



***City of*
Whittlesea**

AGENDA

OF ORDINARY COUNCIL MEETING

HELD ON

TUESDAY 13 NOVEMBER 2018

AT 6.30PM

SUMMONS

You are advised that a Meeting of Council has been called by the Chief Executive Officer on Tuesday, 13 November 2018 in Council Chamber, 25 Ferres Boulevard, South Morang at 6.30pm for the transaction of the following business.

**S OVERLAND
CHIEF EXECUTIVE OFFICER**

COUNCILLORS

LAWRIE COX	MAYOR, SOUTH WEST WARD
STEVAN KOZMEVSKI	SOUTH WEST WARD
CAZ MONTELEONE	SOUTH WEST WARD
KRIS PAVLIDIS	SOUTH WEST WARD
TOM JOSEPH	DEPUTY MAYOR, NORTH WARD
RICKY KIRKHAM	NORTH WARD
EMILIA LISA STERJOVA	NORTH WARD
SAM ALESSI	SOUTH EAST WARD
NORM KELLY	SOUTH EAST WARD
ALAHNA DESIATO	SOUTH EAST WARD
MARY LALIOS	SOUTH EAST WARD

SENIOR OFFICERS

SIMON OVERLAND

CHIEF EXECUTIVE OFFICER

RUSSELL HOPKINS

DIRECTOR COMMUNITY SERVICES

NICK MANN

DIRECTOR CITY TRANSPORT & PRESENTATION

HELEN SUI

DIRECTOR CORPORATE SERVICES

LIANA THOMPSON

DIRECTOR PARTNERSHIPS, PLANNING &
ENGAGEMENT

MICHAEL TONTA

MANAGER GOVERNANCE

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Note:

At Council's discretion, the meeting may be closed in accordance with Section 89 of the Local Government Act 1989. The provision which is likely to be relied upon to enable closure is set out in each item. These reports are not available for public distribution.

Question Time:

During the meeting, Council will answer questions from residents and ratepayers. Questions should be submitted in writing no later than 3pm on the day of the ordinary Council Meeting unless this unreasonably prevents or hinders you from participating. A Question Time form can be downloaded from Council's website and copies of the form are available at the meeting. Refer: <https://www.whittlesea.vic.gov.au/about-us/council/council-meetings/>

Council is committed to ensuring that all residents and ratepayers of the municipality may contribute to Council's democratic process and therefore, if you have special requirements, please telephone the Governance Team prior to any Council Meeting on 9217 2294.

Large Attachments:

Where large attachments form part of the Report, due to the size of the attachments – a copy has not been provided in the Agenda document

Copies of these attachments are available for inspection by the public at the following locations:

- a) Council offices at 25 Ferres Boulevard, South Morang; and
- b) Council's internet site – <http://cam.whittlesea.vic.gov.au/>

1. OPENING

1.1 MEETING OPENING AND PRAYER

The Chief Executive Officer will open the meeting with the reading of the prayers:

Almighty God, we humbly beseech thee, to vouchsafe thy blessing upon this council. Direct and prosper its deliberations to the advancement of thy glory and the true welfare of the people of the Whittlesea City Council.

Our father who art in heaven, hallowed be thy name, Thy kingdom come, Thy will be done in earth as it is in heaven. Give us this day our daily bread and forgive us our trespasses as we forgive them that trespass against us; and lead us not into temptation but deliver us from evil, For thine is the kingdom, the power and the glory, for ever and ever.

Amen

1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS STATEMENT

The Mayor will read the following Acknowledgement of Traditional Owners Statement.

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

1.3 PRESENT

2. APOLOGIES

3. DECLARATIONS OF INTEREST

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 2 October 2018;

Special Meeting of Council held 16 October 2018; and

Special Meeting of Council held 1 November 2018.

5. QUESTIONS, PETITIONS AND JOINT LETTERS

5.1 QUESTIONS TO COUNCILLORS

5.2 PETITIONS

NIL REPORTS

5.3 JOINT LETTERS

NIL REPORTS

6. OFFICERS' REPORTS

6.1 PARTNERSHIPS, PLANNING & ENGAGEMENT

6.1.1 SEATING ARRANGEMENTS AT COUNCIL MEETINGS

Responsible Officer: Director Partnerships, Planning & Engagement

Author: Team Leader Governance

RECOMMENDATION SUMMARY

That Council resolve to determine the seating arrangements to apply in relation to Council meetings held during the current mayoral term commencing 13 November 2018 and ending 7 November 2019.

KEY FACTS AND / OR ISSUES

At its meeting on 22 November 2016, Council resolved to determine seating arrangements at Council meetings at the first Council meeting following the Special Council meeting to elect the Mayor each year.

- It is proposed that the immediate past Mayor, Cr Pavlidis, resume her seat at the table where the incoming Mayor, Cr Cox, previously was seated.

REPORT

BACKGROUND

At its meeting on 22 November 2016, Council resolved to determine seating arrangements at Council meetings at the first Council meeting following the Special Council meeting to elect the Mayor each year.

PROPOSAL

It is proposed that the immediate past Mayor, Cr Pavlidis, resume her seat at the table where the incoming Mayor, Cr Cox, previously was seated.

The Mayor, Cr Cox	
Cr Kelly South East Ward	Cr Sterjova North Ward
Cr Lalios South East Ward	Cr Pavlidis South West Ward
Cr Desiato South East Ward	Cr Joseph North Ward
Cr Alessi South East Ward	Cr Monteleone South West Ward
Cr Kozmevski South West Ward	Cr Kirkham North Ward

CONSULTATION

Councillors were consulted in relation to the proposed seating arrangements.

CRITICAL DATES

The new seating arrangements will apply in relation to Council meetings held during the current mayoral term ending 12 November 2019.

FINANCIAL IMPLICATIONS

There are no financial implications.

POLICY STRATEGY AND LEGISLATION

There are no policy implications.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Continuous improvement
Strategic Objective	Our Council explores and adopts best practice models

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

It is proposed that the immediate past Mayor, Cr Pavlidis, resume her seat at the table where the incoming Mayor, Cr Cox, was previously seated.

RECOMMENDATION

THAT Council resolve to determine the seating arrangements to apply in relation to Council meetings held during the current mayoral term ending 12 November 2019.

6.1.2 SOUTH MORANG EAST DEVELOPMENT PLAN PROPOSAL

Attachments:	1	Locality & Zoning Plan ↓
	2	Exhibited Development Plan Layout ↓
	3	Post-Exhibition Development Plan Layout ↓
	4	Comparison of Development Plans ↓
	5	Proposed Retail Development at 975 Plenty Road ↓
	6	Revised Development Plan Proposal 975 and 985 Plenty Road ↓

Responsible Officer: Acting Director Partnerships, Planning & Engagement

Author: Strategic Planner

RECOMMENDATION SUMMARY

That Council resolve to approve the post exhibition revision of the *South Morang East Development Plan* dated August 2018, as contained in *Attachment 3* of this report in accordance with Schedule 6 to Clause 43.04 of the Whittlesea Planning Scheme.

KEY FACTS AND / OR ISSUES

- The proposed *South Morang East Development Plan* has been prepared in line with the requirements of the relevant Development Plan Overlay (Schedule 6).
- The proposed Development Plan will allow for the properties at 33 - 37 Old Plenty Road and 955 – 985 Plenty Road to be developed for residential purposes.
- The Development Plan incorporates a road layout that responds to the existing network to the east and south of the site, and provides the opportunity for a direct link from Stagecoach Boulevard to Middle Gorge train station.
- The proposed Development Plan was placed on non-statutory exhibition and 7 submissions were received.
- Changes have been made to the exhibited Development Plan in response to some of the submissions received, as shown in *Attachment 3*.

REPORT

INTRODUCTION

The purpose of this report is to consider the *South Morang East Development Plan* (SMEDP), dated August 2018, prepared by Whiteman Property and Accounting. The objective of the SMEDP is to provide greater certainty about the future use and development of five parcels of land in South Morang.

The submitted SMEDP has been prepared in accordance with the provisions of Schedule 6 to the Development Plan Overlay. A Development Plan must be in place before any application for subdivision and/or development can be considered.

This report will discuss the background and the merits of the SMEDP proposal in the context of the applicable statutory framework and the submissions received from the exhibition process.

SITE DESCRIPTION & CONTEXT

The SMEDP area incorporates five properties, 33 Old Plenty Road, 37 Old Plenty Road, 955 Plenty Road, 975 Plenty Road and 985 Plenty Road, South Morang, which have a combined area of approximately 4.9 hectares. The subject site is surrounded by existing residential development to the south, and is bound by Plenty Road to the east and the Mernda Rail Corridor to the west (see *Attachment 1*).

The subject site is generally flat with a gradual slope to the central west of the site. The area is also largely vacant with limited vegetation; however parts of 975 and 985 Plenty Road currently provide a temporary base for construction workers as part of the Mernda Railway Extension Project.

The subject site is located in a predominantly residential area, where allotments are between 400-800m², and generally contain single dwellings. The Mernda Railway Extension Project and the development of the Plenty Valley Town Centre to the south has resulted in higher densities being established (particularly along Old Plenty Road).

Beyond the site, immediately south-west is the Middle Gorge railway station precinct. The railway station serves as the immediate transport hub for the area, servicing Marymeade College, Fairview Manor Estate and the northern portion of the Plenty Valley Town Centre.

BACKGROUND

A Development Plan was prepared and lodged with Council for the study area in December 2011, along with a concurrent application for the development of 46 dwellings at 33 Old Plenty Road, South Morang. It was considered that a considerable amount of work was needed for the Development Plan to be assessed and approved.

Subsequently the planning application was reviewed by the Victorian Civil and Administrative Tribunal (VCAT) in the absence of a finalised Development Plan. VCAT in April 2012 determined to refuse the proposal insisting that a Development Plan needs to be prepared and approved before development can be suitably considered.

The position of VCAT for the requirement of a Development Plan was affirmed in relation to its refusal of a unit development and a medical centre for land at 985 Plenty Road. VCAT identified the need to create a holistic vision for the broader development area.

Since the VCAT decisions, ongoing negotiation between Council and various landowners within the Development Plan area has occurred, resulting in a number of iterations of the Development Plan.

The key revisions of the Development Plan sought to address issues related (but not limited) to:

- Housing densities;
- Access to/from Plenty Road (having controlled access points along Plenty Road); and
- Lack of certainty around the extension of the rail to Mernda and future train stations in close proximity to the study area.

Commitment from the State Government to extend the South Morang railway line to Mernda has provided longer term certainty for the area and the preparation of a Development Plan that appropriately responds to the new context of the subject area.

Following this, in May 2017, consultants, on behalf of the landowner at 33 Old Plenty Road, submitted the SMEDP subject of this report for Council consideration.

STRATEGIC POLICY

The subject site is affected by the *South Morang Local Structure Plan* (SMLSP) which is an incorporated document within the Whittlesea Planning Scheme, developed in 1997 to guide the future allocation of land uses and key infrastructure items within South Morang. The SMLSP nominates all of the subject land for residential development.

STATUTORY PLANNING FRAMEWORK

Zoning

The subject land is affected by the General Residential Zone – Schedule 1 (GRZ1) (Clause 32.01). The primary purpose of the zone is to provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.

Additionally, the land is adjacent to Plenty Road, a road in a Road Zone Category 1 (RDZ1) (Clause 36.04) and the Mernda Rail Corridor in a Public Use Zone 4 (PUZ4) (Clause 36.01).

Overlays

The subject land is covered by 2 planning scheme overlays:

- Vegetation Protection Overlay – Schedule 1 (VPO1) (Clause 42.02); and
- Development Plan Overlay – Schedule 6 (DPO6) (Clause 43.04).

Of specific interest in the context of this report is the DPO6, as prior to any subdivision, use and development on the land, a Development Plan must be approved in accordance with the provisions of the DPO6.

The purpose of the VPO1 is to protect and retain native vegetation. A discussion regarding the extent of native vegetation on site is undertaken in detail later in this report.

A Heritage Overlay (HO125) (Clause 43.01) applies to 41 Old Plenty Road, South Morang. While not within the Development Plan area, the small parcel directly adjoins the site and the future impacts on the interface issues must be considered.

Development Contributions are collected under the SMLSP at a rate of \$42,566 per hectare.

DEVELOPMENT PLAN PROPOSAL

The SMEDP, which includes an overarching Development Concept Plan and accompanying text document, has been prepared in accordance with DPO6.

Attachment 2 shows the proposed layout forming part of the submitted SMEDP.

In essence, the proposed development parcels are structured around the signalised intersection of Stagecoach Boulevard that provides access from Plenty Road, and an internal road network connecting to Middle Gorge train station.

Specifically, the exhibited SMEDP proposes:

- The extension of the signalised intersection of Stagecoach Boulevard and an internal local road network that services the area;
- Access to the site via Stagecoach Boulevard and Old Plenty Road;
- Potential for Stagecoach Boulevard to extend to Middle Gorge Station;
- Medium density and high density housing nominated in proximity to the future train station precinct;
- A pocket park for passive recreation;
- Landscape interface treatment with Plenty Road;
- A retarding basin for the sites drainage; and
- Pedestrian and bicycle links through the SMEDP area.

CONSULTATION AND NON-STATUTORY EXHIBITION

Since the formal submission of the SMEDP in May 2017, there have been ongoing officer discussions with the proponent and relevant Council departments over various iterations of the proposal.

During this time, a range of changes were made to the SMEDP relating to the location of the Stagecoach Boulevard extension, the size of the development parcels and the internal road layout. Consideration was also given to appropriate requirements necessary at the planning permit application stage.

Following these discussions, the SMEDP (as shown in *Attachment 2*) was placed on non-statutory exhibition over a four week period between 2 March 2018 and 30 March 2018.

Whilst there is no statutory requirement to advertise the SMEDP document, in accordance with Council practice, a copy of the SMEDP land use plan was sent to all owners and occupiers of land adjacent to the subject site affected by the proposal, as well as relevant external authorities for comment.

At the conclusion of the exhibition period three landowner and four referral authority submissions were received.

SUBMISSIONS

Following the close of the exhibition period, Council Officers have reviewed each of the submissions.

Where changes have been suggested and supported, these have been shown on a revised SMEDP submission (See *Attachment 3*), and earmarked with a corresponding reference number.

Attachment 4 provides a side by side comparison between *Attachment 2* and *Attachment 3*.

The following table details the submissions received, the officer responses to them, and where appropriate a reference letter for *Attachment 3*.

Submission Summary	Officer Response
1. 985 Plenty Road, South Morang	
Requests the SMEDP be updated in order to remove the internal loop road from the subject land and to allow for the creation of direct access to Plenty Road.	VicRoads, who are the statutory authority for declared arterial roads, have advised that they would not support any additional direct access points from Plenty Road other than the Stagecoach Boulevard intersection. This is discussed in more detail in the 'Discussion – Road Network' section below.

Submission Summary	Officer Response
	<p><u>Officer Recommendation</u> No change recommended.</p>
<p>Requests the removal of the 10 metre landscape buffer interface to Plenty Road.</p>	<p>A 10 metre landscape buffer across the frontage of the site where a loop road is not provided is consistent with the buffer provided on the eastern side of Plenty Road and further south of this precinct.</p> <p>The buffer is required to allow for appropriate separation distances between residential development and potential amenity impacts (such as noise and pollution from passing traffic), whilst also improving the streetscape amenity.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
<p>2. 975 Plenty Road, South Morang</p>	
<p>Objects to the proposed Development Plan in the current form as it contradicts with the landowners re-development visions including:</p> <p>Interim - Use and development of a Service Station and associated carwash facility.</p> <p>Ultimate - Use and development of a supermarket and fast food facility subject to a future rezoning of the land</p>	<p>The development of this land for the purposes of a Service Station or a Supermarket is not supported.</p> <p>The Mernda Rail extension presents the opportunity to locate medium and high density residential dwellings in proximity to the Middle Gorge train station consistent with the existing General Residential Zone.</p> <p>This is discussed in more detail in the ‘Discussion – Service Station and Supermarket – 975 Plenty Road’ section below.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
<p>Stagecoach Boulevard extension conflicts with the currently proposed development vision of the site.</p>	<p>The proposed development vision of this land for the purposes of a Service Station or a Supermarket is not supported.</p> <p>The Stagecoach Boulevard extension is required as part of the local road network for the entire SMEDP area.</p> <p>This is discussed in more detail in the ‘Discussion – Road Network’ section below.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
<p>The sewer and drainage requirements on the land conflict with the currently proposed development vision of the site.</p>	<p>The proposed development vision of this land for the purposes of a Service Station or a Supermarket is not supported.</p> <p>The drainage requirements are indicative only and can be refined at the detailed design stage if appropriate.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
<p>Internal road layout conflicts with proposed development vision of the site.</p>	<p>The proposed development vision of this land for the purposes of a Service Station or a Supermarket is not supported.</p> <p>The internal road layout provides a logical road network to service the SMEDP area for residential purposes.</p> <p>This is discussed in more detail in the ‘Discussion – Road Network’ section below.</p> <p><u>Officer Recommendation</u> No change recommended.</p>

Submission Summary	Officer Response
Requests the removal of the 10 metre landscape buffer interface to Plenty Road.	<p>A 10 metre landscape buffer across the frontage of the site where a loop road is not provided is consistent with the buffer provided on the eastern side of Plenty Road and further south of this precinct.</p> <p>The buffer is required to allow for appropriate separation distances between residential development and potential amenity impacts (such as noise and pollution from passing traffic), whilst also improving the streetscape amenity.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
The currently indicated land uses in the proposed Development Plan conflicts with proposed development vision of the site.	<p>The proposed development vision of this land for the purposes of a Service Station or a Supermarket is not supported.</p> <p>The land use identified in the proposed SMEDP is consistent with the existing General Residential Zone and the provisions of the SMLSP.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
The location and configuration of the pocket park creates a space that will be unused, poorly maintained, and ultimately conflicts with proposed development vision of the site.	<p>Although it is noted that a pocket park provides an area of passive recreation for the future community. The narrow and irregular shape of the land is unlikely to be conducive for informal recreational use.</p> <p>The removal of the pocket park provides the opportunity to regularise the allotment/block whilst not impacting upon the function of the retarding basin.</p> <p>It is considered that it would be more appropriate for landowners to make a monetary contribution to Council in accordance with the SMLSP for the upgrade of other open space in the immediate area, including Grange Park and Songbird Reserve.</p> <p><u>Officer Recommendation</u> Remove the designated 'Pocket Park' from the <i>South Morang East Development Plan</i> and insert a footnote to the effect that: "A monetary payment equivalent to 8% land contribution to be paid by each landholding in lieu of the provision of land for public open space, in accordance with the <i>South Morang Local Structure Plan</i> and Clause 52.01 of the Whittlesea Planning Scheme". These changes are shown as "A" in <i>Attachment 3</i>.</p>
3. 955 Plenty Road, South Morang	
The Development Plan layout should be amended to reflect the layout proposal submitted for the parcel.	<p>The development proposal intended is for a mix of medium density and high density with a slight change in the road layout only within 955 Plenty Road. The east-west road is shifted north to provide a development pod on the boundary.</p> <p>The proposal offers a similar road connection and the provision of the 10m landscape buffer from Plenty Road maintains views towards the 41 Old Plenty Road. The proposed change will not result in altering the development potential for other subject sites nor does it</p>

Submission Summary	Officer Response
	<p>change the overall intent of the SMLSP. Therefore the change can be supported.</p> <p><u>Officer Recommendation</u> Amend the <i>South Morang East Development Plan</i> to reflect the proposed development layout for 955 Plenty Road. This change is shown as “B” in <i>Attachment 3</i>.</p>
<p>The proposed height controls of the Development Plan and description for apartment buildings conflict with the existing zoning. While re-zoning may be progressed in the future, the Development Plan must be assessed under the existing controls. The references to building heights and apartments should be removed and the built form references remained as medium and high density housing.</p>	<p>Any proposal to change the height controls would require a rezoning. This would be subject to a separate process in the future if the change is to be advanced.</p> <p>It is agreed the references to the height controls in the SMEDP conflict with the existing planning controls and therefore all height references must be removed and allow the description of medium and high density housing to determine the land use and built form outcomes.</p> <p><u>Officer Recommendation</u> Remove the references to the height controls from the <i>South Morang East Development Plan</i> and allow the description of medium and high density housing to determine the built form allowable under the existing General Residential Zone. This change is shown as “C” in <i>Attachment 3</i>.</p>
<p>It is requested that the ‘pocket park’ is removed from the development plan, as it does not provide a usable area of open space. Prefer for all land holders to provide cash contributions in lieu of public open space.</p>	<p>Although it is noted that a pocket park provides an area of passive recreation for the future community. The narrow and irregular shape of the land is unlikely to be conducive for informal recreational use.</p> <p>The removal of the pocket park provides the opportunity to regularise the allotment/block whilst not impacting upon the function of the retarding basin.</p> <p>It is considered that it would be more appropriate for landowners to make a monetary contribution to Council in accordance with the SMLSP for the upgrade of other open space in the immediate area, including Grange Park and Songbird Reserve.</p> <p><u>Officer Recommendation</u> Remove the designated ‘Pocket Park’ from the <i>South Morang East Development Plan</i> and insert a footnote that: “A monetary payment equivalent to 8% land contribution to be paid by each landholding in lieu of the provision of land for public open space, in accordance with the South Morang Local Structure Plan and Clause 52.01 of the Whittlesea Planning Scheme”. These changes are shown as “A” in <i>Attachment 3</i>.</p>
<p>The current preference is for the extension of Stagecoach Boulevard to connect through to the VicTrack land to the west as far north as practical. This will reduce traffic flows from the residential land precinct.</p>	<p>The location of the 21 metre cross section continuation of Stagecoach Boulevard is restricted by the Mernda Rail corridor and the available surplus VicTrack Land. It is unlikely that there is enough surplus land available to locate this connection north of this parcel.</p> <p>The SMEDP provides an alignment for Stagecoach Boulevard in a location which provides greatest opportunity to connect with the potential road link on</p>

Submission Summary	Officer Response
	<p>VicTrack land.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
<p>Preference to remove the retarding basin dimension requirements from the Development Plan considering further detailed design work is being undertaken. Request a notation to be added to the Development Plan advising the size of the retarding basin is 'indicative only.'</p>	<p>Given that the dimensions and size of the retarding basin will be determined at the detailed design stage, a notation will be included on the Development Plan stating 'the size and shape of the retarding basin is indicative only.' The design is flexible enough to accommodate any increase or decrease in size as a result of subsequent detailed design assessment.</p> <p><u>Officer Recommendation</u> Include a footnote on the <i>South Morang Development Plan</i> stating to the effect that: "Retention Basin indicative dimensions subject to detailed design and satisfaction of Council". This change is shown as "D" in <i>Attachment 3</i>.</p>
4. Melbourne Water	
<p>Council must review and accept the proposed retarding basin including future ownership and on-going maintenance responsibilities.</p> <p>Melbourne Water intends to impose additional requirements and conditions in response to any future proposal(s) to develop this site.</p>	<p>It is acknowledged that the future retarding basin will be a Council asset. Any conditions provided by Melbourne Water through the formal planning application referral will be included on any permit issued.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
5. VicTrack	
<p>Generally supportive of the interface to VicTrack land, however recommends that the Development Plan does not rely on the VicTrack land for future access and must designed to be able to function independent of this proposed future road.</p>	<p>Noted. The internal road network does not rely on any road on VicTrack land to be delivered, however locates the 21 metre cross section in a position to provide flexibility for future connection through this surplus rail corridor land should it become possible in the future.</p> <p>This proposed road link will help to provide the provision of a future bus capable connection to Middle Gorge train station.</p> <p>This is discussed in more detail in the 'Discussion – Road Network' section below.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
6. Transport for Victoria	
<p>With regard to the bus capable roads, if the southern section of the local road network connecting with Old Plenty Road was upgraded from a 16m cross section to a 21m cross section, this would allow for a future bus route to operate within the subject site.</p>	<p>Noted. The potential to provide a bus capable 21 metre cross section within VicTrack land has been preserved and accounted for in the design of the SMEDP.</p> <p>This is discussed in more detail in the 'Discussion – Road Network' section below.</p> <p><u>Officer Recommendation</u> No change recommended.</p>
7. VicRoads	

Submission Summary	Officer Response
<p>In reviewing the Traffic and Transport Assessment, VicRoads advise that there are some issues that need to be addressed within the report that impact the external road network including the signalised intersection of Plenty Road and Stagecoach Boulevard as well as Plenty Road and Old Plenty Road.</p> <p>It is important that the footprint of the intersection of Plenty Road / Stagecoach Boulevard is agreed to, such that the land requirement from the subdivision can be established and any planning permit application for the subdivision reflects accordingly.</p>	<p>Noted. The Traffic Impact Assessment has been updated to incorporate the VicRoads feedback prior to the approval of the SMEDP.</p> <p>In addition, a notation must be included on the SMEDP at the intersection of Plenty Road and Stagecoach Boulevard stating that 'all land requirements for the design of the Stagecoach Boulevard intersection need to be set aside and finalised as part of any future planning permit application', where this will be assessed the satisfaction of VicRoads.</p> <p><u>Officer Recommendation</u></p> <p>Include a notation on the <i>South Morang East Development Plan</i> that all land requirements for the design of the Stagecoach Boulevard intersection need to be set aside and finalised as part of any future planning permit application stage.</p> <p>This change is shown as "E" in <i>Attachment 3</i>.</p>
<p>Vic Roads also provided an additional submission that clarifies their position on access to and from Plenty Road.</p> <p>The advice indicates that the only access permissible from Plenty Road is the construction of a fourth leg to the signalised intersection of Plenty Road / Stagecoach Boulevard, due to safety grounds.</p> <p>The access from Old Plenty Road to the site is also supported.</p>	<p>Noted and supported.</p> <p>This is discussed in more detail in the 'Discussion – Road Network' section below.</p>

DISCUSSION

This section provides a more detailed discussion on the key themes arising from the submissions as well as other matters of clarity raised by Council Officers in finalising the SMEDP. These relate to the road network, the development proposal at 975 Plenty Road, an alternative development plan layout and the extent of vegetation across the site; these are discussed in turn below.

Road Network

Amongst the issues raised in the submissions, the most significant relate to the road network and land parcel accessibility.

Stagecoach Boulevard is considered the key road link for the development cell. It already has a signalised intersection built with Plenty Road and the cross-section of Stagecoach Boulevard on the opposite side of Plenty Road is bus capable. To unlock the precinct, Stagecoach Boulevard to the west of Plenty Road will need to be constructed to become a four way signalised intersection. Acting as the 'spine' of the precinct, Stagecoach Boulevard will draw traffic from the site and from Plenty Road (north of the site) and Fairview Manor Estate (east of the site) towards Middle Gorge station. The ultimate location of Stagecoach Boulevard will set the framework for the layout of future development parcels.

The SMEDP has acknowledged this by identifying a 21m access street from the Stagecoach Boulevard and Plenty Road intersection running through the southern central portion of the site, terminating at the south-western corner of 955 Plenty Road South Morang (next to Vic

Track land). A 16m local street/loop road extending from Stagecoach Boulevard provides access to the north of the precinct and a 16m local street provides a connection from Stagecoach Boulevard through the far south of the site to Old Plenty Road. The large development parcels created as a result of this network are flexible to allow for likely medium and high density residential development, which is considered appropriate given the context of the site proximate to a train station.

The opportunities for alternative access arrangements to the subject Development Plan area are limited given the physical constraints of the railway corridor, Plenty Road and existing development to the south. Vic Roads have provided advice that does not support the creation of direct access from 985 Plenty Road or any other adjoining land to Plenty Road due to safety concerns and have advised that access should be provided from the internal road network, specifically the Stagecoach Boulevard intersection. This position is also affirmed in a VCAT decision relating to 985 Plenty Road.

To this end, the SMEDP limits access to the Development Plan area from Plenty Road to the Stagecoach Boulevard intersection. Furthermore to ensure that Stagecoach Boulevard maximises the opportunity afforded by the constructed signalised intersection, the road is bus capable. A 21m cross section is provided from Stagecoach Boulevard through the boundary of the site where it will potentially connect to Vic Track land in the future to access Middle Gorge Station. Transport for Victoria has requested the extension of this 21m cross-section through to Old Plenty Road in the south to cater for bus traffic. This is considered undesirable given the existing development and the overall intent to minimise traffic using Old Plenty Road.

Now that the construction Mernda Rail Extension Project is completed, it is noted that there is likely to be surplus VicTrack land available. This land will be reviewed as part of a future masterplanning of the Middle Gorge Station precinct with the aim of an ultimate provision of a road link from Middle Gorge Station to Stagecoach Boulevard.

Vic Track were provided the opportunity to comment on the extension of Stagecoach Boulevard on surplus rail reserve land, however were unable to commit to supporting a road at the current time, and requested that the SMEDP be designed to not rely on Vic Track land for future access. The layout as designed can function without the link but preserves the opportunity for its future prioritisation.

Service Station and Supermarket Proposal – 975 Plenty Road

The submission in relation 975 Plenty Road essentially objects to the SMEDP on the basis of a potential future development outcome they are seeking to pursue for the land. This parcel is one of the critical central landholdings within the Development Plan precinct and contains the location for the direct westerly extension of Stagecoach Boulevard through the site.

In summary they are seeking to provide a service station as a first stage in the northern part of the parcel and then ultimately a supermarket on the southern section.

With respect to the service station approval is required for the subdivision of the land, as for a service station to be considered on land zoned GRZ the site must be adjacent to an arterial road and have a maximum lot size of 3600 square metres. For a supermarket the use is currently prohibited under the GRZ and, as such, would require a future rezoning via an amendment process which would require Council support to advance.

Officers have already refused an application (Planning Permit application 717546) comprising the service station with the balance notionally set aside for a supermarket (concept at *Attachment 5*). This was generally on the basis that there was no Development Plan approved for the site and that the parcel set aside for the service station did not comply with the maximum lot size under the provisions of the GRZ. The applicant has requested that VCAT Review the decision of Council, with a VCAT directions hearing, dealing with administrative matters, conducted on 5 October, 2018.

In light of the above, the applicant also lodged a subsequent application (Planning Permit application 717652) to address this zone requirement (by subdividing the site). This proposal was also refused by Council Officers on the basis that there was no approved Development Plan, the proposal will unreasonably compromise the orderly development of the land and the proposed access is inappropriate for safety reasons.

A critical issue of concern with this general proposal relates to the treatment of Stagecoach Boulevard. The importance of Stagecoach Boulevard's extension through the site as a key spine integrating the landholdings and its strategic significance as a future connection (including bus) to Middle Gorge Station is a key structural element of the SMEDP. This key point has been identified as such in the previous VCAT matters relating to individual sites within the precinct.

The submitter's proposal has the effect of truncating the Stagecoach Boulevard extension and limits it essentially to an access for their development only with no regard to connectivity to the south and future connection to the train station.

Setting aside the important structural issues of the proposal, it is considered that there is no strategic justification for the provision of a supermarket. Its location is not supported in the SMLSP which identifies the site for residential and it is located away from any nominated activity centre, noting that Plenty Valley Town Centre is an appropriate location for these uses. Locating an isolated highway based centre in this location is considered undesirable and not strategically justified.

The SMEDP specifically identifies the development cells for a mix of medium to high density residential, which provides clear direction to the development outcomes envisaged.

Revised Development Plan Proposal – 975 Plenty Road and 985 Plenty Road

Subsequent to the non-statutory exhibition period, and refusal of both planning permit applications, the landowner at 975 Plenty Road has submitted an alternative Development Plan layout (dated 6 September 2018) for the SMEDP (see *Attachment 6*), focussing on 975 and 985 Plenty Road.

The submission is different to earlier proposals, whereby it removes a level of detail from the northern two parcels north of Stagecoach Boulevard, and leaves the decision on the ultimate development to the planning permit application stage.

The area shown red (encompassing 985 Plenty Road and the far northern end of 975 Plenty Road) is to allow for a service station with a left in – left out access treatment. The area shown blue (remaining land north of Stagecoach Boulevard) is identified as a future development parcel providing a range of dwelling types and associated lots, with access via Stagecoach Boulevard or the service station lot to the north.

It is considered that the revised submission is limited in detail with respect to the ultimate development intent and function of the two northern parcels. The removal of the road network from the Development Plan is not supported, as a road network is required for the parcels to demonstrate the connectivity and accessibility and identify the general form and shape of future development parcels; to this end the proposal only includes a westerly road connection terminating at the Mernda rail corridor. Furthermore, in this instance the road network is particularly important considering the relationship of the site to a new train station and Vic Roads comments that direct access to Plenty Road for the whole development area is to be limited to Stagecoach Boulevard. Noting again, that these positions and matters have previously been before VCAT.

The lack of detail regarding the internal road network does not clarify or provide any certainty on what can be developed. The proposal in its current form is limited details on proposed uses, with the exception of the service station on the northern parcel, noting that Vic Roads do not support left in – left out access arrangements for that site.

The proposal nominates a "diverse range of dwelling types" which could be considered to be in accordance with the SMLSP, but it does not identify what type of housing is to be used, i.e.

if it is medium or high density housing and the supporting road network. The purpose of the Development Plan is to specify this greater level of detail to allow Council to be confident in the type of development that can be realised. As presented, the proposal is essentially deferring all application requirements to the planning permit stage, which is not supported.

It is considered that the SMEDP proposal tabled in *Attachment 3* still provides a more appropriate and complete representation of a planning outcome for an area adjacent to a new train station. The certainty is given by the proposed road network and the size of the development parcels. The land use designations of high density housing and medium density housing demonstrate the compliance of the proposal with an incorporated document within the Whittlesea Planning Scheme.

Vegetation

The exhibited SMEDP showed vegetation across the development cell, with significant extents at the north-east corner of 975 Plenty Road and the north-west corner of 955 Plenty Road.

The majority of the trees at 955 and 975 Plenty Road were removed as part of the site occupation by the Level Crossing Removal Authority for the Mernda Rail Extension Project. The vegetation was not native and therefore was exempt from the requirement of a planning permit under the Vegetation Protection Overlay.

With respect to the removal the two trees at 33 Old Plenty Road. These trees are required for removal to allow for the road extension into the site from Old Plenty Road. Whilst the preference would be to retain trees wherever possible, the location of the trees central to the frontage of the site means there is no opportunity to deliver the critical road connection without impacting upon the trees. The arborist report submitted with the SMEDP has identified the trees as Sugar Gums, which are not native to Victoria, and as such do not require a planning permit for their removal.

Furthermore, the arborist report has identified a number of indigenous species which can be replanted to provide amenity in the future. These changes are reflected in *Attachment 3*.

Officer Recommendation

- **Update the *South Morang East Development Plan* to reflect current vegetation extent.**
- **Identify the two Sugar Gum trees on the southern boundary of the precinct as suitable for removal.**

This change is shown as “F” in *Attachment 3*.

CRITICAL DATES

- **August 2011** – Application for 46 dwellings at 33 Old Plenty Road refused by Council.
- **December 2011** – An application for a Development Plan encompassing 33 Old Plenty Road and 955-985 Plenty Road is lodged.
- **April 2012** – The application for the 46 dwellings is reviewed by VCAT who determine the refusal of the application in the absence of an approved Development Plan.
- **August 2012** – Application for 32 dwellings, a medical centre and creation of an access to a Road Zone 1 at 985 Plenty Road is refused.
- **August 2013** – The application for 32 dwellings, a medical centre and creation of an access to a Road Zone 1 is reviewed by VCAT who determine the refusal of the application in the absence of an approved Development Plan.
- **June 2014** – Revised *South Morang East Development Plan* submission received.
- **January 2015** – Applicant advised to consider the role of the future Mernda Railway Extension Project in the SMEDP layout.

- **May-September 2015** – Ongoing discussions with respect to the SMEDP undertaken with Vic Roads and Public Transport Victoria.
- **June 2017** – Revised SMEDP submitted by Whiteman Property & Accountants.
- **March 2018** – SMEDP (*Attachment 2*) placed on Non-Statutory Exhibition.
- **August 2018** – Revised SMEDP (*Attachment 3*) taking into consideration submissions raised during the Non-Statutory Exhibition period prepared and submitted for Council consideration.

POLICY STRATEGY AND LEGISLATION

It is considered that the SMEDP, as shown in *Attachment 3*, is generally consistent with the objectives and general provisions of the State Planning Policy Framework and the Local Planning Policy Framework.

Clause 11 – Settlement

The SMEDP is consistent with this clause by contributing to a number of facets of planning (including housing diversity, transport links and good urban design).

Clause 15 – Built Environment & Heritage

The SMEDP is generally consistent with this clause. The design of the development layout satisfactorily responds to the site features and constraints. The residential development includes elements which will assist in making it attractive, liveable, walkable and cyclable. Adjoining infrastructure features including Plenty Road and the Mernda Rail Corridor constrain the development from providing a high level of diversity and have affected the design parameters.

Clause 16 – Housing

The SMEDP is generally consistent with this clause. The development increases the supply of housing in an existing urban area on an under-utilised site adjacent to a future train station. The SMEDP ensures the site is connected to the broader area.

Clause 18 – Transport

The SMEDP is consistent with this clause. The SMEDP includes significant walking and cycling infrastructure and public transport connections to a future train station and major activity centre.

Clause 19 – Infrastructure

The SMEDP is generally consistent with this clause. The development makes provision for appropriate infrastructure to service the development and contributes to the provision of community infrastructure in proximity to the site.

Clause 21.09 – Housing

The SMEDP is consistent with the objectives of this clause by providing the opportunity for a diversity of housing options.

Clause 21.11 – Transport

The SMEDP is consistent with the objectives of this clause by providing the opportunity for a diversity of transportation options.

Clause 21.12 – Community Infrastructure

The SMEDP is consistent with this clause and includes a contribution towards transport, community infrastructure and open space.

LINKS TO THE COUNCIL PLAN

Council Priority	Planning and Infrastructure
Future Direction	Places and spaces to connect people
Theme	Planning our space
Strategic Objective	Urban design helps build our connection to place, the natural environment and the community

The SMEDP will ensure that the residential development of the site will be well designed and respond to the constraints affecting the site. The development will help build connection to place and community through a number of key elements including; permeable street network, cycle and pedestrian links to a future train station and contribution to community infrastructure and open space.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The *South Morang East Development Plan* has been developed in consultation between Council Officers and the consultants of the proponent. The plan itself has been the subject of a planning process which has resulted in refinements to the plan.

The uncertainty regarding the delivery of the Mernda Railway Extension has delayed the progression of the Development Plan. However given that the project has now been delivered it is important to ensure that an appropriate Development Plan is in place to provide firm direction on the overall strategic intent of the area and to guide assessment of future planning applications for the precinct. The medium and high density residential development identified on the plan is consistent with the provisions of the *South Morang East Local Structure Plan* and is supported.

Council should continue to advocate for the extension of Stagecoach Boulevard (as identified in the plan), to further strengthen the position and connectivity of the Middle Gorge station within the broader South Morang East area and beyond, and ensure that the new Middle Gorge precinct is activated as soon as possible.

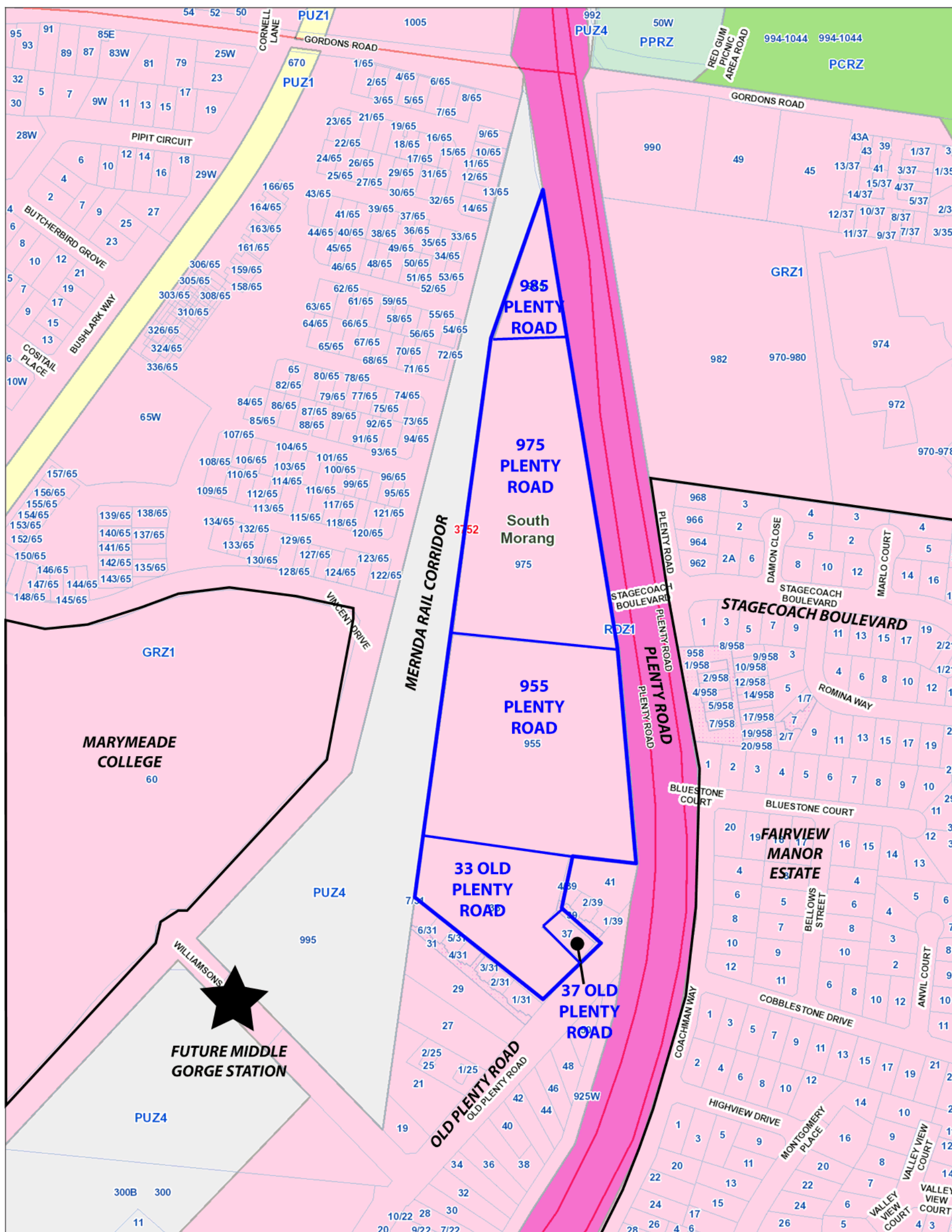
Accordingly it is recommended that the *South Morang East Development Plan* as contained in *Attachment 3* of this report is approved by Council in accordance with Schedule 6 of the Development Plan Overlay (Clause 43.04) of the Whittlesea Planning Scheme.

RECOMMENDATION

THAT Council resolve to approve the post exhibition revision of the *South Morang East Development Plan* dated August 2018, as contained in *Attachment 3* of this report in accordance with Schedule 6 to Clause 43.04 of the Whittlesea Planning Scheme.



