



City of
Whittlesea

ATTACHMENTS

OF ORDINARY COUNCIL MEETING

HELD ON

TUESDAY 9 AUGUST 2016

AT 6:30PM

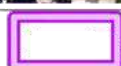
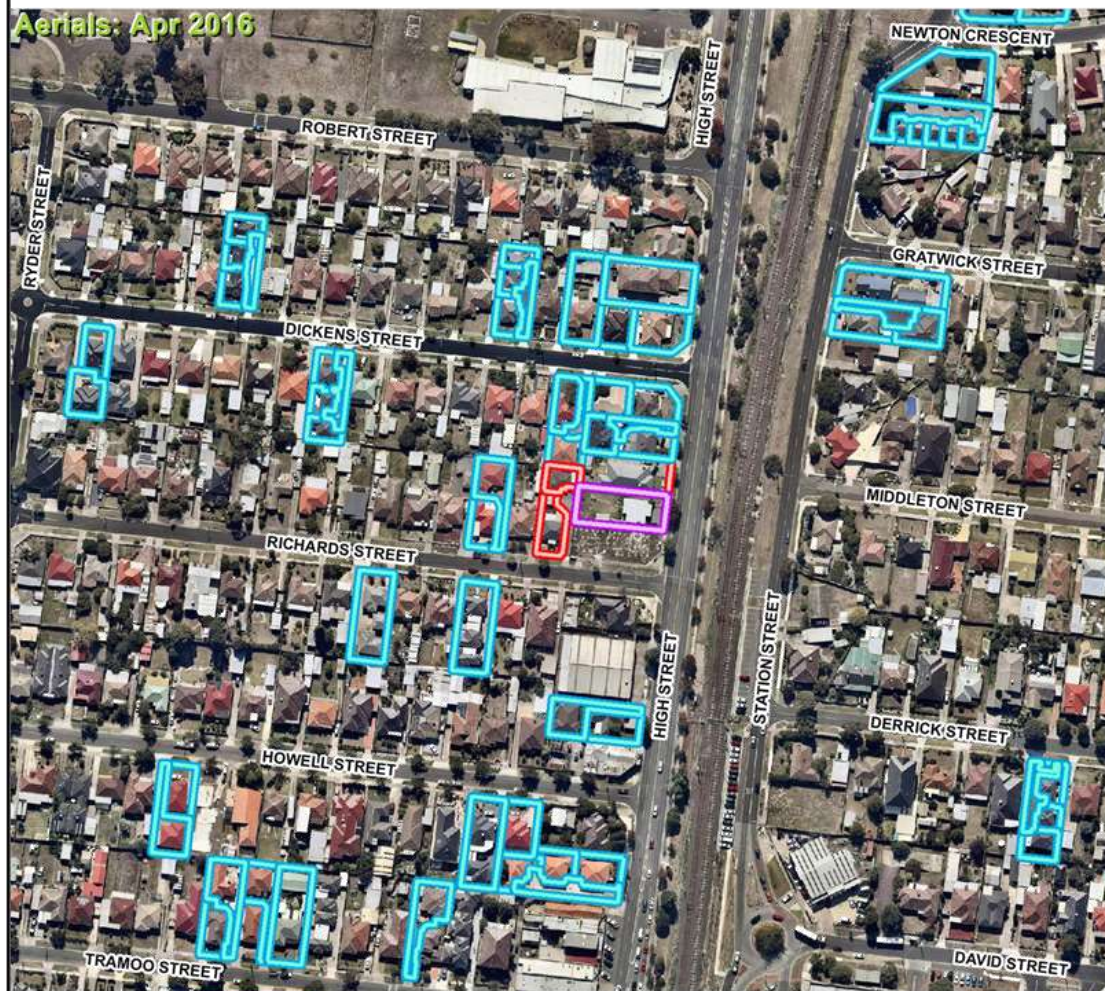
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PLANNING APPLICATION NO. 715507

Aerials: Apr 2016



Subject Land



Objector plus one outside the map area



Medium Density Housing



City of
Whittlesea

ESTABLISHED AREAS PLANNING REPORT

GENERAL NOTES

THE SITE IS IDEALLY SITED TO MEDIUM DENSITY HOUSING AS IT IS ON A LARGE BLOCK AND CLOSE TO SHOPPING CENTRES, RECREATIONAL FACILITIES, SCHOOLS & CHILD CARE CENTRES.

PUBLIC TRANSPORT CONSISTS OF BOTH TRAINS AND BUSES.

THE SITE IS LOCATED IN AN AREA OF ESTABLISHED DWELLINGS OF INTER WAR AND 70S STYLE. HOUSE FORMS ARE SIMPLE WITH A VARIETY OF MATERIAL AND ROOF TYPES.

THE PROPOSED DEVELOPMENT CONSISTS OF A FIVE NEW DWELLINGS WHICH WILL OFFER THE NEIGHBOURHOOD AN ALTERNATIVE FORM OF ACCOMMODATION WITHOUT INTERRUPTING THE STREETSCAPE AND ENHANCING THE NEIGHBOURHOOD CHARACTER AS THE DEVELOPMENT AIMS TO MAKE A POSITIVE CONTRIBUTION TO THE STREETSCAPE WITH ARTICULATED VARIATIONS IN PLAN, ELEVATION AND MATERIAL SELECTION.

SITE CHARACTERISTICS

- A** - SITE HAS A FALL OF APPROX 50mm FALL FROM THE EAST TO WESTERN BOUNDARY
- B** - ADJACENT OPEN SPACE TO BE PROTECTED FROM OVERLOOKING
- C** - ADJACENT BUILDINGS PRESENT LIMITED PRIVACY & OVERLOOKING PROBLEM - PROPOSED NEW WINDOWS ARE TO BE PLACED AWAY FROM EXISTING HABITABLE WINDOWS
- D** - EXISTING FRONT SETBACKS TO BOTH ADJOINING PROPERTIES
- E** - REDUCED FRONT SETBACK TO ENCOURAGE ACTIVATION OF THE STREET, WHILST STILL ALLOWING SUFFICIENT SPACE FOR LOW LEVEL LANDSCAPING (PROPOSED NEIGHBOURHOOD GROWTH ZONE)
- G** - EXISTING DWELLING AND GARAGES ON SITE TO BE DEMOLISHED AND SITE CLEARED
- H** - ACCESS TO ALL CAR-PARKING VIA THE EXISTING CONCRETE CROSSING
- J** - EXISTING MEDIUM DENSITY UNIT DEVELOPMENTS WITHIN CLOSE PROXIMITY TO THE SITE

LEGEND

- SEWER TIE IN POINT / PIT / INSPECTION POINT
- SIDE ENTRY PIT
- PIT
- TELSTRA PIT
- POWER AND/OR STREET POLE
- ELECTRICAL PIT
- STREET SIGN
- ADJOINING HABITABLE ROOM WINDOW
- ADJOINING NON-HABITABLE ROOM WINDOW
- ADJOINING DOOR LOCATION
- EXISTING TREE
- 150 mm Ø VC MAIN SEWER PIPE DEPTH - 2.02m INVERTED LEVEL OFFSET - 1.14 EAST
- EXISTING DWELLING AND OUT-BUILDINGS TO BE DEMOLISHED
- EXISTING DWELLING TREE TO BE REMOVED



City of Whittlesea
ADVERTISED PLAN
Date: 24/5-9/6/16

MULTI-UNIT DEVELOPMENT
391 HIGH STREET, LALOR

TP-02 C

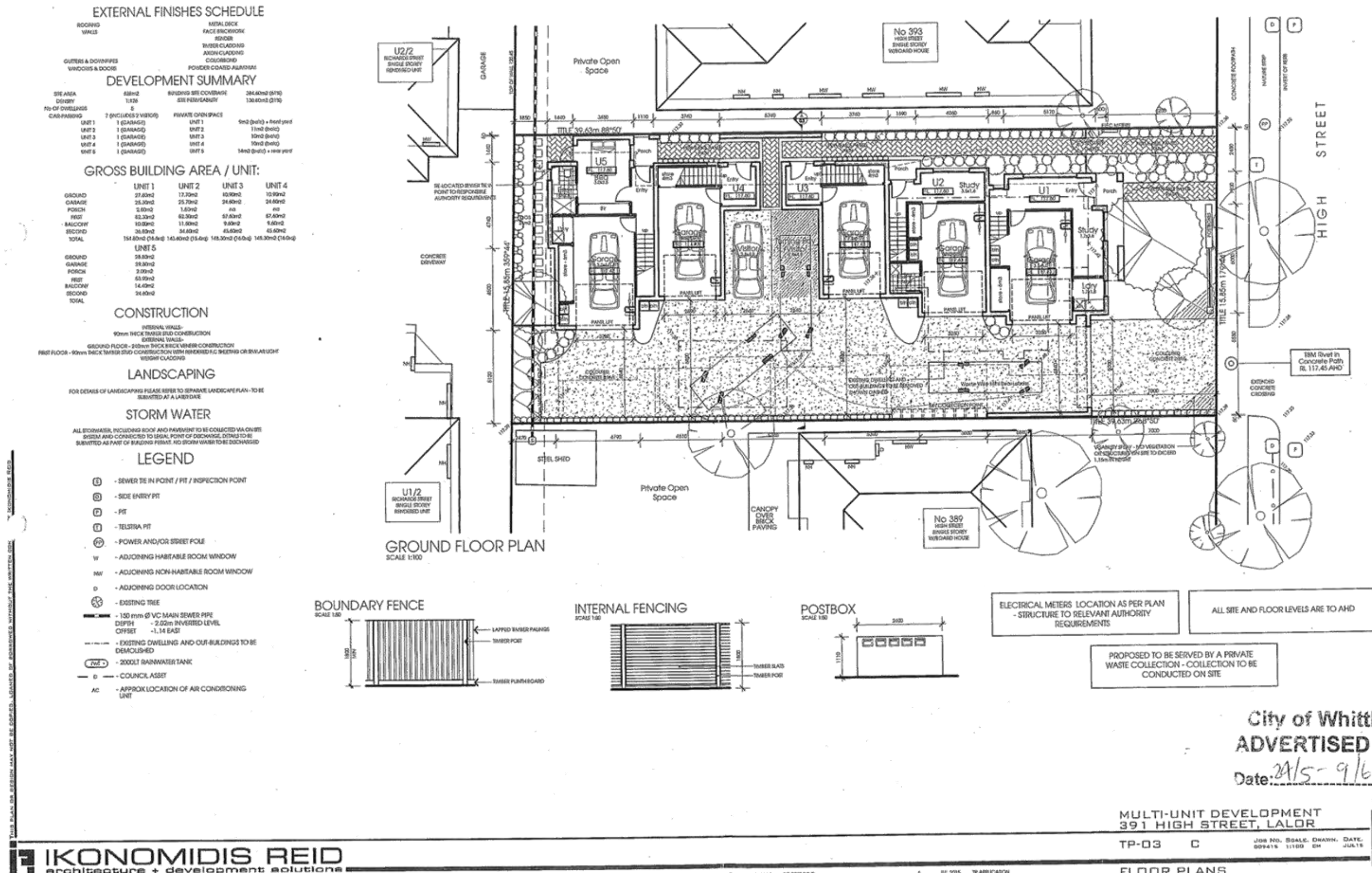
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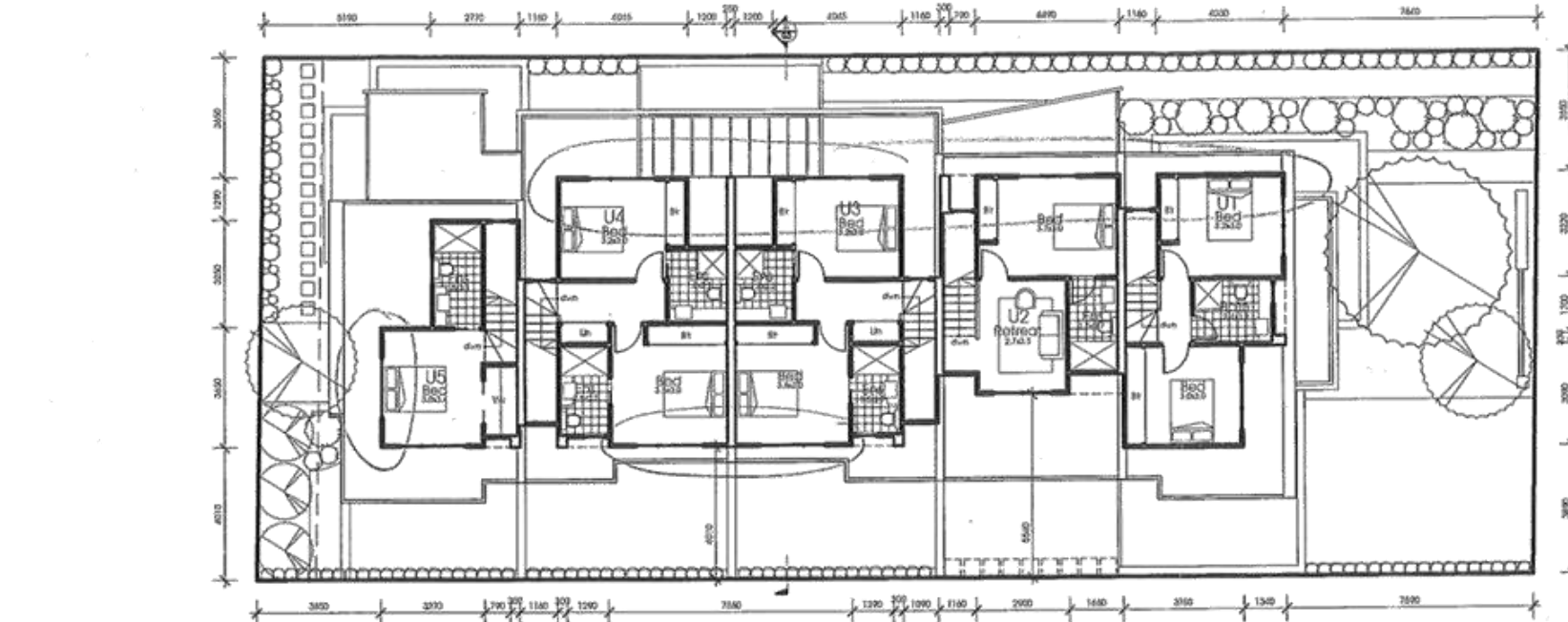
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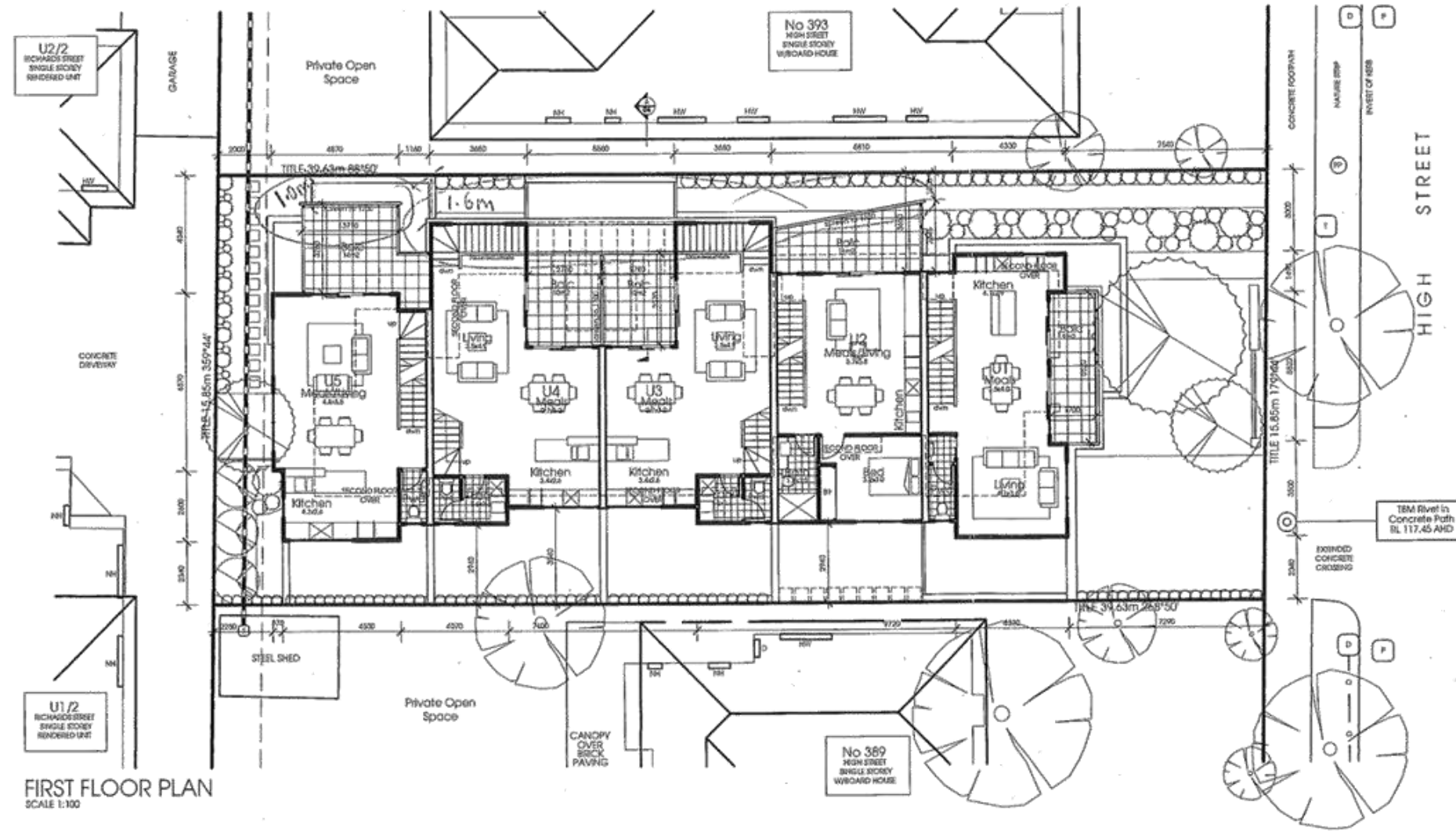
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A JUL 2016 TP-APP-001

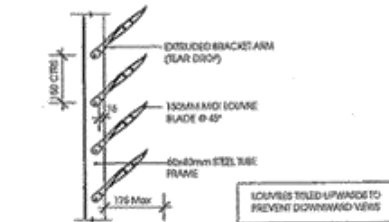




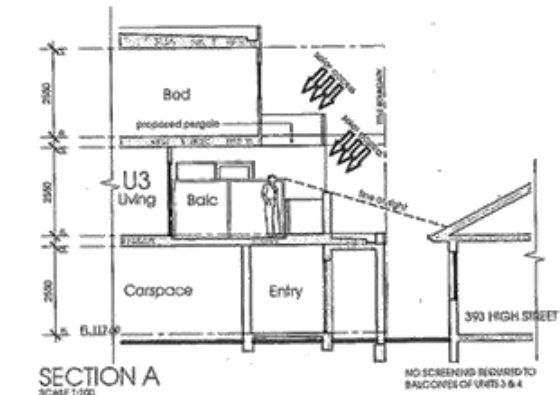
SECOND FLOOR PLAN
SCALE 1:100



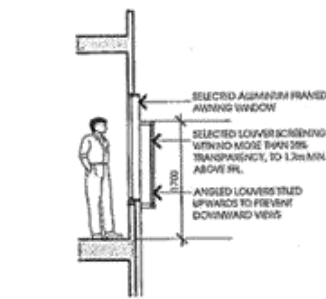
FIRST FLOOR PLAN
SCALE 1:100



DEEP LOUVRE SCREEN (BALCONY)
SCALE 1:30



SECTION A
SCALE 1:300



WINDOW LOUVRE SCREEN DETAIL
SCALE 1:30

City of Whittlesea
ADVERTISED PLAN

Date: 24/5-9/6/16

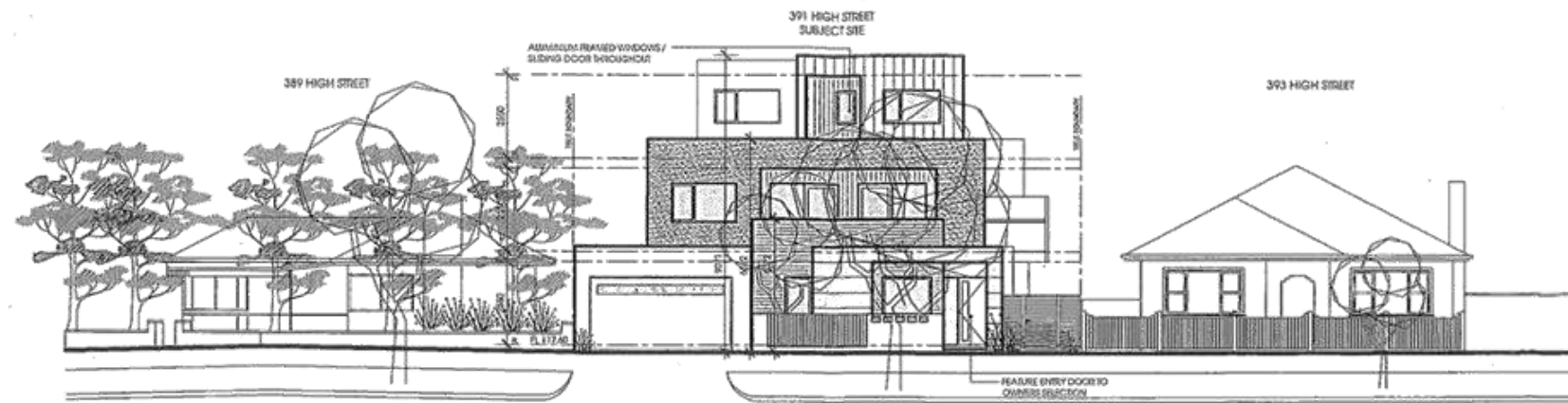
MULTI-UNIT DEVELOPMENT
391 HIGH STREET, LALOR

TP-04 C

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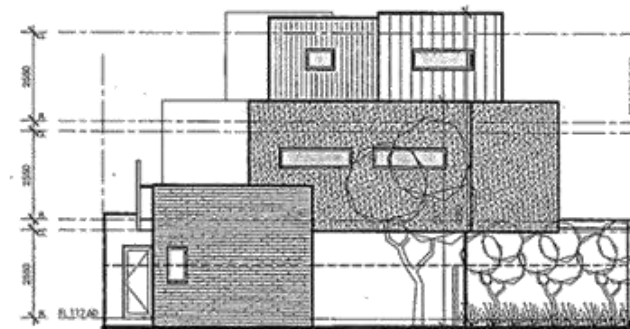
FIRST FLOOR PLANS



EAST ELEVATION - HIGH STREET STREETSCAPE
SCALE 1:100



SOUTH ELEVATION
SCALE 1:100



WEST ELEVATION
SCALE 1:100

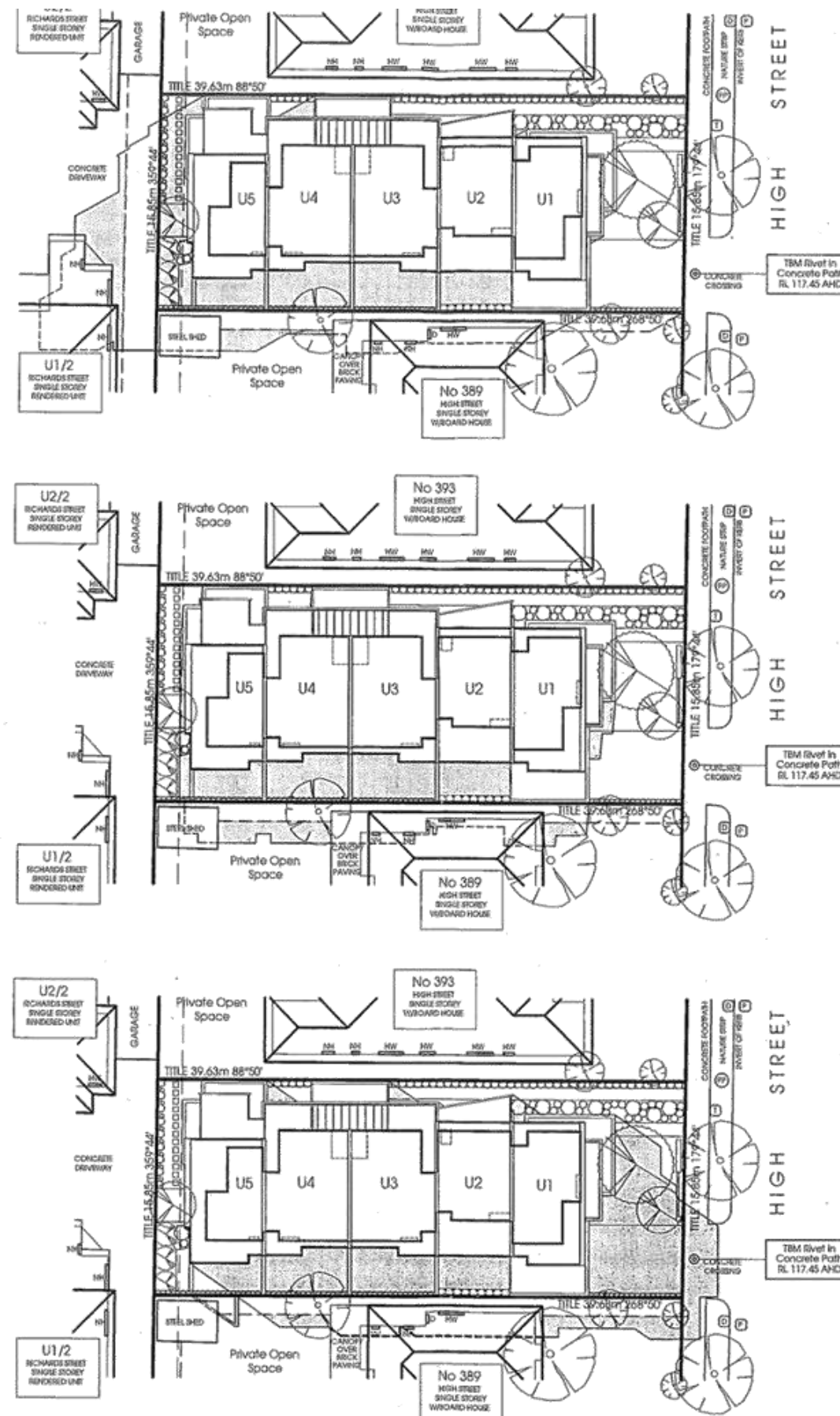
EXTERNAL FINISHES SCHEDULE

	FACE BRICKWORK		TIMBER CLADDING		RENDERED BRICKWORK WITH V-GROOVES
	FACE BRICKWORK		VERTICAL CLADDING (HARIS, STBA OR BUNLAP)		RENDER 1
	RENDER 2				



City of Whittlesea
ADVERTISED PLAN

Date: 28/5 - 9/6/16



City of Whittlesea
ADVERTISED PLAN

Date: 24/5 - 9/6/16

IKONOMIDIS REID
architecture + development solutions
713 PLENTY ROAD RESERVOIR 3073 EMAIL: ADMIN@IKONREID.COM.AU
OR 03 9333 3333

C APR 2016 RESPONSE #2

E SEP 2015 RESPONSE

A JUL 2015 APPLICATION

MULTI-UNIT DEVELOPMENT
391 HIGH STREET, LALOR

TP-06 C

JOB NO. SCALE, DRAWN, DATE:
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SHADOW DIAGRAMS

PLANNING APPLICATION NO. 715540**Subject Land****Objector****Medium Density Housing****City of
Whittlesea****ESTABLISHED AREAS PLANNING REPORT**

