



City of
Whittlesea

MINUTES

OF ORDINARY COUNCIL MEETING

HELD ON

TUESDAY 27 OCTOBER 2015

AT 6.30PM

**IN COUNCIL CHAMBER, 25 FERRES
BOULEVARD, SOUTH MORANG**

COUNCILLORS

RICKY KIRKHAM

MAYOR, NORTH WARD

REX GRIFFIN

NORTH WARD

CHRISTINE STOW

NORTH WARD

NORM KELLY

DEPUTY MAYOR, SOUTH EAST WARD

SAM ALESSI

SOUTH EAST WARD

KEN HARRIS

SOUTH EAST WARD

MARY LALIOS

SOUTH EAST WARD

STEVAN KOZMEVSKI

SOUTH WEST WARD

KRIS PAVLIDIS

SOUTH WEST WARD

DARRYL SINCLAIR

SOUTH WEST WARD

ADRIAN SPINELLI

SOUTH WEST WARD

SENIOR OFFICERS

DAVID TURNBULL

CHIEF EXECUTIVE OFFICER

ROD WILKINSON

DIRECTOR FINANCE AND ORGANISATION
IMPROVEMENT

RUSSELL HOPKINS

DIRECTOR COMMUNITY SERVICES

STEVE O'BRIEN

DIRECTOR PLANNING AND MAJOR PROJECTS

NICK MANN

DIRECTOR INFRASTRUCTURE

MICHAEL TONTA

ACTING DIRECTOR GOVERNANCE AND
ECONOMIC DEVELOPMENT

GRIFF DAVIS

DIRECTOR ADVOCACY AND COMMUNICATIONS

ANGELO MAMATIS

ACTING MANAGER CIVIC ADMINISTRATION

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1. OPENING

1.1 MEETING OPENING AND PRAYER

The Chief Executive Officer opened the meeting with a prayer at 6.30PM.

1.2 MAYOR'S RECONCILIATION STATEMENT

On behalf of the City of Whittlesea the Mayor recognised the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan as the traditional owners of this place.

1.3 PRESENT

Members:

Cr Ricky Kirkham	Mayor (North Ward)
Cr Rex Griffin	Councillor (North Ward)
Cr Norm Kelly	Deputy Mayor (South East Ward)
Cr Sam Alessi	Councillor (South East Ward)
Cr Ken Harris	Councillor (South East Ward) * entered Council Chamber at 6.34pm
Cr Mary Laliotis	Councillor (South East Ward)
Cr Kris Pavlidis	Councillor (South West Ward)
Cr Darryl Sinclair	Councillor (South West Ward)
Cr Adrian Spinelli	Councillor (South West Ward)

Officers:

Mr David Turnbull	Chief Executive Officer
Mr Steve O'Brien	Director Planning and Major Projects
Mr Russell Hopkins	Director Community Services
Mr Rod Wilkinson	Director Finance and Organisation Improvement
Mr Nick Mann	Director Infrastructure
Mr Michael Tonta	Acting Director Governance & Economic Development
Mr Griff Davis	Director Advocacy and Communications
Mr Angelo Mamatis	Acting Manager Civic Administration

1.4 MAYORS STATEMENT

I would like to thank my fellow councillors and the community for their support over the last 12 months.

Over the last 12 months, I have been privileged to meet many outstanding people who contribute so much to our great city. One of our great strengths is our diversity – which is supported by a council that values and recognises equality and strong social principles that build the capacity of our community.

2015 has been one of the biggest capital works roll outs on record – with over \$42m invested in the 2015/16 Council Budget to deliver over 100 projects across our City.

This year, I had the pleasure of opening three new family and community centres including: Galada Community Centre in Epping North, Jindi Family Centre in Mernda and Hazel Glen Child & Family Centre in Doreen.

Whittlesea Township also received a much needed redevelopment – which saw over \$3m invested to improve drainage, access and landscaping on Church Street Whittlesea.

These investments recognise our vision to create vibrant self-sustaining communities.

I was immensely proud of the success of Access Denied. This award winning campaign gained over \$1 billion in commitments from the incoming State Government.

This outcome was a collective effort – between council – and our community – who finally took a stand – and put our issues at the forefront of the state political agenda.

As we continue to grow – there needs to be an acknowledgement and understanding at a state and federal level – that if you don't invest in infrastructure and services – in growing communities – you will damage economic growth and impact on the liveability of suburbs.

Access to education, employment, family services – supported by quality infrastructure – should be a bare essential – a human right – in a first world country like Australia.

We will only achieve this by working together – for the collective benefit of our residents and our future.

In 2015, it was a privilege to work closely with our local government partners including: Interface Councils, The MAV and Northern Mayors & CEOs Conference. Recently, our hard work in these groups paid off, with the City of Whittlesea securing over \$6m from the newly established \$50m Interface Fund.

Our community still faces significant social challenges. In October, I joined CEO David Turnbull to present evidence to the Royal Commission into Family Violence. This was an important step, where we outlined Councils role in building the capacity of our community through partnerships with NGOs and community groups.

Finally, I would like to extend my appreciation to the Council Executive, staff and volunteers for all they do in delivering quality outcomes for our community.

We are a high performing council, and we should take great pride in our achievements.

The best days for Whittlesea lie ahead – through our leadership and ability to support our community through growth and change.

It has been an honour.

Cr Lalios and Cr Kelly commended the Mayor Cr Ricky Kirkham and his first term as Mayor.

1.5 AWARD ACKNOWLEDGEMENTS

Last week was significant in terms of achievement and recognition for the City of Whittlesea.

Before we start tonight's meeting I'd like to share some good news with you on the recognition the City of Whittlesea has received.

Last Thursday night at the LG PRO Conference Awards in Bendigo – the City of Whittlesea took out the 2015 Excellence in Communications Local Government Award for the Access Denied campaign.

The Access Denied campaign was a fantastic team effort by all at Council, both staff and councillors, in partnership with our community and the Whittlesea Leader newspaper. The campaign helped deliver significant investment and community benefit. This award is great recognition for the collective effort of the organisation and community.

Last week our Healthy Together Whittlesea team received an award for being the Victorian winner of the Heart Foundation's Local Government Award at the MAV Conference Dinner.

The award recognises three initiatives in particular; Healthy Community Events, Active Travel in Schools and the PT in the Park program.

In Adelaide last Thursday evening, La Trobe University was awarded the Green Gown Award Australasia for Community Innovation at the Australasian Campuses Towards Sustainability (ACTS) conference.

The award recognises La Trobe’s partnership with Whittlesea Council through the reuse of e-waste to build Raspberry Pi computers in schools.

Our Major Projects team has been shortlisted as a finalist in the prestigious Australian Property Institute Awards, testament to the quality of the five new multi-purpose centres that are now up and running across our City.

These awards are a wonderful recognition of the fantastic work, expertise and commitment of our staff here at Whittlesea.

And finally, last Thursday night at the MAV Awards, three councillors received recognition awards:

- Councillor Rex Griffin 20 years
- Councillor Mary Lalios 10 years
- Councillor Kris Pavlidis 10 years

Congratulations to our councillors for such impressive milestones, which represents a significant contribution to community life. Well done.

2. APOLOGIES

An apology was received on behalf of Cr Stow, Cr Kozmevski and Cr Harris who requested that leave be granted for this meeting.

COUNCIL RESOLUTION

MOVED: *Cr Lalios*
SECONDED: *Cr Pavlidis*

That the Councillors' apology be received and leave be granted.

CARRIED

Cr Harris entered the Council Chamber at 6.34PM.

3. DECLARATIONS OF INTEREST

THE FOLLOWING DECLARATIONS OF INTEREST WERE MADE TO THE CHIEF EXECUTIVE OFFICER PRIOR TO THE MEETING:

Cr Spinelli declared a direct interest in Item 6.3.1 – Lease Victoria Police – 785 High Street Epping.

THE FOLLOWING DECLARATIONS OF INTEREST WERE MADE TO THE CHIEF EXECUTIVE OFFICER DURING THE MEETING:

Cr Griffin declared an indirect interest because of conflicting duty in Item 6.3.1 – Lease Victoria Police – 785 High Street Epping on the grounds that he works for the Victoria Police at that address on a regular basis.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

MOVED: *Cr Kelly*
SECONDED: *Cr Sinclair*

That the following Minutes of the preceding meeting as circulated, be confirmed:

Ordinary Meeting of Council held 6 October 2015

CARRIED

5. CONSIDERATION AND ACTION ON PETITIONS AND JOINT LETTERS

5.1 PETITIONS

NIL REPORTS

5.2 JOINT LETTERS

NIL REPORTS

SUSPENSION OF STANDING ORDERS

It was proposed that Standing Orders be suspended to bring forward consideration of Item 7.1 - Notice Of Motion 809 Mayors Youth Cabinet Taskforce 2015 on the Agenda as members of the Mayors Youth Cabinet Taskforce were in the Public Gallery.

COUNCIL RESOLUTION

MOVED: *Cr Kirkham*
SECONDED: *Cr Lajos*

THAT Council resolve to suspend Standing Orders.

CARRIED

Item 7.1 – Notice Of Motion 809 Mayors Youth Cabinet Taskforce 2015 was considered. Refer to Page Number 69 of the Agenda.

RESUMPTION OF STANDING ORDERS

Move to resume Standing Orders.

COUNCIL RESOLUTION

MOVED: *Cr Spinelli*
SECONDED: *Cr Alessi*

THAT Council resolve to resume Standing Orders.

CARRIED

6. OFFICERS' REPORTS**COUNCIL RESOLUTION**

MOVED: *Cr Sinclair***SECONDED:** *Cr Kelly*

THAT Council resolve to adopt the Recommendations for items numbers 6.5.2, 6.5.3 and 6.5.4 .

CARRIED

Group Adoption of Items En Bloc

Councillors may choose not to consider reports on the Notice Paper individually and to resolve to adopt, in one resolution, the recommendations listed on the Notice Paper for a number of reports. Such a resolution will have the effect of adopting the Officer's recommendation for each of the reports identified in the Council resolution. The remaining items of business are considered and voted on separately.

6.1 PLANNING AND MAJOR PROJECTS

6.1.1 AMENDMENT C197 - WHITTLESEA PLANNING SCHEME MUNICIPAL STRATEGIC STATEMENT UPDATE (ACTION 3)

File No: 192702

Attachments: 1 Background Report
2 Whittlesea Municipal Strategic Statement

Responsible Officer: Team Leader Strategic Planning Policy

Author: Principal Policy Planner

REPORT

EXECUTIVE SUMMARY

The Planning Scheme Review Report was adopted by Council in May 2013. It identified four Implementation Actions aimed at improving the clarity, consistency and relevance of local planning policy content in the Whittlesea Planning Scheme.

Actions 1 and 2 are complete and were addressed through Planning Scheme Amendments C159 and C177. These amendments removed redundant planning policy controls and restructured the Local Planning Policy Framework.

This amendment implements Action 3 of the Planning Scheme Review project, by including new content into the Municipal Strategic Statement to align the Local Planning Policy Framework with existing adopted Council policies and strategies.

It is recommended that Council seek authorisation from the Minister for Planning to implement the draft Municipal Strategic Statement.

INTRODUCTION

The Planning Scheme Review Project commenced in June 2011 to meet the statutory requirements of Section 12(1) of the *Planning and Environment Act 1987*, which requires the City of Whittlesea to regularly review the operations of its Planning Scheme. Pursuant to Section 12A (4) of the Planning and Environment Act, the local authority is required to ensure that the Municipal Strategic Statement (MSS) is consistent with the Council Plan. The purpose of the report is to advise on the process undertaken to date, to update the MSS and to seek approval to implement Action 3 by an amendment to the planning scheme. To commence this process Council will need to seek authorisation from the Minister for Planning.

BACKGROUND

Planning Scheme Review Project (PSR)

The PSR Project identifies four stages to updating the Whittlesea Planning Scheme. The project and proposed implementation plan was endorsed by Council on 17 May 2013. PSR Implementation Actions 1 and 2 were undertaken through Planning Scheme Amendments C159 and C177.

These planning scheme amendments which were completed in November 2012 and March 2014 respectively, removed duplicate requirements which were already in the recently revised State Planning Policy Framework or elsewhere within the Victoria Planning Provisions. The amendments also restructured the MSS policy content using a theme based approach that more clearly aligned to the State Planning Policy Framework (SPPF).

Action 3 and 4 effectively proposes to re-introduce content into the MSS structure set up under Action 1 and 2. Action 3, subject of this amendment is to implement existing adopted policies while Action 4 focusses on continuous improvements and new policy development. Figure 1 below shows the implementation actions of the Planning Scheme Review (PSR) Project.