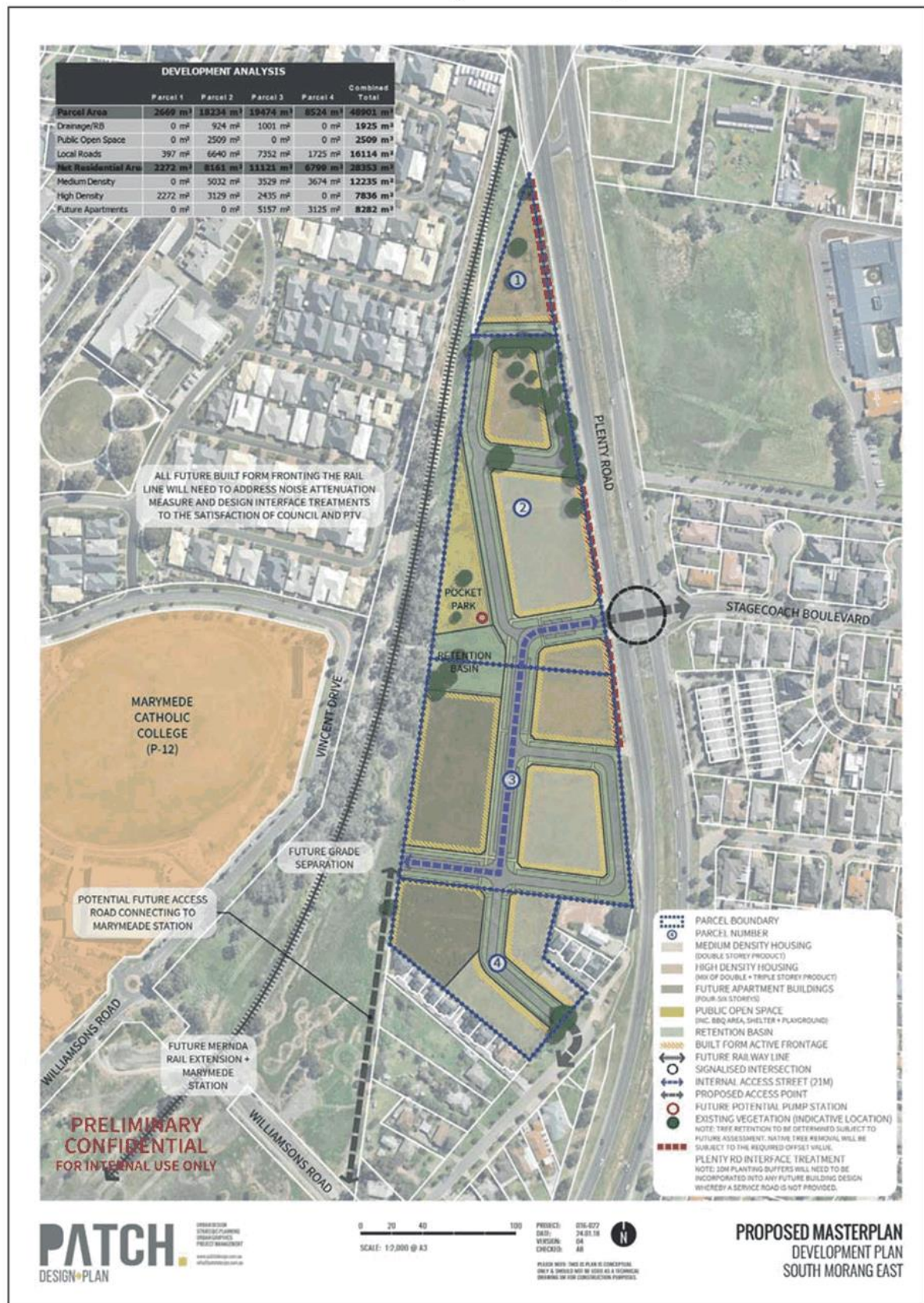
SOUTH MORANG EAST DEVELOPMENT PLAN AREA



 **SUBJECT SITE**

N
Map Scale: 1 : 2500

Exhibited South Morang East Development Plan



**DEVELOPMENT ANALYSIS
(FOR DISCUSSION PURPOSES ONLY)**

	Parcel 1	Parcel 2	Parcel 3	Parcel 4	Combined Total
Parcel Area	2669 m ²	18234 m ²	19474 m ²	8524 m ²	48901 m ²
Drainage/RB	0 m ²	924 m ²	1001 m ²	0 m ²	1925 m ²
Public Open Space	0 m ²	0 m ²	0 m ²	0 m ²	0 m ²
Local Roads	397 m ²	7271 m ²	7300 m ²	1724 m ²	16692 m ²
Tree Reserve	0 m ²	0 m ²	245 m ²	0 m ²	245 m ²
Net Residential Area	2272 m²	10039 m²	10928 m²	6800 m²	30039 m²
Medium Density	2272 m ²	9271 m ²	0 m ²	0 m ²	11543 m ²
High Density	0 m ²	768 m ²	10928 m ²	6800 m ²	18496 m ²

ALL FUTURE BUILT FORM FRONTING THE RAIL LINE WILL NEED TO ADDRESS NOISE ATTENUATION MEASURE AND DESIGN INTERFACE TREATMENTS TO THE SATISFACTION OF COUNCIL AND PTV

RETENTION BASIN INDICATIVE DIMENSIONS SUBJECT TO DETAILED DESIGN AND THE SATISFACTION OF COUNCIL

A MONETARY PAYMENT EQUIVALENT TO 8% LAND CONTRIBUTION TO BE PAID BY EACH LANDHOLDING IN LIEU OF THE PROVISION OF LAND FOR PUBLIC OPEN SPACE, IN ACCORDANCE WITH THE SOUTH MORANG LOCAL STRUCTURE PLAN AND CLAUSE 52.01 OF THE WHITTLESEA PLANNING SCHEME

ALL LAND REQUIREMENTS FOR THE DESIGN OF THE STAGECOACH BOULEVARD INTERSECTION NEED TO BE SET ASIDE AND FINALISED AS PART OF ANY FUTURE PLANNING PERMIT APPLICATION STAGE

MARYMEDE CATHOLIC COLLEGE (P-12)

VINCENT DRIVE

STAGECOACH BOULEVARD

PLENTY ROAD

RETENTION BASIN

FUTURE GRADE SEPARATION

POTENTIAL FUTURE ACCESS ROAD CONNECTING TO MARYMEDE STATION

FUTURE MERNDA RAIL EXTENSION + MARYMEDE STATION

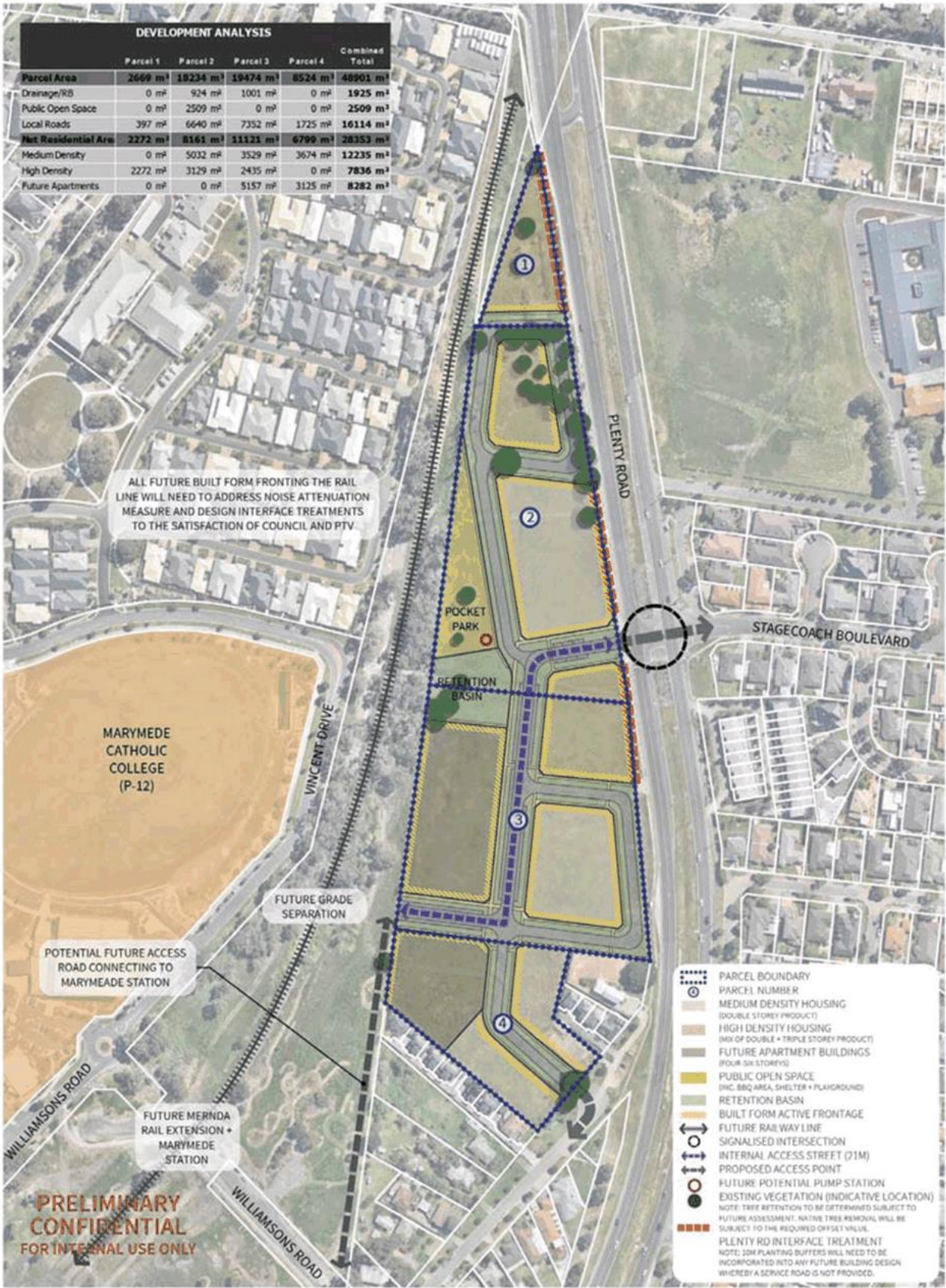
WILLIAMSONS ROAD

WILLIAMSONS ROAD

LEGEND:

- PARCEL BOUNDARY
- PARCEL NUMBER
- HIGH DENSITY HOUSING (OPPORTUNITY FOR INCREASED DENSITY [EG. APARTMENTS] SUBJECT TO THE SATISFACTION OF COUNCIL)
- MEDIUM DENSITY HOUSING (OPPORTUNITY FOR INCREASED DENSITY [EG. APARTMENTS] SUBJECT TO THE SATISFACTION OF COUNCIL)
- RETENTION BASIN
- BUILT FORM ACTIVE FRONTAGE
- FUTURE RAILWAY LINE
- SIGNALISED INTERSECTION
- INTERNAL ACCESS STREET (21M)
- PROPOSED ACCESS POINT
- FUTURE POTENTIAL PUMP STATION
- EXISTING VEGETATION (INDICATIVE LOCATION) NOTE: TREE RETENTION TO BE DETERMINED SUBJECT TO FUTURE ASSESSMENT. NATIVE TREE REMOVAL WILL BE SUBJECT TO THE REQUIRED OFFSET VALUE.
- TREE SUITABLE FOR REMOVAL
- PLENTY RD INTERFACE TREATMENT NOTE: 10M PLANTING BUFFERS WILL NEED TO BE INCORPORATED INTO ANY FUTURE BUILDING DESIGN WHEREBY A SERVICE ROAD IS NOT PROVIDED.
- EXISTING RAILWAY CULVERT CROSSING

Exhibited South Morang East Development Plan



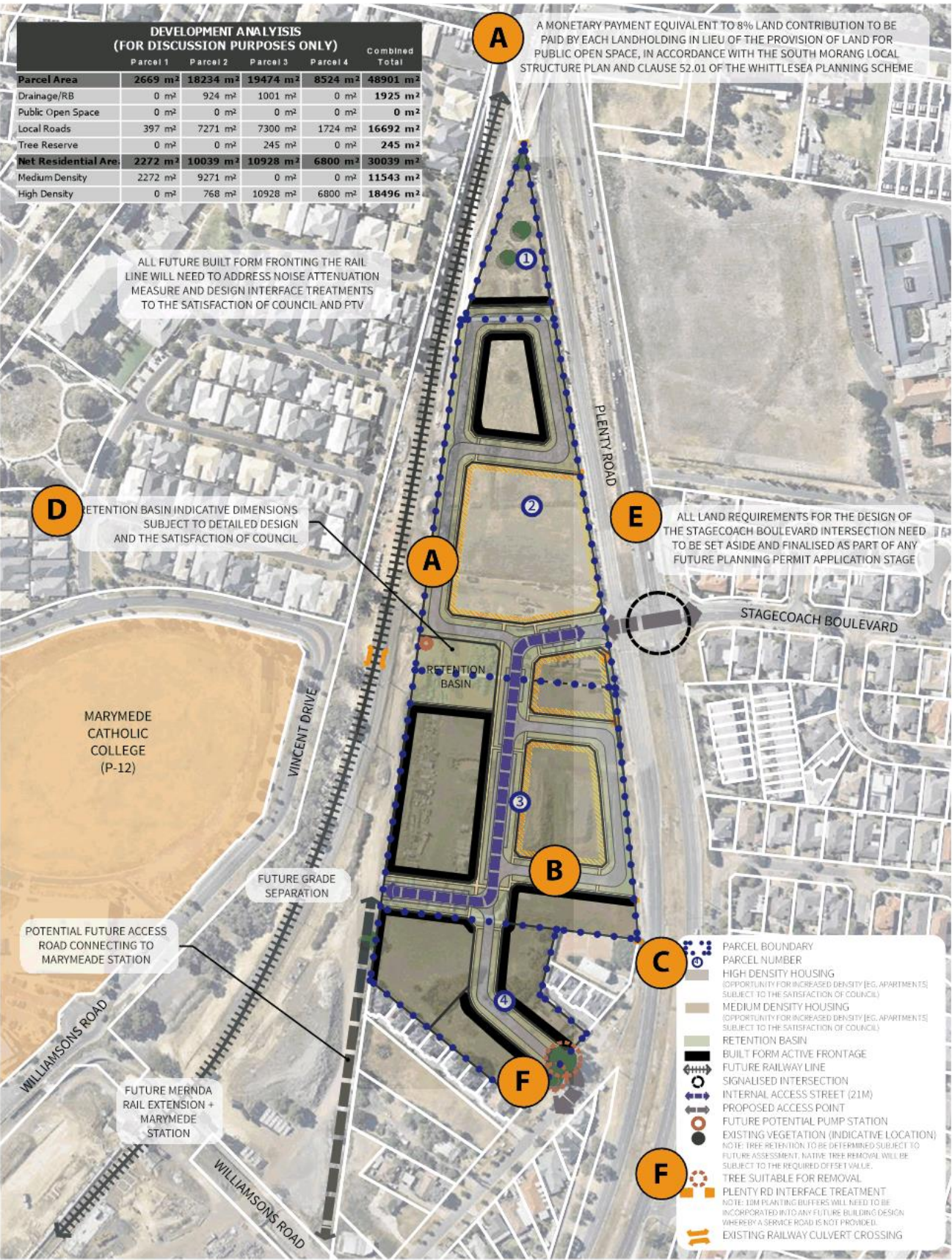
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PROJECT: 016-022
DATE: 24.01.18
VERSION: 04
CHECKED: AB

**PROPOSED MASTERPLAN
DEVELOPMENT PLAN
SOUTH MORANG EAST**

Post-Exhibition South Morang East Development Plan

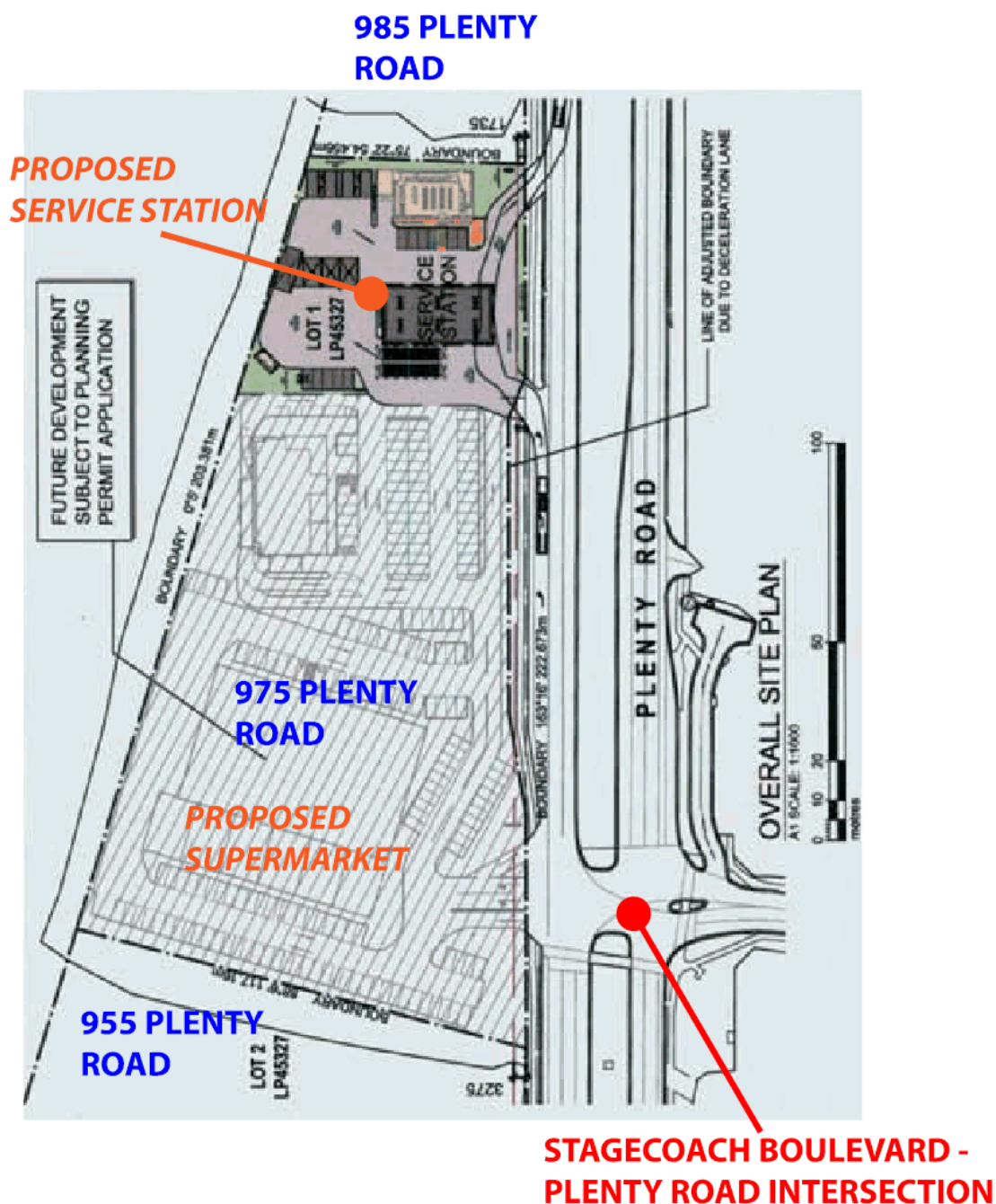


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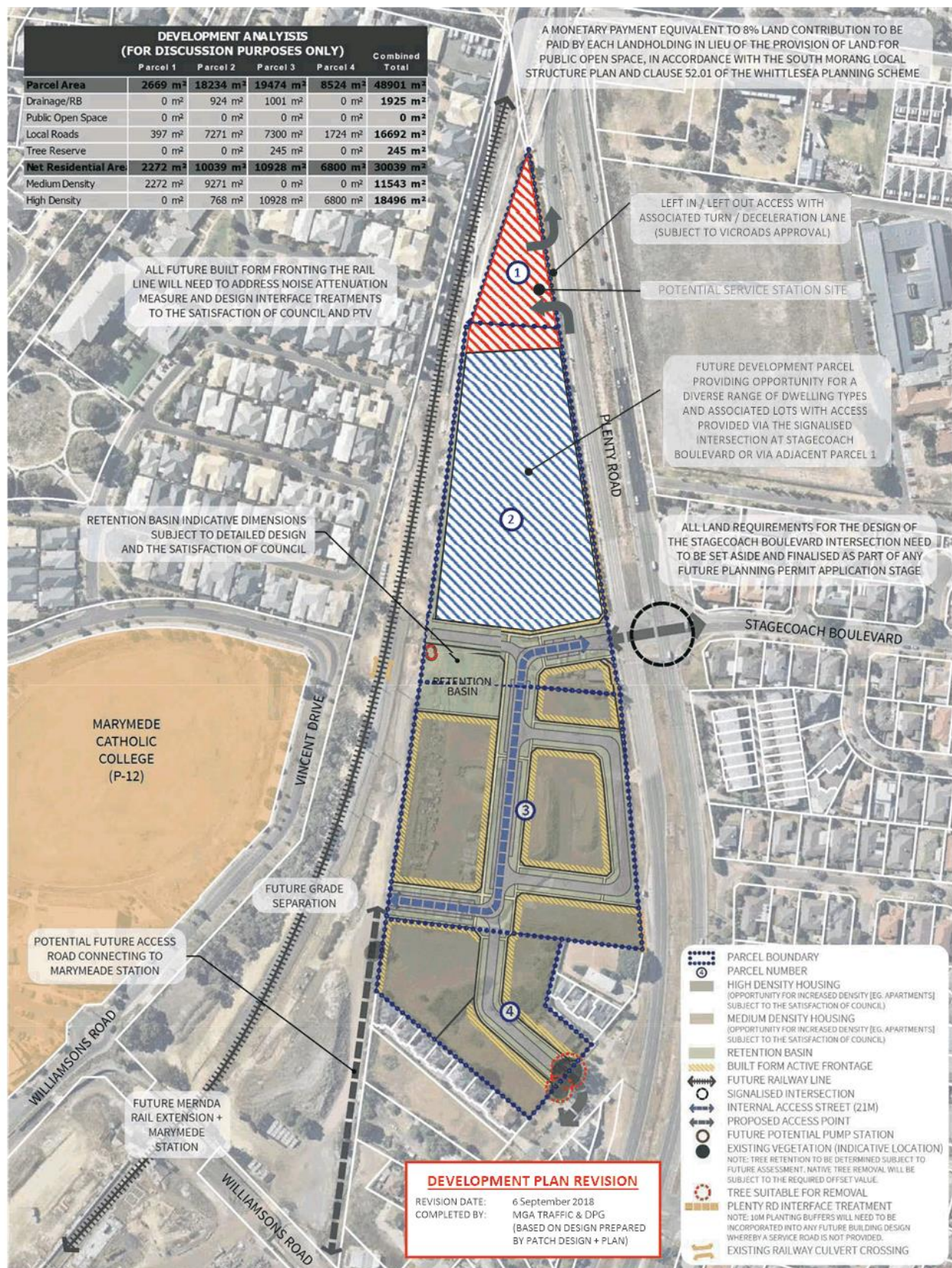
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PROJECT: 016-022
DATE: 03.08.18
VERSION: 10
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**PROPOSED MASTERPLAN
DEVELOPMENT PLAN
SOUTH MORANG EAST**



PROPOSED FUTURE DEVELOPMENT AT 975 PLENTY ROAD



PATCH
DESIGN + PLAN

URBAN DESIGN
STRATEGIC PLANNING
URBAN DESIGN
PROJECT MANAGEMENT

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SCALE: 1:2,000 @ A3

PROJECT: 016-022
DATE: 03.08.18
VERSION: 10
CHECKED: AB

PLEASE NOTE: THIS IS PLAN IS CONCEPTUAL
ONLY & SHOULD NOT BE USED AS A TECHNICAL
DRAWING OR FOR CONSTRUCTION PURPOSES.

PROPOSED MASTERPLAN
DEVELOPMENT PLAN
SOUTH MORANG EAST

6.1.3 DONNYBROOK / WOODSTOCK FINAL INFRASTRUCTURE CONTRIBUTIONS PLAN (ICP) SUBMISSION

Attachments:	1	Donnybrook/Woodstock Precinct Structure Plan Area ↓
	2	High Level Infrastructure Project Cost Comparison ↓
	3	Donnybrook/Woodstock Infrastructure Contributions Plan - Transport Projects ↓
	4	Donnybrook/Woodstock Infrastructure Contributions Plan - Community and Active Recreation Projects ↓

Responsible Officer: Acting Director Partnerships, Planning & Engagement

Author: Senior Strategic Infrastructure Planner

RECOMMENDATION SUMMARY

THAT Council resolve to authorise Council Officers to make a submission to Planning Scheme Amendment GC102, and any subsequent Planning Panel Hearing, advocating for the inclusion of accurate project costing information and costs of borrowing, within the final Donnybrook/Woodstock Infrastructure Contributions Plan to facilitate the timely delivery of essential infrastructure and to minimise cost shortfalls.

KEY FACTS AND / OR ISSUES

- This report proposes that Council make a submission to the exhibited Planning Scheme Amendment GC102. The amendment seeks to update the Donnybrook/Woodstock Infrastructure Contributions Plan (ICP) to comply with recent incorporation of the Public Land Contributions Bill into the *Planning and Environment Act 1987* and update the contribution rates to reflect the Victorian Planning Authority (VPA) benchmark costing's for all infrastructure projects.
- Under the new ICP system "benchmark" costing's are applied as the basis for determining project costs and the standard levies applied for the different infrastructure categories.
- Preliminary analysis of the benchmark costing's have identified that the local context of the site such as extent of rock, environmental constraints have not been adequately accounted for and are considerably lower when compared to other comparable project in the Whittlesea municipality that have undergone detailed design and costing.
- Council officers have engaged an independent quantity surveying consultant to review the VPA benchmark costing's and provide bespoke costing's relating to Donnybrook/Woodstock area for transport projects. Council officers will also review the costing's for community and active recreation projects.
- These findings are proposed to form the basis of Council's submission to the Amendment and any Panel Hearing to ensure that the true costs of projects are accurately reflected.

REPORT**INTRODUCTION**

The Donnybrook/Woodstock Infrastructure Contributions Plan (ICP) is the infrastructure and funding framework that will enable the orderly development of the Donnybrook/Woodstock Precinct Structure Plan (PSP). The ICP has been prepared by the Victorian Planning Authority (VPA) to comply with the *Public Land Contributions Bill (2017)* and to apply VPA's benchmark costing's for all infrastructure project costs. The ICP was exhibited as part of Amendment GC102 (the exhibited Amendment). Generally speaking, the drafting of the exhibited ICP is sound, and subject to the changes and recommendations identified within this report relating to costing's, it is recommended that the proposed Amendment be supported.

For this Planning Scheme Amendment, the VPA is the Planning Authority. Notwithstanding this, Council will be responsible for the collection of infrastructure contributions and the delivery of infrastructure items identified in the ICP.

This report discusses the key issues in relation to the infrastructure project costs in the exhibited ICP.

The key issues in this report are discussed by infrastructure category. These include:

- Roads
- Intersections
- Bridges and Culverts
- Pedestrian Crossings
- Community Facilities
- Active Recreation Facilities

This report forms the basis for Council's formal submission to the VPA for the proposed Amendment and likely subsequent Panel hearing. The directions hearing has been pre-set for the week commencing on 3 December 2018, with Panel Hearing scheduled in February 2019.

BACKGROUND

The PSP covers approximately 1785 hectares of land located within Melbourne's Northern Growth Corridor and is located approximately 35km from Melbourne's Central Business District. The land within the PSP is bound by Donnybrook Road to the south, E6 road reservation to the north, Melbourne-Sydney railway to the west and Merriang Road to the east (*Attachment 1*). Part of the PSP (approximately 100 hectares) is located with the Shire of Mitchell. This land is north of the Merri Creek. The PSP is predominately designated for residential purposes with several town centres, schools, community facilities, parks and transport related infrastructure.

The PSP and 'initial' ICP were approved by the Minister for Planning under Amendment GC28 in November 2017.

The ICP system differs from the Development Contributions Plan system as it is based on standardised and supplementary levies to fund the provision of essential infrastructure supporting the new communities. Standard levies are pre-set and infrastructure funded under the standard levies are not supported by detailed construction cost estimates as per the old Development Contributions Plan system. Supplementary levies are to be used only to fund specific transport related infrastructure (such as arterial roads, bridges or major culverts), and can only be used when standard levies cannot fully fund the allowable transport

infrastructure. It is only when the supplementary levies are required that detailed, actual construction cost information for all the projects is sought.

Since the approval of GC28, the *Public Land Contributions Bill (2017)* was incorporated into the *Planning and Environment Act (1987)* on 2 July, 2018. This change required the Donnybrook Woodstock ICP to be amended in order to comply with the reformed legislative changes. An 'interim' ICP was approved under Amendment GC101 on 2 July, 2018, as a transitional arrangement while a 'final' ICP is prepared. The exhibited 'final' ICP is the main subject of this report.

RECENT CHANGES TO PLANNING LEGISLATION - PUBLIC LAND CONTRIBUTIONS BILL 2017

The *Public Land Contributions Bill (2017)* introduces a new land contribution model for the ICP system. This new system replicates the principles of how open space is treated at Clause 53.10 in the Planning Scheme.

This essentially requires landowners to transfer "under" the average percentage of public land required at no cost to Council as part of their infrastructure contributions. This replaces the monetary component of the standard levy for public land in the ICP system. Some landowners will be required to contribute more or less land than others, as such, the Bill introduces provisions to ensure overall contributions are equalised between landowners. Landowners who contribute a greater percentage of their land than the average percentage, will be compensated by those contributing a smaller percentage of land who will pay a land equalisation amount. Council, as a Collecting Agency under the Act, will be responsible for the collection of land equalisation amount and payment of land credit amount to the over providers.

It is important to note that the ICP system and the Public Land Contributions model only apply to areas where an Infrastructure Contribution Overlay (ICO) is applied. Existing Development Contributions Plans are not affected by this planning legislative change.

APPROVED AMENDMENT GC101

An interim Donnybrook/Woodstock ICP was amended and approved under Amendment GC101 in July 2018. This 'interim' ICP replaced the ICP approved in November 2017, under Amendment GC61.

The 'interim' ICP enables Council to issue permits and collect levies while the 'final' ICP is developed in accordance with the planning legislative changes as per the Public Land Contribution Bill.

EXHIBITED AMENDMENT GC102

The 'final' ICP has been prepared by the VPA and was exhibited from 15 August to 14 September, 2018, as part of Amendment GC102. The proposed Amendment seeks to ultimately replace the 'interim' ICP (implemented through GC101) with a contributions plan that reflects the VPA's proposed benchmark costing's for the majority of infrastructure project costs. Specifically, the exhibited 'final' ICP provides the following:

- A standard levy of \$114,062 per hectare to fund the construction of transport projects (e.g. roads, intersections, bridges, culverts etc.).
- A standard levy of \$86,627 per hectare to fund the construction of community and recreation projects (e.g. community activity centres, sporting fields, pavilions etc).
- A supplementary levy of \$412 per hectare is introduced to fund the construction of a major bridge culvert, as the standard levy for transport projects is capped and cannot fully fund this project.
- The use of benchmark costing's prepared by the VPA for all infrastructure construction projects.

- The removal of the monetary component from the standard levy for public land.
- The introduction of an ICP public land contributions percentage of 15.05% of Net Developable Area (NDA) in accordance with the Public Land Contributions Bill 2017.

COUNCIL SUBMISSION

Whilst Council is not the Planning Authority for this proposed Amendment, Council will be responsible for the collection of infrastructure contributions and the delivery of infrastructure contained within the 'final' ICP once approved. It is therefore important that Council provides a submission to the proposed Amendment to ensure that the infrastructure project costs proposed in the 'final' ICP appropriately reflect likely delivery costs, thus mitigating potential funding shortfalls to Council in the future.

In light of the above, Council's submission is proposed to focus on the review of the infrastructure project costs in the exhibited 'final' ICP and VPA's benchmark costing's. To get a better understanding of the potential differences between the benchmark costs and Council's estimated costs, a comparison of the infrastructure project costs was undertaken utilising:

- Approved Wollert and English Street DCP project costs. Project costs in these DCPs have been based on detailed concept designs and also tested during the planning panel process.
- Cost estimates submitted by developers for selected infrastructure projects proposed in the 'final' ICP for works in-kind discussion purposes.
- Actual delivery costs of comparable infrastructure projects delivered by Council in 2017/18 through its New Works Program.

Officers cost comparison analysis is detailed within *Attachment 2*.

The second part relates to the detailed review of the VPA benchmark costing's. Council officers engaged a suitably qualified quantity surveying consultant (WT Partnerships Pty. Ltd.) to review the VPA benchmark costing's in terms of the appropriateness of the proposed project scopes, and the rates used to estimate infrastructure project costs. It is anticipated that a final report of the consultant's review will be available in late November 2018. As such, the final report and its key findings will refine Council's submission to the anticipated Planning Panel. Notwithstanding, initial advice from the consultant is that the VPA benchmark costing's applied to the Donnybrook/Woodstock ICP projects are lower than the actual likely delivery costs.

As the consultant's benchmark costing review is not yet available, this report will focus on the key issues identified in Officer's cost comparison analysis.

It is important to note that we cannot change the standard levies (\$114,062 per hectare for transport projects and \$86,627 per hectare for community and recreation projects). Therefore, the purpose of this benchmark costing review is to identify the true costs of the infrastructure based on local conditions and recent implementation, with the aim of using this information to increase the supplementary levy to cover the cost for transport projects. A supplementary levy cannot be applied to the items in the community and recreation project category.

DISCUSSION

Roads

The exhibited 'final' ICP funds the construction of Gunns Gully Road (primary arterial road), Cameron Street and Koukoura Drive (secondary arterial roads) to their interim standards, in order to provide essential access within the PSP area. These road items are highlighted in *Attachment 3*. The average construction rates used to calculate the project costs for these arterial roads in the exhibited 'final' ICP are:

- Primary arterial road at \$3,485 per linear metre;
- Secondary arterial road at \$3,719 per linear metre.

The cost analysis highlights considerably higher construction rates:

- Primary arterial road at \$5,122 per linear metre, or \$1,637 per linear metre higher than the proposed 'final' ICP;
- Secondary arterial road at \$4,987 per linear metre, or \$1,268 per linear metre higher than the proposed 'final' ICP.

The approved Wollert DCP also funds the construction of key secondary arterial roads within the Wollert PSP area. The average construction rate is at \$6,376 per linear metre, which again, is significantly higher than the rate used in the proposed 'final' ICP for secondary arterial road construction (\$2,657 higher per linear metre).

The considerable difference in rates is likely due to the lack of consideration for contextual information in the VPA benchmark costing's. The exhibited 'final' ICP costs are based on average benchmark rates derived from approved DCP project costs estimates around metropolitan Melbourne. The costing's do not take into account contextual information relevant to the northern growth corridor, such as significant extent of rocks, service relocation, and roads running through gas easements, all of which will drive construction costs higher than other parts of Melbourne. As such, it is recommended that the VPA costing's be reviewed in light of the contextual constraints of Donnybrook/Woodstock.

Intersections

The exhibited 'final' ICP funds the construction of seventeen interim signalised intersections between primary and secondary arterial roads as well as connector roads. These are identified within *Attachment 3*.

The final ICP provides for intersection costs ranging between \$3.5 million to \$5.8 million. These costs are generally in-line with the comparable projects in the cost comparison analysis, with the exception of some higher order signalised intersections. These include:

- Primary/Connector 4 way interim signalised intersections - Donnybrook Road/Hayes Hill Boulevard intersection (IN-01), Donnybrook Road and Connector Street intersection (IN-02) and Donnybrook Road and Connector Street (IN-05) intersection.
- Primary/Secondary 4-way interim signalised intersections – Gunns Gully Road and Patterson Drive intersection (IN-14) and Gunns Gully Road and Koukoura Drive intersection (IN-15).

The average construction cost for a primary/connector 4-way interim signalised intersection is approximately \$6 million based on the Wollert DCP, compared to the average of \$4.5 million in the proposed 'final' ICP.

The average construction cost for a primary/secondary interim 4-way signalised intersection is approximately \$6 million based on the recently approved DCPs. The construction cost in the exhibited 'final' DCP is \$5.57 million in comparison.

To this end, it is recommended that the higher order intersections are reviewed to consider the contextual challenges within Donnybrook/Woodstock.

Pedestrian Crossings.

The exhibited 'final' ICP funds the construction of three signalised pedestrian crossings (PED-01, PED-02 and PED-03) nominated within *Attachment 3*. The construction costs for the three crossings are generally in-line with the comparable projects in the cost comparison analysis. As such, in principle support is provided to these costing's subject to any additional findings from the WT Partnerships analysis.

Bridges/Culverts

The exhibited 'final' ICP funds two secondary arterial road bridges (BR-01 and BR-05) and three culverts over waterways with growling grass frog habitat (BR-02, BR-03 and BR-04). These are nominated within *Attachment 3*.

The project costs for the two road bridges (BR-01 and BR-05) are based on the detailed costing prepared by One Mile Grid (OMG) for Donnybrook/Woodstock during the ICP development process in 2015. These costs have been informed by detailed design and should reflect likely delivery costs and are in principle supported, subject to any additional findings from the WT Partnership analysis.

The project costs for the three culverts (BR-02, BR-03 and BR-04) are \$795,000 each in the exhibited 'final' ICP. Cost estimates submitted by developers of the PSP area show that the culverts would cost approximately \$2 million each. The significant cost difference is due to the presence of Growling Grass Frog habitat in the PSP area. This requires bespoke culvert design to accommodate the requirements of the Growling Grass Frogs. This significance cost difference again emphasises the requirement for contextual information to be considered further to VPA benchmark costing's.

Community Facilities

The exhibited 'final' ICP funds the construction of seven community activity centres (CAC) that will provide essential community services such as maternal and child health (MCH) spaces, early years facilities and community meeting spaces, to the future Donnybrook/Woodstock community. These are identified within *Attachment 4*.

Benchmark costs have been based on the CAC level of services – Level 1 CAC is a lower order community facility providing MCH rooms and dual kindergarten facility; Level 2 CAC is a medium order community facility providing MCH rooms, triple kindergarten facility and community meeting spaces; Level 3 CAC is a higher order community facility providing branch library, family centre, youth facility and dedicated meeting/consulting spaces. The construction costs for all three levels of CACs in the exhibited 'final' ICP are:

- Level 1 CAC (CI-06 and CI-07) at \$6.4 million.
- Level 2 CAC (CI-01, CI-02, CI-03 and CI-05) at \$7.65 million.
- Level 3 CAC (CI-04) at \$10.3 million.

The construction cost for Level 1 CAC in the exhibited 'final' ICP is in-line with similar projects in the Wollert DCP. However, the benchmark cost applied to the Level 2 CACs (CI-01, CI-02, CI-03 and CI-05) is approximately \$3 million less than the Wollert DCP (averaged at \$10.6 million).

The benchmark cost for the Level 3 CAC in the exhibited 'final' ICP (CI-04) is \$10.3 million, and consists of a library and a family resource centre. There are no similar projects in the recently approved DCPs or Council's capital works program, however, the construction of a library alone in the Wollert DCP is costed at \$9.3 million.

It is important to note that the construction of community and active recreation facilities can only be funded by the component of the standard levy for community and recreation facilities, which is capped at \$86,627 per hectare. The supplementary levy cannot be used to add to the funding of the construction of community and recreation facilities.

The total project cost for the community and active recreation facilities in the exhibited 'final' ICP is \$137.4 million or \$133,008 per hectare. This means that should the project costs for the Level 2 and 3 CACs be increased, Council will not be able to collect additional standard or supplementary levies towards the facilities. However, it is still important to raise the cost discrepancy in Council's submission to the VPA, as the 'final' ICP should reflect likely delivery costs. This will assist Council in understanding the likely extent of New Works

funding to be allocated towards the community and recreation projects that are unable to be fully funded by the standard levies. This will also assist Council officers in determining the likely works in-kind credit if the developer wishes to construct the community or active recreation facility as works in-kind.

Active Recreation Facilities

The exhibited 'final' ICP funds seven active recreation facilities within the PSP area. These are nominated within *Attachment 4*. The benchmark costs applied are based on the size of the facilities:

- 8 -10 hectare reserve with two playing areas and sports pavilion is at \$12.3 million each (this includes projects SR-01, SR-02, SR-03, SR-04, SR-05 and SR-06);
- 5 - 6 hectare reserve with two playing areas and sports pavilion is at \$9.8 million (SR-07).

The average construction cost is \$14.2 million for a comparable 8 – 10 hectare sports reserve with pavilion (\$2.1 million more than the benchmark costs), and \$9.1 million for a comparable 5 – 6 hectare sports reserve with pavilion in the municipality (\$700,000 less than the benchmark costs).

As discussed earlier, the standard levy for community and active recreation facilities is capped at \$86,627 per hectare. Therefore, Council will not be able to collect additional standard levies towards the active recreation facilities should the project costs be increased in the 'final' ICP. However, it is still important to raise the cost discrepancy in Council's submission to the VPA, as the 'final' ICP should reflect the likely delivery costs, and will assist Council in understanding the likely extent of New Works funding to be allocated towards the community and recreation projects that are unable to be fully funded by the standard levies.

Borrowing Costs

One of the options available for Council to fund the shortfalls or manage cashflow in the provision of community and active recreation projects is from borrowing. The cost of borrowing is an allowable supplementary levy item for community and active recreation projects. Currently there is no allowance for this in the exhibited 'final' ICP. Given the potential shortfalls for projects in this category, it is important the cost of borrowing option is available to Council as a potential means of managing cashflow or shortfalls. In order to facilitate this, it is recommended to submit that the VPA include the cost of borrowings in the exhibited 'final' ICP.

REFERRAL

The VPA benchmark costing's having been referred to the relevant delivery and service teams within Council for review and comments. This includes Development Engineering, Parks and Open Space, Community Infrastructure Planning, and Major Projects. A set of consolidated comments have informed this report and the WT Partnership analysis from the various teams. This will be provided to VPA for consideration.

ADMINISTRATIVE ERRORS

It is noted that there are several typographical errors and issues with table structures and column headings within the ICP document that should be updated and clarified prior to a 'final' ICP being approved. Given the nature these changes are administrative and do not impact on the intent of the ICP document nor the project costing, it is not intended to detail these changes within the report but rather provide the information to the VPA directly to amend as necessary.

CRITICAL DATES

The exhibited 'final' ICP was exhibited from 15 August to 14 September 2018.

Pending resolution of this report, Council officers will provide a formal position/submission on Amendment GC102 to the VPA.

The VPA will take into account submissions received, including Councils, and make recommendations to the Minister for Planning, who will make the ultimate decision on the proposed Amendment and the associated process. Broadly, the Minister will have a number of options before them to advance the amendment as per normal statutory practice:

- The Minister can recommend that a Panel, or similar, is convened to hear submissions and make recommendations to the Minister for his ultimate decision (considered the most likely outcome);
- The Minister can consider and approve an amendment under Section 20(4) of the *Planning and Environment Act 1987*. Under this provision the Minister can exempt himself from any of the notice provisions of the Act and approve an amendment;
- The Minister can abandon the amendment.

Due to the nature of the amendment, it is likely that a Panel will be convened. The directions hearing has been pre-set for the week commencing on 3 December 2018, with Panel Hearing scheduled for February 2019.

FINANCIAL IMPLICATIONS

Council, as a development agency, will be responsible for the delivery of all projects contained within the ICP. Therefore, it is critical to ensure that the project costs in the 'final' ICP are appropriate and reflect likely delivery costs.

POLICY STRATEGY AND LEGISLATION

The exhibited 'final' ICP has been prepared by the VPA in accordance with the guidelines and requirements as set out in the Ministerial Directions for Infrastructure Contributions Plan and the Public Land Contributions Bill 2017. The ICP is also in accordance with Clause 19.03-1S Development and Infrastructure Contributions Plans in the Whittlesea Planning Scheme to provide the basis for infrastructure contributions, and facilitate the timely provision of planned infrastructure to new communities.

LINKS TO THE COUNCIL PLAN

Council Priority	Planning and Infrastructure
Future Direction	Accessibility in, out and around our City
Theme	Built environment
Strategic Objective	Our neighbourhoods are designed to be well-connected and create cohesive communities

The exhibited 'final' ICP funds essential transport, community and recreational infrastructure to service the future Donnybrook/Woodstock communities. The review of the proposed VPA benchmark costing's will seek to ensure that the infrastructure projects in the ICP are costed appropriately and reflect likely delivery costs. This will mitigate the potential significant funding shortfalls for Council and allow Council, as the Development Agency, to deliver high quality infrastructure to create a well-connected and serviced communities in an efficient manner.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

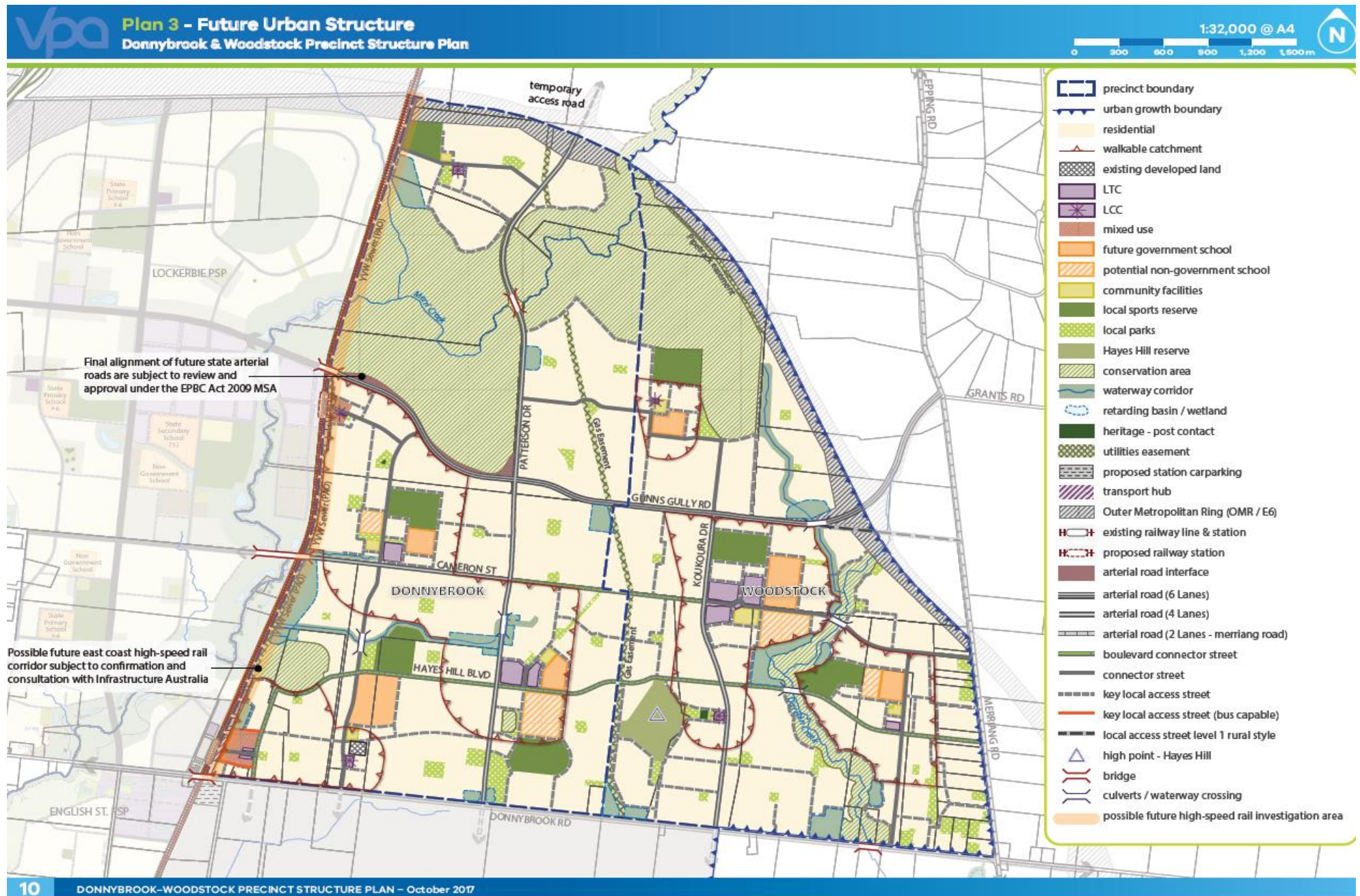
The finalisation of the Donnybrook Woodstock Infrastructure Contributions Plan has been complicated by the recent changes to the *Public Land Contributions Bill (2017)* and the application of proposed benchmark costing's for the construction of infrastructure projects.

Considering these changes, Council officers have reviewed the documents and identified a range of issues in relation to infrastructure project costs that need to be considered and resolved during the finalisation of the 'final' Infrastructure Contributions Plan and associated Planning Scheme Amendment GC102.

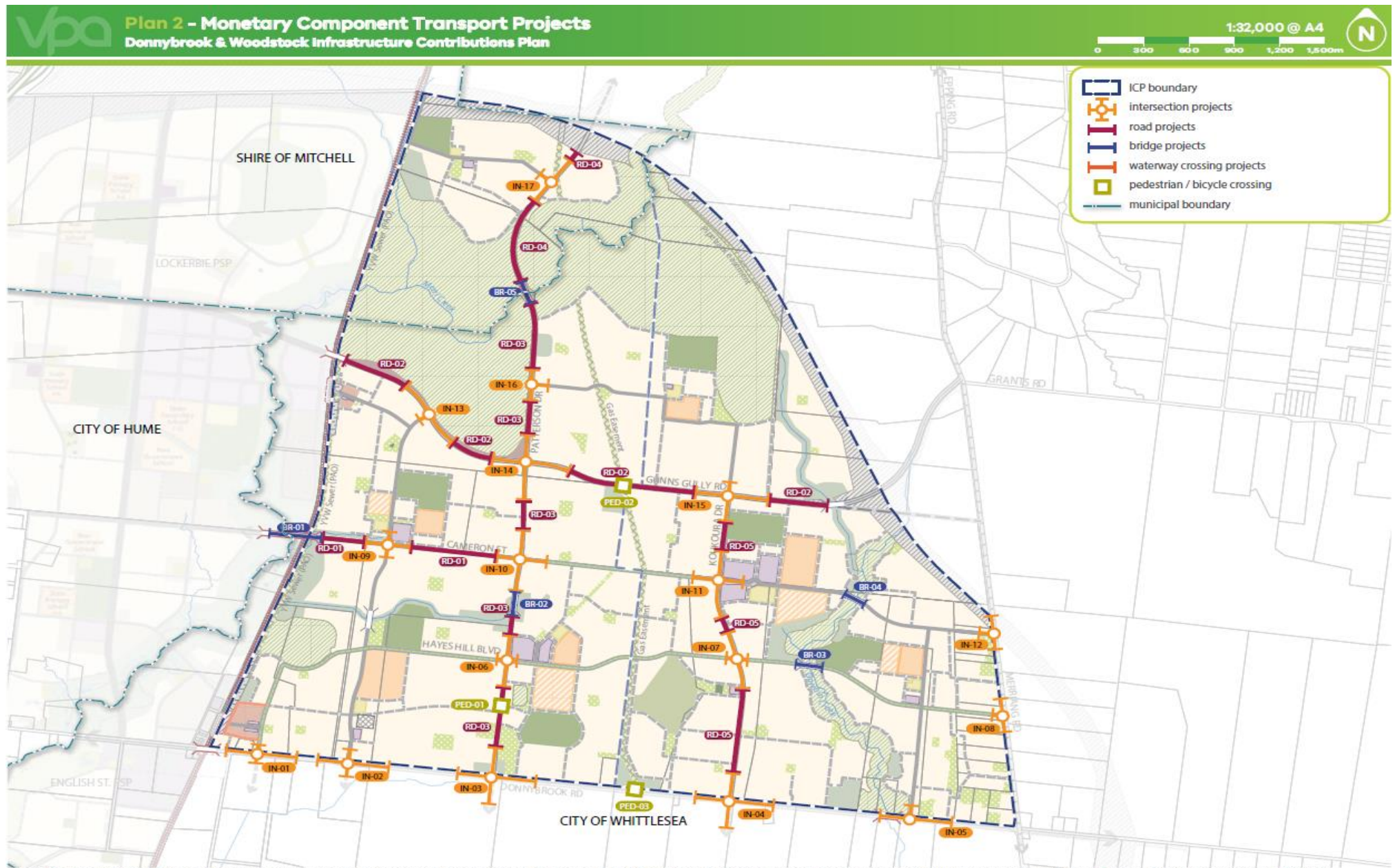
To this end, it is recommended that Council resolve to make a submission to Amendment GC102 and present to any subsequent Panel Hearing. The key objectives of the submissions will be to advocate for the updating of construction costs in-line with Council's expert advice and analysis to minimise cost shortfalls, including increase in the supplementary levy and the inclusion of the cost of borrowing for community and active recreation projects.