PLANNING APPLICATION NO. 715540

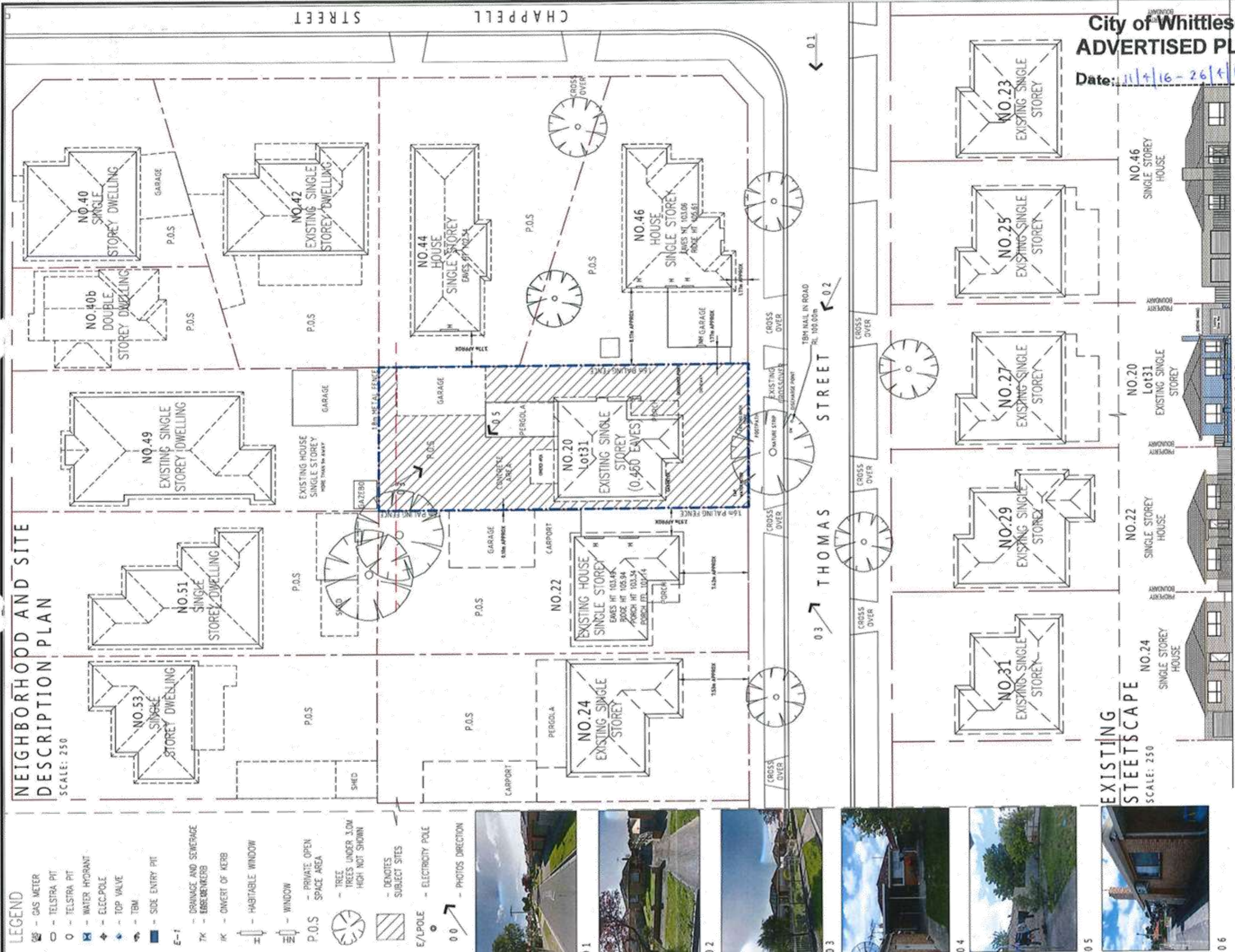


-  Subject Land
-  Objector
-  Medium Density Housing



City of
Whittlesea

ESTABLISHED AREAS PLANNING REPORT



City of Whittlesea
ADVERTISED PLAN
Date: 11/7/16 - 26/7/16

NEIGHBORHOOD AND SITE DESCRIPTION PLAN, EXISTING STREETSCAPE

PROJECT: PROPOSED THE SECOND DWELLINGS TO THE REAR OF THE EXISTING DWELLING AT NO 20 THOMAS ST, THOMASTOWN, VIC 3074

DATE: 12.01.2016

PD01

A2

EXISTING STREETSCAPE

SCALE: 250

NO.24 SINGLE STOREY HOUSE

NO.22 SINGLE STOREY HOUSE

NO.20 Lot31 EXISTING SINGLE STOREY

NO.27 EXISTING SINGLE STOREY

NO.29 EXISTING SINGLE STOREY

NO.23 EXISTING SINGLE STOREY

NO.46 SINGLE STOREY HOUSE

NEIGHBORHOOD AND SITE DESCRIPTION PLAN, EXISTING STREETSCAPE

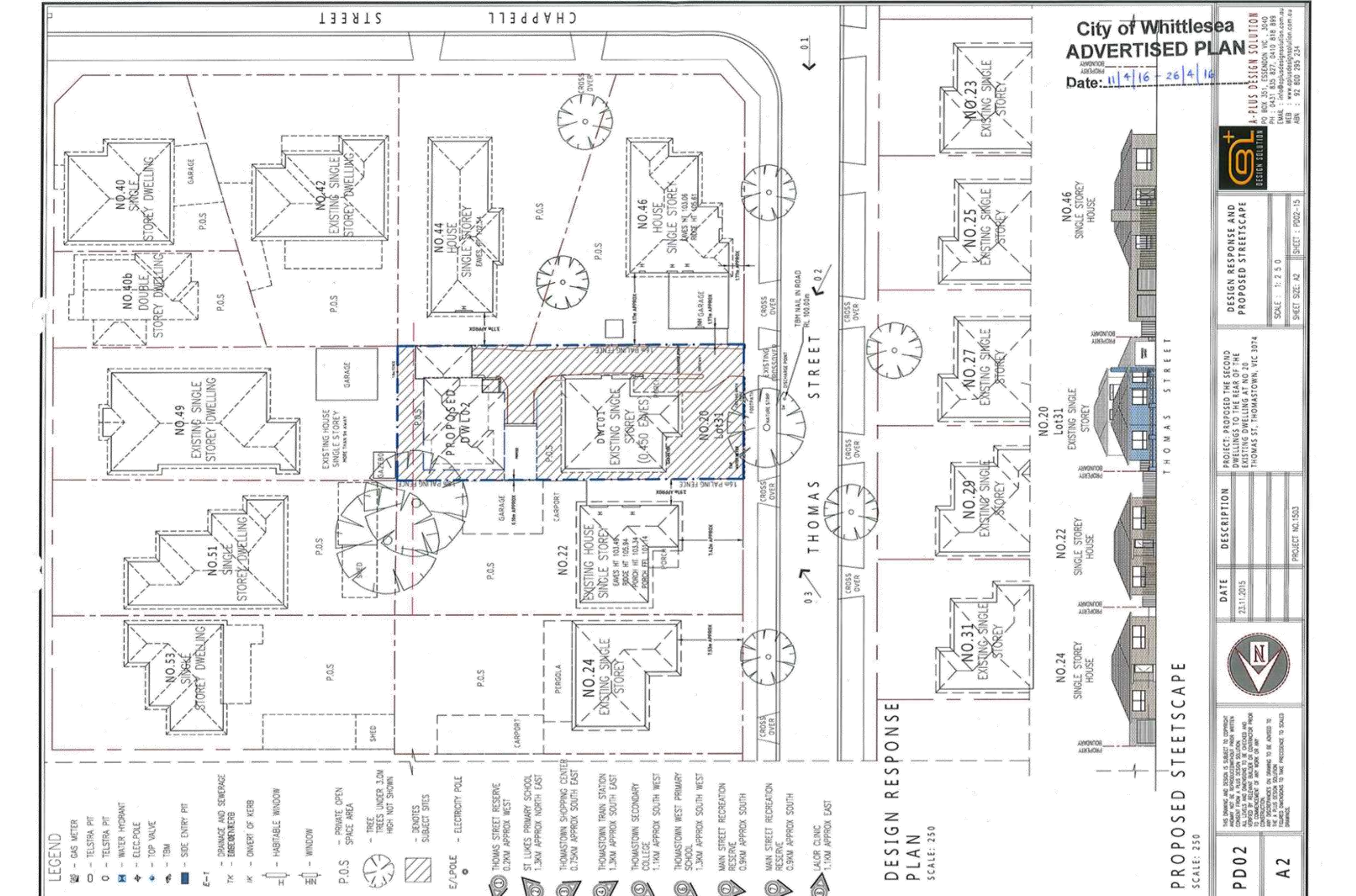
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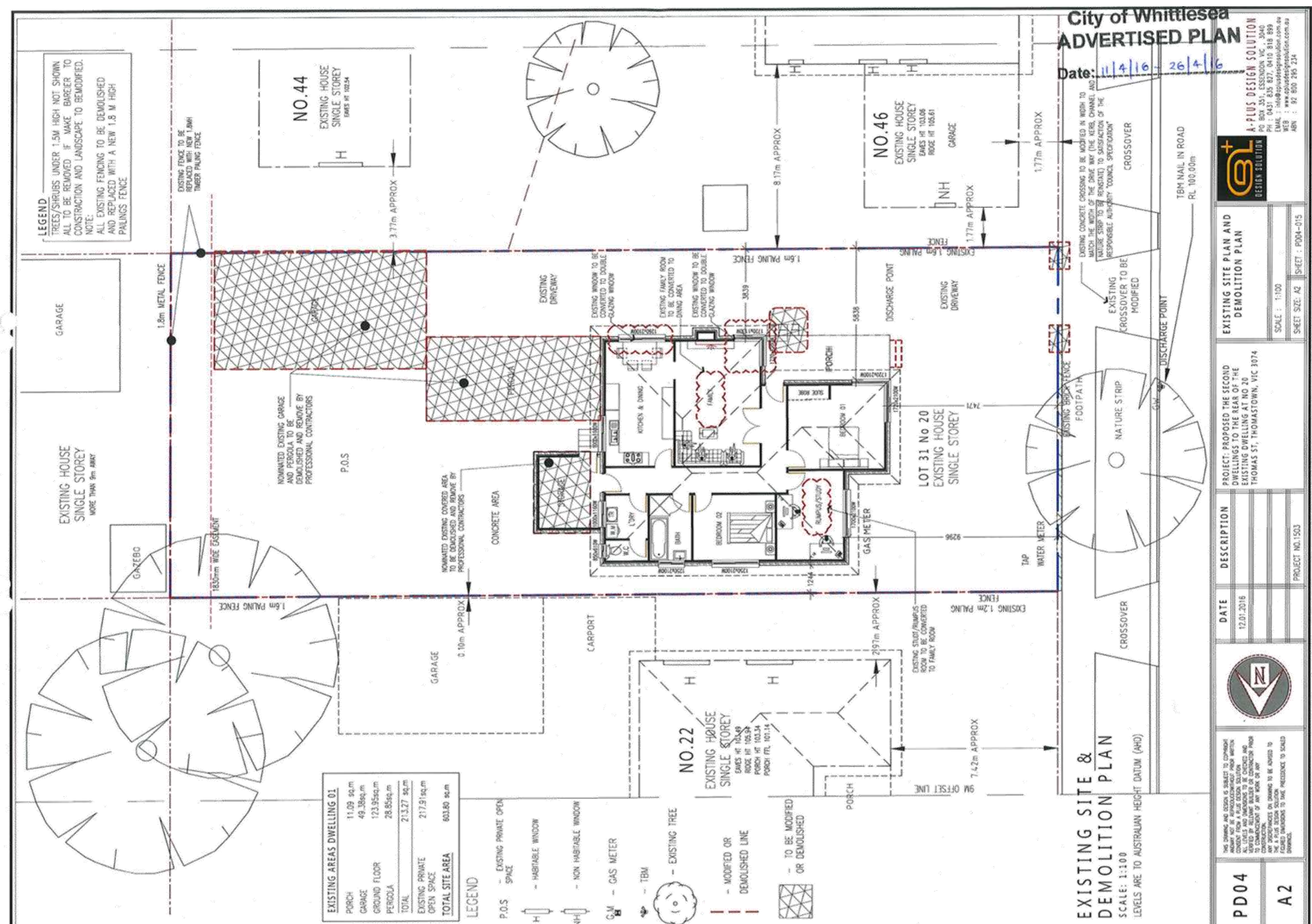
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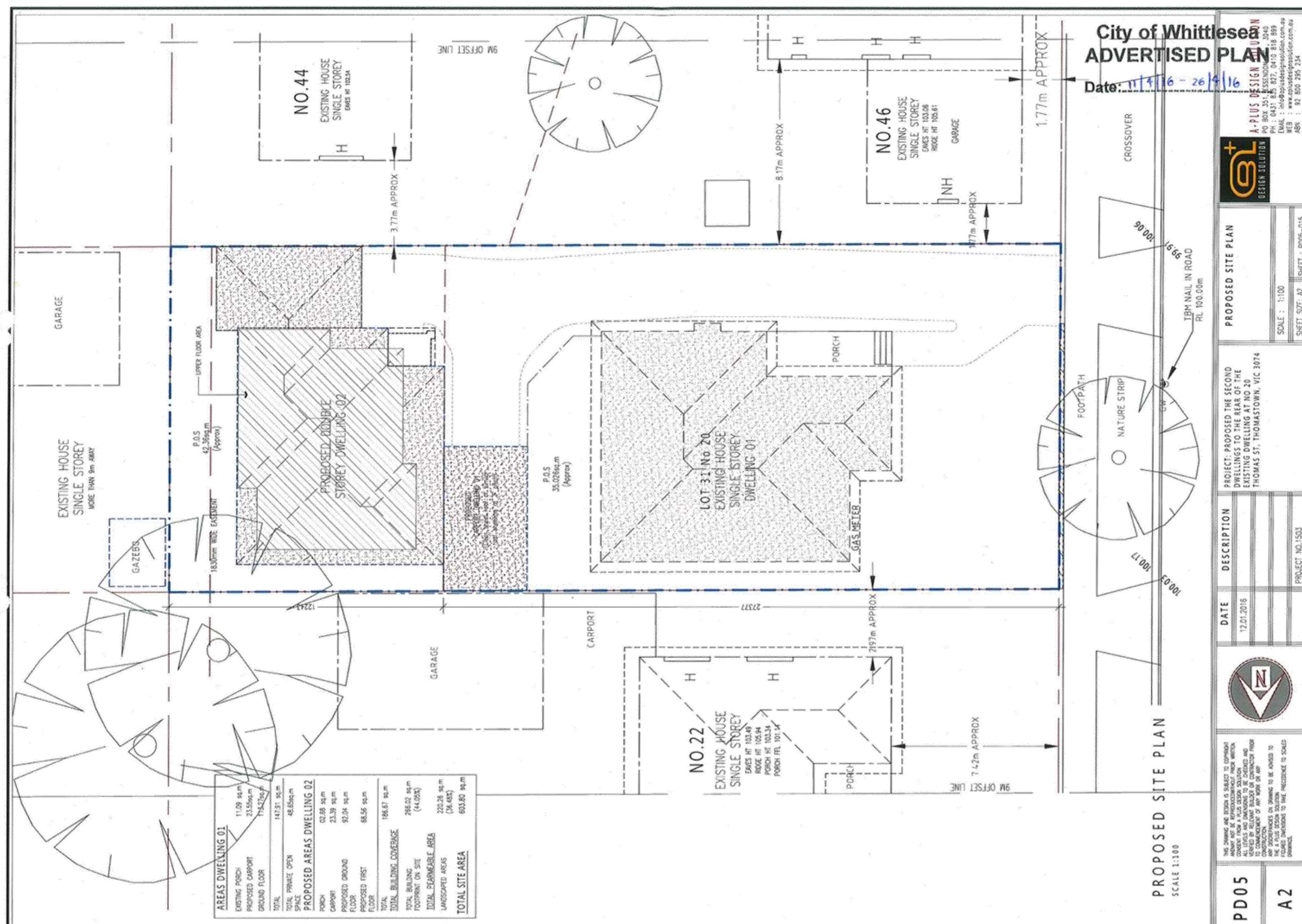
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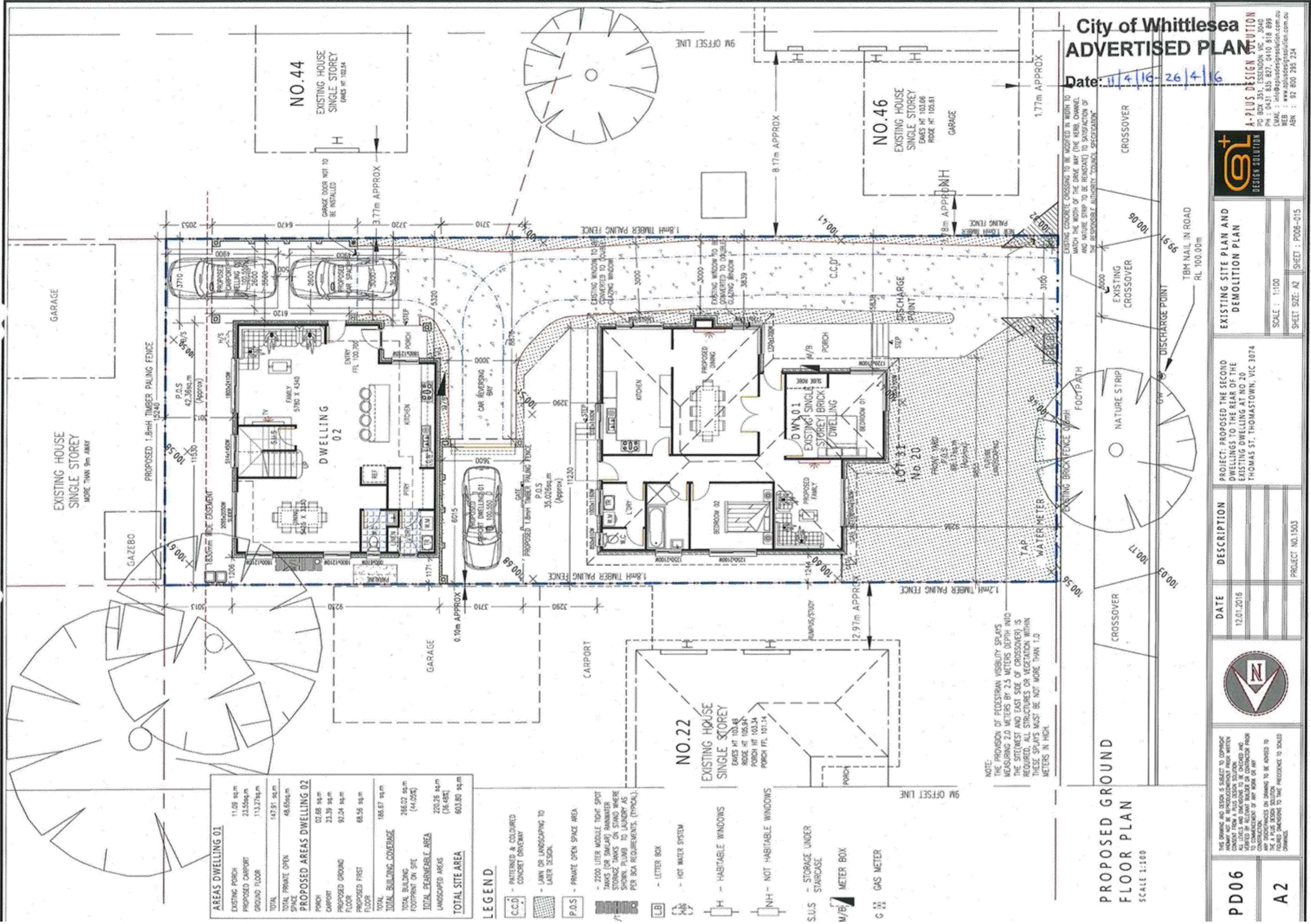
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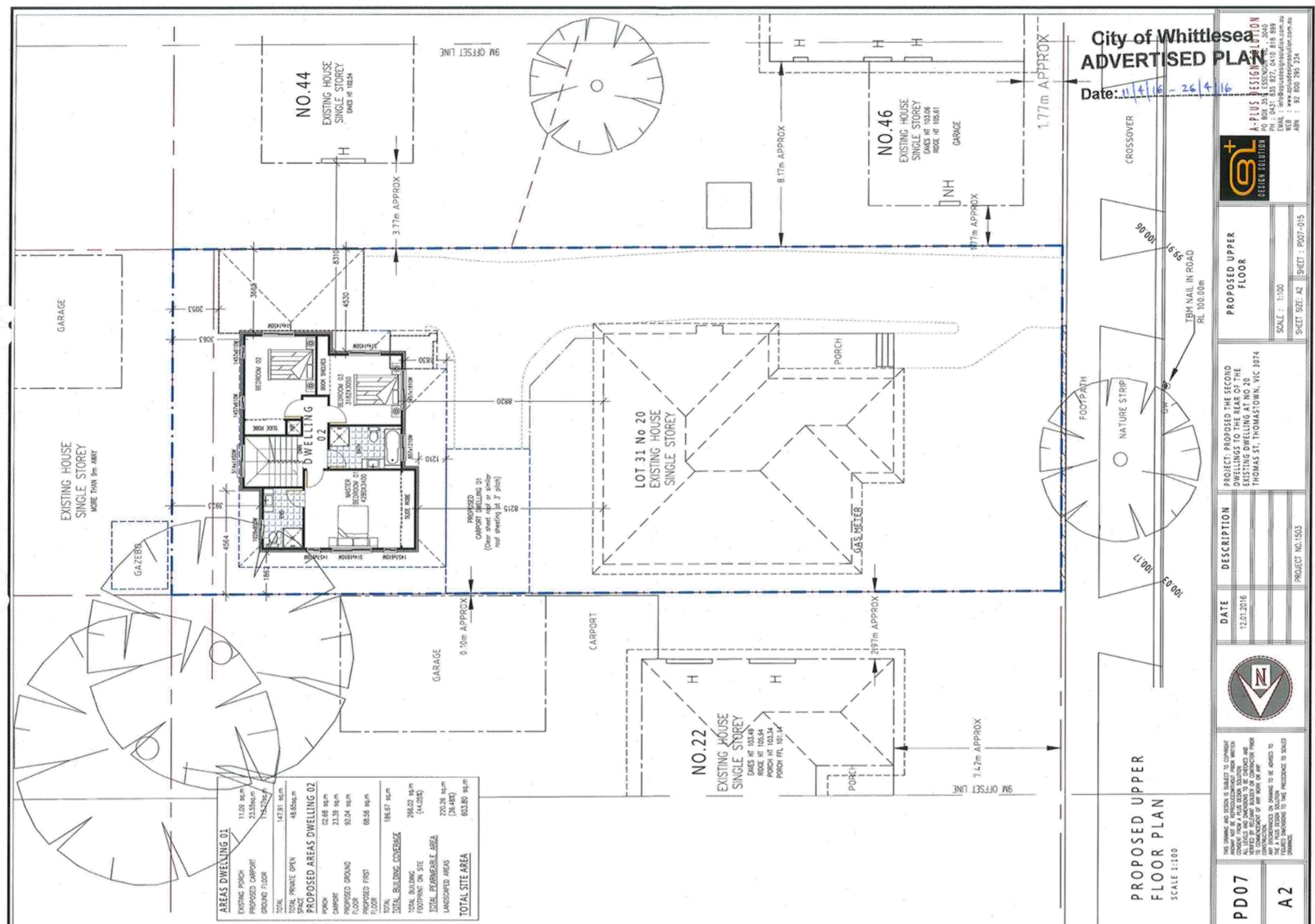


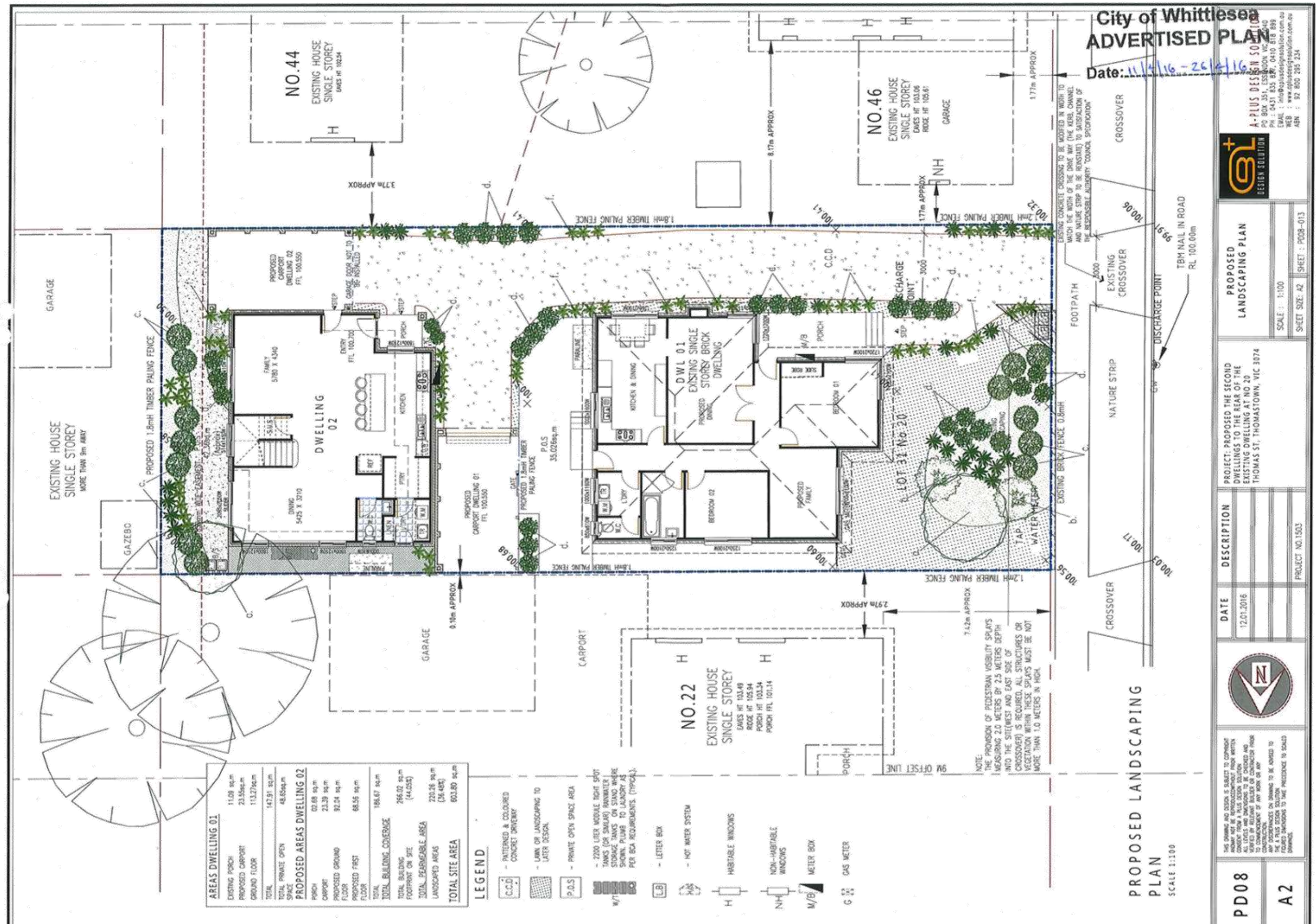












LEGEND

LB LETTER BOX
BS BIN STORE
M/B METER BOX
GAS GAS METER
HOT WATER SYSTEM
PATTERNED & COLOURED CONCRETE DRIVEWAY
LAWN
PAVING
MULCH
LYTDALE TOPPING
CONCRETE TILES (500x500)

2000 LITRE MODULE STRATCO (OR SIMILAR) RAINWATER STORAGE TANKS ON STAND WHERE SHOWN PLUMB TO LAUNDRY AS PER BCA REQUIREMENTS. (TYPICAL).

LANDSCAPE SCHEDULE

CODE	BOTANICAL NAME	COMMON NAME	POT SIZE mm	HEIGHT mm	WIDTH mm	QTY
TREES						
a.	EUCALYPTUS LEUCOCYTHON 'TOSCA'	YELLOW BOX	500mm	5000-10000	2000-5000	02
b.	CASSIA ACUTA	DROOPING CASSIA	200mm	3000-8000	1000-2000	02
SHRUBS						
c.	MYOPORUM VISCOSUM	STICKY BOXBALLA	300mm	1200	1200	13
GROUNDCOVERS & WILDFLOWERS						
d.	LOMANSHA 'TINE AND DANDY'	FINE AND DANDY	150mm	800	800	28
e.	PATERSONIA OCCIDENTALIS	LONG PURPLE-FLAG	150mm	650	600	47
f.	DIANELLA REVOLUTA	BLUE FLAX-LILY	150mm	750	750	60

SPACING GUIDE FOR SHRUBS

TALL SHRUBS: 2-5m HIGH 1 PLANT / 4m²

MEDIUM SHRUBS: 1-2m HIGH 1 PLANT / m²

SMALL SHRUBS, GROUNDCOVER AND WILDFLOWERS: UNDER 1m HIGH 2 PLANTS / m²

LEGEND

a. b. c. d. e. f.

EXCAVATE A SLOPING, SHALLOW PLANTING HOLE, 2 TO 3 TIMES THE WIDTH OF THE ROOT BALL.
LEAVE A SPACE BETWEEN MULCH AND TRUNK.
75 mm DEPTH MULCH
75 mm HIGH BERM TO FORM A WATERING BASIN
DIG A SLOPING SHALLOW HOLE 2 TO 3 TIMES THE WIDTH OF THE ROOT BALL
BACKFILL WITH SIFT SOIL FINING PROGRESSIVELY
ROUGHEN EDGE OF PLANTING HOLE
DEPTH OF PLANTING NO DEEPER THAN THE ROOT BALL

CONCRETE KERB TO DRIVEWAYS OR 50 mm THICK RED OUN COING TO GRASSSED AREAS
50 mm FINISH COVER
REFILL HOLE WITH MIXTURE (50:50) OF POTTING MIX AND EXISTING SOIL
BREAK UP BOTTOM OF HOLE

NOTE:

EXISTING SHRUBS UNDER 1.5m HIGH NOT SHOWN ALL TO BE REMOVED IF MAKE BARBER TO CONSTRUCTION AND LANDSCAPE TO BE MODIFIED.
SELECTED CANOPY TREE MINIMUM 8.0 MATURE HEIGHT AND 1.5 METER AT PLANTING

SOIL PREPARATION:

IT SHOULD BE NOTED THAT PRIOR TO PLANTING ALL WASTE OF THE BUILDER SHALL BE REMOVED. AS/ IF INDICATED ON PLANS REMOVE/ KEEP NOMINATED TREES OR PLANTS.
NEW SOIL SHOULD BE PREPARED AT A DEPTH OF 300MM.
CLAY SHOULD BE AMENDED WITH GYPSUM @ A RECOMMENDED RATE.
IMPORTED SOIL SHOULD BE USED WITH DISCRETION. WHERE THERE IS EXISTING SOIL IS NON EXISTANT OR INSUFFICIENT, AN ORGANIC BLENDED SOIL SHOULD BE IMPORTED AND USED.

IRRIGATION:

A QUALIFIED CONTRACTOR IS TO INSTALL AN AUTOMATIC IN GROUND IRRIGATION SYSTEM.

PLANTS & PLANTING:

NOTE: ALL PLANTS WHICH ARE TO BE USED SHOULD BE AT A HEALTHY STATE AND DISEASE FREE.
HOLES SHOULD BE OVEREXCAVATED BY AT LEAST TWICE IN SIZE OF THE POT HOLE.
OSMOCOTE FERTILIZER SHOULD BE SPREAD EXONLY TO EACH PLANTHOLE.
TREES SHOULD BE STAKED WITH TWO 1800X25X25 STAKES AND TIED WITH FLEXIBLE RUBBER TIES.
ONCE PLANTATION HAS BEEN PLANTED, THEY SHOULD BE WATERED AND A REGULAR WATERING ROUTINE FLOW SHOULD BE MAINTAINED AND ESTABLISHED.

MULCH:

ONCE PLANTATION HAS BEEN PLANTED, FINE BARK IS TO BE SPREAD TO A TOTAL DEPTH OF 50MM WHICH IS TO BE SPREAD EVENLY OVER ALL GARDEN BEDS.

MAINTENANCE:

ALL GARDEN BEDS SHOULD BE MAINTAINED IN A NEAT AND TIDY MANNER. DURING THE ESTABLISHMENT AND DRY PERIODS, GARDEN BEDS AND LAWNS SHOULD BE REGULARLY WATERED.
ANY WEED GROWTH SHOULD BE REMOVED.

NOTE: WITHIN REACTIVE CLAY SOILS, GYPSUM SHOULD BE ROTATED INTO THE GROUND AT A RATE OF 2KG PER SQ.M. GARDEN BEDS AND PLANTATION SHOULD BE WATERED IMMEDIATELY AFTER PLANTING.

WARNING THE LOCATION OF UNDERGROUND SERVICES SHOWN ARE APPROXIMATE ONLY AND THEIR EXACT POSITION SHOULD BE PROVEN ON SITE.
BEFORE OF UNDERGROUND SERVICES PRIOR TO ANY EXCAVATION WORKS NO GUARANTEE IS GIVEN THAT ALL SERVICES ARE SHOWN. THE CONTRACTOR MUST VERIFY ALL SERVICES ON SITE.

EXISTING SERVICES NOTE LOCATION OF EXISTING SERVICES IS HOICAVE ONLY & NOT ALL SERVICES ARE NECESSARILY SHOWN. BUILDER IS REQUIRED TO CONFIRM POSITION & DEPTH OF ALL EXISTING SERVICES ON SITE, PRIOR TO COMMENCING WORK OR ORDERING MATERIALS.

City of Whittlesea
ADVERTISED PLAN
Date: 11/4/16 - 26/4/16

LANDSCAPING NOTES

PROJECT: PROPOSED THE SECOND DWELLINGS TO THE REAR OF THE EXISTING DWELLING AT NO 20 THOMAS ST, THOMASTOWN, VIC 3074

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SHEET SIZE: A2
SHEET: PD09-015

PD09
A2

DESCRIPTION

DATE: 12.01.2015

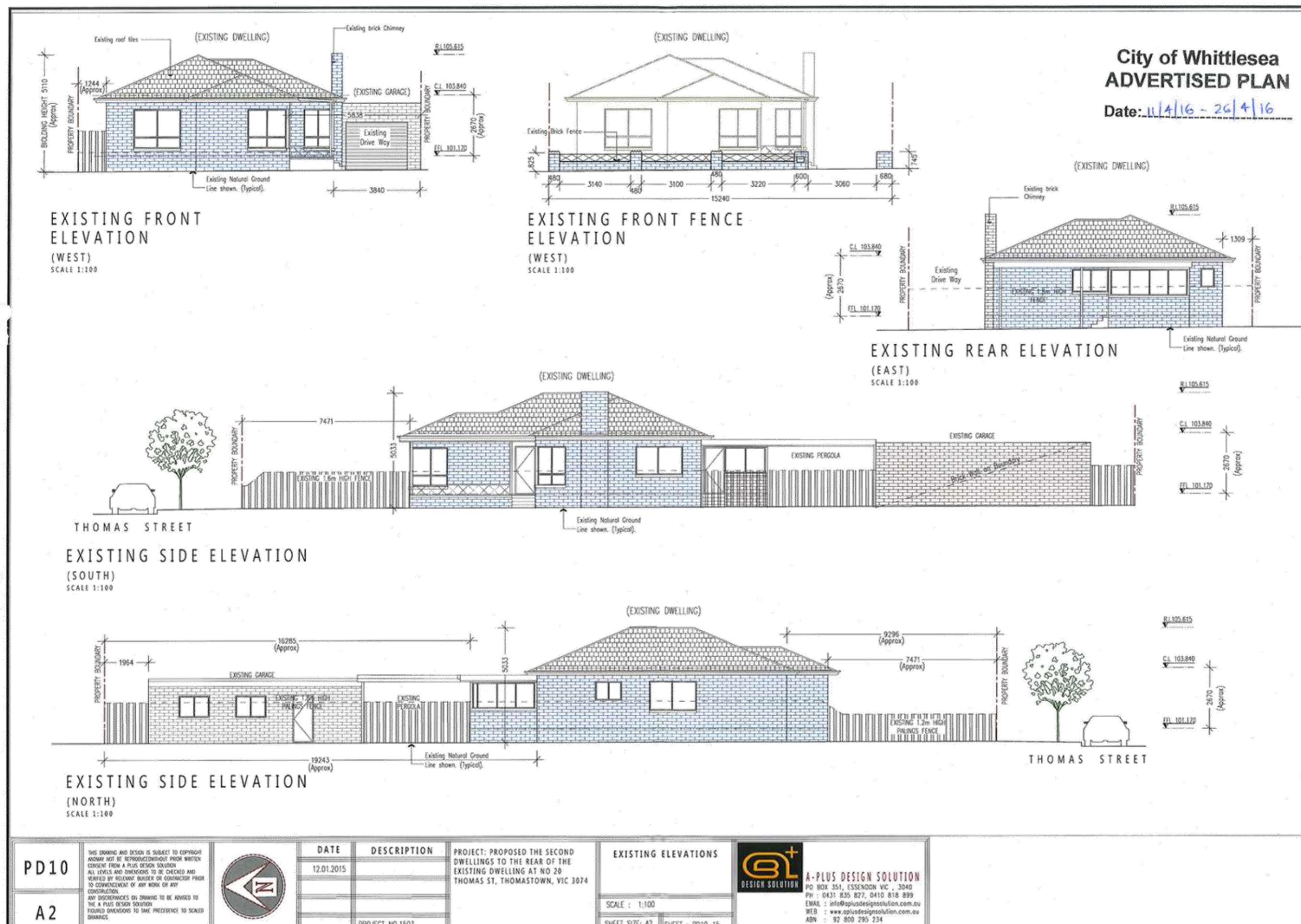
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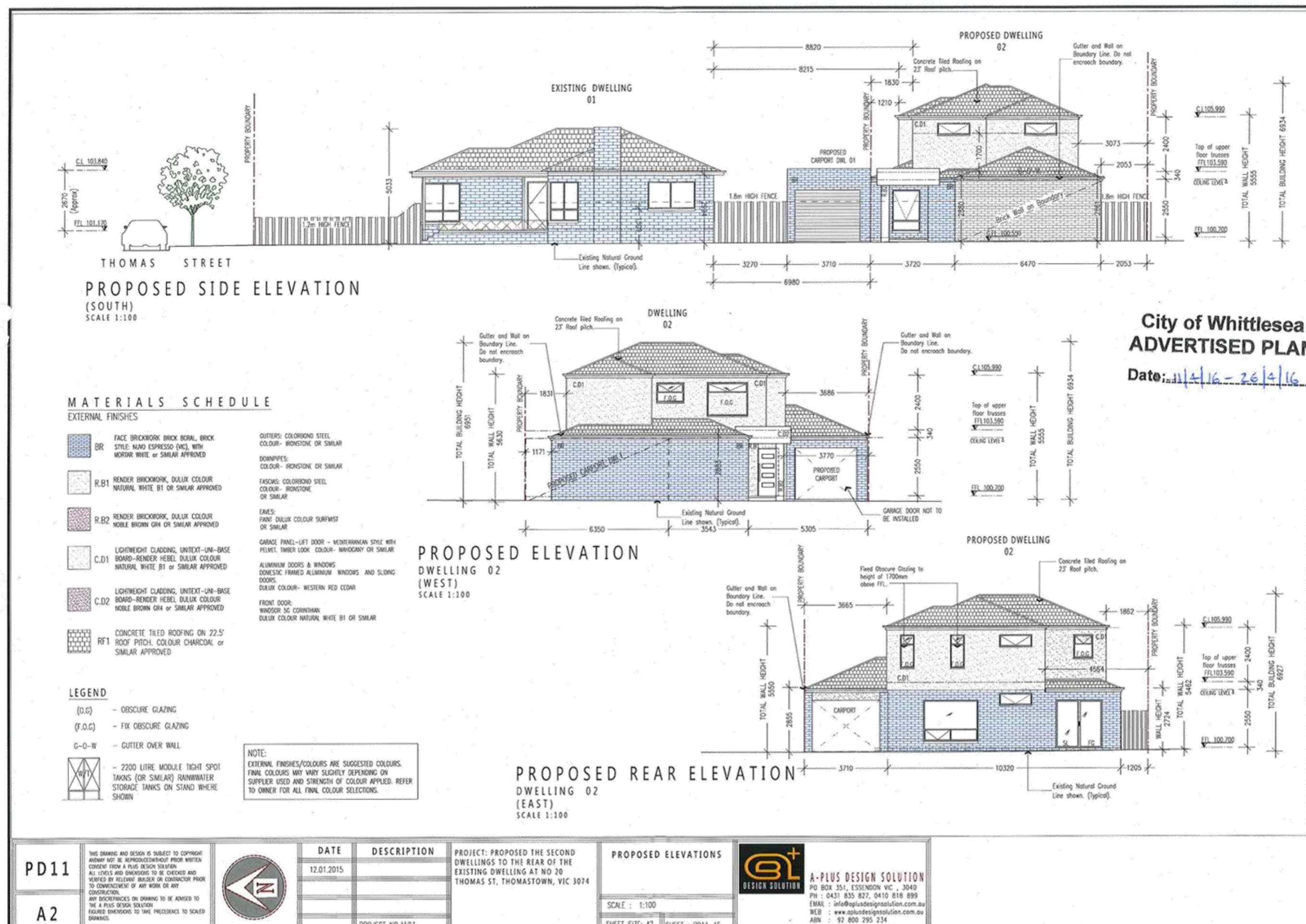
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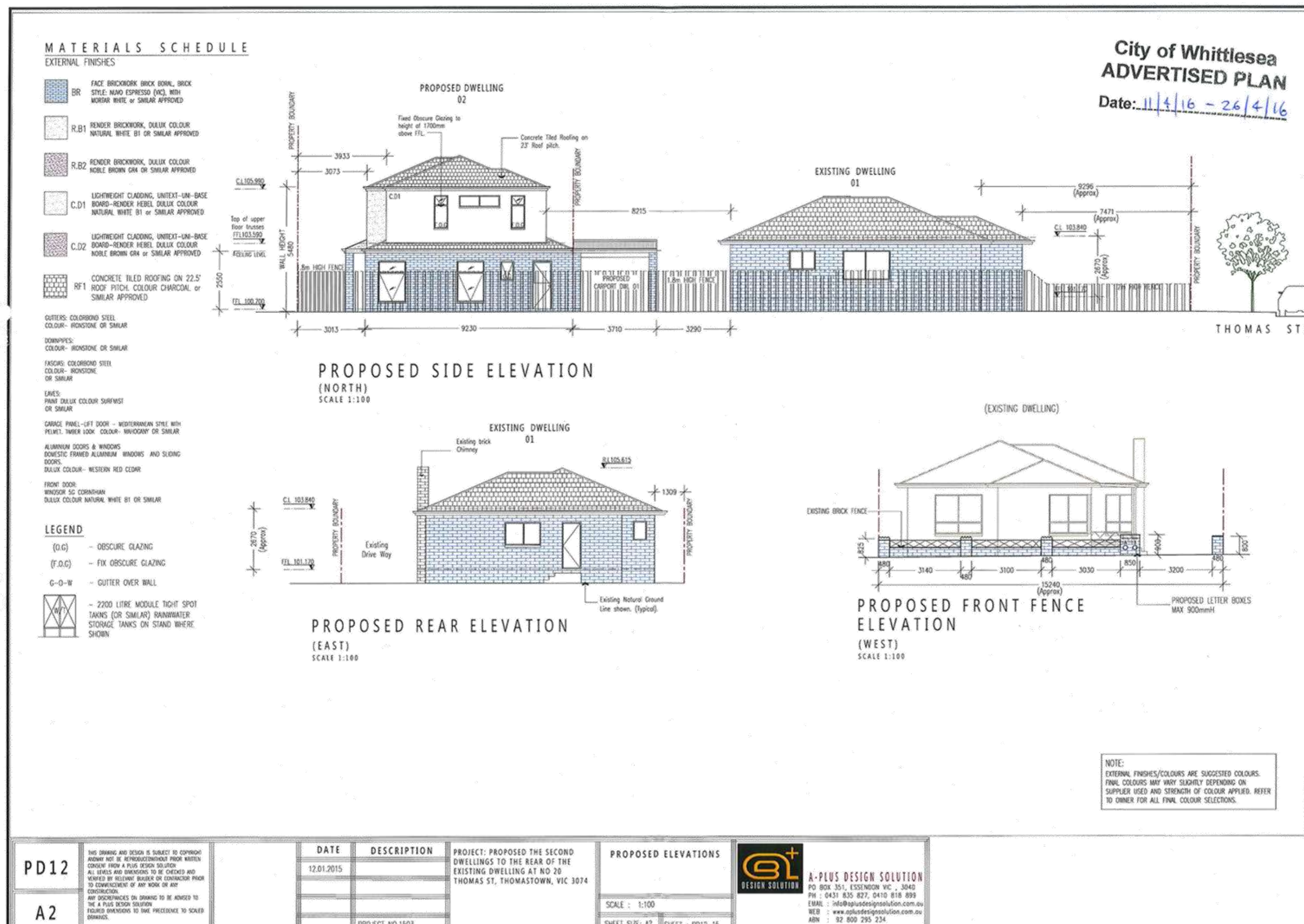
Logo

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ABN: 92 800 755 234

Logo







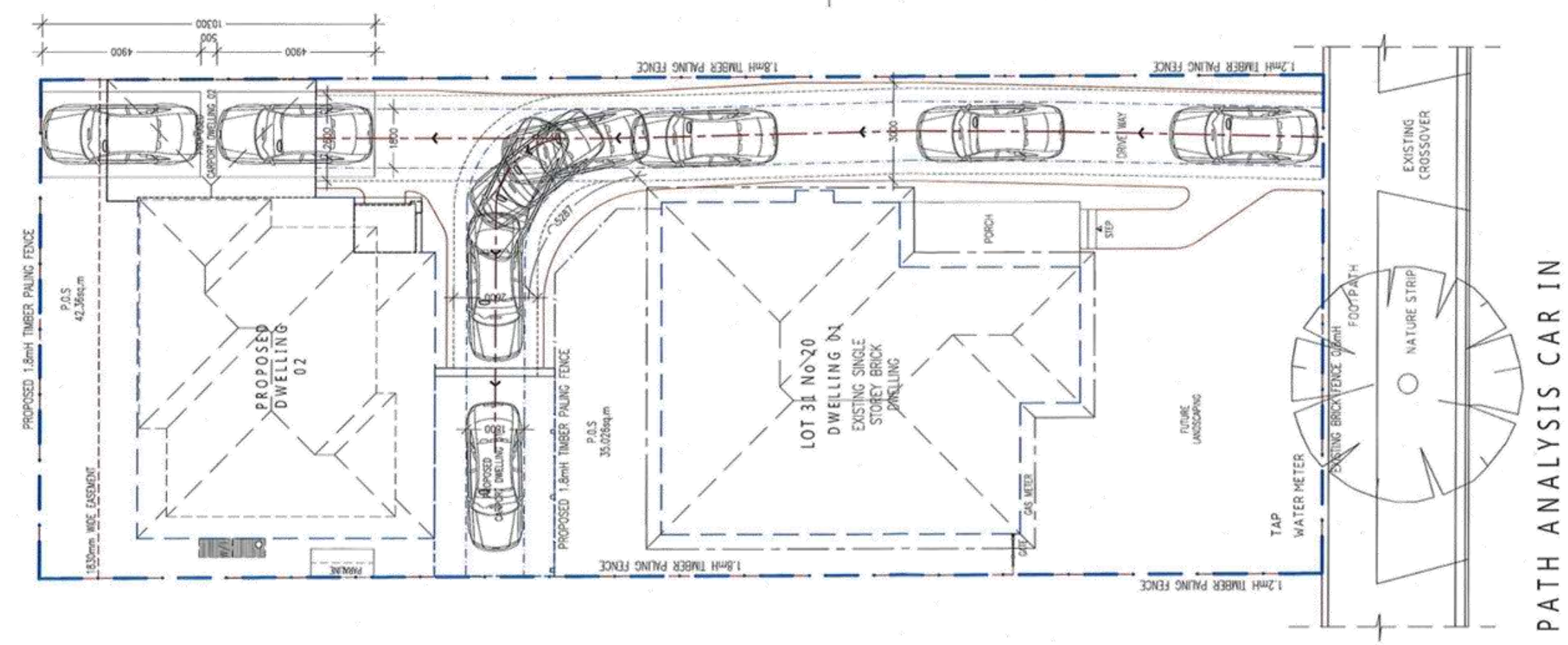
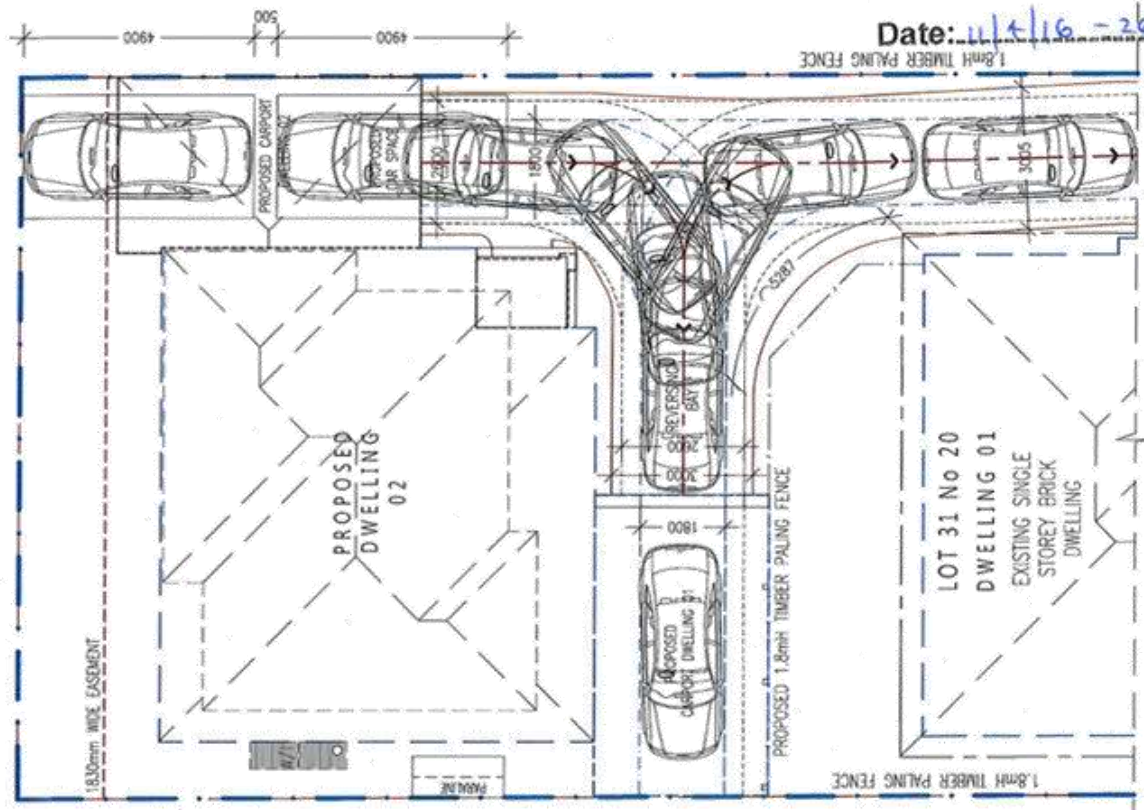
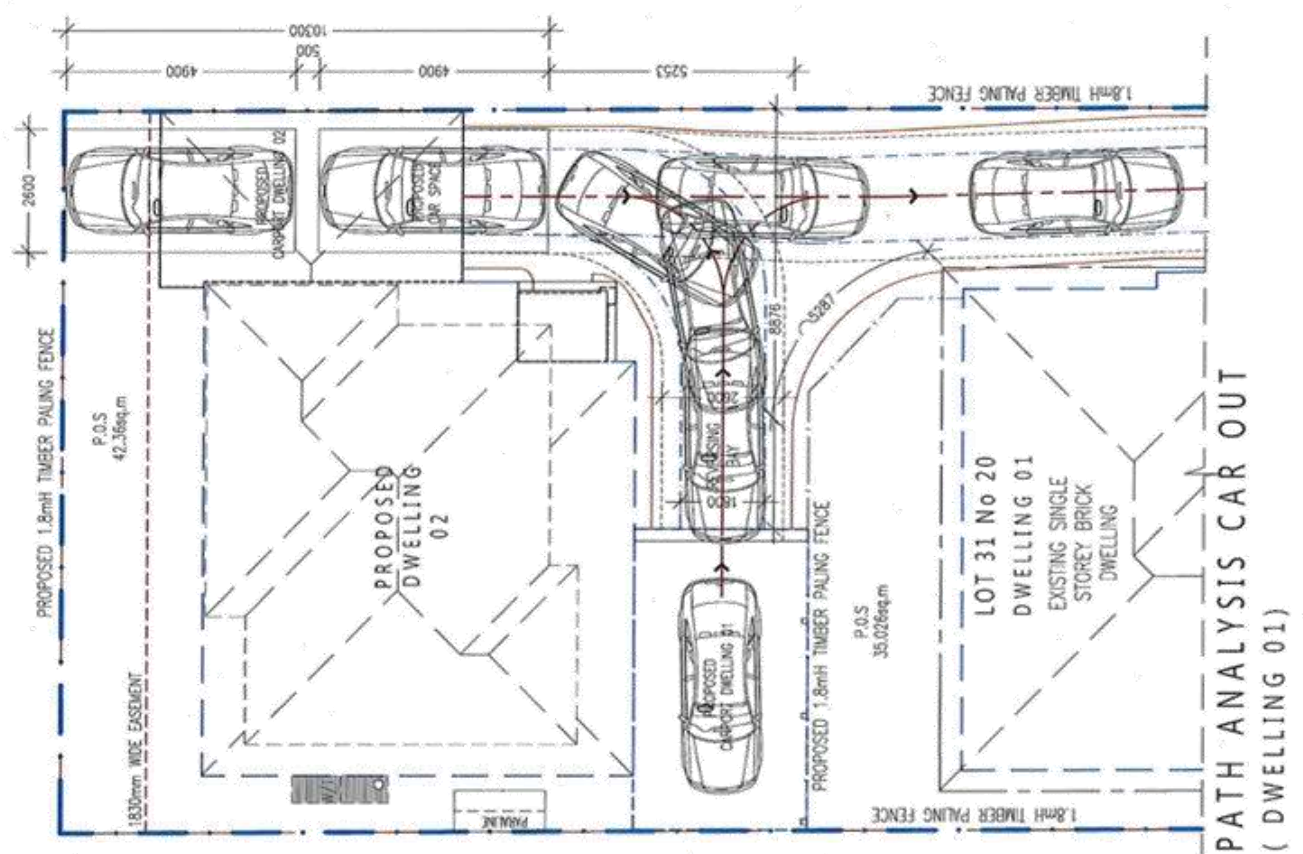
CAR PATH ANALYSIS