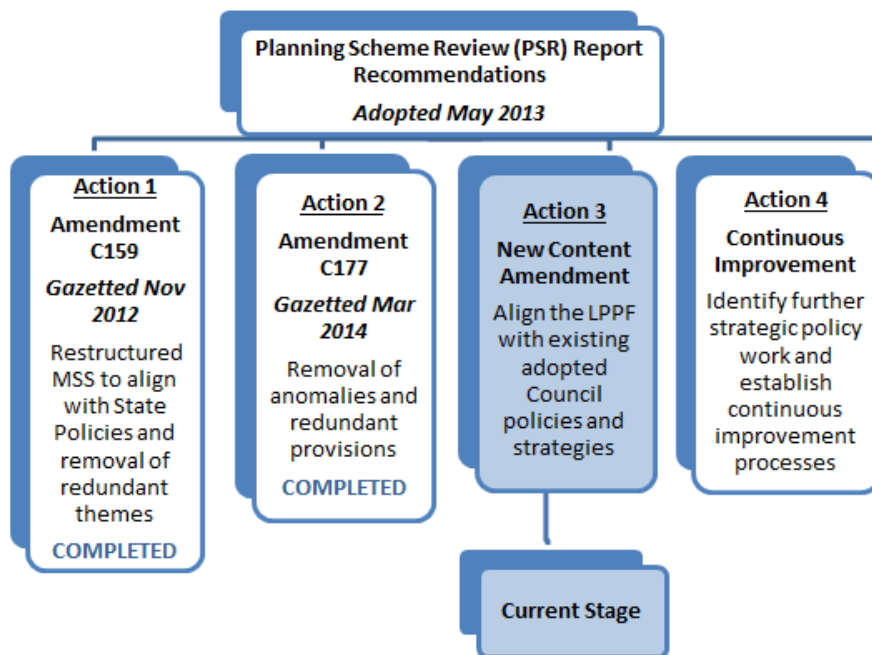


Figure 1: Planning Scheme Review Project

This Planning Scheme Amendment (Amendment C197) is the next stage (Action 3) of the PSR project and aims to align the Local Planning Policy Framework (LPPF) with existing State and Local government plans, policies and strategies. The purpose of Action 3 is the ‘*implementation*’ of Council’s existing adopted policies into the Whittlesea Planning Scheme. The outcome of Action 3 will be an updated MSS which reflects Council’s current policy positions.

Action 3 – New Content Amendment

Action 3 involved a review of Council’s existing adopted policies to identify relevant land use planning content for inclusion in an updated MSS. A Background Report has been prepared which outlines the process undertaken; including internal consultation and external peer review (see Attachment 1). Attachment 2 provides an overview of the proposed updated MSS as a result of this work. The section below summarises the key aspects under the following headings.

Reflect planned future Urban Growth

The proposed update to the MSS reflects the changes to the urban growth boundary and newly proposed urban areas as identified in the North Growth Corridor Plan. The future growth areas represent a significant change to the municipality, since it was last reviewed; accommodating the majority of the future population growth, additional employment areas, activity centres, open space and conservation areas.

Once the current Precinct Structure Plans (PSPs) are approved for these areas, the key details of each of the new Precinct Structure Plans will be subsequently inserted into the MSS.

Green Wedge Areas

The MSS has been expanded to include the objectives and strategies outlined in the Green Wedge Management Plan (GWMP), which includes providing greater direction in protecting the values of the Green Wedge areas. The Green Wedge areas occupy approximately 60% of land in the municipality and are a key asset, offering opportunities to diversify the local economy and support ecological processes. The MSS has also been amended to reflect the GWMP's intention to protect and support agriculture in the Green Wedge areas.

Open Space

The MSS has been amended to include additional content from the current Open Space Strategy 1997. In particular, the MSS has been expanded to recognise the role of the open space networks in providing inter-urban breaks, in protecting critical links for significant habitat corridors and providing recreation trails. The MSS has been updated to identify the significant habitat linkages, north and south (Merri Creek and Plenty Valley River) and east-west (Grassy Eucalypt Woodland) and to identify the Quarry Hill Parklands Interest Area, between the South Morang, Mernda/Doreen, Epping North and Wollert growth areas.

Environmental Issues

The Environmental Sustainability Strategy identifies the need to protect the natural resources which make the municipality unique, including identified biodiversity and landscape values. The environmental risk section has also been expanded to include a section on environmental degradation and identifies the role urban development, agricultural activities, land use change and development has on land degradation and the role rural land health has on the productivity of the land. In addition, the MSS introduces the concept of Integrated Water Cycle Management and Water Sensitive Urban Design for new developments and includes objectives and strategies in relation to extractive industries.

Urban Design

The MSS has been updated to include consideration of Crime Prevention Through Environmental Design (CPTED) principles, community hubs and the co-location of community facilities. It also includes statements reflecting Council's position on inclusive access, Traditional Neighbourhood Design for new subdivisions, the application of Sustainable Design Assessment in the Planning Process (SDAPP) and preferred urban design outcomes for the Mernda Rail extension.

Social and Affordable Housing

The Social and Affordable Housing Policy and Strategy identify Council's commitment to promote and facilitate the provision of social and affordable housing in the municipality. The MSS has been amended to reflect this policy position to identify a long term target for the provision of social housing; to encourage the development of housing that is adaptable for people at different life stages and abilities; to encourage the development of housing for diverse households in the municipality and to seek an increase in emergency and crisis housing.

Sustainable Transport

The MSS has been updated to incorporate the recommendation of the Integrated Transport Strategy and include a new section on sustainable modes of travel.

The MSS retains content which seeks to protect the dedicated light rail corridor between Bundoora and South Morang (currently the route 86 tram) which was identified within the original Plenty Valley Strategy Plan and South Morang Local Structure Plan.

Activity Centres

The role and function of Activity Centres has been amended to reflect Plan Melbourne and the North Growth Corridor Plan. It has also been expanded to recognise the synergies of existing centres which can be further developed, including Melbourne Wholesale Markets, University Hill, Northern Hospital and Thomastown Industrial Area.

New content has been included to implement the objectives of the Epping Structure Plan including strategies which seek to support the development of a Health and Wellbeing hub in the Epping Central Activity Centre. The MSS also recognises the current deficiency in the provision of justice facilities which could be accommodated in the Civic Precinct. Once the Plenty Valley Town Centre Structure Plan has been approved by council, further content will be inserted into the MSS.

The proposed MSS also recognises the need to provide for tertiary education and community health facilities to the north of the municipality. Given the strategic location of Lockerbie and its designation as a Metropolitan Activity Centre within the northern growth corridor, it will provide a range of services to a local and regional catchment, including: education, health, employment, aged care and civic service. The MSS also recognises the need to investigate and support tertiary education and community health facilities in Precinct Structure Plan areas, as opportunities arise.

Community Development Infrastructure

A number of strategies have been adopted by Council which identify Council's position in relation to the provision of community/social infrastructure including the Playspace Strategy and Sports Stadium Feasibility Study. The MSS reflects Council's policy to support spaces which are flexible, multi-functional, located in proximity to major centres which are serviced by transport and acts as a hub for the community. This optimises useability and reduces the need for multiple trips in the community, it also allows Council to build upon existing infrastructure and reduce the need for purpose built infrastructure to support a single use.

The MSS has also been expanded to reflect Council's position on a number of issues including Council's disability action plan which provide for a universally accessible built environment and design for walkable communities, to recognise the need to provide shade and shelter in the public realm. The MSS reflects the needs of Culturally and Linguistically Diverse communities (CALD) in the design and delivery of open space and Council facilities in line with the Multicultural Plan.

Residential Zone Reform

On the 9 October 2015 Council received advice from the Minister of Planning that Amendment C181 which sought to implement the Housing Diversity Strategy was approved with changes. Amendment C181 will come into effect when notice of its approval is published in the Government Gazette in the next few weeks. Established Areas Planning will provide a full update to Councillors in October 2015. The proposed MSS (C197) will need to be updated to reflect the Ministers decision at the appropriate time, post gazettal of the amendment.

CONSULTATION

The development of the updated MSS included internal consultation with relevant internal departments to ensure all Council adopted strategies and policies identified for the literature review are current and active. To this end, all relevant Council policies and strategies adopted between 1999 (commencement of the current scheme) and 31 March 2014 were included (Action 3). A few more recently adopted Council documents were also included in this literature review due to their relevance and potential land use content. These included the Integrated Transport strategy, Gender Equity Strategy, The Gambling Strategy and Action Plan, Native Vegetation Offset Plan and Mernda Rail Extension Design Guidelines.

The project team undertook a literature review of these documents to identify new policy content that had relevance to land use planning and development that could be included in the Whittlesea Planning Scheme. Over 100 Council documents were identified and 90 were reviewed as part of this project but only documents which provide clear direction from a land use planning context could be incorporated.

The revised (draft) Municipal Strategic Statement (MSS) has been subject to informal review. The revised MSS has also been “peer reviewed” by an external consultant who has provided independent advice and recommendations on the proposed changes.

DISCUSSION

An MSS offers local authorities the opportunity to identify the key issues and influences affecting the municipality and an opportunity to describe the type of place a council seeks to create. Therefore it is an important document as it identifies the aspirations and expectations of the planning outcomes for a local community.

The role of the MSS is to establish a local response and strategic framework to implement the State Planning Policy Framework (SPPF) and provides the broad local policy basis for making planning decisions under a planning scheme. The MSS identifies local planning related matters which inform policy development which guides planning decisions. A Council must aim to achieve the objectives and follow the strategies set out in its MSS.

It is a document which should be continually refined to reflect the changing strategic direction and circumstances of the municipality and updated in line with the Community Plan. The Planning Scheme Review Project has 4 identified Actions as outlined earlier.

This proposed amendment is Action 3 of the broader PSR Project and aims to update the MSS to reflect existing Council policies which have yet to be incorporated into the Planning Scheme. Future actions may include more extensive policy development, consultations and changes to the planning scheme. The subject of this report, Action 3 relates to the proposed Planning Scheme Amendment. Any further changes to the MSS requires a Planning Scheme Amendment, which includes Authorisation from the Minister of Planning to prepare an amendment to the planning scheme, public exhibition of the proposed changes to the planning scheme and adoption of the proposed changes.

This proposed MSS has been externally peer reviewed to ensure that the content and drafting of the new MSS content is appropriate for the planning scheme. A planning scheme can only include matters which the Planning and Environment Act authorises. The Peer Review generally found that the drafting and placement of the new MSS material prepared by Council as appropriate.

The key changes recommended by the External Peer Review included:

- Clarification of the meaning of some of the background material, objectives and strategies;
- Deletion of repetitive material and material that is not relevant to the operation of the planning scheme;
- Recommended inclusion of new 'Implementation' sections such as 'policy guidelines', 'further strategic work' and 'other actions' following on from the introduction of the 'new' MSS material;
- Where appropriate, recommend changes to the drafting and placement of existing MSS content, to be consistent with the updated MSS structure.

The recommendations and advice provided by the External Peer Review in relation to the proposed new content has been incorporated into the revised draft MSS. However the advice requiring more substantial change to the structure of the MSS will be deferred for now and resolved in Action 4 of the PSR project.

Implementation Action 4 – Continuous Improvement

Action 4 is the final stage of the PSR project which will commence once Action 3 has been substantially completed. The intention of "Action 4 – Continuous Improvement" is to establish a process for ongoing planning scheme maintenance, support new policy development and continuous improvement to ensure the Whittlesea Planning Scheme remains up to date and in line with Council's vision.

The PSR Continuous Improvement Implementation Plan will be developed as part of Action 4 which will enable Council to prioritise its further strategic work and new policy development.

Action 4 will need to consider the following:

- Further Strategic Work identified by the External Peer Review (2015),
- Further Strategic Work already included in the MSS (and repositioned under the new "Further Strategic Work" heading), and
- Further Strategic work recommended in the original Whittlesea Planning Scheme Review Technical Report not yet undertaken.

REFERRAL

Council has consulted with internal stakeholders to ensure accuracy of proposed content and liaised with the Department of Environment, Land, Water and Planning on the proposed changes to the MSS.

POLICY STRATEGY AND LEGISLATION

Planning and Environment Act

This Planning Scheme Amendment meets the requirements of Section 12A of the Planning and Environment Act which outlines the requirements of a Municipal Strategic Statement.

Pursuant to Section 12 A(4) of the Planning and Environment Act, a Municipal Strategic Statement must be consistent with the current Council Plan and as such is generally reviewed, updated and approved in line with the Council Plan every four years.

State Planning Policy - Metropolitan Planning Strategy - Plan Melbourne**Direction 1.2: Strengthen the competitiveness of Melbourne's employment land**

- Initiative 1.2.2 Maintain the competitiveness of employment land in Melbourne's Growth Areas.
- Initiative 1.2.3 Plan for commercial land and activity centre needs

Direction 1.5: Plan for jobs closer to where people live

- Initiative 1.5.2 Support development of metropolitan activity centres
- Initiative 1.5.3 Support planning of other Activity Centres.

Direction 2.1 Understand and plan for expected housing needs

- Initiative 2.1.4 Develop more diverse housing in growth areas

Direction 2.2 Reduce the cost of living by increasing housing supply near services and public transport

- Initiative 2.2.4 Increase housing choice within walkable distance of railway stations in the growth areas.

Direction 2.3 Facilitate the supply of social housing

- Initiative 2.3.1 Facilitate growth in the social housing sector

Direction 2.4 Facilitate the supply of affordable housing

- Initiative 2.4.2 Increase our understanding of affordable housing in the context of changing household types and needs
- Initiative 2.4.3 Accelerate investment in affordable housing

Direction 3.3 Improve transport infrastructure, services and affordability in Melbourne's newer suburbs

- Initiative 3.3.1 Improve roads in growth areas and outer suburbs
- Initiative 3.3.2 Improve outer-suburban rail and bus networks

Direction 5.3 Enhance the food production capability of Melbourne and its non-urban areas.