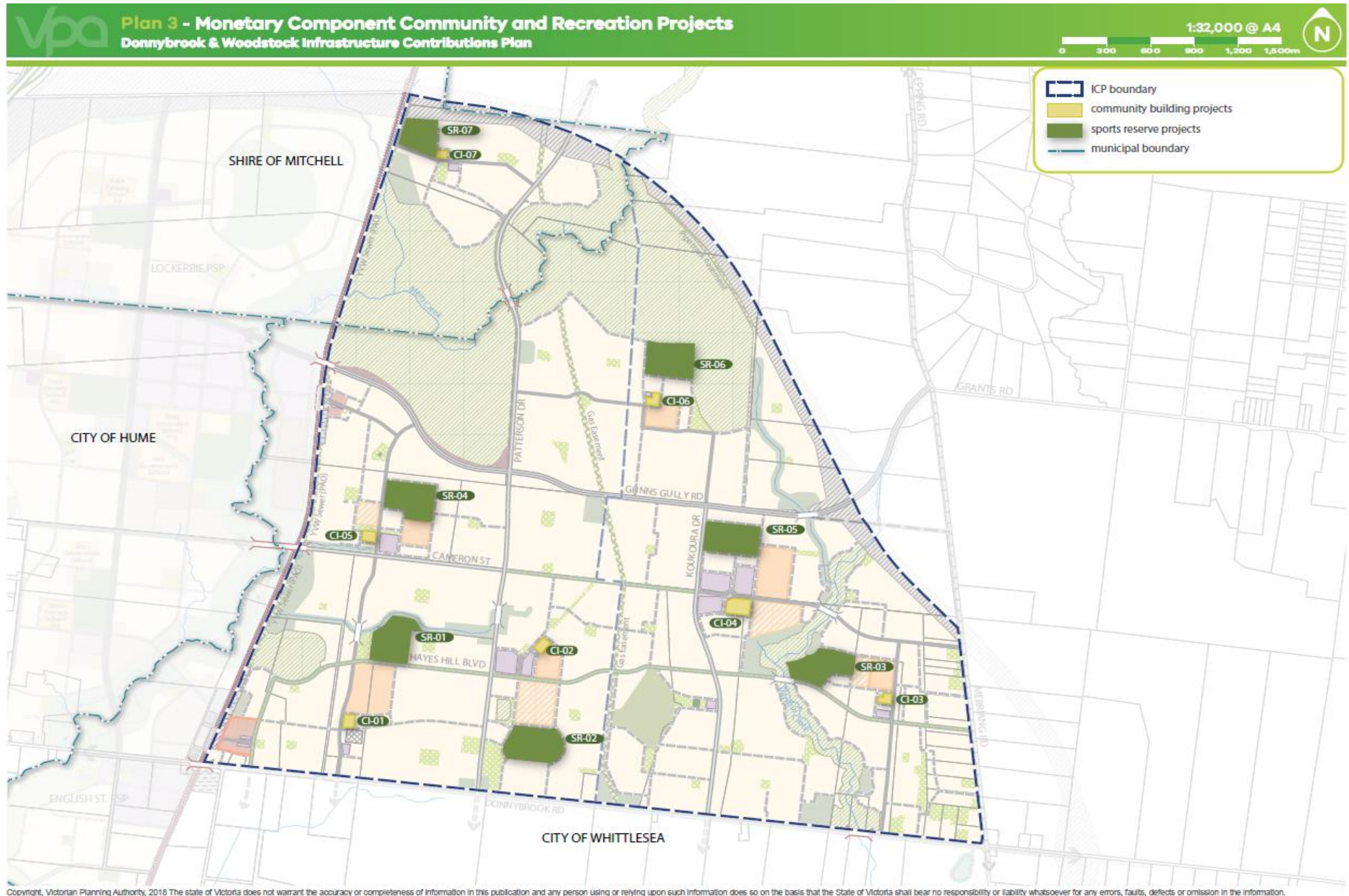
RECOMMENDATION

THAT Council resolve to authorise Council Officers to make a submission to Planning Scheme Amendment GC102, and any subsequent Planning Panel Hearing, advocating for the inclusion of accurate project costing information and costs of borrowing, within the final Donnybrook/Woodstock Infrastructure Contributions Plan to facilitate the timely delivery of essential infrastructure and to minimise cost shortfalls.



Attachment 2 - High Level Cost Comparison							
Infrastructure Project Category	Average Unit Rate (\$ 2018/19)						
		Comparable Projects					
	Donnybrook-Woodstock exhibited Final ICP (August 2018)	Approved Wollert DCP	Approved English Street DCP	Developer (DFC) Cost Estimates	Developer (Olivine) Cost Estimates	Council NW Projects	Average all Comparable Projects Sources
Roads							
Primary Arterial	\$3,485	n/a	n/a	\$5,122	n/a	n/a	\$5,122
Secondary Arterial	\$3,719	\$6,376	n/a	n/a	\$4,987	n/a	\$5,682
Intersections							
Primary/Secondary - 4-way - Signalised - Interim	\$5,656,333	\$6,989,359	\$5,108,536	n/a	n/a	n/a	\$6,048,947
Primary/Connector - T - Signalised - Interim	\$3,625,000	\$3,303,353	n/a	n/a	n/a	n/a	\$3,303,353
Primary/Connector - 4-way - Signalised - Interim	\$4,823,000	\$6,047,108	n/a	n/a	n/a	n/a	\$6,047,108
Secondary/Secondary - 4-way - Signalised - Interim	\$5,146,000	n/a	n/a	\$3,621,322	n/a	n/a	\$3,621,322
Secondary/Connector Boulevard - 4-way - Signalised - Interim	\$4,384,260	\$5,817,032	n/a	\$3,344,177	n/a	n/a	\$4,580,604
Secondary/Connector - T - Signalised - Interim	\$3,313,000	\$3,811,001	n/a	n/a	n/a	\$3,599,145	\$3,705,073
Connector/arterial - T - Signalised - Ultimate	\$3,463,000	\$3,811,001	n/a	n/a	n/a	n/a	\$3,811,001
Connector Boulevard/Connector - T - Signalised - Ultimate	\$3,463,000	\$2,758,942	n/a	n/a	n/a	n/a	\$2,758,942
Bridges/Culverts							
OMG Costs Option 2	\$23,117,000	n/a	n/a	n/a	n/a	n/a	n/a
Secondary arterial bridge	\$6,415,000	n/a	n/a	n/a	n/a	n/a	n/a
Culvert	\$795,000	\$1,683,662	n/a	\$2,152,549	n/a	n/a	\$1,918,106
Pedestrian signals							
Pedestrian signals	\$276,614	\$299,248	n/a	n/a	n/a	\$219,730	\$259,489
Community Facilities							
Level 1 Community facility	\$6,398,000	\$4,779,232	n/a	n/a	n/a	n/a	\$4,779,232
Level 2 Community facility	\$7,648,000	\$10,623,389	n/a	n/a	n/a	n/a	\$10,623,389
Level 3 Community facility	\$10,304,000	n/a	n/a	n/a	n/a	n/a	n/a
Active Recreation							
8-10 hectare reserve and sports pavilion 2 playing areas	\$12,305,975	\$9,231,761	n/a	\$20,147,492	\$13,173,595	n/a	\$14,184,283
5-6 hectare reserve sports pavilion 2 playing areas	\$9,840,550	\$9,124,498	n/a	n/a	n/a	n/a	\$9,124,498





6.1.4 SUBMISSION TO KAUFLAND STORES IN VICTORIA ADVISORY COMMITTEE

Attachments:

1	Site Plan ↓
2	Ground Floor ↓

Responsible Officer: Director Partnerships, Planning & Engagement

Author: Senior Strategic Planner

RECOMMENDATION SUMMARY

That Council makes a submission to the Kaufland Stores in Victoria Advisory Committee generally consistent with the outline of the submission section contained in the body of this report.

KEY FACTS AND / OR ISSUES

- Kaufland Australia Pty Ltd has requested that the Minister for Planning change the planning scheme provisions that apply to the land at 592-694 High Street, Epping, to facilitate the development of a supermarket-based store.
- The Minister for Planning has appointed an Advisory Committee to make recommendations on the suitability of the proposed planning scheme changes.
- The Advisory Committee will consider the proposed supermarket development at Epping and at five other sites across Victoria including Kaufland Australia's national headquarters.
- The proposed changes to the planning scheme and plans for the proposed supermarket development were on public exhibition between 1 October, 2018 to 26 October, 2018.
- An Advisory Committee hearing is scheduled for the week commencing 19 November, 2018.
- The current Epping Central Structure Plan envisages redevelopment of the subject site to incorporate a mix of uses at higher densities, public open space, a fine-grained pedestrian network and high quality urban design.
- It is recommended that a submission be made to the Advisory Committee that does not support the proposed development in its current form due to the inconsistency with the vision for the precinct identified in the Epping Central Structure Plan and with a number of relevant planning policies and controls.

REPORT

INTRODUCTION

Kaufland Australia Pty Ltd has requested that the Minister for Planning change the planning scheme provisions that apply to the land at 592-694 High Street, Epping to facilitate the development of a supermarket-based store.

Kaufland is a German-based grocery chain, and is a subsidiary of the Schwarz Group, the world's fourth largest retailer. Kaufland intends to enter the Victorian retail market and has requested that the Minister for Planning assist in facilitating its plan to deliver an initial group of proposed supermarket-based stores.

The Minister for Planning has referred the proposal to the Kaufland Stores in Victoria Advisory Committee. The Advisory Committee will consider proposals to develop a supermarket at six different sites different across Victoria including Epping. The Advisory Committee will also consider the establishment of the national headquarters for Kaufland Australia Pty Ltd which is proposed to be co-located with the proposed store in Oakleigh South.

The Advisory Committee will consider the proposed planning scheme provision changes and public submissions made in response to it and provide independent advice to the Minister for Planning on all relevant planning matters associated with the location, development and use of the planning proposal.

PROPOSAL

The proposed development relates to land at 592-694 High Street, Epping (*refer to Attachment 1*). The site is located in the Epping Central Activity Centre area.

The site is an irregular shape with an area of 3.885 hectares. It is located on the eastern side of High Street and south of Cooper Street, Epping with access from both High Street and Cooper Street.

The site is part of the Epping Homemaker Centre and comprises an existing warehouse building (formerly Bunnings) and car parking. The existing warehouse building is set back from High Street behind the large open car park. The majority of other tenancies in the shopping centre consist of bulky goods retailers, together with food and drink premises and office uses.

It is proposed to amend the Whittlesea Planning Scheme by applying specific controls to the site and inserting an incorporated document into the schedules to Clauses 45.12 and 72.04.

The incorporated document will set out the conditions that will apply to the use and development of the site. The document will exempt the development from requiring a planning permit from Council.

It is proposed to use and develop the land for a supermarket with ancillary retail uses (including packaged liquor) and associated on site car parking (*refer to Attachment 2*).

The proposal includes:

- 3,610 square metres (sqm) of supermarket floor area
- 354 sqm bottle shop

- 284 sqm food hall and 108 sqm outdoor area
- 259 sqm tenancy
- 424 car parking spaces for the proposed development
- 36 bicycle spaces
- Associated signage and loading bay facilities
- The proposed single storey building will range from 6.7 m in height with a feature parapet of 11 m.

NOTIFICATION

The proposed planning scheme amendment has been publicly exhibited on behalf of the Advisory Committee between 1 October 2018 to 26 October 2018.

Surrounding property owners and government agencies were notified.

Given that the schedule of Council meetings do not align with the exhibition period, officers have placed a 'holding' submission into the Advisory Committee. This has reserved Council's right to be a party to the process and be heard at the hearing, subject to the resolution of Council's submission.

The Directions Hearing was held on 2 November 2018. The Public Hearing for the Advisory Committee is scheduled for 19 November 2018.

CRITICAL DATES

Date	Key Milestone
1 October 2018 to 26 October 2018	Exhibition Period
2 November 2018	Directions Hearing
19 November 2018	Public Hearing

DISCUSSION

Officers have reviewed the proposed changes to the planning scheme, the proposed supermarket development and propose to make a submission to the Advisory Committee. It noted that the proposed supermarket land use is permitted without a need for a planning permit on the subject land under existing planning controls.

The review has therefore focussed on the consistency of the proposed design against the Epping Central Structure Plan and relevant planning policy and controls.

The Epping Central Structure Plan applies to the subject precinct and includes the following objective:

'significantly intensify the use and development of land in the precinct, and encourage an improved mix of uses including commercial and residential, in a pedestrian and cycle-friendly environment.'

In respect to the subject site, the plan identifies an opportunity for the redevelopment and states:

'Redevelopment should incorporate a mix of uses at higher densities (including employment, retail and residential), public open space, a fine-grained pedestrian network and high quality urban design.'

The site is important in the context of the development of the activity centre given its strategic location between the Epping Station and Pacific Epping. The site forms part of a pedestrian 'desire line' between these two locations and background documents have recommended

that this be formalised into a stronger pedestrian link. The plan aims to encourage walking and create an environment where pedestrian movements are prioritised over vehicles.

Further, the site is located prominently on High Street. Built form controls aim to encourage active built form edges along streets rather than car-parking. It is envisaged that new development would be multi-level and mixed use to capitalise on the proximity to public transport, services and facilities. It is also envisaged that open space and improvements to the public realm would be incorporated into the design of new development.

In respect to parking, objectives aim to reduce the visual dominance of on-site parking and incorporate trees, landscaping and water treatment measures into at grade car-parks.

It is considered that the design of the proposed development does not accord or integrate with the vision for the precinct and therefore should not be supported. Further, the proposal may prejudice the redevelopment of adjoining land and it is critical to ensure that it provides for and integrates with future development opportunities.

OUTLINE OF SUBMISSION

In summary, it is proposed that the submission will:

- not support the proposed development in its current form given the inconsistency of the proposed development for the vision of the precinct outlined in the Structure Plan,
- request that Council's planning policies and strategies be properly considered and implemented as part of the Advisory Committees assessment of the proposal,
- raise matters which could be improved in the design to better align with Council's planning policies and vision for the precinct.
- request the preparation of a master plan which demonstrates how the proposed development accommodates the long term vision for the precinct and integrates with surrounding development,
- request a social impact assessment to be prepared and a reduction in the proposed liquor component to the development in accordance policy contained in Schedule 1 to the Activity Centre Zone, and

More specifically matters raised in respect to the design are proposed to include:

- a preference for a mixed-use development integrated with adjoining properties,
- opportunities for future development consistent with the vision for the precinct protected and planned for,
- opportunity for an open space/pedestrian plaza adjoining al fresco dining area,
- need to improve pedestrian connections and amenity for pedestrians,
- opportunity for built form to sleeve car-parks
- need to address interface with rail corridor,
- need for additional tree planting and landscaping in any car-parks,
- preference for the retention of existing trees,
- need to implement stormwater treatment measures, and
- need to ensure the development is accessible.

It is noted that the wording contained in the final submission to the Advisory Committee will be drafted in consultation with Council's solicitor.

Council officers will also engage an urban designer to present to the Advisory Committee and provide expert urban design evidence in respect to the proposal.

POLICY STRATEGY AND LEGISLATION

The proposed planning scheme amendment and development is affected by the following policies and strategies:

This includes:

- Plan Melbourne 2017-2050 which identifies Epping as a metropolitan activity centre.
- Epping Central Structure Plan which identifies Council's vision for the Epping Central Activity Centre.
- Victorian Planning Frameworks which provides for State planning policies.
- Whittlesea Municipal Strategic Statement which provides for Whittlesea's local planning policies.
- Schedule 1 to the Activity Centre Zone which applies to the land to which the amendment is proposed and outlines land use and development guidelines.
- Schedule 1 to the Parking Overlay which applies to the land to which the amendment is proposed and outlines parking requirements.
- Whittlesea Economic Development Strategy which identifies Council's goal for 10,000 new jobs.

LINKS TO THE COUNCIL PLAN

Council Priority	Planning and Infrastructure
Future Direction	Places and spaces to connect people
Theme	Planning our space
Strategic Objective	Urban design helps build our connection to place, the natural environment and the community

It is important that Council makes a submission to Advisory Committee to ensure that the proposed supermarket development provides for a design which implements the objectives of the Council plan, the vision of the Epping Central Structure Plan and other adopted policies.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The changes to the planning scheme and plans for the proposed supermarket development proposed by Kaufland Australia Pty Ltd are on public exhibition between 1 October 2018 to 26 October 2018. A public hearing is scheduled for the week commencing 19 November 2018.

From a review of the proposed changes to the planning scheme and development, a number of issues have been identified.

It is recommended that Council make a submission to the Advisory Committee generally consistent with the outline of the submission section contained in the body of this report. In summary, the submission will not support the proposed development in its current form given the inconsistency of the proposed development for the vision of the precinct outlined in the Structure Plan and other relevant planning policies and controls.

RECOMMENDATION

THAT Council resolve to make a submission to the Kaufland Stores in Victoria Advisory Committee generally consistent with the outline of the submission section contained in the body of this report.

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PACIFIC EPPING
DATE: 22/06/2018
BY: A.T. CONFIRMING APPLICATION: 22/06/2018



SITE CONTEXT PLAN

LEFFLER SIMES ARCHITECTS

TP-02 A1

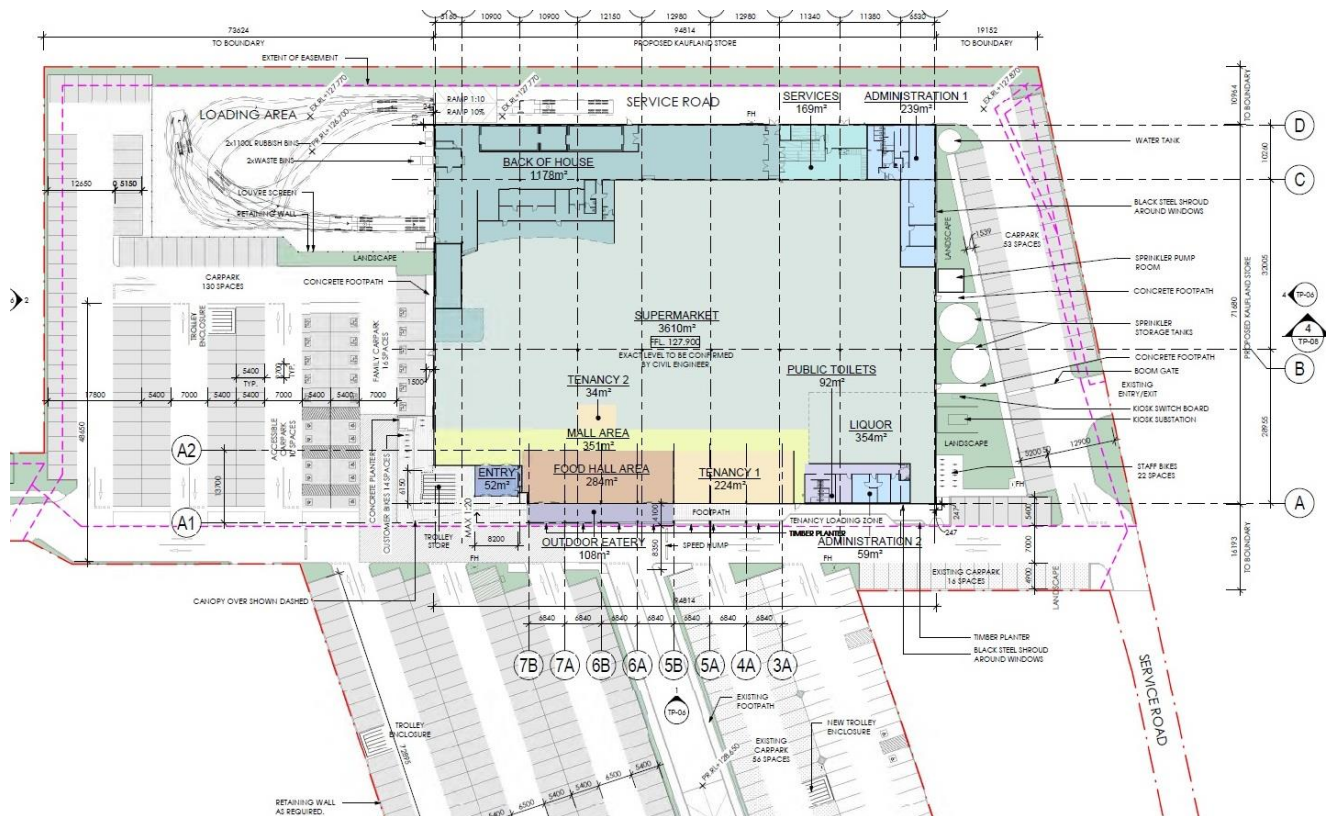
JOHN 405
DOWNS, WA

PROPOSED KAUF LAND STORE
592-694 HIGH STREET, EPPING



PROPOSED SITE PLAN
Scale: 1:1000

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6.1.5 910 BRIDGE INN ROAD, DOREEN - REMOVAL OF NATIVE VEGETATION

Attachments:	1 Locality Maps ↓
	2 Proposed Subdivision Plan ↓
	3 Feature and Level Plan ↓
	4 Tree Identification Photos ↓
Responsible Officer:	Manager Community Building and Planning
Author:	GADA Planner
FILE:	717972
APPLICANT:	Millar Merrigan
COUNCIL POLICY:	22.10 River Redgum Protection Policy
ZONING:	General Residential Zone
OVERLAYS:	Development Contributions Plan Overlay Development Plan Overlay Incorporated Plan Overlay Vegetation Protection Overlay
REFERRAL:	None
OBJECTIONS:	None
RECOMMENDATION:	That Council approve the application

RECOMMENDATION SUMMARY

That Council resolve to approve Planning Application No. 717972 and issue a Planning Permit for the removal of native vegetation at 910 Bridge Inn Road, Doreen.

KEY FACTS AND / OR ISSUES

- The site is located in the Mernda Strategy Plan (MSP) and the Garden Road Development Plan (GRDP) and the southern portion of the site is identified for residential development and the northern portion is identified for open space to contain the existing transmission line easement.
- The proposal involves the removal of all native vegetation on the subject site which has been planted and comprises 32 trees, 25 of which require a permit for their removal and only four of which are River Red Gums with a DBH just over 50cm.
- The removal of native vegetation is in conjunction with a broader subdivision being considered under a separate application.
- The development will provide 7,992m² of land on the northern boundary for open space (reserve and electricity easement) and 1,288m² of land for the future road widening of Bridge Inn Road. The remaining section will be developed.
- The surrounding road network is fixed as a result of existing planning approvals over adjoining land to the east and south and therefore cannot be feasibly relocated to accommodate the trees.

REPORT

SITE AND SURROUNDING AREA

The site is located on the southern side of Bridge Inn Road approximately 270m from Yan Yean Road. The site area comprises 20,230m², and has a frontage of 80m to Bridge Inn Road. The site contains an existing residential dwelling, a garage, galvanised iron shed, a dry dam and a number of planted trees, as shown on the Feature and Level Plan included at *Attachment 2*. The site is dissected on the northern boundary by an electricity transmission easement.

Land to the north across Bridge Inn Road comprises of rural residential allotments (that will ultimately form part of future residential subdivisions), containing existing single dwellings. Land immediately to the east of the subject site contains an existing residential dwelling, and land further east has been subdivided into residential allotments. Land to the south has also been subdivided into residential allotments. Land to the west contains an electricity substation and associated electricity transmission lines.

RESTRICTIONS AND EASEMENTS

The land is formally described as Lot 1 on TP139445. The site is encumbered by an easement (E-1 and E-2) in favour of the State Electricity Commission of Victoria, created by instruments 1216543 and C648266 respectively, on the northern boundary of the site.

BACKGROUND

The application seeks the removal of native vegetation in conjunction with a broader subdivision being considered under a separate application. The site, subdivision layout and areas for vegetation retention are largely established through the approved development plan for this area – the GRDP. The GRDP was initially approved by Council on 1 July 2005, and amended a number of times, most recently on the 31 August 2017.

The application was not required to be advertised as the vegetation removal is considered to be generally in accordance with the approved Development Plan. The application was not required to be referred to any external agencies.

Although the application is only for native vegetation removal, the separate subdivision application achieves a balance with respect to all the relevant site considerations including provision of open space, retention of the electricity easement, provision of land for road widening along Bridge Inn Road, road alignment and linkages with surrounding land, development contributions and subdivision layout. The vegetation removal, in conjunction with the separate subdivision will allow for the logical and orderly development of the site.

PROPOSAL

The applicant proposes removal of all native vegetation on the site, which comprises of 32 trees. Of these 32 trees, 25 require a permit for removal in accordance with the Vegetation Protection Overlay, Schedule 1 (VPO1). The species for removal include: 13 River Red Gums, 3 Brittle Gums, 4 Sydney Blue Gums, 7 Iron Bark, 1 Yellow Gum, 1 Sugar Gum, 2 Gums and 1 Yellow Box. All of the trees are identified as planted vegetation (not remnant) in the Preliminary Tree Report that was submitted with the application and have existed on site for approximately 20 years.

Given the vegetation is planted and is not a result of seed cropping, Clause 52.17 is not applicable to this permit.

The following information in the table below has been taken from the Preliminary Tree Assessment regarding the health and DBH of each tree which requires a permit for removal in accordance with the VPO1. Those trees not requiring approval for their removal have not

Ordinary Council Agenda

been included. The tree numbers in the table correlate with the Plan of Subdivision in *Attachment 1* and photos of the trees are provided at *attachment 4*:

Tree No.	Botanical Name (Common Name)	Height (m)	DBH (cm)	Health	Structure	Retention Value
1	Eucalyptus cameldulensis (River Red Gum)	12	59	Fair	Good	Moderate
2	Eucalyptus cameldulensis (River Red Gum)	6	38	Fair	Good	Moderate
3	Eucalyptus mannifera (Brittle Gum)	9	29	Fair	Poor	Low
4	Eucalyptus cameldulensis (River Red Gum)	6	35	Fair	Good	Moderate
6	Eucalyptus saligna (Sydney Blue Gum)	8	30	Fair	Poor	Low
7	Eucalyptus sideroxylon (Iron Bark)	12	33	Fair	Fair	Moderate
8	Eucalyptus cameldulensis (River Red Gum)	7	37	Fair	Good	Moderate
9	Eucalyptus sideroxylon (Iron Bark)	7	24	Fair	Good	Moderate
10	Eucalyptus leucoxylon (Yellow Gum)	6	26	Poor	Poor	Low
11	Eucalyptus sideroxylon (Iron Bark)	10	29	Fair	Good	Moderate
12	Eucalyptus sideroxylon (Iron Bark)	7	21	Fair	Fair	Moderate
13	Eucalyptus cameldulensis (River Red Gum)	14	38	Fair	Good	Moderate
14	Eucalyptus cameldulensis (River Red Gum)	8	56 (45, 34)	Fair	Good	Moderate
16	Eucalyptus melliodora (Yellow Box)	12	30 (14, 18, 19)	Fair	Fair	Moderate
17	Eucalyptus sideroxylon (Iron Bark)	5	22	Fair	Fair	Moderate
18	Eucalyptus sideroxylon (Iron Bark)	8	44	Fair	Poor	Low
19	Eucalyptus cameldulensis (River Red Gum)	3	14	Fair	Good	Moderate
20	Eucalyptus mannifera (Brittle Gum)	6	36	Fair	Poor	Low

Ordinary Council Agenda

Tree No.	Botanical Name (Common Name)	Height (m)	DBH (cm)	Health	Structure	Retention Value
22	Eucalyptus cameldulensis (River Red Gum)	9	43	Fair	Fair	Moderate
26	Eucalyptus mannifera (Brittle Gum)	7	33	Fair	Poor	Low
27	Eucalyptus cameldulensis (River Red Gum)	10	32	Fair	Fair	Moderate
28	Eucalyptus cameldulensis (River Red Gum)	14	50	Fair	Fair	Moderate
29	Eucalyptus cameldulensis (River Red Gum)	9	38	Fair	Poor	Moderate
30	Eucalyptus cameldulensis (River Red Gum)	10	53 (32, 33, 26)	Fair	Poor	Low
31	Eucalyptus cameldulensis (River Red Gum)	9	49	Fair	Fair	Moderate

All of the trees listed above are identified as young or semi mature vegetation. It is also noted that of the 25 trees requiring a permit for removal, 7 of the trees have a low retention value and are in poor health and none have a high retention value.

PUBLIC NOTIFICATION

Pursuant to Clause 43.04-2 an application under any provision of this scheme which is generally in accordance with the development plan is exempt from the notice of requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

PLANNING ASSESSMENT

State Planning Policy Framework

Clause 12.01-1 - Protection of biodiversity

This clause has the objective to assist the protection and conservation of Victoria's biodiversity, including important habitat for Victoria's flora and fauna and other strategically valuable biodiversity sites. The proposed removal provides a satisfactory response to this policy.

Clause 12.01-2 - Native Vegetation Management

This Clause seeks to ensure no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. The strategy to achieve this is to apply the Department of Environment, Land, Water and Planning's three step approach to managing native vegetation as set out in *Guidelines for the removal, destruction or lopping of native vegetation*.

The proposal for vegetation removal is being considered in context of the proposed subdivision layout, the intention of the GRDP which identifies the site for residential development, existing road layout associated with surrounding permits and the information that the trees are planted and are not remnant to the site. As such, it is considered that the removal of the vegetation cannot be practically minimised or avoided.

Local Planning Policy Framework

Clause 22.10 - River Red Gum Protection Policy

Clause 22.10 of the Whittlesea Planning Scheme relates to Council's River Red Gum Protection Policy. This policy applies to the protection of River Red Gums located in urban and rural areas. The objective of this policy is "to ensure that the development of urban and rural areas takes into account the presence, retention, enhancement and long term viability of Red Gums in urban areas."

Whilst the proposal seeks removal of some younger planted River Red Gums, it is considered satisfactory having regard to the intended layout and use of the land as outlined within the applicable GRDP. In addition, the GRDP does not identify a requirement for any retention of trees on this part of the site. New tree planting can be provided within the reserve required on the northern part of the site and adequate embellishment of the electricity easement will be a requirement of the subdivision permit. Road alignments are fixed as a result of adjoining permits and in context of the strategic planning work previously undertaken.

Accordingly, the proposal is considered consistent with the objectives and guidelines of this policy, noting that offsets are to be required as a condition of any permit issued.

ZONE AND OVERLAY DECISION GUIDELINES

The subject site is located within the General Residential Zone (Schedule 1). The land is also affected by the Development Contributions Overlay (Schedule 6), the Development Plan Overlay (Schedule 5), the Incorporated Plan Overlay (Schedule 1) and the Vegetation Protection Overlay (Schedule 1).

Of particular relevance to this application is the Vegetation Protection Overlay – Clause 42.02 of the Whittlesea Planning Scheme, which requires a permit for the removal, destruction and lopping of native vegetation. Schedule 1 to this overlay relates to the River Red Gum Grassy Woodland within the Mernda, Doreen and South Morang area, where the subject site is located. This schedule has the following objectives:

- *To preserve and maintain significant vegetation and the character of the area;*
- *Maintain soil qualities and minimise the impacts of erosion;*
- *Preserve natural habitat for flora and fauna.*

It is noted that the site is also within the GRDP approved by Council on 1 July 2005, which was informed by the Mernda Strategy Plan. The GRDP identifies the southern portion of the site for residential development and open space/an electricity easement to the north.

Given the vegetation is located on the southern portion of the site which is designated for urban development, it is considered that the removal of all vegetation including River Red Gums is necessary to facilitate the orderly transition of the land from rural to urban. It is considered that suitable vegetation can be planted in the open space on the northern portion of the site.

REFERRALS

Internal

The application was referred internally to Parks and Urban Design Department and the Sustainability Planning Unit.

There were some concerns identified through this process, however it was also noted that:

- The GRDP does not nominate any open space reserves within the subject site, nor does it nominate any trees to be retained on the site;

- A number of trees requiring a permit for removal will need to be removed to facilitate the proposed road layout and connections with adjoining sites to the east and south, whilst the remaining trees are located within the proposed lots and as such will require removal;
- None of the trees are identified as having a high retention value and all of the trees are planted specimens and not remnant.

PLANNING COMMENTS

The application has been reviewed in the context of the relevant site constraints and opportunities and the surrounding approved development in the GRDP. In accordance with the GRDP, the northern portion of the site is identified as open space, and the southern portion of the site where vegetation is located is identified for a mix of medium and low density residential development. Given the site is already constrained on the northern boundary, it is considered difficult to produce a practical development layout over the southern portion of the site whilst maximising tree retention. Consideration has been given on potential options to retain some of the vegetation in the preliminary assessment of the subdivision and concluded that any functional layout will impact vegetation.

It is also considered that the retention of some of the vegetation on site will result in the need for 'pocket parks' which are not practical or usable spaces for the public and act purely to retain trees. The retention of trees will also negatively impact on the ability for the development to connect to surrounding road networks, which are set on an east west and north south axis due to the existing approvals over land to the east (930 Bridge Inn Road) and the south (895 Yan Yean Road). In addition, the trees are planted (likely for landscape amenity purposes for the existing dwelling) and are therefore not remnant and the GRDP does not identify any of the vegetation on the site for retention.

Based on a review of the proposed subdivision layout and site parameters, it is considered that the removal of the vegetation is necessary to ensure an appropriate lot layout and movement networks within the site and the broader area and to meet the development intentions of the GRDP. The retention of vegetation is likely to result in undesirable layout inefficiencies and a poor planning outcome for the site.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The proposal has been assessed against the relevant policies and provisions of the Whittlesea Planning Scheme, including Clause 22.10 (River Red Gum Protection Policy) as well as applicable GRDP, zone and overlays. The proposal is considered to achieve compliance with the GRDP and will assist in facilitating the orderly subdivision of the land and creation of infrastructure, including the road connections to surrounding land and dedication of land for the widening of Bridge Inn Road, as envisaged by the GRDP. It is therefore recommended that the application be supported subject to appropriate conditions.

RECOMMENDATION

THAT Council resolve to approve Planning Application No. 717972 and issue a Planning Permit for the removal of native vegetation at 910 Bridge Inn Road, Doreen in accordance with the endorsed plans and subject to the following conditions:

- 1. No native vegetation may be removed until such time as a planning permit has been issued for the multi-lot subdivision of land at 910 Bridge Inn Road, Doreen (Application No. 717818).**
- 2. The project manager is to locate all services either above or below ground prior to the commencement of any works.**
- 3. Stumps and any surface roots are to be ground down below ground level. Ground and chipped material to a depth of 50mm is to be removed from site at the direction of the project manager. The project manager must supply and replace suitable topsoil and seed the area making certain that the reinstated ground surface is level, even and safe.**
- 4. All stumps not removed immediately after removal of the tree are to be paint marked with a suitable bright yellow reflective marking paint and must be removed within 14 days of removal of the tree.**
- 5. Wherever possible and appropriate, native trees to be removed should be retained for use in core conservation areas for habitat purposes or reused in open space as urban art, park furniture and/or other uses determined appropriate by the Responsible Authority.**
- 6. All timber greater than 300mm in diameter that cannot be reused as habitat, furniture or another use determined as appropriate by the Responsible Authority shall be hammer milled and shredded for reuse as mulch within the subject site. All timber less than 300mm in diameter and branch/leaf material shall be shredded for re-use as mulch within the subject site.**
- 7. The permit for tree removal expires if it is not commenced and completed within two years after the issue of the permit. Before the permit expires or within three months afterwards, the owner or occupier of the land to which it applies may ask the responsible authority for an extension of time. The Responsible Authority may extend the time within which the use or development or any stage of it may be started or any stage of it is to be completed.**

Notes:

Prior to the removal of the tree, the permit holder must notify all adjacent landholders that the tree is to be removed with Council consent.

PLANNING APPLICATION NO. 717972



 **Subject Land**




**City of
Whittlesea**

DEVELOPMENT ASSESSMENT REPORT

PLANNING APPLICATION NO. 717972



 Subject Land



**City of
Whittlesea**

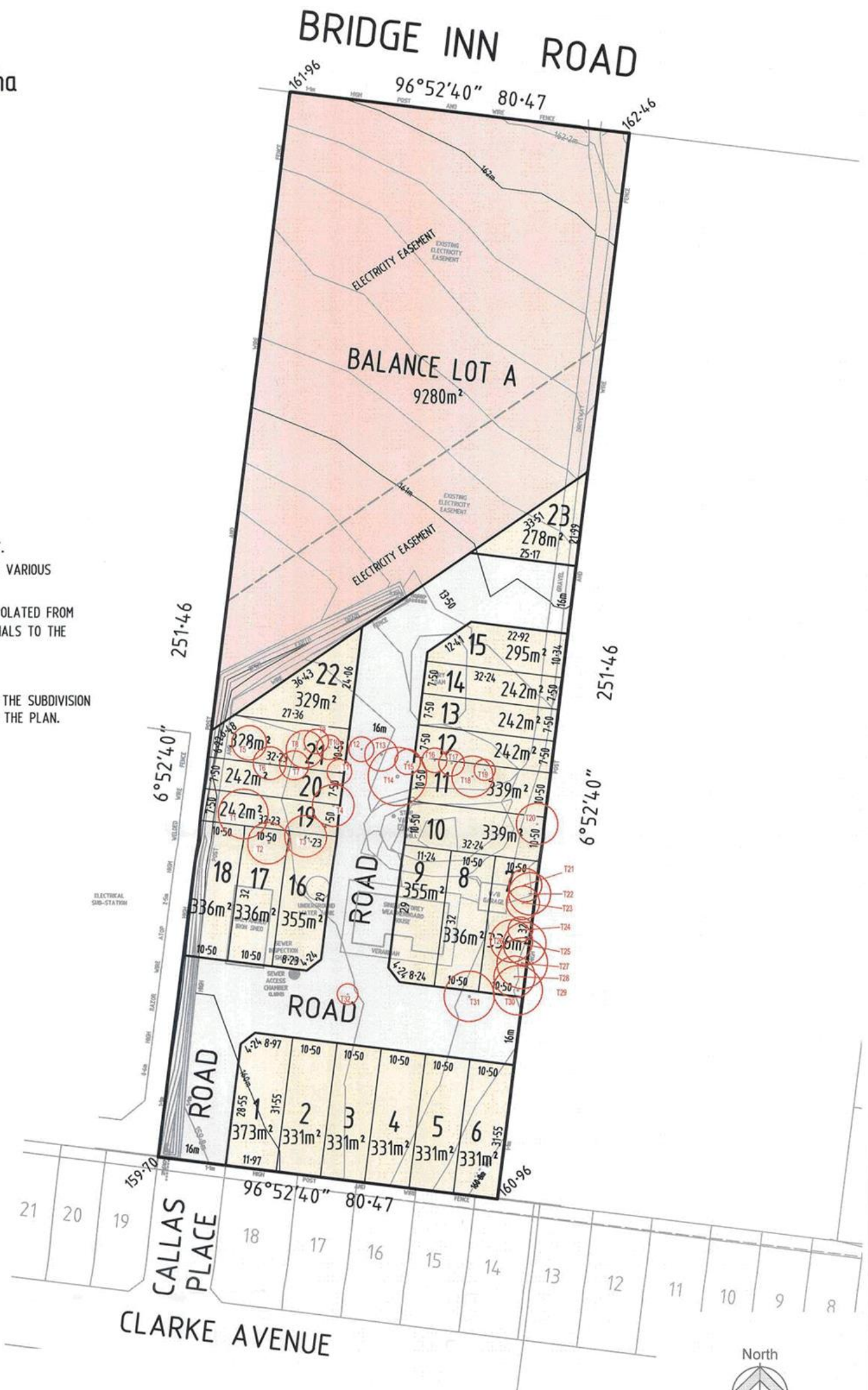
DEVELOPMENT ASSESSMENT REPORT

LOT 1 ON TP139445W
C/T: VOL.9812 FOL.804
TOTAL SITE AREA: 2.023ha

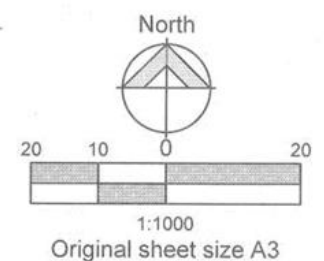
OVERALL AREA 2.023ha
23 Lots @ 313m² average
& Balance Lot A = 9280m²



DIMENSIONS HEREON ARE SUBJECT TO SURVEY.
THIS PLAN IS SUBJECT TO THE APPROVAL OF VARIOUS
STATUTORY AUTHORITIES.
CONTOURS SHOWN HEREON HAVE BEEN INTERPOLATED FROM
ON-SITE LEVELS TAKEN IN METRES AND DECIMALS TO THE
AUSTRALIAN HEIGHT DATUM ON 11/04/2018.
CONTOUR VERTICAL INTERVAL 0.20 METRES.
IMPLIED EASEMENTS UNDER SECTION 12 (2) OF THE SUBDIVISION
ACT 1988 TO APPLY TO ALL OF THE LAND IN THE PLAN.



1	Submitted as part of planning application	AHW	ME	03.07.2018
No.	Revision Description	Drawn	App'd	Date



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Land Surveying
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Project Management
Town Planning
Urban Design

Land Development Consultants

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PROPOSED SUBDIVISION PLAN

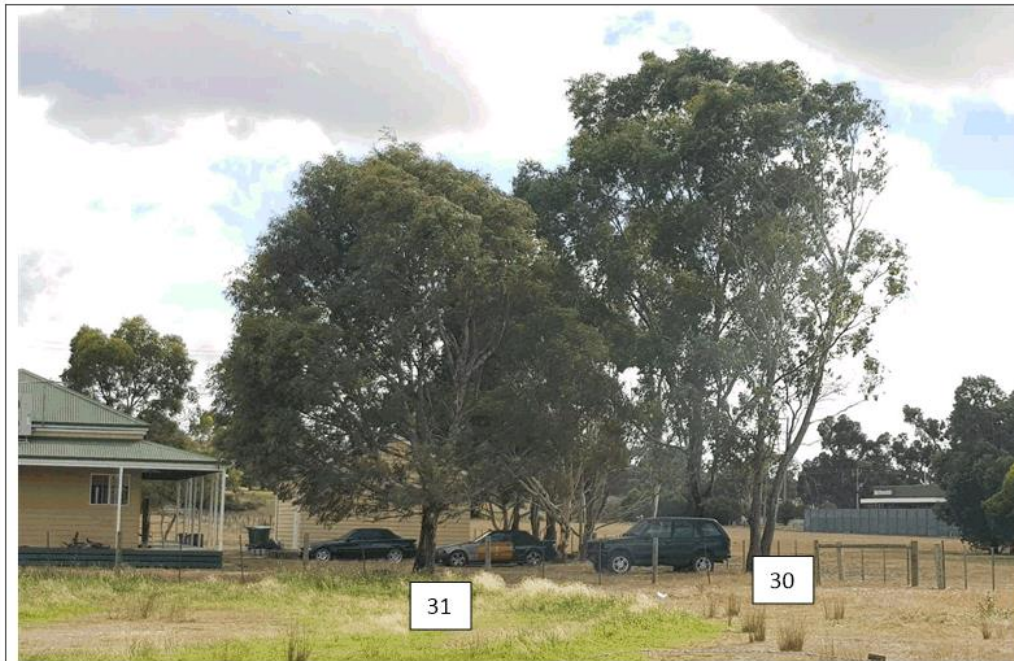
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910 BRIDGE INN ROAD, DOREEN
CITY OF WHITTLESEA

22527P2
VERSION 1
SHEET 1 OF 1

FOR APPROVAL





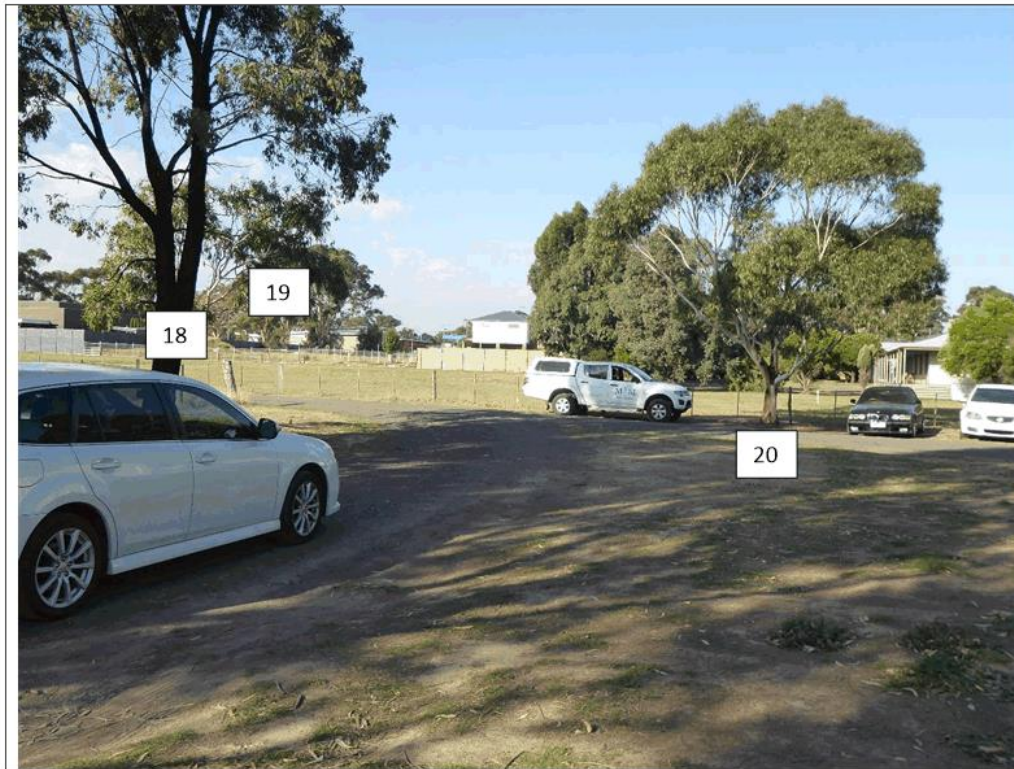














Tree 28



Tree 4





6.1.6 1480 PLENTY ROAD, MERNDA - POSITION OF CONSENT TO AMEND PLANNING PERMIT 716367 FOR THE DEMOLITION AND WORKS ASSOCIATED WITH REMAINS OF THE GRAFF'S HOUSE HERITAGE PLACE (WITHIN LAND AFFECTED BY A HERITAGE OVERLAY)

Attachments:	1 Locality Maps ↓ 2 Aerial Photographs ↓ 3 Photographs of destroyed Graff's house ↓ 4 Heritage citation - Graff's house ↓ 5 VCAT Order ↓ 6 Example heritage interpretive piece ↓
Responsible Officer:	Acting Director Partnerships, Planning & Engagement
Author:	Planning Officer
APPLICANT:	Michael Andrew Runge
COUNCIL POLICY:	21.08 Built Heritage and Environment 22.04 Heritage Conservation Policy
ZONING:	General Residential Zone
OVERLAY:	Development Contributions Plan Overlay Development Plan Overlay Heritage Overlay Incorporated Plan Overlay Vegetation Protection Overlay
REFERRAL:	This application was not required to be referred to any authority under the provisions of the Whittlesea Planning Scheme.
OBJECTIONS:	This proposal is exempt from notice requirements.