PROJECT: PROPOSED THE SECOND DWELLINGS TO THE REAR OF THE EXISTING DWELLING AT NO 20 THOMAS ST. THOMASTOWN, VIC 3074

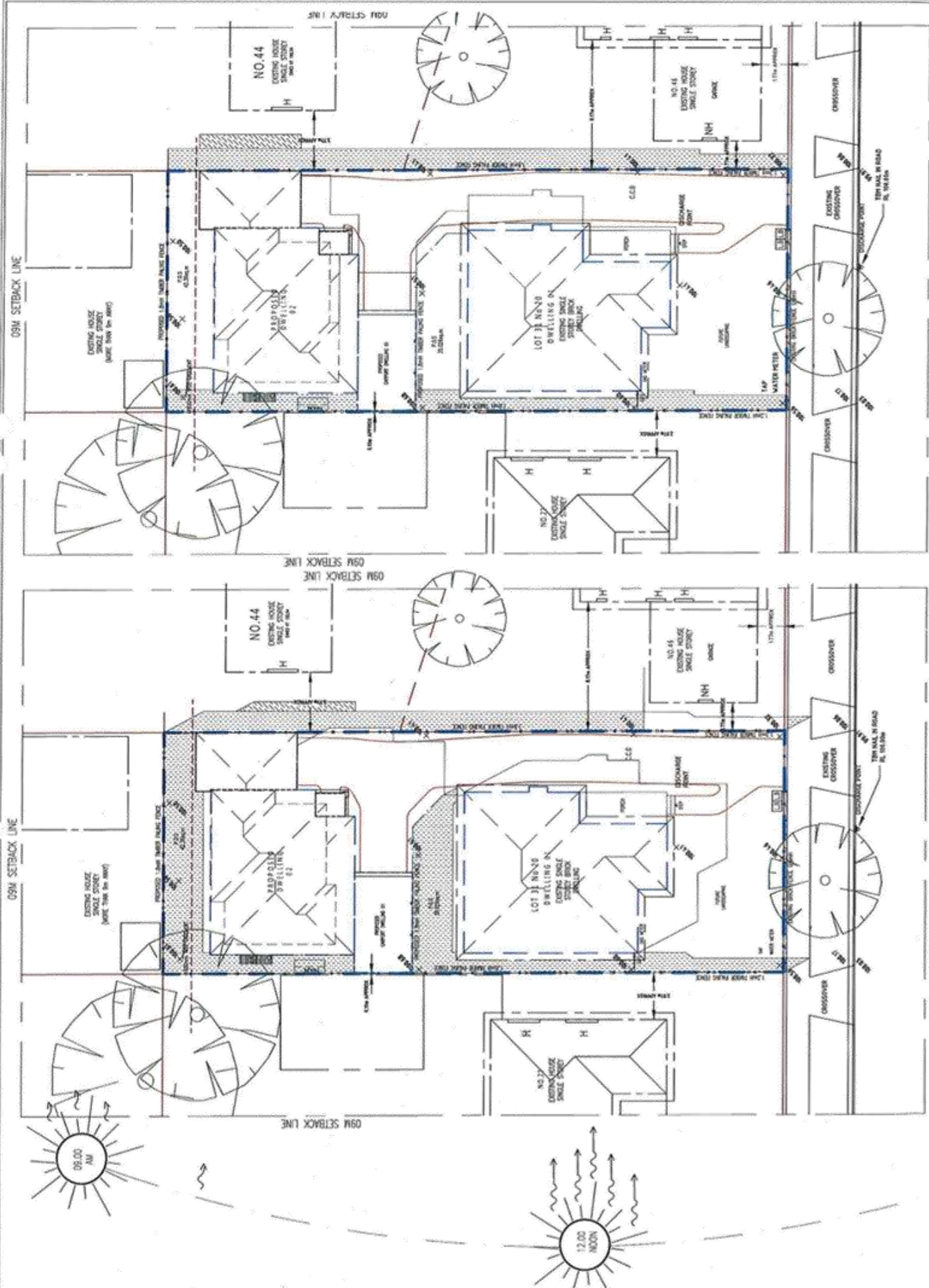
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PD13	A2
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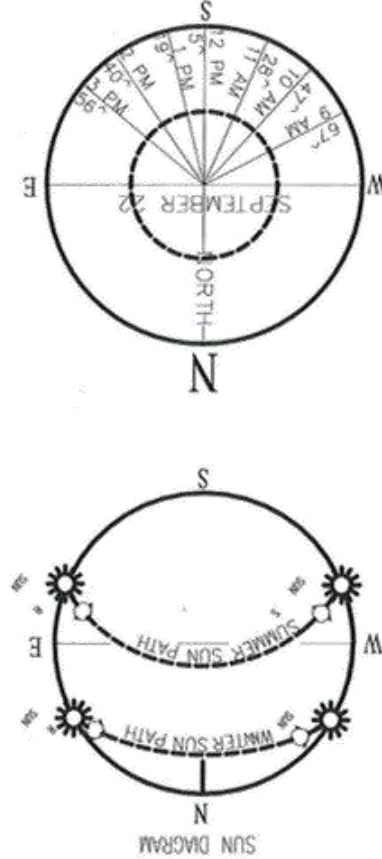


PATH ANALYSIS CAR OUT
(DWELLING 02)



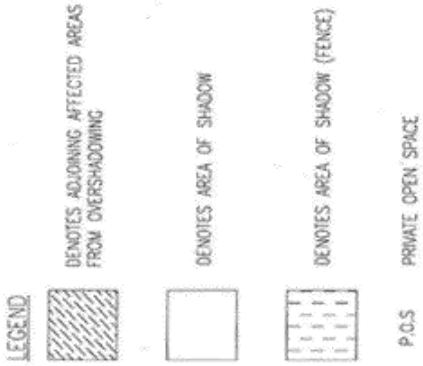
OVERSHADOWING DIAGRAM PLAN
12 NOON
SCALE 1:200
SHADOWS FOR 22 SEPTEMBER
SUNLIGHT TO PRIVATE OPEN SPACE:

OVERSHADOWING DIAGRAM PLAN
9 AM
SCALE 1:200



EQUINOX DATUM : 22 nd SEPTEMBER MELBOURNE, VICTORIA

TIME	SUN ALTITUDE (DEGREES)	SHADOW LENGTH PER METRE, HIGH
09 A.M.	32°	1.60 M
10 A.M.	41°	1.15 M
11 A.M.	49°	0.87 M
12NOON	52°	0.78 M
01 P.M.	50°	0.84 M
02 P.M.	45°	1.00 M
03 P.M.	36°	1.30 M



City of Whittlesea
ADVERTISED PLAN
Date: 11/4/16 - 26/4/16

PD14

A2

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City of Whittlesea

ADVERTISED PLAN

Date: 11/4/16 - 26/4/16

A-PLUS DESIGN SOLUTION

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EMAIL : info@aplusdesignsolution.com.au
WEB : www.aplusdesignsolution.com.au
ABN : 92 800 295 234

PROPOSED OVERSHADOWING DIAGRAM

SCALE : 1:200
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SHEET : WD14-15

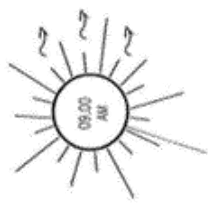
PROJECT: PROPOSED THE SECOND DWELLINGS TO THE REAR OF THE EXISTING DWELLING AT NO 20 THOMAS ST, THOMASTOWN, VIC 3074

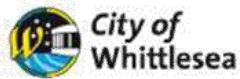
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Item 6.1.2

Attachment 2

Page 26





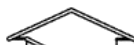
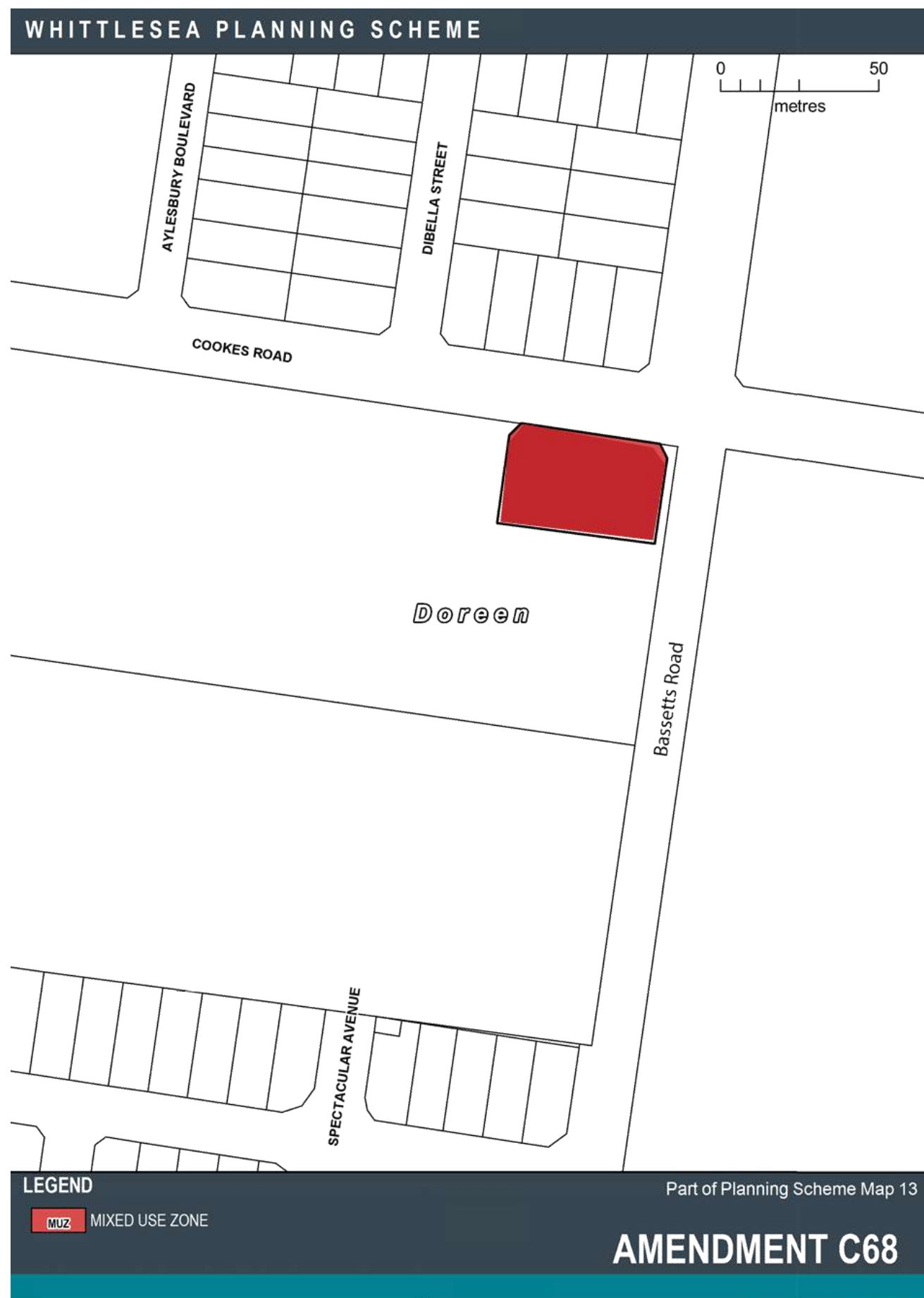
Subject Site - 46 Cookes Road Doreen

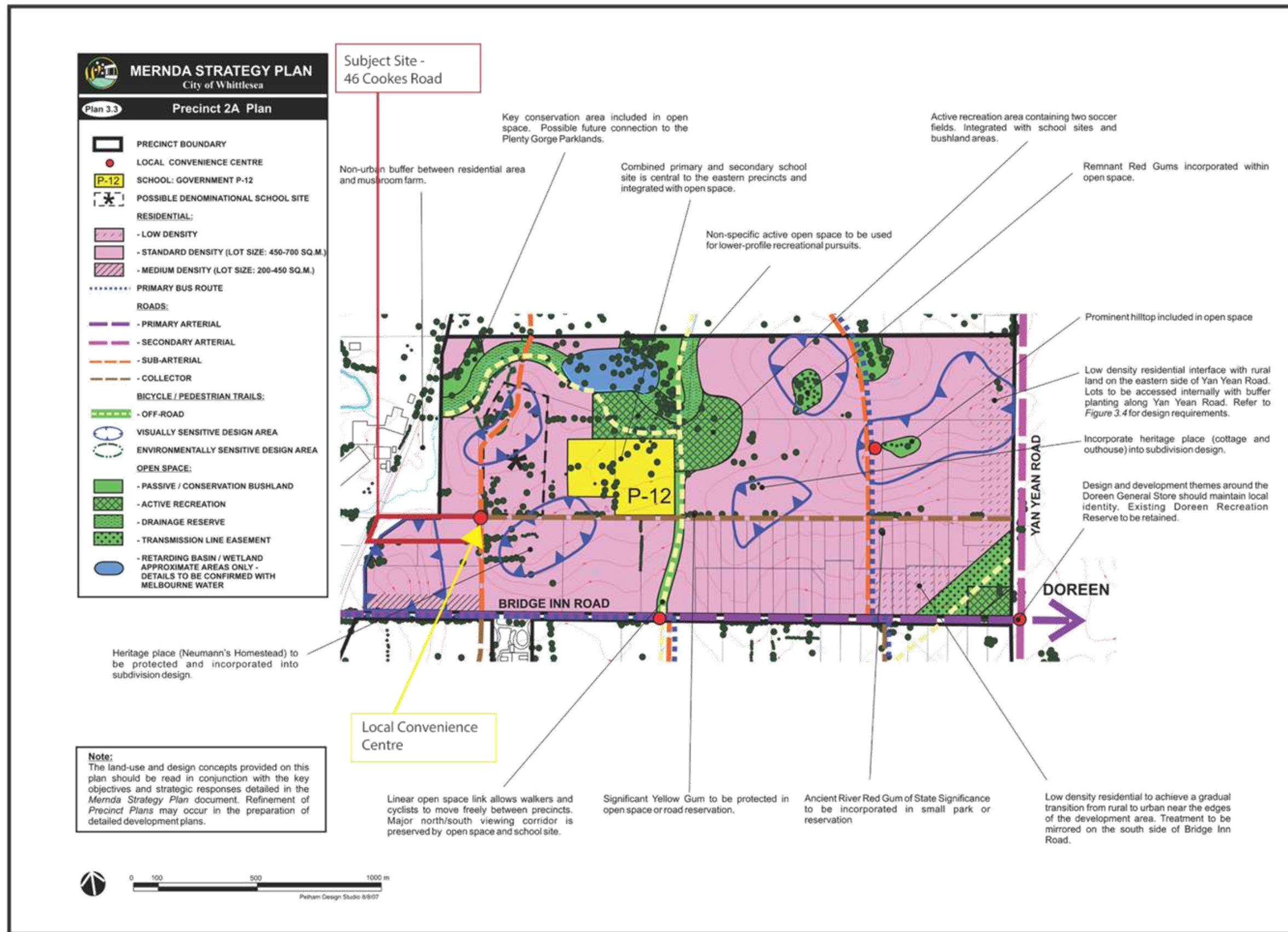


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






Map Scale: 1 : 5000
Date: 04/01/2016







THE DEVELOPMENT PLAN

- | | | | |
|---|---|---|---|
|  | Bassetts Road Development Plan Precinct |  | Residential |
|  | Land ownership property boundaries |  | Potential Medium density Residential |
|  | Primary arterial road |  | Potential Medium density Residential - west of Bassetts Road |
|  | Sub-arterial road |  | School - Government P-12 |
|  | Collector road |  | Possible Denominational School Site |
|  | Local access road |  | Neumann's Homestead |
|  | Existing remnant vegetation |  | Local- Convenience centre as per the MSP |
|  | Drainage reserve |  | Neighbourhood town centre precinct (MSP) |
|  | Proposed retention basin / wetland |  | Childcare centre |
|  | Passive open space / drainage corridor |  | CAC |
|  | Active reserve |  | CAC Community Activity Centre |
|  | Open space reserve |  | Investigate potential for future Residential Development |
|  | Plains grassy woodland |  | Specific design guidelines are required for lots which interface directly with open space for Property K. The guidelines are to address the issues regarding this interface. (Refer to condition x) |
|  | Bridge Inn Road reserve interface |  | Existing Nursery |

Notes: as required by Council

The ultimate layout surrounding and incorporating Neumann's homestead will be dealt with at the detailed subdivision stage and will be subject to further heritage assessment of the significance of the Neumann's homestead and its interface with the wider development area. (Refer to condition aa)

As part of any future subdivision planning permit, landowners who have not already done so must prepare a detailed environmental and heritage / archaeological assessment for their landholding. The recommendations of such assessment may require the redesign of the Development Plan road layout. (Refer to condition bb).

The CAC location is in conjunction with the P-12.
(Refer to condition z).

- The ultimate layout of the Development Plan may be subject to change as a result of further investigations and findings of any additional background reports at the detailed subdivision stage.
- The ultimate traffic function of Cookes Road will be subject to an environmental and traffic assessment of the surrounding road network.
- The ultimate layout surrounding and incorporating the Neumann's Homestead will be subject to further heritage assessment of its significance and interface with the wider development area. To be dealt with at the detailed subdivision stage.

CONCEPT DEVELOPMENT PLAN



This plan is for approval purposes only and represents indicative outcomes for future assessment and review.

This plan is also based on preliminary information and is subject to Council approval.

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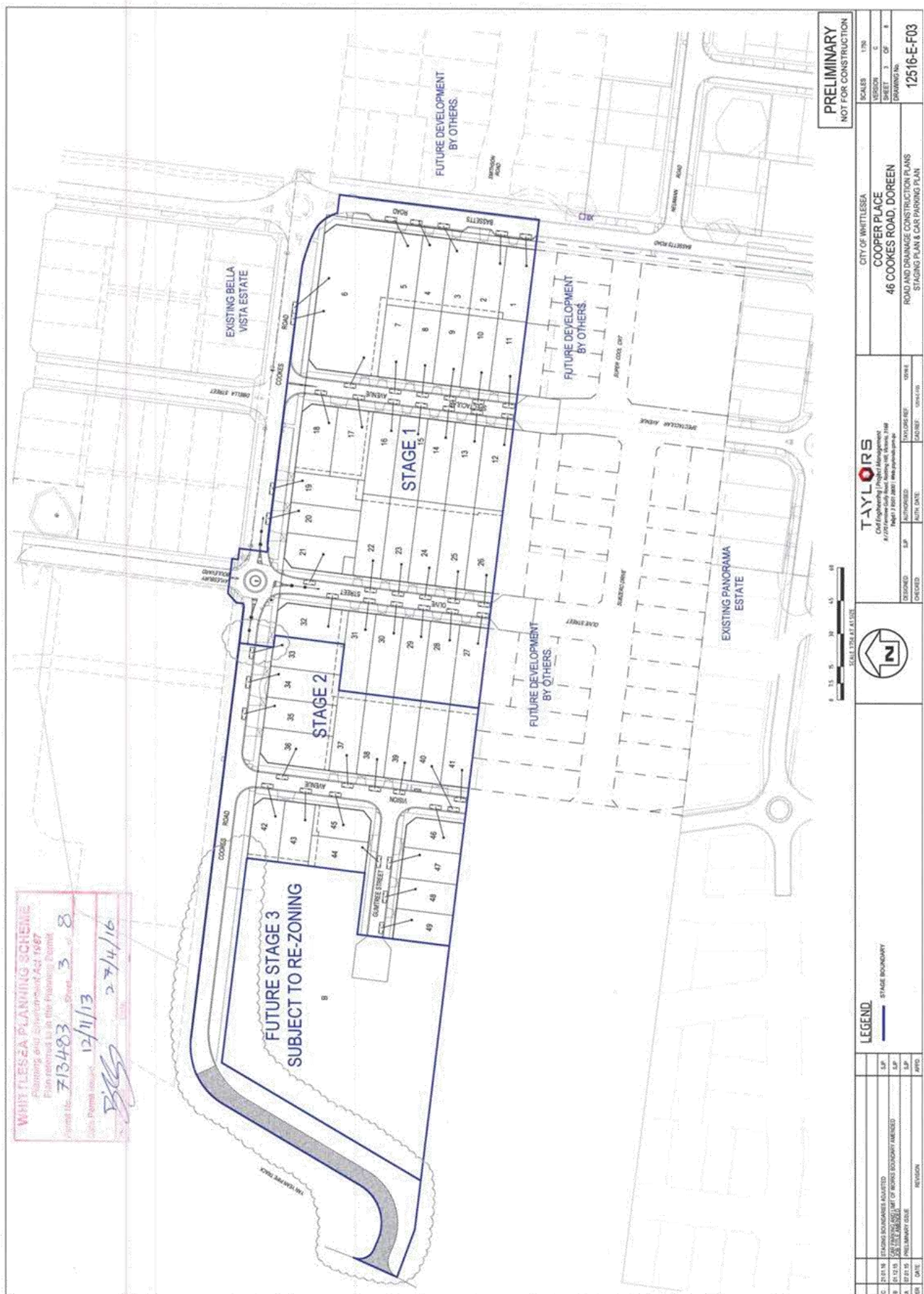
For: Fratello Projects
At: 777 High Street, Thornbury
Title: CONCEPT DEVELOPMENT PLAN
PROPOSED SUBDIVISION
Bassett's & Cookes Road, Doreen

Drawing No: M1332-ODP
Project No: M1332
Version: V.1.5
Drawn by: MW
Checked/Signs by: MW

Scale: 1:1250 @ A1 / 1:2500 @ A3
North Arrow: [N]

FOR COUNCIL ENDORSEMENT

Drawing Creation Date: 30.08.2012
Preliminary Issue Date: 16.09.2013
File Location: C:\Users\fratello\Documents\Projects\Bassett's & Cookes Road\Bassett's & Cookes Road\Bassett's & Cookes Road.dwg



BUSHFIRE PRONE AREA (BPA) MAPPING

City of Whittlesea (Data Source: DELWP, 2016)



BUSHFIRE MANAGEMENT OVERLAY (BMO) MAPPING

City of Whittlesea (data source: DELWP, 2016)



WHITTLESEA PLANNING SCHEME

21.07 ENVIRONMENTAL RISK

DD/MM/YYYY
Proposed
C197

The City of Whittlesea is characterised by its expanding urban areas and urban-rural fringe, with well over half of the municipality being rural. Rural areas support various farming enterprises, lifestyle properties, water supply catchments, extractive industry, conservation areas and tourist attractions.

Historically poor land management activities have contributed to land degradation and as a result increased environmental risks. Key areas contributing to land management issues include:

- the removal of native vegetation, increased salinity and soil erosion impacts, particularly around local waterways,
- bushfires impacts,
- weeds and animal pests spreading and impacting on native vegetation and farm pastures,
- climate change impacts,
- overstocking resulting soil compaction, erosion and run-off, dry-land salinity, loss of vegetation, loss of soil moisture and carbon and reduced water quality,
- urban development pressures on rural land, and illegal vegetation removal, rock removal, or land filling.

Council aims to maintain and improve rural land health and minimise environmental risk.

21.07-1 Floodplains

DD/MM/YYYY
Proposed
C197

No Content

21.07-2 Erosion and Landslip

DD/MM/YYYY
Proposed
C197

No Content

21.07-3 Salinity

DD/MM/YYYY
Proposed
C197

No Content

21.07-4 Bushfire

DD/MM/YYYY
Proposed
C198

~~No Content~~

Bushfires and grassfires have had significant social, economic, and environmental impacts on the City of Whittlesea and its residents. Council's aim is to strengthen community resilience to bushfire and ensure that fire risks are carefully considered throughout the planning and development process.

The Regional Bushfire Planning Assessment (Melbourne Metropolitan Region, 2012) outlines that bushfire hazard is high in the northern rural reaches of the municipality in addition to areas along the Plenty River adjacent to established and emerging residential estates. This hazard is due to the nature and extent of vegetation, topography, settlement patterns and road access arrangements.

Grassland areas also present a fire hazard, particularly at the urban-grassland interface of existing settlements. Residential areas that are bordered by non-urban edges including conservation areas, cleared agricultural land and open space where new development is expected to occur are at a higher risk of grassfire that can spread rapidly and put lives and property in danger.

Objective 1 To ensure that strategic and settlement planning decisions prioritise the protection of human life.

Strategy 1.1 Direct growth to areas of lower bushfire risk having regard to the municipal and local context.

WHITTLESEA PLANNING SCHEME

Strategy 1.2 Avoid locations where bushfire risk cannot be reduced to an acceptable level.

Objective 2 To reduce the impact of bushfire risk.

2.1 Ensure that decision-making considers issues of strategic and settlement planning as a primary consideration, followed by precinct and lot level responses.

2.2 Consider alternate options for development in areas where required bushfire protection measures may be incompatible with environmental and cultural heritage objectives.

21.07-5 Environmental Degradation

DD/MM/YYYY
Proposed
C197

Urban development, agricultural activities, land use change and development and poor land management practices can lead to:

- Soil erosion and deposition
- Soil degradation- increased salinity and loss of soil structure
- Ecosystem change
- Degradation, loss of native vegetation, loss of biodiversity
- Soil contamination.

These activities can lead to diminished land productivity and a reduced capacity of the land to maintain important ecosystem services.

Objective 1: To maintain and improve rural land health and productivity

Strategy 1.1 Encourage sustainable land management including managing livestock, weed and animal pests, retention of native vegetation.

Strategy 1.2 Mitigate against salinity and soil erosion caused by vegetation removal, rock removal, overgrazing or land filling.

21.07-6 Implementation

Resource Documents

- City of Whittlesea *Environmental Sustainability Strategy* 2012-2022
- City of Whittlesea *Green Wedge Management Plan* 2011-2021
- Clause 22.03 Bushfire Management Local Planning Policy
- Department of Environment, Land, Water and Planning *Regional Bushfire Planning Assessment – Metropolitan Melbourne Region* (2012).
- City of Whittlesea *Municipal Fire Management Plan* (2012-2015), as amended from time to time.
- Country Fire Authority *Preferred Requirements: Water supplies and access for subdivisions in Residential 1 and 2 and Township Zones* (2006).
- Country Fire Authority *Preferred Requirements: Water supplies and access for subdivisions in Rural Zones* (2006).
- Australian Standard AS 3959: 2011, *Construction of Buildings in Bushfire Prone Areas*

CITY OF WHITTLESEA PLANNING SCHEME

22.03 BUSHFIRE MANAGEMENT POLICY

DD/MM/YYYY
Proposed
C198

This policy applies to all land in the municipality within a designated Bushfire Prone Area as outlined in the *Building Regulations* 2006, which is not already covered by a Bushfire Management Overlay (BMO).

The policy applies to residential subdivisions of 10 lots or more, new residential and commercial uses, and development applications for:

- Accommodation
- Child Care Centre
- Education centre
- Office
- Place of Assembly
- Emergency services facility
- Hospital
- Research centre
- Cinema-based entertainment facility
- Shop
- Food and drink premises
- Gambling premises
- Animal keeping
- Major sports and recreation facility
- Indoor recreation facility
- Or any application for development that will result in people congregating in large numbers.

22.03-1 Policy Basis

Bushfires and grassfires have had significant social, economic and environmental impacts on the City of Whittlesea and its residents. This policy seeks to strengthen the community's resilience to bushfire and ensure that fire risks are carefully considered in the planning and development process.

Areas in the municipality of high-to-extreme bushfire risk have been mapped and are covered by the Bushfire Management Overlay (BMO). However, fire hazard in the municipality is not limited to areas of extreme bushfire hazard as mapped by the BMO, and areas of low-to-medium fire hazard are more prevalent throughout the municipality. These areas are identified in the State-wide designated Bushfire Prone Area (BPA) map as outlined in the *Building Regulations* 2006.

In particular, the City of Whittlesea has extensive undeveloped areas located at the urban/rural interface of existing settlements. Residential areas that are bordered by non-urban edges including conservation areas, cleared agricultural land and open space where new development is expected to occur are at a higher risk of grassfire that can spread rapidly and put lives and property in danger.

Where residential settlement is permitted, particular attention to fire issues is needed in the design of subdivisions, the siting and design of buildings, and the management of land in areas that are not covered by a Bushfire Management Overlay (BMO).

Decision-making around fire risk will consider strategic and settlement planning as a primary consideration followed by precinct, neighbourhood and site level responses.

22.03-2 Objectives

- To give effect to the relevant objectives and strategies of Clause 13.05 (Bushfire) over all land identified as being at risk of bushfire.

CITY OF WHITTLESEA PLANNING SCHEME

- To ensure that land use planning and development planning applications are informed by a broad consideration of bushfire.
- To avoid intensifying bushfire risk to people and property through inappropriately located, designed or managed uses or developments.
- To ensure that in areas outside of the BMO, bushfire and grassfire protection measures are considered for use and development which may be occupied by potentially vulnerable people and populations.
- To strengthen community resilience to bushfire by ensuring that bushfire and grassfire protection measures are considered and given effect to in large and/or isolated subdivisions outside the BMO.
- To ensure that the threat of grassfire in interface areas is considered at a precinct, sub-precinct, and street level through the provision of appropriate fire breaks and road network arrangements.
- To ensure the protection of environmental and cultural values from bushfire and grassfire risks.

22.03-3 Policy**Strategic and Settlement Planning**

It is policy to:

- Ensure that the views and relevant publications (as outlined in Clause 21.16-6) of the Country Fire Authority (CFA) are taken into account in decision-making.
- Prioritise bushfire management outcomes that are not at the detriment of environmental and cultural heritage assets.
- Consider the views of the Municipal Fire Management Committee as outlined in the *City of Whittlesea Municipal Fire Management Plan* on potential risks to life, property and community infrastructure, and the ongoing resources which will be necessary to maintain those activities in conjunction with the ongoing use of land. Require that potentially vulnerable development outside of the Bushfire Management Overlay:
 - Considers the fire risk at a local level.
 - Incorporates passive fire risk mitigation measures, including through the siting, landscaping and layout of new development, to enhance resilience.

Subdivisions

It is policy to:

- Ensure that the subdivision of land outside of the Bushfire Management Overlay into more than 10 lots:
 - Consider the need for multiple points of access and egress to the existing and proposed road network.
 - Consider the need for perimeter roads and hard-edges at the urban-hazard interface (including grassland).
 - Require adequate access and egress opportunities for early residents, construction workers and emergency vehicles in emergent developments.
 - Implement a 60 metre fire break (buffer) between a grassland fire threat edge and a residential development edge (as specified in the Australian Standard AS3959: 2011), unless it has been determined that a reduced fire break is appropriate. The 60m fire break includes the widths of hard surfaces such as perimeter roads, footpaths, nature strips (non-vegetated) in addition to any

CITY OF WHITTLESEA PLANNING SCHEME

closely managed grasslands or vegetation that is under 10cm in length. The fire break should not be comprised of land with high ecological values.

Land Management

It is policy to:

- Require that non-urban grasslands are maintained to a length of 10cm or under (or as specified in a municipal fire prevention notice), for any development where a Site Management Plan is required under a subdivision permit.

Siting and Design

It is policy to:

- Require that all new development considers the likely bushfire behaviour on a site and in the wider landscape.
- Strongly discourage the siting of buildings on north or north-west facing slopes, particularly steeper slopes and the ridges above these slopes.

Water Supply and Utility

It is policy to:

- Ensure that rural properties provide adequate water supply with suitable flow rates for fire fighting purposes.
- Ensure that the location of electricity and gas limits the possibility of ignition of surrounding bushland, grassland, or the fabric of buildings.

Access

It is policy to:

- Require multiple access and egress opportunities to open space and parklands.
- Require that all development provide appropriate fire authority access to and on the land.
- Require adequate access and egress opportunities for early residents, construction workers and emergency vehicles in emergent developments.

22.03-4 Decision Guidelines

Before deciding on an application to use or develop land the responsible authority will consider:

- The bushfire hazard on the land and in the surrounding landscape and the level of risk it poses to human life, property and community infrastructure.
- Whether necessary bushfire protection measures can be established and maintained in conjunction with the ongoing use of the land, including any mechanisms required to achieve this.
- The layout of subdivisions so as to provide for a clear fire break and to optimise the opportunity for escape from bushfires and access.
- The siting and design of buildings so as to reduce fire risk and damage.
- The impact of bushfire management measures on biodiversity and cultural heritage.
- Consistency with the approach to planning and decision-making in bushfire prone areas as outlined in this policy and Clause 21.07-4 of the Municipal Strategic Statement, which seeks to prioritise strategic and settlement planning followed by localised site based responses.
- Any relevant approved State, regional and municipal fire prevention plans.

CITY OF WHITTLESEA PLANNING SCHEME

22.03-5 Policy Reference

- *Bushfire Prone Area Map* determined under the *Building Regulations 2006* (as amended from time to time).
- *Regional Bushfire Planning Assessment – Metropolitan Melbourne Region* (Department of Environment, Land, Water and Planning, 2012).
- *Municipal Fire Management Plan* (City of Whittlesea, 2012-2015) (as amended from time to time).
- CFA preferred requirements: *Water supplies and access for subdivisions in Residential 1 and 2 and Township Zones* (2006).
- CFA preferred requirements: *Water supplies and access for subdivisions in Rural Zones* (2006).
- Australian Standard AS 3959: 2011, *Construction of Buildings in Bushfire Prone Areas*.



Preventing Alcohol Related Harm Policy

Category	All staff
Date of Adoption by ELT/Council	Council Meeting 9 August 2016
Directorate Responsibility	Community Services

Policy

The City of Whittlesea recognises evidence of the strong correlation between increased access and availability of alcohol in the community and a broad range of health and social harms. Council is committed to enhancing community safety, amenity, health and wellbeing in the City of Whittlesea through support for the responsible management and regulation of alcohol in the Municipality and a proactive approach to preventing alcohol related harm.

Objectives

The objectives of the policy are to :

- Ensure planning is informed by a comprehensive understanding of alcohol access and availability in the local context and data related to alcohol consumption, misuse and associated harms is monitored.
- Raise awareness of the significant harms associated with increased alcohol access and availability and build support for implementation of local, responsive evidence based harm minimisation and prevention approaches.
- Demonstrate leadership at an organisational level which supports cultural change and models social norms that support positive health outcomes for the community.
- Maximise community access to healthy inclusive, family friendly sports settings, community facilities and community events.
- Strengthen Council capacity to influence planning decisions and local liquor licencing outcomes.

Policy Principles

Evidence Council planning is responsive to community needs and the local context and is informed by evidence and good practice models.

Prevention Council has a focus on prevention. This requires a multi-level, (individual, organisational, community) multi-strategy approach and a focus on specific settings.

Harm reduction Council recognises that whilst alcohol has a valid role in our social and economic environment it is a drug with potential harmful impacts. As such, consideration of supply and availability in our local community requires more careful assessment and regulation than other retail commodities.

Consultation & Engagement Planning is informed through engagement with a broad range of stakeholders to develop responsive relevant approaches which reflect community needs.

City Of Whittlesea – <<Name of Department>> Department

Document Name:

Date:

Document Owner:

Version: 1

Approved By:

Page Number: Page 1 of 2

Partnerships An integrated collaborative approach to planning across Council Departments, community organisations and the community with a broad range of relevant stakeholders is required to effect positive community outcomes. This will include but not be limited to Council departments, residents, community organisations, Victoria Police and the Community Safety and Crime Prevention Committee.

Advocacy Community engagement and awareness raising is essential to support a shared understanding of the issues and a joint approach to advocacy.

Integrated Planning Integrated planning and advocacy will support shared outcomes across Council priorities including Community Safety, Family Violence Prevention, Community Building and Prevention of Alcohol related Harm.

Context/Rationale

There is strong evidence of the correlation between increased access to and availability of alcohol in the community and significant social harms including: family violence, crime, injury and chronic disease. This provides a strong rationale for Council to develop strategies to reduce the harmful effects that can arise from alcohol availability.

The role of Council in preventing and reducing alcohol related harm is broad and may include:

- Monitoring alcohol related harms
- Support for young people and families which strengthen protective factors and minimise risk factors for early and risky alcohol use
- Awareness raising
- Planning and liquor licencing
- Community engagement
- Strengthening policy and practice in Council owned facilities and at Council events
- Workplace initiatives and policies
- Local laws to prohibit alcohol consumption in public places.

