places can be nominated for inclusion on the Register.

Burra Charter 2013 – practice notes

- Michael sent an e-mail to the Committee with a hyperlink to the relevant website.
- There are seven Practice Notes.
- It was agreed to review each of them at the next HAC meeting.

Mural at Tirana Walk, Shepparton

Update:

- Michael had a meeting with Arnold Gough who is very willing to work with local rotary clubs and the Council to prepare a funding application to allow conservation works to the mural.

Mechanics' Institute and Victory Hall, Tatura – Deborah

- Deborah met with two Community Hall Committee members and has contacted Heritage Victoria to see if they could run a workshop looking at brickwork conservation in early 2014.

Heritage Victoria Workshop. Deborah to forward further information.

It was moved Geoff Maynard and seconded Anne Tyson, that the HAC write a letter of support to Heritage Victoria. **CARRIED**

Day's Mill, Murchison - Deborah

- There was discussion regarding a recent email sent by Parks Victoria to a number of members requesting Expressions of Interest for the future use of Day's Mill and Farm. Expressions of Interest close on Wednesday 11 December 2013.
- Committee members expressed concern that the Council had not been appropriately involved in the Expression of Interest process.
- It was felt that the Council should approach Parks Victoria to ask for an extension to give additional time for interested stakeholders to prepare proposals.
- Deborah mentioned that Mint Inc, a quasi-government agency that specialises in taking over property on crown land, would be very good at managing this asset.
- The availability of sufficient land to cater for septic effluent treatment and car parking have been the subject of discussion by Council staff over recent years.

The Committee formed the view that the issue required urgent and immediate action and that the HAC's concerns should be conveyed to the Council.

Geoff Maynard moved and Evert Worm seconded:

That the HAC is of the view that the cultural heritage of Day's Mill is of such paramount importance to this municipality that it now seeks Council's involvement in the ongoing conservation of this historic site in order to safeguard this prime cultural asset.

In light of the short Expression of Interest timeframe, the HAC requests Council, as a matter of urgency, to become involved in the protection of this national cultural asset by seeking on-going involvement in discussions in respect to the usage and conservation of this historic site.

CARRIED

Additional Action: Council officers to discuss this matter with Planning Management.

6. Active Planning Permits

None

The following definition was provided for members' information.

DHP is a "Development Hearings Panel". When there are five or less planning objections, the application is determined by the DHP. If there are more than five objections, the planning application is determined by the Council.

7. Endorse and request the Council to adopt

Michael advised the Committee that he has recently held discussions with the Manager Planning regarding the adoption of the revised *Terms of Reference and Cultural Heritage Awards Guidelines* by Council.

It was agreed that the Cultural Heritage Award Guidelines should be forwarded to the Council for adoption at the May/June OCM. The Council report would also include a request that the Council host an Award Ceremony in 2015 and that budget provision be made. To meet this deadline, the Guidelines will need to be endorsed by the Committee at the February or March committee meetings.

It was agreed that there was no urgency to have the revised Terms of Reference adopted by the Council and that the Committee should endorse them when they feel it is appropriate.

The Committee resolved to endorse the Terms of Reference with minor amendments to Sections 2(h), 2(k) and 3(a)(v) on the motion of Neil Penney and seconded by Warwick Finlay.

CARRIED

Action: Michael to e-mail a final copy and a "track changes" version of the endorsed Terms of Reference to the Committee.

8. Member Reports

Tatura

- Evert outlined that additional funding from Bega Cheese has been obtained for the proposed extension of the Museum.
- Bruce suggested that Evert should contact the Council's Grants officer Anna Feldtmann.

Murchison

- Warwick advised that the proposed extension to the Historical Society should commence early next year.

Mooroopna

- Part of the conditions when they bought their Museum building was the provision of car parking. The Historical Society is trying to acquire funding to construct these parking spaces.

Shepparton

- A sub-committee is looking at the re-design of the Heritage Centre layout.
- SAM is providing advice on the layout and labelling of exhibits.
- Bruce is drafting a timeline.
- A freight container housed at DRC is quickly filling up.

There was no feedback from Marj, Geoff or Anne.

9. Rural Heritage Study

Anne presented her findings to date via slideshow.

10. General/Other Business

None

11. The next HAC meeting will be held on Monday 3 February 2014.

The Committee resolved not to meet in January 2014 on the motion of Ian Pleydell and seconded by Marjorie Earl. **CARRIED**

Meeting Closed 12.10pm

Members and staff enjoyed some lovely Christmas Fayre