RECOMMENDATION SUMMARY

That Council resolve to provide their consent to amendment Planning Permit No. 716367 via a Victorian Civil and Administrative Tribunal Consent Order.

KEY FACTS AND / OR ISSUES

- Planning Permit No. 717367 was issued by Council on 3 April 2018 for Demolition and works associated with the remains of the Graff's House Heritage Place (within land affected by a Heritage Overlay).
- Since the issuing of a permit an appeal was lodged with the *Victorian Civil and Administrative Tribunal* on 7 June 2018 (VCAT ref: P1078/2018). In the VCAT order the applicant is appealing Conditions No. 1(a), 2(a) and 2(c) of the planning permit with the matter set for a full day hearing on 22 November 2018.
- The applicant is seeking to reach a negotiated outcome via a Consent Order prior to the VCAT hearing and has consequently submitted alternative planning permit conditions for consideration. In summary, the applicant is requesting a reduction in the 1,000m² area set

aside for heritage open space and interpretation to be reduced to a minimum of 300m². Furthermore the applicant is requesting the deletion of the condition relating to future credits of open space requirements.

- The proposed amendment continues to demonstrate a satisfactory level of compliance with the heritage provisions of the Whittlesea Planning Scheme. The other non-contested planning permit conditions will also continue to ensure a formal designation of a heritage open space area will be integrated with future proposed urban development.

REPORT

SITE AND SURROUNDING AREA

The subject land forms part of the historic Mernda Township area bounded by Plenty Road to the west, Station Lane to the south (an unused laneway) and Station Road to the north and east (see *Attachment 1*). The subject land comprises two lots in common ownership with a total area of 2.26ha. The heritage place is located on the northern lot (Lot 1 TP 955220V) which has an area of approximately 0.76ha. This land parcel has a 109m frontage to Plenty Road (near the junction of the former Old Plenty Road - the original road alignment).

The subject land contains the historic ruinous remains of the mid-19th Century 'Graff's House', a former weatherboard residence and shop associated with the early settlement of the district. A Heritage Overlay (comprising an area of approximately 2,400m²) defines the former house, shop and associated curtilage. The heritage place occupies a slightly elevated position within the surrounding landscape. The heritage place is vegetated with small exotic trees (predominantly regrowth) and woody weeds. Areas of pasture define the balance of the land (see *Attachment 2*).

The subject land is within close proximity to a further heritage place to the north comprising the bluestone Mernda Catholic church. The remains of a drystone wall define the boundary between the subject land and the church land.

Land on the opposite side of Plenty Road comprises a large property also containing a heritage place known as 'Preston Hall' (bluestone cottage). This land is in Council ownership and will contain the future Mernda regional recreation facility. A Federation era dwelling is located to the south on nearby land at 1470 Plenty Road.

The subject land and surrounding land are designated for medium density housing under the Mernda Strategy Plan. This form of housing will support the Mernda Town Centre to the south and the Mernda train station. A development plan is currently being prepared by consultants on behalf of interested local landholders/ developers but has not yet been formally lodged for approval with Council. Planning applications for subdivision and housing can be considered following the approval of a development plan.

The Graff's House heritage place was originally assessed in the late 1980s by Council's heritage consultants (Meredith Gould and Associates) as part of the original *Whittlesea Heritage Study*. At that time the place was recorded to be in poor condition but notwithstanding was considered to be of State heritage significance. The place was included in a Heritage Overlay (HO) under the old format Whittlesea Planning Scheme in 1994. The extent of the HO was refined as part of the approval of the Mernda Strategy Plan in 2004. The heritage place experienced significant deterioration in the decades since its initial assessment and was substantially destroyed by fire in late 2015 and again in early 2016. *Attachment 3* contains photographs of the burnt-out remains of the site.

BACKGROUND

The full 1990 *Whittlesea Heritage Study* citation relating to the Graff's house heritage place is shown in *Attachment 4*. The citation concludes:

While a reasonable number of timber buildings from the mid to late 1850s survive in Victoria, very few however are combined in a shop...This building is architecturally significant on a State level for this reason. Locally it is significant as the last shop to survive in Morang and as one of the few houses built close to the Plenty Road transport route to survive from the late 1850s.

Council sought the cooperation of the current landowner to preserve the heritage place and offered to undertake more detailed heritage investigations in 2008. This offer was not taken

up. The site subsequently fell into further disrepair through neglect. By 2013 the site had been vandalised.

In October 2015 the heritage building was substantially destroyed in a suspected arson attack. Despite requests by Council officers for Police Victoria to undertake a formal investigation, the matter was not pursued and the cause of the fire (and those responsible) are unknown. Remaining (non-contributory) building elements of the site were subject to a further suspected arson attack in February 2016.

A Building Order was subsequently issued by Council's Municipal Building Surveyor requiring the site to be fenced and secured. An application was also made at this time by Council officers to include the site within the Heritage Inventory of Heritage Victoria (HV) as an archaeological place. This nomination was subsequently approved in November 2015 (reference HV H7922-0499).

A planning application was subsequently lodged with Council for the demolition works that was considered by Council at its meeting of 3 April 2018, where Council resolved to approve the planning permit subject to conditions, as well as defer the design direction of the heritage open space to the future Development Plan process and that decision be brought back before Council.

Since the issuing of the planning permit, the applicant lodged a conditional appeal to the *Victorian Civil and Administrative Tribunal* on 7 June 2018. *Attachment 5* shows the VCAT order where the applicant is seeking to appeal Conditions No. 1(a), 2(a) and 2(c) of the planning permit.

PROPOSAL

The proposed amendments to Planning Permit 716367 the applicant is seeking consent for are as follows:

Existing

Condition No. 1 (a) – Provision of an area of not less than 1,000m² to be set aside within the existing Heritage Overlay area for heritage open space and interpretation. The area and its configuration must maintain a visual relationship with Plenty Road and the adjoining heritage place to the north to the satisfaction of the Responsible Authority.

Proposed

Condition No. 1 (a) – Provision of an area of not less than 300m² to be set aside within the existing Heritage Overlay area for heritage open space and interpretation.

Existing

Condition No. 2 (a) – Provision of an area of not less than 1000m² to be set aside for heritage open space and interpretation in accordance with Condition No. 1.

Proposed

Condition No. 2 (a) – Provision of an area of not less than 300m² to be set aside for heritage open space and interpretation in accordance with Condition No. 1.

Existing

Condition No. 2 (c) – That the designated heritage open space will not form part of future credits of open space requirements.

Proposed

Condition No. 2 (c) – Deleted

In the event these conditions are supported the applicant proposes to address the matter via VCAT Consent Order.

PUBLIC NOTIFICATION

An Incorporated Plan Overlay (Schedule 1), relating to the approved Mernda Strategy Plan, exempts the proposal from public notification requirements where the use and development of land is generally in accordance with this plan. The initial application was considered to be generally in accordance with this plan as is the current proposal. The proposed amendments (if supported) and existing conditions of the planning permit will continue to recognise the heritage place and it is considered that the application is generally in accordance with the Mernda Strategy Plan and therefore exempt from public notification.

TECHNICAL ASSESSMENT

The relevant State and local planning policies, particular provisions, zoning and overlay controls were previously considered under the original planning permit application. Whilst the space associated with the open space and interpretation area is proposed for a reduction the purpose and intent of the previously considered controls of the Whittlesea Planning Scheme are still considered to be satisfied.

A technical assessment and discussion around the merits of the proposed amendments are outlined below:

Condition No. 1 (a) and 2 (a) – Reduction in the heritage open space and interpretation area from 1,000m² to a minimum of 300m².

The applicant has indicated that a heritage interpretive piece could be suitably contained within a reduced area. The applicant has provided a case study of the existing park/reserve at 22W Redrock Road, Wollert (see Attachment 6). Whilst the overall area of the example lot at 22W Redrock Road is 606m², the actual area which contains the reconstructed shelter, BBQ area, seating and surrounding landscaping is closer to 300m². It is felt that the future area within 1480 Plenty Road, Mernda could be constructed with a similar installation that incorporates remnants of historic value such as the chimney from the former Graff's House.

The planning permit still requires the preparation of a heritage conservation management plan to be prepared by a suitably qualified heritage consultant and to be to the satisfaction of the Responsible Authority. The provided case study at 22W Redrock Road, Wollert demonstrates how a heritage open space and interpretation area with a minimum of 300m² could be achieved at 1480 Plenty Road, Mernda whilst addressing the remaining heritage value of Graff's House.

It is worth noting that the initial decision to impose an area of 1,000m² was not based on any specific planning requirements but rather the interpretation of the planning officer in the absence of any heritage report that provided specifics relating to how the heritage elements could remain on site as an interpretation. Whilst an area of 1,000m² would allow for an increased scope to deliver an interpretation within the heritage open space, evidence has been provided to demonstrate that a meaningful outcome can be achieved within a reduced area commensurate with the outcome at 22W Redrock Road, Wollert.

Condition No. 2 (c) – Removal of the condition imposing a restriction under a Section 173 Agreement that the future design of the space will not form future credits of open space requirements.

The applicant has questioned the merits as well as the legality of the above condition. The applicant believes Condition No. 2 (c) goes beyond the purpose and scope of what the preamble of the planning permit allows. In addition the discussion around future credits associated with the heritage interpretation can be addressed at the development plan and/ or future subdivision stages. There is still flexibility for Council to address this item at a future strategic planning stage which is both the most appropriate time and also ensures consistency with the Council decision and resolution of 3 April 2018.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The proposed and existing conditions of the planning permit will ensure that the heritage place continues to have significance as the area undergoes a transition to an urban environment. Whilst the heritage open space and interpretation area has been reduced it is still considered to be of an appropriate scale to provide for an outcome. Finally, the proposed amendments for which the applicant is seeking consent still address the purpose of the State and local planning requirements of the Whittlesea Planning Scheme, including the provisions of Council's heritage conservation policy and the Heritage Overlay.

RECOMMENDATION

THAT Council resolve to provide their consent to the proposed amendments and that a VCAT Consent Order be entered into subject to the following conditions:

1. Prior to commencement of demolition works, three copies of a heritage conservation management plan must be prepared by a suitably qualified heritage consultant and submitted to and approved by the Responsible Authority. The plan must include:
 - a) Provision of an area of not less than 300m² to be set aside within the existing Heritage Overlay area for heritage open space and interpretation.
 - b) The retention and/ or reconstruction of the standing fire place and its integration within the heritage open space.
 - c) The area of demolition works including any other heritage fabric to be retained or removed (including retained in storage pending the development of the heritage open space).
 - d) An interpretation scheme for the heritage place to be implemented within the heritage open space.
 - e) Location of any drystone walls within or adjacent to the heritage open space.
2. Prior to any works, the applicant must enter into an agreement under Section 173 of the *Planning and Environment Act 1987* with the Responsible Authority to provide for the following:
 - a) Provision of an area of not less than 300m² to be set aside for heritage open space and interpretation in accordance with Condition No. 1.
 - b) The implementation of the heritage conservation management plan.
 - c) *deleted*

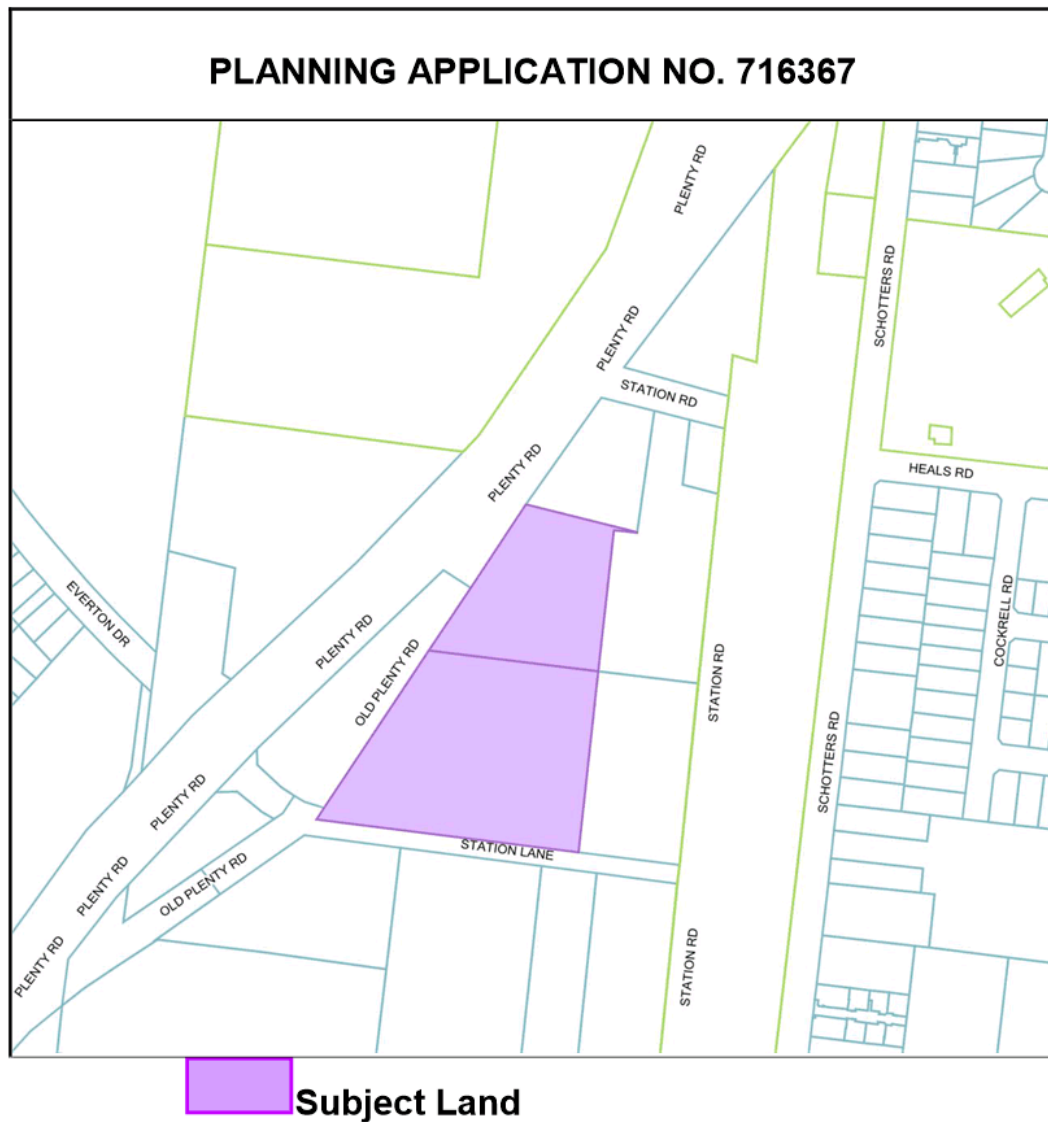
All costs associated with the preparation and execution of the Agreement must be borne by the owner of the land.
3. The works allowed by this permit and shown on the plans and/or schedules endorsed to accompany this permit shall not be amended for any reason without the consent of the Responsible Authority.

4. Within 12 months of demolition works occurring, a Statement of Significance must be prepared by a suitably qualified heritage consultant and submitted to the Responsible Authority.
5. Upon completion of all demolition works authorised by this permit the permit holder must notify the Responsible Authority of the satisfactory completion of the works and compliance with all relevant conditions.
6. In accordance with the Planning and Environment Act 1987 a permit for the development expires if:
 - a) the approved works do not start within 2 years of the date of this permit; or
 - b) the approved works are not completed within 4 years of the date of this permit.

The responsible authority may extend the periods referred to above if a request is made in writing. This request must be made before or within 6 months after the permit expiry date where the development has not yet started and within 12 months after the permit expiry date where the development allowed by the permit has lawfully started before the permit expires.

Notes:

- A. A Building Application for Demolition is required to remove remaining building structures authorised under this permit and will need to be obtained before works commence.
- B. A Consent to Disturb archaeological remains associated with the heritage place is required from Heritage Victoria and must be obtained before works commence.




**City of
Whittlesea**

DEVELOPMENT ASSESSMENT REPORT

PLANNING APPLICATION NO. 716367



 Subject Land




**City of
Whittlesea**

DEVELOPMENT ASSESSMENT REPORT





Table 1: Site inspection Photographs

<p>Photo 1: View from Plenty Road (M. Barker 16/2/16), facing east.</p>	
<p>Photo 2: View of destroyed house (M. Barker 16/2/16), facing north.</p>	



<p>Photo 5: View of destroyed shedding and house (M. Barker 16/2/16), facing northeast.</p>	
<p>Photo 6: General view of remains (M. Barker 16/2/16), facing northeast</p>	

<p>Photo 7: View of row of basalt blocks (M. Barker 16/2/16), facing east.</p>	
<p>Photo 8: View of chimney leaning to the north and remains of northeast wall of house (M. Barker 16/2/16), facing northeast</p>	

<p>Photo 9: View of chimney leaning to the north and remains of northeast wall of house (M. Barker 16/2/16), facing west</p>	
<p>Photo 10: View of car shown in Figure 2 and small shed at the rear of the house (M. Barker 16/2/16), facing northeast</p>	

GRAFFS HOUSE

11.14



TYPE	Residence, Fence, Shop
REGION	Mernda
ADDRESS	Plenty Road adjoining St. Josephs Catholic Church
GRADING	A
RECOMMENDED FOR	Victorian Heritage Register Planning Scheme Protection
SURVEY DATE	16.3.90, 6.4.90
THEME	Early Settlement, Transport Routes, Neighbourhoods & Townships
CONSTRUCTION DETAILS: Date	late 1850s, shop c1860s.
Elements	weatherboard house, early unpainted picket fence, early colour scheme.
NOTABLE FEATURES/SIGNIFICANCE	See attached.
INTEGRITY	Good
CONDITION	Poor
ALTERATIONS	Road widening should avoid demolition.

GRAFF'S HOUSE

Graff's old timber house once operated as both residence and store, having been strategically located on a bend of the former Upper Plenty or Whittlesea Road, almost opposite the now demolished Lamb Inn. Shire of Darebin rate records for 1870 list David Young, a grocer, as owner/occupier. As no rate records prior to 1870 survive, but it is probable that Young had been operating his store for several years prior to 1870. 1874 records also show David Young as owner/occupier of a house, store and land. No further rate records for Mernda survive until 1895.

By 1901 John Graff was the owner, with James Gill as tenant. The property was stated to have changed hands several times during the 1890s, having been owned for some time by Mrs. Agnes Baker. Mrs. Baker's maiden name was Young and she was probably a daughter of David, indicating that the property had remained in the Young family for many years.

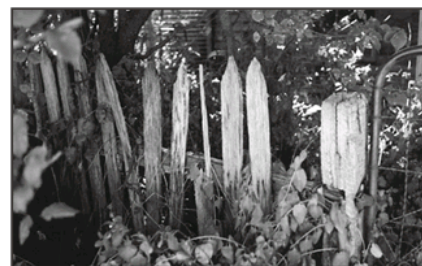
Graff died in 1901, and by 1903 the property had been sold to Mrs. Selma Gilding, wife of a local bootmaker, Robert Gilding. The Gildings relocated to the dwelling and operated their business from the shop.

Mabel Hicks purchased the property in 1921 and shortly after married Herman Graff, the son of John Graff, a previous owner. Herman and Mabel Graff raised two children, Alison and Milton. Both still live in the old house, which today stands further from the Plenty Road, the old road having been bypassed in recent years.

Graff's house and shop has changed little from its time of construction. Remnants of original paint remain on the building on the weatherboards and front door and the visible portions of the exterior fabric have not been altered at all. At the rear the shingles survive exposed on the roof, and in good conservation practice a new roof has been constructed above this to protect the house where the shingles have failed. Rate books are not available before 1870. It is therefore difficult to date this property from documentary sources. The details on the building however suggest a late 1850s or early 1860s date. Particularly significant is the window jamb detail using a bullnosed edge to the jamb as a stop to the weatherboards and no architrave. Similar detailing is found at Mills Cottage Port Fairy c1839 and the Queenscliff Pilots Cottages c1851. Architraves came into general use in the 1850s. Allowing for the remote distance from Melbourne, and the use of sawn boards rather than split boards, the date for the house is probably late 1850s.

The rather squat window proportion and lack of horns to windows reinforce this likely date. Location is also relevant here. Opposite this building was the Lamb Inn (1840s) one of many small establishments along Plenty Road built to service travellers. Further down Plenty Road was Mayfield with the Britannia Inn and the school of 1853 and by 1860 the Presbyterian Church. Given the sparse nature of towns in the mid 1800s this house was in effect part of a strip of the old Morang township. Its previous prominence on the old road is illustrated by the shop constructed later than the house and known to be used as a bootmakers in the early 1900s. The pressed metal window hoods once common around Wonthaggi may have been added at this time.

A reasonable number of timber buildings from the mid to late 1850s survive in Victoria, very few however are combined in a shop (albeit it later)



and are in such a remarkable level of intactness, in this case extending to the picket fence. This building is architecturally significant on a State level for this reason. Locally it is significant as the last shop to survive in Morang and as one of the few houses built close to the Plenty Road transport route to survive from the late 1850s.

HISTORICAL REFERENCES

Shire of Darebin Ratebook 1870-1874

Title Application file number 33006.

HWL
EBSWORTH
LAWYERS

Our Ref: MB:KC:673540

4 June 2018

By Hand Delivery

Principal Registrar
Planning and Environment List
Victorian Civil and Administrative Tribunal
55 King Street
MELBOURNE VIC 3000

Dear Sir/ Madam,

Application for Review
Planning Application 716367
1480 Plenty Road, Mernda, Lot 1 TP 9555220

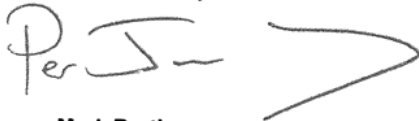
We refer to the above matter and advise that we act on behalf of the permit applicant,
Michael Andrew Runge (**Client**).

On behalf of our Client please find **enclosed** the following:

1. Application for review pursuant to section 80 of the *Planning and Environment Act 1987*;
2. Planning Permit No. 716367;
3. Planning Permit application materials including heritage plans; and
4. Payment details for the application fee of \$1194.50

Should you have any queries please do not hesitate to contact us.

Yours sincerely



Mark Bartley
Partner
HWL Ebsworth Lawyers

+61 3 8644 3712
mbartley@hwle.com.au

Encl.

Doc ID 562192703/v1

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hwlebsworth.com.au

Adelaide
Brisbane
Canberra
Darwin
Hobart
Melbourne
Norwest
Perth
Sydney

ABN 37 246 549 189

Planning and Environment List
Administrative Division

**Application for Review by a Permit Applicant or Permit Holder under
section 77, 79 or 80 of the *Planning and Environment Act 1987***

Making an application

Information that must accompany your application form

- Statement of Grounds, if a separate sheet is necessary
- Copy of the relevant notice of refusal, permit or notice of decision to grant or amend a permit (sections 77 & 80)
- Calculation of elapsed days (section 79 only). See *VCAT website Calculating elapsed days in failure applications*.
- Copy of the permit to be amended in its current form and in its proposed form (where application is to amend an existing permit)
- Copy of the permit application, all supporting material submitted to the responsible authority and the latest set of plans which currently form part of the application. Plans must be in not less than A3 size.
- Copy of any council report about your permit application (if available)
- Copy of Cultural Heritage Management Plan and approval (if relevant)

You must also provide information about the zone, overlays or other planning controls that affect your land and the reasons why a planning permit is required under the planning scheme. You may need to obtain this information from the responsible authority if you do not know the details.

If your application is incomplete and you do not include all the material and information required, plus payment of the fee, your application may be rejected or struck out.

What will happen after you lodge your application for review?

After you lodge your application for review, the Tribunal will allocate a hearing date to hear the application. The Tribunal will issue an initiating order setting out the hearing date and giving directions about steps that you and other parties to the proceeding must comply with. The initiating order will set dates by which each step must be completed. A hearing date will not be allocated until your application is complete.

If you fail to comply with the Tribunal's initiating order by the dates specified in the order, your application may be struck out without further notice. If you are unable to comply with any aspect of the initiating order, you must apply to the Tribunal in writing for an extension of time. You cannot change dates without an order by the Tribunal.

If you intend to apply to amend the plans which form part of the permit application, you may only do this in accordance with VCAT's Practice Note PNPE9 – Amendment of Plans and Applications after you have given notice of your application for review as directed by the Tribunal.

The Tribunal relies on the accuracy of the information you provide with your application to calculate the length of time required for the hearing. If you believe the time allocated is insufficient or too much, please advise the Tribunal in writing when you return the statement of service that will be sent to you with the initiating order.

Planning and Environment List

Victorian Civil and Administrative Tribunal
55 King Street Melbourne VIC 3000
GPO Box 5408 Melbourne VIC 3001
Ausdoc DX 210576 Melbourne

Website www.vcat.vic.gov.au
Email admin@vcat.vic.gov.au

Telephone 1300 01 8228
(1300 01 VCAT)

Administrative Division
Section 77, 79 or 80

VCAT Reference Number (Office Use Only) P /

Cost of the Development

The estimated cost of this development is: \$ 40, 000.00

Select what your matter relates to?

- ☒ Single dwelling
☐ Multi dwelling or non-dwelling

The cost of development will normally be the cost specified in the permit application.

Name of Applicant(s)

If the name below is not identical to the name on the permit application lodged with the responsible authority, you will require leave of the Tribunal to amend the name of the permit applicant to accord with the name below. Include the complete name if the applicant is a company: e.g. XYZ Co. Pty Ltd.

Full Name Michael Andrew Runge

Do you require leave of the Tribunal to amend the name of the permit applicant?

- ☒ Yes ☐ No

Address and contact details of Applicant(s)

All correspondence will be sent to the applicant(s) at this address or email, unless the 'Details of Representative' section is completed, in which case all correspondence will be sent to the representative address or email. Complete only one section. DO NOT COMPLETE BOTH SECTIONS. Address for service must be a Victorian address – VCAT Rules 2008 Order 4.08.

Address for service

Business phone		After hours phone	
Mobile		Fax number	
Email			

Details of Representative

Name/Firm HWL Ebsworth Lawyers
Reference Number/ Contact person Mark Bartley

Address for service

Level 26, 530 Collins Street MELBOURNE VIC 3000

--

Business phone	0386 44 3649	After hours phone	
Mobile		Fax number	
Email	mbartley@hwle.com.au kcallander@hwle.com.au		

Statutory basis of the application

Victorian Civil and Administrative Tribunal
55 King Street Melbourne VIC 3000
GPO Box 5408 Melbourne VIC 3001
Ausdoc DX 210576 Melbourne

Website www.vcat.vic.gov.au
Email admin@vcat.vic.gov.au

Telephone 1300 01 8228
(1300 01 VCAT)

You must attach a copy of the responsible authority's decision (except for an application under section 79) No more than one box may be ticked. If your application does not fall under the following sections, do not use this form.

What are you requesting VCAT to review?

- ☐ Refusal to grant a planning permit or an amendment to a planning permit under section 77 *Planning and Environment Act 1987*
- ☐ Failure to grant a permit within the prescribed time under section 79 *Planning and Environment Act 1987*
- ☒ Conditions in a permit under section 80 *Planning and Environment Act 1987*. List disputed conditions below:

Conditions 1 (a), 2(a), 2(c)

Information about the land to which this application and the permit applies

If there is no conventional address (street number, street and locality) insert a land description:

- *Certificate of Title volume and folio;*
- *Lot and lodged plan number;*
- *Crown allotment; or*
- *Section number /Township/Parish.*

Address or description of the land

1480 Plenty Road, MERNDA Lot 1 TP 9555220

Responsible Authority

City of Whittlesea

Details of the permit application

Permit application number

716367

Insert brief description of proposal

Demolition and works associated with the remains of the Graff's house heritage place (within land affected by a heritage overlay) in accordance with the endorsed plans.

Is the permit application an application to amend an existing permit? If yes, you need to insert the existing permit number and attach copies of the permit in its current and proposed form.

- ☐ Yes ☒ No

Existing permit number

716367

Please provide the following information and material about the permit application to assist the Tribunal to process your application as expeditiously as possible.

Provide a copy of the permit application, all supporting material submitted to the responsible authority and the latest set of plans which currently form part of the application. Plans must be in not less than A3 size.	See Attachment A
What is the name of the relevant planning scheme, the zone and any overlay or other control applying to the subject land?	Whittlesea Planning Scheme GRZ1 - General Residential Zone - Schedule 1 VPO1 - Vegetation Overlay Schedule 1 IPO1 - Incorporated Plan Overlay Schedule 1 HO21 - Heritage Overlay 21 DP05 - Development Plan Overlay - Schedule 5 DCP09 - Development Contributions Plan Overlay - Schedule 9
Is the proposal exempt from the notice requirements or review rights under the <i>Planning and Environment Act 1987</i> ? If so, specify by what provision in the planning scheme.	No
Was notice of the current application given under relevant provisions of section 52 of the <i>Planning and Environment Act 1987</i> by you or the responsible authority?	No
Were there any objections made that you are aware of and, if so, how many (approximately)?	Unsure
In relation to Aboriginal Cultural Heritage and the need for a Cultural Heritage Management Plan (CHMP): (a) Is the location of the proposed use and / or development on or partly on an area of Cultural Heritage sensitivity as defined under Divisions 3 or 4 of the <i>Aboriginal Heritage Regulations 2007</i> ? (b) Is the proposed use and / or development of the land a high impact activity as defined under Division 5 of the <i>Aboriginal Heritage Regulations 2007</i> ? (c) Is the activity exempt from a CHMP under Division 2 of the <i>Aboriginal Heritage Regulations 2007</i> ? (d) Is the activity exempt from a CHMP because of significant ground disturbance? (e) If a CHMP is required, has CHMP been provided and approved? If so please provide a copy.	No
Are there any questions of law likely to arise? If so, provide details.	No

Reasons for reviewing the decision (Statement of Grounds)

Victorian Civil and Administrative Tribunal
55 King Street Melbourne VIC 3000
GPO Box 5408 Melbourne VIC 3001
Ausdoc DX 210576 Melbourne

Website www.vcat.vic.gov.au
Email admin@vcat.vic.gov.au

Telephone 1300 01 8228
(1300 01 VCAT)

A "statement of grounds"

- is a short but precise list of issues you wish to raise with VCAT, which contests the decision made by the responsible authority. The Planning and Environment Act 1987 and planning schemes define the issues VCAT can consider. VCAT must have regard to the matters set out in section 84B of the Planning and Environment Act 1987.
- is not required for an application under section 79 of the Planning and Environment Act 1987 (failure to grant a permit within the prescribed time).

Set out a short statement of the grounds you rely on to support your application. Attach a separate sheet if necessary.

1. The requirements of condition 1(a) and 2 (a) are onerous, excessive and unnecessary to achieve the heritage objective sought to be achieved.
2. The requirements of condition 2(c) are unlawful and excessive having regard to the purpose of the permit.

Attachments

Attach the following documents to this application. Tick and reference the attachments provided. Attach a separate schedule of attachments if necessary.

<input type="checkbox"/> Statement of Grounds, if a separate sheet is necessary	Ref. No.	
<input checked="" type="checkbox"/> Copy of the relevant notice of refusal, permit or notice of decision to grant or amend a permit (sections 77 & 80)	Ref. No.	Attachment A
<input type="checkbox"/> Calculation of elapsed days (section 79 only). See VCAT website Calculating elapsed days in failure applications .	Ref. No.	
<input type="checkbox"/> Copy of the permit to be amended in its current form and in its proposed form (where application is to amend an existing permit)	Ref. No.	
<input checked="" type="checkbox"/> Copy of the permit application, all supporting material submitted to the responsible authority and the latest set of plans which currently form part of the application. Plans must be in not less than A3 size.	Ref. No.	Attachment B
<input type="checkbox"/> Copy of any council report about the permit application (if available)	Ref. No.	
<input type="checkbox"/> Copy of Cultural Heritage Management Plan and approval (if relevant)	Ref. No.	
Other attachments (if relevant)		

Hearing time and complexity

Victorian Civil and Administrative Tribunal
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Ausdoc DX 210576 Melbourne

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(1300 01 VCAT)

Estimate the time it will take you to present your complete case at the hearing (submissions plus witnesses) and the number of expert witnesses you intend to call, if any.

Time to make submissions & present evidence: 4 Hours Minutes

Number of witnesses: 1 Expertise: Heritage

See VCAT's Practice Note PNVCAT2 – Expert Evidence for information about the obligations of expert witnesses and what must be included in the report of an expert witness.

Are you seeking a compulsory conference?

X Yes

☐ No

A request for compulsory conference does not always mean that VCAT will schedule one. On the other hand, VCAT may schedule a compulsory conference even if parties do not request it.

Acknowledgement

I acknowledge that:

- To the best of my knowledge, all information provided in this application is true and correct and that no details relevant to the application have been left out.
- I approve the information that has been provided.
- It is an offence under section 136 of the *Victorian Civil and Administrative Tribunal Act 1998* to knowingly give false or misleading information to VCAT.

Category of person completing this application:

☐ Applicant in person

☒ Authorised Representative

Name of person completing this application (print) Mark Bartley

Date 4/06/2018

Checklist

Before you lodge this application, make sure that:

- X You have completed all details and responded to all questions.
- X All documents regarding fees (e.g. fee waiver documents, credit card form or cheque) are supplied with your application.
- X You have attached and properly referenced all of the attachments listed in this form.

Fees

You must pay the relevant application fee at the same time you lodge this form. Fees may change each year. To find out about the current fee, visit the VCAT website www.vcat.vic.gov.au or call VCAT on 1300 01 8228.

VCAT may waive the requirement to pay a fee in some instances. Details are available on the VCAT website. You should apply for a waiver at the same time that you lodge this form.

Application Fee \$1,194.50

Fees can be paid via money order, cheque, cash or credit card.

Money orders and cheques are to be made payable to 'VCAT'. Cash payments will only be

accepted if you are delivering this application in person to VCAT. Do not send cash in the mail. If faxing or emailing the application, you can only pay by credit card.

If you wish to pay the fee by credit card, please fill in the details on the next page.

Lodgement and Contact Information

Lodge this completed form, any attachments and the applicable fee by:

Email to:	admin@vcat.vic.gov.au
Mail to:	The Principal Registrar VCAT Planning and Environment List GPO Box 5408 MELBOURNE VIC 3001
DX delivery to:	The Principal Registrar VCAT Planning and Environment List DX 210576 MELBOURNE Victoria
Deliver in person during office hours to:	The Principal Registrar VCAT Planning and Environment List Ground floor, 55 King Street MELBOURNE VIC 3001 Office Hours: Monday to Friday from 8:30am to 4:30pm

About VCAT Fees

VCAT fees are charged according to three levels:

- Corporate fees for businesses and companies with a turnover of more than \$200,000 in the previous financial year, corporate entities and government agencies
- Standard fees for individuals, not-for-profit organisations, and small businesses and companies with a turnover of less than \$200,000 in the previous financial year. Companies must provide a statutory declaration to support this claim
- Concession fees for people who hold the Australian Government Health Care Card. You must provide a copy of your card with your application

To find out if you need to pay an application fee and how much it costs, visit the fees page at www.vcat.vic.gov.au

Fee Relief

We can reduce or not charge (waive) a VCAT fee in certain circumstances.

Some people are automatically entitled to a full fee waiver. You can also apply for fee relief if paying the fee would cause you financial hardship.

Visit vcat.gov.au for more information about fee relief

Are you applying for fee relief?

X No – complete **Fee payment** section

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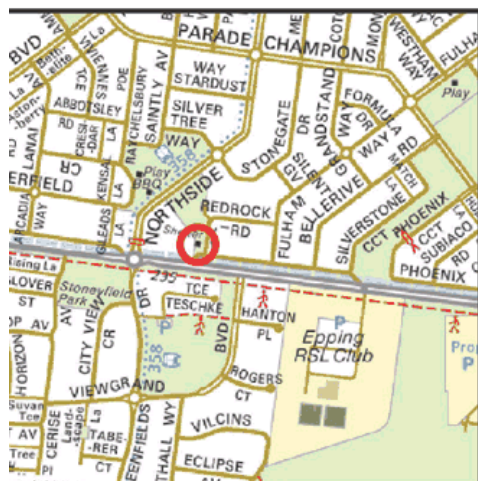
Telephone 1300 01 8228
(1300 01 VCAT)



1480 PLENTY ROAD, MERNDA

PROPOSED HERITAGE INTERPRETIVE PIECE

PURPOSE: AS PER THE REQUIREMENTS OF CONDITION 1A OF PLANNING PERMIT 716367 (DEMOLITION OF HERITAGE PLACE), IT IS CONSIDERED THAT THE SPECIFIED AREA TO BE SET ASIDE (1000m²) IS EXCESSIVE. OUR SUGGESTION IS TO REDUCE THIS AREA TO 300m² & MODEL THE FUTURE INSTALLATION WITHIN 1480 PLENTY ROAD, MERNDA ON THE INTERPRETIVE PIECE WITHIN **22W REDROCK ROAD, WOLLERT** (SEE BELOW)



A. MELWAYS



B. CADASTRE PLAN



C. AERIAL PHOTO



D. AERIAL PHOTO (ZOOMED IN)



E. ELEVATION (VIEWED FROM HARVEST HOME ROAD)



F. ELEVATION (VIEWED FROM REDROCK ROAD)

EXISTING HERITAGE INTERPRETIVE PIECE EXAMPLE

ADDRESS: 22W REDROCK ROAD, WOLLERT
MUNICIPALITY: CITY OF WHITTLESEA
ESTATE: SUMMERHILL ESTATE
LOT AREA: 606m²
SHELTER AREA: APPROXIMATELY 300m² (AS PER THE AREA SHADED IN PINK WITHIN **FIGURE D** ABOVE)
KEY ELEMENTS: SHELTER CONSTRUCTED WITH SIMILAR ROOF & EAVES TO ORIGINAL DAIRY STRUCTURE.

THE SHELTER INCLUDES A BBQ AREA, SERIES OF BENCH SEATS, A STONE WALL BORDER & LANDSCAPING ENCLOSED WITHIN CHAIN FENCING.

***NOTE:** THE SHELTER PERMITTER ABUTS AN EXISTING FOOTPATH THAT CONNECTS TO THE SURROUNDING PEDESTRIAN NETWORK EXTENDING TO HARVEST HOME ROAD & NORTHSIDE DRIVE & GREENFIELDS DRIVE

ACCESS: PEDESTRIAN ACCESS IS AVAILABLE ON SOUTHERN, WESTERN AND NORTHERN BOUNDARIES. VEHICULAR ACCESS IS MADE AVAILABLE VIA REDROCK ROAD WITH A GATE INSTALLED TO PREVENT PARKING OUTSIDE OF MAINTENANCE PERIODS

CASE STUDY EXAMPLE

22W REDROCK ROAD, WOLLERT

OCTOBER 2018

6.1.7 16 WOODRUFF ROAD, SOUTH MORANG - CONSTRUCTION COMPLIANCE

Responsible Officer: Acting Director Partnerships, Planning & Engagement

Author: Manager Building & Planning

RECOMMENDATION SUMMARY

That Council note the report.

KEY FACTS AND / OR ISSUES

- The original Building Permit was issued in 2015 with a second extension of time request recently granted requiring completion of the dwelling by October 2019.
- A petition was tabled at the Council meeting on 2 October 2018, calling on an investigation to ensure that conditions of the Building Permit and relevant Municipal Laws and Codes are being met.
- The site is currently compliant and Council officers will continue to proactively monitor the site and work with the owner to assist in facilitating completion of the dwelling prior to the Building Permit expiring.

REPORT**BACKGROUND**

A building permit was issued on 19 October 2015 for the construction of a single dwelling at 16 Woodruff Road, South Morang. The permit required commencement of the dwelling by 19 October 2016 and completion by 19 October 2017.

As the dwelling was not completed by that date, an extension of time was granted for an additional 12 months to complete the dwelling by 19 October 2018.

On 10 September 2018 a second extension of time request was received as construction has not finished with strip footings, stumps and sub floor all having been completed and approved.

In the interim, a petition was received and tabled at the Council meeting of 2 October 2018 where the following resolution was unanimously carried:

THAT Council resolve to receive the petition from 21 residents requesting Council investigate and where appropriate take action to ensure the conditions of the building permit issued for 16 Woodruff Road, South Morang and relevant municipal laws and codes are being met and a report be prepared for a subsequent meeting.

The second extension of time request was granted on 16 October 2018 for a further 12 months, following a number of meetings with the owner and submission of an indicative schedule as to when various stages are likely to be completed.

PROPOSAL

Council officers have continually been monitoring and working with the owner of the site to ensure all requirements of the building permit and relevant municipal laws, including the Building Site Code, are being complied with. This has included investigating:

- Noise;
- Sanitary disposal;
- Waste disposal;
- Visual impact;
- Fencing requirements;
- Display of Permit details; and
- Building permit compliance.

Through this process, improvements have been made to the site including removal of the makeshift fence along the front boundary and erection of an industry-standard temporary fence, removal of all building waste (not materials) and reduction of the stockpiles of building materials, as well as removal of wooden pallets from the naturestrip out the front of the property.

The storage of building materials on site is allowable for construction and where there is a valid building permit. There would be nothing gained refusing to extend the building permit, other than a prolonging the construction process as a new building permit could simply be obtained.

Council officers will ensure proactive monitoring occurs and will continue to work with the owner to assist in facilitating completion over the next 12 months, in addition to ensuring all the requirements of the Municipal Law and Building Site Code are being complied with at all times.

Concerns were identified in the petition relating to Occupational Health and Safety and Threatening behaviour, however these are not matters that Council become involved in and are overseen by Worksafe and Victoria Police respectively.

CONSULTATION

There are no specific consultation provisions under the Building Act or Municipal Law, however Council officers will continue to work with the owner and also proactively monitor the site in context of neighbouring resident concerns.

CRITICAL DATES

The new critical date for expiry of the Building Permit is 19 October 2019 and officers will proactively monitor the site throughout the next 12 months.

FINANCIAL IMPLICATIONS

There are no specific financial implications as monitoring the site and ensuring compliance with the Building Permit and Municipal Law falls within normal operational budgets.

POLICY STRATEGY AND LEGISLATION

Compliance is necessary at all times with the Building Permit, Building Act and Regulations and also the Municipal Law, including the Building Site Code.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Continuous improvement
Strategic Objective	Our Council monitors and evaluates all of its operations

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The slow construction and approach of this project is clearly causing some concern for neighbouring residents of the site. The construction is currently compliant and Council officers will continue to monitor the site and work with the owner to assist in facilitating completion of the dwelling as quickly as possible.

RECOMMENDATION

THAT Council resolve to note the report.

6.1.8 ASSEMBLIES OF COUNCILLORS REPORT 13 NOVEMBER 2018

Responsible Officer: Director Partnerships, Planning & Engagement

Author: Governance Officer

RECOMMENDATION SUMMARY

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

KEY FACTS AND/OR ISSUES

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

REPORT

BACKGROUND

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

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

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

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

PROPOSAL

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

Assembly Details	Councillor attendees	Officer attendees	Matters discussed
Whittlesea Reconciliation Group Meeting 23 August 2018	Cr Pavlidis (Mayor) Cr Cox	ALC MCCD TLACD	<ol style="list-style-type: none"> 1. 2019 Community Festival Change the Date 2. Acceptance of 26 June Minutes 3. Appointed new WRG Member's 4. Aboriginal Liaison Officer Report 5. WRG new 2018-19 Budget 6. Annual Program – new priorities 7. Aboriginal Gathering Place 8. Aboriginal Services update 9. Aboriginal Cultural Competency Training new Training Provider 10. FIRE Carriers 10th Anniversary event <p><i>Nil disclosures</i></p>
Council Forum 11 September 2018	Cr Pavlidis (Mayor) Cr Sterjova (Deputy Mayor) Cr Alessi Cr Cox Cr Kozmevski Cr Joseph	CEO/A DCTP DCS DCRS DPPE/A MCBP MCDT MPUD MSP SSP TLCI TLCNW	<ol style="list-style-type: none"> 1. Whittlesea Neighbourhood House Network - Growing Together Presentation 2. Epping Central Structure Plan – Five Year Strategic Review 3. Ferres Boulevard / Findon Road / The Lakes Boulevard Intersection Upgrade – Contract 2013-3- Tender Evaluation 4. Confidential Item – CEO and Councillor Time <p><i>Nil disclosures</i></p>
Advisory Committee 30 Brand Drive Thomastown 18 September 2018	Cr Alessi Cr Cox	DCRS GO MPV SPO	<ol style="list-style-type: none"> 1. Public Submissions for 30 Brand Drive Thomastown were considered <p><i>Nil disclosures</i></p>

Assembly Details	Councillor attendees	Officer attendees	Matters discussed
Council Forum – Learning & Development Disability Awareness 18 September 2018	Cr Pavlidis (Mayor) Cr Cox Cr Kelly Cr Kirkham Cr Alessi Cr Kozmevski Cr Desiato	CEO DCS DCRS DPPE MCW TLA	1. Disability Awareness Training <i>Nil disclosures</i>
Council Forum 25 September 2018	Cr Alessi Cr Cox Cr Kozmevski Cr Monteleone	CEO DCTP DCRS DPPE TLED TLPOSP	1. Economic Development – Towards 10,000 Jobs in Five Years 2. Confidential Matter: Tender Evaluation Update for Contract 2016-21 Parks and Open Space Maintenance Service 3. Councillor Questions for Upcoming Council Meeting 4. Confidential Item - CEO and Councillor Time <i>Nil disclosures</i>
Council Forum 9 October 2018	Cr Pavlidis (Mayor) Cr Sterjova (Deputy Mayor) Cr Alessi Cr Cox Cr Joseph Cr Kirkham Cr Kelly Cr Kozmevski Cr Monteleone	CEO DCTP/A DCS DCRS DPPE IPE MFA MG UMLLCA	1. Draft Asset Management Strategy 2. 2018/19 Fire Prevention Program 3. Confidential Item - CEO and Councillor Time <i>Nil disclosures</i>
Council Forum 16 October 2018	Cr Pavlidis (Mayor) Cr Sterjova (Deputy Mayor) Cr Alessi Cr Cox Cr Desiato Cr Joseph Cr Kirkham Cr Kelly Cr Kozmevski Cr Monteleone	CEO DCTP DCRS DCS DPPE/A MACED/A MSP SRO SSP TLRE	1. Land Capability Assessment Outcomes and Finalisation Report 2. 2018 Community Attitudes and Liveability Survey Report 3. Kaufland Stores in Victoria Advisory Committee 4. Confidential Item - CEO and Councillor Time <i>Nil disclosures</i>

The table below represents an Index of Officer titles:

Initials	Title of Officer	Initials	Title of Officer
ALC	Aboriginal Liaison Coordinator – Donna Wright	MFA	Manager Finance & Assets- Amy Montalti
CEO/A	Acting Chief Executive Officer – Liana Thompson	MG	Manager Governance- Michael Tonta
CEO	Chief Executive Officer – Simon Overland	MPUD	Manager Parks & Urban Design- Susan Hecker
DCS	Director Community Services – Russell Hopkins	MPV	Manager Property & Valuations – Gino Mitrione
DCRS	Director Corporate Services – Helen Sui	MSP	Manager Strategic Planning- George Saisanas
DCTP/A	Acting Director City Transport and Presentation– Ben Harries	SPO	Senior Property Officer – Greg Phippen
DCTP	Director City Transport and Presentation– Nick Mann	SRO	Senior Research Officer- Emily Lawson

Initials	Title of Officer	Initials	Title of Officer
DPPE/A	Acting Director Partnerships, Planning and Engagement- Julian Edwards and Belgin Besim	SSP	Senior Strategic Planner- Liam Wilkinson
DPPE	Director Partnerships, Planning and Engagement – Liana Thompson	TLA	Team Leader Access – Stephen Bell
GO	Governance Officers – Narelle Williamson & Felicity Maddern	TLACD	Team Leader Aboriginal & Cultural Diversity – Nick Butera
IPE	Infrastructure Planning Engineer- Michael Butler	TLCNW	Team Leader Construction (New Works)- Tony Di Nicolantonio
MACED/A	Acting Manager Advocacy, Communications & Economic Development – Heather Crosling	TLCI	Team Leader Community Inclusion- Kelisha Nikitas
MCBP	Manager Community Building & Planning – Belgin Besim	TLED	Team Leader Economic Development – Sarah Rowe
MCCD	Manager Community Cultural Development – Catherine Rinaudo	TLPOSP	Team Leader Parks Operations & Strategic Projects- Stephen Comben
MCDT	Manager City Design & Transport – Ben Harries	TLRE	Team Leader Research and Engagement- Kerry Adams
MCW	Manager Community Wellbeing- Neville Kurth	UMLLCA	Unit Manager Local Laws & City Amenity- Deborah Blandford

CONSULTATION

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

FINANCIAL IMPLICATIONS

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

POLICY STRATEGY AND LEGISLATION

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

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

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

LINKS TO THE COUNCIL PLAN

Council Priority **Organisational Sustainability**

Future Direction **Good Governance**

Theme **Continuous improvement**

Strategic Objective **Our Council monitors and evaluates all of its operations**

The provision of this report is in line with the Council Priority – Organisational Sustainability - Good Governance of Council's Council Plan by ensuring Council monitors and evaluates all of its operations.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

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

RECOMMENDATION

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

6.1.9 NEIGHBOURHOOD HOUSE NETWORK - GROWING TOGETHER

Attachments: 1 **Whittlesea Neighbourhood House Infographic 2018** [↓](#)

Responsible Officer: **Acting Director Partnerships, Planning & Engagement**

Author: **Team Leader Community Inclusion**

RECOMMENDATION SUMMARY

This report is provided as per the requirement under the Memorandum of Understanding (2014) signed by Council and the City of Whittlesea Neighbourhood Houses.