- Initiative 5.3.1 Protect high quality agricultural land in and around Melbourne for food production

Community Plan 2030

The Amendment reflects the Community Plan Strategic Objectives of:

- Accessibility in, out and around our city
- Growing our economy – Identifying the key activity centres, synergies for future employment areas.
- Health and well-being – supporting neighbourhood hubs, walkable communities and social infrastructure.
- Living sustainably – supporting the development of self-contained communities, identifying environmentally sustainable design

Council adopted policies and strategies

The purpose of the planning scheme amendment is to incorporate existing land use and development content from Council adopted policies and strategies into the Whittlesea Planning Scheme.

Over 90 documents were reviewed, with the following key documents contributing to the development of the updated MSS:

- Plan Melbourne Submission 2013
- North Growth Corridor Submission 2011
- Social and Affordable Housing Strategy and Action Plan 2012 - 2016
- Integrated Transport Strategy 2014
- Environmental Sustainable Strategy 2012-2022
- Stormwater Management Plan 2012-2017
- Green Wedge Management Plan 2011-2021
- Open Space Strategy 1997
- Disability Action Plan 2013-2016
- Sports Stadium Feasibility Study 2014
- Youth Plan 2030
- Municipal Lifelong Learning 2013-2016
- Playspace Planning Framework and Policy 2013
- Community Gardens Policy 2013
- Gambling Strategy and Action Plan 2014-2024
- Mernda Rail Design Guidelines 2015

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Growing our economy
Theme	Economic development
Strategic Objective	We have strategies that encourage new business investment

The proposed planning scheme amendment updates the Whittlesea Planning Scheme to reflect existing Council policies and strategies. The updated Municipal Strategic Statement provides up to date information on Council’s position on land use and development. Clear direction on preferred development outcomes provides more clarity and efficiencies for applicants seeking to develop and invest in the municipality.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

Action 3 of the Planning Scheme Review Project incorporates existing land use content of adopted Council policies generally updating the following key areas: the Municipal Profile, Council Vision and Strategic Framework, Settlement, Environmental and Landscape Values,

Natural Resource Management, Environmental Risks, Built Environment and Heritage, Housing, Economic Development, Transport and Infrastructure.

The proposed updated Municipal Strategic Statement seeks to incorporate: identified future growth areas, protection of the Green Wedge areas and environmental assets, the identification of key employment centres, integrated transport and land use planning (including sustainable transport modes), the provision of diverse and affordable housing and greater guidance on the provision of social infrastructure.

Changes to a planning scheme need to be implemented by a standard Planning Scheme Amendment process which includes statutory exhibition. It is therefore recommended that Council resolves to undertake a planning scheme amendment which will include a period of public exhibition. Given the Minister of Planning’s recent decision to approve Amendment C181 with changes, the proposed Municipal Strategic Statement (Attachment 2) will need to be amended accordingly.

RECOMMENDATION

THAT Council resolve to:

1. Seek authorisation of the Minister for Planning to prepare and exhibit Amendment C197 which updates the Municipal Strategic Statement in the Whittlesea Planning Scheme.
2. Prepare and exhibit Planning Scheme Amendment C197, if Authorisation is granted as set out in 1 above.
3. Amend the Draft Municipal Strategic Statement to reflect the Minister for Planning’s approval of Amendment C181, once gazetted.

COUNCIL RESOLUTION

MOVED: *Cr Laliros*
SECONDED: *Cr Kelly*

THAT Council resolve

1. **Seek authorisation of the Minister for Planning to prepare and exhibit Amendment C197 which updates the Municipal Strategic Statement in the Whittlesea Planning Scheme.**
2. **Prepare and exhibit Planning Scheme Amendment C197, if Authorisation is granted as set out in 1 above.**
3. **Amend the Draft Municipal Strategic Statement to reflect the Minister for Planning’s approval of Amendment C181, once gazetted.**
4. **Amend the Draft Municipal Strategic Statement to include the following text at the end of Clause 21.02-3 - Key Issues - Community Wellbeing (page 9):**

“Given the scale and importance of the Lockerbie Metropolitan Activity Centre within the context of the northern growth corridor, it is the preferred location for higher order regional facilities such as a hospital and tertiary education/university. Opportunities for the provision and location of other regional health and education facilities should also be investigated as part of the planning and implementation of future precinct structure plan areas.”

Seek the support of the City of Hume and Shire of Mitchell to similarly reflect this key issue in their Municipal Strategic Statement .

CARRIED UNANIMOUSLY

6.1.2 4 ELM STREET, THOMASTOWN - CONSTRUCTION OF THREE DWELLINGS

File No:	715030
Attachments:	1 Locality Maps 2 Development Plans
Responsible Officer:	Director Planning & Major Projects
Author:	Senior Planner
Applicant:	Drafting and Design Studio
Council Policy:	Clause 22.11 - Development Contribution Plan Policy
Zoning:	General Residential
Overlays:	Development Contributions Plan Overlay (Schedule 3)
Referrals:	Nil
Objections:	Three
Recommendation:	That Council approve the application

REPORT**EXECUTIVE SUMMARY**

The applicant proposes to demolish the existing dwelling and outbuildings, and construct three new dwellings, comprising two double storey dwellings and one single storey dwelling.

Advertising of the proposal resulted in three objections being received. The grounds of objection relate to overlooking, loss of outlook, alterations to the existing southern boundary fence and demolition of existing asbestos outbuildings.

The proposal demonstrates a satisfactory level of compliance with the provisions of Clause 55 of the Whittlesea Planning Scheme and, subject to conditions, meets all standards including those relating to setbacks and overlooking. The location of the carport for Dwelling No. 3 will reduce the daylight available to the adjoining dwelling to the south, however the applicant has offered to reduce the number of bedrooms within Dwelling No. 3 to two resulting in this dwelling only requiring one open car space, allowing the carport to be deleted and removing this impact on the adjoining property. This modification will need to be included as a condition on any permit issued.

The Housing Diversity Strategy (HDS) nominates the site as being within the Suburban Residential Change Area. The original application sought approval for four double storey dwellings. While the current proposal for three dwellings does not accord with the preferred density for this Change Area (a maximum of two dwellings), the proposal does accord with the design principles for this Change Area.

On the basis of the Clause 55 assessment and the proposal's general compliance with the design principles of the proposed HDS, it is recommended that Council approve the application.

SITE AND SURROUNDING AREA

The subject site is a residential property located on the eastern side of Elm Street, Thomastown, approximately 80m north of The Boulevard (see *Attachment 1*). The subject site is flat and irregular in shape, with a frontage to Elm Street of 19.8m and an average depth of 50.7m, providing a total site area of approximately 785m². The site currently contains a detached single storey dwelling constructed out of brick with a tiled pitched roof and two detached outbuildings. There is no vegetation of significance contained within the site.

The surrounding area is generally characterised by a mixture of single and double storey dwellings. To the north of the subject site is Scott Street and the rear yards of dwellings fronting Messmate Street. Directly to the south of the subject site are four double storey dwellings constructed out of brick and render with tiled pitched roofs. To the east and west of the subject site are a combination of single and double storey dwellings.

Examples of existing medium density development within the immediate vicinity are located at 2 Elm Street and 143 Messmate Street.

The subject site is located in proximity to the following sites, services and infrastructure:

- Dalton Road Park (120m east).
- Lorne Street Shops (270m north).
- Lorne Reserve (270m north).
- Bus Route 570 – Thomastown to RMIT Bundoora (290m southeast).
- Lalor Secondary College (350m north).

RESTRICTIONS AND EASEMENTS

The subject site is legally described as Lot 14 on Plan of Subdivision 013482. The Certificate of Title shows that the subject site is not affected by any Section 173 Agreements, however is affected by Restrictive Covenant 2448748. This Restrictive Covenant prohibits excavation on the subject site except for that associated with the construction of buildings. A 1.8m wide drainage and sewerage easement runs along the rear (eastern) boundary of the subject site.

There are no restrictions on title that preclude Council from determining the application.

BACKGROUND

The original application sought approval for four double storey dwellings. As a result of discussions between the applicant and Officers, the proposal was amended to construct two double storey dwellings and one single storey dwelling on the site. Public notification of the amended proposal was given to adjoining and surrounding residents.

PROPOSAL

It is proposed to construct two double storey and one single storey dwelling (see *Attachment 2*).

Dwelling Nos. 1 and 2 will contain a porch, entry, open plan family, meals and kitchen areas as well as a study, laundry and powder room on the ground floor, while the first floor will contain three bedrooms and two bathrooms. Dwelling No. 3 will contain a porch, entry, open plan family, meals and kitchen areas, three bedrooms and two bathrooms.

The existing crossover will be utilised to provide vehicle access to all three dwellings.

Details of the proposed development are outlined in the following table:

Dwelling No.	Height / Scale	No. of Bedrooms	Setbacks	Private Open Space	Car Parking	Maximum Height
Dwelling No. 1	Double Storey	3	5.6m front (west), 4.2m side (north) and 3.5m side (south)	100m ² (including 34m ² of secluded private open space)	Double Garage (6.0m x 5.5m)	6.8m (overall)
Dwelling No. 2	Double Storey	3	4.0m side (north) and 3.5m side (south)	41m ² (all secluded private open space)	Double Carport (6.0m x 5.6m)	7.0m (overall)
Dwelling No. 3	Single Storey	3	3.0m side (north), 1.8m rear (east) and 1.2m side (south)	41m ² (all secluded private open space)	Single Carport and Tandem Space (3.5m x 5.5)	4.1m (overall)

PUBLIC NOTIFICATION

Advertising of the application has resulted in three objections being received. The grounds of objection can be summarised as follows:

1. Overlooking.
2. Loss of outlook.
3. Alterations to the existing southern boundary fence.
4. Demolition of existing asbestos outbuildings.

HOUSING DIVERSITY STRATEGY

The Housing Diversity Strategy (HDS) was adopted by Council in December 2013. The Strategy provides a strategic framework for future residential development in the established areas of the municipality for the next 20 years. It aims to guide the future location and diversity of housing stock and identifies areas of housing growth and change, including areas where future housing growth will not be supported. In general, it aims to encourage higher residential densities and a diversity of housing types and sizes in areas with convenient walking access to public transport and activity centres.

Planning Scheme Amendment C181 seeks to introduce the HDS into the Whittlesea Planning Scheme (WPS) and implement the Reformed Residential Zones. This amendment was exhibited in March and April 2014. Council, at its meeting on 27 May 2014, resolved to refer the amendment to the Residential Zones Standing Advisory Committee (RZSAC) to consider submissions received during exhibition. The RZSAC held its hearing in September 2014 and finalised a report with recommendations that is currently with the Minister for Planning.

The HDS nominates the subject site as located within the Suburban Residential Change Area. This Change Area encourages standard density with the preferred housing types comprising detached dwellings, duplexes and dual occupancies. Key design principles include low building heights to reflect the existing suburban scale and character, a front setback to allow for significant landscaping and large canopy trees to create a sense of openness to the street, increased side and rear setbacks to provide for building separation and landscaping, standard site coverage to facilitate landscape opportunities, increased areas of private open space to allow for significant landscaping, large canopy trees in the front setback and extra-large canopy trees in the rear setback.

The proposed three dwelling development generally accords with the key design principles outlined in the HDS.

Until it is introduced into the WPS, the HDS can only be used to inform the assessment of proposals for medium density residential development. Decisions are required to be principally based on an assessment of current controls in the Planning Scheme, including Clause 55.

ASSESSMENT AGAINST CLAUSE 55 OF THE WHITTLESEA PLANNING SCHEME

The following table provides details on whether the proposal complies with the requirements of Clause 55 of the Whittlesea Planning Scheme. Under these provisions a development:

- Must meet all of the objectives.
- Should meet all of the standards.

If Council is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

	✓ - Compliance X - Non Compliance	Objectives	Standards	Comments
B1	Neighbourhood Character	✓	✓	Developments within the area are generally from the 1960s and typically detached, double and single storey houses. Garages, where provided are generally located at the rear of the property. The design of the proposed dwellings and materials uses complement the existing and emerging character of the area.
B2	Residential Policy	✓	✓	
B3	Dwelling Diversity	N/A	N/A	Only applicable to developments of ten or more dwellings.
B4	Infrastructure	✓	✓	
B5	Integration with the Street	✓	✓	
B6	Street Setback	✓	✓	
B7	Building Height	✓	✓	
B8	Site Coverage	✓	✓	
B9	Permeability	✓	✓	
B10	Energy Efficiency	✓	✓	
B11	Open space	N/A	N/A	Only applicable if public or communal open space is to be provided on the subject site or adjacent to the development.