Articulation of Council's position and expectations in relation to preventing alcohol related harm is essential to ensuring a strategic approach which is responsive to the local context.

Key linkages

Shaping our Future: City of Whittlesea Council Plan 2013-17 and integrated Municipal Public Health and Wellbeing Plan

City of Whittlesea Community Safety and Crime Prevention Plan (in development)

Safe in our homes Safe in our communities City of Whittlesea Family Violence Strategy 2014-2018

Better Together City of Whittlesea Community Building Strategy

Commonwealth, Victorian and Council strategies and plans that support the principles of the Alcohol Management Policy include: National Preventative Health Taskforce, the Ministerial Council on Drug Strategy and National Alcohol Strategy; Reducing the Alcohol and Drug Toll, Victoria's Plan 2013-2017.

Relevant Legislation

Victorian Liquor Control Reform Act 1998.

Victorian Local Government Act 1989.

Victorian Planning and Environment Act 1987.

Victorian Public Health and Wellbeing Act 1987.

City Of Whittlesea – Community Wellbeing Department

Document Name:

Date:

Document Owner:

Version: 1

Approved By:

Page Number: Page 2 of 2

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Priority area for focus 1: Intelligence gathering and monitoring

Objective	Action	Lead/Partners	Timeline	What success looks like:
<i>Increase Council and partner organisations' understanding of alcohol use in the local context and related harms to inform planning and advocacy.</i>	<p>Develop a framework¹ and process to collate and analyse indicators of social harms related to alcohol in the municipality.</p> <p>Monitor and report on:</p> <ul style="list-style-type: none"> Population level alcohol consumption patterns (short and long term risk), Alcohol attributable social harms and trends (including Ambulance attendance, Emergency Department presentations, Family Violence incidents), Availability of alcohol in the local context and an assessment of potential social impacts², Alcohol consumption in Parks and Public spaces (alcohol litter, amenity issues and community feedback), and Stakeholder consultation & engagement, to inform and refine planning. 	<p>Community Wellbeing Victoria Police Parks and Open Space, City Presentation, CSCPC VCGLR SEMC</p>	<p>2016/17</p> <p>2017/18 (Annual updates)</p>	<p>Process measures: Collaborative data collection and analysis processes minimise duplication of effort.</p> <p>Comprehensive up to date data informs health, community safety and family violence planning and advocacy.</p> <p>Planning and advocacy is informed by all available evidence and is responsive to local contextual factors.</p> <p>Intermediate impact: Local data meets evidentiary requirements to support an amendment to the Planning Scheme.</p> <p>Council capacity to influence planning decisions and local liquor licence outcomes is increased.</p> <p>Long Term Outcome: Harms related to alcohol in the City of Whittlesea are minimised.</p>

¹ Informed by with SEMC data collection framework and mapping methodology.

² SIA to include: location, proximity to sensitive land use, size, opening hours, SEIFA.

Acronyms:

ADF – Australian Drug Foundation, **APC** - Alcohol Policy Coalition, **CSCPC** - City of Whittlesea Community Safety and Crime Prevention Committee, **LGAODIF** - Local Government Alcohol and Other Drug Issues Forum, **SIA** – Social Impact Assessment, **SEMC** - South East Melbourne Group of Councils Advocacy Alliance, **SEIFA** - Socio-Economic Indexes for Areas **VCGLR** - Victorian Commission for Liquor and Gaming Regulation

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Priority area for focus 2: Advocacy and communications

Objective	Action	Lead/ Partners	Timeline	What success looks like:
<i>Increase stakeholder awareness of harms associated with alcohol in the local context and advocacy for evidence based prevention approaches.</i>	<p>Integrate alcohol harms reduction key messages into Family Violence and Community Safety Communications Plans and disseminate through a range of communications mechanisms including media (proactive and reactive).</p> <p>Provide input into and support alcohol harm reduction advocacy alliances which reflect issues relevant to the local context.</p>	<p>Community Wellbeing</p> <p>Advocacy & Communications</p> <p>LGAODIF, APC SEMC, ADF</p>	<p>2016/17</p> <p>Ongoing</p>	<p>Process Measures: Clear consistent messages reflect local issues and reach local audiences.</p> <p>Intermediate impact: Information dissemination promotes a shared understanding of issues relevant to the local context.</p> <p>Advocacy alliances are strengthened and represent the needs of our local community.</p> <p>Long Term Outcome: Harms related to alcohol in the City of Whittlesea are minimised.</p>

Acronyms:

ADF – Australian Drug Foundation, APC - Alcohol Policy Coalition, CSCPC - City of Whittlesea Community Safety and Crime Prevention Committee, LGAODIF - Local Government Alcohol and Other Drug Issues Forum, SIA – Social Impact Assessment, SEMC - South East Melbourne Group of Councils Advocacy Alliance, SEIFA - Socio-Economic Indexes for Areas VCGLR - Victorian Commission for Liquor and Gaming Regulation

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Priority area for focus 3: Leadership & policy

Objective	Proposed actions	Lead/Partners	Timelines	What success looks like:
<i>Demonstrate leadership to support cultural change and model social norms that support positive health outcomes for the community.</i>	<p>Review policies and strengthen practice across a range of settings and areas including:</p> <ul style="list-style-type: none"> • Workplace³ • Sports and recreation • Council facilities • Event management • Sponsorship <p>to ensure they reflect and support Council's position and expectations articulated in the <i>Preventing Alcohol Related Harm Policy</i>.</p> <p>Implement policies</p> <p>Share findings from policy implementation and review with local stakeholders, as relevant.</p>	<p>Community Wellbeing People & Culture</p> <p>Leisure & Community Facilities</p> <p>Community & Cultural Development</p> <p>Advocacy & Communications</p>	<p>2016/17</p> <p>2017/18</p>	<p>Process measures: Comprehensive policy reviews incorporate stakeholder consultation and dialogue.</p> <p>Integrated policy development and review processes ensure policy alignment and supports consistent complementary approaches to implementation.</p> <p>Policies and practice guidelines reflect best practice approaches.</p> <p>Intermediate impact: Policies and practice guidelines create healthy, inclusive environments where alcohol consumption is not promoted and responsible use of alcohol and/or abstinence are encouraged as social norms.</p> <p>Long Term Outcome: Harms related to alcohol in the City of Whittlesea are minimised.</p>

³ Workplace Drug and Alcohol Policy was endorsed by ELT 9.4.16. Schedule of training to support workplace policy, for all staff and managers has commenced.

Acronyms:

ADF – Australian Drug Foundation, **APC** - Alcohol Policy Coalition, **CSCPC** - City of Whittlesea Community Safety and Crime Prevention Committee, **LGAODIF** - Local Government Alcohol and Other Drug Issues Forum, **SIA** – Social Impact Assessment, **SEMC** - South East Melbourne Group of Councils Advocacy Alliance, **SEIFA** - Socio-Economic Indexes for Areas **VCGLR** - Victorian Commission for Liquor and Gaming Regulation

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Priority area for focus 4: Liquor licencing

Objective	Proposed actions	Lead/ Partners	Timelines	What success looks like:
<i>Strengthen Council capacity to influence planning decisions and local liquor licencing outcomes.</i>	Review and pilot planning tools to assist planning officers to analyse and determine applications for licensed premises.	Community Wellbeing Victoria Police Development Assessment SEMC	2016/17	Process measures: Input from key partners in review of planning tools ensures approach agreed is relevant and achievable.
	Strengthen collaborative processes for Liquor Licence assessment and use local data for Social Impact Assessment (SIA).		2017/18	New process for assessment of Liquor Licence applications trialled and evaluated.
	SIA to include: location, proximity to sensitive land use, size, opening hours, SEIFA, potential social impacts and focus on packaged liquor licences as a resource priority.	Strategic Planning SEMC	2016/17	An efficient and effective process for assessment is in place.
	Support and monitor SEMC collective advocacy for 'Group of Councils' Amendment to Planning Scheme and consider implications for Local Planning Scheme.		2017/18	Intermediate impact: Council capacity to influence planning decisions and local liquor licence outcomes are increased. Council input into location and hours of opening of packaged liquor outlets is regulated and reflects local evidence, and community consultation.
	Investigate the feasibility of an amendment to the planning scheme to support consideration of the social impact of packaged liquor licences in assessment and decision making process.			Long Term Outcome: Harms related to alcohol in the City of Whittlesea are minimised.

Acronyms:

ADF – Australian Drug Foundation, **APC** - Alcohol Policy Coalition, **CSCPC** - City of Whittlesea Community Safety and Crime Prevention Committee, **LGAODIF** - Local Government Alcohol and Other Drug Issues Forum, **SIA** – Social Impact Assessment, **SEMC** - South East Melbourne Group of Councils Advocacy Alliance, **SEIFA** - Socio-Economic Indexes for Areas **VCGLR** - Victorian Commission for Liquor and Gaming Regulation

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Priority area for focus 5: Council facilities and events

Objective	Proposed actions	Lead/ Partners	Timelines	What success looks like:
<i>Maximise community access to safe, healthy, inclusive, family friendly sports settings, community facilities and events.</i>	Council Facilities: Sports Pavilions and Grounds Review and synthesize evidence on good practice models and transferability to local community settings. Review and strengthen clauses in <i>Sports Club Manual</i> that apply to Consumption of Alcohol and Sponsorship. Consult with clubs and provide support to strengthen good practice and support compliance with Good Sports Accreditation and liquor licence conditions.	Community Wellbeing Leisure & Community Facilities	2016/17 2016 – Ongoing	Process measures: Stakeholder consultation and dialogue supports a feasible and acceptable approach which reflects the benefits to clubs and the broader community. “Allies for change” within clubs identified. Partnership approach with clubs supports co-design of strategies. Intermediate Impact: Sports settings are safe, healthy, inclusive, family friendly environments where alcohol consumption is not promoted and responsible use of alcohol is monitored. <ul style="list-style-type: none"> - Use of alcohol when juniors are present is actively discouraged. - Club culture and policy actively discourage intoxication and high risk drinking and promote and alcohol free events.
	Council Facilities: Halls and CACs Review and strengthen clauses in <i>Conditions of Hall /Activity Centre Hire</i> that apply to Consumption of Alcohol.	Leisure & Community Facilities	2016/17	Community venues are safe, healthy, inclusive family friendly environments where alcohol consumption is not promoted and responsible use of alcohol is monitored. Conditions of Hire actively promote responsible use of alcohol.

Acronyms:

ADF – Australian Drug Foundation, APC – Alcohol Policy Coalition, CSCPC – City of Whittlesea Community Safety and Crime Prevention Committee, LGAODIF – Local Government Alcohol and Other Drug Issues Forum, SIA – Social Impact Assessment, SEMC – South East Melbourne Group of Councils Advocacy Alliance, SEIFA – Socio-Economic Indexes for Areas, VCGLR – Victorian Commission for Liquor and Gaming Regulation

City of Whittlesea Preventing Alcohol Related Harm: Action Plan 2016-2019

Objective	Proposed actions	Lead/ Partners	Timelines	What success looks like:
	<p>Develop resource kits for dissemination to Hall/CAC users that provide information on <i>Partysafe</i>, Secondary Supply Legislation and Responsible Service of Alcohol.</p> <p>Support Seniors Clubs to develop and/or review their Code of Conduct to support compliance with Council expectations of users of community facilities.</p> <p>Community Events and Festivals Undertake Post-Festival Review of Council events to identify future harm minimisation approaches.</p> <p>Implement findings from Post-Festival Review of Council events and identify future harm minimisation approaches.</p>	<p>Aged & Disability</p> <p>Community Cultural Development, Victoria Police</p>	<p>2016/17</p> <p>2016/17</p>	<p>Community events are safe, healthy, inclusive, family friendly environments where alcohol consumption is not promoted, responsible use of alcohol is monitored and alcohol free events are supported.</p> <p>Long Term Outcomes: When alcohol is consumed it is done at levels of low risk.</p> <p>Harms related to alcohol in the City of Whittlesea are minimised.</p>

Acronyms:

ADF – Australian Drug Foundation, **APC** - Alcohol Policy Coalition, **CSCPC** - City of Whittlesea Community Safety and Crime Prevention Committee, **LGAODIF** - Local Government Alcohol and Other Drug Issues Forum, **SIA** – Social Impact Assessment, **SEMC** - South East Melbourne Group of Councils Advocacy Alliance, **SEIFA** - Socio-Economic Indexes for Areas **VCGLR** - Victorian Commission for Liquor and Gaming Regulation



Category This Policy applies to all Councillors, Council staff, Volunteers and Contractors

Date of Adoption by Council 9 August 2016

Directorate Responsibility Community Services

Policy

Opportunities for ageing well are now understood to be closely connected to the social and built environment in which one lives. Structural and social factors including income, housing, transport, cultural background, gender, connectedness to family, community and access to support services when required, have an influence on a person's capacity to age well. By recognizing and understanding the impact of these factors Council through its roles of advocate, facilitator and provider commits to developing the Whittlesea municipality as an age-friendly city.

Policy Principles

This policy is underpinned by human rights, social justice, community building and age-friendly frameworks and principles including the right to:

- **FAIRNESS:** to enjoy a good quality of life in all of life's stages
- **RESPECT:** to be truly valued, respected and free from discrimination
- **EMPOWERMENT:** to have a say in decisions that affect everyday life
- **INCLUSION:** to participate and be included in the community regardless of age, wellbeing or ability
- **EQUITY:** requiring specific actions and prioritising at times to ensure people are not left out
- **DIVERSITY:** to be part of the community regardless of ability, background, interests, beliefs and circumstances.

Objectives

This policy seeks to improve the opportunities for residents living in the Whittlesea municipality to age well and live fulfilling lives. Council will support these objectives by:

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- taking a leadership role to build an age-friendly municipality
- building an evidence base and a good understanding of the population including diversity of needs, backgrounds, abilities, living arrangements, interests and aspirations
- partnering with residents, businesses, organisations and communities to facilitate ageing well
- embedding a positive ageing approach across all of Council roles and business
- actively seeking opportunities to remove barriers to older peoples' participation and foster local place based and intergenerational connections in the community
- actively promoting and fostering the strengths, capacities and contributions of all older people in the community.
- encouraging individuals to take responsibility and actions to maintain their wellbeing across all life stages.

These objectives will be achieved via a series of action plans focusing on the following eight themes:

- Friends, connections and a welcoming community
- Active – socially, mentally, physically
- Learning and sharing knowledge
- Getting around
- Informed and having a say
- Feeling safe
- Housing, employment and financial security
- Health and support services when required.

Context/Rationale

The world's population is living longer and in our rapidly growing municipality, whilst the proportion of residents 50+ years is not predicted to alter, the number of people in this age group will increase significantly due to population ageing. A shift in how society perceives 'ageing' and 'older people' is required to meet the challenges of an ageing population and to capitalise on the opportunities and benefits for people to live fulfilling lives as they age.

This policy is developed within an international and local context of population ageing, age-friendly cities and improved understandings on 'ageing' and factors that contribute to ageing well. 'Population ageing is a world-wide phenomenon as a consequence of increasing life expectancy. In Victoria, people are living longer and many of today's young Victorians will live beyond 90 or even 100 years. We need to create communities that respond to this significant social change and better support people as they age.'¹

The Victorian Government's 2016 declaration for an Age-friendly Victoria reinforces the need for a greater focus on ageing, both the opportunities and the challenges of an ageing population.

¹ Victorian Government and Municipal Association of Victoria Age-friendly Victoria Declaration 14th April 2016

The policy aligns with the City of Whittlesea's vision of creating vibrant, self-sustaining communities together and key actions from the Community Plan 2030:

- build an inclusive and engaged community
- places and spaces for people to connect and
- health and wellbeing.

Positive ageing closely links with the social determinants of health as outlined in the Victorian Health Priorities Frameworks and the City of Whittlesea's Municipal Public Health and Wellbeing Plan.

Council has a longstanding commitment to, and experience in, supporting our older population. This occurs through the planning and provision of a range of services and activities aimed at encouraging older people to remain informed, connected, active, independent and well. This policy underlines Council's commitment, seeks to enhance and create opportunities to age well and address existing challenges.

Further context for this policy rests in the need for a partnership approach. 'Experience shows that the best way to strengthen the age-friendly capacity of local communities is through partnerships between seniors, governments, communities, businesses, services and support agencies'².

Key linkages

The Positive Ageing Policy has clear connections with the following frameworks and documents:

International

- Global population ageing – growing numbers and proportions of older people in the total population
- The World Health Organisation (WHO) Age-friendly Cities Framework and resources

State

- Victorian Government's 'Age-friendly Victoria' (2016)
- Municipal Association of Victoria's Age-friendly commitment and role in supporting local government in positive ageing
- Social Determinants of Health Frameworks and Victorian Health Priorities Framework

Council

- *Shaping our future* Whittlesea 2030 Strategic Community Plan
- *Shaping our future* Strategic Community Action Plan 2013-2017
- *Health and Wellbeing Plan 2013-2017*
- *Better together* Community Building Strategy 2016.

There are also links to and relevance for the following Council plans and strategies:

- Disability Action Plan

² Victorian Government and Municipal Association of Victoria Age-friendly Victoria Declaration 14th April 2016

- Multicultural Action Plan
- Gender Equity Strategy
- Integrated Transport Strategy
- Municipal Life-Long Learning Strategy and Action Plan
- Open Space Strategy
- Recreational Strategy
- Social and Affordable Housing Policy and Strategy
- Volunteer Strategy (in development)
- Intelligent Community Strategy (in development)
- Economic Development Strategy (in development)

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Approved By:

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**FINAL FOR COUNCIL CONSIDERATION AND
ENDORSEMENT 9 AUGUST 2016**

Living our lives – 50+ years

A Positive Ageing Strategy for the Whittlesea
Municipality

2016 - 2025

Note: This is a text only version of the Strategy,
the final version will be produced by a graphic designer
in accordance with Council's publication guidelines

The City of Whittlesea recognises the rich Aboriginal heritage of this country and
acknowledges the Wurundjeri Willum Clan as the traditional owners of this place.

Thank you

Consultation involving surveys, workshops, focus groups and conversations with residents, Council staff and community organisations has informed the development of this Strategy.

The consultations captured what life is like for people 50 + years as they age:

What makes a 'good life' as you age?

What are the strengths of the municipality that support people to age well?

What are the difficulties?

What would assist people to have active and healthy lives regardless of their age or ability?

Approximately 300 residents and 200 stakeholders including Council staff contributed their views.

The honest, thoughtful and heartfelt contributions from residents have been substantial as well as the interest and attention from Council staff, service providers and organisations. Acknowledgement and thanks are extended to the many people involved.

Terms/definitions

'Ageing well', 'positive ageing', 'active ageing', 'healthy ageing' are terms used throughout this Strategy. All of these terms are commonly used to describe quality of life and wellbeing for people as they age. These terms also commonly refer to actions taken by and/or on behalf of individuals to achieve health and wellbeing.

Age-friendly cities, communities and/or approaches refer to the structures (policies, services, settings and infrastructure) that encourage active ageing and optimise opportunities for ageing well. In response to global population ageing, the World Health Organisation (WHO) commenced work in developing age-friendly cities. The WHO today continues to lead countries and cities across the world to be age-friendly.

This Strategy has been prepared by:
City of Whittlesea
Aged and Disability Department
July 2016

[Photo of Mayor]

This Positive Ageing Strategy is about all of us. Our municipality is rapidly growing and now is an opportune time to ensure that as people age, wherever they reside, they will have the best opportunity to live healthy, active and purposeful lives.

As we grow older, we have hopes for how we will live our lives. This Positive Ageing Strategy will assist people, beginning earlier in life, to understand the opportunities and actions they can take for ageing well.

Residents have given us clear messages about what is important for them to age well. Like any age group, people have expressed their desire to be connected socially with friends, family and community. The loss of social connection and a purposeful life can have a profound impact on daily life, health and wellbeing.

Research informs us of the many barriers that residents can experience in maintaining wellbeing as they age. This Positive Ageing Strategy identifies strategic actions to work towards eliminating these barriers.

Council is committed and excited to be working together with residents, businesses, organisations and the community to make the Whittlesea municipality a place that is age-friendly.

Council will be signing the Age-friendly Victoria Declaration to launch this Strategy.

An age-friendly municipality is friendly for all ages.

Signed

Cr Stevan Kozmevski
Mayor

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Executive Summary

Our aspirations

Living our lives 50 + years A Positive Ageing Strategy for the Whittlesea Municipality 2016-2025, is one of many strategies and plans developed by Council that contribute to making Whittlesea municipality a vibrant, inclusive, active and healthy community.

This Positive Ageing Strategy however, articulates the need for a greater focus on 'ageing' and 'ageing well' from individuals, Council, organisations and the community as a whole.

Our commitment

This Strategy outlines Council's leadership role in assisting residents to live fulfilled lives regardless of age, background, ability, health or life-stage. Council is in the position to capture the research and local experience of ageing and to utilise these to lead and build an all-of-community, all-of-Council response to ageing well.

Our target group

This Strategy is inclusive of the 50+ population and all of the life-stages across this age group. Fifty is not that old, but what happens earlier in a person's life has a profound impact on wellbeing in later adult life. Many illnesses associated with 'ageing' can be prevented or the onset delayed through living active, connected and purposeful lives.

Our context

Opportunities for ageing well are closely connected to the social and built environment in which one lives. Structural and social factors including income, housing, transport, cultural background, gender, connectedness to family and community and access to support services when required, can influence a person's capacity to age well.

Our evidence

This Strategy has been developed through an understanding of how the social and physical environments impact on daily lives and ageing. Global and local research and development into 'how to make places age-friendly' is embedded across this Strategy.

This Strategy also draws on what the community said about their aspirations, interests, needs and challenges. People's experiences of ageing are diverse however experiences of isolation, exclusion, loneliness, loss of function and a desire to be connected socially with family, friends and community were commonly reported.

Our hopes

This Strategy promotes the many opportunities that an ageing population brings to a society and the vast benefits for individuals and the community when people continue to be active, healthy and participate in the community as they age.

Living our lives – 50+ years hopes to activate opportunities and choices to improve wellbeing for people as they age and to achieve a positive change in the way residents live their lives.

Our role

Within the City of Whittlesea Community Plan, Council has identified three main roles:

- Advocate – Council advocates to state and federal governments for funding of community services and infrastructure projects
- Facilitator – Council supports and works with local community groups, organisations and government agencies to deliver services and infrastructure projects the community needs
- Provider – Council provides essential community services and infrastructure.

As an Advocate, Facilitator and Provider Council has a significant role in supporting people as they age. This includes support in the home and through clubs, groups and activities in the community. To date, the bulk of this work rests with the Aged and Disability Department. This Strategy broadens Council's ageing focus and promotes an across Council response to improve wellbeing as people age.

Our focus

This Positive Ageing Strategy prioritises eight key focus areas for action.

- Friends, connections and a welcoming community
- Active – socially, mentally, physically
- Learning and sharing knowledge
- Getting around
- Informed and having a say
- Feeling safe
- Housing, employment and financial security
- Health and support services when required

Our implementation

The Positive Ageing Strategy will be implemented over ten years through a series of Action Plans. Action Plan #1 2016-2018 will support Council's 'organisational capacity' to build an age-friendly municipality as well as continue to support people as they age through a diversity of programs and activities.

Our progress

The Action Plans identify specific areas of actions and measures of progress. A Positive Ageing Advisory Committee with across Council, stakeholder and community representatives will be established to report on the progress of this Strategy.

Council's longstanding commitment to supporting our older population will be reinforced through the signing of the Victorian Government and Municipal Association of Victoria's Age-friendly Victoria Declaration.

Positive ageing context

‘Population ageing is a world-wide phenomenon as a consequence of increasing life expectancy. In Victoria, people are living longer and many of today’s young Victorians will live beyond 90 or even 100 years. We need to create communities that respond to this significant social change and better support people as they age.’¹

This Positive Ageing Strategy is developed within an international and local context of population ageing, age-friendly cities and understandings on the factors that contribute to ageing well. The Victorian Government’s recent declaration for an Age-friendly Victoria reinforces the need for a greater focus on ageing and the opportunities as well as the challenges of an ageing population.

This Positive Ageing Strategy is closely aligned with the City of Whittlesea’s vision of *creating vibrant, self-sustaining communities together* and key actions from the Community Plan 2030:²

- build an inclusive and engaged community
- places and spaces for people to connect, and
- health and wellbeing.

Positive ageing closely links with the social determinants of health as outlined in the Victorian Health Priorities Framework and the City of Whittlesea’s Municipal Public Health and Wellbeing Plan.

Council has a longstanding commitment to and experience in supporting our older population through planning and provision of aged and disability services. This occurs primarily through the Home and Community Care Program as well as supporting clubs, groups and activities in the community. Council delivers a range of activities aimed at supporting older people to maintain a positive attitude, contribute to community, feel good about themselves and keep active, healthy and engaged as they age.

Further context for this Positive Ageing Strategy rests in the need for a partnership approach. ‘Experience shows that the best way to strengthen the age-friendly capacity of local communities is through partnerships between seniors, governments, communities, businesses, services and support agencies’³.

*Healthy ageing (ageing well) is the ability to continue to function mentally, physically, socially, and emotionally as the body slows down its processes.*⁴

¹ Victorian Government and Municipal Association of Victoria Age-friendly Victoria Declaration 14 April 2016

² City of Whittlesea *Shaping Our Future Community Plan 2030*

³ Victorian Government and Municipal Association of Victoria Age-friendly Victoria Declaration 14 April 2016

⁴ Hansen-Kyle 2005

A shift in how society perceives 'ageing' and 'older people' is required to meet the challenges of an ageing population and to capitalise on the opportunities and benefits for people to live fulfilling lives as they age.

Our intent

This Positive Ageing Strategy intends to

influence and stimulate	<ul style="list-style-type: none"> • an understanding of positive ageing and how to age well • an integrated and whole of Council response for ageing well • a reduction in preventative illnesses and demand for services
facilitate and provide	<ul style="list-style-type: none"> • a pathway and direction for Council's actions on positive ageing • an understanding of what Council will do to promote ageing well • partnership opportunities between residents, Council and organisations to facilitate ageing well
advocate for and strengthen	<ul style="list-style-type: none"> • inclusion of people in all aspects of community life regardless of age • improve planning and local community connections for people as they age • opportunities for sharing/contributing seniors' interests, skills, learning and wisdom across the community

Our values

This Positive Ageing Strategy is underpinned by human rights, social justice, community building and age-friendly frameworks and principles including the right to :

- fairness – to enjoy a good quality of life in all of life's stages
- respect – to be truly valued, respected and free from discrimination
- empowerment – to have a say in decisions that affect everyday life
- inclusion – to participate and be included in the community regardless of age, wellbeing or ability
- equity – to at times require specific actions to ensure people are not left out
- diversity – to be part of the community regardless of ability, background, interests, beliefs and circumstances.

People of all ages and all circumstances have strengths and capabilities. When these are supported and fostered they build social capital and contribute to a better community for all.

About ageing

People today, at least in the Western world, are living longer resulting in a change to the makeup of the society in which we live. Growing older in the Western world however, is often associated with decreasing capacity and becoming a 'burden' on society.

In the Strategy consultations people of all ages talked about the challenges of growing older. They reported that their 'age' should not be the key determinant of how they live their lives. People want to live with a focus on what they can do, rather than what they can't do.

Positive ageing focuses on changing the 'deficit' outlook on ageing and promotes the positives of growing older – time, choices, life-long experiences, life-long skills, leadership, mentoring, wisdom, friendships, family and volunteering, to name a few.

Research identifies significant economic and social capital that older people contribute to their communities.

It is now understood that the built and social environment in which one lives has a profound influence on ageing well. This understanding has inspired cities across the world to become more age-friendly. An age-friendly city is a place that is friendly for all ages.

Much loss of function that was once thought to be 'normal ageing' is actually the result of not being physical.⁵

⁵ Council for the Ageing
Final for Council consideration and endorsement August 9 2016

Our 50+ population

The Whittlesea municipality includes bushland, small rural towns, farming land and established and new growth suburbs. Over 200,000 people currently live in the municipality, however, the population is rapidly growing. Currently Whittlesea is the third fastest growing municipality in Victoria.

At the 2011 census 27% of the total population or 41,914 people were 50+ years – the target group for this Strategy. As a rapidly growing municipality, the proportion of residents 50+ years is not predicted to alter yet the number of people in this age group will increase significantly. This increase is primarily attributed to ‘population ageing’ however it also includes new residents moving into the area.

Residents 50+ years can be described as young, old and everything in between. Diverse languages, backgrounds, faiths, genders, abilities, sexual orientation, socio-economic status, marital status, experiences, skills, interests and aspirations contribute to the make-up of this age group. A feature is the ageing of the wave of migrants who made the suburbs of Whittlesea their home in the 1950’s and 1960’s. The most common language groups for residents 50+ years include Italian, Macedonian, Greek, Arabic, Vietnamese and Maltese.

By 2036 the population of the municipality over the age of 50 years will almost double to 93,194 people (an 87% increase).
Place Snapshots City of Whittlesea 2016

The socio-economic makeup of residents 50+ years in the Whittlesea municipality includes higher rates of disadvantage characteristics (disabilities, low income, lone person households, not proficient in English) than the total population. Residents 50+ years are more likely to live in the areas with the ‘highest disadvantage’. Across all of these population characteristics there are more females than males. ‘Socio-economic factors including disadvantage, are important determinants of health’⁶.

Health and wellbeing data for the municipality indicates key behavioural health risk factors to include physical inactivity, being overweight, obesity and low vegetable intake. These factors can contribute to high incidents of falls, diabetes, cardiovascular disease and a predicted growth in dementia.

Focusing on residents 50+ years is important for promoting health and wellbeing across many life stages and preventing or delaying the onset of illness (such as arthritis, diabetes, dementia, falls, etc.) commonly experienced in later years.

⁶ Australian Institute of Health and Wellbeing *Australia’s Health* 2012
Final for Council consideration and endorsement August 9 2016

What our community said

This Positive Ageing Strategy is informed by research and understandings of healthy ageing and learnings from work undertaken in creating age-friendly cities across the world.

This Strategy is also informed by a strong community voice. Residents participated through surveys, focus groups and conversations. Their stories, hopes, aspirations and ideas are central to the key themes and actions in this Strategy. Like any age group, people expressed their desire to be connected socially with friends, family and community. The loss of social connection has a profound impact on daily life, health and wellbeing.

The hardest things that you experience as you get older were most commonly reported as:

- loneliness
- isolation
- health issues, in particular loss of function
- not being able to get around.

A good life as you age was commonly reported as:

- having connections to family and friends
- having good physical and mental health
- participating in the community, getting out and about, having interests and something to do
- not having to worry about finances.

For the majority of people there were many strengths and advantages to living in the Whittlesea municipality. Overall residents rated the municipality as a 'very good' place to stay active and healthy, and a 'very good' place to stay socially connected and participate in community life as you age.

Many residents value the support Council provides for groups and activities in the community as well as the support for people to continue to live at home.

Suggestions for making the municipality a better place for people to stay active and healthy were many including; improvements to public transport, more intergenerational opportunities, age-friendly parks and walking tracks and a broader range of social opportunities, activities and connections.

Some of the hardest things are physical movements – for example tying of a shoe lace. Thank god for Velcro!

Female, 70-74 years, South Morang 2016

As I have been a carer all my life, I haven't been able to go out and make friends. I believe getting out, talking and having a laugh now and then makes you feel better. Being at home all the time, you sit too much, and that's not good for your health.

Female, 65-69 years, Wollert 2016

Whittlesea (municipality) has great parks and great playgrounds but we cannot use them because there are no public toilets.

Resident, Lalor Community Connections Day 2016

What is good about Whittlesea (municipality) for me is that... I can go to the library and read the paper or go on the computer and play games. I can go for walks. I can visit people and chat.

Male, 65-69 years, Whittlesea, 2016

There is a lot happening in the Whittlesea (municipality), but if you don't have good communication you miss out. There does not seem to be anywhere that you can go to get information about what is on in the whole of Whittlesea.

Resident, Volunteer focus group 2016

Our policy principles

A shift in how society perceives 'ageing' and 'older people' is required to meet the challenges of an ageing population and to capitalise on the opportunities and benefits for people to live fulfilling lives as they age.

Opportunities for residents to age well and live fulfilling lives will be enhanced by:

- individuals taking responsibility and action to maintain wellbeing across all life stages
- Council taking a leadership role to build an age-friendly municipality
- Council building an evidence base and a good understanding of the population including diversity of needs, backgrounds, abilities, living arrangements, interests and aspirations
- Council, residents, businesses, community organisations and communities working together with an age-friendly approach
- embedding positive ageing across all of Council roles and business
- removing barriers to older peoples' participation and fostering local place based and intergenerational connections in the community
- promoting and fostering the strengths, capacities and contributions of all older people in the community.

Council's leadership role in building an age-friendly municipality is central to supporting the growing ageing population, now and into the future.

These policy principles are aligned with Council's Community Building and Positive Ageing Policies.

Our age-friendly approach

Implementing age-friendly principles, thinking and approaches to all of Council business is fundamental to achieve the intended outcomes from this Strategy – improved opportunities and choices for residents 50+ to age well.

Both within Council and out in the community, building capacity to implement age-friendly approaches is a priority. Applying an ‘age-friendly lens’ – *How will this (decision) impact on an older person? Is this (promotion) welcoming for and inclusive of an older person?* – across programs, decisions, design and services, will make a difference to daily life.

The World Health Organisation’s (WHO) *Age-friendly Cities Framework* and work already undertaken throughout the local government sector will assist and strengthen Council’s work in positive ageing.

Local government plays a key role in planning and establishing age-friendly communities.⁷

This Strategy has identified eight strategic focus areas for action. These focus areas have been developed from drawing together:

- what the community said
- key influences on ageing well as identified in the research and WHO age-friendly cities.

The focus areas have been developed with considerations for what is realistically achievable over the life of this Strategy within current resource levels.

The eight strategic focus areas will be implemented through a series of Action Plans. Action Plan #1 July 2016- June 2018, will also focus on building Council’s ‘organisational capacity’ to lead the implementation of this Strategy and to apply an age-friendly approach across all of Council business.

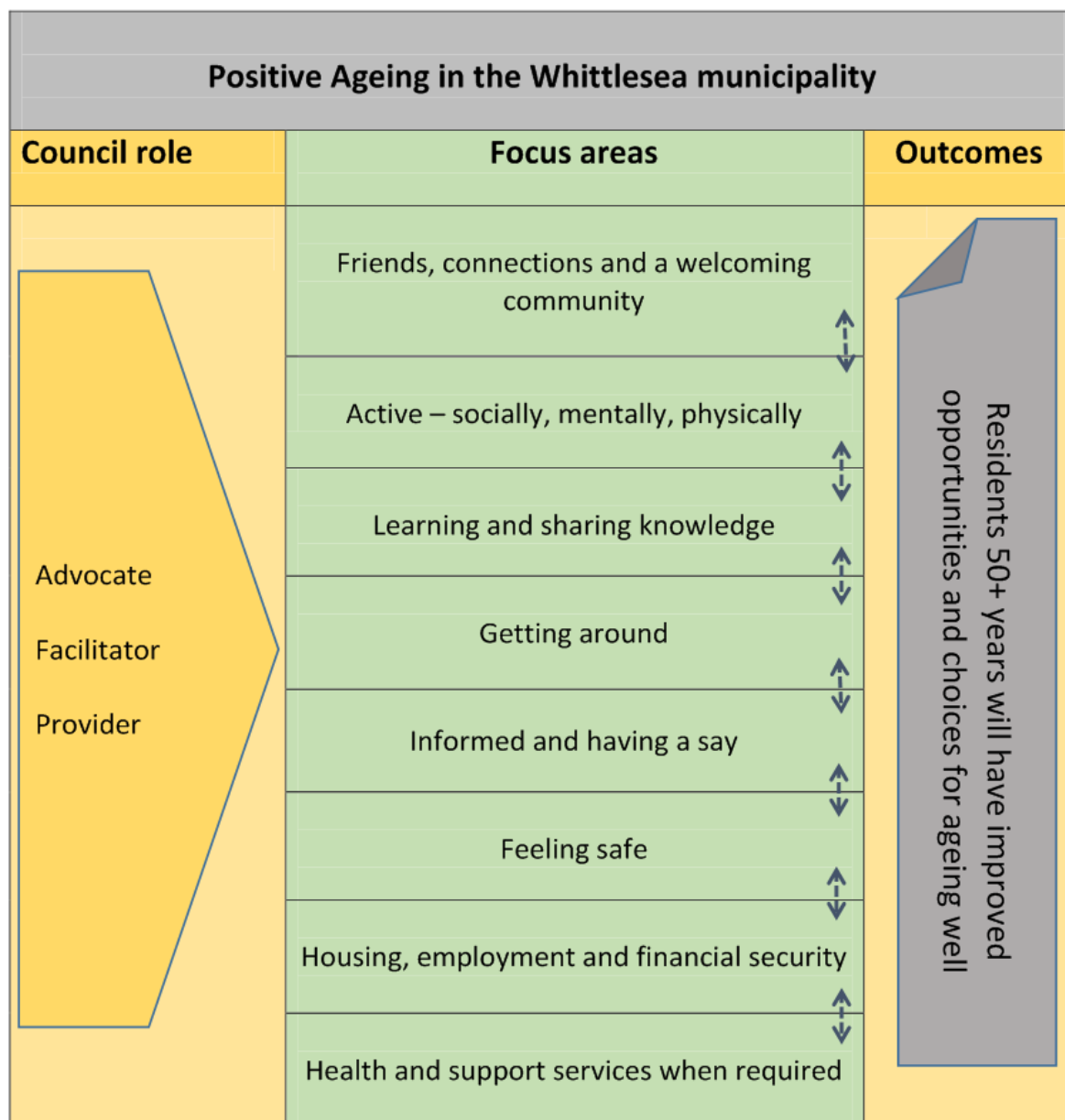
Two further action plans (July 2018 – June 2022) and (July 2022 – June 2025) are envisaged.

The Action Plans identify specific areas of actions and measures of progress. A Positive Ageing Advisory Committee with across Council, stakeholder and community representatives will be established to report on the progress of this Strategy.

⁷ Victorian Government and Municipal Association of Victoria Age-friendly Victoria Declaration 14th April 2016
Final for Council consideration and endorsement August 9 2016

Our focus and strategic approach

Eight strategic focus areas are presented below. These areas are closely linked and have inter-related factors that can apply across multiple focus areas.



I attended a 'getting ready for retirement session' at my workplace which gave me the idea of joining a club.

After retiring I joined a bushwalking group and I love it.

Before I never even walked to the milk bar. It has changed my life and we go to some beautiful places in the bush and I have met some great friends.

Resident, Volunteer focus group 2016

Our Mens Shed is located in a school. School classes are now held with the men in the shed.

There was initial apprehension as to how this would work, but it is working very well.

The students love it and the blokes are able to show students some skills and methods with woodwork. Both are really enjoying it.

The Mens Shed has built shelves and rails for the school. The partnership works well – school has needs and the Shed has skills and can do the job at a significantly reduced cost.

Resident, Lalor Community Connections Day 2016

Four years ago I moved to Mernda. I had been involved in singing where I used to live but discovered when I came to Mernda, there was nothing like that here.

So I thought I would just have to start one.

The Community Centre helped me to distribute flyers and get the word out. We have about 20 members who come together weekly to sing. Now there is also a ukulele class that meets before the singing group.

Resident, Mernda Community Day 2016

After retirement you are still growing, still learning. This needs to be promoted.

Male, 70 + years, Epping North/Wollert Local Area Network 2016

Grow your own vegies. Grow a rose bush. Keep in touch with as many people as possible, keep your hands busy and eat plenty of fruit and vegies.