1. The report provides Councillors with information about the local community building work undertaken by the Whittlesea Neighbourhood Houses (Houses); and
2. Seeks Councillors consideration to the Whittlesea Neighbourhood House Network's (Network) proposal for a funding increase;
3. Seeks funding support for the two new Houses in Epping and Mernda.

KEY FACTS AND / OR ISSUES

- City of Whittlesea has five Neighbourhood Houses (and two new Houses to be established in 2019), each with a unique local focus.
- The crucial local community building work that is undertaken by the Houses.
- There is a strong partnership and collaborative relationship between Council and the Houses.
- There are 120,240 'engagements' with the Houses each year with 86,880 people participating in programmed activities.
- The Houses engage 2,112 volunteers who have worked over 12,720 hours per year translating to a net worth of \$314,184.¹
- There has been no increase in funding other than CPI for over 20 years. In this time, the municipality has increased in population by 120% and the forecast over the next 20 years is an anticipated growth of another 63%.
- The Network is proposing a one-off increase in recurrent funding of \$10,000 per House (five Houses) for 2019/2020 plus CPI annually thereafter.
- A proposal to provide funding for the two new Houses beginning with \$10,000 each in 2019/2020 and then bringing them in line with the other five Houses by 2021/2022.

¹ Department of Health and Human Services (2017), Neighbourhood House Coordination Program data

REPORT**BACKGROUND**

Neighbourhood Houses have a significant impact on the social and human capital of their participants. At their most simple they build networks that provide people with social support, personal assistance and self-confidence. They also provide a range of learning programs, most notably English language, computer and information technology, parenting and work skills. Neighbourhood House participants also generate wider community benefits related to broader connections developed.

Programs and activities address issues including digital literacy/inclusion, supporting disengaged youth, unemployment, childcare, emergency management, food security, community resilience, family violence, mental health and well-being, training and education, integration of new arrivals and refugee communities, rural isolation, issues that impact on older people, offender programs, social enterprises, community resilience and community connectedness.

There are five Houses (and two new Houses in Mernda and Epping to be established in 2019), within the City of Whittlesea, each with a local focus and offering opportunities that are unique to that particular community.

Mill Park Community House established 1986

Delivers adult education with a focus on medical allied health employment opportunities, is a registered NDIS provider and delivers a range of disability services. It also provides occasional child care.

Lalor Living and Learning Centre established 1986

Provides childcare, adult learning, lifelong learning, pre-accredited courses, language literacy and numeracy, digital literacy and employment pathways.

Whittlesea Community House established 1988

Creates community cohesion and connected communities, through learning for all ages, a range of diverse partnerships including a community garden, community lunches, community transport, work ready training, and youth engagement.

Thomastown Neighbourhood House established 1991

Facilitates community engagement through events, creates employment education pathways through volunteering and within social enterprise endeavours.

Creeds Farm Living and Learning Centre established 2011

Provides opportunities for lifelong learning, enhancing community connections, social inclusion and fosters environmental stewardship.

Though the City of Whittlesea currently has five registered Neighbourhood Houses, earlier this year, the Department of Health and Human Services (DHHS) invited applications for Neighbourhood House Coordination Program funding for new Houses. Two applications (Mernda and Epping) from the City of Whittlesea municipality were submitted and have been successful.

In the City of Whittlesea, there are 120,240 'engagements' with Neighbourhood Houses each year with 86,880 people participating in multiple programmed activities. The Houses engage

2,112 volunteers who have worked over 12,720 hours per year translating to a net worth of \$314,184².

Council has worked in close partnership with the Neighbourhood Houses in the municipality for over 30 years providing both financial and practical assistance to support the community at a local level.

Each of the Houses has identified and is impacted by a consistent and steady increase in program and service demand, this is not only due to population increase but also relates to social complexities in communities for example, under employment, mental health issues, the desire to volunteer locally, traffic congestion, and family violence.

In 1997, Council endorsed financial support of \$15,000 per year for each House. There has been no increase in funding other than CPI since then. (2018/19 each House received \$25,281 ex gst). In this time, the municipality has increased in population by 120% and the forecast over the next 20 years is an anticipated growth of another 63%.

PROPOSAL

The Whittlesea Neighbourhood House Network (Network), **Growing Together** report and presentation provides Council with an increased awareness of the crucial community building work undertaken within the municipality.

The Network is seeking an increase in recurrent funding of \$10,000 per House for 2019/20 plus CPI annually thereafter.

With an increase in funding, the Houses will be able to meet the increasing local needs of the community by:

- increasing program delivery which will lead to an increase in employment opportunities and education pathways,
- increasing targeted community engagement,
- increase activities, programs and opportunities for local young people,
- extending operational hours,
- expanding outreach,
- increased support for people looking for volunteer opportunities which will lead to employment education pathways,
- increased availability for the community at a local level to access nationally accredited training pathways,
- support social enterprises, and
- strengthen their role as community hubs and social connectors.

CONSULTATION

The Network has worked collaboratively on both the presentation and the funding increase proposal. All five Houses have participated and contributed in numerous discussions and meetings. Discussions have also included the Manager of the North East Neighbourhood House Network and Council officers.

² Ibid.

FINANCIAL IMPLICATIONS

Council currently provide each of the five Houses with \$25,281 (2018/2019) annually plus CPI increase each year.

The Network is seeking a one-off increase in recurrent budget allocation of \$10,000 per House (five Houses) for 2019/20 plus CPI annually thereafter. A total one-off amount of \$50,000 for 2019/2020.

Mernda and Epping have also been successful in their DHHS Neighbourhood House Coordination Program funding applications, therefore funding will be extended to incorporate all seven Houses. Funding will be allocated to the two new Houses beginning with \$10,000 each in 2019/2020 and then bringing them in line with the other five Houses recurrent funding by 2021/2022. A total of \$20,000 for 2019/2020.

POLICY STRATEGY AND LEGISLATION

Whittlesea Neighbourhood Houses complement and assist with Council's priorities and directly link with Council's Vision, Mission and Values and aligns strongly with a number of Council strategies including the Community Building Policy and Strategy and Council Plan 2017-2021.

LINKS TO THE COUNCIL PLAN

Council Priority	Health and Wellbeing
Future Direction	Inclusive and engaged community
Theme	Social inclusion
Strategic Objective	We are socially inclusive of all ages, abilities, gender, race, ethnicity, sexuality, religion, culture and heritage

By partnering with the Whittlesea Neighbourhood House Network, Council is able to achieve Health and Wellbeing priorities outlined in the Council Plan through local community building programs and activities that foster and build healthy and sustainable communities that have a sense of wellbeing, inclusion and belonging. By their very nature Neighbourhood Houses programs and activities also support a culture of life-long learning.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Neighbourhood Houses provide safe and accessible environments, which generate mutual support, develop community networks and produce collective action. They are responsive to the needs of the local communities and build their social capital. Neighbourhood Houses provide a diverse and constantly evolving range of positive social, health, educational and economic outcomes for individuals, families, and communities, particularly for those experiencing disadvantage.

The presentation by the Network provided Council with an opportunity to better understand the benefits and positive social outcomes of Houses and the partnership with Council in fostering a stronger and healthier community together.

In addition, it provided an opportunity for the Network to put forward a proposal to seek an increase in recurrent funding to ensure the Houses can continue providing the same level of support, programs and opportunities and to also meet the increase in demand.

RECOMMENDATION

THAT Council resolve to:

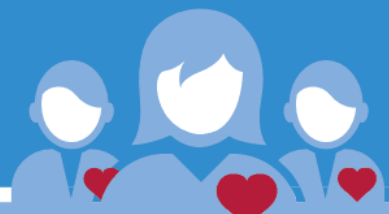
- 1. Council to note the valuable work undertaking my Neighbourhood Houses;**
- 2. Increase the Whittlesea Neighbourhood Houses' recurrent budget allocation with a one-off payment of \$10,000 per House (five Houses) for 2019/20 plus CPI annually thereafter;**
- 3. Provide funding for each of the two new Houses in Epping and Mernda, beginning in 2019/2020 with establishment funding and bringing them in line with the other Houses recurrent funding by 2021/22:**
 - a) 2019/2020 \$10,000**
 - b) 2020/2021 \$20,000**
 - c) 2021/2022 \$35,281 plus the accumulation of annual CPI over last 2 years**
 - d) From 2022/2023 all Houses to receive recurrent funding plus CPI**

City of Whittlesea and Neighbourhood Houses

Growing Together

Neighbourhood Houses are grass roots and responsive to community needs

Source: NHVIC and DHHS data 2017



Each YEAR
120,240

people use Neighbourhood Houses

86,880

people participate in programmed activities



IN
2017

2,112
VOLUNTEERS



WORKED
12,720
HOURS

worth
\$314,184



Each YEAR
Neighbourhood Houses
provide

9,684

Events, Courses,
Childcare &
Community Transport

2,797

Life skills programs

1,303

Pre accredited programs

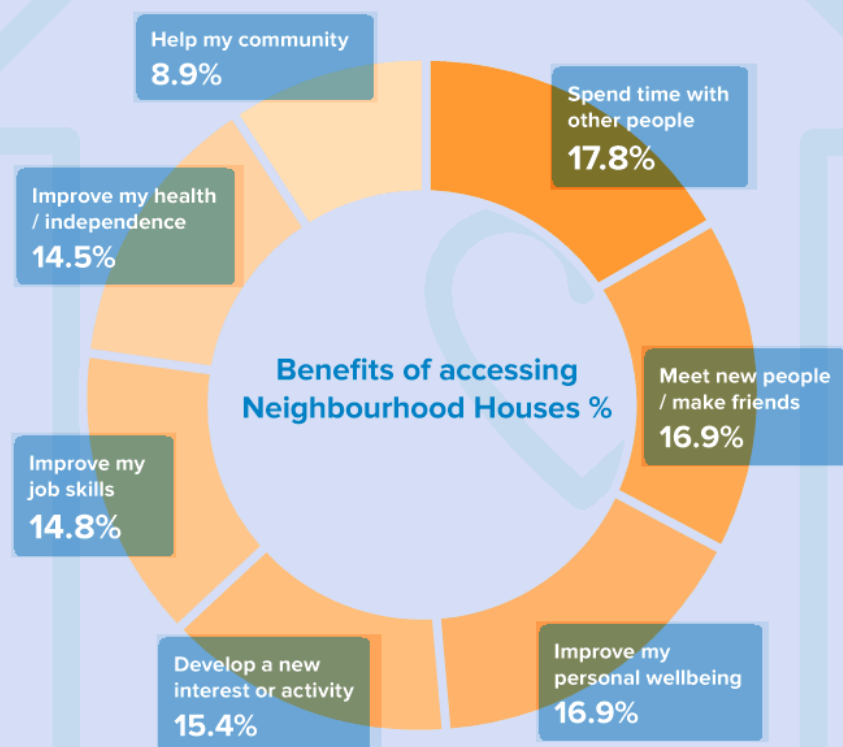
1,271

Accredited programs

724

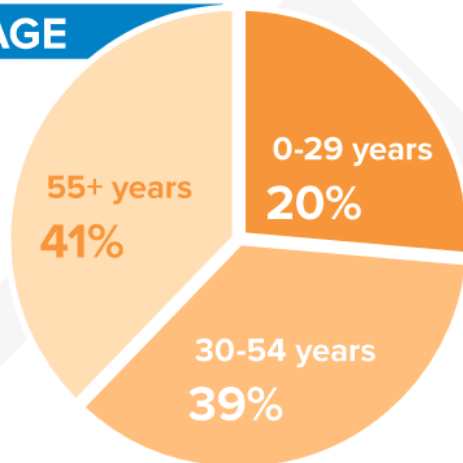
Health and wellbeing sessions

Why people come to
Neighbourhood Houses



Who accesses neighbourhood houses

AGE



Hello

你好

35%

are from non english speaking backgrounds



41.6% are Concession card holders

80%

of learners who complete a **PRE-ACCREDITED** course in a Neighbourhood House go on to complete an **accredited TAFE qualification** in Victoria.

—Deloitte Research 2018

NEIGHBOURHOOD HOUSES AND LEARNING CENTRES IN WHITTLESEA

CREEDS FARM LIVING AND LEARNING CENTRE

🏠 2 Snugburgh Way,
Epping North VIC 3076
☎ 03 9023 4606
🌐 creedsfarm.org.au
📱 Creeds-Farm-LLC

THOMASTOWN NEIGHBOURHOOD HOUSE

🏠 52 Main Street, Thomastown 3074
☎ 03 8376 6939
🌐 tnh.org.au
📱 ThomastownNH
📱 thomastownnh
📱 @TTownNHouse

MILL PARK COMMUNITY HOUSE & A.T.S.S.

🏠 68 Mill Park Drive
Mill Park VIC 3082
816 Plenty Road
South Morang VIC 3752
1a Gorge Road
South Morang VIC 3752
☎ 03 9404 4565
🌐 millparkcommunityhouse.com
📱 millparkcommunityhouse

LALOR LIVING & LEARNING CENTRE

🏠 French Street Hall,
47A French Street Lalor VIC 3075
☎ 03 9465 5162 or 03 9465 6409
🌐 lalorllc.vic.edu.au

WHITTLESEA COMMUNITY HOUSE INC

🏠 92A Church St,
Whittlesea VIC 3757
☎ 03 9716 3361
🌐 wchi.com.au
📱 wtchag

Creedsfarm
living and learning centre



Lalor
Living & Learning Centre Inc.

THOMASTOWN
NEIGHBOURHOOD HOUSE
the heart of our community

Whittlesea
Community House

6.1.10 LIVESTREAMING OF COUNCIL MEETINGS

Attachments: 1 [Draft Protocol for Live Streaming Council Meetings](#) 

Responsible Officer: Director Partnerships, Planning & Engagement

Author: Team Leader Governance

RECOMMENDATION SUMMARY

THAT Council resolve to:

1. Proceed with option 1 - live streaming the 11 Ordinary Council Meetings scheduled for 2019; and
2. Adopt the attached Protocol to guide the live streaming of Council Meetings.

KEY FACTS AND / OR ISSUES

On 27 June 2017, Council requested a report be presented covering the options, effectiveness and mitigation of risks of live streaming.

- A report was subsequently submitted to Council outlining options for live streaming of Council meetings and Council resolved to defer the matter to a subsequent Council Meeting pending discussion at a Councillor Forum Meeting.
- At its meeting on 3 April 2018, Council resolved to consider supporting live streaming of Ordinary Council meetings subject to any risks being mitigated through appropriate policies, procedures, insurances and training.
- The Melbourne Community Television Consortium Ltd (trading as Channel 31) recorded the Ordinary Council Meetings held on 7 August 2018 and 4 September 2018 for the purpose of Council reviewing the live streaming of Council meetings in the future.
- A Protocol has been prepared to guide Councillors and officers in relation to live streaming of Council meetings.

REPORT**BACKGROUND**

On 27 June 2017, Council requested a report be presented covering the options, effectiveness and mitigation of risks of live streaming.

On 31 October 2017, a report was presented to Council outlining options for live streaming. Council resolved to defer the matter to a subsequent Council Meeting pending discussion at a Councillor Forum Meeting. Channel 31 presented a demonstration of live streaming to Councillors at a Council Forum Meeting held on 13 February 2018.

At its meeting on 3 April 2018, Council resolved to consider supporting live streaming of Ordinary Council meetings subject to any risks being mitigated through appropriate policies, procedures, insurances and training.

The Melbourne Community Television Consortium Ltd (trading as Channel 31) recorded the ordinary Council meetings held on 7 August 2018 and 4 September 2018 for the purposes of reviewing the possibility of live streaming Council meetings in the future.

The recordings were of a professional standard and captured all the essential elements of a Council meeting. A video package containing edited highlights from the two recordings has been prepared by Channel 31 and was made available to Councillors at a Council Forum.

PROPOSAL

Council has three options in relation to live streaming Council meeting in the future.

Option 1

Council to stream Ordinary Council meetings live to Council's website (webcast) in 2019. The webcast can be hosted and published from multiple sources, for example, Facebook Live, YouTube or direct from Council's website.

With this option, members of the public would only be able to access the broadcast while it was happening.

This is the preferred option as it allows Council to trial live streaming for 12 months and then review it.

Option 2

Council to stream Council meetings live to Council's website in 2019 and record the live stream. The recording can then be accessed 'on demand' by members of the public.

Footage of the meeting would be stored and made available through Council's website for a period of 12 months.

Option 3

Council resolves not to proceed with live streaming Council meetings at this time.

Live Streaming Protocol

A draft Protocol was prepared to guide Councillors and officers in relation to the live streaming and it is proposed to use this Protocol if recording and live streaming was continued in the future. Refer Attachment 1.

The Protocol provides guidance and advice on how live streaming will be implemented at Council meetings and refers to the video set-up location, speaking tips and identified risks.

LIABILITY RISKS

At the Forum meeting on 24 July 2018, Councillors were advised that Council is covered by the MAV's Liability Mutual Insurance Scheme in relation recording and live streaming Council meetings. The MAV has provided advice in relation to the Scheme and the risks associated with video and audio recording of meetings. Council does not need to be a member of the MAV to take out this insurance policy.

Council's liability risk is increased if the meeting is recorded and published online or made available to the public. In that case, Council may be liable for defamatory statements made by Councillors or members of the public, as it has published those comments.

To avoid the risk of defamation occurring, Councillors should avoid making statements about a person which causes injury to that person's reputation by:

- Disparaging them;
- Causing others to shun or avoid them; or
- Subjecting them to hatred, ridicule or contempt.

CONSULTATION

Councillors have had an opportunity to review footage of the live stream trial of the August and September 2018 Council meetings and provided feedback.

There was no community consultation carried out in relation to the proposal.

CRITICAL DATES

Subject to Council approval, it is proposed to live stream ordinary Council Meetings in 2019.

FINANCIAL IMPLICATIONS

An amount of \$30,000 has been allocated in the 2018/19 Council budget for recording and live streaming Council meetings in 2019.

The budget will cover the cost of streaming the 11 Council meetings scheduled for 2019 live to Council's website with approved graphic elements and branding.

POLICY STRATEGY AND LEGISLATION

Live streaming Council meetings will improve transparency in Council's decision-making processes.

There is no policy covering live streaming of Ordinary Council meetings. Copyright of recordings will be retained by Council.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Continuous improvement
Strategic Objective	Our Council explores and adopts best practice models

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

It is recommended that Council proceed with option 1 – Council Meetings be live streamed in 2019 to allow the public to watch Council’s decision-making processes live, rather than only being able to hear or read about decisions after they have been made.

RECOMMENDATION

THAT Council resolve to:

- 1. Proceed with option 1 - live streaming the 11 ordinary Council Meetings scheduled for 2019; and**
- 2. Adopt the attached Protocol to guide the live streaming of Council meetings.**



Live Streaming of Council Meetings Protocol

1. Video and Sound Set-up

- a. The default camera position will be at the rear of the Council Chamber behind the public gallery seating to ensure that the main Council table is in frame during the meeting.
- b. The Mayor and Councillors, Chief Executive Officer and Manager Governance will be recorded during the meeting.
- c. Councillors and any officers speaking must activate the wireless microphone in front of them before they speak.
- d. Anyone speaking must speak clearly to ensure the quality of the audio being broadcast and so that persons in the public gallery including persons using the Assisted Hearing Device are able to hear clearly.

2. Identified Risks

- a. Councillors and Officers must be aware of the risk of expressing opinions and/or statements that are defamatory or considered to be offensive.
- b. To avoid the risk of defamation occurring, Councillors and officers should avoid making statements about a person which causes injury to that person's reputation by:
 - i. Disparaging them;
 - ii. Causing others to shun or avoid them; or
 - iii. Subjecting them to hatred, ridicule or contempt

3. Meetings Closed to the public

- a. Where Council resolves to close the meeting to the public in accordance with section 89(2) of the *Local Government Act 1989*, the meeting will cease to be live streamed.
- b. Officers will ensure that the audio recording of the meeting will continue when the meeting is closed to the public so that the recording is available for the purposes of producing the minutes.

4. Public Gallery

- a. It is not intended that visitors in the public gallery will be recorded and signage to this effect will be visibly displayed in the foyer of the Council Chamber, which reads

This public meeting is being recorded and streamed live. The recording will be archived and available on Council's website. All care is taken to maintain your privacy; however as a visitor in the public gallery, your presence may be recorded.

City Of Whittlesea – Governance Department

Document Name: Live Streaming of Council Meetings Protocol
Document Owner: Governance Department
Approved By: Manager Governance

Date: 24 July 2018
Version: 1.03
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- b. To ensure that all who attend the meeting are aware of the recording and live streaming of the Council meeting, the Chairperson will read out the statement contained in clause 3a at the commencement of any meeting being broadcast.
- c. By participating in a public Council meeting, members of the public agree to being recorded. In the event of exceptional circumstances where an individual is unwilling to be recorded, it is the Chairperson's discretion to call for a motion to cease recording.

5. Question Time

- a. If a person is present at the meeting who has submitted a public question, they may be recorded as per clause 3a. Their full name will be read out by the Mayor.

City Of Whittlesea – Governance Department

Document Name: Live Streaming of Council Meetings Protocol
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Page Number: Page 2 of 2

6.1.11 APPOINTMENT OF COUNCILLOR AND OFFICER REPRESENTATION ON ORGANISATIONS AND COMMITTEES FOR 2018-19

Attachments: 1 Organisations and Committees [↓](#)

Responsible Officer: Director Partnerships, Planning & Engagement

Author: Governance Officer

RECOMMENDATION SUMMARY

THAT Council resolve to nominate Councillor Representatives and to confirm Officer representatives to organisations and committees listed in Attachment 1 commencing immediately and continuing until 12 November 2019.

KEY FACTS AND / OR ISSUES

- At the first Council meeting following the election of the Mayor each year, Council considers the appointment of Councillor representatives to internal committees and external bodies and committees that require or have requested Council representation.
- Appointments commence immediately and continue until 12 November 2019, being the first Council meeting following the election of the Mayor.

REPORT

INTRODUCTION

This report sets out the details of the groups that require or have requested Council representation and notes any changes made since the last appointments.

BACKGROUND

Councillor appointments to external groups are made for a number of reasons. These appointments demonstrate Council's interest and involvement in the organisation and allow Council to be involved in developing the organisation's strategic direction. In some instances, the constitution of some of these external bodies includes provision for Councillor membership.

PROPOSAL

Nominations from interested Councillors are sought for representation on the organisations listed in Attachment 1. Appointments would commence immediately and continue until 12 November 2019, being the first Council meeting following the election of the Mayor.

The list has been reviewed and updated and includes, where relevant, Council Officers who also attend meetings of these groups.

FINANCIAL IMPLICATIONS

There are no additional financial obligations.

CHANGES TO COMMITTEE MEMBERSHIPS

Changes have been made to the membership of three advisory committees since the appointment of delegates was made on 21 November 2017.

CEO Employment Matters Advisory Committee

The Terms of Reference of this committee were amended on 18 December 2017 to provide for five members being the Mayor, three other Councillors delegates and an independent person.

City of Whittlesea Australia Day Awards Committee

The Terms of Reference of this committee were amended on 18 December 2017 to provide for the Mayor of the Day and one other Councillor delegate.

Visual Art and Civic History Collections Acquisitions Advisory Group

The Terms of Reference of this advisory group were amended on 18 December 2017 to provide for two Councillor delegates.

COMMITTEE NOT REQUIRING A FURTHER APPOINTMENT

Meadowglen International Athletics Stadium Inc. – Committee of Management

This Committee is being wound up so the appointment of a delegate is not required.

Epping Community Activity Centre Inc - Committee of Management

This Committee is being wound up so the appointment of a delegate is not required.

Riverside Community Activity Centre Inc. - Committee of Management

This Committee is being wound up so the appointment of a delegate is not required.

Municipal Emergency Management Planning Committee (MEMPC)

A Councillor delegate is not required on this Committee as the committee structure has changed under the new Emergency Management Amendment Act 2018. The constitution of this committee does not include a Councillor delegate.

Whittlesea Community House

The Councillor delegate has observer status only and is not a member of the Committee so appointment of a delegate is not required.

Whittlesea YMCA

Council resolved on 7 August 2018 to not appoint Councillor representatives to this committee due to a potential conflict of interest.

Municipal Association of Victoria (MAV)

Nominations to the MAV and its associated Committees is not possible as Council resolved to not pay the membership fee on 26 June 2018. Council resolved on 2 October 2018 to consider membership of the MAV after the outcome of the invitation to the MAV CEO to present at Council Forum on the benefits of membership to Council.

This matter will be reported to the December Council meeting seeking a resolution on whether to participate in this Association and, if Council resolves to renew its membership, to appoint a Councillor delegate.

Victorian Local Governance Association (VLGA)

Nominations to the VLGA is not possible as Council resolved not to pay the membership fee on 26 June 2018. Council resolved on 2 October 2018 to consider membership of the VLGA after the outcome of the invitation to the VLGA CEO to present at Council Forum on the benefits of membership to Council.

This matter will be reported to the December Council meeting seeking a resolution on whether to participate in this Association and, if Council resolves to renew its membership, to appoint a Councillor delegate.

POLICY STRATEGY AND LEGISLATION

At Council's meeting held 11 December 2012, Council resolved to make appointment to Committees and external bodies at the first Council meeting following the Statutory Council Meeting to elect the Mayor.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Inclusive and engaged community
Theme	Community voice
Strategic Objective	Our voice is reflected through inclusive Council decision making processes

The appointment of Councillor representatives on various community organisations and committees provides an opportunity to encourage the development of community spirit within both internal and external organisations and committees.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Nominations from interested Councillors are sought for representation on the organisations listed in Attachment 1 commencing immediately and continuing until 12 November 2019.

RECOMMENDATION

THAT Council resolve to nominate Councillor Representatives and to confirm Officer representatives to organisations and committees listed in Attachment 1 commencing immediately and continuing until 12 November 2019.

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Australian Local Government Women's Association Incorporated (ALGWA) (External)</p> <p>ALGWA is the peak body representing the interests of women in local government across Australia. The Association seeks to assist in furthering women's knowledge, understanding and participation in the function of Local Government.</p> <p><i>Council's membership entitles it to appoint one delegate for the purposes of communication with Council and the delegate also has voting rights. The delegate has the right to stand for election to the Executive Committee of Management, which is separate to being the Council delegate. Council membership entitles anyone at Council to receive discounted rates when attending events held by the Association. The Association conducts several functions each year and members are informed of these events via email and the Association's webpage.</i></p> <p><i>ALGWA meetings for 2019 will be set in late November 2018.</i></p>	<p>Delegate: Cr Pavlidis (Voting rights)</p> <p>Substitute: Cr Sterjova</p>	<p>Delegate: (Voting rights)</p> <p>Substitute:</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Bundoora Indoor Netball & Sport Centre Board (External)</p> <p>The Board was appointed to oversee the running of the Centre including reviewing the Business Plan, advising on the development and review of the maintenance program for the Centre and determining user fees.</p> <p><i>Meetings of the Board are governed by an Agreement between Council and RMIT which provides for Council to appoint three delegates to sit on the Board each having one vote. The appointment of substitutes is not permitted.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Cr Kelly</p> <p>Delegate: Cr Kirkham</p> <p>Officer: Manager Leisure and Community Facilities</p>	<p>Delegate: (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Officer: Manager Leisure and Community Facilities</p>	<p>Agreement between Council and RMIT University</p>
<p>CEO Employment Matters Advisory Committee (Internal Advisory Committee)</p> <p>The Advisory Committee is to make recommendations to Council on contractual employment matters, on performance matters and any other functions or responsibilities prescribed by the Act relating to the Chief Executive Officer (CEO).</p> <p>An independent person is also a member of the Committee and is appointed by Council for a fixed term in a separate report.</p>	<p>Delegate: The Mayor</p> <p>Delegate: Cr Alessi</p> <p>Delegate Cr Monteleone</p> <p>Delegate Cr Cox</p> <p>The Terms of Reference were amended on 18 December 2017 to provide for five members being the Mayor, three other Councillors and an independent person.</p>	<p>Delegate: The Mayor</p> <p>Delegate:</p> <p>Delegate</p> <p>Delegate</p>	<p>Terms of Reference adopted by Council on 9 August 2016 and amended on 18 December 2017 when the membership composition changed. The Terms of Reference were reviewed and changes made on 3 April 2018.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>City of Whittlesea Arts Cultural and Sporting Grants Program for Young People (Internal Advisory Committee)</i></p> <p>The Grants Program provides funding to young residents of the City of Whittlesea to enable them to develop their cultural and sporting endeavours and to increase participation in sporting and cultural activities.</p> <p>An Advisory Committee of Councillors considers applications and makes recommendations to a Council Officer who has delegated power to approve payments based on the Program's guidelines.</p> <p><i>There is no limit to the number of Councillors on the Advisory Committee.</i></p> <p><i>The Advisory Committee meets monthly as a 'virtual' Committee as required.</i></p>	<p>Delegate: Cr Cox</p> <p>Delegate: Cr Desiato</p> <p>Delegate: Cr Pavlidis</p>	<p>Delegate:</p> <p>Delegate:</p> <p>Delegate:</p>	<p>Terms and conditions of program were adopted by Council on 10 December 2013</p>
<p><i>City of Whittlesea Australia Day Awards Committee (Internal Advisory Committee)</i></p> <p>This Committee represents a cross-section of the community to promote and administer the City of Whittlesea Australia Day Awards.</p> <p><i>Meets approximately 4 times per year on a Monday at Council Offices, dates to be set annually.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Mayor of the Day (Chairperson)</p> <p>Delegate: Cr Joseph</p> <p>The Terms of Reference were amended on 18 December 2017 to provide for the Mayor of the Day and one other Councillor to be the Councillor delegates.</p>	<p>Delegate: Mayor of the Day (Chairperson)</p> <p>Delegate:</p>	<p>Terms of Reference adopted by Council on 6 May 2014 and amended on 18 December 2017</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Darebin Creek Management Committee Incorporated (External)</i></p> <p>The Committee promotes the preservation, environmental protection and ecologically sensitive development and maintenance of the Darebin Creek Linear Park.</p> <p>The Committee also undertakes individual projects that benefit the local community by promoting environmental awareness through Councils, schools and the wider community.</p> <p><i>Meetings of the Association are governed by its constitution which provides for one Council delegate with voting rights on the Committee of Management.</i></p> <p><i>The appointment of a substitute is permitted under the constitution and the substitute delegate has voting rights in lieu of the delegate.</i></p> <p><i>Meets on the last Wednesday of every second month at 5pm.</i></p>	<p>Delegate: Cr Cox (Voting rights)</p> <p>No substitute appointed (Voting rights when attending in lieu of the delegate)</p> <p>Officer: Manager Parks and Open Space</p>	<p>Delegate: (Voting rights)</p> <p>Substitute: (Voting rights when attending in lieu of the delegate)</p> <p>Officer: Team Leader Conservation Management</p>	<p>Incorporated Association governed by its Constitution</p>
<p><i>Epping Community Activity Centre Incorporated (External)</i></p> <p>This Association manages the Epping Community Activity Centre.</p>	<p>Delegate: Cr Monteleone (Voting rights)</p> <p>Officer: Team Leader Community Facilities or delegate</p>	<p>This Committee will be dissolved. Consequently no further appointment is required.</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Friends of Farm Vigano Incorporated (External)</i></p> <p>This Association is dedicated to the preservation, restoration and future development of the property known as Farm Vigano.</p> <p><i>Meetings of the Association are governed by its constitution. The constitution provides for Council's Chief Executive Officer or his nominated representative (in this case Council's appointed representatives) to attend meetings of the Management Committee and take part in debate but the nominees are not entitled to a vote.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Observer: Cr Alessi (Non-voting rights)</p> <p>Observer: Cr Pavlidis (Non-voting rights)</p> <p>Officer: Chief Executive Officer or Delegate (Non-voting rights)</p>	<p>Observer: (Non-voting rights)</p> <p>Observer: (Non-voting rights)</p> <p>Officer: Chief Executive Officer or Delegate (Non-voting rights)</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Friends of South Morang (External)</i></p> <p>FOSM was incorporated on 11 March 2002 and, based on its Statement of Purpose its objectives are to:</p> <ul style="list-style-type: none"> • Promote the development of educational facilities, programs, services and activities for the benefit of residents • Foster the development of recreation, sport and community facilities, programs, services and activities for the benefit of residents • Promote the protection and enhancement of the flora and fauna of the Plenty River Gorge and surrounding areas • Promote the development of local infrastructure to meet these objectives • Consult with relevant government and non-government agencies or organisations for the purpose of achieving these objectives, and <p>Seek and raise funds to pursue the objectives of the Association.</p> <p><i>Meetings are held in South Morang on a Thursday and commence at 7.30pm. The meeting schedule for FOSM for 2019 has not yet been set.</i></p>	<p>Delegate: Cr Desiato</p>	<p>Delegate:</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Health and Wellbeing Partnership Plan 2017-2021 Steering Committee (Internal)</i></p> <p>Council has a statutory and civic responsibility to plan strategically to enable people living in the municipality to achieve maximum health and wellbeing. The Health and Wellbeing Partnership Plan (HWPP) is a roadmap to achieve this.</p> <p>The HWPP Steering Committee will guide a strategic and integrated approach to the development, implementation and evaluation of the Plan.</p> <p>Membership of the committee consists of key community and health sector organisations, Councillors and members of Council Staff.</p> <p><i>Meetings will be held twice during the development of the HWPP and annually, or more frequently as required, for progress reporting purposes during the implementation period (October 2017 – October 2021).</i></p>	<p>Delegate: Cr Pavlidis</p> <p>Substitute: Cr Sterjova</p>	<p>Delegate:</p> <p>Substitute:</p>	<p>Terms of Reference adopted by Council on 31 October 2017.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Interface Councils Group (External)</i></p> <p>This Group includes Whittlesea, Nillumbik, Hume, Mitchell, Melton, Cardinia, Casey, Yarra Ranges, Wyndham and Mornington Peninsula Councils, which are characterised by being part rural and part urban.</p> <p>At its Forum held on 3 December 2014 the Interface Councils Group agreed that Councils could nominate an alternate delegate to attend the Interface Council's Group Forums and to participate in delegations to Ministers.</p> <p>Council on 3 February 2015 resolved to nominate substitute delegates to this Group.</p> <p><i>Meetings of this Group are governed by its terms of reference which provide for one Council delegate with voting rights.</i></p> <p><i>Meetings taking place on 6 March, 5 June, 4 September, 4 December at 10:30-12.30pm at MAV – 60 Collins Street, Melbourne.</i></p>	<p>Delegate: Mayor of the Day <i>(Voting rights)</i></p> <p>First Substitute: Cr Alessi</p> <p>Second Substitute: Cr Cox</p> <p>Officer: Chief Executive Officer</p> <p>Substitute: Director Partnerships and Engagement or delegate nominated by the Chief Executive Officer</p>	<p>Delegate: Mayor of the Day <i>(Voting rights)</i></p> <p>First Substitute:</p> <p>Second Substitute:</p> <p>Officer: Chief Executive Officer</p> <p>Substitute: Director Partnerships, Planning and Engagement or delegate nominated by the Chief Executive Officer</p>	<p>Unincorporated group governed by a Terms of Reference.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>MAV - Municipal Association of Victoria (External)</p> <p>The MAV provides industry leadership by supporting local government to achieve high levels of respect and recognition through improved performance.</p> <p><i>Meetings of the Association are governed by its Rules which provide for Council's delegate to have voting rights.</i></p> <p><i>The Delegate attends and votes at State Council meeting.</i></p> <p><i>The appointment of a substitute is permitted under the Rules and the substitute delegate has voting rights in lieu of the delegate.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Cr Cox (Voting rights)</p> <p>Substitute: Cr Kozmevski (Voting rights when attending in lieu of the delegate – if delegate cannot attend a form needs to be submitted to MAV advising name of substitute)</p>	<p>Nominations to the MAV and its associated Committees is currently not possible as Council resolved to not pay the membership fee for the 2018-2019 year on 26 June 2018.</p> <p>Council resolved on 2 October 2018 to consider membership of the MAV after the outcome of the invitation to the MAV CEO to present at Council Forum on the benefits of membership to Council.</p>	<p>Created by the Municipal Association of Victoria Act 1907 (as amended)</p>
<p>MAV Multicultural Committee (External)</p> <p>To inform and progress multicultural policy issues impacting on local government as prioritised by the MAV Strategic Plan.</p> <ul style="list-style-type: none"> The committee should identify priority issues to be addressed which are consistent with the Strategic Plan and MAV Board priorities <p><i>The Terms of Reference state that membership of the Committee is determined by the MAV Board. The Council delegate would be the nominee put forward to the MAV Board for membership of the Committee.</i></p> <p><i>Meets quarterly.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Cr Pavlidis</p>	<p>Nominations to the MAV and its associated Committees is currently not possible as Council resolved to not pay the membership fee for the 2018-2019 year on 26 June 2018.</p> <p>Council resolved on 2 October 2018 to consider membership of the MAV after the outcome of the invitation to the MAV CEO to present at Council Forum on the benefits of membership to Council.</p>	<p>Terms of Reference established by the MAV</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>MAV Planning Committee (External)</p> <p>To engage member councils and inform and progress land use planning issues impacting on local government as prioritised by the MAV Strategic Plan and through State Council.</p> <ul style="list-style-type: none"> The committee should identify priority issues consistent with the Strategic Plan, State Council resolutions and MAV Board priorities annually Short-term project or policy specific working groups may be created where the need arises <p><i>The Terms of Reference state that membership of the Committee is determined by the MAV Board through the Strategic Plan. The Council delegate would be the nominee put forward to the MAV Board for membership of the Committee.</i></p> <p><i>Meets every quarter.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Cr Monteleone</p>	<p>Nominations to the MAV and its associated Committees is currently not possible as Council resolved to not pay the membership fee for the 2018-2019 year on 26 June 2018.</p> <p>Council resolved on 2 October 2018 to consider membership of the MAV after the outcome of the invitation to the MAV CEO to present at Council Forum on the benefits of membership to Council.</p>	<p>Terms of Reference established by the MAV</p>
<p>Meadowglen International Athletics Stadium Incorporated (External)</p> <p>This Committee of Management manages the Meadowglen International Athletics Stadium.</p>	<p>Delegate: Cr Kozmevski (Voting rights)</p> <p>Officer: Leisure Planner</p>	<p>This Committee will be dissolved. Consequently no further appointment is required.</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Melbourne's Northern Metropolitan Mayor's and CEO's Forum (External)</p> <p>The Group is intended to provide a unified voice for the north so as to advocate for projects that will enhance the lives of our communities.</p> <p>The Group comprises Banyule City Council, Darebin City Council, Moreland City Council, Shire of Nillumbik, City of Whittlesea and Yarra City Council.</p> <p><i>This is not a decision making group and therefore there is no provision for the Council delegate to have voting rights.</i></p> <p><i>Meetings for 2018 have not yet been set</i></p>	<p>Delegate: Mayor of the Day <i>(Non-voting rights)</i></p> <p>Officer: Chief Executive Officer</p>	<p>Delegate: Mayor of the Day <i>(Non-voting rights)</i></p> <p>Officer: Chief Executive Officer</p>	<p>Unincorporated group without a specific Terms of Reference.</p>
<p>Merri Creek Management Committee Incorporated (External)</p> <p>This Association promotes the management of the Merri Creek and its catchment through the provision of technical advice and support to Councils and other agencies.</p> <p><i>Meetings of the Association are governed by its Constitution which provides for two Council delegates on the Management Committee with voting rights. There is no reference in the Constitution to the appointment of a substitute.</i></p> <p><i>Meets every third Thursday of month alternating between City of Moreland and City of Whittlesea in February, May, August and November each year at 6:30pm.</i></p>	<p>Delegate: Cr Kozmevski <i>(Voting rights)</i></p> <p>Officer: Manager Parks and Open Space</p>	<p>Delegate: <i>(Voting rights)</i></p> <p>Officer: Team Leader Conservation Management</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Metropolitan Local Government's Waste Forum (MLGWF) (External)</p> <p>The Metropolitan Waste Management Group (MWMG) works with metropolitan Councils to plan, coordinate and facilitate the procurement of waste management and resource recovery services. The Metropolitan Local Governments' Waste Forum (MLGWF) has been set up to support the effective operation of the MWMG.</p> <p><i>The MLGWF consists of a Councillor (voting member) and a Council officer (as an advisory non-voting member) from each of the 30 metropolitan Councils. The substitute has voting rights as proxy but nomination must be in writing to the Chair of the Forum. The nomination is enduring until it is revoked.</i></p> <p>The Officer attends as an Advisory Member to the Forum. The Advisory Member is able to participate fully in all Forum proceedings and activities but does not hold a vote unless acting as a proxy for a specific meeting.</p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Cr Alessi (Voting rights)</p> <p>Substitute: Cr Kozmevski</p> <p>Additional Substitute: All remaining Councillors</p> <p>Officer: Manager City Presentation</p> <p>The Officer attends as a substitute with voting rights.</p>	<p>Delegate: (Voting rights)</p> <p>Substitute:</p> <p>Additional Substitute: All remaining Councillors</p> <p>Officer: Manager City Presentation</p> <p>The Officer attends as a substitute with voting rights.</p>	<p>Operating Guidelines developed under the Environment Protection Act 1970 (as amended).</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Metropolitan Transport Forum Inc. (External)</p> <p>This Forum promotes effective, efficient and equitable transport in metropolitan Melbourne by providing a forum for debate, research and policy development, and by disseminating information to improve transport choices.</p> <p><i>Meetings of the Forum are governed by its Constitution which provides for Council's delegate to have voting rights.</i></p> <p><i>The appointment of a substitute is permitted under the Constitution and the substitute delegate has voting rights in lieu of the delegate.</i></p> <p><i>Meets 1st Wednesday of month at Melbourne Town Hall from February to December, 6pm-8.30pm.</i></p>	<p>Delegate: Cr Desiato (Voting rights)</p> <p>Substitute: Cr Monteleone (Voting rights when attending in lieu of the delegate)</p> <p>Officer: Manager City Design and Transport and Team Leader Strategic Transport</p>	<p>Delegate: (Voting rights)</p> <p>Substitute: (Voting rights when attending in lieu of the delegate)</p> <p>Officer: Manager City Design and Transport and Team Leader Strategic Transport</p>	<p>Incorporated Association governed by its Constitution.</p>
<p>Municipal Emergency Management Planning Committee (MEMPC) (Internal)</p> <p>This Committee promotes emergency management preparedness with stakeholders within the municipality and oversees the emergency management procedures for the municipality.</p>	<p>Delegate: Cr Cox (Voting rights)</p> <p>Substitute: Cr Sterjova (Voting rights when attending in lieu of the delegate)</p> <p>Officer: Municipal Emergency Resource Officer</p>	<p>A Councillor delegate is not required on this Committee as the committee structure has changed under the new Emergency Management Amendment Act 2018. The constitution of this committee does not include a Councillor delegate.</p>	<p>Created by Council as an obligation under the State Emergency Management Act 1986 (as amended)</p> <p>Superseded by the Emergency Management Amendment Act 2018</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Municipal Fire Management Planning Committee (MFMPCC) <i>(Internal)</i></p> <p>The Committee is made up of fire response agencies and is responsible for maintaining a fire prevention and response process for the municipality.</p> <p>Meetings for 2019 will be set at the end of November 2018.</p>	<p>Delegate: Cr Cox <i>(Voting rights)</i></p> <p>Officer: Municipal Fire Prevention Officer</p>	<p>Delegate: <i>(Voting rights)</i></p> <p>Officer: Municipal Fire Prevention Officer</p>	<p>Created by Council as an obligation under the Country Fire Authority Act 1958 (as amended)</p>
<p>Northern Alliance for Greenhouse Action Executive (NAGA) <i>(External)</i></p> <p>The NAGA formed in 2002 as a network to share information, skills and resources related to climate change action. NAGA's members are the cities of Banyule, Darebin, Hume, Manningham, Melbourne, Moreland, Whittlesea, Yarra, Shire of Nillumbik and Moreland Energy Foundation (MEFL). NAGA'S goal is to substantially contribute to the transition to a low-carbon future.</p> <p>The NAGA Executive was formed in 2009 to ensure sound and effective decision-making. It is a senior leadership group comprising Councillors, Council Senior and Executive Officers, CEO of MEFL and NAGA Executive Officer.</p> <p>Decisions are generally made by consensus and therefore voting is not usually required. Officer delegates have observer status only.</p> <p>Meets quarterly. Meetings for 2019 have not yet been set.</p>	<p>Delegate: Cr Alessi <i>(Voting rights)</i></p> <p>No substitute appointed</p> <p>Officer: Executive Officer Sustainability Planning</p>	<p>Delegate: <i>(Voting rights)</i></p> <p>No substitute appointed</p> <p>Officer: Executive Officer Sustainability Planning</p>	<p>Terms of Reference</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Risk & Audit Advisory Committee (Internal)</i></p> <p>The Audit & Risk Committee's purpose is to advise Council in fulfilling its oversight responsibilities for the financial and non-financial reporting process, internal controls, the audit process, risk management and Council's process for monitoring compliance with legislation and regulations and the Code of Conduct.</p> <p>The Charter provides for two Councillor delegates with voting rights.</p> <p><i>This is a Council Advisory Committee.</i></p> <p><i>Meetings for 2019 will be set at the end of November 2018.</i></p> <p><i>Independent members of the Committee are separately appointed by Council for a fixed term.</i></p>	<p>Delegate: Cr Alessi <i>(Voting rights)</i></p> <p>Delegate: Cr Kozmevski <i>(Voting rights)</i></p>	<p>Delegate: <i>(Voting rights)</i></p> <p>Delegate: <i>(Voting rights)</i></p>	<p>Charter adopted by Council on 10 October 2017</p>
<p><i>Riverside Community Activity Centre Incorporated (External)</i></p> <p>This Association manages the Riverside Community Activity Centre.</p>	<p>Delegate: Cr Lalios <i>(Voting rights)</i></p> <p>Officers: Team Leader Community Facilities or delegate</p>	<p>This Committee will be dissolved. Consequently no further appointment is required.</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Victorian Local Governance Association (VLGA) (External)</i></p> <p>The VLGA promotes good governance and sustainability by supporting local governments and communities through programs of advocacy, training, information provision and support.</p> <p><i>Council has 2 Councillor delegates, both with voting rights. A delegate may stand for election to the Committee of management if they wish.</i></p> <p><i>The Leading the Agenda Forum takes place on the 3rd Thursday of every month from March-November at Pitcher Partners Level 19, 15 William Street, Melbourne 6pm-8.30pm. The AGM is held late November.</i></p>	<p>Delegate: Cr Desiato <i>(Voting rights)</i></p> <p>No further delegate appointed <i>(Voting rights)</i></p>	<p>Nominations to the VLGA is currently not possible as Council resolved to not pay the membership fee on 26 June 2018.</p> <p>Council resolved on 2 October 2018 to consider membership of the VLGA after the outcome of the invitation to the VLGA CEO to present at Council Forum on the benefits of membership to Council.</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Visual Art and Civic History Collections Acquisitions Advisory Group (AAG) (Internal)</p> <p>The AAG was established to make recommendations to the Manager Community Cultural Development and Director Community Services regarding acquisitions and deaccessions over \$2,000 in value for the City of Whittlesea's Visual Art and Civic History Collections, as guided by the Visual Art and Civic History Collections Policy.</p> <p>An initial call for Expressions of Interest for community representatives was unsuccessful. A second call for Expressions of Interest for community representatives will be made.</p> <p>Meets twice a year with additional meetings held as required. Meetings for 2019 have not yet been set.</p>	<p>Delegate: Cr Pavlidis</p> <p>Delegate: Cr Alessi</p> <p>The Terms of Reference were amended on 18 December 2017 to provide for two Councillor delegates.</p> <p>Officer: Team Leader Arts, Heritage and</p> <p>Officer: Events and Cultural Collection Coordinator and</p> <p>Officer: Team Leader Information Management</p>	<p>Delegate:</p> <p>Delegate:</p> <p>Officer: Team Leader Arts, Heritage and Events</p> <p>Officer: Cultural Collection Coordinator and</p> <p>Officer: Team Leader Information Management</p>	<p>Terms of Reference adopted by the Council on 7 June 2016 and amended on 18 December 2017</p>
<p>Westgarthtown Pioneer Precinct Advisory Committee (Internal)</p> <p>This Committee provides a forum for the Friends of Westgarthtown, the Lutheran Church and Council staff to exchange information on the management of the various sites within the Pioneer Precinct.</p> <p>Council has 3 Councillor delegates, all with voting rights, one of whom shall be the Chairperson.</p> <p>Meetings for 2019 have not yet been set.</p>	<p>Delegate: Cr Alessi (Voting rights)</p> <p>Delegate: Cr Cox (Voting rights)</p> <p>No further delegate appointed (Voting rights)</p> <p>Officer: Heritage Coordinator</p>	<p>Delegate: (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Officer: Heritage Coordinator</p>	<p>Terms of Reference adopted by the Council on 17 November 2015.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Whittlesea Community Connections (External)</p> <p>Whittlesea Community Connections (WCC) provides a range of services to support and assist the local community. WCC provides direct help and assistance and links people to the right place, person or organisation.</p> <p>Meets every 3rd Monday of the month at WCC at Epping Plaza 10am - 11.30am.</p>	<p>Delegate: Cr Alessi (Voting rights)</p> <p>Substitute: Cr Sterjova</p>	<p>Delegate: (Voting rights)</p> <p>Substitute:</p>	<p>Incorporated Association governed by its Constitution.</p>
<p>Whittlesea Community Futures Partnership (External)</p> <p>The Whittlesea Community Futures Partnership is a voluntary alliance of 59 organisations including the City of Whittlesea, State and Federal Government and Human Service Organisations, working together with shared commitments and goals for the benefit of the local community.</p> <p>Meetings for 2019 have not yet been set.</p>	<p>Delegate: Cr Pavlidis (Non-voting rights)</p> <p>Delegate: Cr Cox (Non-voting rights)</p> <p>Officer: Director Partnerships and Engagement or Delegate</p>	<p>Delegate: (Non-voting rights)</p> <p>Delegate: (Non-voting rights)</p> <p>Chairperson: Director Partnerships, Planning and Engagement</p> <p>Officer: Partnerships and Projects Officer</p>	<p>Terms of Reference adopted by the Partnership, of which the City of Whittlesea is a member.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Whittlesea Courthouse Association (External)</p> <p>The Association manages the historic courthouse building which also operated as a Visitor Information Centre.</p> <p><i>The Constitution outlines the Officers of the Association. It provides a clause for "An executive officer of the City of Whittlesea to be represented".</i></p> <p><i>Meets 4th Wednesday of every month at 7pm at Whittlesea Courthouse.</i></p>	<p>Delegate: Cr Joseph (Non-voting rights)</p> <p>Substitute: Cr Sterjova (Non-voting rights)</p> <p>Officer: Director Partnerships and Engagement or Delegate</p>	<p>Delegate: (Non-voting rights)</p> <p>Substitute: (Non-voting rights)</p> <p>Officer: Director Partnerships, Planning and Engagement or Delegate</p>	<p>Incorporated Association governed by its Constitution</p>
<p>Whittlesea Country Music Festival Association Incorporated (External)</p> <p>The Committee of Management manages the Whittlesea Country Music Festival.</p> <p><i>The constitution provides for the CEO of Council (or their representative) to attend meetings of the Committee and participate in discussions but they are not entitled to a vote.</i></p> <p><i>Fortnightly from April–October, weekly from November–March. Meetings are held on Wednesday at Whittlesea Bowling Club, Church Street, Whittlesea 6:00pm – 7:30pm</i></p>	<p>Delegate: Mayor of the Day (Non-voting rights)</p> <p>Substitute: Cr Joseph (Non-voting rights)</p> <p>Officer: Director Community Services or Delegate</p>	<p>Delegate: Mayor of the Day (Non-voting rights)</p> <p>Substitute: (Non-voting rights)</p> <p>Officer: Director Community Services or Delegate</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Whittlesea Disability Network (WDN) (Internal Advisory Committee)</p> <p>The WDN is an active network of residents with disabilities, carers and service providers who meet monthly to consider, advocate, advise and address issues for people with disabilities in the municipality.</p> <p><i>The WDN is not a decision making body and therefore no voting rights apply.</i></p> <p><i>Meets monthly from February to December each year, on the second Tuesday of each month, from 9.30 am to 12 noon at Council Offices.</i></p>	<p>Delegate: Mayor of the Day (Non-voting rights)</p> <p>Substitute: Cr Sterjova (Non-voting rights)</p> <p>Substitute: Cr Cox (Non-voting rights)</p> <p>Officer: Team Leader Access</p>	<p>Delegate: Mayor of the Day (Non-voting rights)</p> <p>Substitute: (Non-voting rights)</p> <p>Substitute: (Non-voting rights)</p> <p>Officer: Team Leader Access</p>	<p>Terms of Reference are currently being reviewed</p>
<p>Whittlesea Multicultural Communities Council (WMCC) (External)</p> <p>The WMCC enhances co-operation among the diverse communities and promotes a greater awareness of multicultural values and needs within the municipality.</p> <p><i>The delegate is a member of the Committee but does not have voting rights.</i></p> <p><i>Meets bi-monthly on Thursdays from 5.30pm – 7.30pm at Lalor Library, 2A May Road, Lalor</i></p>	<p>Delegate: Cr Pavlidis (Non-voting rights)</p> <p>Substitute: Cr Kozmevski (Non-voting rights)</p> <p>Officer: Team Leader Aboriginal & Cultural diversity or Delegate</p>	<p>Delegate: (Non-voting rights)</p> <p>Substitute: (Non-voting rights)</p> <p>Officer: Team Leader Aboriginal & Cultural diversity or Delegate</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Whittlesea Reconciliation Group (Internal)</p> <p>The Group commenced in 2001 as a community based committee to be a key reference group for Council on the continuing reconciliation process and to foster understanding of historical, cultural and contemporary issues impacting Aboriginal and Torres Strait Islander communities.</p> <p><i>This is a key reference group for Council.</i></p> <p><i>Meetings for 2019 have not yet been set.</i></p>	<p>Delegate: Mayor of the Day (Voting rights)</p> <p>Delegate: Cr Cox (Voting rights)</p> <p>Officer: Manager Community Cultural Development or Delegate</p> <p>Officer: Aboriginal Liaison Officer</p>	<p>Delegate: Mayor of the Day (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Officer: Manager Community Cultural Development or Delegate</p> <p>Officer: Aboriginal Liaison Officer</p>	<p>Terms of Reference adopted by the Council on 7 February 2018.</p>
<p>Whittlesea Secondary College Chaplaincy Committee (External)</p> <p>The Committee co-ordinates chaplaincy services for students.</p> <p><i>The delegate is a member of the Committee with voting rights.</i></p> <p><i>Meets 1st Thursday of every month at 7.30pm at Whittlesea Secondary College, (no meetings during School holidays).</i></p>	<p>Delegate: Cr Kirkham (Voting rights)</p> <p>Substitute: Cr Monteleone</p>	<p>Delegate: (Voting rights)</p> <p>Substitute:</p>	<p>Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p><i>Whittlesea Showground and Recreation Reserves Committee of Management (External)</i></p> <p>This Committee provides an oversight or coordination role for the various users of the Crown land parcel centred on the Scrubby Creek and Plenty River and bisected by Yea Road in Whittlesea. The Committee is responsible for the maintenance and safe provision of a range of public open space elements and activities within the reserve.</p> <p><i>Meets 2nd Tuesday of every second month at 8pm at the showgrounds.</i></p>	<p>Delegate: Cr Joseph</p> <p>Officer: Chief Executive Officer or Delegate</p>	<p>Delegate:</p> <p>Officer: Chief Executive Officer or Delegate</p>	<p>Committee of Management under the control of the Department of Environment and Primary Industries</p>
<p><i>Whittlesea Community House (External)</i></p> <p><i>(formerly known as Whittlesea Township Community House & Alliance Group Incorporated)</i></p> <p>This group aims to strengthen small communities in Whittlesea township and help them take charge of their future.</p> <p><i>The Councillor delegate has observer status only and is not a member of the Committee.</i></p> <p><i>Meets 2nd Tuesday of the month at 6:30pm at Neighbourhood House 92A Church St Whittlesea.</i></p>	<p>No delegate appointed</p> <p><i>(Non-voting rights)</i></p>	<p>No delegate appointment required.</p>	<p>Incorporated Association governed by its Constitution</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Whittlesea YMCA (External)</p> <p>This organisation fosters programs and services in the local area with a key objective to assess the needs of the local community and devise programs and services that address those needs, focusing on recreation, health and wellbeing.</p> <p><i>The Board can co-opt members to the Committee and this is how the Council delegates are represented. Co-opted members have no voting rights.</i></p> <p><i>Meets on the last Wednesday of the month at 7.00pm at Mill Park Leisure Centre.</i></p>	<p>Delegate: Cr Kozmevski (Non-voting rights)</p> <p>Delegate: Cr Cox (Non-voting rights)</p>	<p>Council resolved on 7 August 2018 that Council remove its representatives on this committee due to potential conflict interest.</p> <p>Consequently no further appointment is required.</p>	<p>Incorporated Association governed by its Constitution</p>
<p>Whittlesea Youth Commitment Management Group (WYC) (External)</p> <p>The Group helps young people to develop a sense of connectedness within their communities via youth programs and events, community and social planning, information and referral services and support to the Whittlesea Youth Network.</p> <p><i>The WYC is not a decision making body and therefore no voting rights are required.</i></p> <p><i>Meets six times per year (February-December) on a Thursday at 1pm-2.30pm at The Lakes P-9 School, South Morang.</i></p>	<p>Delegate: Cr Sterjova (Non-voting rights)</p> <p>Substitute: Cr Pavlidis</p> <p>Officer: Manager Family Children & Young People</p>	<p>Delegate: (Non-voting rights)</p> <p>Substitute:</p> <p>Officer: Manager Family Children & Young People</p>	<p>No Statement of Purpose formalised. Is not an incorporated body but operates under the auspices of RMIT.</p>