B12	Safety	✓	✓	
B13	Landscaping	✓	x	A landscape plan has not been provided with the application. It is considered that this can be dealt with by a condition on any permit that is issued.
B14	Access	✓	✓	
B15	Parking Location	✓	x	The family and study windows of Dwelling No. 2 are setback less than the 1.5m requirement from the shared accessway. A condition should be included on any permit issued requiring the sill height of these windows be increased to 1.4m, which will ensure the 1.0m setback provided from the shared accessway is sufficient and in compliance with this Standard.
B17	Side and Rear Setbacks	✓	✓	
B18	Walls on Boundaries	✓	✓	
B19	Daylight to Existing Windows	✓	✓	
B20	North-facing Windows	✓	x	The carport for Dwelling No. 3 will impact on the daylight available for the adjoining north-facing window of 4/2 Elm Street. To address this matter, the applicant has offered to reduce the number of bedrooms for Dwelling No. 3 to a maximum of two, therefore negating the need for a carport. A condition can be placed on any permit issued requiring a maximum of two bedrooms for Dwelling No. 3 and one open car parking space.
B21	Overshadowing Open Space	✓	✓	
B22	Overlooking	✓	✓	
B23	Internal Views	✓	✓	
B24	Noise Impacts	✓	✓	
B25	Accessibility	✓	✓	
B26	Dwelling Entry	✓	✓	
B27	Daylight to New Windows	✓	✓	
B28	Private Open Space	✓	✓	

B29	Solar Access to Open Space	✓	✓	
B30	Storage	✓	✓	
B31	Design Detail	✓	✓	
B32	Front Fences	✓	✓	
B33	Common Property	✓	✓	
B34	Site Services	✓	✓	

CAR PARKING

Clause 52.06 of the Whittlesea Planning Scheme prescribes the rate and design standards for car parking spaces required on site. Pursuant to this Clause, the following car spaces are required:

Dwelling No.	No. of Bedrooms	Car Spaces Required	Car Spaces Provided	Complies
1	3	2	2	Yes
2	3	2	2	Yes
3	3	2	2	Yes

Garages should be at least 6.0m long and 3.5m wide for a single space and 5.5m wide for a double space (measured inside the garage or carport). An open car space should be at least 4.9m long and 2.6m wide. The proposal complies with these requirements. Enclosed spaces should also be free from obstructions, therefore a condition should be placed on any permit issued requiring the garbage bins for Dwelling No. 1 be relocated to the respective secluded private open space and the access door be amended to open in an outwards direction.

Accessways must have a minimum width of 3.0m, therefore a condition should be placed on any permit issued requiring the shared accessway have a continuous minimum width of 3.0m (by reducing the extent of landscaping along the southern side boundary).

DEVELOPMENT CONTRIBUTIONS PLAN OVERLAY - SCHEDULE 3

The site is affected by the Development Contributions Plan Overlay. Pursuant to Clause 45.06 of the Whittlesea Planning Scheme, the Development Contributions Plan Overlay enables the levying of contributions for the provision of works, services and facilities prior to development commencing. Schedule 3 to the Overlay requires contributions for drainage infrastructure for medium density residential development at a current rate of \$2.19 per square metre of the total site area. This requirement must be included as a condition on any planning permit that is issued.

COMMENTS ON GROUNDS OF OBJECTION

1. Overlooking.

Ground floor overlooking will not occur due to the existing and proposed boundary fences. Obscure glazing to first floor windows will ensure overlooking complies with the requirements of Clause 55 of the Whittlesea Planning Scheme. Accordingly, this ground of objection cannot be substantiated.

2. Loss of outlook.

The height and bulk of the dwellings is considered to be appropriate for the area and is similar to that provided on many other multi-dwelling and double storey dwellings within the immediate area. The proposed dwellings are provided with an appropriate mix of materials, recessing and articulation at the first floor level to ensure their impact is diminished. Accordingly, this ground of objection cannot be substantiated.

3. Alterations to the existing southern boundary fence.

The proposal includes the retention of the existing 2.0m high paling fence along the southern side boundary. Accordingly, this ground of objection cannot be substantiated.

4. Demolition of existing asbestos outbuildings.

The demolition of existing buildings on the site is a matter assessed under the Building Code of Australia. Accordingly, this ground of objection cannot be substantiated.

DECLARATIONS OF CONFLICTS OF INTEREST

Under Section 80C of the *Local Government Act 1989*, Officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

The application has been assessed against the Whittlesea Planning Scheme and in particular the objectives and standards of Clause 55. The proposal demonstrates a satisfactory level of compliance subject to minor modifications as outlined. It is considered that the proposal will not have a detrimental impact on the character of the neighbourhood nor on existing surrounding residential properties and accordingly approval of the application is recommended.

RECOMMENDATION

THAT Council resolve to approve Planning Application No. 715030 and issue a Notice of Decision to Grant a Permit for the construction of three dwellings in accordance with the endorsed plans and subject to the following conditions:

- 1. Prior to the endorsement of the plans required under Condition No. 3 of this Permit, the permit holder must pay to Council a contribution for drainage pursuant to Clause 45.06 of the Whittlesea Planning Scheme. The drainage contribution will be subject to the Consumer Price Index (CPI) applicable at the time of payment.**
- 2. Prior to the endorsement of the plans required under Condition No. 3, or at such later date as the Responsible Authority may approve in writing, there shall be lodged with the Responsible Authority an amount of \$3,000 as security deposit for the satisfactory completion and maintenance of the landscaping works hereby permitted. Upon completion of the landscaping works to the satisfaction of the Responsible Authority, the Responsible Authority will refund the security deposit to the then owner of the subject land.**

3. Prior to the commencement of buildings and works, three copies of a revised plan must be submitted to and approved by the Responsible Authority, showing:
 - a) The family and study windows of Dwelling No. 2 to have a minimum sill height of 1.4m.
 - b) A maximum of two bedrooms for Dwelling No. 3, deletion of the carport and provision of one open car space.
 - c) The garbage bins for Dwelling No. 1 relocated to the respective secluded private open space and the access door amended to open in an outwards direction.
 - d) The shared accessway to have a continuous minimum width of 3.0m.
4. Prior to the commencement of buildings and works, a detailed landscape plan, prepared by a person suitably qualified or experienced in landscape design, must be submitted to and approved by the Responsible Authority. The plans must be drawn to scale, with dimensions, and show all proposed landscaping, including details of any existing vegetation to be removed or retained, the location of all new planting, a schedule of plant species and height at maturity and a maintenance schedule. Species selection is to be to the satisfaction of the Responsible Authority. Any proposed trees must be at an advanced stage of growth when planted.
5. The development allowed by this Permit and shown on the plans and / or schedules endorsed to accompany this Permit must not be amended for any reason without the prior written consent of the Responsible Authority.
6. Once the development has started, it must be continued and completed to the satisfaction of the Responsible Authority.
7. Prior to the occupation of the proposed dwellings hereby approved, landscaping works shown on the endorsed plan must be completed and then maintained to the satisfaction of the Responsible Authority.
8. Prior to the occupation of the proposed dwellings hereby approved, the car parking areas and accessways must be drained, fully sealed and constructed with asphalt, interlocking paving bricks, coloured concrete or other similar materials to the satisfaction of the Responsible Authority.
9. In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.
10. Vehicular access to the site must be by way of a vehicle crossing constructed in accordance with Council's Vehicle Crossing Specifications to suit the proposed driveway(s) and the vehicles that will be using the crossing(s). The location, design and construction of the vehicle crossing(s) must be approved by the Responsible Authority. Any existing unused or redundant crossing(s) must be removed and replaced with concrete kerb, channel and naturestrip to the satisfaction of the Responsible Authority. All vehicle crossing works are to be carried out with Council supervision under a Road Opening Permit.
11. Before starting any buildings or works, engineering plans showing a properly prepared design (with computations) for the internal drainage and method of disposal of stormwater from all roofed and sealed areas, including the use of an on-site detention system (if required), must be submitted to Council for approval. These internal drainage works must be completed to Council's satisfaction prior to using or occupying any building on the site.
12. Prior to the occupation of the dwellings hereby approved, the permit holder is required to construct at no cost to Council, drainage works between the subject

site and the Council nominated point of discharge. Such drainage works must be designed by a qualified engineer and submitted to and approved by Council. Computations will also be required to demonstrate that the drainage system will not be overloaded by the new development. Construction of the drainage system must be carried out in accordance with Council specifications and under Council supervision.

13. Discharge of stormwater from the land will be required by means of an underground pipe drainage system designed to the satisfaction of the Responsible Authority and discharging into an approved outlet in a street or an underground pipe drain to the requirements of the Responsible Authority. In this regard no water shall be discharged from any pipe or paved area onto the surface of any adjacent land.
14. Prior to the occupation of the dwellings hereby approved, reticulated (water, sewerage, gas and electricity) services must be constructed and available to the satisfaction of the Responsible Authority.
15. The permit holder shall be responsible to meet all costs associated with reinstatement and/or alterations to Council or other Public Authority assets deemed necessary by such Authorities as a result of the development. The permit holder shall be responsible for obtaining prior specific written approval for any works involving the alteration of Council or other Public Authority assets.
16. Prior to the occupation of any dwelling on the subject site, a letter box and house number to the satisfaction of the Responsible Authority shall be provided for each dwelling.
17. At all times during the construction phase of the development, the permit holder shall take measures to ensure that pedestrians are able to use with safety any footpath along the boundaries of the site.
18. Upon completion of all buildings and works authorised by this permit the permit holder must notify the Responsible Authority of the satisfactory completion of the development and compliance with all relevant conditions.
19. Any litter generated by building activities on the site shall be collected and stored in an appropriate enclosure which complies with Council's Code of Practice for building/development sites. The enclosures shall be regularly emptied and maintained such that no litter overflows onto adjoining land. Prior to occupation and/or use of the building, all litter shall be completely removed from the site.
20. Any mud or other materials deposited on roadways as a result of construction works on the site must be cleaned to the satisfaction of the Responsible Authority within two hours of it being deposited.
21. In accordance with the Planning and Environment Act 1987, a Permit for the development expires:-
 - (a) The approved development does not start within two years of the date of this permit; or
 - (b) The approved development is not completed within four years of the date of this permit.

The Responsible Authority may extend the periods referred to above if a request is made in writing. This request must be made before or within six months after the permit expiry date where the development has not yet started and within 12 months after the permit expiry date where the development allowed by the permit has lawfully started before the permit expires.

Notes

Advanced Trees

An advanced tree under this Permit shall generally constitute the following:-

- Evergreen – minimum container size 45 litre spring ring, calliper at ground level 50mm.
- Deciduous – minimum calliper at ground level 65mm, minimum height 2 metres.

Easements

No structure may be built over an easement on the subject site without the consent of the relevant Responsible Authority.

Property Numbering

Property Numbers will be allocated by the City of Whittlesea in accordance with Council’s Street Numbering Policy. Please do not give potential buyers any interim numbering as this often leads to confusion and problems once the correct number is issued. Please check with Council’s Subdivision Department or GIS Department to verify all street numberings before commencement of any advertising for sale or lease.

COUNCIL RESOLUTION

MOVED: *Cr Kelly*
SECONDED: *Cr Sinclair*

THAT Council resolve to adopt the Recommendation.

CARRIED

6.2 COMMUNITY SERVICES

6.2.1 ANNUAL UPDATE REPORT ON COUNCIL'S DISABILITY ACTION PLAN

File No: 155042
Responsible Officer: Director Community Services
Author: Team Leader Access

REPORT

SUMMARY

The City of Whittlesea Disability Action Plan 2013-16 (DAP), adopted by Council in March 2014, detailed measures to direct Council in working towards an inclusive community.

This report informs Council of progress on actions that are outlined in the DAP as at July 2015.

INTRODUCTION

The Australian Disability Discrimination Act (1992) makes it illegal for people or organisations to discriminate against people with disabilities, their carers and associates either intentionally or unintentionally. The Australian Human Rights Commission recommends that organisations including governments develop Disability Action Plans to both ensure that they do not discriminate and to act as a defence against possible discrimination claims.

This Disability Action Plan (DAP) 2013 - 2016 is the third City of Whittlesea DAP.

BACKGROUND

The DAP 2013 – 2016 is a whole-of-Council strategy which guides Council's priorities and actions to achieve equity for people of all abilities in our inclusive, diverse and fast-growing municipality.

During late 2012 Council undertook a comprehensive audit of the achievements of the DAP 2009 – 2012, which guided and assisted in the development of the DAP 2013 – 2016.

The DAP 2013 – 2016 is divided into the following 7 major areas for Council action.

1. Governance, consultation and community engagement

Goal: All residents have the opportunity to participate equally in the planning and consultation processes which shape our community.

2. Employment

Goal: All residents have equal access to employment opportunities in our community.

3. The built environment

Goal: The built environment in our municipality will be universally accessible.

4. Transport

Goal: Appropriate and accessible transport services will be available to meet the varying needs of all residents.

5. Arts, culture, leisure and recreation

Goal:All residents will have the opportunity to participate in, contribute to and enjoy arts, cultural and recreational activities.

6. Support services

Goal:Support services in the municipality are responsive and accessible to the needs and aspirations of citizens with disabilities, their families and carers.

7. Implementation and evaluation of the DAP

Goal:Implementation and evaluation of the DAP 2013 – 2016 will enable Council to contribute strategically to achieving an inclusive community.