Female, 90+ years, Mill Park, 2016

Our focus areas

1. Friends, connections and a welcoming community

Improve wellbeing for people as they age through social connections and an inclusive community.	
Key issues and considerations identified through consultation and research	<ul style="list-style-type: none"> • Social isolation • Loneliness • Ageism • Exclusion • Lack of respect • Diverse experiences of ageing • Lack of connection in the community
Strategic focus	1.1 Actively promote and facilitate 'positive ageing' and inclusion in the community
	1.2 Increase older people's participation in community events, programs and activities
	1.3 Increase opportunities for older people to meet and socialise in their neighbourhood

2. Active – socially, mentally, physically

Increase opportunities for people to remain active and engaged and maintain functional health, wellbeing and independence for as long as possible.	
Key issues and considerations identified through consultation and research	<ul style="list-style-type: none"> • Reducing health and functional capacity • Increasing dependency on support and services • Inactive and sedentary life styles • Barriers to leading active lives include transport, costs and ageism • A need for a greater variety of activities, clubs, interest groups and social opportunities • Affordability of activities, programs, leisure and recreation centres
Strategic focus	2.1 Ensure a range of groups and activities cater to the diverse 50+ population particularly those most vulnerable to inactivity and isolation
	2.2 Build and advocate for accessible and affordable social and recreational opportunities, activities and programs that support health and wellbeing
	2.3 Strengthen residents/community capacity to initiate and develop their own activities, groups and social networks

3. Learning and sharing knowledge

Increase opportunities for people of all ages to continue to learn and actively contribute their skills in the community.

Key issues and considerations identified through consultation and research

- Older people have skills and contributions that are not utilised nor realised
- Volunteering opportunities are limited and do not necessarily always meet the interest and demand from older people
- Barriers to participating in programs can include transport, costs, waiting lists, the program is not of a person's interest etc
- Opportunities to meet the demand for learning/classes are limited by availability of accessible and affordable options

Strategic focus

- 3.1 Develop more opportunities for residents 50+ years to contribute skills to, and participate in, formal and informal volunteering
- 3.2 Initiate and strengthen intergenerational learning and sharing opportunities
- 3.3 Greater inclusion and access of residents 50 + years to a range of learning/educational opportunities, including learning computer skills

4. Getting around

Improve access to a variety of transport options to assist community participation, maintain social engagement and access facilities and services.

Key issues and considerations identified through consultation and research

- Car dependency and reduced capacity to drive as one ages
- Lack of infrastructure (eg toilets, seating, shelter, paths) in public places
- Lack of accessible and affordable public and community transport
- Lack of familiarity/confidence in using public transport
- Affordability

Strategic focus

- 4.1 Continue to advocate for improved public and community transport options that are accessible, safe, affordable and age-friendly
- 4.2 Investigate improvements to infrastructure to support walking and use of public spaces
- 4.3 Apply age-friendly principles to support older people's movements throughout the municipality

5. Informed and having a say

Improve communication and provision of information to increase community participation and connections and support older people to have a say in decisions that affect their lives.

Key issues and considerations identified through consultation and research

- Lack of municipal wide information about what's on
- Need to receive information in a variety of formats and methods
- Significant number of people 50+ communicate in a language other than English
- People do not feel that they are always included in decisions that affect their lives
- Older people do not participate/can be excluded from community consultations, in particular on-line consultations

Strategic focus

- 5.1 People have access to accessible and up to date municipal wide information about what's on in the Whittlesea municipality
- 5.2 Develop the Virtual Village web portal concept as a digital communication exchange hub for residents 50+ years
- 5.3 Create opportunities for older people's voices to contribute to civic decision-making, including positive ageing planning and development

6. Feeling safe

Address perceptions/feelings/experiences around safety to encourage residents 50+ years to remain active and engaged in the community as they age.

Key issues and considerations identified through consultation and research

- Perceptions of/feelings of not being safe in the community, in public places
- Reduced functional confidence (physically, mentally) in a busy place or environment
- Elder abuse

Strategic focus

- 6.1 Continue to strengthen actions addressing elder abuse through the City of Whittlesea Family Violence Strategy
- 6.2 Continue to engage in WEAAD (World Elder Abuse Awareness Day) events
- 6.3 Apply age-friendly considerations to inform Council's work in creating and planning safe public spaces for all of the community

7. Housing, employment and financial security

Support housing, employment and financial security for people in their older years.

Key issues and considerations identified through consultation and research

- Lack of affordable housing for low income people
- Lack of choices in housing to enable ageing in place
- Housing stress, in particular people who are renting
- Lone-person households, predominately female
- Experiences of ageism when applying for work
- Daily financial pressure for people reliant on pensions, low incomes
- Gender gap in retirement savings for women
- Affordability of medical services, pharmaceuticals

Strategic focus

- 7.1 Improve access to diverse and affordable housing options to meet the needs of people across life stages as they age
- 7.2 Advocate for flexible employment and transition to retirement options and assist people to make informed work- retirement decisions
- 7.3 Advocate for financial security and assist people to access financial planning and make informed decisions

8. Health and support services when required

Access to a range of health and wellbeing support when required and assist people to manage/treat their health conditions.

Key issues and considerations identified through consultation and research

- Increasing need for health and support services as people age
- Challenges in understanding and navigating a complex health and support services systems
- Understanding aged care and disability services arrangements introduced through the National Disability Insurance Scheme (NDIS) and changes to the delivery of aged care services
- Distances and lack of transport options to medical facilities in some parts of the municipality

Strategic focus

- 8.1 Promote 'positive ageing' at every opportunity throughout health and support services including home and community care
- 8.2 Advocate for health prevention programs and information to assist wellbeing and delay preventable conditions commonly experienced with ageing
- 8.3 Council continue to be a key stakeholder in municipal wide planning for health and support services for people as they age

Age is a number, not a determinate of who we are or what we do.

Back Cover
Insert Council contact details

Street Tree
Management Plan 2016



Greening Our Streets



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Executive Summary

Our vision for the municipality is that healthy, well managed street trees will be a defining feature of the City's attractive streetscapes and liveable neighbourhoods.

The social, environmental and economic benefits of street trees make them an inherently valuable asset requiring far less investment than other elements of civic infrastructure.

As outlined in the City of Whittlesea's Council Plan and Environmental Sustainability Strategy, street trees are an important community asset playing a vital role in the City's functionality and sustainability.

The City's street trees line the streets across each suburb, quietly improving the City's liveability.

They provide a vast wealth of benefits to the community including much needed shade in urban areas and habitat for native wildlife. They contribute significantly to neighbourhood character and positively impact streetscape amenity. They are one of the most efficient cost effective tools for

reducing air pollution, stormwater flows, mitigating the urban heat island effect and adapting the City to climate change.

Street trees also play a critical role in place-making, creating a unique sense of place down each street, boulevard and main road, as well as enhancing the unique brand of liveability for the municipality.

The majority of the municipality's existing street trees are healthy, relatively young and include a diverse array of species. They make the City of Whittlesea a better place to live, work and visit.

Street trees require considerable care, planning and maintenance to ensure that they provide the maximum benefits to the community. To help guide an ongoing commitment to street trees Council has developed Greening Our Streets, the City of Whittlesea's Street Tree Management Plan.

Our guiding principles are to:

1. Enhance the community's sense of place through the provision of attractive tree lined streets
2. Ensure safe and functional streetscapes through the implementation of best practice street tree management
3. Ensure social equity through the equitable delivery of the street tree planting programs across all suburbs
4. Retain street trees through appropriate management
5. Engage the community and raise awareness of the importance of street trees in influencing positive public health and wellbeing outcomes
6. Improve the liveability of suburbs by working together across Council, with the community and developers to ensure street trees are adaptable to future changes in climate and maximise the benefits of street trees to the community.



We will achieve our vision by:

1. Planting the right tree, in the right place, in the right way, and at the right time
2. Achieving a minimum canopy cover of 30% across the urban streetscape
3. Ensuring all urban streets within the City will be lined with uniform tree planting within 10 years
4. Improving the diversity of our street trees, with no individual species or age of tree being over represented
5. Coordinating a 10 year renewal program to fill all approximately 17,000 vacant tree sites
6. Working with developers to improve the number, health and quality of trees being handed to Council in new developments and ensure they meet the appropriate standards
7. Only undertake street tree removals in accordance with this Street Tree Management Plan and the tree removal request assessment procedure

The Greening Our Streets, City of Whittlesea's Street Tree Management Plan together with the technical documents will enable the City of Whittlesea to implement best practice management of its street tree population now and for future generations.

Its implementation will drive the greening of all residential streets, create beautiful boulevards, provide dappled shade around shopping centres and welcoming gateways into the municipality.

A series of evidence based, comprehensive, technical documents support the plan. They include:

1. A 10-year Street Tree Renewal Program Plan which prioritises streets that require investment for street tree renewal and ensures funds are spent in areas of greatest need
2. A Tree Species Palette which provides clear direction for selecting the right tree, for the right location
3. Technical Guidelines for Street Tree Management which includes a comprehensive set of policies, standards and protocols for tree planting, maintenance, risk management, protection, removal and valuation.

Benefits of our street trees

Many Councils are recognising the benefits from the shade provided by street trees in reducing the urban heat island effect

The City of Whittlesea's street trees are very important for the community and the environment as they:

1. Provide shade and shelter for pedestrians and cyclists
2. Improve the desirability of a neighbourhood and encourage people to spend time outdoors and interact with their community
3. Provide the green, open space that is so vital to community health and wellbeing, particularly as urbanisation and densification continues
4. Increase economic benefits such as higher property values and improved commercial vitality
5. Connect biodiverse locations by creating a green corridor
6. Greatly improve the brand and liveability of the City
7. Significantly reduce stormwater flows and improve stormwater quality
8. Can provide a return on capital of up to five times e.g. New York's street trees (New York City Department of Parks and Recreation, 2016)
9. Are able to deliver a multitude of health and well-being benefits
10. Are one of the most cost effective and efficient assets for adapting urban areas to climate change
11. Are the best mechanism for reducing the Urban Heat Island Effect (i.e. the build-up of heat in hard surfaces during periods of hot weather).

Due to their wide ranging benefits, the City of Whittlesea's street trees contribute positively to the following Council priorities which are outlined in the Council Plan and the Environmental Sustainability Strategy:





The Urban Heat Island Effect is the absorption of daytime heat into hard urban surfaces and its release at night time. It is significantly increasing night time minimum temperatures. (Infrastructure.org.au, 2015).

It is heightened in Melbourne, whereby heatwaves in summer are exacerbated by the urban heat island effect and impacting on human health and wellbeing.

Many Councils are recognising the benefits from the shade provided by street trees in reducing the urban heat island effect.

Recent examples include the City of Melbourne's Economic Assessment of the Urban Heat Island Effect (2012), and City of Moreland's Urban Heat Island Action Plan (2016).

Pop up tree facts:

1. Street trees can improve retail activity in commercial areas by 20%*
2. House prices in Brisbane and Perth are higher in streets with street trees (Dunn, 2016), (Pandit, Polyakov, Tapsuwan, & Moran, 2013).
3. A 10% increase in tree cover can reduce heating and cooling needs by 5-10%*
4. Shade trees reduce daytime temperatures between 5 – 20°C*
5. Motorists will drive more slowly along treed streets*
6. Improved street amenity encourages pedestrian activity, especially in areas of socio-economic disadvantage (Van Dillen, et al, 2012)
7. Large healthy trees absorb 60-70 times more air pollution than smaller trees (McPherson et al, 1997).

* (Mullaney, Lucke & Trueman, 2015).

Introduction

The majority of the municipality's street trees are healthy, relatively young and include a diverse array of species.

80
thousand
approximately the
number of street
trees the City of
Whittlesea manages.

The City of Whittlesea manages almost 80,000 street trees.

Attractive tree lined streets are valued by the community and are an important part of the City's liveability.

Street trees provide a wealth of benefits to the community including shade, amenity, habitat for wildlife, and streetscape beautification.

They also reduce air pollution and stormwater flows, and the amount of heat that radiates from buildings, footpaths and roads on hot days.

More importantly, street trees are an important element of place-making, creating a unique sense of place, as well as a unique brand of liveability for the municipality.

In the City of Whittlesea, street trees provide the backdrop for urban and neighbourhood character, especially in town centres such as Epping, Lalor and Whittlesea. Their form, colouring and canopy spread contributes directly to streetscape amenity.

The majority of the municipality's street trees are healthy, relatively young and include a diverse array of species. They make the City of Whittlesea a better place to live, work and visit, and help the City become better adapted to coping with climate change.

This Street Tree Management Plan succeeds the Street Tree Masterplan which was completed over 15 years ago in 2000.

Urban tree management best practice and associated evidence has evolved significantly since then, providing the opportunity for Council to update its policy positions, align with best practice, and integrate tree management into a broader operational framework across Council.

A review of current practices has identified opportunities and areas for improvement in Council's current urban tree management regime, as well as some of the challenges that need to be overcome. This review has provided the basis for the development of the Street Tree Management Plan.



Policies, technical guidelines, a 10 year street tree renewal program plan and a suitable species selection list have been developed specifically to meet the needs and demands of The City of Whittlesea now and for the future.

The Street Tree Management Plan outlines Council's commitment to the establishment of attractive streets and suburbs in urban areas through extensive street tree planting and newly considered street tree management.

The Plan:

1. Includes an evaluation of the state of the current street tree assets
2. Highlights opportunities and challenges for the City's street trees
3. Details transparent and accountable processes and principles that will be consistently applied when Council makes decisions about street tree management, maintenance and planting
4. Addresses the key management tasks associated with street trees
5. Provides direction on the most appropriate street tree species, planting designs and techniques to be used that respects the needs of the wider community and the environment while minimising undesirable impacts on individual residents and businesses
6. Sets a series of guiding principles to ensure all tree management work contributes positively towards a shared vision.

Current state of street trees within the City of Whittlesea

Council plants around 2,620 street trees each year as part of the street tree planting program.

5,500

the number of extra street trees Council receives per year from developers.

The City of Whittlesea's Street Tree Inventory as at December 2015, shows that Council has 79,624 urban street trees under its management.

Council removes around 2,125 street trees each year because they are dead, dying or dangerous. Council also plants around 2,620 street trees each year as part of the street tree planting program.

Due to the large amount of urban growth in the municipality, Council also receives approximately 5,500 extra trees per year that were previously managed by developers.

Some quick facts:

- The two most common street trees species are Wallangarra White Gum (*Eucalyptus scoparia*) and Yellow Gum (*Eucalyptus leucoxylon*) Both represent only 6% each of the total street tree population
- Nine of the top 10 species are natives
- Flowering plums (*Prunus cerasifera*) are the most common exotic tree
- There are 275 remnant or protected street trees, most of which are indigenous River Red Gums
- 60% of all street trees of the 79,624 street trees are under 5m tall
- 87% of all street trees have a useful life expectancy over 41 years
- 88% of all street trees are semi-mature or younger
- 93% of all street trees are planted in grass verges
- There are approximately 17,616 vacant tree planting sites along streets
- Council strives for a 90% success rate of all the street trees it plants.



Greening Our Streets - the City of Whittlesea's Street Tree Management Plan 9

Tree Species Diversity

There are some general rules of thumb dictating appropriate species diversity within a population:

- no more than 30% of any one family, 20% of any one genus, or 10% of one species in an urban tree population (Santamour, 1990)
- “liberal use” of a species should not exceed 10% (Miller and Miller, 1991)
- species lists should achieve a 5%-10% ceiling on any one tree species (Jaenson et.al., 1992).

The City of Whittlesea’s street tree population currently meets these guidelines and therefore provides functional and aesthetic benefits as well as ecological advantages.

Street tree species rarely occur as a monoculture (i.e. a single crop in a given area) to the extent found in agricultural crops or forest plantations; nor are monocultures logical over the range of street conditions encountered over a municipality.

Most urban tree populations around the world are dominated by relatively few species that have proven adaptable and useful under fairly austere conditions.

The use of too few species may heighten the vulnerability of the tree population; conversely the use of too many species may diminish the perceived landscape continuity and preclude species better suited to some site conditions. A simple approach is to make a conscious effort to prevent an over reliance on a few species.

Species diversity in the City of Whittlesea will be fluid over time based on the dynamic program of tree removal and replacement works.

These works will consider the changes in species availability, changes to environmental or planting sites and changes to community expectations.

Diversity will be further influenced by Precinct Structure Planning and the implementation of the Street Tree Management Plan.

Table 1: Top 10 street tree species in the City of Whittlesea by number

Tree species	Total No.	% of population	Average height
1. Eucalyptus scoparia (Wallangarra White Gum)	4601.....	6.0%	15m
2. Eucalyptus leucoxylon (Yellow Gum)	4557.....	6.0%	10-18m
3. Angophora costata (Smooth-barked Apple Myrtle)	3879.....	5.0%	18-20m
4. Prunus cerasifera ‘Nigra’ (Purple-leafed Cherry Plum)	3286.....	4.0%	5-6m
5. Corymbia ficifolia (Flowering Gum)	3059.....	4.0%	5-6m
6. Corymbia maculata (Spotted Gum)	2780.....	3.0%	18-20m
7. Corymbia citriodora (Lemon-scented Gum).....	2550.....	3.2%	20-25m
8. Eucalyptus mannifera (Brittle Gum)	2141.....	2.7%	15-18m
9. Melia azedarach (White Cedar)	1955.....	2.5%	10-12m
10. Melaleuca styphelioides (Prickly Paperbark)	1724.....	2.2%	15-18m

Useful Life Expectancy

Useful Life Expectancy (ULE) is a measure of the period of time that a tree will be able to remain in the landscape before it will need to be removed and/or managed for decline due to environmental stresses.

As presented in Figure 1, Councils street tree inventory data reflects that only 13% of all street trees will be nearing the end of their useful lives within 40 years and suggests that Council will not need to invest heavily in tree renewal of declining trees for a few decades to come.

Whilst there is a low percentage of low ULE trees, there are three distinct areas in the City of Whittlesea that have a higher concentration of low ULE trees. These are highlighted in Figure 2.

The older established suburbs of Epping, Lalor and Mill Park have streets that will need to be prioritised for a tree renewal program in the near future.

The trees highlighted in Mill Park are predominantly *Eucalyptus leucoxylon* (Yellow Gum), *Prunus cerasifera Nigra* (Purple leafed Cherry Plum) and various other native species such as *Melaleucas* and *Hakeas*.

USEFUL LIFE EXPECTANCY

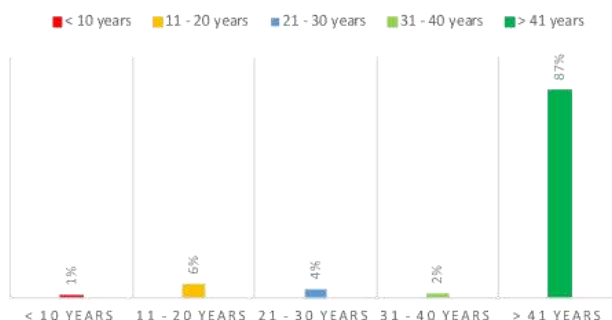


Figure 1: Distribution of useful life expectancy across the street tree population.



Figure 2: Concentrated areas where street trees have a useful life expectancy lower than 10 years.

Tree Size

The tree inventory also highlights that the majority of the City of Whittlesea's street tree population is small in stature.

Figure 3 shows that 91% of street trees have a canopy width under 5m, Figure 4 shows that 60% are under 5m in height, which is representative of a small tree. Interestingly, not all of these smaller trees are young.

Figure 5 shows that whilst 51% of trees under 5m in height are either new or juvenile, 45% are in fact semi-mature, meaning they have almost reached their mature height.

There are only 138 trees which are 20m or over in height across the Municipality.

The majority of these are in Mill Park as highlighted in Figure 6. Along Mill Park Drive and Childs Road, there are tall Spotted Gums (*Corymbia maculata*) which are all in good health with relatively long useful life expectancies. These are in similar locations to a concentration of low ULE Eucalypts and *Prunus*.

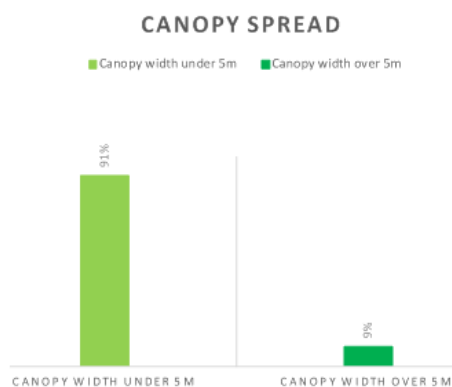


Figure 3: Distribution of tree canopy size across the street tree population.



Figure 4: Distribution of tree height across the street tree population.

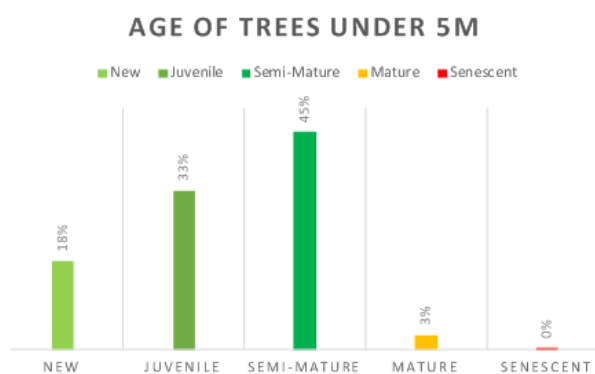


Figure 5: Age distribution of trees under 5m in height.

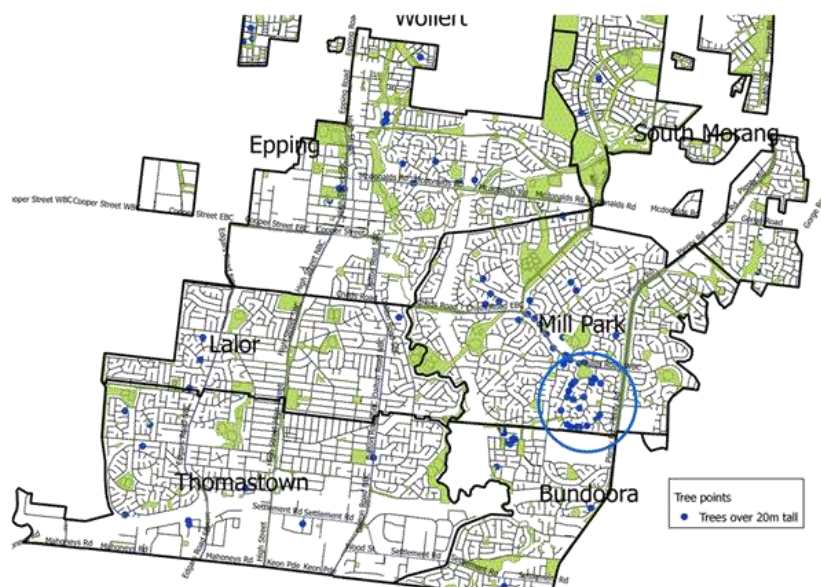


Figure 6: Distribution of trees 20m or over in height across the established urban area of the City of Whittlesea. A small concentration of tall trees exists in Mill Park Drive.



Figure 7: The tall spotted gums in Mill Park Drive providing significant streetscape amenity.

Tree Age

The tree age data shown below in Figure 8 supports the ULE results. Those trees that are older and moving into senescence (old age) have a lower ULE as expected.

88% of street trees are either semi-mature or younger and have a life expectancy greater than 41 years.

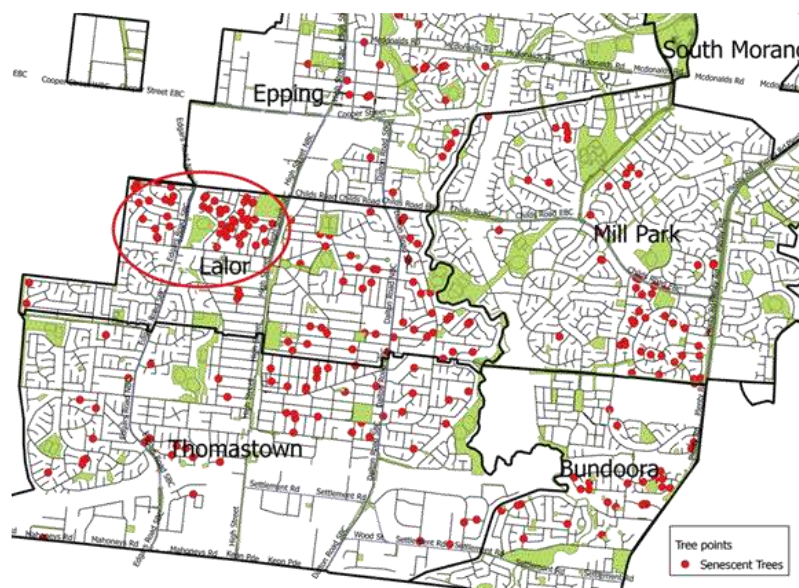
In the short term, this is a good result as long as Council continues to keep these trees healthy and functional in the landscape. Best practice recommends a good diversity of ages spread across the tree population to ensure dynamic succession. It is recommended that when combined, the trees categorised as new or juvenile in age should represent about 40% of the population, semi-mature 30%, mature 20% and senescent 10%.

The majority of the City of Whittlesea's street tree population is categorised as being semi-mature in age. This is because of the relatively new development within the municipality and is not deemed to be a short to medium term management issue because semi-mature trees generally require less maintenance input.

A constant tree renewal program, implemented over the next 10-20 years will however ensure a better spread of age diversity.

Whilst the number of senescent ageing trees is small (364 trees in total), there appears to be a small concentration in Lalor as highlighted in Figure 9 that will require active management as they decline followed by renewal.

Figure 9: Distribution of senescent trees across the established urban area, showing their concentration in Lalor.



TREE AGE

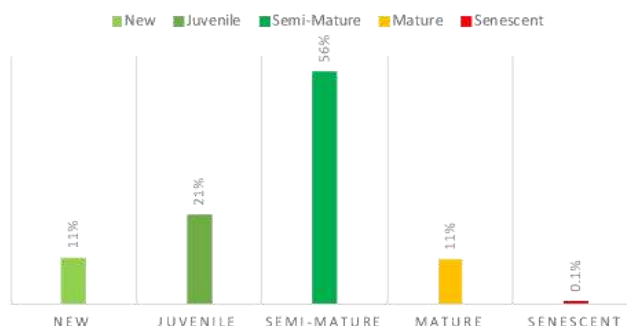


Figure 8: Distribution of tree ages across the street tree population.



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Neighbourhood comparisons

Figure 10 shows street tree distribution numbers by suburb.

70% of all street trees are located in the suburbs of Epping, Mill Park, South Morang, Doreen and Thomastown.

For the older, larger and more established suburbs, this is to be expected.

However, Doreen, which is a relatively new suburb shows high tree numbers as well.

Figure 11 shows the distribution of street trees that are 10m and over in height across suburbs. The total number of trees 10m and over in height represent only 5% of the entire street tree population. The highest concentration of these trees are in Mill Park.

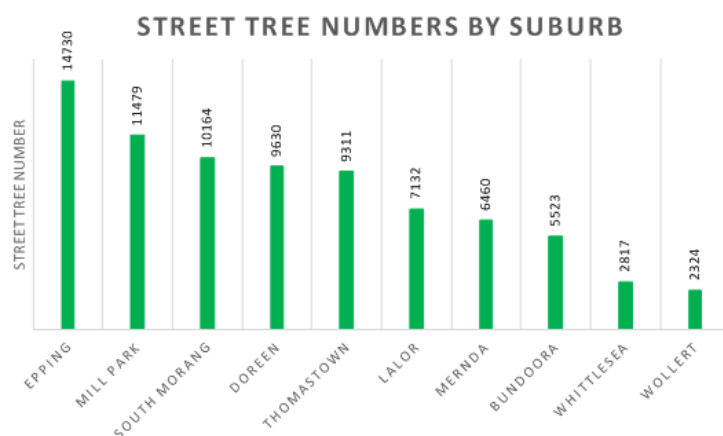


Figure 10: Distribution of tree numbers across the suburbs of the City of Whittlesea.

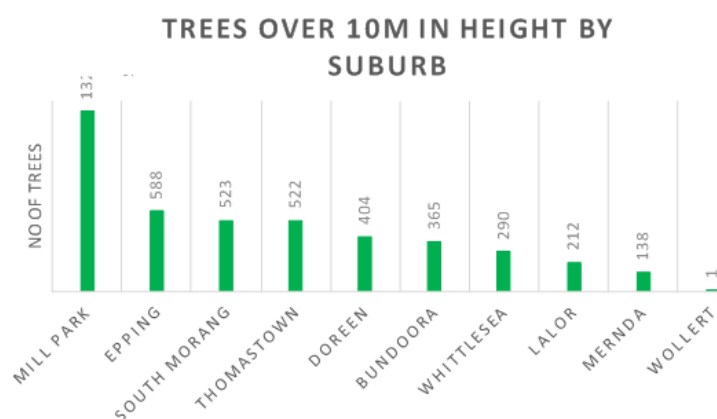
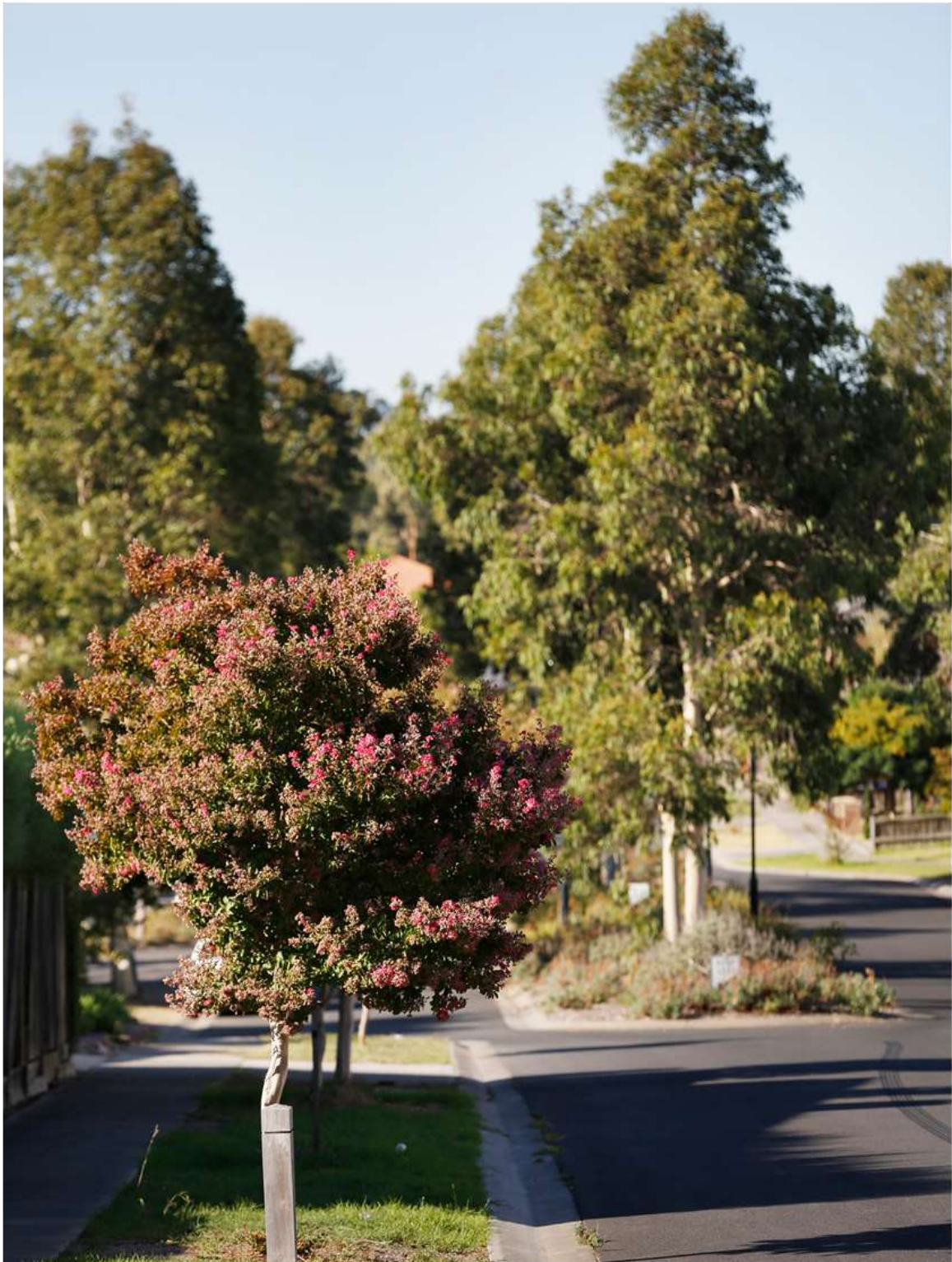


Figure 11: Distribution of trees 10m and over in height by suburb.



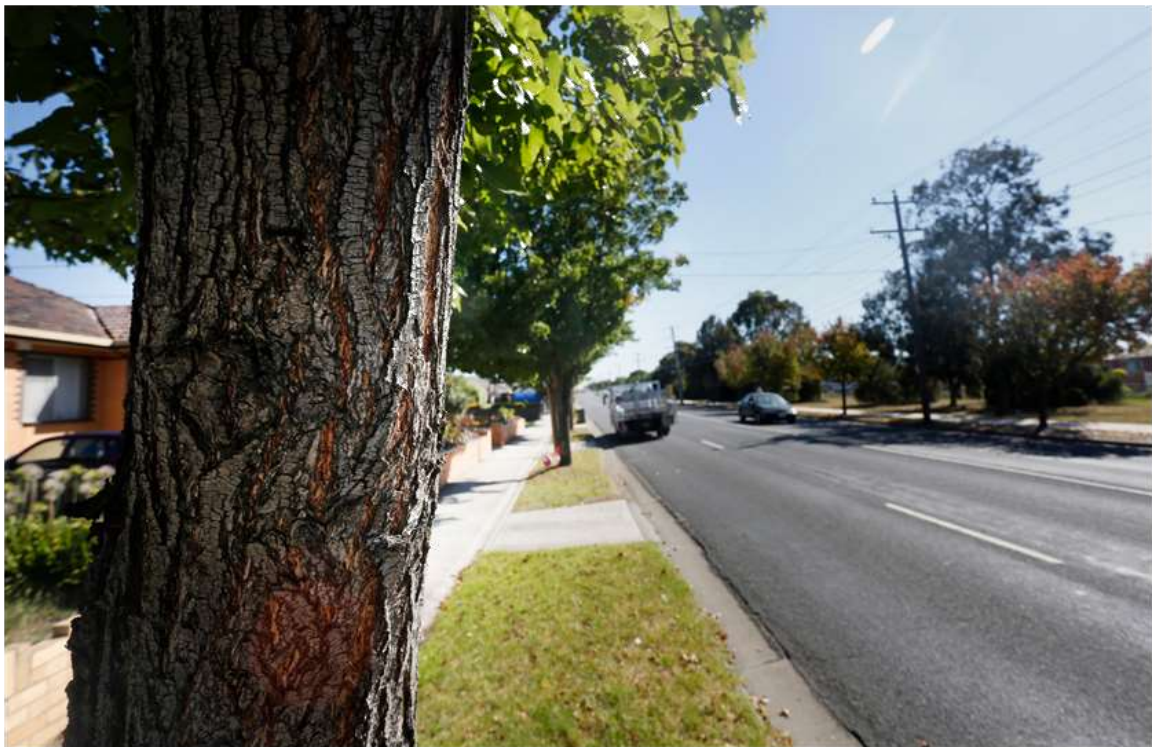
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Key objectives of the Street Tree Management Plan

The Street Tree Management Plan will aim for the following:

1. To ensure the right tree is planted in the right place, in the right way, and at the right time
2. To implement best practice tree management in the City of Whittlesea
3. To seek out new opportunities for street tree planting and management
4. To minimise the challenges with street trees
5. To set appropriate benchmarks for the management of street trees
6. To establish a robust tree management and decision making framework.



Guiding principles for Street Tree Management

All planning, management and decision making regarding the City of Whittlesea's street trees will be guided by the following principles:

- Enhance sense of place: through the provision of attractive tree lined streets
- Ensure safe and functional streetscapes: through the implementation of best practice street tree management
- Ensure social equity: through the equitable delivery of street tree planting programs across all suburbs
- Retain street trees: through appropriate management
- Engage the community and raise awareness of the importance of street trees in influencing positive public health and wellbeing outcomes
- Improve the liveability of suburbs: by working together across Council, with the community and developers, to ensure street trees are adaptable to future changes in climate and maximise the benefits of street trees to the community.

Opportunities

Significant opportunities for street tree management in the City of Whittlesea have been identified to implement the vision. These include:

OPPORTUNITY	OUR APPROACH
Utilise street trees to enhance the look and feel of the City	Prioritise the planting of seasonal colour around retail and shopping precincts through the delivery of township masterplans.
Align the benefits of street trees into existing Council policy for health and wellbeing, stormwater management, integrated transport, biodiversity, environmental sustainability, climate change and heatwave management	Ensure the benefits of street trees are incorporated into the preparation and revision of relevant Council documents.
Ensure all future plantings are best fit for each site.	Adhere to the street tree species palette developed as part of this plan.
Ensure attractive presentation and entry into the City through suitable future tree planting along main roads	<p>Work with VicRoads to implement VicRoads Tree Planting Policy and Plan Melbourne Boulevard Strategy.</p> <p>Commit to the development of attractive tree boulevards along all future main roads, working with VicRoads.</p> <p>Investigate road safety measures to reduce the constraints placed on the establishment of effective main road planting.</p>
Continue to renew street trees in existing suburbs	Implement the priorities in the 10 Year Street Tree Planting Plan Program.
Fill the estimated 17,000 vacant trees sites	Implement the priorities in the 10 Year Street Tree Renewal and address the gaps through the Annual Street Tree Planting Programs.
Ensure that streets in new areas have appropriate and healthy street trees when developed and handed over to Council	<p>Adhere to technical guidelines and ensure developers of new estates are working with the Guidelines for Urban Development.</p> <p>Negotiate the possibility of longer establishment period before handover to Council.</p> <p>Promote planting of large tree stock along collector roads and high profile areas coupled with increased establishment periods.</p>
Mitigate the urban heat island effect	Ensure shade provision through the planting of broad canopied trees in suitable areas.

Challenges

The municipality's street trees face a unique set of challenges that correlate with being a growth municipality. Geography, soil type, the rapid pace of urban development, transport networks, community lifestyles and the natural environment all pose various challenges for the planning, planting and ongoing care of street trees.

CHALLENGES	OUR APPROACH
The need to raise the community's appreciation and value of street trees, and how they improve the City of Whittlesea's liveability	Education and community engagement.
Existing large street trees which still have a long useful life expectancy	Retain trees and manage issues through the development and implementation of a specific large trees management program. Incorporate increased street tree inspections, increased street sweeping frequency, increased road and footpath repair and promote Council's Home Support Services (HSS) for eligible residents. Consider widening verges to allow larger trees more space.
Poor streetscapes in older suburbs caused by age of trees or quality of species planted.	Implementation of 10 year Street Tree Renewal Program Plan. Implementation of the 10 year plan will rejuvenate existing inconsistent streetscapes with homogenous avenues of high quality street trees.
Reactive clay soils which pose contraction and expansion issues, increasing the risk of ground movement around infrastructure and buildings.	Implement Street Tree Management Plan and Technical Guidelines.
Provision of attractive streetscapes under and around powerlines.	Continue to plant street trees under and around powerlines. Changes to the Electrical Line Clearance Regulations since 2010 have had implications on the visual amenity of street trees under power lines. Council has completed an investigation which identified a number of street trees under power lines that would be better managed if they were pruned more frequently. The additional resources required to implement this change have been considered and could be accommodated through a variation to existing Council contracts. Council will also carefully select trees which can be pruned around power lines and advocate for reduced power line clearance requirements and undergrounding of electricity where appropriate.
Trees which drop excessive debris including leaves.	Identify particular problem species and tailor the frequency and timing of street sweeping to address leaf litter build up. Continue to promote Council's HSS services for eligible residents.