ORGANISATION/COMMITTEE	APPOINTED COUNCIL REPRESENTATIVE FOR 2018	APPOINTED COUNCIL REPRESENTATIVE FOR 2019	CONSTITUTION, TERMS OF REFERENCE OR STATEMENT OF PURPOSE HELD
<p>Yarra Plenty Regional Library Board (External)</p> <p>The Board has responsibility for the provision and management of the library service and comprises two representatives from each of the three member Councils - Whittlesea, Banyule and Nillumbik.</p> <p><i>Meetings of the Board are governed by its constitution which provides for two persons from each of the three member Councils to be on the Board. One person must be a Councillor while the second appointee can be any other person. The delegates have voting rights.</i></p> <p><i>Meets February, April, June, August, October and December from 5:30pm at various locations.</i></p>	<p>Delegate: Cr Alessi (Voting rights)</p> <p>Delegate: Cr Kozmevski (Voting rights)</p> <p>Officer: Director Community Services</p>	<p>Delegate: (Voting rights)</p> <p>Delegate: (Voting rights)</p> <p>Officer: Director Community Services</p>	<p>Agreement under section 196 of the Local Government Act 1989 (as amended)</p>

6.2 COMMUNITY SERVICES

NIL REPORTS

6.3 CITY TRANSPORT AND PRESENTATION

6.3.1 SUPPLY AND DELIVERY OF ONE COMBINATION DRAIN CLEANING UNIT – TENDER EVALUATION – CONTRACT 2014-2Z21

Attachments:

	1	Contract Tender Evaluation Report - Confidential attachment 2014-2Z21 - Confidential
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Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989 as it contains details relating to contractual matters.

Responsible Officer: Director City Transport & Presentation

Author: Team Leader Fleet Services

RECOMMENDATION SUMMARY

It is recommended that contract number 2014-2Z21 for the Supply and Delivery of one Combination Drain Cleaning Unit is awarded to Hino Motor Sales Australia – CMI Hino Melbourne for the lump sum price of \$627,434.

KEY FACTS AND / OR ISSUES

The tender evaluation panel advises that:

- The current Combination Drain Cleaning Unit is approaching 14 years of age and has reached the end of its acceptable service life
- Tenders were sought via National Procurement Network (NPN) aggregated purchasing truck supply panel contract
- The tender provided by Hino Motor Sales Australia for a replacement drain cleaner offers the best overall value to Council for the supply and delivery of a replacement drain cleaning unit.

REPORT**BACKGROUND**

The purpose of this contract is for the Supply and Deliver of one Combination Drain Cleaning Unit.

MAV VendorPanel is a procurement portal that allows preferred suppliers to provide purchase quotations for the supply of plant items through the National Procurement Network (NPN) Truck Supply panel contract. Tenders were sought for the supply of Combination Drain Cleaning Unit through MAV VendorPanel. Tenders for the contract closed on 15 August 2018. The tendered prices and a summary of the evaluation are detailed in the confidential attachment.

The Combination Drain Cleaning Unit is just used for the majority of Council's stormwater drainage maintenance activities. It operates consistently throughout the year clearing drainage systems of debris using its vacuum suction capacity. The Combination Drain Cleaning Unit is also used to rectify blockages within Council's stormwater infrastructure through the use of its high pressure water jet. This water jet is also used for non-destructive excavations and flood relief work.

Council's current Combination Drain Cleaning Unit is approaching 14 years old and has reached the end of its acceptable service life due to factors such as maintenance cost, maintainability, reliability and asset condition rating.

EVALUATION

No member of the Tender Evaluation Panel declared any conflict of interest in relation to this tender evaluation.

A Tender Probity & Evaluation Plan was designed specifically for this tender process and it was authorised prior to this tender being advertised. All tenders received were evaluated in accordance with that plan. The evaluation involved scoring of conforming and competitive tenders according to these pre-determined criteria and weightings:

Criteria	Weighting
Price	40.0%
Capability	32.5%
Capacity	25.0%
Impact	2.5%

The weightings reflect the relative importance of each element to this particular contract. They were determined as being most appropriate after considering factors including (but not restricted to) the time, quality, risk and contract management requirements which were likely to have the most impact on the achievement of best value.

Only tenders that were conforming and competitive were fully scored. Tender submissions that were evaluated as non-conforming or not sufficiently competitive were set aside from further evaluation. In cases where this occurred the reasons for that outcome are detailed in the confidential attachment.

The evaluation outcome was as follows:

TENDERER	CONFORMING	COMPETITIVE	SCORE	RANK
Tenderer A Hino Motor Sales Australia – CMI Hino Melbourne	Yes	Yes	85.0	1
Tenderer B	Yes	Yes	75.8	2
Tenderer C	Yes	Yes	74.8	3

Refer to the confidential attachment for further details of the evaluation of all tenders.

LINKS TO THE COUNCIL PLAN

FUTURE DIRECTION **Good Governance**

Theme **Growth and Change**

Strategic Objective **Services and infrastructure keep pace with population growth**

The Combination Drain Cleaning Unit forms part of the Municipal Waste Management and Resource Recovery Strategy 2012-2020 adopted by Council.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The tender received from Hino Motor Sales Australia Pty Ltd – CMI Hino Melbourne is considered to offer the best value to Council based on the price, operational suitability and service capacity.

It is considered that the company can perform the contract to the standards required.

RECOMMENDATION

THAT Council resolve to:

1. **Accept the tender submitted by Hino Motor Sales Australia – CMI Hino Melbourne for the sum of \$627,434 (excluding GST) for the following contract:**

Number: 2014-2Z21

Title: Supply and Deliver One Combination Drain Cleaning Unit

Term: 2 October 2018 to 30 June 2019

2. **Approve the funding arrangements detailed in the confidential attachment.**

6.3.2 CONTRACT 2017-19 - REGENT STREET, MERNDA RECONSTRUCTION - VARIATION REPORT

Attachments: 1 **Financial Summary - Confidential**

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989 as it contains details relating to contractual matters.

Responsible Officer: Director City Transport & Presentation

Author: Senior Projects Engineer

RECOMMENDATION SUMMARY

It is recommended that contract number 2017-19 for Regent Street Reconstruction:

- Is varied by \$246,389.80 (excl. GST);
- To a new contract sum of \$1,330,165.63 (excl. GST); and
- Is extended to 31 December 2018.

KEY FACTS AND / OR ISSUES

- The purpose of this contract was for the construction of Regent Street, between Nissoria Avenue and Grafton Street, Mernda.
- The works included upgrade of the road surface to asphalt, amendments to the vertical and horizontal alignment to improve safety, subsurface drainage, kerb and channel, 2.5m shared path, landscaping (including street trees), on-street parking and the construction of new accesses to abutting properties, including the Findon Pony Club.
- A variation and extension is required for additional bulk excavation, utility services alterations, additional tree removal charges and changes to the fence alignment of the Findon Road Pony Club;
- The majority of these variations are a result of a series of miscalculations on behalf of an external designer. Council Officers are seeking to recoup these costs through a Professional Indemnity claim against the designer; and
- While a contract variation is required, there is no budget implication, as the original contract was well under the allocated project budget.

REPORT**BACKGROUND**

Regent Street provides a Collector Road link, and an alternative route to Bridge Inn Road, for the residents of the Mernda West area. Prior to the upgrade works, the section of Regent Street, between Nissoria Avenue and Grafton Street, was a rural, unsealed road which failed to cater for the growing daily traffic volumes, resulting in excessive dust complaints, regular maintenance and increasing travel (delays) times.

Contract 2017-19 related to the *Construction of Regent Street, between Nissoria Avenue and Grafton Street, Mernda*. The works included upgrade of the road surface to asphalt, amendments to the vertical and horizontal alignment to improve safety, subsurface drainage, kerb and channel, 2.5m shared path, landscaping (including street trees), on-street parking and the construction of new accesses to abutting properties, including the Findon Pony Club.

This contract was awarded to Metro Asphalt Pty Ltd. A summary of the financial performance of the contract is provided in the confidential attachment.

The contract commenced on 3 April 2018 and the approved end date was 7 July 2018.

The upgrade works have been delivered satisfactorily to date, with the subsurface drainage, kerb and channel, shared path and landscaping works complete. There is however one electrical service pit outside 65 Regent Street that requires relocation, and due to road closure time constraints and construction practicalities, it was agreed that the placement of the final wearing course layer would be postponed.

Regent Street was closed to the public on 3 April 2018, to expedite the delivery of the works, and reopened on 28 July 2018.

VARIATION AND EXTENSION

The Regent Street upgrade works have been delivered as per the approved detailed design to date. However due to calculation inaccuracies in the estimated Bill of Quantities; the actual quantities of some items were greatly under scoped. Items that were incorrectly quantified include: bulk earthworks, tree removal and landscaping. Officers are seeking to claim the additional cost of these items against the external Design Contractor's Professional Indemnity insurance.

During the excavation works, the Grafton Street / Regent Street intersection exhibited signs of severe degradation. Whilst this section of road was outside the original scope, it was deemed to be cost effective to mobilise the construction crew already on site to rectify the failure and provide a complete (new) road for the community.

Time constraints with regards the road closure of Regent Street meant that Council Officers were required to review, and approve the above variations and retrospectively seek Council's approval. A variation is now sought for these amendments to contract.

A contingency allowance is also required to cover any unforeseen (latent) costs, e.g. rock excavation during electrical service utility relocation.

A variation of \$246,389.80 (excl. GST) is required for additional bulk excavation, tree and vegetation removal charges; utility services works and alterations, and changes to the fence alignment at the Findon Road Pony Club. The majority of these variations are a result of a series of miscalculations on behalf of the designer. Council Officers are seeking to recoup these costs through a Professional Indemnity claim against the designer.

Further details of the requested variation are provided in the confidential attachment.

The contractor's prices have been checked and are considered competitive so it is proposed to extend the contract term to 31 December 2018.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good Governance
Theme	Continuous Improvement
Strategic Objective	Council explores and adopts best practice models

The construction of Regent Street has addressed transport connectivity issues in the Mernda West area by providing a continuous sealed road and a missing footpath link to the area.

The project has ensured that the road network meets the expectations of this community in terms of accessibility for motorists, cyclists and pedestrians.

The project links to the following Council Policies, Strategies and legislation:

City of Whittlesea Road Safety Strategy (2017):

Address safety of all road and path users.

Address driver behaviour and attitude towards vulnerable road users: pedestrians, cyclists and motorcyclists.

City of Whittlesea Bicycle Plan 2016 – 2020:

Key Direction 3: Build and maintain a high quality network.

City of Whittlesea Integrated Transport Strategy (2014):

Action RF 2.2: Manage local roads to improve amenity and safety for users.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Variation and extension of the contract is sought in accordance with the contract's terms and conditions and Council's applicable policy and procedures.

RECOMMENDATION

THAT Council resolve, in relation to Contract No. 2017-19 for Regent Street Reconstruction to:

- 1. Approve a variation of \$246,389.80 (excluding GST) making a revised contract sum of \$1,330,165.63 (excluding GST)**
- 2. Approve the funding arrangements detailed in the confidential attachment; and**
- 3. Approve extension of the contract end date to 31 December 2018.**

6.3.3 EPPING RECREATION RESERVE EAST OVAL REDEVELOPMENT

Attachments:

1 2018-72 Contract Tender Evaluation Report - Confidential Attachment - Confidential

Confidential in accordance with Section 89(2)(d) of the Local Government Act 1989 as it contains details relating to contractual matters.

Responsible Officer:

Director City Transport & Presentation

Author:

Senior Parks Project Management Officer

RECOMMENDATION SUMMARY

It is recommended that contract number 2018-72 for Epping Recreation Reserve East Oval Redevelopment:

- is awarded to Joslyn Group for the lump sum price of \$1,737,885.00 (excl. GST)

KEY FACTS AND / OR ISSUES

The redevelopment of the Eastern Oval at Epping Recreation Reserve is the first step in the implementation of the Epping Recreation Reserve Master Plan endorsed in 2018. The redevelopment will remedy existing issues on the oval associated with inadequate drainage and aging irrigation infrastructure which leads to deterioration of the playing surface in all seasons.

The tender evaluation panel advises that:

- Four tenders were received
- the recommended tender was the highest ranked and is considered best value.

REPORT

BACKGROUND

The purpose of this contract is to award works associated with the redevelopment of the Eastern Oval at Epping Recreation Reserve, Epping. The works include a full soil profile reconstruction including drainage and irrigation, turf surface, LED sports ground lighting, cricket centre wicket, fencing (including ball catching fence) and all associated sporting infrastructure (goals, coaches boxes etc.).

Tenders for the contract closed on 26th September 2018. The tendered prices and a summary of the evaluation are detailed in the confidential attachment.

EVALUATION

No member of the Tender Evaluation Panel declared any conflict of interest in relation to this tender evaluation.

A Tender Probity & Evaluation Plan was designed specifically for this tender process and it was authorised prior to this tender being advertised. All tenders received were evaluated in accordance with that plan. The evaluation involved scoring of conforming and competitive tenders according to these pre-determined criteria and weightings:

Criteria	Weighting
Price	50%
Capability	20%
Capacity	25%
Impact	5%

The weightings reflect the relative importance of each element to this particular contract. They were determined as being most appropriate after considering numerous factors including (but not restricted to) the time, quality, risk and contract management requirements which were likely to have the most impact on the achievement of best value.

All tenders were conforming and competitive and fully scored.

The evaluation outcome was as follows:

TENDERER	CONFORMING	COMPETITIVE	SCORE	RANK
Tenderer A Joslyn Group	Yes	Yes	74.9	1
Tenderer B	Yes	Yes	58.3	4
Tenderer C	Yes	Yes	59.0	3
Tenderer D	Yes	Yes	64.4	2

Refer to the confidential attachment for further details of the evaluation of all tenders.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good Governance
Theme	Continuous Improvement
Strategic Objective	Council explores and adopts best practice models

Redevelopment of the Eastern Oval at Epping Recreation Reserve will provide an upgraded facility for both club and public usage at all times of the year. As the first stage in the implementation of the endorsed Epping Recreation Reserve Master Plan, improved drainage infrastructure and soil profile will ensure that the ground remains in a suitable playing condition all year round, reducing maintenance/improvement works and minimising impact on sporting overflow facilities within the municipality.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The tender from Joslyn Group was determined to be best value and it is considered that this company can perform the contract to the required standards.

RECOMMENDATION

THAT Council resolve to:

1. **Accept the tender submitted by Joslyn Group for the sum of \$1,737,885.00 (excluding GST) for the following contract:**

Number: 2018-72
Title: Epping Recreation Reserve East Oval Redevelopment

subject to the following conditions:
 - a) **Tenderer to provide proof of currency of insurance cover as required in the tender documents.**
 - b) **Price variations to be in accordance with the provisions as set out in the tender documents.**
 - c) **Tenderer to provide contract security as required in the tender documents.**
2. **Approve the funding arrangements detailed in the confidential attachment.**
3. **Sign and seal the Contract documents.**

6.3.4 PETITION: REQUEST FOR PARKING BAYS - COTTAGE BOULEVARD, EPPING

Attachments:

1	Locality Plan ↓
2	Parking Surveys ↓
3	Parking Options ↓

Responsible Officer: Director City Transport & Presentation

Author: Traffic Engineer

RECOMMENDATION SUMMARY

1. Not install indented parking bays in Cottage Boulevard.
2. Line-mark 10 parking spaces on the east side of Cottage Boulevard to maximise the efficiency of the existing on-street parking space.
3. Advise the petitioners of Council's decision on this matter, and the reasoning for this decision.

KEY FACTS AND / OR ISSUES

- Residents of Cottage Boulevard, between Hayston Boulevard and Quartz Grove, submitted a petition regarding on-street parking, emergency vehicle access and hoon driver behaviour, and requested Council to install indented parking bays in this section of road, opposite the integrated housing along the transmission edge.
- Recently conducted parking occupancy surveys indicate that on-street parking demand is low and traffic surveys indicate conditions are acceptable for a local road such as Cottage Boulevard.
- Cottage Boulevard has a good road safety record.

REPORT**INTRODUCTION**

The report responds to a petition regarding Cottage Boulevard, Epping and recommends that parking bays be line-marked to enable the existing on-street parking space to be used efficiently.

BACKGROUND

A petition containing 13 signatures of residents from 2A Cottage Boulevard properties was tabled at Council's meeting on 3 July 2018, and Council resolved that a report be prepared.

The petition raised concerns:

About the lack of street parking available for residents, visitors & emergency services when required because it is a particularly narrow street which is regularly used by "hoons ", as can be seen by tyre marks. Residents have had cars damaged, private driveways blocked & used by non-residents, and the petitioners requested Council investigate the creation of parking bays opposite the units along the edge of the park.

The petition was signed by residents representing all 10 units of the integrated housing site located at 2A Cottage Boulevard.

DISCUSSIONRoad Layout and Landuse

Cottage Boulevard is a local residential street approximately 540m in length and generally runs north to south between Hayston Boulevard (in the north) and a cul-de-sac (south) in Epping (*Attachment 1*). It provides access to private properties and a number of other local streets.

The width of Cottage Boulevard in front of the integrated housing site is 7.3m, this is sufficient to allow parking on both sides of the road whilst maintaining sufficient width for traffic, including emergency services vehicles, to move in one direction at a time. This width is the standard width that is adopted for local streets in new residential areas.

Cottage Boulevard is flat, has a gently curvilinear alignment and the speed limit is 50km/h.

The section in which the petitioners live is approximately 175m in length between Hayston Boulevard and Quartz Grove. In this section there is a Community Housing (Vic) Limited (CHL) integrated housing site (with 10 residential units) on the west side of the street, where all of the petitioners live, and a passive Council reserve on the east side. The integrated housing site has a common driveway entrance servicing three units; the remainder of the units have separate vehicle access points directly on to Cottage Boulevard.

There are two other residential properties abutting Cottage Boulevard; these are at either end of this section of the road; these properties have direct access to Hayston Boulevard or Quartz Grove, and are not directly affected by the petitioners' request.

Road Safety and Traffic Conditions

VicRoads' *CrashStats* indicates that there has not been any casualty crashes reported in Cottage Boulevard.

Traffic surveys were recently conducted in this section of Cottage Boulevard; the results are summarised in the table below:

Date	Average Vehicles per Day	Speed (km/h)		Vehicles Over (km/h)			Highest Speed (km/h)
		Average	85 th %ile ¹	40	50	60	
July 2018	180	42	43.2	50 (28%)	5 (2.8%)	1 (0.2%)	67

1. The 85th %ile speed is the speed at which 85% of motorists are travelling at or below.

These results indicate that both overall traffic speeds and volumes in Cottage Boulevard are acceptable.

With respect to the concerns about hoon driving, 22 aerial photographs (taken from December 2010 to August 2018) were reviewed and site inspections and observations were carried out. The aerial photographs show only two separate sets of tyre marks (indicating hoon driving incidents), these are in December 2016 and January 2018, and thus it can be concluded that there was some hoon activity during those periods.

During the inspections carried out in Cottage Boulevard since the petition was received in July 2018, no tyre marks were observed, and thus there is no evidence of hoon behaviour in recent months.

Parking Management

On-Street Parking

Within an approximate 75m walk of the integrated housing site there is space for 30 cars to park on-street in Cottage Boulevard; 28 on the east side, and two on the west side whilst retaining sufficient width for through traffic.

Parking surveys were conducted during a number of times of the day over a one week period in August 2018; the results are summarised in *Attachment 2*. These indicate that the maximum number of vehicles parked at any one time was seven (five legally parked, two illegally parked), ie. there was space for an additional 25 vehicles to be parked legally.

The illegally parked vehicles were parked on the grass nature strip, across driveways or partially on the footpath (impeding pedestrian access).

It was also observed that the cars parked legally were often parked in a manner that could be used for two cars, and thus the space available for legal parking is not used efficiently.

Off-Street Parking

Due to concerns regarding parking within the integrated housing site, CHL circulated a letter to all residents of 2A Cottage Boulevard in June 2018 (after the petition was received at Council). The letter advised that:

- A random inspection by CHL indicated that vehicles were parked in unallocated spaces.
- Vehicles may be parked in the garage or in front of the garage.
- Additional vehicles may be parked on Cottage Boulevard and not in a manner that blocks access or emergency vehicles.
- Random inspections will be carried out and should vehicles still be parked in an unsafe manner they will be towed at the owner's expense.

Each unit in the integrated housing site has one allocated parking space (in their garage) as well as space to park another vehicle in front of the garage, and with four visitor parking spaces on-site, there is total of 24 off-street parking spaces available for the residents, their family, friends and/or visitors.

If the number of on-street and off-street parking spaces are totalled, there are 54 spaces available for the petitioners; this is a rate of over five parking spaces per housing unit.

PARKING OPTIONS

A number of options are available to address the concerns raised by the petitioners.

Indented Parking

If indented parking was provided, it would simply displace existing kerbside parallel parking, and thus this would not achieve any increase in the number of parking spaces. It would also encroach into the Council Reserve, result in tree loss and thus adversely impact on the streetscape and amenity of the area.

Given that the estimated cost for this option is approximately \$70,000, there is no net gain in parking, and it has an adverse impact on the streetscape, this option is not supported, particularly as the parking surveys indicate that the number of parking spaces in Cottage Boulevard is more than adequate.

Notwithstanding and for discussion purposes of this report, some information on the advantages and disadvantages of this option are listed in the below table, and compared with a simpler option of line-marking parking bays.

Line-Marking

As mentioned above, the existing space available for parking is not used efficiently. This could be addressed if some of the parking spaces on the east side of Cottage Boulevard were line-marked. Due to the slightly curvilinear alignment of the road, this option should also include painting the centre-line of the road in this section of Cottage Boulevard. Line marking would help to address the concern of cars being parked across private driveways.

Advantage / Disadvantage Comparison

Option	Description	Advantages	Disadvantages
1	Indented parking spaces	<ul style="list-style-type: none"> • Freer traffic flow 	<ul style="list-style-type: none"> • Freer traffic flow could result in higher speeds • Total estimated (TEC) \$70,000 • Loss of trees • Poor streetscape and amenity • Encroaches into Council reserve
2	Line-mark parking spaces	<ul style="list-style-type: none"> • Minimal cost (\$1000) • No loss of trees, streetscape and amenity • Improves parking efficiency 	<ul style="list-style-type: none"> • Nil

CONSULTATION

No community consultation has been conducted on this matter as all residents that have direct access onto Cottage Boulevard signed the petition.

FINANCIAL IMPLICATIONS

The estimated cost of line-marking parking bays is \$1,000 and can be funded from Council's operational budget.

In the event that the indented parking option is deemed appropriate, approximately \$70,000 would be required. As funds are not currently allocated for this work, this project would need to be considered as part of a future New Works Program.

POLICY STRATEGY AND LEGISLATION

- City of Whittlesea, Municipal Road Safety Strategy, 2004: Action Plan 3. Ensure that a safe road environment is developed and maintained.
- City of Whittlesea, Integrated Transport Strategy, 2014: Action RF 2.2. Manage local roads to improve amenity and safety for users and ensure consistency with SmartRoads principles.

LINKS TO THE COUNCIL PLAN

Council Priority	Roads, Access and Public Transport
Future Direction	Accessibility in, out and around our City
Theme	Transport
Strategic Objective	The road network responds to our needs in accessing jobs, services and recreational activities

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The width of Cottage Boulevard in front of the integrated housing site is sufficient for parking and traffic, including emergency services vehicles.

Cottage Boulevard has a good safety record, and traffic speeds and volumes are acceptable and consistent for a local road of this type.

There is some evidence of hoon driving in 2016 and early 2018. However there is no evidence of hoon behaviour in recent months.

The parking surveys indicate that there is adequate parking in Cottage Boulevard, and thus indented parking is not recommended.

If a decision was made to install indented parking this would require costly infrastructure work, result in some tree loss, would not be in accordance with the streetscape and it would encroach into a Council reserve.

The existing space available for parking in Cottage Boulevard is not used efficiently which could be addressed if 10 parking spaces were line-marked on the east side of the road.

RECOMMENDATION

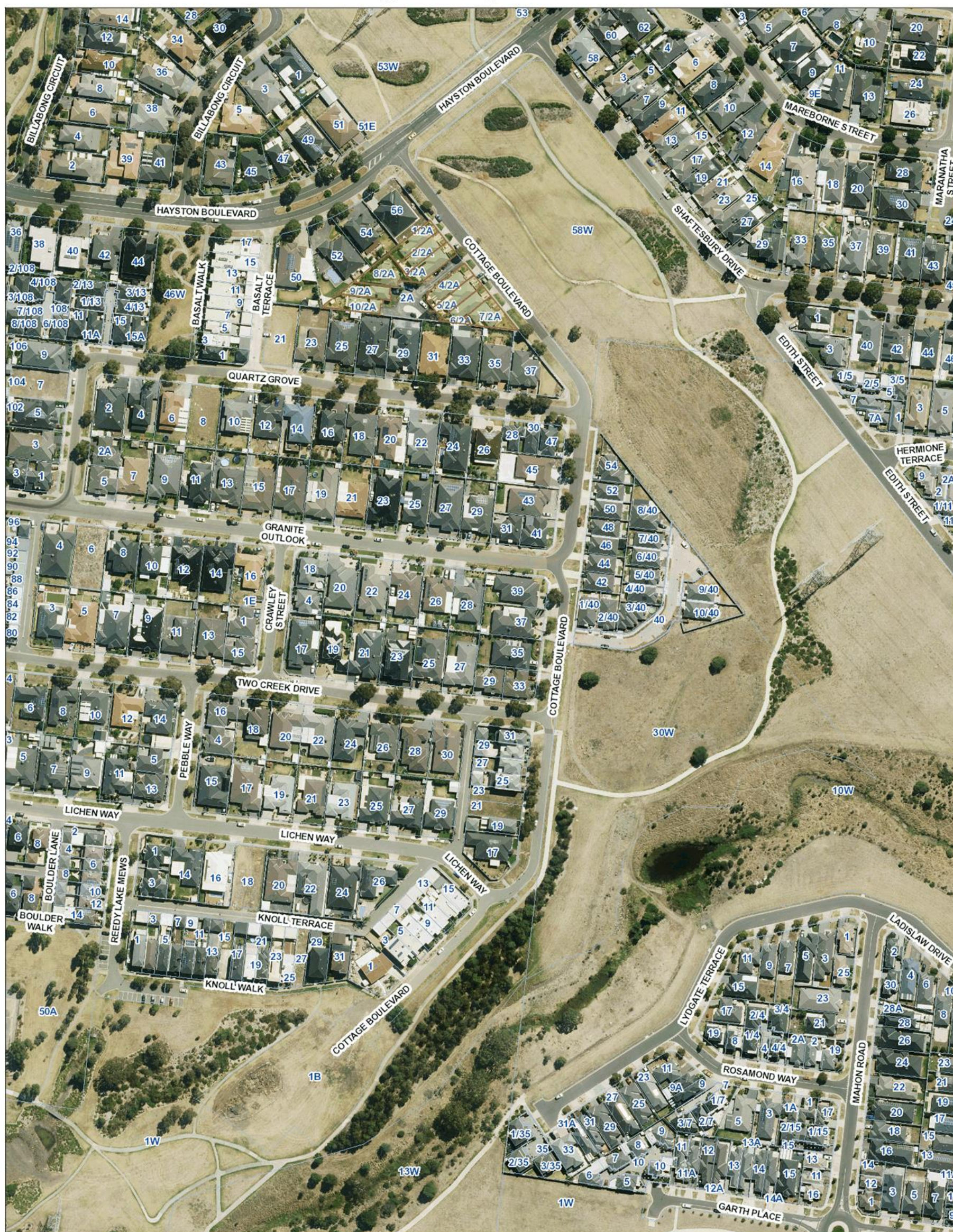
THAT Council resolve to:

1. **Not install indented parking bays on the east side of Cottage Boulevard between Hayston Boulevard and Quartz Grove.**
2. **Line-mark 10 parking bays on the east side of Cottage Boulevard to maximise the efficiency of the existing on-street parking space.**
3. **Advise the petitioner of Council's decision on this matter, and the reasoning for this decision.**



Locality Map

Attachment 1



COPYRIGHT 2017
The State of Victoria and the City of Whittlesea does not warrant the accuracy and completeness of information on this map. The State of Victoria and the City of Whittlesea shall not bear any responsibility or liability for errors or omissions in the information. Reproduction of the plan is possible only with permission from the City of Whittlesea.

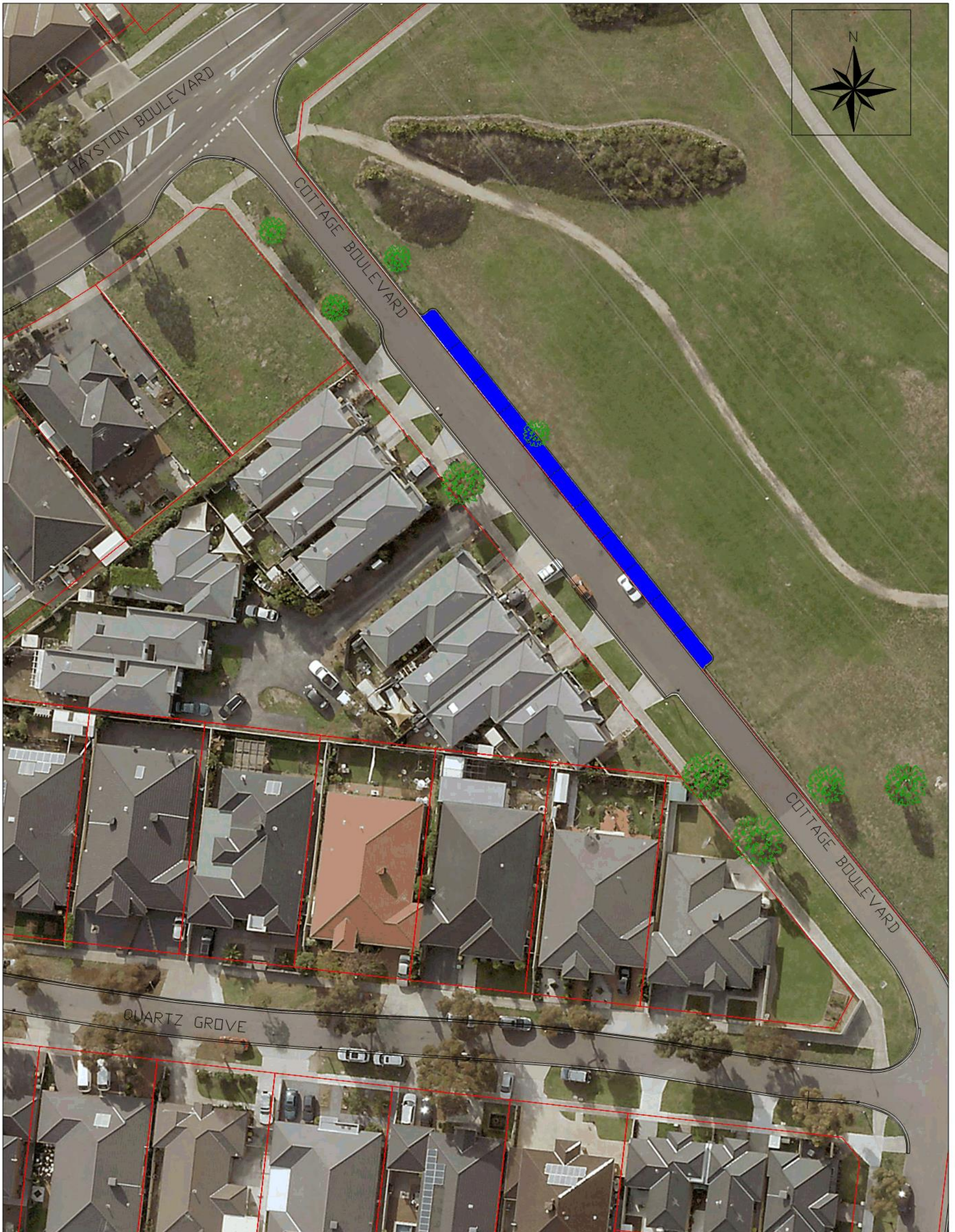


Map Scale: 1 : 2000
Date: 03/10/2018
Produced By: jor

Attachment 2

Cottage Boulevard						
DAY	DATE	TIME	Unrestricted		Illegal Parking	Total Parking
e.g	1/01/2018	12:00	30	100%		30
MON	13/08/2018	10:00	3	10%	0	3
	13/08/2018	14:00	3	10%	1	4
TUE	14/08/2013	11:45	1	3%	1	2
	14/08/2013	14:00	2	7%	1	3
WED	15/08/2018	10:00	3	10%	0	3
	15/08/2018	14:00	2	7%	0	2
THURS	16/08/2018	10:15	2	7%	0	2
	16/08/2018	14:20	4	13%	0	4
FRI	17/08/2018	10:00	5	17%	2	7
	17/08/2018	14:00	3	10%	2	5
MON AVERAGE			3.00	10%	0.50	3.50
TUE AVERAGE			1.50	5%	1.00	3.00
WED AVERAGE			2.50	8%	0.00	2.50
THURS AVERAGE			3.00	10%	0.00	3.00
FRI AVERAGE			4.00	13%	0.00	2.50

ATTACHMENT 3A



ATTACHMENT 3B



6.3.5 PETITION - ROAD SAFETY, TRAFFIC AND PARKING CONCERNS: SPENCER STREET, THOMASTOWN

Attachments:

- 1 **Locality Plan** [↓](#)
- 2 **Street Views** [↓](#)
- 3 **Parking Options** [↓](#)

Responsible Officer: **Manager City Design & Transport**

Author: **Team Leader Transport Engineering**

RECOMMENDATION SUMMARY

1. Note VicRoads' decision to install traffic signals at the Dalton Road / Spencer Street intersection.
2. Not install indented parking on Spencer Street, Thomastown.
3. Engage with the Spencer Street business community regarding responsible business operations and practices that are compatible with the City of Whittlesea Planning Scheme, Planning Permit conditions, existing road infrastructure and their property sites.
4. Advise the petitioners of Council's decision on this matter.