Highlights of the outcomes from the DAP 2013-16

For the period up to July 2015, a number of actions were progressed and/or finalised.

Some of the highlights include:

- Council agreement to provide land for a six bedroom Scope respite facility, in South Morang, which opened May 2015 providing much needed local Respite services for the community.
- Access Audits completed on all Council venues in 2014 to identify access issues.
- Completion of accessibility upgrades at Epping Memorial Hall, Greenbrook Community House and Epping North Community Activity Centre.
- New concession rates at Council's Leisure Centres for people receiving Disability Support Pension and Carer's Payment to be a minimum of 20% from July 2014.
- An average of 30 residents with disabilities/ service providers/ carers per month are consulted and input into the Whittlesea Disability Network meetings.
- Over 600 people receive "Our News" newsletter each month which is an information newsletter for local residents with disabilities, carers and service providers.
- Over 70 staff attended Disability awareness training which increased their knowledge on the Disability Discrimination Act and Council's DAP on average by 30%. Input from local persons with different disabilities were also involved in this training..
- Whittlesea Special Kids School Holiday (WhiSKHA) and WhiSKHA Teen program supported 1,528 children/teenagers with disabilities with School holiday program since the start of 2014.
- Installation of Braille way finding signage at the Civic Centre.
- Installation of Assisted Listening systems in Council Chambers, Fountain View room and the Great Hall.
- Access Audits at Council major events such as Council's Australia Day event.
- Establishment of the Whittlesea Futures Disability Cluster.
- Continued advocacy for additional facility based respite options for adults and children within the municipality.

Carry forward actions

There are a number of actions of the DAP that will be carried forward into the next financial year. These include:

- Consideration of disability awareness training for Councillors at induction.

- Review of Council’s consultation processes to ensure that people with disabilities are included equally.
- Ensure accessibility of Council meetings, consultation and forums
- Continue to encourage compliance with Disability Discrimination Act at earliest stage of planning permit process for all new buildings which require a planning permit, with particular focus on town/shopping centre developments.
- Enhance accessibility of public toilets.
- Increase the proportion of accessible/visitable/adaptable housing in new developments.
- Advocate for a responsive, accessible, and sustainable Community Transport system in the municipality which is integrated with public transport, community support and health services.
- All Council events, programs and celebration activities will be as accessible as practically achievable.
 - Feasibility assessment undertaken of sites across the municipality for their potential to deliver accessible events and festivals.
 - Accessible facilities are provided and promoted in media communication for all events and at all events.
- All events and activities operated in conjunction with external partners will be as inclusive and accessible as practically achievable.
- Prepare for introduction and roll-out of National Disability Insurance Scheme (NDIS), particularly given the recent announcement that Whittlesea will be amongst the first municipalities to have the NDIS rolled out, as of July 2016.

Challenges

Some of the areas of the DAP where there have been challenges and need further work include:

Employment

- Work that has been done in this area includes the establishment of a Whittlesea Disability Network Employment working group and the City of Whittlesea working with the National Disability Recruitment Coordinator to develop more inclusive recruitment processes within Council.

Regional Accessible Play space

- Further work will be done to develop a business case for this project.

PROPOSAL

To provide Council an update at the current progress of the DAP 2013-16

CONSULTATION

All responsible Departments provide a quarterly progress report on relevant DAP actions.

The DAP 2013-16 report will be made public via distribution to Whittlesea Disability Network and Council website upon Council approval.

CRITICAL DATES

The current DAP 2013-16 will expire in June 2016. An evaluation and audit of actions will be conducted and reported to Council during the second half of 2016. The process of consultation internally and externally will then commence to develop the next Council DAP.

While the process of auditing the current DAP and developing the next DAP is underway, actions under the DAP will not cease. There are currently 72 actions in the DAP 2013-16 that are ongoing. Work will continue on these actions and with many considered for incorporation into the new DAP.

FINANCIAL IMPLICATIONS

Budget for the current DAP actions have already been included in current budgets.

POLICY STRATEGY AND LEGISLATION

Relevant policy strategy and legislation is listed below:

- Australian Disability Discrimination Act 1992 (DDA)
- Victorian Disability Act 2006
- Victorian State Disability Plan 2013-16
- City of Whittlesea Disability Action Plan 2013-16.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Inclusive & Engaged Community
Theme	Participation & decision making
Strategic Objective	People are involved in issues that affect them

The DAP links to the follow Directions and themes of the Council Plan 2013-2017 “Shaping Our future”-

Direction 1: Inclusive & Engaged Community

- Community Spirit
- Participation & Decision Making

Direction 2: Accessibility in, out and around our City

- Access to Services
- Transport
- Access to Information

Direction 3: Growing our Economy

- Employment

Direction 4: Places and spaces to connect people

- Open space
- Community Hubs
- Planning our space
- Leisure & Recreation

Direction 5: Health and Wellbeing

- Healthy Community

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

The current DAP 2013-16 will expire in June 2016, and will be reviewed as part of the development of Council’s next iteration.

Council’s DAP provides clear direction for Council in ensuring that our services, programs and facilities are accessible by all, regardless of an individual’s level of ability. There have been many achievements associated with the implementation of the DAP over the past 12 months as highlighted within this report

RECOMMENDATION

THAT Council resolve to receive the report on the progress of the City of Whittlesea Disability Action Plan 2013-16.

COUNCIL RESOLUTION

MOVED: *Cr Laliros*
SECONDED: *Cr Kelly*

THAT Council resolve

1. Receive the report on the progress of the City of Whittlesea Disability Action Plan 2103-16;
2. Ensure the following items to be carried forward are actioned:
 - a. Council's consultation process with external bodies, organisations, community groups, should be well detailed and advertised and inclusive of people with disabilities.
 - b. If there are any changes to accessing Council's public facilities due to events or activities run by Council or the community that restrict general public access, proper disability access that is agreed to by the City of Whittlesea and wide communication to the general public must be provided.
 - c. All events and activities operated in conjunction with external partners will be planned to be inclusive and accessible.
3. Investigate establishing a pilot minor works grants program for businesses to address non-compliant disability access.

CARRIED UNANIMOUSLY

6.3 FINANCE AND ORGANISATION IMPROVEMENT**6.3.1 LEASE - VICTORIA POLICE - 785 HIGH STREET EPPING****File No:** SU167338**Attachments:** 1 Site Plan & Photo**Responsible Officer:** Director Finance & Organisation Improvement**Author:** Senior Property Officer**REPORT****SUMMARY**

This report seeks Council approval to invite public submissions on the proposed lease currently being negotiated with the Victoria Police for use of the land known as 785 High Street, Epping (see *Attachment 1 – Site Plan & Photo*). The land is in the municipality's South West Ward.

The proposal seeks to extend the occupancy presently granted to the Victoria Police for the purposes of operating a 24 hour police facility.

BACKGROUND

DTZ (who act on behalf of the Victoria Police) have recently approached Council seeking an agreement to re-lease the land located at 785 High Street, Epping.

Victoria Police has occupied the former Council offices under successive lease agreements (since 1994) and proposes that a new agreement be drawn to extend its current tenancy by a further four years (with two options of one additional year each).

The request has been made to ensure that current business operations remain unaffected whilst negotiations are being held to undertake a full office refurbishment to accommodate existing and future staff office requirements.

The proposal will also ensure that the tenure will mirror the existing tenancy agreement and uphold the terms and conditions such as keeping the premises in good repair, payment of rent, rates, levies, insurance and utility charges, and preventing the premises from being used for anything other than its permitted use.

PROPOSAL

To seek Council's recommendation and invite public submissions on the proposed lease to the Victoria Police of the property located at 785 High Street, Epping. The former Council offices and car-parking precinct will be made exclusively available to the Victoria Police for an initial period of four years with two further terms of one year each. An annual rental of \$200,000 per annum (plus GST) will be charged for the first four years and be subject to fixed annual reviews for each of the further terms. The proposal will ensure that the Victoria Police will continue its provision of policing services without interruption.

The Victoria Police will undertake significant upgrades to the current office accommodation fit-out as part of the lease renewal process. Works will include, but not be limited to, the alteration in layout for workstations and amenities.

CONSULTATION

External consultation has been held between Council officers and the Applicant’s appointed representatives (DTZ) to ensure that the proposed lease is drawn in the appropriate manner and is beneficial to all parties involved.

The matter was also referred internally to ensure that no objection (or conflict) may be raised in light of the proposal. No objections were received.

The referral also ensured that an independent building audit was undertaken to identify critical works required to improve the base building structure and fit-out works.

PUBLIC SUBMISSIONS

Council will invite public submissions under Section 223 of the *Local Government Act* 1989 regarding the proposed lease. An advertisement will be placed in the Whittlesea Leader newspaper and Council’s website on Wednesday 4 November 2015 requesting that public submissions be received by Thursday 3 December 2015 (12 noon).

FINANCIAL IMPLICATIONS

Following discussions with representatives of DTZ, Council’s Manager Property & Valuation Services has proposed an annual rental of \$200,000 per annum (plus GST) during the first four years of the lease. The rent will be reviewed (‘to market’) at the commencement date of each of the two further terms.

POLICY STRATEGY AND LEGISLATION

Council must seek public submissions on the proposed lease under Section 190 of the *Local Government Act* 1989. Submissions will be invited for a period no less than 28 days and referred onto an elected Committee of Council for consideration. The appointed Committee will consider and report all findings to Council for its final recommendation at their next available meeting.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Good Governance
Theme	Growth and change
Strategic Objective	Services and infrastructure keep pace with population growth

The proposal seeks to extend the tenancy of the Victoria Police and offer a greater provision of policing services to Council and the greater community within the Epping area.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the *Local Government Act* 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

To invite public submissions on the proposed lease of Council’s premises at 785 High Street Epping and extend the occupancy presently granted to the Victoria Police for the purposes of operating a 24 hour police facility.

DECLARATION OF INTEREST

Cr Spinelli declared a direct interest in Item 6.3.1 Lease – Victoria Police – 785 High Street Epping.

Prior to the matter being considered or any vote taken in relation to the matter, Cr Spinelli left the Council Chamber at 7:25 PM and advised the Mayor accordingly.

Cr Spinelli returned to the Council Chamber at 7.27PM following the vote on this item.

DECLARATION OF INTEREST

Cr Griffin declared an indirect interest because of conflicting duty in Item 6.3.1 – Lease Victoria Police – 785 High Street Epping on the grounds that he works for the Victoria Police at that address on a regular basis.

Prior to the matter being considered or any vote taken in relation to the matter, Cr Griffin left the Council Chamber at 7:25 PM and advised the Mayor accordingly.

Cr Griffin returned to the Council Chamber at 7.27PM following the vote on this item.

RECOMMENDATION

THAT Council resolve to:

1. **Invite public submissions in accordance with Section 190 and 223 of the *Local Government Act* 1989, on its intentions to lease the land located at 785 High Street, Epping, to the Victoria Police. The lease will be drawn under the following terms and conditions –**
 - a) **The Tenant will be offered a lease for an initial period of four years with two further terms of one year each.**
 - b) **The Tenant will pay a lease rental of \$200,000 per annum (plus GST and outgoings) for the each of the first four years of the lease.**
 - c) **Council will exercise a market review at the expiry of the initial terms and each of the further terms.**
2. **Establish an advisory Committee of Council comprising of South-West Ward Councillors, to consider any written submissions received on the proposal and make recommendations to Council on any such submissions.**
3. **Authorise the Chief Executive Officer to carry out administrative procedures necessary to enable Council to carry out its functions under Section 223 of the *Local Government Act* 1989.**
4. **Receive a further report on the proposed lease following the close of the submission period.**

COUNCIL RESOLUTION

MOVED: *Cr Sinclair*
SECONDED: *Cr Alessi*

THAT Council resolve to adopt the Recommendation.

CARRIED

6.4 INFRASTRUCTURE

6.4.1 TRAFFIC CONDITIONS - ORCHARD ROAD, DOREEN

File No: ST/106259

Attachments:

- 1 Petitioner (Orchard Road Area)
- 2 Locality Plan and Petitioner Broader Area
- 3 Traffic Conditions

Responsible Officer: Director Infrastructure

Author: Team Leader Traffic Engineering

REPORT

SUMMARY

The purpose of this report is to consider a petition regarding road safety and traffic conditions in Orchard Road, Doreen.

INTRODUCTION

A petition regarding road safety and traffic in Orchard Road, Doreen, was tabled at Council's meeting on 24 February 2015.

The petition contained 36 signatures from 33 residents and 3 non-residents of the City of Whittlesea (Attachment 1) and requested Council investigate installing raised pavements and a school speed zone on Orchard Road, Doreen. In support of their request, the petitioners raised concerns about:

- Traffic speeds
- Hoon driving
- Increase in traffic flow.

DISCUSSION

ROAD NETWORK & FUNCTION

Orchard Road is a collector road in the Doreen South area. It consists of a straight, generally flat, 750m east-west section, west of Yan Yean Road and a gently curvilinear, flat, 500m north-south section, between Elation Boulevard and the east-west section.

As the curvilinear north-south section of Orchard Road is not conducive to high speeds, and as the Orchard Road petitioners all reside in the east-west section, the investigation and this report focus on the east-west section.