Street Tree Management in the City of Whittlesea

Policy Position

Street trees are a critically important asset for the City of Whittlesea's future liveability and will be valued and managed to enhance their benefits.

Benchmarks

A series of targets have been set for the management of the City of Whittlesea's street trees:

- Canopy cover: City of Whittlesea will have a minimum urban tree canopy cover of 30% within 10 years
- Boulevards in all streets: All urban streets within the City will be lined with uniform tree planting within 10 years
- Species diversity: The street tree population will remain healthy and diverse, with no one species or age category being over represented
- Reduce vacant sites: Sites will be restocked through Council's street tree planting programs
- Improve quality and number of complete plantings in developer handovers which will meet criteria and specifications set out in the Guidelines for Urban Development.

These benchmarks, the guiding principles and the vision will be met through the implementation of a set of Technical Guidelines and the 10 year Street Tree Renewal Program Plan. These two documents have been developed in conjunction with this Street Tree Management Plan and will be used together as a complete set of decision making tools.

General Urban Tree Management

Street trees are vital for enhancing neighbourhood amenity, particularly in the City of Whittlesea. Therefore their management is critical to maximise the benefits that trees provide.

The goal of tree management is based on an understanding of:

- the dynamic nature of the street tree population
- the aesthetic contribution of street trees to the urban landscape
- tree risks to public safety
- public attitudes and perceptions
- the need to sustain well-presented neighbourhoods and the natural environment
- the importance of engaging and working with the community.

Sustainable arboriculture comprises management and practices that are sustaining environmental quality, resource conservation, economic development, psychological health, wildlife habitat and social well-being (Clark et al., 1997).

Council recognise that as trees age they require increasing management to maintain them in a low risk but aesthetically acceptable condition. Similarly, trees have a finite lifespan and at some point in time some trees will need to be removed and replaced because they are either dead, dying, dangerous or have reached the end of their ULE.

The City of Whittlesea's Street Tree Management code is:

- Public safety is a priority
- Retain healthy trees unless specific tree removal conditions have been met
- Property damage from trees is a valid risk and trees must be managed to minimise this risk
- Achieve a sustainable street tree population taking into consideration ecological principles, the dynamic nature of trees in the urban landscape, community expectations and the built environment
- Implement and manage appropriate tree removal/replacement programs that ensure the tree resource is continually renewed thereby ensuring a biologically diverse and sustainable street tree population
- Implement tree management in accordance with relevant legislative requirements, strategic policies and accepted tree care practices. Any operation that is known to be detrimental to long-term tree health is not appropriate
- Engage and educate the community on the benefits of trees and their management requirements and assist community participation.

Relevant Australian Standards and policies relating to the Street Tree Management Plan and the Technical Guidelines are as follows:

- AS 2303-2015 *Tree stock for landscape use*
- AS 4373 – 2007 *Pruning of amenity trees*
- AS 4970-2009 *Protection of trees on development sites*
- AS 2870 – 2011 *Residential slabs and footings*
- AS 4454-2012 *Composts, soil conditioners and mulches*
- *VicRoads Tree Planting Policy February 2015*
- *The Electricity Safety (Electric Line Clearance) Regulations.*

City of Whittlesea's tree managers will undertake the following as part of their daily work:

- Maintain and enhance the existing tree population by preserving tree health, biological diversity, aesthetic appearance and amenity value to ensure a quality asset will be inherited by future generations.
- Maintain high standards of tree management to meet current best practice and recognised standards and provide adequate resources to ensure effective tree management.
- Utilise a program of systematic tree assessment and implement best practice tree management approaches to mitigate tree risk for residents and visitors to the City.
- Remove hazardous trees to ensure public safety and plant replacement trees in order that the City's streetscapes are reinvigorated.
- Investigate street trees where concern has been expressed in relation to their appropriateness e.g. condition, size, level of risk, or damage they may be causing.
- Select tree species for planting based on their suitability to the site, climatic conditions, biological diversity, performance, and potential to contribute to the landscape. Tree selection, placement and planting of trees will be undertaken to mitigate potential conflicts with infrastructure and to reduce long-term risk.
- Arrange planting programs to ensure that street tree planting in established areas is a priority.
- Arrange street tree planting within naturestrips where tree planting opportunities have been identified to facilitate a yearly net increase of street trees across the City.
- Protect Council street trees from development and other activities that threaten their health and viability by minimising the conflict between trees and infrastructure wherever possible.
- Foster communal pride in street trees to mitigate the incidence of vandalism.
- Consult with the community when street tree renewal is proposed for specific streetscapes.
- Maintain accurate and current documentation on the management of Council's street tree assets by ensuring the street tree inventory is continually updated.
- Undertake performance monitoring and ongoing review of the street tree population to ensure that tree management techniques employed are relevant and facilitate adaptation of the population to changes in the climate, technologies, resource allocations and community expectations.
- Ensure that street trees are recognised as a valuable Council asset through inclusion in all relevant Council documents.

Key tree management tasks for The City of Whittlesea

There are six key tree management functions that take place within the municipality:

1. **Tree selection and planting:** Council will undertake the planting of trees along streets and roadsides using the right tree, in the right place.
2. **Tree risk management:** Council will systematically assess trees located on Council managed land. Following assessment the implementation of works will be prioritised based on tree hazard and assessed risk.
3. **Tree maintenance programs:** Council will implement both proactive and reactive tree maintenance programs to ensure that street trees are well managed.
4. **Tree Protection:** Council will protect all existing street trees within the Municipality where possible.
5. **Tree removals:** Council will only remove trees that meet the tree removal criteria as set out in Section 5.
6. **Tree value:** Council will attribute a dollar value to street trees, charge appropriate cost recovery fees and acknowledge that their value appreciates over time.



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1. Tree Planting

The City of Whittlesea will proactively carry out street tree planting in a programmed manner to meet a range of priorities including preserving neighbourhood character and to increase the number of street trees planted.

Street Tree Planting will meet the following priorities:

- To preserve and enhance the local character of the distinct areas within the City
- To increase the number of street trees and aim for full street tree stocking rates
- To increase tree canopy cover across the municipality
- Select tree species for their suitability to the site, biological diversity,

performance and potential to contribute to the landscape without onerous management implications

- To reinforce habitat, pedestrian and cycling links
- Set and maintain high tree planting and establishment standards and
- Consult and inform the community about all major projects involving tree planting.

Trees are the dominant component in landscapes and street tree planting is one of the simplest and most effective ways of improving the image and landscape character of a city.

The urban landscape bears little resemblance to the natural environment on which trees originally thrived. The further threat of changing climatic conditions means that a firm understanding of the environmental and management needs of street trees is required for them to flourish.

Council will implement a planned approach to tree planting within the municipality taking into consideration available funding, landscape requirements, environmental constraints, site and seasonal conditions, availability of stock and community expectations.

As a result, Council will 'Plant the right tree, in the right place, in the right way and at the right time'.

Tree planting will be programmed through the following avenues:

- The 10-year Street Tree Renewal Program Plan
- The Annual Street Tree Planting Program
- Co-ordination with infrastructure improvement works programs (e.g. road redevelopment)
- Community requests.

Council will ensure it is supplied with high quality tree stock and allocates adequate resources to the supervision of tree planting activities and levels of after-care maintenance.



1.1 Tree planting programs

The 10-year Street Tree Renewal Program Plan

A 10-year priority street tree renewal program plan has been developed based on assessments of streets within the urban areas of the municipality. The assessment was conducted based on the following criteria:

- Condition of existing trees
- Assessment of necessity of new street tree planting
- Percentage of vacant tree sites
- Road hierarchy e.g. major roads, arterials and suburban streets
- Design considerations e.g. proximity to open space, walking or cycling route, existing private tree canopy cover, street typology.

The objective of this program is to replace poor streetscapes and develop significant avenues throughout the municipality.

The program will be efficient and effective in developing significant avenues by providing continuity of species type and size, focus of resource and standardisation of management practices. The impact that the trees have upon the landscape once established will be consistent with the City of Whittlesea's vision for streetscape amenity.

The program can result in the sudden change of visual amenity of the streetscape and may create community discontent. Consequently, rigorous community consultation is required.

The 10-year Street Tree Renewal Program Plan is considered within existing budgets and looking at existing opportunities. If the annual budgets were to increase, this program would be expanded to include the renewal of low quality streetscapes e.g. streets with trees that have not proven successful, have diminished amenity value and could benefit from a whole of street tree renewal program. The program would involve tree removal and replacement with a single species to enhance the appearance and consistency of the street.

Annual street tree planting program

The objective of this program is to reinforce an existing consistent street tree theme within a street or main road.

When determining the suitability of the existing street tree theme, consideration will be given to the site limitations that exist within the street and the appropriateness of continuing with this theme. If the existing theme is considered to be inappropriate and an alternative tree species can satisfactorily maintain the streets character, it shall be planted as the preferred street tree species. In most cases species selection will be derived from the street tree species list.

Individual street tree plantings occur for the following reasons.

- A replacement for a tree removed as part of normal maintenance.
- A resident request to have an individual tree planted outside their property where sufficient space permits.
- Council officer or resident request to plant available sites within a street in order to complete the avenue.

Street trees that are removed shall be replaced unless site restrictions deem the planting of a tree to be inappropriate which are included in Technical Guidelines Section 1.7.2. Existing street features restrictions.

Council is responsible for the planting and maintenance of street trees and seeks to develop uniform streetscapes that complement landscape and neighbourhood character, meet design standards and are not onerous to maintain. To ensure Council can meet these requirements residents are not permitted to plant trees within the nature strip or other sites within the road reserve without Council approval. This is outlined in Council's General Municipal Law (Local Law) and the Urban Nature Strip Guidelines. Council may remove such plantings and no compensation will be available to residents for the removal of these trees and shrubs (greater than 300 mm in height).

However, Council encourages residents to nominate a street, or section of street, to be included in the annual planting programs. The community will be able to lodge requests for additional street tree planting via Council's website, by writing or by calling Council directly.

1.2 Placement of trees

Council will aim to plant trees at regular intervals and at a density that will provide a sense of continuity and scale to the streetscape. Where reasonable, one tree will be planted in front of each property within residential urban streets of the City or alternatively at approximately 15 metre spacing's. The growth characteristics of the tree and the capacity of the street will also determine spacing.

Other street tree placement considerations include:

- private or other vegetation that exists on or close to the road reserve precluding the growth of a street tree
- if the tree species is small, there may be potential to plant two trees in front of a property
- established planting theme or available space (long nature strip or corner allotment) allow for more than one tree per property and
- location of infrastructure, such as street lights, power poles or fire hydrants.

There are a number of different styles of street tree planting that could be utilised within the City. The ultimate style will be dependent on the existing street tree

character, street type, dominant land use and planting space.

When planting trees on declared VicRoads roads consideration is to be given to the VicRoads Tree Planting Policy February 2015.

The avenue effect of uniform species is the preferred planting style within the City where appropriate.

Commercial/retail areas and industrial areas, may require specific design input and site modification to reduce the limitations to plant growth.

Council will also investigate initiatives to incorporate water sensitive urban design features, passive water filtration or other storm water harvesting techniques into tree planting systems where appropriate.

Wherever possible, large statured trees should be planted within the streets of the City of Whittlesea. This may require the development of specialised planting systems to accommodate larger trees such as underground structural cells to allow better root growth, or replacement of soil with better growing media or water sensitive urban design to allow for more water filtration to tree root zones.

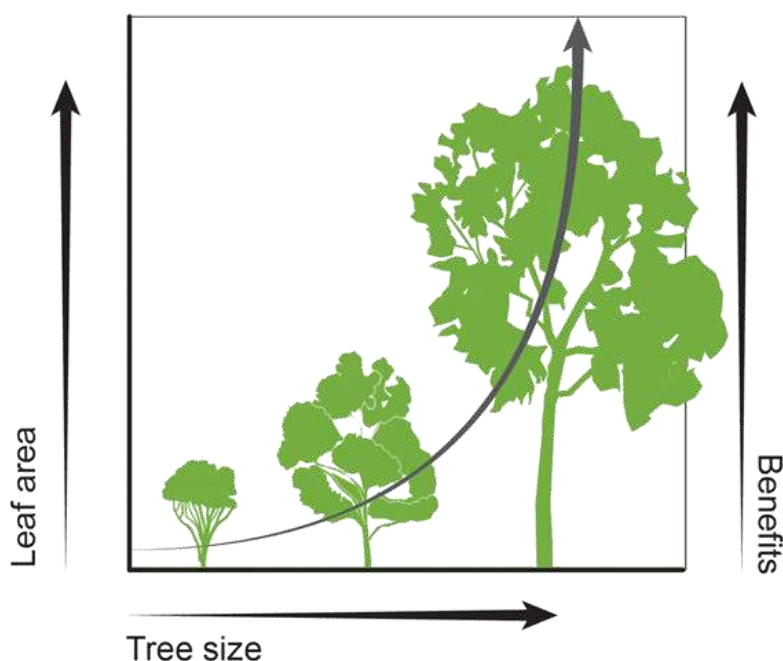


Figure 12: The larger the tree the greater the benefits (<http://www.urbantreealliance.org/resources/why-trees/>)

1.3 Species selection

To ensure the right tree is planted a Street Tree Species List has been developed for the City (Appendix 1). The list includes small, medium and large trees representing native, exotic, evergreen and deciduous species that are deemed to be appropriate for planting within the City. Of the Top 10 existing tree species, some have not been included on the revised Species List. E.g. *Melaleuca styphelioides*, the Prickly Paperbark has not been listed as it is deemed inappropriate for use as a street tree. As a result, Prickly Paperbarks will not be replanted once they have been removed. Other species, such as *Melia azedarach* will be replaced with more suitable cultivars that grow to a smaller height or produce less fruit and leaf litter.

Though the list of tree species is not definitive, the species listed should be considered the 'signature' species that will contribute to the pervading landscape character of the City's streets. The Parks and Open Space Department will periodically review and investigate new tree species in line with aesthetic, functional, climatic and environmental requirements.

The species selection list is based on existing street species, availability of stock, suitability of species to climate, future climatic change, and site conditions and constraints.

Tree selection will aim to mitigate impacts on adjacent infrastructure and reduce onerous management requirements.

Tree selection will consider a tree's ability to be pruned in order to meet the above ground site constraints presented by the City. Tree selection will endeavour to utilise tree size and form (shape of the canopy) in order to reduce pruning requirements.

Tree selection will aim to avoid the use of trees that drop excessive litter, particularly fruit, which can cause trip hazards.

The Street Tree Species List may be modified and incorporated into other relevant Council documents for distribution to developers and other third parties planting street trees where required.

1.4 Tree establishment

Along with appropriate species selection and selecting quality tree stock, planting, if done correctly, will have a lasting influence on future tree development.

Trees will be planted properly and an after-care maintenance program implemented so as to achieve a successful tree establishment rate of greater than 90%. Council will implement a minimum 2-year establishment maintenance program.

Typically, Council uses containerised stock for planting within the City and all tree stock supplied should conform to *AS 2303:2015 Tree stock for landscape use*. AS 2303 will also be included in future tree planting contracts and information for developers.



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2. Tree Risk Management

The City of Whittlesea will seek to maintain public safety and reduce the risk of property damage through the use of best practice tree assessment and treatment approaches.

Council will:

- Utilise a program of systematic tree assessment and best practice tree management to mitigate tree risk to residents and visitors to the City
- Maintain accurate and current documentation on the management of Council's tree assets
- Ensure selection, placement and planting of trees is undertaken with due consideration of the associated long-term risk
- Maintain high standards of tree management to meet current best practice and recognised standards
- Provide adequate resources to ensure appropriate tree management to mitigate risk potential.

The City of Whittlesea manages vast numbers of trees over a large area and within many varied landscape contexts. The management of these trees takes place in a complex operating environment with many variables and subjective views.

Risk from trees, even in 'natural' urban landscapes, is typically very low and in most instances is no more than a recognised risk of everyday life, which most people accept without question. (National Tree Safety Group (UK), 2011). Consequently, planning decisions about the management of trees in general should proceed on a rational, cost-effective basis. Public safety, though paramount, is not the only concern when deciding how to manage trees. Other broader concerns, such as ecological, landscape and aesthetic value, should also be taken into consideration.

Council recognise that some community members may be exposed to an increased risk due to their age, disability or health condition. In some cases these risks may be associated with Council trees and the leaves, flowers, fruit and other objects that naturally fall from them.

To assist these vulnerable members of the community manage tree-related risks around

their homes, Council operates a Home Support Services (HSS) program. Some of the services available to eligible residents who are part of the HSS program include: garden maintenance, gutter and home cleaning.

There can also be risks associated with conflicts such as tree roots and infrastructure, soil heave or shrinkage and blockages to underground surfaces. Other risks associated with trees include debris drop, pest and diseases, sight and overhead electric line clearances and the possibility of fire.

Another component of a risk management program is the need to ensure that the procedures implemented for inspecting, identifying and addressing tree risks are clearly and properly documented. This is because not all tree defects are observable and not all of the potential structural concerns associated with trees can be eliminated. Trees as biological organisms will always pose a residual risk, even after mitigation works are completed.

The City of Whittlesea's existing risk management system includes:

- A clear documented procedure for inspection of street trees with information on location, species, size, health and structure
- A documented system of logging complaints or notification of problems with respect to street trees
- A documented system for assessing the risk posed by street trees and prioritising the risk posed by such trees
- A documented maintenance system for abating the identified risks.

The process Council has adopted for assessing risk associated with street trees is;

1. A Council arborist assesses tree condition using industry endorsed methodologies.
2. Requestor notified of assessed tree condition and advised of proposed action to minimise perceived risk.
3. Remedial work undertaken if required.
4. If requestor is still concerned, level of tree risk will be assessed using industry endorsed tree risk assessment methodologies and/or aerial inspections as necessary.

5. Requestor notified of assessed level of tree risk and advised of proposed actions to minimise risk. Comparison of residual risk to other life situations will also be provided.
6. If requestor is still concerned (per Municipal Association of Victoria (MAV) guidance obtained in 2015) an independent risk assessment by suitably qualified arborist with tree risk assessment qualifications will be arranged.
7. Requestor notified of independently assessed level of tree risk and advised of any proposed action to further reduce risk. Comparison of residual risk to other life situations will also be provided.

The following tasks are included in Council's tree risk management program:

- Pruning: Well-maintained trees develop fewer hazardous defects and pose less risk to public safety. Any street tree pruning undertaken will comply with industry standards and best practice, which includes formative pruning to enhance the form and improve the structure of young trees
- Select appropriate species suitable for site conditions and constraints. Allow space for trees to attain expected mature size
- Select good quality nursery stock (refer to AS 2303:2015 Tree stock for landscape use). Plant and implement post-planting maintenance of trees to match site conditions and industry best standard
- Establish level of risk assessment appropriate for tree resource and location
- Implement scheduled tree inspections by qualified, experienced arborist(s) based on risk
- Recommend inspection of individual trees in high target areas after severe storm events and when impacted by construction or maintenance activities
- Implement appropriate tree protection during construction activities. Refer to the Australian Standard AS 4970-2009 Protection of trees on development sites, for guidelines
- Maintain documentation on tree inspection and maintenance activities
- Employ techniques such as root barrier installation, aerial cable bundling and other innovative approaches to mitigate risk.

In line with AS/NZS ISO 31000:2009 Risk Management, ongoing review is essential to ensure that tree risk management remains relevant. Factors that affect the likelihood of inspection activities may change, for example, severe drought may cause rapid tree decline prompting the need for more frequent inspections. Similarly, knowledge gained through experience and implementation of tree management could provide beneficial insights and allow refinement of tree risk management approaches.

As a component of Council's continual improvement approach and to ensure the process is effective in managing tree risk, the risk assessment process will be reviewed annually.

The expected outcomes from reviewing and developing this systematic approach to managing tree risk are:

- Reduced tree-related risk over time
- Improved tree health
- Reduced liability claims
- Accelerated response following significant storm events, resulting in faster clean-up of debris, and restoration of services.



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3. Tree Maintenance Programs

The City of Whittlesea will provide adequate resources to carry out proactive tree maintenance on trees in streets to meet the following objectives:

- Undertake tree inspection and maintenance works as required to protect, enhance and preserve existing trees to a high standard
- Undertake tree pruning to comply with relevant legislative requirements, strategic policies and accepted tree care practices
- Integrate latest technology to ensure tree maintenance programs continue to meet best tree care practices.

Well maintained trees meet landscape aspirations and community expectations, develop fewer hazardous defects and pose less risk to public safety and property damage.

Council implements a proactive, routine street tree inspection and pruning program. Through this program Council aims to meet its obligations to manage public risk and provide adequate road, pedestrian, visibility and electrical line clearance requirements.

Council also undertakes reactive street tree inspections and pruning to address failed or damaged trees and responds to various requests from the community. Other tree maintenance works include management of tree root conflicts, and pests/diseases, and other arboricultural works as required.

Visual tree risk assessments and any subsequent pruning on the City's street trees are undertaken at least once every two years as part of the urban area street tree inspection and pruning program. Visual tree risk assessments are also undertaken as a result of resident requests or after storm events.

The proactive urban area street tree inspection and pruning program and updating of Council's tree inventory database, form the basis of the visual tree assessment and risk management process applied for the majority of street trees within the municipality.

However some street trees may require an annual assessment to determine any risk potential and identify if remedial work needs to be undertaken. Typically, these trees will be of high environmental/aesthetic value or will be older or larger in stature. To manage the debris shed by these larger, older trees, increases in street sweeping activities may also be required.

Council will implement a large tree management program which includes:

- Increasing proactive inspections towards an annual program for trees which are large, older or under electrical powerlines and
- Widening verges to create more space for existing larger trees where appropriate.

Similarly, annual inspection may also be required where the combination of tree species and electrical or other assets necessitate a more frequent attendance. This inspection will enable Council to identify any pruning necessary to ensure compliance with relevant Electricity Safety (Electrical Line Clearance) Regulations. To best manage the interaction between these street trees and overhead electrical lines, increases in the frequency of tree pruning activities may also be required to reduce the impact on tree health and the aesthetics of the associated streetscape.

To summarise, Council undertakes pruning programs on publicly managed trees to:

- Reduce the risk to public safety
- Decrease potential damage to property
- Provide clearances for pedestrians, vehicles and sight lines
- Provide clearances around services and electric power lines
- Manage tree health and aesthetics
- Formatively shape young trees.

Any pruning that is required must be carried out in accordance with the Australian Standard, AS 4373-2007 Pruning of amenity trees by trained and competent arborists who have a thorough knowledge of tree physiology.

3.1 Tree clearance requirements

Council will maintain clearances around overhead electric lines in compliance with the Electricity Safety (Electric Line Clearance) Regulations 2015; S.R. No. 67/2015, or subsequent updates, which prescribe the Code of Practice for Electric Line Clearance and City of Whittlesea Electric Line Clearance Management Plan.

Clearance from trees over roads and footpaths are outlined in Council's Road Management Plan.

Table 2 below provides a practical guide to the crown clearances that Council will aim to achieve when conducting pruning work within the municipality.

Council will also advocate to reduce conservative clearance requirements in urban areas and undergrounding of electricity where possible.

Council is not responsible for the clearance of vegetation around non electrical aerial conductors.

Table 2: Tree crown clearance requirements for street tree pruning.

ACCESS TYPE AND CLEARANCE LOCATION	CLEARANCE
Electric line clearances (H.V. and L.V.) and service wires	Maintain the clearances as per the Electrical Line Clearance Management Plan
Vehicular/Over roadways	
Local roads	4.0 m
	Rural roadsides as required (1m behind back of kerb)
Main Roads	4.3 m
Driveways	3.5 m
Pedestrian	
Over footpaths, walkways, nature strips	2.5 m
Motorist/pedestrian visibility	2.5 m
Approved road signage, lines of sight and traffic control devices	Allow for driver & pedestrian visibility in accordance with VicRoads/Council sight clearance standards.
Buildings/fences on private property	Maintain a 2.0 m clearance through pruning cycle.

3.2 Tree root management

Root systems are vital to the health and longevity of trees. However, in urban areas where there is competition for available space, tree roots are often associated with situations that cause damage to structures, footpaths, and underground services.

There can be dichotomy between sustaining a healthy urban tree population with all of the associated benefits, while endeavouring to mitigate the negative impacts that these trees can have on adjacent infrastructure. Although tree roots are often blamed for the cracking and lifting of concrete, it is worth noting that these structures can also fail because they have not been properly engineered to function in a landscape that contains growing trees and their root systems.

It is not possible to avoid or eliminate all conflicts between tree roots and hard surfaces or pavements within urban landscapes. Given that trees are vital to the urban landscape it is accepted that trees come with inherent levels of risk as do all public assets such as roads and buildings. In this regard Council accepts that there are some increased costs associated with the repairing of roads and pavements damaged by tree roots as a trade-off for having tree lined streets.

A multidisciplinary approach to reducing the risk of root damage to infrastructure within the City is required. This involves a coordinated approach from various departments and professionals involved with the management of the City's assets. It is not possible to remove all risk associated with trees and infrastructure, but strategies for addressing conflict can be preventative, to reduce the risk of damage occurring or remedial, to correct damage or avoid further damage (Costello & Jones 2003).

Key aspects of City of Whittlesea's tree root management program:

- The property owner is responsible for inspecting and maintaining all built structures on their land including services that run through or adjoin private and public land.
- Certain tree root treatment work,

including root pruning and root barrier/ deflector installation is sometimes required for risk management, to maintain public safety and to contain tree root growth.

- Root pruning is the practice of removing a portion of a tree's root system to mitigate potential property damage or as otherwise required. The circumstances necessitating root pruning vary, but the key is to ensure it does not impact on the health, stability or longevity of the affected tree. To meet this aim, root pruning of Council managed street trees will always be undertaken in accordance with AS 4373.
- All root pruning and root barrier installations shall be recorded.
- Aspects of tree root management may also be influenced by street tree protection requirements and underground services.
- Under its duty of care, Council will adopt a proactive approach to planting the right tree in the right place in the right way. This includes design solutions to mitigate potential root impacts if it is deemed that the 'right tree' is a large tree (i.e. has the potential to reach over 20m in height).

3.3 Types of damage

Tree roots and buildings

Roots from large trees can sometimes damage buildings, but these are just one of many reasons a building may start to show signs of damage. It is important to have expert advice to establish the cause of a problem, who is responsible and how it can be resolved.

The assertion that tree roots have taken water from a clay soil causing it to shrink and the foundations to subside resulting in structural damage is an over-simplification.

It is well known that the presence of trees can contribute significantly towards the problem of subsidence, especially in clay soil areas where the soil shrinks and swells according to its moisture content.

A common feature of the problem is that there is often no obvious or direct relationship between the tree and the damage to a building and there are usually a number of non-biological factors involved as well, including how the structure was constructed and whether it considered the site conditions.

The Australian Standard AS2870-2011 acknowledges that minor foundation movements occur on nearly all sites and that it is impracticable to design a footing system that will protect the building from movement under all circumstances.

The best way to prevent root damage to new buildings or other structures is to ensure they are built to the relevant industry code. If a new building will be close to existing trees, particularly on a reactive clay soil, the standard design and construction methods may need to be altered to account for these factors.

Similarly, properties may have leaking or disconnected stormwater or sewerage pipes that allow excess water to waterlog the soil close to a building. This can cause subsidence and may encourage tree roots to grow in that area. Fixing these types of problems can prevent future damage occurring.

Inadequate compaction during construction or excess moisture in foundation soils can also cause subsidence and movement in buildings.

The problem is therefore very complex in nature. The damage is often many metres distant from trees and usually involves a variety of arboricultural, spatial, geotechnical, climatic, engineering and utility issues acting at the same time.

Large or wide cracks (wider than 5mm) in the structural supporting walls of a building may indicate movement in the foundations of a building or other structural weakness.

Steps in an investigation of tree root damage:

1. Residents/property owners should notify Council if they think that Council trees are contributing to the damage. Upon notification, Council will apply a consistent process based on MAV guidelines to assess the extent to which its trees may be contributing to the damage reported. Should the results of this assessment show that Council's street trees are not contributing to the damage, the resident/property owner may be asked to provide further information which may include a report by a suitably qualified engineer.
2. The property owner needs to undertake an investigation into the damage and document the reasons or evidence that clearly show why they believe the Council owned tree is contributing to the damage. This may involve root sympathetic excavations within the property to locate and photograph roots and their proximity to the building or structure. If the investigation or repair works require an excavation on a Council road or footpath, they will need to obtain a road-opening permit from the City of Whittlesea.
3. For a claim to be considered, where tree roots are exposed at or under the footings and foundation of the building or structure, these roots would need to be identified as being those from the Council managed tree. Claimants may need to engage an arborist to verify the origin of the roots at their own cost.
4. If an engineer is engaged to assist in the investigation, the engineer must base their assessment on evidence and show that the footings and/or foundations were constructed to appropriate standards. The engineer should have valid professional indemnity insurance and formally sign off on the report. Reimbursement of costs associated with obtaining engineer's reports may also be considered at the time a claim is accepted.

Tree roots and drains

Tree roots can sometimes inadvertently impact sewer and stormwater pipes. It is important to establish the cause of the problem and who is responsible for rectifying it.

A property owner is responsible for the services to their property. This includes sewer and stormwater pipes and services that run through or adjoin private and public land until they reach infrastructure drainage points such as City of Whittlesea storm water drains, pits or street gutters.

The most common cause of pipe leakage is from old terracotta pipes. Movements in the surrounding soil cause joint failure or cracking causing moisture and nutrients to leak into the soil. Failure of joints between PVC and terracotta pipes is also common. PVC pipe systems have fewer joins and rarely fail.

It is important for the property owner to consider repairing or replacing old infrastructure especially when undertaking renovations and especially on all pipes across the property boundary into Council pits and gutters.

Roots do not actively search for water, they tend to follow water gradients (if oxygen is also present) in the soil. If these lead to a leaking pipe then roots will tend to grow along lines of least resistance such as are likely to be found around cracked, poorly installed or leaking pipework. While cracked or leaking pipework may often be to blame, other factors affect how roots interact with underground water pipes, including sewers. When intact drains and other service pipes are cooler than the surrounding soil, water may condense on the outer surface and root growth may develop along the moisture gradient developed in the soil (Cutler, 1995; Coder, 1998). This can give a false impression that roots are enveloping the drain (Brennan, Patch & Stevens, 1997), but equally it can attract roots towards potentially vulnerable joints in the pipework. The cultivation of soil through the installation of services by open trenching also provides ideal conditions for root growth adjacent to underground services.

Tree roots will usually enter pipes that have a fault, which allows the tree to access the available water, nutrients and oxygen.

Tree roots can enter services via leaking joints and blocked pipes, through deteriorated seals, where the joint has failed or been dislodged or through previous damage. It is rare for a tree root to crack into a properly installed and well-maintained pipe.

Once a pipe has deteriorated or is damaged, roots from all different types of trees, plants and even grasses can grow into the pipe.

The most efficient way to prevent root damage to your services is to replace the old terracotta pipes with new PVC or UPVC ones and use pressure seals. Other methods include the type and compaction of the backfill around these services, which help prevent root growth in these areas. Mechanical forms of plumbing equipment can help control root development in pipes, however this is only a short-term solution.

What do residents/property owners do if they suspect Council managed trees contribute to damaged pipes?

Where possible the resident/property owner should carry out the repairs and ask Council to investigate. If it can be proved that Council-owned trees have caused the damage, you may be able to claim for the cost of the repairs. In any event, it is best if you undertake the following:

1. If the works require an excavation on a Council road or footpath, the resident/property owner will need to obtain a road-opening permit from the City.
2. Carry out any necessary repair work to avoid any further damage and/or reduce the hazard. This does not mean that Council has accepted any liability for damages. It is the property owner's decision to carry out repairs.
3. Most importantly, notify the Council of the scheduled works so that Council can arrange for an appropriate City Officer to inspect the exposed pipe during the works. This will enable all parties to confirm if Council tree roots have caused the problem or if the pipe has been damaged for some other reason.
4. While on site, the Council officer will take photos to keep on record. The resident/property owner should also keep their own records of the damage and repairs.

If the above investigations reveal the damage has been caused by council-owned trees, the resident/property owner can make a formal claim for the cost of repairs. Council will assess liability and make a determination as to whether Council can assist the resident/property owner with the cost of the repairs.

This approach is required for insurance and governance purposes because the works relate to a private asset and may involve spending public funds on the repair. It is important to have clear evidence for any insurance claim, particularly if there is a chance the initial damage may have been the result of other causes. The clearer the evidence provided, the greater the likelihood of a positive result in any claim.

3.4 Pest and disease management

Pest and diseases are a component of the urban landscape and Council recognises that control measures will be required at times to maintain healthy and aesthetically pleasing landscapes.

Council will adopt the principles of Plant Health Care to address pest and disease management with a focus on problem prevention through appropriate tree selection, planting and tree maintenance.

When selecting tree species for the City of Whittlesea's streets, priority will be given to species that are known to be pest and disease resistant. However, there will be situations where the existing street tree species may be under threat but its on-going use is imperative considering its strong contribution to landscape character or cultural importance.

Pest and disease management will be approached in the following ways:

- Tree managers will have a thorough understanding of the biology of the plants and key pests in relation to the ecosystems they are managing. On-going training and education will occur for the staff to maintain current best practice approach to pest and disease management
- Council will support research into biological controls for pests and diseases that pose a local threat
- If a pest outbreak is identified and damage thresholds exceed accepted levels and other trees are at risk, all possible action will be taken to effectively decrease the risk to other trees from the pest outbreak
- An integrated approach to pest management will be adopted that employs methods and materials that preserve and augment the ecosystem while facilitating permanent control of the pest
- Advice and management programs will be sought from other agencies or pest control regulator, for example Department of Environment, Land, Water and Planning to ensure the best approach is being adopted for any pest outbreak.
- Trees will be removed when they are infected with an epidemic insect or disease where the recommended control is not applicable and removal is the recommended practice to prevent transmission
- Species of tree will be selected that are known to be pest and disease resistant.
- Monitoring systems will be developed to check pests and tree health regularly
- Trees that are recognised woody weed species will be removed when opportunities are presented through the normal management of the City of Whittlesea tree population.
- If stakeholders suspect nearby Council trees of harbouring termites that can damage their homes, they will need to provide Council with written documentation outlining the species of termite observed and detailing the extent of the damage caused. Requests for termite treatment of street trees will be considered on a case-by-case basis and may be referred to Council's principle contractor who will undertake the assessment and carry out all treatments as required.
- To better protect newly constructed dwellings in the municipality from termite damage Council will continue to investigate the benefits of declaring the municipality (or sections of it) as 'Termite Prone'.

3.5 Tree inventory

The foundation of an effective street tree management and maintenance program is a detailed tree inventory. Council will maintain a dynamic inventory of the street tree resource wherein proactive tree management activities are recorded.

The inventory provides a current record of the street tree population. It allows planning, scheduling, budgeting and monitoring of maintenance activities and contains vital data to facilitate long-term assessment projections and analysis of the condition of the street tree population.

The tree inventory will be utilised for asset value determination and insurance purposes.

The tree inventory will be integrated into Councils Geographic Information System (GIS). It will provide Council the ability to conduct spatial analysis and strategic placement of the street tree population, which will become more important as the impacts of population growth and climate change are felt in the City of Whittlesea.

3.6 Canopy Cover

Council will also establish a methodology for calculating the municipality's urban street tree canopy cover. This will allow Council to easily benchmark its progress in providing adequate tree cover for areas of need in the City of Whittlesea e.g. areas of high socio-economic disadvantage, retail and commercial areas. This can be calculated through a number of methods available to Council:

- i-Tree Canopy tool
- LiDAR and NDVI cover which will need to be undertaken by the GIS team
- Canopy width measurements taken as part of tree inventory

Canopy cover is to be measured every five years to determine progress. This is a more valuable tool than simply calculating tree numbers as it can determine the overall benefit provided by trees such as shading, air pollution reduction and stormwater interception.

4. Tree Protection

Street trees shall be protected at all times, reducing where possible the negative impacts of construction and other activities such as maintenance that threaten tree condition, safety or amenity.

Street trees are subject to a variety of pressures, conflicts, changes to land-use and public requests. These pressures lead to damaged trees which may affect their function and viability in the landscape. The primary goal of tree protection is the long-term survival and viability of a tree.

Protecting street trees is a multi-departmental, community wide endeavour. Protecting and maintaining healthy, safe and aesthetically pleasing street trees is vital to Council achieving its desired landscape, social and environmental objectives for the City.

The Australian Standard AS 4970-2009 Protection of trees on development sites is used as a guide in the allocation of Tree Protection Zones for trees.

Considering the unpredictability of tree root growth in urban landscapes, it is impractical to prescribe a symmetrical tree protection zone to street trees. Tree protection measures, as outlined in the Technical Guidelines and Appendix 2, will be implemented for street trees threatened by construction impacts. In order to eliminate the possibility of construction work undertaken around street trees threatening public safety, as a minimum, the structural root zone (SRZ) distance, as outlined in AS4970, needs to be maintained for street trees at all times.

Maintaining the structural integrity of Council managed trees is paramount in the risk management process.

Major root pruning will not be permitted without the approval of the Parks and Open Space Department. All proposed construction/excavation works within the root zones of Council managed trees should be approved by the Parks and Open Space Department.

4.1 Protection of River Red Gums

Mature River Red Gums in an open plains grassland environment are generally recognised as the most important visual and environmental feature of the City and are protected by the City of Whittlesea Planning

Scheme, specifically, Clause 22.10. This clause has enabled the City of Whittlesea to retain as many River Red Gums as possible. The specific tree protection guideline applicable to River Red Gums which was recently endorsed by the Department of Environment Water Land and Planning has proven effective in protecting these trees throughout the subdivision development of the City. There are not many mature River Red Gums that are growing directly within streets.

4.2 Vandalised trees

The act of wilfully vandalising or poisoning trees breaches Council's General Municipal Law (Local Law) and undermines Council's efforts to sustain trees in the public realm in a safe and aesthetically pleasing manner. The Local Law states that "Unless with the written approval of Council, a person must not in any way interfere with roadside or park land trees; or plant trees or shrubs on roadsides".

The illegal action of tree vandalism has led to the destruction of many valuable public trees and requires intensive management regimes that impact on Council's time and resources. The management of the urban green space to ensure it is of a high standard can help to reduce crime and vandalism.

To address the wider issue of tree vandalism, Council will take the following steps:

- Educate the public and improve public perceptions of trees, including:
 - ~ Encouraging people to report vandalism
 - ~ Reminding people that it is against the law to vandalise a Council tree
- Where street trees are suspected of vandalism, erect signs to inform the public as to what has occurred and reinforce Council's commitment to trees
- Replace vandalised trees, particularly younger trees, as soon as possible to reinforce Council's commitment to trees
- Vandalism is a significant cause of young tree mortality. Trees damaged or vandalised to the point that their replacement is required shall be removed, the site reinstated to grass and the vacant site noted for subsequent planting programs
- Larger tree stock shall be used in areas known to be prone to vandalism.

5. Tree Removals

The City of Whittlesea will investigate all tree management options before recommending tree removal and consider the contribution each tree makes to neighbourhood character as well as wildlife habitat when making all tree management and removal decisions.