KEY FACTS AND / OR ISSUES

- VicRoads have decided to install traffic signals at the Dalton Road / Spencer Street intersection, and this will address concerns regarding the safety and operation of the intersection.
- Parking and traffic congestion in Spencer Street has been problematic for many years.
- Options to provide more parking and/or reduce traffic congestion in Spencer Street will adversely impact the safety of pedestrians, as well as the amenity and street scape of the area.
- Neither option will address concerns raised by the petitioners regarding insufficient parking, unsafe practices of loading or unloading on Spencer Street, or of the unsafe practise of non-compliant parking, eg. double parking, parking across vehicle crossings, on nature strips and on the footpath.
- The operation and needs of many Spencer Street businesses exceed the capacity of their site, particularly with respect to parking, loading and unloading and storage of goods and materials.

REPORT

INTRODUCTION

This report discusses concerns raised by petitioners regarding the safety and operation of the Dalton Road / Spencer Street intersection and concerns about road safety, parking and traffic in Spencer Street, Thomastown (see Attachment 1 for locality plan).

BACKGROUND

A petition was tabled at the Council Meeting on 6 February 2018. The delay in presenting this report to Council is due to the independent safety, traffic and parking report being completed and provided to Council. At the February 2018 meeting, Council resolved that the petition be received and that a report be prepared.

The petition was signed by 74 residents and 55 non-residents who requested Council:

That due to safety concerns, complaints by residents, business owners, property owners, and customers about accidents and near misses that have occurred in Spencer Street, Thomastown, coupled with a fatality at the intersection of Spencer Street and Dalton Road, to:

- *Urgently review design proposals developed in 2011 for indented parking bays and widening Spencer Street;*
- *Urgently seek input from Spencer Street business operators to progress a suitable proposal and design;*
- *Undertake works in Spencer Street as soon as possible, to address parking, road safety and local congestion issues; and*
- *Continue to work with, and advocate to VicRoads to improve road safety at the intersection of Spencer Street and Dalton Road, Thomastown including a suggestion by residents to investigate a 'keep clear' zone.*

Council's Customer Request Management (CRM) System has 25 recorded instances of customers contacting Council from the early 2000's. Concerns raised by customers are generally related to drivers not complying with the road rules (with respect to parking), problems with truck access to adjacent or opposite businesses, concerns and difficulties with loading or unloading and traffic congestion. These matters are generally along the lines of the concerns raised by the petitioners.

DISCUSSION**Road Network**

Spencer Street is a local street in Thomastown, built in the 1960's. It runs east-west between Dalton Road (east) and Brock Street (west), and is approximately 270m in length. The carriageway is approximately 8.75m wide carriageway and provides 2.5m each side for truck parking and 3.7m for traffic. The default 50km/h urban speed limit applies to Spencer Street.

Footpaths (approximately 1.5m wide) and nature strips (2.5m) are provided on both sides of the road. Due to vehicles, cars but in particular trucks, often parked illegally on the footpaths and nature strips, the condition of both is particularly poor.

Both Infrastructure Maintenance and Parks and Urban Design departments' repeated efforts over the years to ensure that the footpath and nature strip are kept in an acceptable condition have been unsuccessful. This is because as soon as repairs are completed, drivers park cars and trucks on the footpaths and nature strips and damage inevitably re-occurs.

Land Use

Land use on both sides of Spencer Street is a mixture of business, commercial and industrial with activities such as, vehicle repairers (mechanical and crash), building material manufacturers and distributors, light industrial (materials fabrication) and a clothing distributor.

Some businesses have evolved and expanded their business operations to a point that their business operation has out grown their site, and even after they have purchased or leased adjacent properties and consolidated their operations over two properties, their business operations and needs still overflow onto the street.

Many of the Spencer Street businesses have evolved over 40 years, some operate under a Planning Permit issued by the Melbourne Metropolitan Board of Works (MMBW), ie. pre-1985, and some others operate under a Planning Permit issued by the City of Whittlesea pre-1995, and thus they do not operate under current planning conditions and requirements, in particular those relating to access, parking and the loading or unloading of goods and materials.

The noticeable exceptions to the above are two businesses on the northwest corner (a takeaway food) and southwest corner (takeaway food, convenience store, petrol retailer) of the Dalton Road / Spencer Street intersection. Both these businesses are recent developments with access, parking and loading/unloading provided in accordance with the Whittlesea Planning Scheme (WPS), and it has been observed that both businesses operated in accordance with their planning permits.

Road Safety, Traffic and Parking Conditions

An independent safety, traffic and parking study was conducted for Council in July 2018. The findings reported on road safety, traffic and parking, as well as the loading and unloading of trucks on-street, as this matter had an impact on the safety and operation of Spencer Street.

Road Safety

- Intersection: Dalton Road / Spencer Street

The crash history at this intersection is very poor. VicRoads CrashStats indicates that there have been 10 casualty crashes at this site from 1 January 2013 to 16 October 2017, this includes a fatal crash in August 2017.

Council has advocated to VicRoads for many years for traffic signals to be installed at this site.

VicRoads have advised that traffic signals will be installed as part of their 2018/2019 works program.

- Spencer Street

CrashStats indicates that two casualty crashes have occurred on Spencer Street between 2012 and 2017. The crashes were classified as 'Head On' and 'Out of Control on Carriageway' incidents. Given the limited number of incidents and the lack of repetition of incident types, no trends in crashes can be observed, or any specific crash counter-measures are able to be identified.

Traffic

A summary of previous and current traffic conditions is presented in the below table.

Location	Date	Daily Traffic	Speed (km/h)		No. (%) Over (km/h)		
			Average	85th th ile ¹	40	50	60
Midway b/t Dalton Road & Brock Street	Nov 2014	4,331 ²	42.0	50.2	2,191 (50.6)	661 ³ (15.3)	99 ³ (2.3)
	May 2018	4,594 ²	40.0	49.8	2,347 (51.1)	655 ³ (14.3)	87 ³ (1.9)

1. The 85th percentile speed is a speed at which 85% of drivers travel at, or below. It is a factor used in determining the safe operating speed on a road.
2. Approximately 11% truck traffic.
3. A detailed analysis of the traffic survey results indicates that the majority of these drivers were before 7:00am and after 5:00pm, ie. non-core business hours in this business / industrial area.

Whilst the overall traffic conditions are within expected limits for a street in an industrial area, some high vehicle speeds were recorded.

The road width only allows for traffic to flow one way at a time (due to parking on both sides of the streets) and some traffic congestion occurs, however this is generally only localised and for short periods.

In situations when traffic needs to flow in both directions at the same time, drivers need to decide who yields (pulls to the left) or pauses at a gap where there is no parking, eg. at a vehicle crossing or crossings (there are many in Spencer Street) and give way to on-coming traffic. This is common in many streets throughout the municipality, particularly in some industrial streets built in the 1960's.

Pedestrians

Pedestrian activity in Spencer Street is high. The pedestrian movement survey conducted in May 2018 indicated that on average:

- Between 8:00am to 6:00pm:
 - 260 pedestrians crossed the road.
 - 18 pedestrians walked east or west along the footpath on the north side of the road.
 - 30 pedestrians walked east or west along the footpath on the south side of the road.
- Pedestrian movements can be risky, when crossing the road because of illegally parked vehicles (discussed below) and the footpath condition (discussed above) whilst not unsafe, but due to cracks (often with trips hazards) is not favourable for walking.

Off-Street Parking

As discussed above, many of the current Spencer Street businesses operate under planning permits and conditions issued by the MMBW or the City of Whittlesea prior to 1995. As a result the number of parking spaces provided on-site does not meet current Whittlesea Planning Scheme requirements, and thus by extension does not meet operating needs of many businesses.

For example, there are approximately 112 parking spaces provided in Spencer Street business' off-street car parks. If parking space numbers for these businesses were in accordance with current WPS parking rates, approximately 254 spaces would be required, thus the Spencer Street businesses are 'short' 140 parking spaces. Such a shortage is reflected in the current on-street and off-street parking conditions.

The shortage of parking is further exacerbated by the very high occupancy rates of the off-street spaces for business operations and not staff or client parking, or loading or unloading.

This is due to many businesses storing plant and / or materials in their car parks and thus parking demand overflows onto Spencer Street.

On-street Parking, including Loading & Unloading

The total length of the kerb line along both sides of Spencer Street is approximately 540m. Not all of this is available for parking due to vehicle crossings (VC's), parking set-backs adjacent to VC's (to allow truck access), a loading zone (on the south side only) and statutory parking restrictions (no stopping within 10m of an intersection). As a result, kerbside parking space is limited and only 29 parking spaces are available on Spencer Street.

The inadequate kerbside parking space is further limited by some businesses widening their VC or installing an additional VC; often these works have been undertaken without a Council issued permit for the work.

As a result of limited parking availability both off-street and on-street, and the demand for parking exceeding the supply, many drivers choose to park in a manner that does not comply with the road rules (as they apply to parking), eg. double park, across VC's, on nature strips and on the footpath (see photographs in Attachment 2).

Loading and unloading of goods and materials also often occurs on-street. The reasons for this are varied, but it is generally because:

- Not all Spencer Street businesses have loading bays.
- Loading bays are not large enough for the size and / or type of delivery trucks.
- Loading bays are often inaccessible due to parked vehicles and/or plant or materials are often stored in the loading bays.

The loading and unloading of goods and material requires a forklift or manual work. When this is conducted on-street, there is often manoeuvring of a forklift or workers walking on the carriageway in the path of approaching or passing traffic, and is a high risk exercise.

The loading zone is located on the south side of the street, approximately mid-way Brock Street and Dalton Road and displaces two parking spaces. This is often not available for loading or unloading due to it being used for private vehicle parking.

Options Reviewed

A number of parking configuration options to address the petitioners' concerns were reviewed. This included a review of two options prepared in 2011, and two additional options (which are basically variations of the 2011 options); these are:

- Option 1 (2011) – Indented parallel parking on both sides of the road – nil extra parking spaces.
- Option 2 (2011) – Indented parallel parking on south side of the road only – nil extra spaces.
- Option 3 (2018) – Indented 90° parking on south side of the road only – 25 extra spaces.
- Option 4 (2018) - Indented 90° parking on north side of the road only – 19 extra spaces.

A comparison of the estimated costs, advantages and disadvantages of each of these options are summarised in Attachment 3, and it can be seen that none of the options add any value to Spencer Street that could be considered commensurate with the estimated cost of either option.

Each of the options will also have a significant adverse impact of the amenity and street scape of the area, as well as with Option 3 or 4, there would be a substantial negative impact on the safety of pedestrians, and none will adequately address concerns raised by the

petitioners regarding insufficient parking, unsafe practices of loading or unloading on Spencer Street, or of the many unsafe incidents resulting from non-compliant parking.

Behaviour & Practice Change

Another option is for officers from Council's Economic Development Unit, Local Laws & City Amenity Unit, Planning Services Department and City Design & Transportation Department to continue to engage with Spencer Street business owners and operators on a collaborative approach to address matters raised by the petitioners, in particular about responsible business operations and practices that will fit within the available road infrastructure and limitations of their commercial sites.

CONSULTATION

With the exception of discussions with petitioners, no further consultation has occurred on this matter.

CRITICAL DATES

There are no critical dates relating to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this matter.

In the event that an indented parking option is deemed appropriate, approximately \$320,000 to \$600,000 would be required. As funds are not currently allocated for either indented parking option, this would need to be considered as part of a future New Works Program.

POLICY STRATEGY AND LEGISLATION

City of Whittlesea Road Safety Strategy (2017):

Address safety of all road and path users.

Address driver behaviour and attitude towards vulnerable road users: pedestrian, cyclists and motorcyclists.

City of Whittlesea Street Tree Management Plan (2016):

Action 14: Coordinate the Street Tree Renewal Program with the Road Rehabilitation Program.

City of Whittlesea Integrated Transport Strategy (2014):

Action RF 2.2: Manage local roads to improve amenity and safety for users.

LINKS TO THE COUNCIL PLAN

Council Priority	Roads, Access and Public Transport
Future Direction	Accessibility in, out and around our City
Theme	Transport
Strategic Objective	The road network responds to our needs in accessing jobs, services and recreational activities

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Parking and traffic congestion in Spencer Street have been a concern to the community for many years.

Options to provide more parking and/or reduce traffic congestion in Spencer Street will adversely impact on the safety of pedestrians, as well as the amenity and street scape of the area, however neither option will address concerns raised by the petitioners regarding insufficient parking, unsafe practices of loading or unloading on Spencer Street, or of the unsafe practise of non-compliant parking, eg. double parking, parking across vehicles crossings, on nature strips and on the footpath.

The operation and needs of many Spencer Street businesses exceed the capacity of their site, and this is particularly with respect to parking, loading and unloading and storage of good and materials.

The current business operations that exceed the capacity of their site and the behaviour of management and staff associated with those businesses are the source of the safety and operational concerns, and if the concerns are to be addressed, many of the businesses will need to adjust their business practices.

Council officers will directly engage with the owners and operators of Spencer Street businesses on a case-by-case basis on matters such as responsible business operations and practices that will fit within the available road infrastructure and limitations of their commercial site.

VicRoads have decided to install traffic signals at the Dalton Road / Spencer Street intersection, and this will address concerns regarding the safety and operation of the intersection.

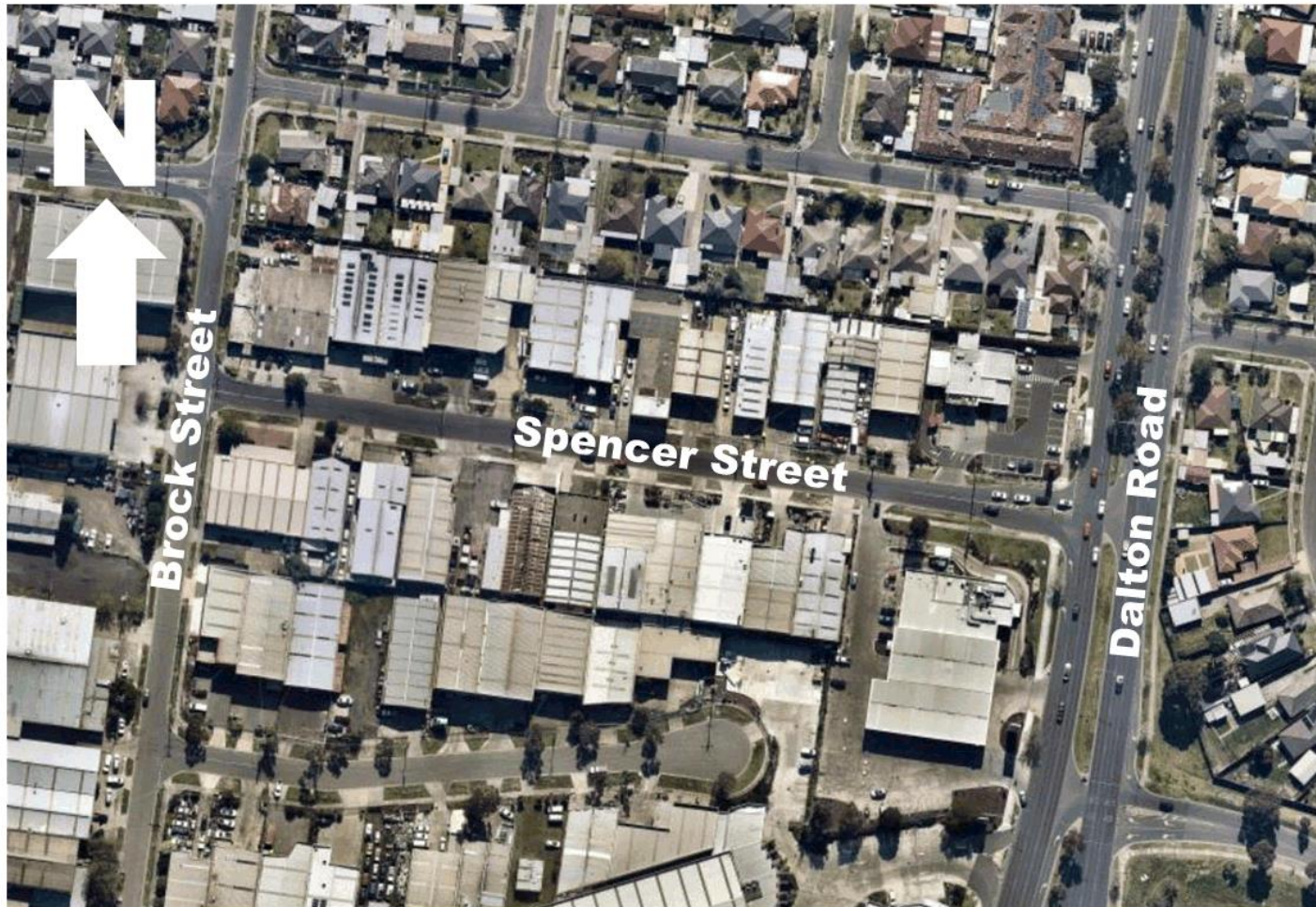
RECOMMENDATION

THAT Council resolve to:

- 1. Note VicRoads' decision to install traffic signals at the Dalton Road / Spencer Street intersection.**
- 2. Not install indented parking or widen Spencer Street, Thomastown.**
- 3. Arrange for relevant Council operational units to engage with the Spencer Street business community regarding responsible business operations and practices that will fit within the available road infrastructure and limitations of their commercial sites.**
- 4. Advise the petitioners of Council's decision on this matter.**

Attachment 1

Locality Plan
Spencer Street, Thomastown



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 2



Attachment 3

SPENCER STREET PARKING OPTIONS

OPTION 1 - INDENTED PARALLEL PARKING ON BOTH SIDES OF THE ROAD

Advantages	Disadvantages
<ul style="list-style-type: none"> Frees up road space for traffic, less traffic congestion. 	<ul style="list-style-type: none"> No net gain in parking spaces (indented spaces simply displace existing kerbside spaces).
	<ul style="list-style-type: none"> Loss of nature strip, street trees, or opportunity to replace missing trees.
	<ul style="list-style-type: none"> Estimated cost - \$600,000.
	<ul style="list-style-type: none"> Higher traffic speeds (can be managed with raised pavements at 10% extra cost, but not ideal or suited to truck traffic).
	<ul style="list-style-type: none"> Higher crash risk (due to higher speeds).
	<ul style="list-style-type: none"> Falsely raises community's expectations that it will address parking concerns.

OPTION 2 - INDENTED PARALLEL PARKING ON NORTH SIDE OF THE ROAD

Advantages	Disadvantages
<ul style="list-style-type: none"> Frees up road space for traffic (although not as much as Option 1), less traffic congestion. 	<ul style="list-style-type: none"> No net gain in parking spaces (indented spaces simply displace existing kerbside spaces).
	<ul style="list-style-type: none"> Loss of nature strip, street trees, or opportunity to replace missing trees, on north side only.
	<ul style="list-style-type: none"> Estimated cost - \$430,000.
	<ul style="list-style-type: none"> Slightly higher traffic speeds (can be managed with raised pavements at 10% extra cost, but not ideal or suited to truck traffic).
	<ul style="list-style-type: none"> Higher crash risk (due to higher speeds).
	<ul style="list-style-type: none"> Falsely raises community's expectations that it will address parking concerns.

OPTIONS 3 / 4 - INDENTED 90° ANGLE PARKING ON SOUTH / NORTH SIDE OF THE CARRIAGEWAY ONLY

Advantages	Disadvantages
<ul style="list-style-type: none"> Net gain of 25 / 19 parking spaces. 	<ul style="list-style-type: none"> Loss of footpath (only on side of road with parking).
<ul style="list-style-type: none"> Frees up road space for traffic (although not as much as Option 1), less traffic congestion. 	<ul style="list-style-type: none"> Increased risk to pedestrians.
	<ul style="list-style-type: none"> Does not accord with Urban Development Guidelines, if Council removed a footpath it would seem (to some of the community) that Council had double standards.
	<ul style="list-style-type: none"> Not consistent with Council health, walking and cycling strategies.
	<ul style="list-style-type: none"> Loss of nature strip, street trees, or opportunity to replace missing trees (only on side with angle parking).
	<ul style="list-style-type: none"> Estimated cost - \$320,000.
	<ul style="list-style-type: none"> Slightly higher traffic speeds (can be managed with raised pavements at 10% extra cost, but not ideal or suited to truck traffic).
	<ul style="list-style-type: none"> Higher crash risk (due to higher speeds).
	<ul style="list-style-type: none"> Falsely raises community's expectations that it will address parking concerns.

6.4 CORPORATE SERVICES

6.4.1 2018-58 CLOUD INFRASTRUCTURE SERVICES - TENDER EVALUATION

Attachments: **1** **Contract Tender Evaluation Report - Confidential**
Attachment 2017 v4 - Confidential

Confidential in accordance with Section 89(2)(g) of the Local Government Act 1989 as it contains details relating to matters affecting the security of Council property.

Responsible Officer: Director Corporate Services

Author: Team Leader Network Operations

RECOMMENDATION SUMMARY

It is recommended that contract number 2018-58 for Cloud Infrastructure Services:

- is awarded to Thomas Duryea Logicalis
- for the tendered schedule of rates with total 3 year expenditure limited to \$1,683,442.41 (excl. GST)
- for a term from 1 March 2019 to 28 February 2022 with extension options to 28 February 2029.

KEY FACTS AND / OR ISSUES

The tender evaluation panel advises that:

- 6 tenders were received.

The recommended tender was the highest ranked and is considered best value because Thomas Duryea Logicalis is a leading IT infrastructure consultancy with numerous industry and vendor awards. They have leveraged technology to assist their clients to achieve high performance including many Local, State and Federal Government organisations. Their robust and proven cloud infrastructure meets Councils' requirements for delivering highly responsive and reliable services.

- This was a collaborative tender with City of Whittlesea, Moreland City Council (Lead Council) and Banyule City Council.

REPORT**BACKGROUND**

This contract was conducted as a collaborative arrangement between City of Whittlesea, Moreland City Council (Lead Council) and Banyule City Council.

The purpose of this contract is to replace the majority of Councils existing on premise IT hardware infrastructure with a cloud services model. Tenders for the contract closed on 13 August 2018. The tendered prices and a summary of the evaluation is detailed in the confidential attachment.

EVALUATION

No member of the Tender Evaluation Panel declared any conflict of interest in relation to this tender evaluation.

A Tender Probity & Evaluation Plan was designed specifically for this Collaborative tender process which incorporated each of the participating Councils governance and probity requirements and authorised prior to this tender being advertised. All tenders received were evaluated by a panel represented by members of each Council in accordance with that plan. The evaluation involved scoring of conforming and competitive tenders according to these pre-determined criteria and weightings:

Criteria	Weighting
Capacity	3%
Tenderer's Resources	5%
Capability	5%
Quality Assurance:	1%
Professional Referees for Tenderer	5%
OHS	1%
Social – Environmental – Local	5%
Technical	45%
Price	30%

The weightings reflect the relative importance of each element to this particular contract. They were determined as being most appropriate after considering numerous factors including (but not restricted to) the time, quality, risk and contract management requirements which were likely to have the most impact on the achievement of best value.

All tenders were conforming and competitive and were fully scored.

The evaluation outcome was as follows:

TENDERER	CONFORMING	COMPETITIVE	SCORE	RANK
Tenderer A - Thomas Duryea Logicalis	Yes	Yes	82.7	1
Tenderer B	Yes	Yes	79.7	2
Tenderer C	Yes	Yes	69.6	3
Tenderer D	Yes	Yes	68.8	4
Tenderer E	Yes	Yes	65.6	5
Tenderer F	Yes	Yes	62.2	6

Refer to the confidential attachment for further details of the evaluation of all tenders.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good Governance
Theme	Continuous Improvement
Strategic Objective	Council explores and adopts best practice models

Council aims to deliver quality services that are responsive to business and community expectations, are demonstrably cost-effective and are subject to public accountability.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The tender from Thomas Duryea Logicalis was determined to be best value and it is considered that this company can perform the contract to the required standards.

RECOMMENDATION

THAT Council resolve to:

1. **Accept the tender submitted by Thomas Duryea Logicalis for the schedule of rates detailed in the confidential attachment for the following contract:**

Number: 2018-58

Title: Cloud Infrastructure Services

Term: 1 March 2019 to 28 February 2022

Options: Term extensions up to 28 February 2029 (only to be exercised if separately approved by Council)

Value: Total 3 year expenditure is limited to a maximum of \$1,683,442.41 (excluding GST) unless otherwise approved by Council

subject to the following conditions:

- a) Tenderer to provide proof of currency of insurance cover as required in the tender documents.
 - b) Price variations to be in accordance with the provisions as set out in the tender documents.
- 2. Approve the funding arrangements detailed in the confidential attachment.
- 3. Sign and seal the contract documents.

**6.4.2 LEASE - MIRVAC EARLY ACTIVATION FACILITY - 1025 DONNYBROOK ROAD
DONNYBROOK****Responsible Officer:** Director Corporate Services**Author:** Senior Property Officer**RECOMMENDATION SUMMARY**

Resolve to commence the statutory processes required under the *Local Government Act 1989*, to lease part of Council's land located at 1025 Donnybrook Road, Donnybrook (Olivine Estate), for the purposes of constructing and operating a new multi-purpose community hub with social enterprise café.

KEY FACTS AND / OR ISSUES

- Mirvac will, at its own expense, construct a semi-permanent building within the land that will be preserved as future open space within the Olivine Estate. The building will operate as a multi-purpose community hub and allow for the provision of a joint sales centre, social enterprise café and community meeting spaces and consultation rooms. The specific uses will be determined by the needs of residents as they move in to the development.
- Mirvac will be offered a lease for a period of five years with one provision of a further term of three years. A commencement date rental of \$25,000 (plus GST and outgoings) will be charged and be subject to fixed 3% annual increments and a market review at the end of the first lease term. All rental received as part of the lease will be reinvested towards community development at Olivine.
- Council will retain ownership of the building should Council activate their reversionary rights, following the termination of the lease. Mirvac will be responsible (at its cost) for returning the leased land back to open space should the building not be required by Council (1,535m²). The proposed demolition and conversion to open space will be discretionary on the community's future requirements for the services offered under the multi-purpose community hub. Both parties will meet, in good faith, six months prior to the expiry of the first lease term, to discuss exercising the remaining lease option and retaining the new multi-purpose community hub with social enterprise café. A further report will be presented to Council, seeking approval to the retention or demolition of the community hub in the event that the lease option is not exercised.
- Following the completion of the estate, Council and Mirvac will agree to terminate the lease.

REPORT**BACKGROUND**

Council, at its meeting held 3 July 2018, formally resolved to approve the construction and operation of a new multi-purpose community hub with social enterprise café that will be located within part of Council's land at 1025 Donnybrook Road, Donnybrook (Olivine Estate).

Mirvac, at its own expense, would construct a temporary (and relocatable) building within the land that will be preserved as future open space within the Olivine Estate. The building would operate as a multi-purpose community hub and allow for the provision of a joint sales centre, social enterprise café and community co-working space (with Wi-Fi and business support) that provides a local platform to encourage economic development. The café would be subsidised by Mirvac and is envisaged to accommodate community development activities, play groups, cultural celebrations and other activities that are responsive to the community's needs.

Mirvac were offered a lease for a period of five years with one provision of a further term of three years. A commencement date rental of \$25,000 (plus GST and outgoings) will be charged and be subject to fixed 3% annual increments and a market review at the end of the first lease term. All rental received as part of the lease will be reinvested towards community development at Olivine.

Following Council's recommendation, Mirvac proposed to meet with Council officers to negotiate a variation in the commercial terms of the lease. It was proposed that a new semi-permanent facility be constructed (in place of a temporary and relocatable facility) and that Council were to agree that the building no longer be relocatable to other growth areas.

The proposal would enable a facility to be created with a sturdier construction and more spacious floor area to accommodate the proposed uses. The downfall would mean that the facility could no longer be decommissioned and relocated easily to other growth areas. As such, the lease would enable Council to retain ownership of the building in its current location, or request the demolition and removal of the facility at the termination of the lease.

The proposed demolition and conversion to open space will be discretionary on the community's future requirements for the services offered under the new multi-purpose community hub with social enterprise café. Both parties will meet, in good faith, six months prior to the expiry of the first lease term, to discuss exercising the remaining lease option and retaining the new multi-purpose community hub with social enterprise café. A further report will be presented to Council, seeking approval to the retention or demolition of the community hub in the event that the lease option is not exercised.

PROPOSAL

To enter into a proposed ground lease with Mirvac for the purposes of constructing and operating a new multi-purpose community hub with social enterprise café that will be located within part of Council's land at 1025 Donnybrook Road, Donnybrook (Olivine Estate).

FINANCIAL IMPLICATIONS

Mirvac will be charged a commencement date rental of \$25,000 (plus GST and outgoings) will be charged and be subject to fixed 3% annual increments and a market review at the end of the first lease term. All rental received as part of the lease will be reinvested towards community development at Olivine.

It is intended that the new multi-purpose community hub with social enterprise café will begin operating by the end of 2019. This proposal requires no capital expenditure and no operating costs from Council. Mirvac has advised that the proposed construction costs of the building will be approximately \$1 million.

The Partnership Agreement and Project Charter which incorporate the Early Activation facilities is in the very early planning phase at present. As such the specific deliverables beyond those presented in this memorandum are still subject to ongoing negotiations and discussion.

POLICY STRATEGY AND LEGISLATION

Council is not required to seek public submissions on the proposed lease under Section 190 and 223 of the *Local Government Act 1989*.

LINKS TO THE COUNCIL PLAN

Council Priority	Planning and Infrastructure
Future Direction	Places and spaces to connect people
Theme	Community hubs
Strategic Objective	We have public spaces and community hubs that bring people together

The proposal directly responds to the need for places and spaces to connect new residents in the growth areas, where community meeting spaces are not formally delivered for many years after residents move in. Early activation facilities have proven to be of great community benefit in a number of locations in that they provide a central place for people to meet, receive information and support, take part in community activities and build social capital.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Approval is being sought to enter into a proposed lease with Mirvac for the purposes of constructing and operating a new multi-purpose community hub with social enterprise café that will be located within part of Council's land at 1025 Donnybrook Road, Donnybrook (Olivine Estate). The lease will be for an initial term of five years plus a three year option. A commencement date rental of \$25,000 (plus GST and outgoings) will be charged and be subject to fixed 3% annual increments and a market review at the end of the first lease term.

Mirvac will be responsible for returning the leased land back to open space should the building not be required by Council (1,535m²). The proposed demolition and conversion to open space will be discretionary on the community's future requirements for the services offered under the new multi-purpose community hub with social enterprise café. Both parties will meet, in good faith, six months prior to the expiry of the first lease term, to discuss exercising the remaining lease option and retaining the new multi-purpose community hub with social enterprise café. A further report will be presented to Council, seeking approval to the retention or demolition of the community hub in the event that the lease option is not exercised.

RECOMMENDATION

THAT Council resolve to:

- 1. Lease part of Council's land at 1025 Donnybrook Road, Donnybrook (Olivine Estate) to Mirvac, for the construction and operation of a new multi-purpose community hub with social enterprise café. The lease will be drawn under the following terms and conditions –**
 - a) The Tenant will be offered a lease for a period of five years with one provision of a further term of three years.**
 - b) The Tenant will pay a commencement date rental of \$25,000 (plus GST and outgoings) will be charged and be subject to fixed 3% annual increments and a market review at the end of the first lease term. All rental received as part of the lease will be reinvested towards community development at Olivine.**
 - c) Council will retain ownership of the building should Council activate their reversionary rights, following the termination of the lease. Mirvac will be responsible (at its cost) for returning the leased land back to open space should the building not be required by Council (1,535m²). The proposed demolition and conversion to open space will be discretionary on the community's future requirements for the services offered under the new multi-purpose community hub with social enterprise café.**
 - d) Both parties will meet, in good faith, six months prior to the expiry of the first lease term, to discuss exercising the remaining lease option and retaining the new multi-purpose community hub with social enterprise café.**
 - e) That a further report be presented to Council, seeking approval to the retention or demolition of the community hub in the event that the lease option is not exercised.**

6.4.3 315W COOPER STREET EPPING - SALE OF COUNCIL LAND - RIVERLEE - COMMITTEE OF COUNCIL RECOMMENDATION

Attachments: 1 Site Plan & Photo [↓](#)

Responsible Officer: Director Corporate Services

Author: Senior Property Officer

RECOMMENDATION SUMMARY

1. For Council to note that public submissions were invited in accordance with *Sections 189 and 223 of the Local Government Act 1989*, in relation to the proposed sale of Council's vacant land located at 315W Cooper Street, Epping.
2. Note that no public submissions were received at the close of the submission period and therefore a Committee of Council meeting, comprising of Mayor Cr Pavlidis, Cr Alessi and Cr Cox, was not required.
3. Authorise the Chief Executive Officer to negotiate all terms and conditions required in disposing of the property, including the signing of the contract of sale and land transfer documents.

KEY FACTS AND / OR ISSUES

- Council, at its meeting held 7 August 2018, formally resolved to commence the statutory processes required under the *Local Government Act 1989* to sell Council's vacant land located at 315W Cooper Street, Epping.
- An advertisement was placed in the Whittlesea Leader newspaper and Council's website on Tuesday 14 August 2018 requesting public submissions, in relation to the proposed sale, be received by Wednesday 12 September 2018 (12 noon).
- No public submissions were received at the close of the submission period and that a Committee of Council meeting, comprising of Mayor Cr Pavlidis, Cr Alessi and Cr Cox, was not required.
- Council officers and Riverlee have agreed to the proposed sale price of \$2.825 million (plus GST) following the review of an independent joint valuation prepared by Matheson Stephen Valuations. The terms of the sale will be made by private treaty and require a 10% deposit upon signing of the contracts. Settlement will remain payable within 60 days of the contract.

REPORT

BACKGROUND

Council, at its meeting held 7 August 2018, formally resolved to commence the statutory processes required under the *Local Government Act 1989* to sell Council's vacant land located at 315W Cooper Street, Epping.

The proposal was publically advertised for submissions in accordance with Section 189 and 223 of the *Local Government Act 1989*.

No public submissions were received at the close of the submission period and that a Committee of Council meeting, comprising of Mayor Cr Pavlidis, Cr Alessi and Cr Cox, was not required.

The proposal will enable an additional 2.684 hectares of 'developable' land to be created within the future "Epping Renewal" Estate. The balance of Council's land will be retained as Public Conservation and Resource and Urban Flood zone portions (totalling 0.6423 hectares).

PROPOSAL

To note that no public submissions were received at the close of the submission period and proceed with the proposed sale of Council's vacant land located at 315W Cooper Street, Epping.

FINANCIAL IMPLICATIONS***Market Valuation***

Council officers and Riverlee have agreed to the proposed sale price of \$2.825 million plus GST following the review of an independent joint valuation prepared by Matheson Stephen Valuations.

Terms of the contract

The terms of the sale will be made by private treaty and require a 10% deposit upon signing of the contracts. Settlement will remain payable within 60 days of the signing of the contract.

Appointment of marketing agent & associated costs

The property will not incur any additional marketing costs given that the contract will be prepared as a private sale.

Selling costs

Legal fees will be incurred by Council for the preparation, negotiation and execution of the contract of sale and finalising settlement. Costs are anticipated to be approximately \$15,000.

POLICY STRATEGY AND LEGISLATION

Council have sought public submissions on the proposed land sale under Section 189 and 223 of the *Local Government Act 1989*. Submissions were invited for a period no less than 28 days and a memo distributed to the appointed Committee confirming the receipt of no submissions. A final report is prepared for Council for its final recommendation, supporting the proposed sale of Council's vacant land located at 315W Cooper Street, Epping.

LINKS TO THE COUNCIL PLAN

Council Priority	Planning and Infrastructure
Future Direction	Accessibility in, out and around our City
Theme	Built environment
Strategic Objective	Our neighbourhoods are designed to be well-connected and create cohesive communities

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

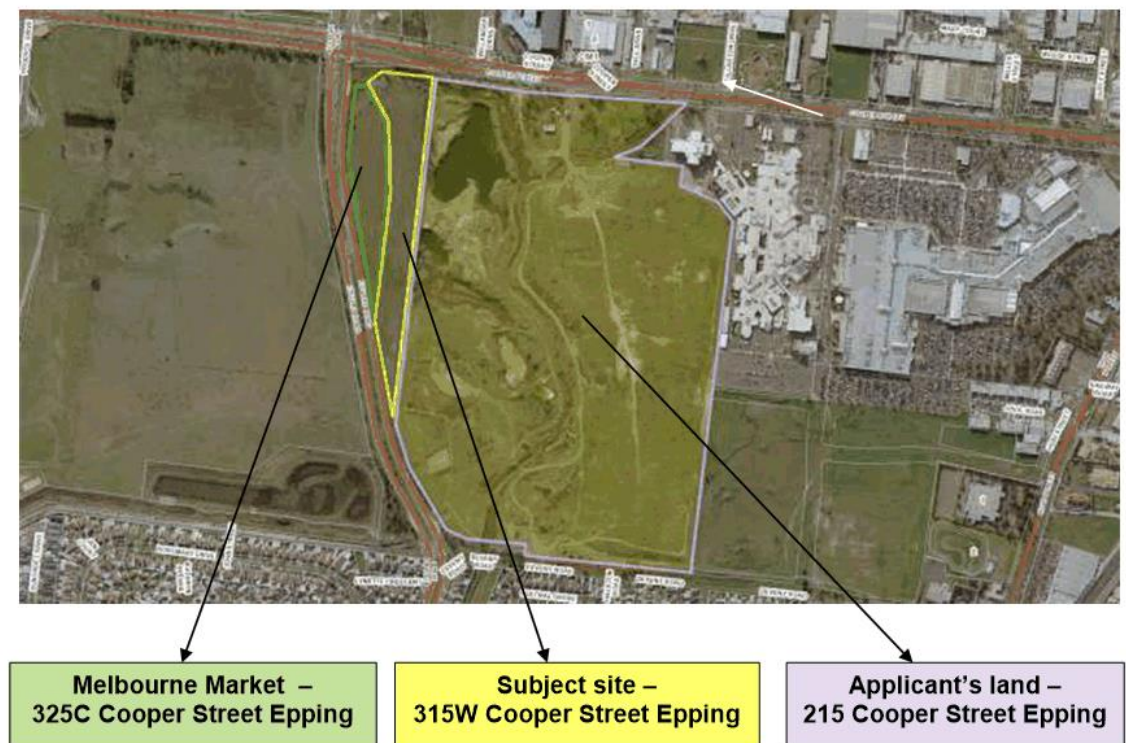
CONCLUSION

That Council note that no public submissions were received in response to the proposed sale of Council's vacant land located at 315W Cooper Street, Epping. Council officers and Riverlee have agreed that the land be sold for a sale price of \$2.825 million plus GST. The terms of the sale will be made by private treaty and require a 10% deposit upon signing of the contracts. Settlement will remain payable within 60 days of the signing of the contract.

RECOMMENDATION

THAT Council resolve to:

1. **Note that public submissions were invited in accordance with *Sections 189 and 223 of the Local Government Act 1989*, in relation to the proposed sale of Council's vacant land located at 315W Cooper Street, Epping;**
2. **Note that no public submissions were received at the close of the submission period and that a Committee of Council meeting, comprising of Mayor Cr Pavlidis, Cr Alessi and Cr Cox, was not required.**
3. **Proceed with the proposed sale of Council's vacant land located at 315W Cooper Street, Epping, under the following terms and conditions:**
 - a) **a sale price of \$2.825 million plus GST following the review of an independent joint valuation prepared by Matheson Stephen Valuations.**
 - b) **the terms of the sale will be made by private treaty and require a 10% deposit upon signing of the contracts. Settlement will remain payable within 60 days of the signing of the contract.**
4. **Authorise the Chief Executive Officer to negotiate all other terms and conditions required in selling the property, including the signing of the contract of sale and land transfer documents.**



6.4.4 FINANCIAL PERFORMANCE REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2018**File No:** 146746**Attachments:** 1 Financial Performance Report - September 2018 [↓](#)**Responsible Officer:** Director Corporate Services**Author:** Team Leader Management Accounting**RECOMMENDATION SUMMARY**

Note the Financial Performance Report for the period ended 30 September 2018.

KEY FACTS AND / OR ISSUES

Quarter 1 Financial Performance Report:

- Income statement in the Quarter 1 report shows a favourable year to date variance of \$3.29 million.
- Favourable income variances have occurred in operating grants (\$0.49 million), contributions – monetary (\$0.49 million) and other income (\$0.74 million); Major expenditure variations predominately due to employee benefits (\$0.99 million) and other expenditure (\$0.41 million).

REPORT**INTRODUCTION**

The Financial Performance Report for the period ended 30 September 2018, is presented for consideration by Council, in accordance with the *Local Government Act 1989*.

BACKGROUND

The Financial Performance Report includes the following financial statements:

- Comprehensive income statement
- Balance sheet
- Statement of cash flows
- Statement of capital works
- Summary of reserves

A detailed analysis of income and expenditure in the comprehensive income statement is included in the report. The statement shows a favourable year to date variance of \$3.29 million.

Favourable income variances have occurred in operating grants (\$0.49 million), contributions – monetary (\$0.49 million) and other income (\$0.74 million); Major expenditure variations predominately due to employee benefits (\$0.99 million) and other expenditure (\$0.41 million).

CONSULTATION

Consultation with the various departments of Council has been undertaken in preparation of this report.

FINANCIAL IMPLICATIONS

The financial implications are detailed in the report.

POLICY STRATEGY AND LEGISLATION

Section 138 of the *Local Government Act 1989* provides that at least every three months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year, with the actual revenue and expenditure to date, is presented to Council.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Resource management
Strategic Objective	Our Council strives to achieve long term financial sustainability

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

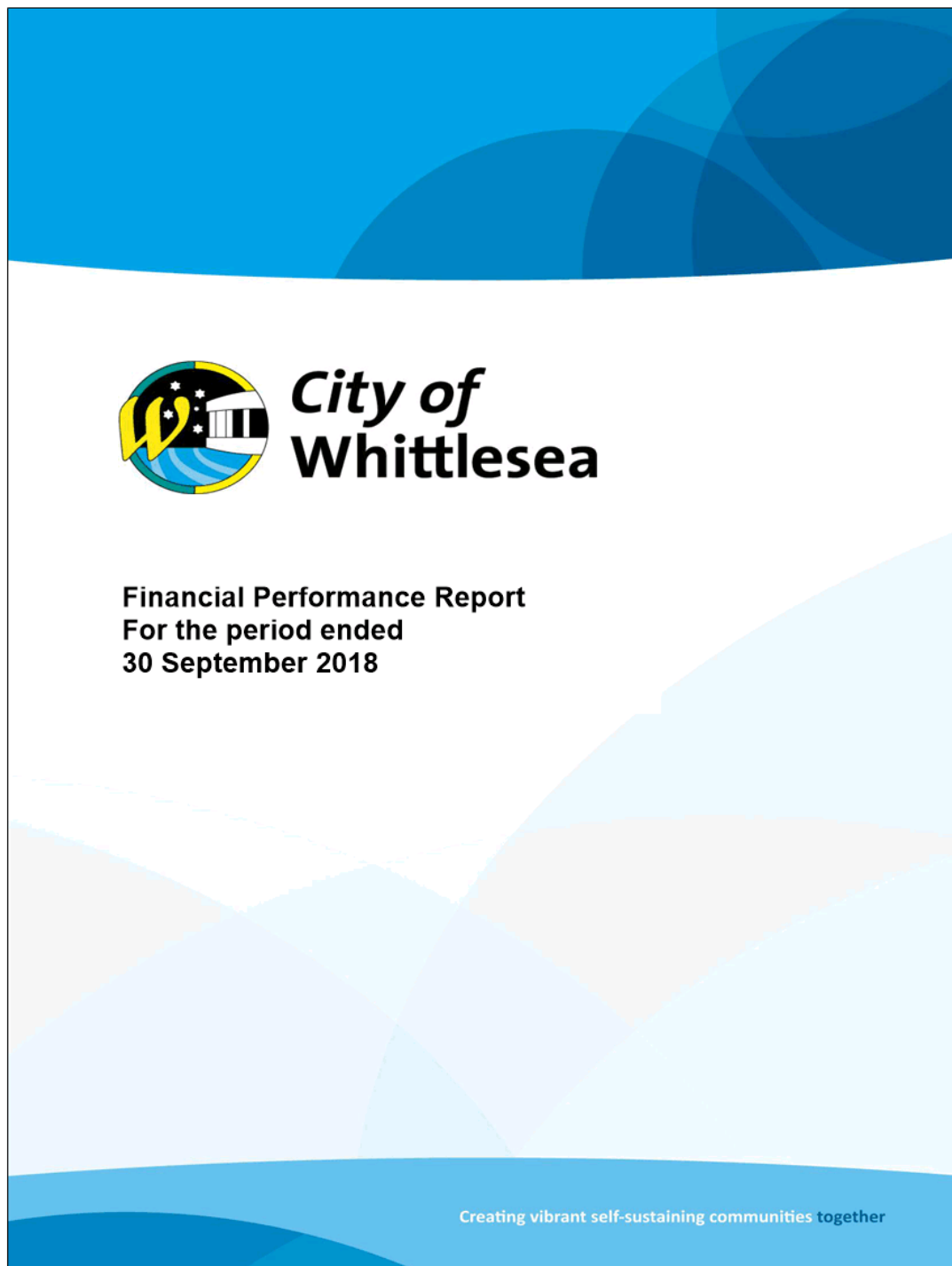
CONCLUSION

For the three month period ending 30 September 2018, Council's Income Statement shows a favourable year to date variance of \$3.29 million against budget.

RECOMMENDATION

THAT Council resolve to note the Financial Performance Report for the period ended 30 September 2018.