Orchard Road is one of two collector roads (the other being Jorgensen Avenue) that provide access to and from Yan Yean Road for a residential area between Bridge Inn Road and Yan Yean Road. The road is an alternative for some drivers who wish to avoid the roundabout at the Bridge Inn Road / Yan Yean Road intersection.

The road has been designed as a collector road with a cross section that includes two 3.5m traffic lanes with parking lanes or indented parking at various locations. The road has been designed for a traffic volume of up to approximately 5,000 vehicles per day (VPD).

The majority of the abutting land use is residential with the exception of:

- Orchard Park (a passive recreation reserve) on the north side of the road.
- A 100,000m² rural-residential block (approximately 100 future residential lots) on the south side.
- An 85,000m² rural parcel of land (approximately 75 future residential lots) on the west side.
- A 40,000m² parcel of land set aside for a future primary school and CAC on the east side.
- A child care centre and place of worship on the north side near Yan Yean Road.

Orchard Road services the 520 bus route between Laurimar Town Centre and Greensborough. The speed limit on Orchard Road is 50km/h.

CURRENT TRAFFIC CONDITIONS

A summary of the results of traffic surveys undertaken in Orchard Road are in the following table:

Traffic Survey Results

Year	Location (House No.)	VPD	Speed (km/h)		% / No. Vehicle Over	
			Average	85 th %ile	50 km/h	60 km/h
2012	14	3,394	47	58	39% / 1,324	9% / 305
2015	14	2,964	52	58	56% / 1,660	10% / 296
2015	52	960	35	42	1% / 10	0% / Nil

The results indicate that:

- Between Garden Road and Yan Yean Road, traffic speeds are higher than desirable.
- Between Garden Road and the north-south section traffic speeds are acceptable.
- Traffic volumes are within the design parameters of the road.
- Traffic volumes in the section between Yan Yean and Garden Road have decreased by over 10% in the past three years. The 10% decrease in traffic between 2012 and 2015 can be attributed to alternative routes being available for traffic as the road network in the area is progressively completed.

FUTURE TRAFFIC CONDITIONS

Traffic conditions in the Orchard Road area will change in the future. The increase in residential development and provision of community facilities (primary school and CAC) will increase traffic demand in the area, whereas the completion of the road network (additional north-south and east-west collector roads) and the provision of traffic improvements (a roundabout at the Jorgensen Avenue / Yan Yean Road intersection) will decrease reliance on Orchard Road.

The net result of traffic gain and loss is not expected to be significant, and Orchard Road traffic volumes are expected to remain in the range of 3,000vpd.

CRASHES

VicRoads' CrashStats (casualty crash data) indicates that there has been no crashes recorded in Orchard Road between 2010 and 2014 (currently CrashStats is only updated to 31 December 2014).

SCHOOL SPEED ZONE

VicRoads' guidelines indicate that school speed zones should only apply where there are *primary and secondary schools on roads that have boundary gates used for student access*. As Orchard Road does not have a school boundary or school gate, and as childcare centres do not qualify for school speed zones, a school speed zone on Orchard Road does not meet VicRoads' requirements.

However, as there are some school speed zones in situations where VicRoads' requirements are not met, a request for a school speed zone can be submitted to VicRoads.

HOON DRIVING

There is some evidence (tyre skid and burnout marks) of hoon driving on Orchard Road. However as it is the Victoria Police, rather than Council, that has the responsibility and authority to deal with hoon driving, this matter should be dealt with by the Police.

ANALYSIS

Higher than desirable vehicle speeds in the section of Orchard Road between Yan Yean and Garden Road need to be addressed. The most obvious and cost effective option is the installation of raised pavements. In this case, because Orchard Road is a bus route and the bus operator may not agree to flat-top raised pavements, asphalt road cushions may need to be considered.

To be effective, flat-top raised pavements or road cushions would need to be installed at 80m to 120m intervals, as recommended by Austroads and VicRoads. Therefore four flat-top raised pavements or sets of asphalt road cushions in the 500m section of Orchard Road between Garden Road and Yan Yean Road would be required.

As vehicle speeds in Orchard Road between Garden Road and the north-south section are acceptable, no action is necessary in this section.

CONSULTATION

The 10 residents of the section Orchard Road, between Garden Road and Yan Yean Road, that signed the petition, represent 50% of the 21 residential properties in this section. This is a good representation of the level of support that Orchard Road residents have for raised pavements.

Consultation on the principle of installing raised pavements in this section of Orchard Road is therefore unnecessary, however resident feedback would be sought on the details of this proposal prior to any works proceeding.

As Orchard Road is a bus route it will also be necessary to consult the bus operator on this matter. In the first instance, consultation would be regarding flat-top raised pavements, but if the bus company is not agreeable to these, consultation would be on asphalt road cushions.

FINANCIAL IMPLICATIONS

The cost of installing four flat-top raised pavements or asphalt road cushions on Orchard Road would be approximately \$30,000.

As there is no specific budget allocation for this work in the 2015/2016 New Works Program and the Collector Road Traffic Management – Various Locations Program, through which traffic Management devices in similar instances are already allocated, a budget submission will be prepared for these works to proceed in 2016/2017.

The cost of installing school speed zone signs is approximately \$500. Funds are available in the Minor Traffic Works account for this work.

POLICY STRATEGY AND LEGISLATION

The investigation and consultation process and implementation of traffic management measures accords with Council’s *Community Plan (CP)* and *Road Safety Strategy 2004 (RSS)*, in particular:

- CP Item 1.1 - Engage and consult with our community, stakeholders and customers in a meaningful way.
- CP Item 2.6 - Deliver road safety improvement projects to the satisfaction of authorities and residents.
- RSS – Action Plans 2 (relating to community consultation on road safety matters), 4 (pedestrian safety), 7 (children and road safety), 8 (older persons and road safety) & 9 (speed management).

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Health and Wellbeing
Theme	Safety
Strategic Objective	Our built form incorporates safety design

The installation of raised pavements would reduce traffic speeds and thus the likelihood and severity of crashes, improving vehicle and pedestrian safety.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

Traffic speeds in the section of Orchard Road between Garden Road and Yan Yean Road are higher than desirable. Raised pavements as the most obvious and cost effective option to reduce traffic speeds.

Orchard Road residents have indicated a good level of support for raised pavements, however resident feedback would be sought on the details of this proposal prior to any works proceeding.

The operator of the Orchard Road bus service would need to be consulted. In the first instance, this would be regarding flat-top raised pavements and if the operator is not agreeable to these, consultation would be on asphalt road cushions.

It is estimated that approximately \$30,000 will be required to install the raised pavements. A budget submission will be prepared for these works to proceed in 2016/2017 as funding that existing in 2015/16 for traffic calming works has already been allocated.

Traffic speeds in the section between Garden Road and the north-south section are acceptable and any traffic management in this section is not necessary. Traffic volumes are within the design parameters of the road.

Although VicRoads' requirements for a school speed zone are not met, a request for a school speed zone can be submitted to VicRoads.

Concerns regarding hoon driving are more appropriately dealt with by the Victoria Police.

RECOMMENDATION

THAT Council resolve to:

1. Install road raised pavements in Orchard Road between Garden Road and Yan Yean Road.
2. Refer the cost of installing the raised pavements to the 2016/2017 New Works Program.
3. Prepare a submission to VicRoads for a school speed zone in Orchard Road.
4. Refer the matter of hoon driving in Orchard to the Victoria Police; and
5. Advise the head petitioner of Council's decision on this matter.

COUNCIL RESOLUTION

MOVED: *Cr Kirkham*
SECONDED: *Cr Kelly*

THAT Council resolve to:

1. **Install road raised pavements in Orchard Road between Garden Road and Yan Yean Road.**
2. **Fund the \$30,000 cost of installing the raised pavements from savings identified within the 2015/2016 New Works Program.**
3. **Prepare a submission to VicRoads for a school speed zone in Orchard Road.**

4. Refer the matter of hoon driving in Orchard to the Victoria Police; and
5. Advise the head petitioner of Council's decision on this matter.

CARRIED UNANIMOUSLY

6.5 GOVERNANCE AND ECONOMIC DEVELOPMENT**6.5.1 ANNUAL REPORT 2014-2015**

File No: 191121

Attachments: 1 Annual Report 2014-2015

Responsible Officer: Acting Director Governance & Economic Development

Author: Governance Officer

REPORT

SUMMARY

The purpose of this report is to provide Council with an opportunity to consider the 2014-2015 Annual Report.

BACKGROUND

The 2014-2015 Annual Report provides a report on Council's operations for the year and outlines Council's performance against the Council Plan. It also provides audited performance and financial statements for the period 1 July 2014 – 30 June 2015.

In accordance with the Local Government Act 1989, public notice has been given that the Annual Report has been prepared and is available for inspection.

The report contains the following:

- A report of Council's operations during the financial year (Part 1);
- An audited performance statement for the financial year of results achieved against the prescribed performance indicators and measures and includes a copy of the Auditor-General's Report on the Performance Statement (Part 2);
- Audited financial statements, prepared in accordance with the Australian Accounting Standards and a copy of the Auditor-General's Report on the Financial Statements (Part 3); and
- A report on Council's performance in relation to the Council Plan (Part 4).

The following new statutory reporting requirements have been incorporated into the Report of Operations:

- A summary of the number of full time equivalent (FTE) staff categorised by employment classification and gender.
- Council's performance for the 2014-15 year has been reported against each strategic objective to demonstrate how council is performing in achieving the 2013-17 Council Plan objectives.

Performance has been measured as follows:

- Results achieved in relation to the strategic indicators in the council plan;
- Progress in relation to the major initiatives identified in the budget;
- Services funded in the budget and the person or sections of the community who are provided those services; and

- Results against the prescribed service performance indicators and measures.
- Council’s assessment against the prescribed governance management checklist has also been included.

SELECTED HIGHLIGHTS

The Annual Report provides detail on a broad range of activities undertaken during the year by Council on behalf of the community. A selection of the many highlights from the year includes:

- Access Denied was a well-executed campaign that delivered a clear message on behalf of the community. The campaign resulted in a \$600 million commitment from the new State Government to extend the rail line to Mernda and \$40.7 million to construct the Hume Freeway Interchange and duplicate O’Herns Road.
- Keeping our community free of preventable disease requires high rates of immunisation. Once again, we’ve achieved the highest rate of infant immunisation in the north/west region of Victoria. More than 5,000 secondary school students got the jab and 6,000 members of the public received 13,000 doses of vaccine.
- This year Council made further carbon emission reduction measures with the installation of energy efficient street and sports lighting. Nearly 7,000 mercury vapour lights were replaced with compact fluorescent lights. Also, solar lighting and heating and cooling upgrades at Mill Park Library will save 23% in energy consumption.
- Our Municipal Emergency Management Plan that includes strategies to prevent, prepare, respond to and recover from emergencies received the highest possible score in the audit by the State Emergency Service.
- We have delivered technology training to 9,100 local residents and 300 local businesses to enable more informed and intelligent access to new technology. Our significant work in this area earned us a nomination in the Smart21 Community Program.

CONSULTATION

Copies of the Annual Report were made available at the Council Offices and at the Yarra Plenty Regional Library Branches of Lalor, Thomastown, Mill Park, and Whittlesea. A copy was also published on Council’s website at www.whittlesea.vic.gov.au.

CRITICAL DATES

Public notice has been given that copies of the Annual Report are available for inspection and that it will be considered by Council at this meeting.

FINANCIAL IMPLICATIONS

The Annual Report was produced within approved budget allocations.

POLICY STRATEGY AND LEGISLATION

A copy of the Annual Report including the Audited Performance Statement and Financial Statements has been forwarded to the Minister for Local Government in accordance with Section 131 (6) of the Local Government Act 1989.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Good Governance
Theme	Continuous improvements
Strategic Objective	Council adopts best practice models of operation

The Annual Report promotes open and transparent government by reporting Council's operations.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

It is recommended that the 2014-2015 Council Annual Report be received and noted.

RECOMMENDATION

THAT Council resolve to receive and note the 2014-2015 Annual Report in accordance with Section 134(1) of the Local Government Act 1989.

COUNCIL RESOLUTION

MOVED: *Cr Kirkham*
SECONDED: *Cr Laliou*

THAT Council resolve to adopt the Recommendation.

CARRIED

6.5.2 ANNUAL REVIEW OF PROCUREMENT POLICY

File No:	177436
Attachments:	1 Procurement Policy (Version 6.1)
Responsible Officer:	Acting Director Governance & Economic Development
Author:	Team Leader Procurement

REPORT**SUMMARY**

This report details the outcomes of the annual review of the Procurement Policy for the 2014/2015 financial year and proposed improvements to the Policy that were developed following consultation with the Council.

BACKGROUND

Council's Procurement Policy was formally adopted by Council in November 2009. Section 186A(7) of the Local Government Act 1989 states that "At least once in each financial year, a Council must review the current procurement policy and may, in accordance with this section, amend the procurement policy."

The policy is publicly available via Council's website. All Council staff involved with procurement activity were invited to make submissions for assessment in the review. Council's Procurement Unit considered all feedback to ensure the policy remains relevant, effective and current.