Street trees provide considerable benefit to the community by way of improved amenity and reduction in the Urban Heat Island Effect, therefore Council will not support individual requests to have trees removed, or subjected to additional pruning, in order to:

- Reduce or eliminate leaf litter or tree debris
- Improve private amenity
- Increase car park numbers
- Reduce overshadowing and/or preservation of solar access and
- Preserve lines of sight to advertising boards.

There are circumstances in which tree removal is an acceptable management option for public trees. In this regard, tree removal may be required:

- when trees pose an unacceptable risk to human health and safety
- when trees pose an unacceptable risk to private and/or public infrastructure.

To assess and validate these risks, Council will apply the process outlined in Section 2.

Tree removal may also be required to:

- facilitate Council approved development and infrastructure improvements
- maintain a healthy urban tree population and/or control epidemic pest/disease outbreaks
- eliminate environmental woody weeds.

Generally, removal of dead and dangerous trees is undertaken during the proactive urban area street tree inspection and pruning program.

Tree removal will also occur in response to emergency, such as a burst water main, or storm events. In emergency situations notification to affected residents may not be possible prior to removal.

Tree removal and replacement programs will also be instigated based on the low useful

life expectancy (ULE) trees identified in the tree inventory and within the 10-year Street Tree Renewal Program Plan.

Council will consult with the community about all major projects involving tree removal.

Requests for tree removal will be subject to the tree removal request assessment procedure and will only be accommodated when one or more of the following criteria are met:

- The tree is dead or in severe decline
- The tree or tree group poses a very high risk potential that cannot be corrected by pruning, transplanting or other contemporary treatments. In this case, the tree risk assessment tool used by Council's arborists must identify that the tree or tree group pose an unacceptable level of risk
- The tree severely interferes with a neighbouring tree to the extent that neither tree can develop to its full potential. In this case, the more desirable tree will be preserved
- The aesthetic values of the tree or tree group are so low that the site is visually enhanced by the removal of the tree or tree group
- All efforts to develop a technical solution to preserve the tree or tree group are considered and implementation of the technical alternative will not be cost effective
- The tree is found to be contributing to damage to public or private property and no other viable means are available to rectify the situation
- The tree or tree group is infected with an epidemic insect or disease where the recommended control is not applicable and removal is the recommended practice to prevent transmission
- The tree or tree group is recognised as an environmental woody weed species
- The tree or group of trees is included in Council's street tree renewal program.

Council acknowledges that all trees will shed debris, leaves, bark, flowers, fruit, at some time during a given growing season. Tree selection will aim to avoid the use of trees that drop excessive debris, particularly fruit, which can cause trip hazards. Debris alone will not be the sole criteria for the removal of a street tree.

Similarly, street trees will not be automatically removed if they are reported as causing hay fever or other allergies.

If a resident reports a tree as causing hay fever or an allergy, they will be advised to provide a medical certificate from a specialist in the relevant field.

The certificate should certify that the specific tree a person identifies as causing a specific allergenic problem is significantly diminishing the quality of life that person enjoys.

Decisions on tree hazard and associated risk rating will be made after the tree has been inspected and assessed by a suitably qualified person.



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6. Tree Value

Street Trees will be financially valued proportionate with the many benefits that they provide to the community. Council will charge a cost recovery fee to ensure the community are compensated for the loss of street trees as a result of development.

When a stakeholder makes a request to modify Council land which results in the removal of a Council street tree asset, a cost recovery fee will be charged by Council.

The fee is charged to ensure the community are compensated for the loss of the trees and also allows Council to replant new trees as required. Typically, replacement planting occurs along the same property frontage where possible, and are maintained for a period of two summers following.

The fee structure is outlined below and is structured such that small trees i.e. those less than 5m in height, currently attract a cost recovery fee of \$430.00 inclusive of GST. Cost recovery fees applicable to Council trees over this size however are calculated using the following formula:

- Revised Burnley Method (ATV) + Purchase + Planting (BASE VALUE) + two summers establishment.

Table 3: Cost recovery fee structure associated with street tree replacement

STREET TREES	CURRENT COST Inc. GST FY 15/16
Cost Recovery and Replacement Fee (New or Juvenile) ; 5m in height or less	\$430*
Cost Recovery and Replacement Fee (Other)	(ATV) + Purchase + Planting + 2 Summers Establishment = ATV + 90 + 74 + 257

* This fee is subject to change based on approval from the Finance Department.



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Community Engagement

City of Whittlesea officers, councillors, residents and stakeholders were consulted in the development of this Plan. A summary of the community consultation responses is presented in Appendix 3.

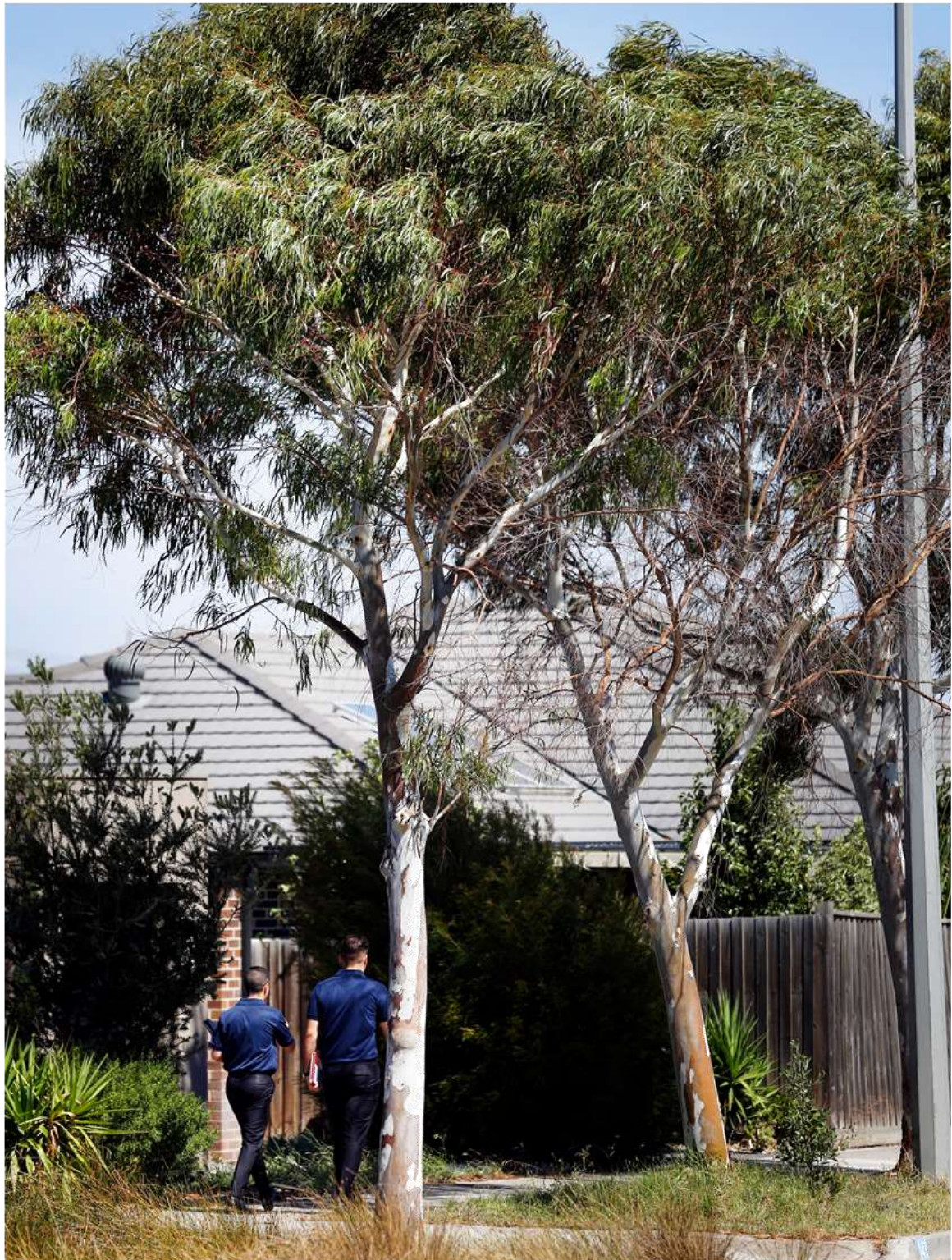
1. Develop and implement tree removal request and tree root damage assessment procedures
2. Develop fact sheets for tree removal request and tree root damage assessment procedures
3. Develop a drought response plan which includes:
 - a. Street Tree Renewal and Annual Street Tree Planting Programs may be placed on hold subject to water availability
 - b. Street Tree Renewal funds will be diverted to maintain existing tree health where required
 - c. Once the drought has broken, Street Tree Renewal and Annual Street Tree Planting Programs will resume to ensure gaps in streets are filled and dead trees removed and replaced as required
 - d. A community engagement strategy to tell the community what we are doing in response to the drought.

Council will engage thoroughly with residents about street tree planting and management in their local areas.

An improved understanding of street trees and urban greenery will be provided through:

1. Regular articles in local papers and Council newsletters on trends relating to urban greenery covering a range of related topics such as health and wellbeing, the importance of green in growing cities, innovative ways to bring nature into the City, nature's role in shaping perceptions of neighbourhood satisfaction

2. Website content dedicated to information about the City of Whittlesea's urban street trees i.e.
 - ~ Benefits of trees including Q&A's specifically about benefits of street trees to the municipality
 - ~ Myths about trees
 - ~ Contact Council about your street tree
 - ~ Street Tree Management Plan
 - ~ Community Activities
 - ~ Information about the proactive urban street tree inspection and pruning program
3. Consultation about tree selection for the Street Tree Renewal Program will be undertaken with residents where street tree planting and renewal will occur through written correspondence
4. Advice on tree removal where appropriate.



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Actions for ongoing street tree management

Street trees are an important Council asset

The following actions have been developed to ensure that street trees remain an important Council asset. It is imperative that their management processes are regularly reviewed and that street tree information is regularly communicated to the community. Council will undertake the following actions over the course of this Street Tree Management Plan which will run for 10 years to the year 2026. At this time, the Policy, the Technical Guidelines, the 10 year Planting Plan, and the species selection palette should all be reviewed and updated where appropriate. Council will:

1. Actively promote the benefits of street trees, current works and relevant information through a range of communication tools e.g. Council website, social media, local news outlets
2. Include diagrams on the website on best practice tree management that is relevant to residents e.g. how to plant a tree, planting in hard paved areas, species selection based on site analysis
3. Integrate street tree benefits and outcomes into the following documents as and when reviews arise:
 - ~ Council Plan
 - ~ Environment Sustainability Strategy
 - ~ Open Space strategy
- ~ Road Management Plan: include effects of trees on traffic calming
- ~ Stormwater Management Plan
- ~ Climate Change Adaptation Plan
- ~ Green Wedge Management Plan
- ~ Playspace Planning
- ~ Whittlesea Township Strategy
- ~ Integrated Transport Strategy summary
- ~ All Masterplans and Structure Plans
- ~ City of Whittlesea Community Plan
- ~ Municipal Public Health and Wellbeing Planning and Climate Change
- ~ Neighbourhood Character Study (when commenced).
4. Continue to consult local residents on street tree planting programs
5. Update the Developer Guidelines to reflect best practice street tree management as per this Plan
6. Conduct information seminars for all contractors and relevant internal staff on various aspects of best practice street tree management e.g. quality control, tree planting, pruning etc.
7. Print and distribute fact sheets for all relevant contractors and staff on best practice street tree management. Also to be handed out at pre-commencement meetings for developer works



8. Develop a Street Tree Communications plan to map out activities and target audiences for improving information sharing between Council and the community
9. Advocate to include the tree inventory in Councils asset management system
10. Measure canopy cover and set methodology so it can be measured easily every five years
11. Build regional relationships advocating principles and objectives of STMP: developers, NAGA, conferences, MPA, other growth area Councils. Ask NAGA to be a conduit for this discussion
12. Review best practice biannually and ensure technical manuals, standards, species list and guidelines are updated
13. Strengthen planning permit conditions around the protection and retention of street trees
14. Coordinate the Street Tree Renewal Program with the Road Rehabilitation Program.
15. Investigate increasing street sweeping frequency where tree debris is excessive due to species type
16. Implement a large tree management program which includes:
 - ~ Increasing proactive inspections toward an annual program for trees which are large, older or under electrical powerlines and
 - ~ Widening verges to create more space for existing larger trees where appropriate.
17. Develop and implement tree removal request and tree root damage assessment procedures
18. Develop fact sheets for tree removal request and tree root damage assessment procedures
19. Develop a drought response plan which includes:
 - a. Street Tree Renewal and Annual Street Tree Planting Programs may be placed on hold subject to water availability
 - b. Street Tree Renewal funds will be diverted to maintain existing tree health where required
 - c. Once the drought has broken, Street Tree Renewal and Annual Street Tree Planting Programs will resume to ensure gaps in streets are filled and dead trees removed and replaced as required
 - d. A community engagement strategy to tell the community what we are doing in response to the drought.

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Appendix 1

Whittlesea Species List - the species listed have been selected on the basis of their historic success in streetscapes, and the criteria set out in Section 1.3

Large Tree

15m plus



Uses

Trees greater than 15m in height shall be planted in planting strips >2.5m wide and should be >1.5m from pavement and kerb. These trees should not be planted under power lines.

Medium Tree

8-15m



Trees 8-15m in height should be planted in planting strips >1.3m wide and should be >1.2m from pavement and kerb. The majority of these trees could be planted under power lines incorporating clearance pruning.

Small Tree

5-7m



Trees 5-7m in height should be planted in planting strips >1.2m wide and should be >0.6m from pavement and kerb, with an engineered soil structure system where required. These trees could also be planted under power lines.

List of deciduous species

*Species is indigenous to certain vegetation communities in the municipality

(T) species/cultivar currently not utilised for street tree planting but has potential (not to be used in prominent streets)

Autumn Blaze Freeman Maple (<i>Acer x freemanii</i>)	Elsrijk Maple (<i>Acer campestre</i> 'Elsrijk') (T)	Montpelier Maple (<i>Acer monspesulanum</i>) (T)
Cimmaron Green Ash (<i>Fraxinus pennsylvanica</i> 'Cimmaron')	Queen Elizabeth Maple (<i>Acer campestre</i> 'Evelyn') (T)	Crimson Sentry Norway Maple (<i>Acer platanoides</i> 'Crimson Sentry')
Urbanite Green Ash (<i>Fraxinus pennsylvanica</i> 'Urbanite') (T)	Sensation Box Elder Maple (<i>Acer negundo</i> 'Sensation')	Arie Peters Manna Ash (<i>Fraxinus ornus</i> 'Arie Peters') (T)
Cyprian Plane (<i>Platanus orientalis</i> 'Digitata')	Aerial Green Ash (<i>Fraxinus pennsylvanica</i> 'Aerial') (T)	Sioux Crepe Myrtle (<i>Lagerstroemia indica</i> x <i>L. fauriei</i> 'Sioux')
London Plane Tree (<i>Platanus x acerifolia</i>) (T)	Golden Rain Tree (<i>Koelreuteria paniculata</i>) (T)	Tuscarora Crepe Myrtle (<i>Lagerstroemia indica</i> x <i>L. fauriei</i> 'Tuscarora')
Turkey Oak (<i>Quercus cerris</i>) (T)	White Cedar (<i>Melia azedarach</i> 'Elite')	Fantasy Crepe Myrtle (<i>Lagerstroemia fauriei</i> 'Fantasy')
Willow Oak (<i>Quercus phellos</i>) (T)	Chinese Pistachio (<i>Pistacia chinensis</i>)	Purple-leaf Cherry Plum (<i>Prunus cerasifera</i> 'Nigra')
English Oak (<i>Quercus robur</i>)	Aristocrat Callery Pear (<i>Pyrus calleryana</i> 'Aristocrat')	Upright Purple-leaf Cherry Plum (<i>Prunus cerasifera</i> 'Oakville Crimson Spire') (T)
Fastigiata Oak (<i>Quercus robur</i> 'Fastigiata')	Capital Callery Pear (<i>Pyrus calleryana</i> 'Capital')	Southworth Dancer Pear (<i>Pyrus betulaefolia</i> 'Southworth' Dancer)
	Chanticleer Callery Pear (<i>Pyrus calleryana</i> 'Chanticleer')	
	Chinese Elm varieties (<i>Ulmus parvifolia</i> var.)	

List of Evergreen species

*Species is indigenous to certain vegetation communities in the municipality

(T) species/cultivar currently not utilised for street tree planting but has potential (not to be used in prominent streets)

Smooth-barked Apple (<i>Angophora costata</i>)	Weeping Myall (<i>Acacia pendula</i>)	Lightwood (<i>Acacia implexa</i>)*
White Cypress Pine (<i>Callitris glaucophylla</i>) (T)	Black She-oak (<i>Allocasuarina littoralis</i>)*	<i>Brachychiton</i> 'Jerilderie Red' (T)
Spotted Gum (<i>Corymbia maculata</i>)	Drooping She-oak (<i>Allocasuarina verticillata</i>)*	Harkness Bottlebrush (<i>Callistemon</i> 'Harkness')
Brown Mallet (<i>Eucalyptus astringens</i>) (T)	Kurrajong (<i>Brachychiton populneus</i>)	Kings Park Special Bottlebrush (<i>Callistemon</i> 'Kings Park Special')
Orange Gum (<i>Eucalyptus bancroftii</i>) (T)	Carob (<i>Ceratonia siliqua</i>)	Weeping Bottlebrush (<i>Callistemon viminalis</i>)
Blakely's Red Gum (<i>Eucalyptus blakelyi</i>) (T)	Yellow Bloodwood (<i>Corymbia eximia</i>)	Scentuous Lemon-scented Gum (<i>Corymbia citriodora</i> 'Scentuous') (T)
River Red Gum (<i>Eucalyptus camaldulensis</i>)*	Red-flowering Gum (<i>Corymbia ficifolia</i>) (Grafted cultivars)	Euky Dwarf Yellow Gum (<i>Eucalyptus leucoxylon</i> 'Euky Dwarf') (T)
Yellow Gum (<i>Eucalyptus leucoxylon</i>)	Argyle Apple (<i>Eucalyptus cinerea</i>)	Round-leaf Moort (<i>Eucalyptus platypus</i>)
Yellow Box (<i>Eucalyptus melliodora</i>)*	Bushy Sugar Gum (<i>Eucalyptus cladocalyx</i> 'Nana')	Blue Mallee (<i>Eucalyptus polybractea</i>) (T)
Grey Gum (<i>Eucalyptus microcarpa</i>)	Yellow Gum (Large Fruited) (<i>Eucalyptus leucoxylon</i> ssp. <i>megalocarpa</i>)	Green Mallee (<i>Eucalyptus viridis</i>) (T)
Red Box (<i>Eucalyptus polyanthemus</i>)*	Red-spotted Gum (<i>Eucalyptus mannifera</i> ssp. <i>maculosa</i>)	Tucker Time Honey Pots (<i>Eucalyptus wimmerensis</i> 'Honey Pots') (T)
Red Ironbark (<i>Eucalyptus sideroxylon</i>)	Swamp Mallet (<i>Eucalyptus spathulata</i>)	Black Tea-tree (<i>Melaleuca bracteata</i>) (T)
Algerian Oak (<i>Quercus canariensis</i>) (Semi E/G) (T)	Coral Gum (<i>Eucalyptus torquata</i>)	
Holly Oak (<i>Quercus ilex</i>)	Wilga, Australian Willow (<i>Geijera parviflora</i>) (T)	
	Queensland Brush Box (<i>Lophostemon confertus</i>)	
	Snow-in-summer (<i>Melaleuca linariifolia</i>)	
	European Olive varieties (<i>Olea europea</i> var.)	
	Chinese Photinia (<i>Photinia serratifolia</i>)	
	Kanooka, Water Gum (<i>Tristaniaopsis laurina</i> var.)	

The potential for direct mechanical damage and upheaval is one factor in street tree planting. It is also necessary to consider soil type and the proximity and design of structures.

The list of tree species is not definitive. The species listed should be considered the dominant species that will contribute to the pervading landscape character of the City's streets.

Council arborists will review and investigate new tree species and cultivars in line with aesthetic, functional and climatic/environmental requirements.

Appendix 2

TPZ requirements

Tree protection fencing

Street tree protection fencing used must:

- allow for free and clear passage of pedestrians on the footpath and adjacent portion of the street;
- provide for clear visibility of fire hydrants, driveway access, crosswalks, etc. (mesh fencing should be used).

Australian Standard AS 4687-2007 Temporary fencing and hoardings provides guidelines for temporary fencing. The TPZ fencing

must be secured to restrict access. Existing perimeter fencing can be incorporated into the protective fencing. Signs identifying the TPZ are to be placed on the fencing.

Tree fencing shall be erected before demolition or construction begins and remain in place until final inspection. No advertising material is to be placed/displayed on the TPZ fencing at any time.

Groups of trees can be incorporated into one fenced area using linear fencing to encapsulate the group.



Example of signage for TPZ.



Example of appropriate TPZ fencing around a street tree.

No fencing

If no fencing can be installed around a street tree to protect it during development then the street trees will require trunk and branch protection. An example of trunk protection can be seen to right. The trunks are to be loosely wrapped in hessian to approximately 50 mm thick to act as padding. This could be secured with some form of tape while 45 mm thick wooden slats are placed around the trunk and firmly secured. Caution shall be used to avoid damaging any bark or branches. Major scaffold limbs may also require this treatment (dependent on any scaffolding or gantries installed). To finish off, para webbing is to be wrapped around the timber slats to improve visibility and reduce public risk.



Example of trunk protection

Appendix 3

Community Consultation Summary Report

Community consultation was conducted in two phases:

- Phase 1: during the development of the Plan, primarily to seek the community's views regarding the provision of street trees and their benefits or otherwise.
- Phase 2: in response to the draft of the Plan, primarily seeking feedback on proposed policies and direction.

In Phase 1, a survey was developed to seek the community's views regarding the provision of Street Trees and their benefits or otherwise. The survey was available online via Council's website from late November 2015 to the end of January 2016, and was advertised as follows:

- Council's website
- Local newspapers and Whittlesea.

For survey results refer to the following pages.

The draft Plan was presented to Council Forum on 5 May 2016 and then placed on public exhibition for forty days from 9 May 2016 to 10 June 2016.

Consultation activities undertaken as part of Phase 2 were:

- Public exhibition of the draft Plan and associated documents (displayed at Council Offices and Community Activity Centres).
- Promotion of the draft on Council's website and in local newspapers (including the North Central and Whittlesea Review)
- Displays and banners erected at various public events and locations
- Posters and postcards at Whittlesea, Mill Park, Thomastown, and Lalor libraries
- Public access to an online survey on Council's website.
- Letters sent to 395 key interested stakeholders
- Community consultation events, held on Saturday 21 May at:
 - ~ Mill Park Stables Shopping Centre,
 - Mill Park - (South East Ward)
 - ~ Pacific Epping Shopping Centre,

Epping - (South West Ward)

~ Laurimar Town Centre, Doreen – (North Ward).

At the community consultation sessions held on 21 May 2016, a short survey was completed and feedback obtained on key elements of the draft Plan relevant to community views.

Across the three consultation sessions, almost 100 residents attended. Some interactions involved very detailed conversations with those who were contacted by mail and resulted in nine customer service requests being created.

In total, 80 surveys were completed as part of the community consultations. For details of the feedback received by residents attending the face to face community consultation sessions, along with the results of the surveys completed online, refer to the following pages.

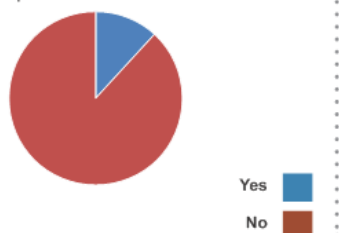
Overall, results of the community consultation indicate that there is strong community support for the Plan's vision, key objectives, and policy positions. Specifically there was overwhelming support for Council to:

- Create uniform streetscapes to preserve and enhance the local character
- Plant trees with the potential to grow around 15m tall in streets where there is enough space
- Better protect street trees from damage during development.
- Remove healthy trees to achieve uniform streetscapes when renewal occurs
- Adopt the criteria used to prioritise streets for inclusion in future Street Tree Renewal Programs.

Phase 1: Online survey, community feedback

Who participated?

Language other than English spoken at home



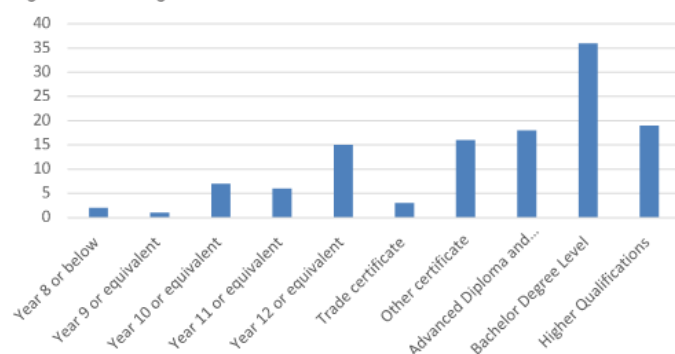
Municipal breakdown



Number of surveys received:

127

Highest Schooling



Number of emails received:

17

Survey highlights

Main issues

- Large gum trees far too tall for residential streets
- Developers are planting 'quick fix' trees which don't survive
- Council doesn't respond to enquiries or requests regarding street trees
- Some areas don't have any street trees
- Trees provide great shade

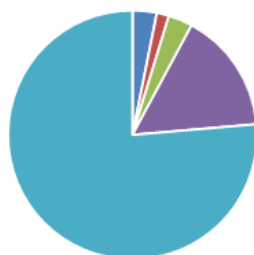
Least liked aspects

- Falling leaves, suckers growing from base
- Poor tree choice ie aggressive, fast growing ugly gums
- Limbs break off
- Gum trees are water guzzlers
- Root mass extends too far
- Roots and mess block drains
- Creates mess
- Take water from other plants

Beliefs about trees

- Big trees are dangerous
- look how many people are killed from falling trees possibly up to 30 and 40 people a year (South Morang)
- Trees create mess
- Trees provide shade
- Trees add character
- Tree limbs will fall on my house
- Trees create beauty

Are street trees good for your neighbourhood? Why?



strongly agree
agree
undecided
disagree
strongly disagree

- the more trees we have on the planet the better for mankind and the environment
- trees beautify the street and create shade
- provide shade and oxygen, increase street appeal and property appeal
- offer pleasing views, attract birds
- they are the first thing you see when you look out the window (good feeling)
- privacy, create shade, greenery, make street appealing
- make neighborhood attractive and inviting
- they add colour and shape, environmental benefits ie shade
- add character
- wind break
- provide the essential elements to counter effects of global warming
- enhance streetscape and property values when maintained

Street tree benefits in order of importance

Very important



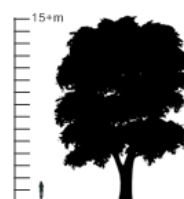
Important

Screens poor views

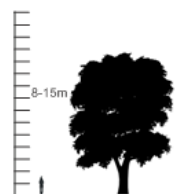
Not important

Flowers

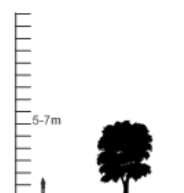
Most preferred tree size



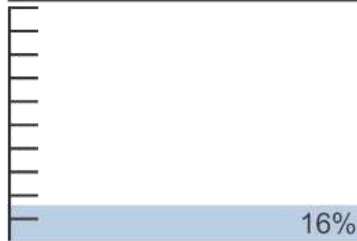
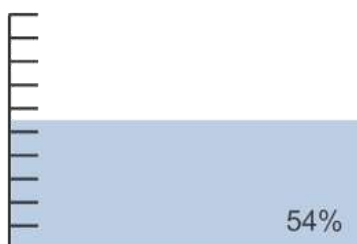
Large 28%



Medium 45%



Small 28%

Most preferred streetscape**Most preferred tree type**

Evergreen 62%

Native 43%

Exotic 24%

Deciduous 21%

Current uses of nature strips

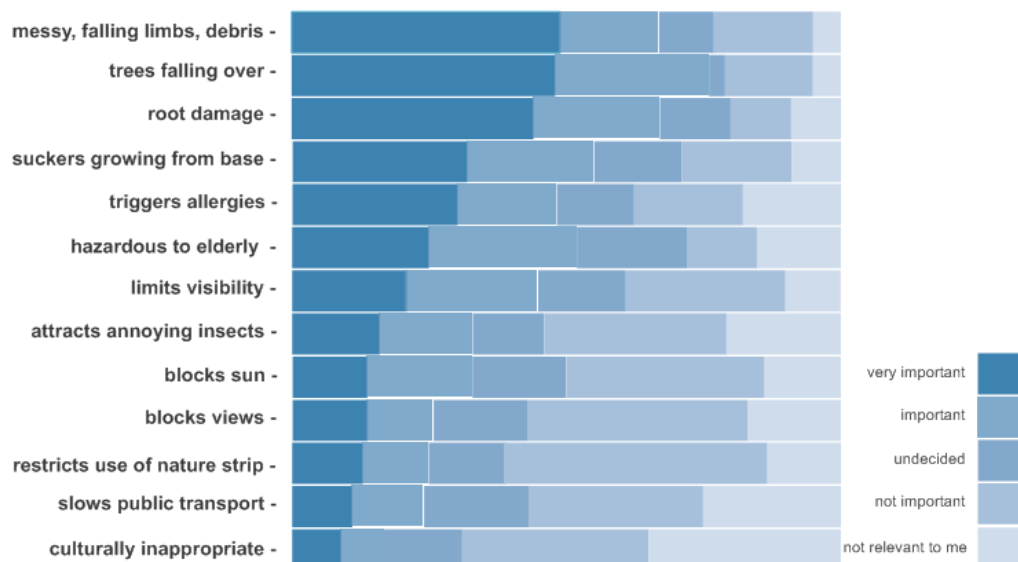
Bins 81%

Parking 14%

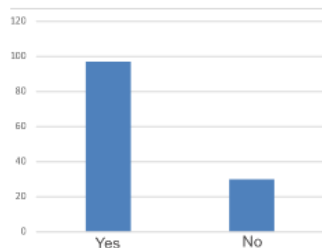
Garden 13%

Food production 1%

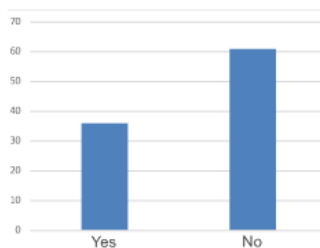
Potential tree issues and their importance



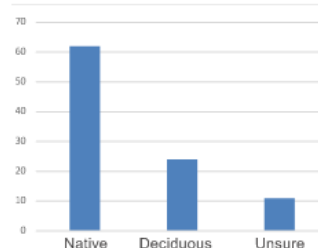
Is there a street tree on your nature strip?



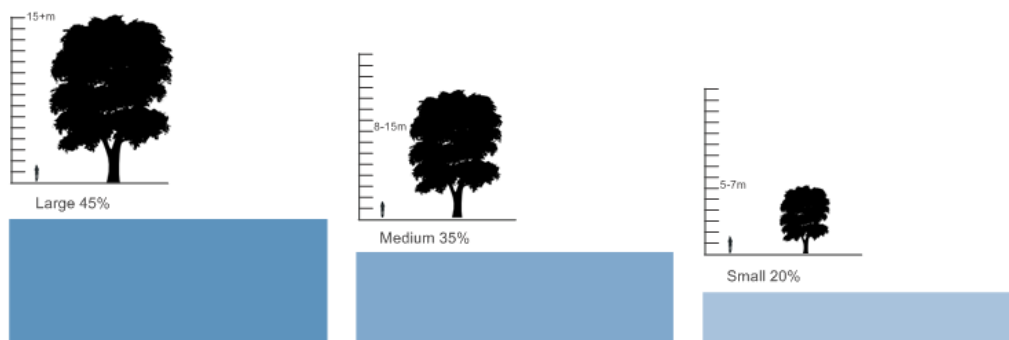
Do you think the tree size is appropriate?



What type of tree is it?



What size is the tree on your nature strip?



Phase 2: Shopping center surveys, community feedback

Who participated and how?

Visits to the Plan's
Community Voice page:

342

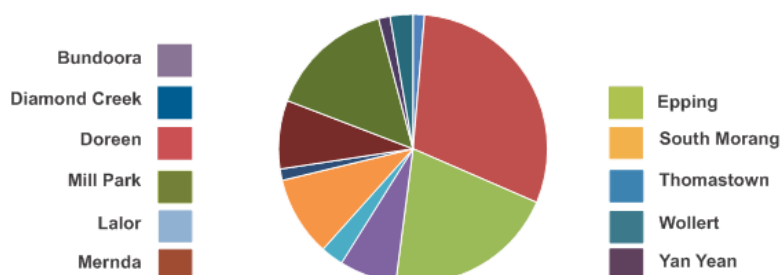
Downloads of the Plan:

201

Residents engaged at
shopping centers:

98

Municipal breakdown



Feedback highlights

Resident comments

- As long as it's the right tree in the right place
- Bigger trees provide bigger benefits
- Street uniformity gives a far greater appeal to those living in or visiting the area
- The shade provided by trees lowers surface temperatures
- Urban trees are important capital assets

Least liked aspects

- 15m is too high for a suburban area
- Trees are too big in new suburbs where houses are closer to the street
- I am not happy with the very large gum looking tree on my nature strip
- Where streets have powerlines plant shorter ones underneath them so don't have to be lopped and look bad

Main themes

- We want existing trees to be replaced with evergreen trees that make minimal mess and damage
- Plant the right tree in the right place
- Urban trees are an important capital assets, provided the species is appropriate for the location, bigger trees provide bigger benefits
- Like the idea of uniformity

Question 1

Trees are one of the most effective ways to reduce extreme summer temperatures in our streets, partly because of the shade they create.

We want to plant trees that will eventually be around 15m tall in streets where there is enough space. Do you agree or disagree?



■ Agree ■ Disagree ■ No answer

Question 2

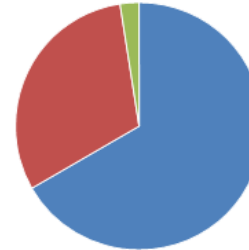
To protect street trees from damage, we want building sites to put fences around trees during key construction periods. Do you agree or disagree?



■ Agree ■ Disagree ■ No answer

Question 3

Our Plan aims to create consistent, uniform streetscapes to preserve and enhance the local character in areas of the City. To do this, some of the existing trees in some of the streets may be removed and replaced with new species to make the street all the same, even though the existing trees are healthy. Do you agree or disagree?



■ Agree ■ Disagree ■ No answer

Question 4

Each year we deliver the street tree renewal program. To prioritise streets that we renew in a fair way we have developed an assessment process. Please choose if you agree or disagree with each criteria:

a. The condition of existing street trees in the street



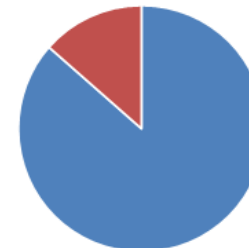
■ Agree ■ Disagree

b. The need for street trees to be planted in that street



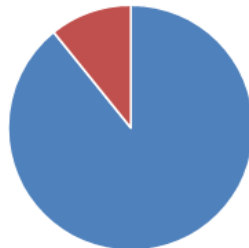
■ Agree ■ Disagree

c. There is enough space for trees



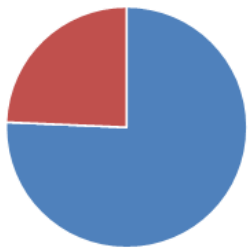
■ Agree ■ Disagree

d. The road acts as a connection between parks, shopping centres



■ Agree ■ Disagree

e. The street is in an area of high social vulnerability



■ Agree ■ Disagree

Attachment 2 - Response to the STMP draft: Consultation Sessions 21 May 2016 Survey results

Graphs present number of responses

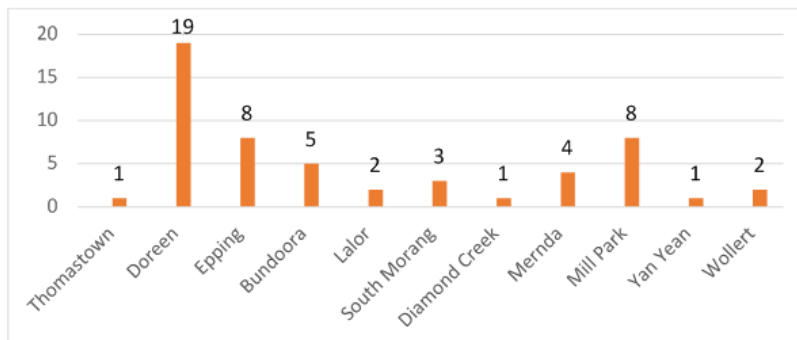
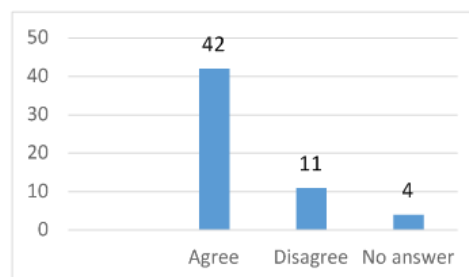


Figure 1: Total numbers of respondents and their suburbs of origin

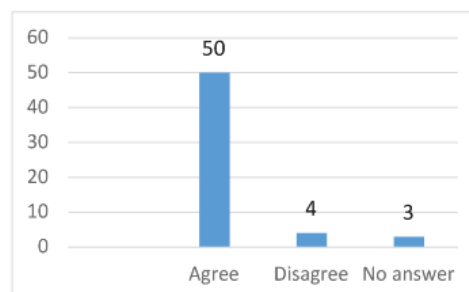
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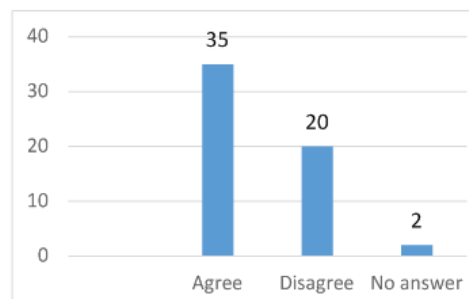
Question 2

To protect street trees from damage, we want building sites to put fences around trees during key construction periods. Do you agree or disagree?



Question 3

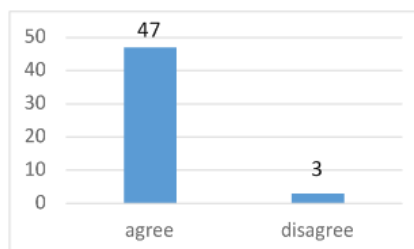
Our Plan aims to create consistent, uniform streetscapes to preserve and enhance the local character in areas of the City. To do this, some of the existing trees in some of the streets may be removed and replaced with new species to make the street all the same, even though the existing trees are healthy. Do you agree or disagree?