Numerous improvements to the Procurement Policy have been made over the past five years, particularly in terms of articulating Council's commitment to environmental sustainability, support of local business and encouragement of social procurement. The policy requires minor changes to bring it in line with updates to legislation, procedures and organisational structure.

A significant development in the procurement function at Whittlesea in the past year was the launch of the Procurement Strategy in March 2015. The strategy will be the main driver of continuous improvement activity over the next two years and it requires linkage with the current policy. Council management has reviewed procurement processes as part of ongoing continuous improvement activity.

Amendments to the policy are also proposed to provide additional clarity, to strengthen probity and governance arrangements and to increase the advantage given to local businesses when tendering for the provision of works, goods and services to Council.

PROPOSAL

The following amendments to the policy are proposed:

1. Amendments to Grammar, References and Linkages

Various minor amendments have been made throughout the policy to correct semantic and grammatical errors, improve readability and reflect title changes.

References to the Trades Practices Act have been updated to the Competition and Consumer Act which superseded it.

A key linkage to the Procurement Strategy has been referenced in sections 3.1 (Integration with Council Strategy), 3.2.2 (Approach to Achieving Value for Money) and 6 (Continual Improvement).

References to the Buy Recycled Environmental Purchasing Policy have been removed as that policy was superseded by Council's Environmental Sustainability Strategy.

To remove ambiguity between references to the Administration and the elected Council, new definitions were added and all relevant references to entities were updated. The Administration is now referred to as City of Whittlesea (or CoW) and the elected Council is referred to as Whittlesea City Council (or WCC).

2. Clearer responsibilities re involvement in the procurement process

The second paragraph of section 2.1.4 has been re-worded. It is now clear that, in their capacity as Whittlesea City Council, the role of Councillors in the procurement process is only connected with awarding tenders (not specification writing, evaluation, etc.)

3. Requirement to approve evaluation plan before advertising a tender

An additional final paragraph has been added to section 2.3.3 (Public Tender Requirements). A Tender Probity & Evaluation Plan must be completed and approved before advertisement of any public tender.

4. New requirement to confirm verbal quotes

A new requirement has been added to the first paragraph of section 2.3.1 to confirm all verbal quotes in writing.

5. New requirements re enforcement of performance standards

A new section 2.12 (Performance Standards) has been added which more clearly articulates the requirement to enforce consequences for contractual non-compliance. If the necessary action is serious (e.g. it involves litigation or invocation of penalty clauses) the relevant Director is also required to brief the Council on the background, proposed action and the resultant outcomes.

6. Advantage mechanism for local businesses

Council applies a price preference of up to 5% to tenders received from local businesses. It is considered necessary to ensure the full benefit of that preference is retained, regardless of the percentage weighting of the price criterion. In weighted tender evaluations a more effective preference model is to apply a 5% increase to the total evaluation score achieved by a local business.

To effect this option for more effective preference, the text in section 3.6 (Support of Regional and Local Business) has been amended with the following underlined text "... a price or evaluation score preference (whichever is more advantageous)..."

7. Requirement for staff to comply with procurement procedures

Although the procurement procedures manuals have always contained explicit requirements and processes in relation to procedural compliance by staff, these were not previously reflected in the policy. Therefore a new section 4.3 was added titled 'Managing Compliance'. It briefly summarises key elements of processes for monitoring and promoting procedural compliance and management actions that will be taken to address non-compliance.

CONSULTATION

The policy is publicly available via Council's website along with contact details of the Procurement Unit. This enables anyone to provide feedback at any time.

On 1 May 2015 Councillors were provided with a copy of the proposed draft amendments to the policy. Version 6.0 of the policy was subsequently adopted on 26 May 2015, however

the resolution was rescinded at the following meeting on 23 June 2015 after Council identified further opportunities to improve the policy.

Further consultation with Council culminated in the discussion of the policy at Council Forum on 18 August 2015. Significant amendments were drafted and the result is now presented as the attached proposed version 6.1 of the policy.

CRITICAL DATES

The review is required to be completed every financial year and the current review initially concluded in May 2015.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY STRATEGY AND LEGISLATION

The annual review of the Procurement Policy satisfies legislative requirements under section 186A of the Local Government Act 1989 and under Council’s obligations the Local Government Performance Reporting Framework.

The linkage with the Procurement Strategy now formalises and completes a best practice procurement framework at the City of Whittlesea.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Good Governance
Theme	Continuous improvements
Strategic Objective	Council adopts best practice models of operation

The policy supports the following Future Directions articulated in the Council Plan:

- **Growing Our Economy** - by supporting local business;
- **Living Sustainably** - by setting sustainability standards, and
- **Good Governance** - by adopting best practice models of operation that enable the achievement of value for money.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

The annual review of the Procurement Policy is now complete and the policy requires amendments as proposed above to ensure it remains relevant, comprehensive, accurate and informative.

RECOMMENDATION

THAT Council resolve to adopt the amended Procurement Policy (Version 6.1) as attached.

COUNCIL RESOLUTION

MOVED: *Cr Sinclair*
SECONDED: *Cr Kelly*

The above Recommendation was adopted unchanged as part of an en bloc Resolution Moved by Cr Sinclair, Seconded by Cr Kelly. See Section 6 - Officers' Reports for further information on items adopted en bloc.

CARRIED

6.5.3 INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF

File No:	166301
Attachments:	1 Revised Instrument of Delegation from Council to Members of Staff
Responsible Officer:	Acting Director Governance & Economic Development
Author:	Governance Officer

REPORT**SUMMARY**

This report reviews delegations from Council to members of Council staff to reflect minor legislative amendments and changes to position titles.

BACKGROUND

The Instrument of Delegation from Council to members of Council staff ('the Instrument') was last reviewed by Council on 26 February 2013. The Instrument contains delegations under a number of Acts and Regulations and ensures that delegations are made to appropriately qualified and trained officers in the organisation.

Training, advice and support are provided and available to staff who exercise delegations including their obligations to manage conflicts of interest consistent with both the Code of Conduct of Staff and Others and the *Local Government Act 1989*.

PROPOSAL

The changes to the Instrument include:

1. Delegations in relation to the *Cemeteries and Crematoria Act 2003* are included whereas previously decisions were made by Council resolution. Relevant members of staff are delegated administrative and operational duties in relation to the Epping Cemetery while Council, as the Trustee, retains key powers;
2. The *Rail Safety Act 2006* has been renamed the *Rail Safety (Local Operations) Act 2006*, but all powers, duties and functions remain the same;
3. The *Planning and Environment Regulations 2005* have been replaced by the *Planning and Environment Regulations 2015 (Regulations sunset after 10 years)*. Minor administrative amendments have been made in the new Regulations);
4. The *Planning and Environment (Fees) Further Interim Regulations 2013* have been replaced with the *Planning and Environment (Fees) Interim Regulations 2014*. (The powers and duties contained in the new Regulations remain the same);
5. The *Road Management (Works and Infrastructure) Regulations 2005* have been replaced by the *Road Management (Works and Infrastructure) Regulations 2015*. (The powers and duties contained in the new Regulations remain the same).

Amendments in the revised Instrument are shown shaded with deletions struck through. (Refer Attachment 1).

CONSULTATION

Not applicable.

FINANCIAL IMPLICATIONS

There are no financial implications arising from the proposal.

POLICY STRATEGY AND LEGISLATION

As a legal entity, Council can exercise certain powers by resolution of the whole Council at a Council meeting or through members of Council staff acting on its behalf. This Instrument delegates Council powers directly to Council to Members of Council Staff under section 98 of the *Local Government Act 1989*.

Delegations are to positions and not to individuals to ensure that delegations do not become obsolete or ineffective in the event of a staff member leaving the organisation or being absent or on leave. In these instances, the delegated powers of the position are automatically transferred to the Council officer acting in the position.

Decisions and actions taken under delegations are properly documented as these decisions may be reviewed by external agencies such as the Victorian Civil and Administrative Tribunal or courts of law.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION	Good Governance
Theme	Continuous improvements
Strategic Objective	Council adopts best practice models of operation

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the *Local Government Act 1989* officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

It is recommended that the attached Instrument of Delegation from Council to Members of Council Staff be adopted. The updated delegations will facilitate Council’s decision making processes by ensuring that delegations are made to appropriate positions and reflect current legislation.

RECOMMENDATION

THAT Council resolve to delegate the powers, duties and functions set out in the attached Instrument of Delegation to Members of Council Staff, subject to the conditions and limitations specified in the Instrument effective from 27 October 2015.

COUNCIL RESOLUTION

MOVED: *Cr Sinclair*
SECONDED: *Cr Kelly*

The above Recommendation was adopted unchanged as part of an en bloc Resolution Moved by Cr Sinclair, Seconded by Cr Kelly. See Section 6- Officers' Reports for further information on items adopted en bloc.

CARRIED

6.5.4 ASSEMBLIES OF COUNCILLORS - 27 OCTOBER 2015

File No: 188199
Responsible Officer: Acting Director Governance & Economic Development
Author: Governance Officer

REPORT

SUMMARY

To report to Council the records of Assemblies of Councillors in accordance with Section 80A(2) of the Local Government Act.

BACKGROUND

The Local Government Act 1989 requires records of Assemblies of Councillors to be reported to an ordinary Council meeting and recorded in the minutes of that meeting.

A meeting is an assembly of Councillors if it considers matters that are likely to be the subject of a Council decision or the exercise of a Council delegation and the meeting is:

- A planned or scheduled meeting that includes at least half the Councillors and a member of Council staff; or
- An advisory committee of Council where one or more Councillors are present.

A record must be kept of an assembly of Councillors which lists the Councillors and members of Council staff attending, the matters discussed, disclosures of conflict of interest and whether a Councillor left the meeting after making a disclosure.

PROPOSAL

Assemblies of Councillors records not previously reported to Council are detailed in the following table:-

Assembly Details	Councillor attendees	Officer attendees	Matters discussed
Arts, Cultural and Sporting Grants Advisory Committee 18 September 2015	Cr Kelly (Deputy Mayor) Cr Kozmevski Cr Pavlidis Cr Sinclair Cr Spinelli Cr Stow	MCA-A	The Advisory Committee made a recommendation to the delegate regarding the following application via a virtual meeting: 1. Jayden Boyle – Sporting Application - Interstate <i>Nil disclosures</i>
Tram Route 86 Extension 22 September 2015	Cr Harris Cr Laliros	DAC DI EMA SSTEP	1. Development/feasibility of a business case to advocate for tram route 86. <i>Cr Harris declared an interest in this item at the commencement of the meeting on the grounds that he is the Vice President of Friends of South Morang. Cr Harris was present when the item was being considered.</i>

Assembly Details	Councillor attendees	Officer attendees	Matters discussed
<p>Council Forum 22 September 2015</p>	<p>Cr Kirkham (Mayor) Cr Kelly (Deputy Mayor) Cr Alessi Cr Harris Cr Kozmevski Cr Lalios Cr Pavlidis Cr Sinclair Cr Spinelli Cr Stow</p>	<p>CEO DAC DCS DFOI DGED-A DI DPMP EMA MADS MASP MPC NDISPPPO</p>	<p>1. Update on Home And Community Care and National Disability Insurance Scheme Reform 2. General Business a. Public Transport Victoria Parking at South Morang Station</p> <p style="text-align: right;"><i>Nil disclosures</i></p>
<p>Council Forum 24 September 2015</p>	<p>Cr Kirkham (Mayor) Cr Kelly (Deputy Mayor) Cr Alessi Cr Harris Cr Kozmevski Cr Lalios Cr Pavlidis Cr Sinclair</p>	<p>CEO DAC DCS DFOI DGED-A DI DPMP EMA MMBS MMP MPC TLNW</p>	<p>1. Civic Centre Heating, Ventilation and Air-conditioning system upgrade</p> <p style="text-align: right;"><i>Nil disclosures</i></p>
<p>Council Forum 29 September 2015</p>	<p>Cr Kirkham (Mayor) Cr Kelly (Deputy Mayor) Cr Griffin Cr Harris Cr Kozmevski Cr Lalios Cr Sinclair Cr Stow</p>	<p>CEO DAC DFOI DGED-A DI DPMP EMA MMC MOI MPC SP TLG TLMP TLR</p>	<p>1. 2015 Annual Household Survey Results 2. City of Whittlesea logo redevelopment 3. Draft Election Caretaker Policy 4. Gambling Advocacy Campaign 5. General Business a. University Hill b. Melbourne Wholesale Market c. New Bunnings Store on Cooper Street/Edgars Road</p> <p style="text-align: right;"><i>Nil disclosures</i></p>
<p>Arts, Cultural and Sporting Grants Advisory Committee 29 September 2015</p>	<p>Cr Kirkham (Mayor) Cr Kelly (Deputy Mayor) Cr Kozmevski Cr Pavlidis Cr Sinclair</p>	<p>MCA</p>	<p>The Advisory Committee made a recommendation to the delegate regarding the following application via a virtual meeting:</p> <p>1. Isabella DePasquale – Cultural Application - Interstate</p> <p style="text-align: right;"><i>Nil disclosures</i></p>

Assembly Details	Councillor attendees	Officer attendees	Matters discussed
Council Forum 1 October 2015	Cr Kirkham (Mayor) Cr Kelly (Deputy Mayor) Cr Alessi Cr Griffin Cr Harris Cr Kozmevski Cr Lalios Cr Pavlidis Cr Sinclair	CEO CSLUP DCS DGED-A DI DPMP EMA PPP TLSPP	1. Whittlesea Planning Scheme Review Municipal Strategic Statement Update (Action 3) 2. Development Contribution Reforms <i>Nil disclosures</i>

The table below represents an Index of Officer titles:

Initials	Title of Officer	Initials	Title of Officer
CEO	Chief Executive Officer – David Turnbull	MMBS	Manager/Municipal Building Surveyor – Peter Phillips
CSLUP	Coordinator Strategic Land Use Planning – Aidan O’Neill	MMP	Manager Major Projects – Nick Mazarella
DAC	Director Advocacy & Communications – Griff Davis	MOI	Manager Organisation Improvement – Brad Wynter
DCS	Director Community Services – Russell Hopkins	MP&C	Manager People & Culture – Sam Dureau
DFOI	Director Finance & Organisation Improvement – Rod Wilkinson	NDISPPPO	NDIS Prepare Project Officer – Kathy Pompetti
DGED – A	Acting Director Governance & Economic Development – Michael Tonta	PPP	Principal Policy Planner – Naomi Keung
DI	Director Infrastructure– Nick Mann	SP	Social Planner – Rebecca Sirianni
DPMP	Director Planning & Major Projects – Steve O’Brien	SSTEP	Senior Strategic Transport Engineer/Planner – Troy Knowing
EMA	Executive Manager Advocacy – Mary Agostino	TLG	Team Leader Governance – Angelo Mamatis
MADS	Manager Aged & Disability Services – Steve Ward	TLMP	Team Leader Marketing & Partnerships – Pamela Trigilia
MASP	Municipal Aged Services Planner – Paula Weekley	TLNW	Team Leader New Works – Stephen Denton
MCA	Manager Civic Administration – Michael Tonta	TLR	Team Leader Research – Kerryn Adams
MCA-A	Acting Manager Civic Administration – Alison Brice	TLSPP	Team Leader Strategic Planning Policy – Denise Turner
MMC	Manager Marketing & Communications – Sean McManus		

CONSULTATION

Consultation has taken place with internal Council Officer representatives of each of the meetings and committees that qualify as an Assembly of Councillors.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

POLICY STRATEGY AND LEGISLATION

Section 3C(2)(g) of the Local Government Act 1989 provides that one of Council’s facilitating objectives is to have regard to ensuring transparency and accountability in Council decision making.

Accordingly, section 80A of the Local Government Act 1989 requires that the Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as practicable:-

- (a) reported at an ordinary meeting of the Council; and
- (b) incorporated in the minutes of that Council meeting.

LINKS TO THE COUNCIL PLAN

Future Direction	Good Governance
Theme	Continuous improvement
Strategic Objective	Best practice models of operation are adopted by Council
Council Goal	Council adopts best practice models of operation

The provision of this report is in line with the Future Direction 7 – Good Governance of Council’s Community Plan by ensuring Council adopts best practice models of operation.

DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

That Council note the record of the Assemblies of Councillors meetings in the table set out in the report.

RECOMMENDATION

THAT Council note the record of the Assemblies of Councillors meetings in the table set out in the report.

COUNCIL RESOLUTION

MOVED: *Cr Sinclair*
SECONDED: *Cr Kelly*

The above Recommendation was adopted unchanged as part of an en bloc Resolution Moved by Cr Sinclair, Seconded by Cr Kelly. See Section 6 - Officers' Reports for further information on items adopted en bloc.

CARRIED

6.6 ADVOCACY AND COMMUNICATION

NIL REPORTS

6.7 EXECUTIVE SERVICES

NIL REPORTS

7. NOTICES OF MOTION**7.1 NOTICE OF MOTION 809 - MAYORS YOUTH CABINET TASK FORCE 2015****Author: Cr Ricky Kirkham**

Please TAKE NOTICE that it is my intention to move at the Ordinary Meeting of Council to be held on Tuesday 27 October 2015 at 6.30pm:

A Notice of Motion put by the Mayors Youth Cabinet Taskforce and tabled by the Mayor Cr Ricky Kirkham.

The development of the Mayor's Youth Cabinet Taskforce was a program involving Council's Youth Services Team and the Mayor Cr Ricky Kirkham. The program was conducted from July to October 2015. Local schools were asked to nominate participants for the Mayor's Youth Cabinet Taskforce. Local schools nominated 20 participants who took part in the program that involved four workshops held at the Council Offices each week culminating in the Council meeting tonight.

The aim of the Taskforce was to create opportunities for young people to work collaboratively with Council in identifying and addressing issues of concern to them, specifically focusing on the priority areas of growth and development; community; aged and disability services and transport and infrastructure.

Participants in the 2015 Mayor's Youth Cabinet Taskforce included:

Al Siraat College: Taherah Moslih, Muna Bashir, Bilal Adnan Syed and Tarek Taleb

Epping Secondary College: Tabitha Anderson

Lakes P-9: Arzu Ismailaska and Shedarra Hussein

Lalor North Secondary College: Troy Van Heer, Duaa Mohammed, Shima Roostae and Kreisha Maeagpasa

Lalor Secondary College: Aleksandar Markovski and Faith Tuitea

Pavillion School: Shaquille Lovett, Brenda Mono-Ta, Megan Jefferson and Crystal Higham

Whittlesea Secondary College: Kirsty Lord, Flyn Attwood-McInnes, Jarod Newl, Kobe Hay and Brandon Burrowes

Other: Thomas Marcus

The following motion was prepared by the Mayors Youth Cabinet Taskforce and is tabled by the Mayor Cr Ricky Kirkham:

It is noted that, before the Motion was considered, three members of the Mayors Youth Cabinet Task Force were given the opportunity to speak to the Council.

RECOMMENDATION

THAT Council resolve to:

A.

1. **Advocate to the State Government for a dedicated family violence support service in Mernda with possible integration with the Mernda Police Station or Mernda Town Centre development;**
2. **Develop and deliver school based programs addressing gender equity and family violence for young people; and**
3. **Investigate establishing a pilot minor works grants program for businesses to address noncompliant disability access.**

B. Note other motions considered by the Mayor’s Youth Cabinet were:

1. **Council develop a media campaign combating bullying of young people. Examples may include: video presentations, advertisements and online media;**
2. **Council investigate developing place based after school programs in partnership with schools; and**
3. **Council investigate establishing a young person focused technology hub, gathering place and support centre in the new and emerging communities.**

COUNCIL RESOLUTION

MOVED: *Cr Kirkham*

SECONDED: *Cr Pavlidis*

THAT Council resolve to adopt the Recommendation.

CARRIED

8. QUESTIONS TO OFFICERS

NIL

9. URGENT BUSINESS

NIL

10. REPORTS FROM DELEGATES APPOINTED TO COUNCIL BY OTHER BODIES

10.1 MEADOW GLEN COMMITTEE OF MANAGEMENT

Cr Sinclair provided an overview of a recent meeting of the Meadow Glen Committee of Management when the following items were discussed:

- Changing the constitution to the model rules which should be completed for the Annual General Meeting in November.
- Season started a couple of weeks ago, with numbers of Juniors and Senior comparable to last years.
- Upgrade of facility – modular building to be delivered this week. Expected date of delivery is 29 October 2015 with completion due end of November.
- Council is the major partner for the “Whittlesea Gift” and is on 15 November 2015.
- Committee to invite Mayor to present the “Gift” to the winner.
- Centre Manager is continuing conversations with Council for a business case for the upgrade of running track.

COUNCIL RESOLUTION

MOVED: *Cr Griffin*
SECONDED: *Cr Kelly*

THAT Council resolve to note the Delegate's report.

CARRIED

10.2 YMCA WHITTLESEA

Cr Kelly provided an overview of a recent meeting of the YMCA Whittlesea when the following items were discussed:

- New CEO doing some great work.
- Work has been finalised on the Tender to refit entire Gym at TRAC with new equipment.
- Finance has finished in the black with a surplus of \$58,000 for the month now they are only \$100,000 behind.
- PPP project closed on 26/06 – conjunction with two other YMCA’s where there will be 13 new schools all around Victoria - \$300 million total project. Mill Park YMCA is heavily involved in this project. New kindergartens will be built as part of the project.
- Finalising the Mill Park Leisure Development Design and business interruption implications.

- Recreation services:
 - The centre exceeded budget predictions by 21,000.
 - Aquatic income was \$26,000 higher than the previous year
 - Overall membership has met a growth of 99 members

COUNCIL RESOLUTION

MOVED: *Cr Lajos*
SECONDED: *Cr Sinclair*

THAT Council resolve to note the Delegate's report.

CARRIED

11. QUESTIONS TO COUNCILLORS

The answers provided verbally by the Mayor at the meeting in response to questions asked by members of the public are preliminary answers provided on a without prejudice basis. A formal written response to each question is sent following the Council meeting which contains Council official position on the matter.

11.1 HOUSING DIVERSITY STRATEGY

CHRIS KARAMOSHOS

How confident is Council that its planning strategy is providing affordable housing, convenience of service and good road and transport needs while maintaining native habitat on public and private properties?

The Mayor Cr Ricky Kirkham

The Whittlesea Planning Scheme provides the strategic planning framework for land use planning in the City of Whittlesea. It addresses matters including housing, access to services and social inclusion, transport, native vegetation and open space both in the public and private realm.

Plan Melbourne, the Victorian Government’s 20 year plan for Melbourne, sets out the objectives for housing development at a state-wide level. It aims to provide a diversity of housing choice in locations close to services and transport, as well as facilitating the supply of social and affordable housing. The aims and objectives of Plan Melbourne are also reflected in the Whittlesea Planning Scheme.

12. CONFIDENTIAL BUSINESS

12.1 PLANNING AND MAJOR PROJECTS

NIL REPORTS

12.2 COMMUNITY SERVICES

12.2.1 PROVISION OF HACC DELIVERED MEALS SERVICE - CONTRACT FINALISATION

12.3 FINANCE AND ORGANISATION IMPROVEMENT

NIL REPORTS

12.4 INFRASTRUCTURE

12.4.1 HEALTH AND SAFETY ASSESSMENT OF WHITTLESEA'S SIGNIFICANT TREES - 2015-81 - TENDER EVALUATION

12.4.2 PROVISION OF KERBSIDE GARBAGE COLLECTION AND RECYLING SERVICES - CONTRACT NO. SR070814 - EXTENSION

12.4.3 PROVISION OF SECURITY SERVICES - CONTRACT NO. CT121350 - CONTRACT EXTENSION

12.4.4 MAINTENANCE OF THE GROWLING FROG GOLF COURSE - CONTRACT NO: CT101103 CONTRACT EXTENSION/VARIATION REPORT

12.5 GOVERNANCE AND ECONOMIC DEVELOPMENT

12.5.1 PROVISION OF AFTER HOURS CALL HANDLING SERVICES CH-8311 CONTRACT FINALISATION

12.6 ADVOCACY AND COMMUNICATION

NIL REPORTS

12.7 EXECUTIVE SERVICES

12.7.1 MEETINGS OF CHIEF EXECUTIVE OFFICER - 27 OCTOBER 2015

COUNCIL RESOLUTION

MOVED: Cr Sinclair
SECONDED: Cr Kelly

THAT Council resolve to close the meeting to members of the public for the purpose of considering details relating to the confidential matters above in accordance with Section 89(2) of the Local Government Act 1989 as follows:

12.2.1 PROVISION OF HACC DELIVERED MEALS SERVICE - CONTRACT FINALISATION

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.4.1 HEALTH AND SAFETY ASSESSMENT OF WHITTLESEA'S SIGNIFICANT TREES - 2015-81 - TENDER EVALUATION

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.4.2 PROVISION OF KERBSIDE GARBAGE COLLECTION AND RECYCLING SERVICES - CONTRACT NO. SR070814 - EXTENSION

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.4.3 PROVISION OF SECURITY SERVICES - CONTRACT NO. CT121350 - CONTRACT EXTENSION

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.4.4 MAINTENANCE OF THE GROWLING FROG GOLF COURSE - CONTRACT NO: CT101103 CONTRACT EXTENSION/VARIATION REPORT

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.5.1 PROVISION OF AFTER HOURS CALL HANDLING SERVICES CH-8311 CONTRACT FINALISATION

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989.

12.7.1 MEETINGS OF CHIEF EXECUTIVE OFFICER - 27 OCTOBER 2015

Confidential in accordance with Section 89(2)(a) of the Local Government Act 1989.

CARRIED

ACCORDINGLY, THE MEETING WAS CLOSED TO THE PUBLIC AT 7.47 PM.

THE MEETING WAS RE-OPENED TO THE PUBLIC AT 8.48PM.

13. CLOSURE

THERE BEING NO FURTHER BUSINESS THE MAYOR DECLARED THE MEETING CLOSED AT 8.49PM.

CONFIRMED THIS 17 NOVEMBER 2015.

**CR RICKY KIRKHAM
MAYOR**