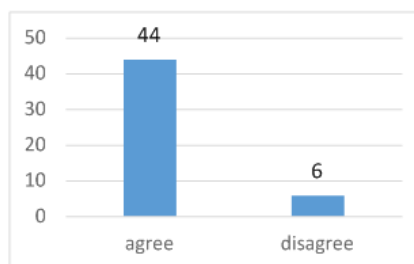
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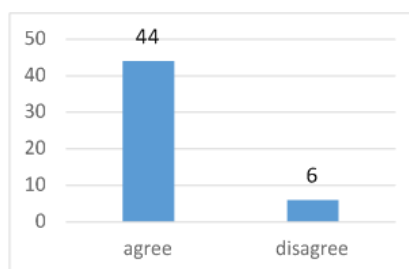
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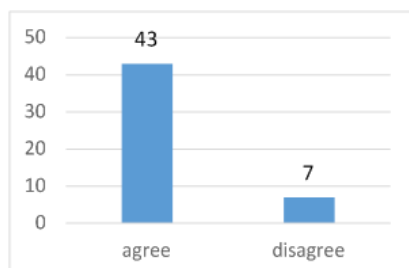
- b. The need for street trees to be planted in that street



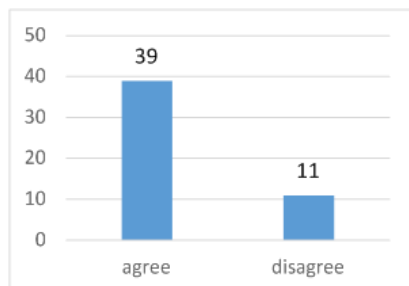
- c. There is enough space for trees



- d. The road acts as a connection between parks, shopping centres and where our community live



- e. The street is in an area of high social vulnerability



Attachment 3 - Response to the STMP draft:

Online results

Graphs present number of responses

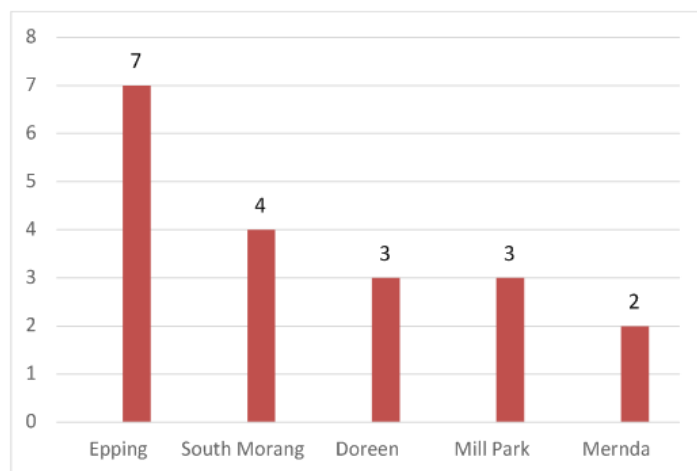
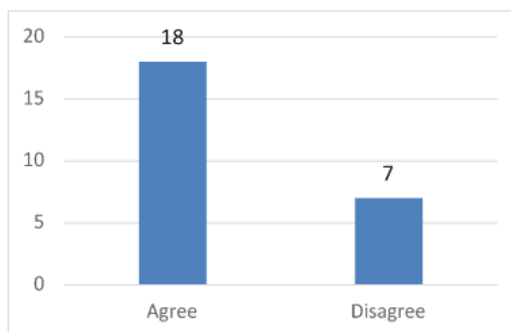


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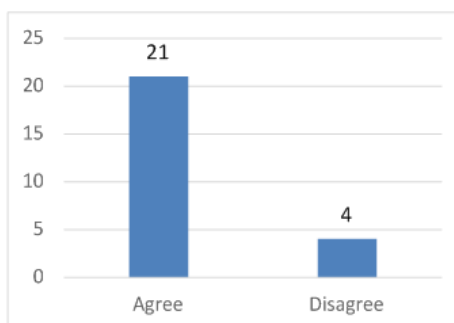
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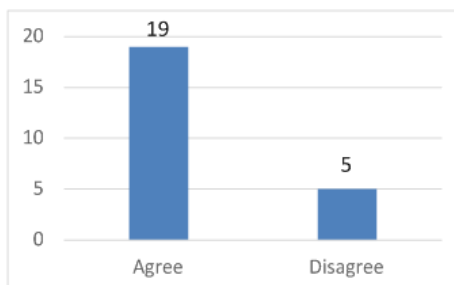
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Question 3

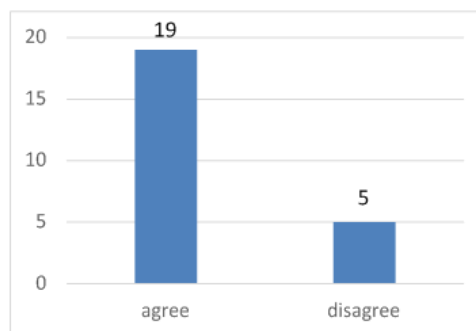
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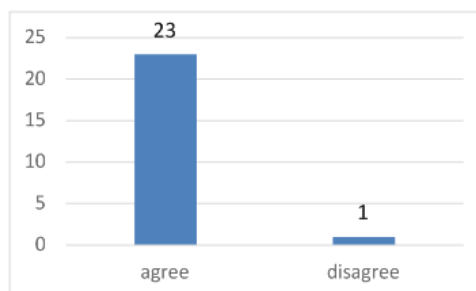
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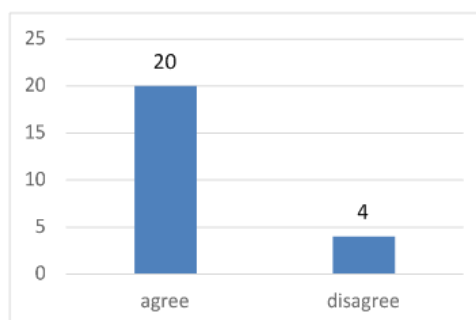
-
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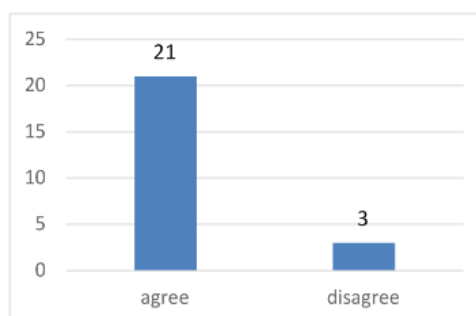
-
- b. The need for street trees to be planted in that street



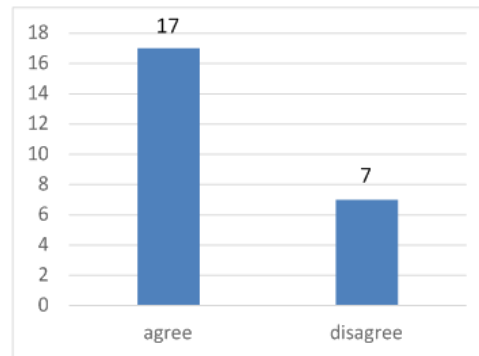
-
- c. There is enough space for trees



-
- d. The road acts as a connection between parks, shopping centres and where our community live



-
-
- e. The street is in an area of high social vulnerability





City of Whittlesea Advocacy Strategy

Creating vibrant self-sustaining communities together



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About this Strategy	4
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How we will support the community	11
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Introduction from the Mayor

As one of the fastest growing municipalities in Australia, the City of Whittlesea welcomes more than 8,000 people to the City of Whittlesea every year with our population predicted to increase from just over 200,000 in 2016 to around 333,000 by 2036. As our population booms, it is critical that Council provides strong advocacy leadership to ensure our residents can enjoy the same access to roads, public transport, community facilities and services as those that live closer to the city.

In the past few years, by working in partnership with our residents, the City of Whittlesea has successfully advocated for a number of big ticket infrastructure items including the extension of the South Morang train line to Mernda, duplication of Plenty and Bridge Inn Roads, new schools and funding for community centres.

But there is still an enormous amount of work to do. It is not fair or right that our residents continue to be disadvantaged by the backlog in infrastructure and have to deal with the associated stresses every day of their lives.

As Mayor I am very proud to present the City of Whittlesea's Advocacy Strategy. It is clear and comprehensive and will allow Council to advocate effectively with and on behalf of our community to key decision-makers on issues that will make a difference to our residents' well-being and standard of living. And we will continue to do so until our residents are no longer disadvantaged simply because they live in the outer suburbs.

About Whittlesea

- Located approximately 20 kilometres north of Melbourne's CBD on the urban fringe.
- Large municipality with established suburbs, fast growing new suburbs and rural areas.
- One of the fastest growing urban regions in Australia.¹
- 2016 population of approximately 202,700 will grow to 333,700 over next 20 years.²
- Home to people from culturally and linguistically diverse communities – almost half the population (42.7%) speak a language other than English at home. One third of the population born overseas.³

On behalf of the City of Whittlesea we recognise and respect the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willam Clan as the traditional owners of this place.

Council will work with the Aboriginal community to ensure the principles towards reconciliation are upheld.

Council will support the Aboriginal community in their advocacy to State and Federal governments and other stakeholders to develop policies and initiatives that support reconciliation and improve the health and wellbeing of the Aboriginal community.

Creating vibrant self-sustaining communities together



About this Strategy

This Advocacy Strategy describes Council's advocacy role, how Council determines advocacy priorities, how Council advocates and the types of matters Council advocates on. This strategy outlines the framework within which advocacy priorities are set and informs the key strategic directions and actions that Council is going to take over the next five years.

Importantly this strategy provides the long term framework and short term actions that ensure Council's advocacy effort reflects the needs and goals of the community and how we will work with the community and stakeholders to achieve positive outcomes and embed the principles of community building.

Advocacy Defined

Advocacy is the process of influencing others to create change. It is often aimed at influencing decision makers to make positive changes to public policy and resource allocation decisions to address issues of importance to communities. Advocacy can also be targeted to generate cultural change on social issues.

Influencing decision makers means convincing them that the City of Whittlesea has an issue that needs to be addressed, is supported by a strong evidence base, reflects the community voice and importantly, that Council has a well thought out plan to address it.

The form of advocacy activity taken will depend on the issue and could be as simple as a phone call or private meeting, or as complex as a coordinated public awareness campaign.

For the City of Whittlesea, advocacy is acting with and on behalf of our diverse communities to uphold people's fundamental human rights, principally, the right to self-determination. That is, everyone who lives, works and visits Whittlesea has equitable access to the social and physical infrastructure to support a safe, valued and fulfilling life.

Council's vision is to create vibrant self-sustaining communities together. To work toward this vision, and uphold principles of human rights, equity and social justice, Council's advocacy will involve the following:

- Reflect and engage with the needs and aspirations of the community
- Strengthen partnerships in planning and delivery of advocacy issues
- Gather evidence, identify solutions to issues and ways of progressing opportunities
- Prepare clear and consistent messages that align with the voice of community and partners.
- Build community capacity so that local communities can advocate on their own behalf

What does successful advocacy look like?

Successful advocacy can result in one or more of the following:

- Funding to implement projects and initiatives. For example, the rail extension from South Morang to Mernda, a new school, or more funding to deliver youth support services.
- A change in government policy. For example, changes to gaming machine legislation that gives councils more control on whether to accept or reject applications for more machines.
- Positive change on social issues. For example, generating greater awareness of the prevalence and negative social impact of family violence.

Creating vibrant self-sustaining communities together



Why Council Advocates

A core role of Council is to represent the views and needs of the community. This role is set out in the Victorian Local Government Act 1989:

"It is the role of the Council to provide governance and leadership for the local community through advocacy, decision making and action."

The key functions under the Local Government Act also include "...advocating and promoting proposals which are in the best interests of the local community and planning for and providing services and facilities for the local community."

Council provides more than 100 local services to the community, including: youth services; maternal and child health services; immunisation services; access to local roads and footpaths; parks; local sports grounds; economic development; and home support services such as meals on wheels. Core building blocks for communities, such as primary and secondary schools, public transport, major arterial roads and health services require investment from State and Federal Government. Non-government organisations are also responsible for delivering critical services.

It is not always possible for all services, funding support and infrastructure to be delivered in a timely fashion, whether to keep pace with our fast growing residential areas, or to maintain and rejuvenate our established suburbs. To represent the needs of our community, Council has an important role to lobby for improved services, funding and infrastructure.

Consultation

This Advocacy Strategy has been informed by consultation with community members, Councillors, Local Members of Parliament, government and non-government organisations, community organisations and Council staff.

Consultation highlighted the importance of the following key themes to inform Council's advocacy practices:

- Community consultation to inform local and broader issues
- A collaborative, partnership approach
- Early and ongoing communication
- Trust, responsiveness and accountability
- Advocacy to be underpinned by a robust evidence base
- Effective processes for determining advocacy priorities
- Embedding advocacy across the organisation
- A consistent and clear advocacy process.



Key Directions and Objectives

This strategy will be underpinned by the following four key strategic directions and associated objectives:

	Key Directions	Objectives
1	Build community capacity to advocate	<ul style="list-style-type: none"> In partnership with the community, identify advocacy priorities and develop action plans that reflect community needs and aspirations. Strengthen community connections and build community capacity to advocate and address matters that are important to them.
2	Build organisational capacity to advocate	<ul style="list-style-type: none"> Strengthen cross-departmental advocacy efforts and enhance workforce capacity in advocacy Be proactive influencing government policy and taking advantage of funding opportunities
3	Build partnerships to plan and advocate together	<ul style="list-style-type: none"> Establish and maintain strategic partnerships to identify and advance advocacy priorities
4	Build comprehensive communications	<ul style="list-style-type: none"> Deliver advocacy messages that are clear and consistent with the voice of community and stakeholders Create communication strategies for key issues leading into State and Federal election periods



How Council Identifies Advocacy Issues

Council recognises that community engagement is vital in determining important local issues. To ensure our advocacy priorities are reflective of community needs and aspirations, the City of Whittlesea's advocacy is guided by:

- **The *Shaping Our Future Community Plan 2030*.** This important document articulates our community's vision for the City of Whittlesea to the year 2030 and was informed by extensive community consultation. It provides clear guidance on what issues are important to our community.
- **Council Plan** – A four year action plan that sets out actions to achieve the vision identified by the community in the Community Plan.
- **Community Building Strategy** – The Community Building Strategy aims to build connections and partnerships with local communities and build capacity for enhanced local democracy. Community building is about Council working with the local community to strengthen partnerships, develop shared priorities and acting together to advance them.

The Community Plan identifies the role of Council as a **provider, facilitator and advocate**. It recognises that not all the aspirations of the community can be delivered by Council alone. Other levels of government, business, educational institutions, community groups and individuals also have an important role to play in delivering improved community outcomes.

In this context, the Advocacy Strategy recognises that advocacy efforts must be shared and cannot be the responsibility of one person or the Council alone.

Through the above plans, the main areas that Council advocates on are:



Within these main areas are a range of priority projects, issues and opportunities. Implementing this plan involves identifying priorities and creating plans to advocate for them, based on community voice, current evidence and political opportunity.

Principles Guiding Council's Advocacy

There are many issues that Council can advocate on. To ensure that our advocacy efforts are focussed and positioned to have the best chance for success, six principles will guide Council's advocacy. These principles will be applied to assess viability and determine priorities.





Advocacy Principles Defined

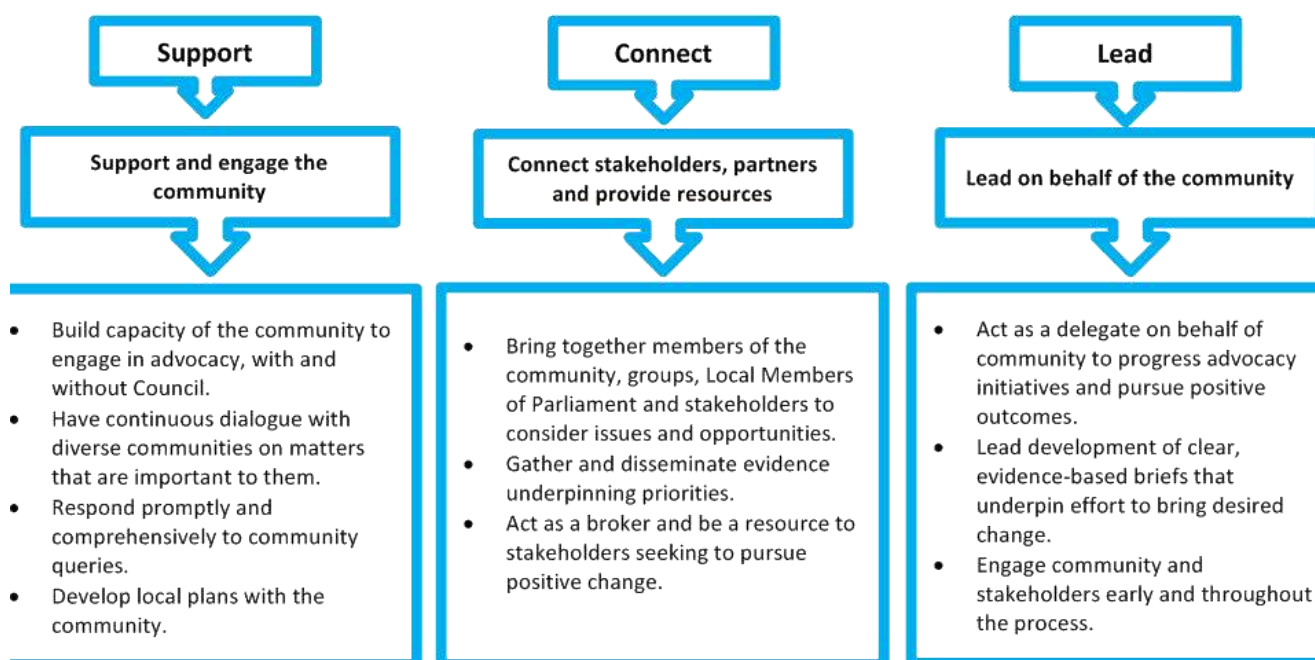
Principle	Descriptions
Equity, access and inclusion	<ul style="list-style-type: none"> Council supports the development of a safe and inclusive community, and promotes respect for diverse values, abilities, beliefs, cultural practices and ways of living. The distribution of advocacy services and resources is a transparent and inclusive process, underpinned by principles of social inclusion that deliver equitable outcomes. Council delivers all services within the legislative bounds of the Victorian Charter of Human Rights and Responsibilities (2006).
Evidence-based	<ul style="list-style-type: none"> All advocacy work undertaken by Council, whether to 'support', 'connect' or 'lead' is derived from well-founded and rigorous evidence. Evidence will be sourced using multiple modes, including through genuine and inclusive engagement with key stakeholders, which will support a community building approach to advocacy.
Place-based approach	<ul style="list-style-type: none"> A place-based approach will underpin advocacy to enable Council to allocate resources aligned to the needs of individual communities. Targeting communication to specific communities.
Strategic and consistent	<ul style="list-style-type: none"> Advocacy efforts will be consistent with Council's key strategies and plans. Advocacy will extend beyond a single election cycle, reflecting Council's plan for the municipality for the next 10 - 20 years. Advocacy efforts will adopt a coherent and consistent narrative.
Collaboration and partnerships	<ul style="list-style-type: none"> Council will foster collaboration and partnerships with the community, State and Federal Governments, Local Members of Parliament, non-government, Interface and Growth Councils, organisations and other stakeholders. Internal collaboration will ensure advocacy is shared across the entire organisation.
Comprehensive communication	<ul style="list-style-type: none"> Council will engage with communities and stakeholders early, consistently and with full transparency.



Council's Advocacy Role

This Advocacy Strategy recognises that effective advocacy involves working collaboratively with the community and stakeholders. This strategy aims to build the capacity of the community to advocate on their own behalf. For some local based issues, community led advocacy is appropriate. For other issues it is appropriate to bring together a range of stakeholders who can advocate collaboratively on an issue with Council support. For issues that are a major priority it may be appropriate for Council take the lead and partner with the community and stakeholders accordingly.

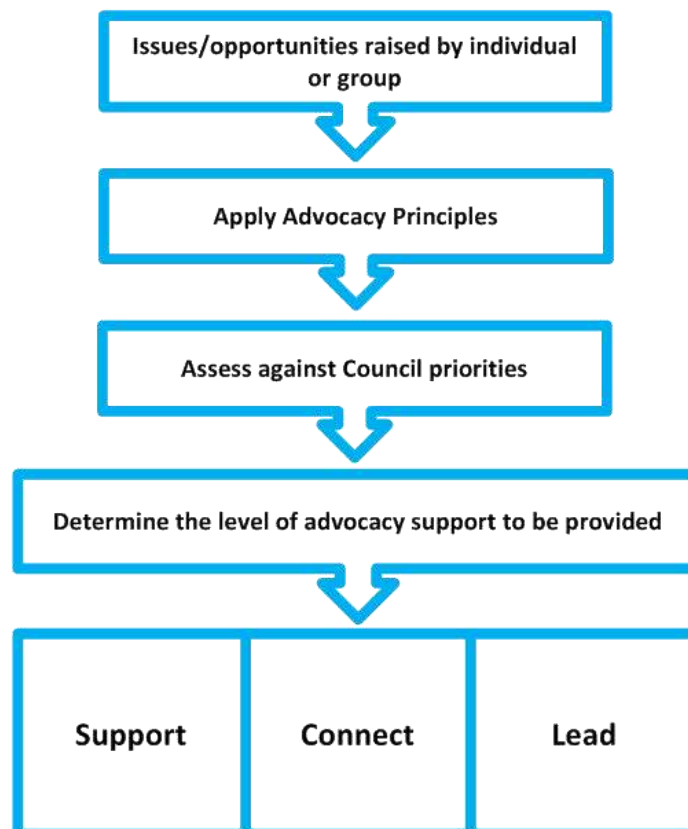
Council's role in advocacy can therefore be categorised under three areas:





How we will support the community

Many issues are raised by the community, which could be placed based or issue based. It is not feasible for Council to actively lead all community advocacy issues. This process will determine what level of support is provided to issues raised by the community.





How we determine and prioritise our advocacy

All advocacy issues are important, but it is not possible to advocate at an equal level for all issues. Council needs to agree each year on a set of advocacy priorities. This is crucial for the effective use of resources and the coordination of advocacy activity.

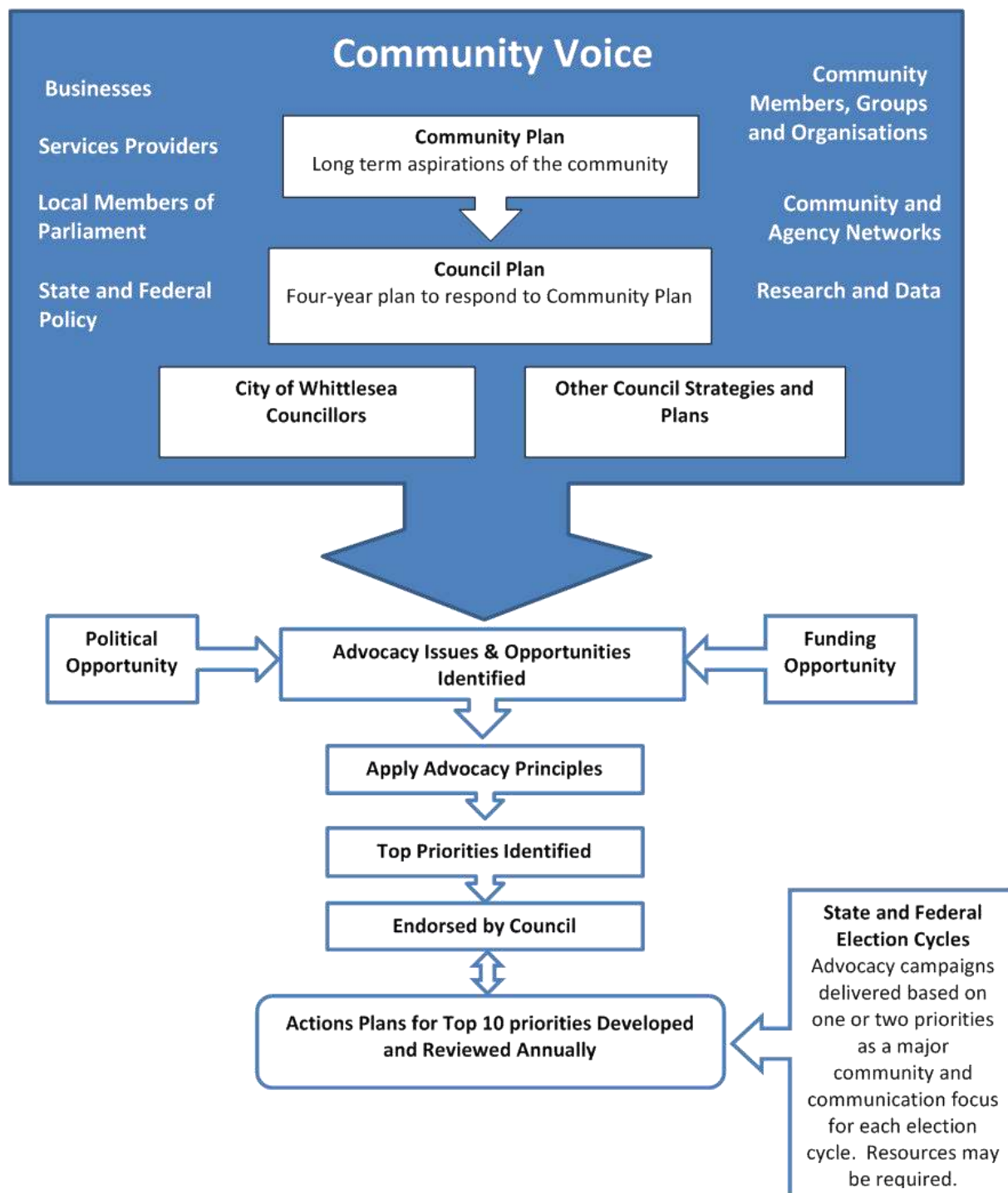
Advocacy priorities and actions will be reviewed and adjusted annually using the advocacy principles, to ensure they are relevant, responsive to the community and have a strong evidence base. Advocacy issues that are not identified as a priority may also be addressed by departments within Council in line with Departmental Business Plans.

Advocacy priorities will be published on Council's website.

The diagram on the next page outlines how priorities are identified and prioritised.

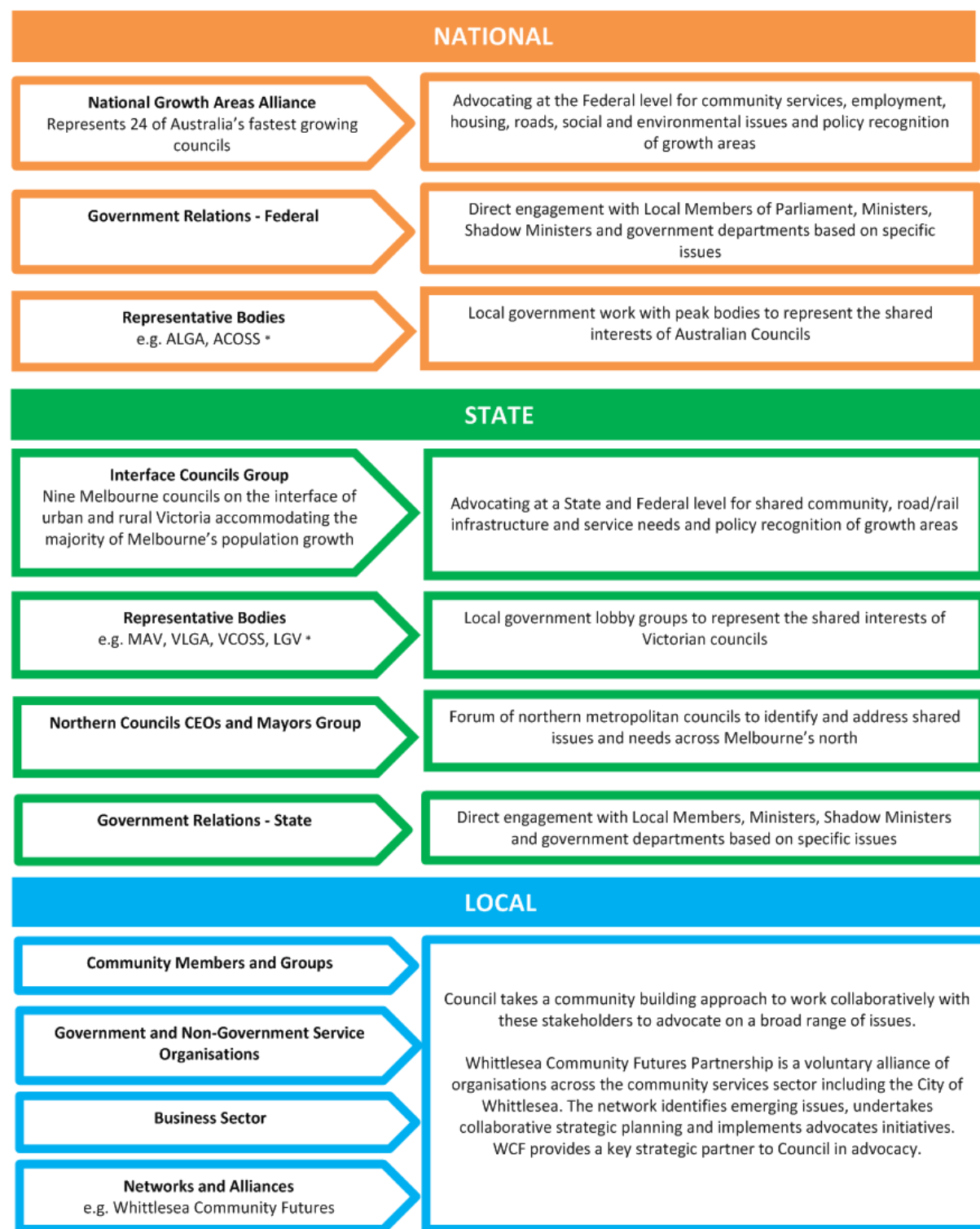


How we determine and prioritise our advocacy





Our Advocacy Avenues



Creating vibrant self-sustaining communities together



*Acronyms:

ALGA – Australian Local Government Association

ACOSS - Australian Council of Social Services

MAV - Municipal Association of Victoria

LGV - Local Government Victoria

VLGA - Victorian Local Governance Association

VCOSS - Victorian Council of Social Services

Monitoring Progress

The Directorate of Partnerships and Engagement will be responsible for implementing and monitoring this strategy. An evaluation plan will be used to monitor the progress of the strategy and associated advocacy initiatives. Key initiatives will have specified measures which will be used to assess the effectiveness of the strategy. An annual report will be prepared and presented to Council and will be available to the community.

Key tools to measure strategy outcomes include:

- Advocacy strategy evaluation plan
- City of Whittlesea Annual Household Survey
- Victorian Local Government Community Satisfaction Survey
- VicHealth Community Indicators
- State of the Whittlesea Community' Indicators Report (in development)
- Other consultations that target specific population groups where possible
- Analysis of State and Federal budget commitments
- Know Your Council website

¹ Australian Bureau of Statistics, Regional Population Growth, Australia, 2013-14 (cat. no. 3218.0), <http://www.abs.gov.au/AUSSTATS/abs@.nsf/DetailsPage/3218.02013-14?OpenDocument>

² Forecast.id, City of Whittlesea Population Forecasts, <http://forecast.id.com.au/whittlesea>, accessed Jan 2015.



City of Whittlesea

Advocacy Strategy Action Plan 2016 - 2020

Introduction

The Advocacy Strategy Action Plan includes the key strategic directions and actions Council will take over the next five years to achieve this strategy. The timeframe for outputs in this plan are for the following calendar years: Year 1 – 2016 through to Year 5 – 2020.

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Key Direction 1: Build Community Capacity to Advocate

Objectives	Actions	Lead	Support	Timeframe/Output	Impact Indicators – How we will measure success
1.1 In partnership with the community, identify advocacy priorities and develop plans that reflect community needs and aspirations.	a. Conduct local community discussions in prominent gathering spaces on advocacy issues, actions and opportunities.	Manager Advocacy and Communications	Community engagement officers and relevant staff	Year 1 – Community engagement plan developed Year 2 – Engagement plan implemented in accordance with specified timelines	Number of community members involved in local discussions. Number of advocacy priorities actioned. Number of community members and stakeholders involved in advocacy activity.
	b. Facilitate the development of local place-based plans with community and stakeholders that prioritise issues and opportunities and consider current evidence.	Manager Community Building and Planning	Community engagement officers and relevant staff	Year 2 - Place-based plans are established and are used to inform Council's strategic planning and resource allocation	Number of community members involved in developing local place-based plans. Percent of items in plans that are supported by evidence. Number of community members and stakeholders involved in actioning advocacy priorities.
1.2 Strengthen community connections and build community capacity to advocate and address matters that are important to them.	a. Provide information, resources, training and toolkits to support community advocacy efforts. Explore opportunities to facilitate community peer-to-peer training.	Manager Advocacy and Communications	Manager of People and Culture	Year 2 – Resources developed Year 2 onwards - Schedule for training sessions established in consultation with community. At least two workshops annually.	Annual number of community members and stakeholders accessing information, resources and training. Reported increased understanding of advocacy matters and tactics by training participants.
	b. Provide opportunities for Councillors to engage with community about advocacy issues on a regular basis including community place based forums.	Manager Advocacy and Communications	Manager Community Building and Planning	Year 1 – Annual schedule of meetings prepared Year 2 onwards - Place-based forums conducted and documented.	Number of community members attending forums. Demographic representation of forum participants. Number of Councillors participating in forums. Number of advocacy matters identified and actioned.
	c. Work with young people to develop youth-specific advocacy plans and activities in the lead up to State and Federal elections.	Manager Families, Children and Young People	Manager Advocacy and Communications	Year 3 – Advocacy plan prepared and implemented for the State election Year 4 – Advocacy plans prepared and implemented for the Federal election	Number of young people involved in developing advocacy priorities. Demographic representation of young people participating.



Key Direction 2: Build Organisational Capacity to Advocate

Objective	Actions	Lead	Support	Timeframe/Output	Impact Indicators – How we will measure success
2.1 Strengthen cross-departmental advocacy efforts and enhance workforce capacity in advocacy	a. Establish an internal committee to coordinate Council's advocacy efforts.	Director Partnerships and Engagement	Executive Leadership Team	Year 1 - Committee established including terms of reference	Number and range of Council departments participating in committee. Number of advocacy action plans developed and implemented.
	b. Develop a process to coordinate the gathering and dissemination of place-based evidence/community voice.	Manager Community Building and Planning	Manager Advocacy and Communications	Year 2 - Process established Year 3 onwards - Implementation	Number of Council departments accessing/submitting place-based information. Timely provision of targeted data.
	c. Develop advocacy related key performance indicators (KPIs) that can be included in relevant staff performance development plans and departmental business plans.	Manager Advocacy and Communications	Manager of People and Culture	Year 2 - KPIs developed with relevant staff Year 3 onwards – KPIs are visible in relevant departmental business plans and relevant staff PDPs	% of relevant business plans including advocacy related KPIs. % of relevant staff PDPs including advocacy KPIs.
	d. Develop and deliver a framework for advocacy capabilities and a learning and development program for the organisation.	Manager Advocacy and Communications	Manager of People and Culture	Year 2 - Framework developed Year 3 onwards – Implementation	Number of participants in advocacy related learning and development program.
2.2 Be proactive influencing government policy and taking advantage of funding opportunities	a. Develop a coordinated and proactive process for making submissions to governmental inquiries, policy developments and funding opportunities.	Manager Advocacy and Communications	Manager Major Projects Other relevant departments	Year 1 - Process established to coordinate relevant submissions across the organisation Annually – State and Federal Budgets, Grants and Growing Our Suburbs Fund submissions	Number of submissions made. Evidence of State and Federal government budget submissions, including 'political' commitments and funding allocations in dollars received.
	b. Prepare feasibility studies and/or business cases for priority projects.	Director Partnerships and Engagement	Developed by expert departments	Business cases/feasibility studies presented to Council annually for consideration in budget	Number of business cases/feasibility studies developed. Number of stakeholders to receive related advocacy material. Evidence of related advocacy priorities resulting in government commitments and funding allocations.



Key Direction 3: Build Advocacy Partnerships - Gather Evidence and Plan Together

Objective	Actions	Lead	Support	Timeframe/Output	Impact Indicators – How we will measure success
3.1 Establish and maintain strategic partnerships to identify and advance advocacy priorities	a. Provide the evidence base and facilitate the development of advocacy priorities with Whittlesea Community Futures (WCF).	Director Partnerships and Engagement	Manager Community Building and Planning and Manager Advocacy and Communications	WCF advocacy priorities established annually and reviewed based on the evidence provided by City of Whittlesea and other members	New collaborative relationships established. WCF advocacy priorities established and action plans developed.
	b. Develop an annual plan of engagement with Local Members of Parliament and State and Federal Government representatives and opposition party members. Seek opportunities to involve community representatives in these meetings.	Director Partnerships and Engagement	Manager Advocacy and Communications	Year 1 onwards - Annual plans established - List of key stakeholders developed. Year 1 to 5 - Evidence of: Information sharing between Council and partners; and Responses to community needs and opportunities	% of key stakeholders with annual Engagement Plan in place. Note: plans will be for Members of Parliament and by Government Department. Percent of items actioned from Engagement Plan.
	c. Establish a plan to have regular engagement with business sector, linked to Jobs and Investment Strategy.	Manager Jobs and Investment	Manager Advocacy and Communications	Year 1 – List of key stakeholders and engagement plan developed. Year 1 onwards -Implementation	% of key stakeholders with annual Engagement Plan. Number of stakeholders added to the engagement database
	d. Participate in networks, resource relevant projects and ensure information from these networks is provided across Council and to Councillors including: NGAA, Interface Councils and Northern Region Councils.	Chief Executive Officer and Director Partnerships and Engagement	Executive Leadership Team	Year 1 onwards - Participate in network meetings and circulate information accordingly. Framework established for identifying key internal stakeholders and sharing information from networks with these stakeholders	Number of Whittlesea's advocacy matters progressed by via committee involvement (particularly NGAA, Interface Councils and Northern Region Councils). Percent of key internal stakeholders engaged.
	e. Ensure Whittlesea social and physical infrastructure priorities are included in	Director Partnerships and Engagement	Expert departments	Year 1 - Priorities documented in Northern Horizons	Number of submissions made. % of submissions where content is visible in regional advocacy material.



Objective	Actions	Lead	Support	Timeframe/Output	Impact Indicators – How we will measure success
	regional advocacy material including in the Northern Horizons - 50 Year Infrastructure Strategy for Melbourne's North report.			Year 2 onwards - Whittlesea social and physical infrastructure priorities included in regional advocacy material	
	f. Maximize opportunities through the State Government Public-Private Partnership (PPP) Projects	Director Partnerships and Engagement	Manager Community Building and Planning and Manager Leisure and Community Facilities	Year 2 onwards - Evidence of commitment and effective resource allocation by the State Government, Council and other stakeholders, leading to the delivery of new PPP projects.	PPP funding amounts as a proportion of overall capital works program.

Key Direction 4: Build Comprehensive Communications

Objective	Actions	Lead	Support	Timeframe/Output	Impact Indicators – How we will measure success
4.1 Deliver advocacy messages that are clear and consistent with the voice of community and stakeholders.	a. Build on Council's advocacy webpages to provide a dedicated space for current resources, research, status updates and community forums.	Manager Advocacy and Communications	Expert departments	Year 2 - Advocacy webpage development	Number of visits to the advocacy webpages. Level of webpage engagement and activity e.g. interacting with related links, visitor time spent User satisfaction with webpages and resources.
	b. Develop advocacy plans for each advocacy priority and implement.	Manager Advocacy and Communications	Developed by expert departments	Year 2/Annually - Plan and fact sheets for each advocacy priority developed and reviewed as required	% of advocacy priorities with associated advocacy plans and factsheets. % of identified key stakeholders involved in actioning advocacy plans.
4.2 Communicate advocacy priorities leading into State and Federal election periods.	a. Develop communication strategies in the lead up to State and Federal elections aligned to the established priorities.	Manager Advocacy and Communications	Expert departments	Year 3 - Communication plan established and implemented for State election Years 1 and 4 - Communication plans established and implemented for Federal election	Number of media citation of advocacy research or campaigns. Number of media articles relating to campaigns or reflecting preferred issue framing. Number of political parties who publically support the advocacy effort. Funding committed by main parties pre-election. % of Communication Plan items actioned.