City of Whittlesea Financial Performance Report



City of Whittlesea Financial Performance Report

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Expenditure summary	6
Balance sheet	8
Statement of cash flows	10
Statement of capital works	12
Summary of reserves	13
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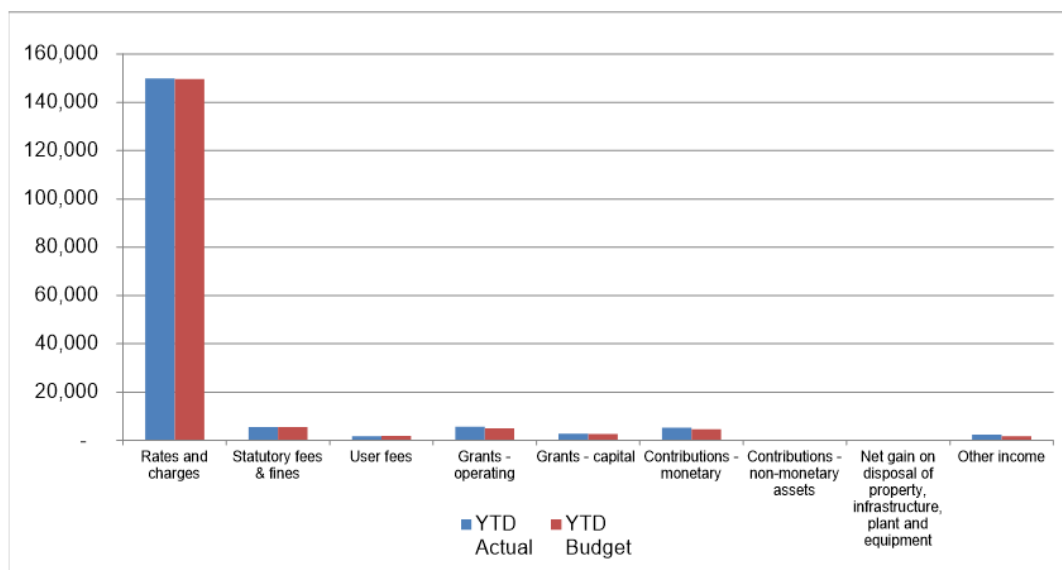
City of Whittlesea Financial Performance Report

Comprehensive income statement

	2018/19 YTD Actual \$'000	2018/19 YTD Budget \$'000	2018/19 YTD Variance \$'000	2018/19 Adopted Budget \$'000
Income				
Rates and charges	149,916	149,692	224	150,001
Statutory fees & fines	5,488	5,509	(21)	11,634
User fees	1,848	1,961	(113)	12,219
Grants - operating	5,603	5,113	490	26,917
Grants - capital	2,738	2,700	38	10,273
Contributions - monetary	5,328	4,600	728	12,378
Contributions - non-monetary assets	-	-	-	98,077
Net gain on disposal of property, infrastructure, plant and equipment	234	200	34	88
Other income	2,425	1,688	737	8,080
Total income	173,580	171,463	2,117	329,668
Expenditure				
Employee benefits	19,540	20,534	(994)	89,583
Materials and services	10,270	10,725	(455)	64,808
Depreciation and amortisation	6,212	6,339	(127)	25,355
Bad and doubtful debts	28	30	(2)	391
Borrowing costs	171	181	(10)	1,841
Other expenses	4,563	4,157	406	14,936
Total expenditure	40,784	41,966	(1,182)	196,913
Total comprehensive result	132,796	129,497	3,299	132,755

City of Whittlesea Financial Performance Report

Income summary



		2018/19 YTD Actual \$'000	2018/19 YTD Budget \$'000	2018/19 YTD Variance \$'000	2018/19 Adopted Budget \$'000
Income					
Rates and charges		149,916	149,692	224	150,001
Statutory fees & fines		5,488	5,509	(21)	11,634
User fees		1,848	1,961	(113)	12,219
Grants - operating	1.1	5,603	5,113	490	26,917
Grants - capital		2,738	2,700	38	10,273
Contributions - monetary	1.2	5,328	4,600	728	12,378
Contributions - non-monetary assets		-	-	-	98,077
Net gain on disposal of property, infrastructure, plant and equipment		234	200	34	88
Other income	1.3	2,425	1,688	737	8,080
Total income		173,580	171,463	2,117	329,668

City of Whittlesea Financial Performance Report

Analysis of income variances

1.1 Grants - operating

9.6% Variance \$0.49M Fav

Includes all monies received from State and Commonwealth sources for the purpose of funding the delivery of programs and services to ratepayers. Favourable year to date variance is due to the following grants tracking higher than year to date budgets: Early Years \$129K, Aged & Disability \$70K, School Crossings \$207K and Grants Commission \$60K.

1.2 Contributions - monetary

15.8% Variance \$0.49M Fav

Contributions from developers towards specific projects (predominantly capital works). Higher than budgeted due to higher than anticipated development activity within the municipality.

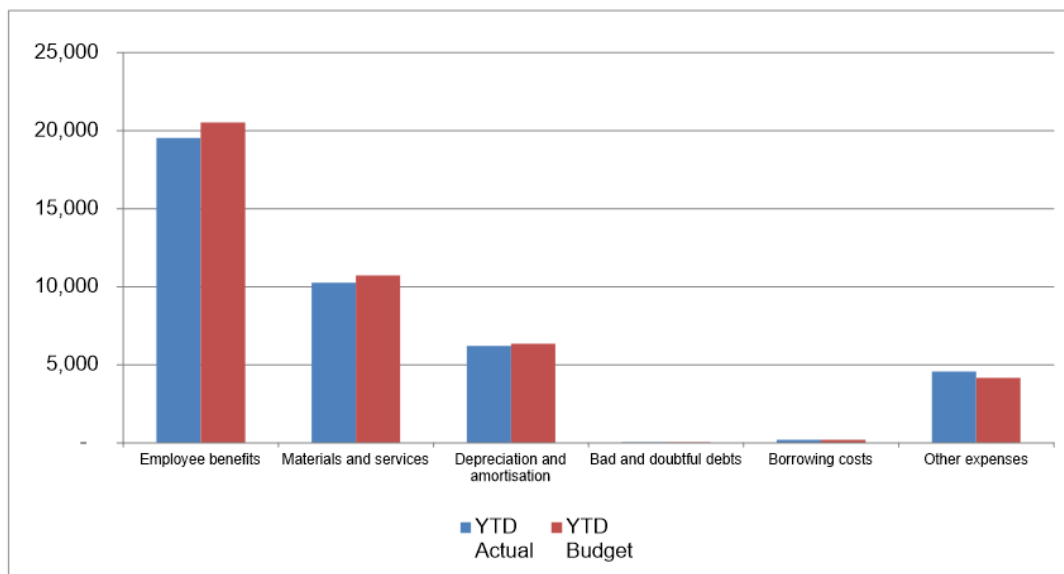
1.3 Other income

43.7% Variance \$0.74M Fav

Includes interest on investments, operational sales, reimbursements and other uncategorised items. Favourable year to date variance due to interest on investments \$691K and higher than budgeted WorkCover discount from early payment of premium \$54K.

City of Whittlesea Financial Performance Report

Expenditure summary



		2018/19 YTD Actual \$'000	2018/19 YTD Budget \$'000	2018/19 YTD Variance \$'000	2018/19 Adopted Budget \$'000
Expenditure					
Employee benefits	2.1	19,540	20,534	(994)	89,583
Materials and services		10,270	10,725	(455)	64,808
Depreciation and amortisation		6,212	6,339	(127)	25,355
Bad and doubtful debts		28	30	(2)	391
Borrowing costs		171	181	(10)	1,841
Other expenses	2.2	4,563	4,157	406	14,936
Total expenditure		40,784	41,966	(1,182)	196,913

City of Whittlesea Financial Performance Report

Analysis of expenditure variances

2.1 Employee benefits

4.8% Variance \$0.99M Fav

Includes all labour related expenditure such as salaries, wages, allowances and on-costs such as leave entitlements, superannuation and WorkCover. Favourable year to date variance mainly due to lower than budgeted payments to permanent/fixed term staff (due to vacancies and timing of appointments).

2.2 Other expenses

9.8% Variance \$0.41M Unfav

Relate to a range of unclassified items including contributions to community groups, utility costs, and other financial costs (transaction fees). Unfavourable variance is predominantly due to Leisure Centre contract variations \$406K.

City of Whittlesea Financial Performance Report

Balance sheet

	Notes	2018/19 YTD Actual \$'000	2017/18 Actual \$'000	Net Movement \$'000
Current assets				
Cash and cash equivalents		54,046	55,288	(1,242)
Financial assets (investments)		113,500	113,500	-
Trade and other receivables	3.1	159,132	22,485	136,647
Inventories		310	169	141
Other assets		5,825	4,166	1,659
Total current assets		332,813	195,608	137,205
Non-current assets				
Investment in associate		2,838	2,838	-
Unlisted shares		22	22	-
Infrastructure, property, plant and equipment		3,400,187	3,398,930	1,257
Intangible assets		793	793	-
Investment property		2,600	2,600	-
Total non-current assets		3,406,440	3,405,183	1,257
Total assets		3,739,253	3,600,791	138,462
Current liabilities				
Trade and other payables		27,786	23,289	4,497
Trust funds and deposits		12,605	10,168	2,437
Provisions		17,407	18,168	(761)
Interest bearing loans and borrowings		1,559	2,066	(507)
Total current liabilities		59,357	53,691	5,666
Non-current liabilities				
Provisions		2,720	2,720	0
Interest bearing loans and borrowings		14,212	14,212	-
Total non-current liabilities		16,932	16,932	0
Total liabilities		76,289	70,623	5,666
Net assets		3,662,964	3,530,168	132,796
Equity				
Accumulated surplus	3.2	2,566,359	2,399,763	166,596
Reserves		1,096,605	1,130,405	(33,800)
Total equity		3,662,964	3,530,168	132,796

City of Whittlesea Financial Performance Report

Analysis of balance sheet**Comparison to prior financial year - June 2018 actual**

3.1 - Receivables have increased due to rate debtors (including Fire Service Levy). This is because rates are recognised as income when notices are sent out at the start of the financial year. The rate debtor balance reduces throughout the year as payments are received - either by instalments or in full by 15 February.

3.2 - Accumulated surplus is the value of all net assets less reserves that have accumulated over time. The movement is directly related to the surplus for the period (refer to Income statement) and net reserve transfers.

City of Whittlesea Financial Performance Report

Statement of cash flows

	Notes	2018/19 YTD Actual \$'000	2017/18 Actual \$'000
Cash flows from operating activities			
Rates and charges		27,837	142,925
Statutory fees and fines		2,062	10,227
User fees		552	12,022
Grants - operating		5,631	30,472
Grants - capital		2,783	12,722
Contributions - monetary		5,446	19,828
Interest received		1,257	4,794
Trust funds and deposits taken		4,585	11,021
Other receipts		1,005	6,015
Net GST refund		3,129	10,386
Net Fire Services Levy		3,321	(68)
Materials and services		(27,867)	(59,378)
Trust funds and deposits repaid		(2,149)	(9,935)
Other payments		(5,673)	(17,652)
Employee costs		(22,663)	(85,030)
Net cash provided by (used in) operating activities	4.1	(744)	88,349
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment		(655)	(49,898)
Proceeds from sale of property, infrastructure, plant and equipment		834	695
Net purchase of investments (maturing later than 90 days)		-	(34,000)
Net cash provided by (used in) investing activities	4.2	179	(83,203)
Cash flows from financing activities			
Repayment of borrowings		(507)	(11,818)
Finance costs		(171)	(1,637)
Net cash provided by (used in) financing activities	4.3	(677)	(13,455)
Net increase (decrease) in cash and cash equivalents		(1,242)	(8,309)
Cash and cash equivalents at the beginning of the year		55,288	63,597
Cash and cash equivalents at the end of the period	4.4	54,046	55,288

Explanation of statement of cash flows

4.1 Operating activities

Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

4.2 Investing activities

Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities included the acquisition and sale of assets such as vehicles, property and equipment.

4.3 Financing activities

Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to organisations. These activities also include repayment of the principal component of loan repayments for the year.

4.4 Cash and cash equivalents at the end of the period

Cash and cash equivalents at the end of the period have decreased by \$1.24 million.

City of Whittlesea Financial Performance Report

Statement of capital works

	2018/19 YTD Actual \$'000	2018/19 YTD Budget \$'000	2018/19 YTD Variance \$'000	2018/19 Annual Budget \$'000
Capital works areas				
Buildings	1,690	1,892	201	39,207
Drains	0	4	4	93
Planning & feasibility	42	90	48	500
Open space	4,028	2,450	(1,578)	22,378
Plant & equipment	862	574	(288)	4,002
Roads & paths	1,346	2,485	1,139	23,623
Transport	44	10	(34)	5,896
Total capital works	8,013	7,505	- 508	95,700

Refer to New Works Program 2018/19 Q1 report presented to Council at the November meeting for more detail.

City of Whittlesea Financial Performance Report

Summary of Reserves

	Notes	2017/18 Actual \$'000	Net transfers \$'000	2018/19 YTD Actual \$'000
Discretionary reserves				
Car parking		28,295	-	28,295
Land banking (App. 5)		734,234	-	734,234
Plant replacement		1,902,771	(603,693)	1,299,078
Technology improvement (App. 3)		5,660,842	(82,042)	5,578,800
Aged & Disability minor capital		322,305	-	322,305
Environmental Projects Reserve (App. 2)		3,761,073	(3,220)	3,757,853
Infrastructure reserve (App. 1)		10,360,209	(31,519)	10,328,690
LASF defined benefit plan		3,288,325	-	3,288,325
Synthetic turf replacement		1,670,000	-	1,670,000
Tip replacement		2,455,354	343,750	2,799,104
Insurance reserve		263,471	-	263,471
Legal expenditure reserve		200,000	-	200,000
People Strategy implementation reserve (App. 4)		500,000	-	500,000
Native vegetation offset site maintenance		772,242	46,537	818,779
		31,919,121	(330,187)	31,588,934
Non-discretionary reserves				
Carlingford Estate DC reserve		1,766,692	(1,445,485)	321,207
Community Infrastructure Levy		4,127,773	141,454	4,269,227
Developers contributions		55,586,730	2,719,132	58,305,862
Epping Plaza DC		1,478,237	(22,203)	1,456,034
Net gain compensation		3,166,418	(20,759)	3,145,659
Non standard street lighting		2,853,446	59,420	2,912,866
Parklands contributions (open space)		2,650,160	855,394	3,505,554
Planning permits drainage		1,360,968	57,832	1,418,800
Plenty Road duplication		1,567,266	70,941	1,638,207
Permit conditions reserve		17,782	799,300	817,082
Purchase of church		380,000	-	380,000
Traffic lights construction		369,747	-	369,747
Street tree contributions reserve		134,855	-	134,855
Loan repayment reserve		2,170,900	-	2,170,900
		77,630,974	3,215,026	80,846,000
Total Reserves		109,550,095	2,884,840	112,434,934
Reconciliation to balance sheet				
New Works carried fwd reserve (loans)		13,035,024	(17,373,594)	(4,338,570)
Carried forward projects reserve		7,103,493	(7,103,493)	-
Asset revaluation reserve		988,508,635	-	988,508,635
		1,008,647,152	(24,477,087)	984,170,065
		1,118,197,247	(21,592,247)	1,096,605,000

APPENDIX 1 - INFRASTRUCTURE RESERVE

YEAR	OPENING BALANCE	TRANSFERS		CLOSING BALANCE	COMMENT
		CONTRIBUTION (IN)	ALLOCATION (OUT)		
2017/18	641,354	20,492,048	10,773,193	10,360,209	Transfer out funded early repayment of loan parcel.
2018/19	10,360,209		31,519	10,328,690	Q1 Funding for construction of Findon Road extension (PID 1218 \$24,194) and Signalised intersection Ferres Bvd/Findon Rd (PID 2039 \$7,325)
2019/20	10,328,690			10,328,690	
2020/21	10,328,690			10,328,690	
2021/22	10,328,690			10,328,690	
2022/23	10,328,690			10,328,690	
2023/24	10,328,690			10,328,690	
2024/25	10,328,690			10,328,690	
2025/26	10,328,690			10,328,690	
2026/27	10,328,690			10,328,690	
2027/28	10,328,690			10,328,690	
2028/29	10,328,690			10,328,690	
2029/30	10,328,690			10,328,690	
2030/31	10,328,690			10,328,690	
2031/32	10,328,690			10,328,690	
2032/33	10,328,690			10,328,690	

* Reserve created with transfers from accumulated surplus \$20,492,048

APPENDIX 2 - ENVIRONMENTAL PROJECT RESERVE

YEAR	OPENING BALANCE	TRANSFERS		CLOSING BALANCE	COMMENT
		CONTRIBUTION (IN)	ALLOCATION (OUT)		
2017/18	2,993,638	767,435	-	3,761,073	
2018/19	3,761,073		3,220	3,757,853	Q1 Funding for Energy Efficiency program (PID 1914 \$1,039), Street Light Bulk Replacement program (PID 2119 \$1,365), Mosaic Reserve - Pump Shed Acoustic Treatment (PID 2232 \$816)
2019/20	3,757,853			3,757,853	
2020/21	3,757,853			3,757,853	
2021/22	3,757,853			3,757,853	
2022/23	3,757,853			3,757,853	
2023/24	3,757,853			3,757,853	
2024/25	3,757,853			3,757,853	
2025/26	3,757,853			3,757,853	
2026/27	3,757,853			3,757,853	
2027/28	3,757,853			3,757,853	
2028/29	3,757,853			3,757,853	
2029/30	3,757,853			3,757,853	
2030/31	3,757,853			3,757,853	
2031/32	3,757,853			3,757,853	
2032/33	3,757,853			3,757,853	

* Transfer from Green Garden Bins surplus 2017/18.

APPENDIX 3 - TECHNOLOGY IMPROVEMENT FUND RESERVE

YEAR	OPENING BALANCE	TRANSFERS		CLOSING BALANCE	COMMENT
		CONTRIBUTION (IN)	ALLOCATION (OUT)		
2017/18	4,392,719	1,546,126 *	278,003	5,660,842	
2018/19	5,660,842	-	82,042	5,578,800	Q1 Funding for ICT Network Infrastructure (PID1874 \$69,314), IT Mobility (PID 1877 \$2,580), IT Computer Hardware (PID 225 \$10,148)
2019/20	5,578,800			5,578,800	
2020/21	5,578,800			5,578,800	
2021/22	5,578,800			5,578,800	
2022/23	5,578,800			5,578,800	
2023/24	5,578,800			5,578,800	
2024/25	5,578,800			5,578,800	
2025/26	5,578,800			5,578,800	
2026/27	5,578,800			5,578,800	
2027/28	5,578,800			5,578,800	
2028/29	5,578,800			5,578,800	
2029/30	5,578,800			5,578,800	
2030/31	5,578,800			5,578,800	
2031/32	5,578,800			5,578,800	
2032/33	5,578,800			5,578,800	

* Transfers from accumulated surplus (16/17) \$1,500,000 and consolidation of Telemetry Conduit Reserve \$5,540 and Computer Equipment Reserve \$40,586.14. 2017/18 Funding for HRIS Review (PID 1944 \$278,003)

APPENDIX 4 - PEOPLE STRATEGY IMPLEMENTATION RESERVE

YEAR	OPENING BALANCE	TRANSFERS		CLOSING BALANCE	COMMENT
		CONTRIBUTION (IN)	ALLOCATION (OUT)		
2017/18	-	500,000 *	-	500,000	
2018/19	500,000			500,000	
2019/20	500,000			500,000	
2020/21	500,000			500,000	
2021/22	500,000			500,000	
2022/23	500,000			500,000	
2023/24	500,000			500,000	
2024/25	500,000			500,000	
2025/26	500,000			500,000	
2026/27	500,000			500,000	
2027/28	500,000			500,000	
2028/29	500,000			500,000	
2029/30	500,000			500,000	
2030/31	500,000			500,000	
2031/32	500,000			500,000	
2032/33	500,000			500,000	

* Transfers from accumulated surplus (16/17) \$500,000 to form this reserve.

APPENDIX 5 - LAND BANKING RESERVE

YEAR	OPENING BALANCE	TRANSFERS		CLOSING BALANCE	COMMENT
		CONTRIBUTION (IN)	ALLOCATION (OUT)		
2017/18	574,234	160,000 *	-	734,234	
2018/19	734,234			734,234	
2019/20	734,234			734,234	
2020/21	734,234			734,234	
2021/22	734,234			734,234	
2022/23	734,234			734,234	
2023/24	734,234			734,234	
2024/25	734,234			734,234	
2025/26	734,234			734,234	
2026/27	734,234			734,234	
2027/28	734,234			734,234	
2028/29	734,234			734,234	
2029/30	734,234			734,234	
2030/31	734,234			734,234	
2031/32	734,234			734,234	
2032/33	734,234			734,234	

* Sale of 182 & 214W Greenhills Rd, Bundoora

City of Whittlesea Financial Performance Report

Land Banking Reserve Transaction Details

Land Banking Reserve	Year	\$
Contributions		
Operating surplus transfers	2010-2011	3,179,630
Property rental income 1 Central Avenue	2011-2013	14,705
Property sales 115W Elation Blvd	2017	10,000
Property sales 158-190 Barry Road Thomastown	2004	325,000
Property sales 2 Fore Street Whittlesea	2002	225,226
Property sales 24 Rochester Drive Thomastown	2001	178,234
Property sales 24W Maxwell St Lalor	2007	9,000
Property sales 380 Bridge Inn Road, Mernda	2017	240,226
Property sales 384 & 385 Gordon's Rd	2004	2,304,075
Property sales 510 McDonalds Rd South Morang	2005	786,850
Property sales 763 Plenty Road South Morang	2014	460,110
Property sales 801 Plenty Rd Sth Morang	2006	500,000
Property sales 857/859 Plenty Rd	2007	10,128,338
Property sales Drainage reserve	2007	164,025
Property sales Duffey Street Reserve	2007	150,000
Property sales Edgars Rd	2005	370,000
Property sales L3 Cnr McDonalds/Plenty Rds Sth	2006	4,148,967
Property sales Lot 3 90W Epping Rd, Epping 3076	2013	142,282
Property sales Plenty Road Duplication, South Morang	2005	560,000
Property sales 182 & 214W Greenhills Rd, Bundoora	2018	160,000
		24,056,667
Expenditure		
Golf course construction	' 2004	751,327
Land purchases - 100 Gorge Rd, South Morang	' 2013	27,017
Land purchases - 215 Cooper Street	' 2017	80,000
Land purchases - 384 & 385 Gordon's Rd	' 2003	45,000
Land purchases - 45 Regent Street Mernda	' 2017	2,756,071
Land purchases - 713 High Street, Epping	' 2014	4,252,565
Land purchases - 17-19 Johnsons Rd Mernda	' 2016-2017	1,800,000
Land purchases - 11 Victor Court Lalor, 28W Songbird Cres South Morang	' 2016	57,414
Subdivision costs	2005-2016	2,955,356
New Works		10,423,352
2015/16 priority projects		174,331
		23,322,433
Balance		734,234

***Note:** Properties purchased using the land banking reserve fund. Proceeds from future disposal of these properties will be returned to the land banking reserve.

6.4.5 COMMUNITY SPORTS INFRASTRUCTURE LOANS SCHEME

Attachments: 1 **Community Sports Infrastructure Loans Scheme - Guidelines** [↓](#)

Responsible Officer: **Director Corporate Services**

Author: **Team Leader Management Accounting**

RECOMMENDATION SUMMARY

1. Note Council's successful application for subsidised loan funding for Mill Park Leisure Centre Redevelopment (\$10 million) and All Abilities Play Space (\$3 million) under the Community Sports Infrastructure Loans Scheme;
2. Accept the loan offer under the scheme; and
3. Authorise the Chief Executive Officer to sign the loan documentation on behalf of Council.

KEY FACTS AND / OR ISSUES

The Community Sports Infrastructure Loans Scheme (the "scheme") was announced as part of the 2018/19 Victorian State Budget. The scheme was set up to provide organisations with access to low interest rate loans between \$500,000 and \$10 million to deliver community sport and recreation infrastructure.

- Council applied and was ultimately successful for subsidised loan funding for two projects under the scheme:
 - Mill Park Leisure Centre Redevelopment (\$10 million) and
 - All Abilities Play Space (\$3 million).
- Council will receive a 50 per cent interest subsidy which effectively halves the interest payable on the loans (providing indicative interest savings of approx. \$3.26 million over the maximum term of 15 years).
- Council's 2018/19 budget made provision for total new loan borrowings of \$24.35 million.

REPORT**BACKGROUND**

The Community Sports Infrastructure Loans Scheme (the “scheme”) was announced as part of the 2018/19 Victorian State Budget. The scheme was set up to provide organisations with access to low interest rate loans between \$500,000 and \$10 million to deliver community sport and recreation infrastructure.

Council submitted two applications for possible loan funding under the scheme:

- Mill Park Leisure Centre Redevelopment - \$10 million.
- All Abilities Play Space - \$3 million.

On 26th October 2018, it was confirmed by letter from The Hon John Eren MP, that both these projects have been approved under the scheme.

Note: Council's 2018/19 Budget includes provision for new loan borrowings of \$24.35 million.

PROPOSAL

It is proposed to accept the subsidised loan funding under the scheme for the two projects. It will provide significant financial benefits through effectively halving the interest payable on the loans.

As per the scheme's guidelines (Attachment 1) in regards to loan terms, *“organisations will have flexibility when structuring their loans. Organisations will be able to discuss the following conditions the Department of Treasury and Finance and Treasury Corporation of Victoria to ensure the loan structure is consistent with business requirements:*

- *Fixed or variable interest rate*
- *Loan term (up to 15 years)*
- *Requirements for a limited interest only period*
- *Security to be provided*
- *Timing of repayments (monthly/quarterly/semi-annual)”*

The letter from the Minister states that “the terms of loan as approved by the Treasurer will be communicated to you by my Department in the following weeks”. Also to be confirmed are the specific details of the interest subsidy.

CONSULTATION

Significant consultation occurred with the relevant departments of Council during the preparation of the original applications.

FINANCIAL IMPLICATIONS

In addition to accessing a low-interest rate through the scheme, Council will also receive interest subsidy payments. Council is eligible to receive a 50 per cent interest subsidy, which effectively halves the interest payable on the loans.

The following table shows indicative interest savings of \$3.26 million if borrowing \$13 million over a loan term of 15 years when comparing interest rates assumptions at 4.5% (competitive bank offer) vs. 1.75% (indicative loan scheme):

Interest rate	4.50%	1.75%	Saving
Total interest	\$5,157,193	\$1,893,590	\$3,263,602

POLICY STRATEGY AND LEGISLATION

This proposal constant with the principles of sound financial management and complies with requirements of the Local Government Act regarding borrowings.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Resource management
Strategic Objective	Our Council explores and develops collaborative approaches and partnerships to deliver services, buildings and community spaces

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

Council's successful application for the subsidised loan funding for the Mill Park Leisure Centre redevelopment and All Abilities Play Space is a great outcome for Council and the community.

RECOMMENDATION

THAT Council resolve to:

1. Note Council's successful application for subsidised loan funding for Mill Park Leisure Centre Redevelopment (\$10 million) and All Abilities Play Space (\$3 million) under the Community Sports Infrastructure Loans Scheme;
2. Accept the loan offer under the scheme; and
3. Authorise the Chief Executive Officer to sign the loan documentation on behalf of Council.

Community Sports Infrastructure Loans Scheme Guidelines



CHANGE
OUR
GAME



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(1807011)

Message from the Minister for Sport, John Eren

In 2017 we released Active Victoria - a strategic framework to increase sport and recreation across Victoria. This framework identified a need to find new sources of investment to deliver community sports infrastructure.

In response to this, the Andrews Labor Government announced a \$100 million *Community Sports Infrastructure Loans Scheme* in the 2018-19 Victorian Budget as part of a broader approach to increase and simplify infrastructure investment.

This scheme is in addition to the Labor Government's record investment in community sports infrastructure – \$241.6 million in the 2018-19 Victorian Budget and over \$400 million since 2014.

The scheme will provide councils, clubs, associations, education institutions and facility managers access to low-interest loans guaranteed by the Victorian Government. These loans can be used to develop high-quality sport and recreation infrastructure that increases access to sport and active recreation in Victoria.

Eligible projects include the upgrade and development of significant community sport and recreation infrastructure such as indoor or outdoor aquatic leisure facilities, indoor sports stadiums, community sport precincts and synthetic sports surfaces.

The *Community Sports Infrastructure Loans Scheme* is a significant addition to existing infrastructure programs that reflect our commitment to health, wellbeing and community sport and recreation.

This program will also help communities, both metropolitan and regional, enhance their chances of attracting and hosting local and regional competitions, tournaments and events.

I know that by working together we can make sport more inclusive, increase local participation, stimulate economies and create more local jobs.

I look forward to seeing many exciting projects and benefits come out of the *Community Sports Infrastructure Loans Scheme*.



John Eren

Hon John Eren MP
Minister for Sport

Message from the Parliamentary Secretary for Treasury and Finance, Daniel Mulino

Whilst we're renowned for the quality of our international sporting offerings, it is grassroots sport that is the bedrock of our towns and suburbs.

That's why the 2018-19 Victorian Budget included an unprecedented investment in community sporting facilities across the state.

Included in that investment is the new \$100 million *Community Sports Infrastructure Loans Scheme*, which will significantly improve local facilities and fund new sporting infrastructure.

The scheme will provide councils, clubs, associations, educational institutions and facility managers who have the capacity to service project loans with access to low interest loans guaranteed by the Victorian Government.

Eligible projects will include outdoor aquatic leisure facilities, indoor sports stadiums, community sport precincts and synthetic sports surfaces.

With the backing of Victoria's prized triple A credit rating, eligible community sports organisations can access subsidised interest rates, allowing them to invest in high-quality infrastructure for their community organisations.

The initiative is part of a \$241 million investment that will upgrade facilities at suburban grounds, local clubs and high-performance centres across the state.

We're upgrading local grounds, change rooms and pavilions so everyone has the facilities they need to play and watch the sport they love. We also know that Victoria is experiencing strong demand for sports and recreation facilities and we need to find new ways to address that demand.

It reflects the Andrews Labor Government's focus on modern and accessible community sports infrastructure that can be enjoyed by everyone, regardless of their age, suburb, background, gender or ability.

Ultimately, it will bring families and local communities together and help ensure a healthier and more active Victoria.



Daniel Mulino MLC
Parliamentary Secretary for Treasury and Finance

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Community Sports Infrastructure Loans Scheme

1. About the loans scheme

The innovative \$100 million *Community Sports Infrastructure Loans Scheme* was announced as part of the 2018-19 Victorian Budget.

The *Community Sports Infrastructure Loans Scheme* will support the delivery of community sport and recreation infrastructure by providing organisations access to low-interest government-guaranteed loans between \$500,000 and \$10 million.

1.1 What are the objectives of the loans scheme?

The objectives of the *Community Sports Infrastructure Loans Scheme* include:

- Increase opportunities for councils, clubs, associations, educational institutions and facility managers to invest in the development of community sport and recreation infrastructure, in addition to existing funding opportunities.
- Incentivise organisations such as local government to bring forward community sport and recreation infrastructure delivery.
- Increase the capacity and access to sport and recreation opportunities in Victoria.
- Facilitate the upgrade and development of significant metropolitan and regional community sport and recreation infrastructure.
- Support projects which provide the greatest community access and benefit.
- Support a range of organisations who can demonstrate the capability and capacity to deliver the Victorian Government's objectives as outlined in the *Active Victoria Strategic Framework*.

1.2 How much can be applied for?

Organisations may seek lending approval for loans between \$500,000 and \$10 million.

1.3 How does the scheme work?

The triple-A credit rating currently held by Victoria means that the state can borrow money at cheaper rates than are commercially available. This puts the government in a strong position to use their borrowing power to guarantee loans to organisations who would not be able to access finance at such rates.

In addition to accessing a low-interest rate loan from the Treasury Corporation of Victoria, organisations will receive additional interest subsidies that will further reduce the interest rate paid by borrowers by at least 50 per cent.

The primary benefit of the *Community Sports Infrastructure Loans Scheme* is that organisations will be able to achieve savings through having access to low-interest subsidised loans financed through the Treasury Corporation of Victoria.

1.4 What would the interest rate on a loan be?

Loans through the scheme will be provided at the Treasury Corporation of Victoria's borrowing rate at the date of contract execution. As of 25 June 2018, the interest rate for a 10 year loan from the Treasury Corporation of Victoria was 3.10 per cent (inclusive of administrative costs).

It's anticipated that the Victorian Government's additional interest subsidies will reduce the interest rate paid by organisations by at least 50 per cent.

It is important to note that the Treasury Corporation of Victoria's borrowing rates are subject to market fluctuations and therefore the actual interest rate offered will be dependent on the Treasury Corporation of Victoria's borrowing rate at the date of contract execution.



2. Eligibility

Loan applications must demonstrate strong community sport and recreation benefits while satisfying a credit assessment which will consider the applicant's capacity to repay the loan and meet interest payments, among other measures.

2.1 Who can apply?

Applications may be submitted for community sport and recreation infrastructure projects to be developed within Victoria from eligible applicants, including:

- Local government authorities.
- Incorporated, not-for-profit organisations whose primary purpose is to facilitate community sport and recreation activities including:
 - sport and recreation clubs and associations
 - sport and recreation clubs who own their own land, are a tenant of a private facility or not a tenant of a local council.
- Victorian state sporting associations or the national sporting organisation seeking to invest in a community infrastructure project.
- Not-for-profit and private facility managers with long-term community facility management arrangements.
- Private enterprises with long term community access arrangements or those who can demonstrate long term access to the public.
- Educational institutions such as universities or non-government schools (schools not in a position to borrow funds are encouraged to work with project partners).

Applications from organisations with limited alternative revenue streams will be considered a priority.

2.2 Who is ineligible?

General government sector agencies generally are not able to borrow from Treasury Corporation of Victoria as they are funded through the budget process. These entities include:

- Alpine Resorts Co-ordinating Councils
- Parks Victoria
- Kardinia Park Trust
- Melbourne and Olympic Park Trust
- State Sports Centre Trust
- TAFEs
- Public primary and secondary schools

A full list of ineligible government sector entities can be found at www.sport.vic.gov.au/loans

2.3 What types of projects may be supported?

Priority will be given to the projects that provide the greatest community benefit. Projects that may be supported under the scheme include, but are not limited to:

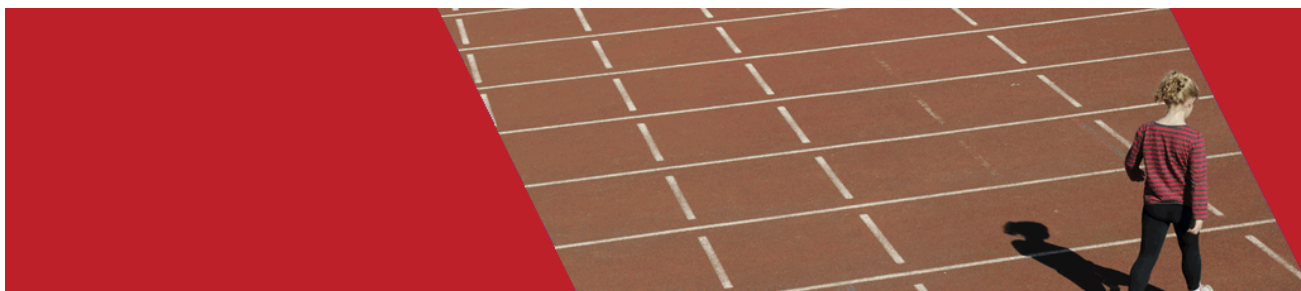
- New or redeveloped indoor or outdoor aquatic leisure facilities.
- New or redeveloped indoor sports stadiums.
- Pavilions including changeroom developments.
- Synthetic sports surfaces (including replacements).
- Active recreation infrastructure including but not limited to trails, play spaces, skate parks and BMX tracks.
- New or upgraded community sport precincts including sports fields and lighting.

Projects are expected to be delivered by qualified professionals, incorporate universal design principles and comply to Australian standards and those of the relevant sport.

The *Community Sports Infrastructure Loans scheme* can:

- Fund 100 per cent of the total project cost.
- Be secured in conjunction with a government grant ensuring that any grant funding program ratios are still met with the required cash contributions.

The scheme encourages a collaborative approach to infrastructure delivery between a range of partners that support community health and wellbeing. This may include commercial elements that support an organisation's financial sustainability.



2.4 What types of projects will not be supported?

Projects that will not be supported under the scheme include, but are not limited to:

- Facilities where little or no public access is available.
- Purchase of land or buildings.
- Requests for retrospective funding.
- Routine or cyclical maintenance works.
- Purchasing or maintaining any equipment.
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities.
- Requests for multiple loans for a single project.
- Applications to refinance an existing loan or borrowings.
- Projects that are not able to demonstrate a reasonable likelihood of being able to pay the loan.

3. Loan Application

3.1 What information is required in an application?

Applications will consist of three components. All components must be provided in order for an application to be deemed eligible for assessment. These include:

- Loan application form
- Business case
- Supporting documentation

Loan Application Form

- A loan application form will seek/include basic applicant, loan and project details. The loan application form can be downloaded at www.sports.vic.gov.au/loans

Business Case

All applicants will be required to submit a business case which aligns strongly with the objectives of the scheme and addresses the following:

- Project Justification
 - Background / rationale
 - Current and proposed facility use
 - Strategic alignment with Active Victoria
 - Land owner, stakeholder and community support
- Project Delivery
 - Tendering and project development
 - Expected outcomes and benefits
 - Demonstrated long-term facility tenure and public access
 - Facility management and organisational governance
- Financial Information
 - Loan request details
 - Project budget and financial contributions
 - Financial impact of new infrastructure
 - Financial sustainability of organisation
 - Ability to service the loan

An example business case template can be downloaded at www.sport.vic.gov.au/loans that may assist applicants address the required information.

Supporting Documentation

Applications will be required to provide documentation to support their business case and demonstrate financial viability, security and capacity to repay. This includes:

- Schematic plans or detailed area schedules for prefab/modular projects.
- Quantity survey or tender price is required.
- Evidence of other confirmed funding contributions.
- Evidence of long-term community access arrangements that extends to the life of the loan as a minimum, with a preferred duration for the life of the facility.
- Any additional business or feasibility planning documents.

- Evidence of land owner, stakeholder and community consultation and support.
- Facility Management Plan / Schedule of Use.
- Audited financial statements for the previous three years.
- Estimated financial statements for the next five years.
- Projected cash flow forecast (including project related capital, operating and maintenance costs) demonstrating a capacity to repay the loan, without further borrowing, under various interest rates and other scenarios.
- Evidence of security for the loan in the form of assets or significant and consistent cash flow surpluses.

3.3 How do I submit my application?

Applicants are required to submit their loan application form, business case and supporting documentation to loans@sport.vic.gov.au

All applications and additional documentation must be submitted prior to **11.59 pm on Friday 31 August 2018**

The following working day, you will receive a confirmation email notifying you of receipt of the application.

3.4 How are applications assessed?

Sport and Recreation Victoria is administering the *Community Sports Infrastructure Loans Scheme* in collaboration with Department of Treasury and Finance and Local Government Victoria.

The broad process associated with the assessment of an application is as follows:

- Sport and Recreation Victoria seeks and assesses applications from organisations in the form of a business case for the proposed project.
- If the project demonstrates strong alignment to the scheme's objectives, Sport and Recreation Victoria will refer the project for financial analysis to the Department of Treasury and Finance.

- Department of Treasury and Finance will assess the applicants' financial viability, security and capacity to repay the loan and service the interest cost.
- Should an organisation meet the above criteria, Department of Treasury and Finance will recommend a state guaranteed loan be given by Treasury Corporation of Victoria to the successful applicant.
- If the guarantee is approved, the applicant will then enter into an agreement with Treasury Corporation of Victoria which will outline the terms and conditions of the loan.
- Your organisation will also be required to sign an agreement with the Department of Health and Human Services that sets out community access expectations along with other obligations, including timely delivery.
- The Department of Health and Human Services will also support your project by providing expert advice and input to assist your development.

4. Timelines

The *Community Sports Infrastructure Loans Scheme* will administer its first round of loan applications within the following timelines.

Loans scheme applications open	Mid July 2018
Loans scheme applications close	31 August 2018
Notification of outcomes	Early October 2018
Loan Agreements signed	October 2018 onwards

The scheme will seek delivery of projects within 24 months from the execution of the contract.



5. Conditions that apply to loan applications

5.1 Loan Terms

Organisations will have flexibility when structuring their loan/s. Organisations will be able to discuss the following conditions with the Department of Treasury and Finance and Treasury Corporation of Victoria to ensure the loan structure is consistent with business requirements:

- Fixed or variable interest rate
- Loan term (up to 15 years)
- Requirements for a limited interest only period
- Security to be provided
- Timing of repayments (monthly/quarterly/semi-annual)

Your organisation will also be required to sign an agreement with the Department of Health and Human Services that sets out long term community access expectations and financial scenarios for circumstances where a facility's use changes during that time.

5.2 Acknowledging the Victorian Government's support and promoting success

Successful applicants need to acknowledge the Victorian Government's support through the *Community Sports Infrastructure Loans Scheme*. Acknowledgement and Publicity Guidelines form part of the Community Access Agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases, promotional material and placement of a permanent Victorian Government endorsed sign/plaque at the site during construction and upon completion of infrastructure activities.

When your organisation wishes to launch an infrastructure project which is receiving funding from the government at a public event or similar, you are required to give the Minister for Sport and the Treasurer the opportunity to officially open or launch the activity. Your organisation is also required to invite the Minister for Sport to significant events associated with the project including ground breaking ceremonies, construction inspections, openings, launches and photo opportunities.

These guidelines reflect current expectations of Victorian Government recognition. Visit the **Acknowledgement and Publicity Guidelines** page for more information < <http://www.sport.vic.gov.au/grants-and-funding/funded-project-information-forms-and-templates> >.



6.4.6 2018/19 FIRST QUARTER NEW WORKS PROGRAM REPORT

Attachments:	1	Financial Summary ↓
	2	Project Progress Report ↓
	3	Project Status Photos ↓
	4	Planning and Feasibility Report ↓
	5	Project Adjustments ↓
	6	Grant Status Update ↓

Responsible Officer: Director Corporate Services

Author: Business Support Officer

RECOMMENDATION SUMMARY

1. Approve the adjustments to the 2018/19 New Works Program as listed in **Attachment 5**; and
2. Note the 2018/19 First Quarter New Works Program progress report.

KEY FACTS AND / OR ISSUES

This report provides an overview of the financial performance and status of the New Works Program at the end of the first quarter or the 2018/19 financial year with the following key points:

- The annual approved budget for 2018/19 (including carry forwards) is \$95,700,031 representing a total of 124 projects.
- The value of work completed is \$8,013,406 compared to the year to date planned budget of \$7,505,021. This represents a year to date variance of \$508,385 ahead of the planned budget.
- Project adjustments require a net of \$570,500 additional budget. This can be funded from surplus Council budget that has resulted from recent grant announcements.
- \$9,513,233 of new infrastructure grant applications have been submitted since 1 July 2018. Applications totalling \$7,353,565 have been successful.
- An application for \$13,000,000 from a State Government loan scheme is awaiting announcement.

REPORT

INTRODUCTION

This report provides an overview of the financial performance and status of the New Works Program at the end of the first quarter of the 2018/19 financial year.

The value of work completed for the first quarter is \$8,013,406 compared to the year to date budget of \$7,505,021. This is due to some projects progressing ahead of schedule.

In addition, there are contract and purchase orders committing another \$62,161,156 which shows a good level of delivery preparedness for the remainder of the financial year. Refer to **Attachment 1**.

The following projects have made significant progress in the first quarter of 2018/19:

- Project ID 696 – Construct Soccer Pitches and Pavilion Lalor West Reserve (Mosaic)
- Project ID 703 – Construct Soccer Pitches and Pavilion Doreen South Reserve (Painted Hills)
- Project ID 1142 – Upgrade Tennis Courts and Pavilion, TH Hurrey Reserve – Yan Yean
- Project ID 1258 – Upgrade Disabled Parking Bays to DDA requirements (completed)
- Project ID 1589 – Redevelop Mill Park Leisure Centre
- Project ID 1915 – Refurbish Whittlesea Aquatic Facility
- Project ID 2228 – Yan Yean Pipe Track – Rail Reserve to Williamsons Road
- Project ID 2247 – Pathways to Stations

For a detailed progress report on significant projects refer to **Attachment 2**

BACKGROUND

Council adopted the 2018/19 New Works Program on 26 June 2018 with a budget of \$78,326,437 plus \$17,373,594 carry forward providing a total budget of \$95,700,031.

CONSULTATION

The New Works Program is a component of the Council budget which undergoes statutory community engagement as part of the annual budget cycle. Additionally, specific external stakeholder consultation is undertaken for individual projects and programs.

FINANCIAL IMPLICATIONS

A summary of the program performance by group can be found below, whilst a list of all projects with their current status has been included in **Attachment 2**.

Financial Status of the New Works Program by Group:

Group	Year To Date Actuals \$	Year To Date End Budgets \$	Year To Date Variance \$	Annual Budget \$
Buildings	1,690,405	1,891,853	201,448	39,206,646
Drains	0	4,000	4,000	92,819
Planning & Feasibility	42,288	90,000	47,712	500,000
Open Space	4,027,981	2,450,023	-1,577,958	22,378,315
Plant & Equipment	862,610	574,030	-288,580	4,002,436
Transport	43,600	10,000	-33,600	5,896,407
Roads & Paths	1,346,522	2,485,115	1,138,593	23,623,408
Total	8,013,406	7,505,021	-508,385	95,700,031

The key projects contributing to the variances are:

- Project ID 1064 Drainage Improvements – works awarded and due to commence in October.
- Project ID 1847 Planning and Feasibility – variance due to the timing of invoicing. Refer to **Attachment 4** for progress report.
- Project ID 696 Construct Playing Fields and Pavilion Lalor West Reserve (Mosaic) – works are ahead of schedule.
- Project ID 703 – Construct Soccer Pitches and Pavilion Doreen South Reserve (Painted Hills) – works are ahead of schedule.
- Project ID 443 - Traffic Control Devices – Awaiting completion of detailed design for locations in close proximity to schools.
- Project ID 77 - Local Road Reconstruction/Rehabilitation – commencement delayed due to contractor availability.

Project Adjustments

A number of minor changes to the New Works Program are proposed in the first quarter. Refer to **Attachment 5**. These adjustments fall into the following categories;

- Projects with offsets identified – no net budget impact to Council.
- Projects with unbudgeted external funding – net budget surplus of \$3.025 million derived from Growing Suburbs Fund and Female Friendly Facilities funding received for Harvest Home Road project (PID 1324) which substitutes Council funding.
- New and existing projects where additional funds are required. Refer to **Attachment 5** for specific project details.

Project adjustments require a net of \$570,500 additional budget which can be funded from surplus Council budget that has resulted from recent grant announcements.

This results in \$2,454,500 of surplus budget to date. It is proposed that surplus funds be transferred to the Infrastructure Reserve at the end of 2018/19.

Planning and Feasibility Program Update

The Planning and Feasibility Program is designed to allow for adequate planning, scoping, budgeting and scheduling of future projects. Forward planning also ensures that sufficient feasibility work and thorough project briefs and business cases are prepared for future projects.

This ensures that projects are ready for delivery in future years and provides the opportunity to take advantage of grant funding as it becomes available.

The 2018/19 New Works Program provides a budget of \$500,000 for the planning and feasibility of future projects. **Attachment 4** provides an update on the status of the Planning and Feasibility Program for 2018/19.

Forecast

Progress of works is expected to accelerate in the second quarter as contracts are awarded and weather conditions improve for construction works, in the lead up to the industry shutdown/holiday period In December/January.

Infrastructure Grants

A total of \$9,513,233 grant applications and \$13,000,000 loan applications have been submitted since 1 July 2018.

Successful applications totalling \$7,353,565 have been announced since the 1 July 2018.

Announcements are pending for loan scheme applications of \$13,000,000.

Refer to **Attachment 6** for a detailed list of successful applications.

POLICY STRATEGY AND LEGISLATION

The business case associated with individual projects identifies the respective policy to which they relate.

Lessons learnt and continuous improvement plans are implemented to enhance systems, processed and practices to improve the planning and delivery of the New Works Program.

LINKS TO THE COUNCIL PLAN

Council Priority	Organisational Sustainability
Future Direction	Good governance
Theme	Continuous improvement
Strategic Objective	Our Council explores and adopts best practice models

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

This report provides a summary of the status of the 2018/19 New Works Program at the end of the first quarter.

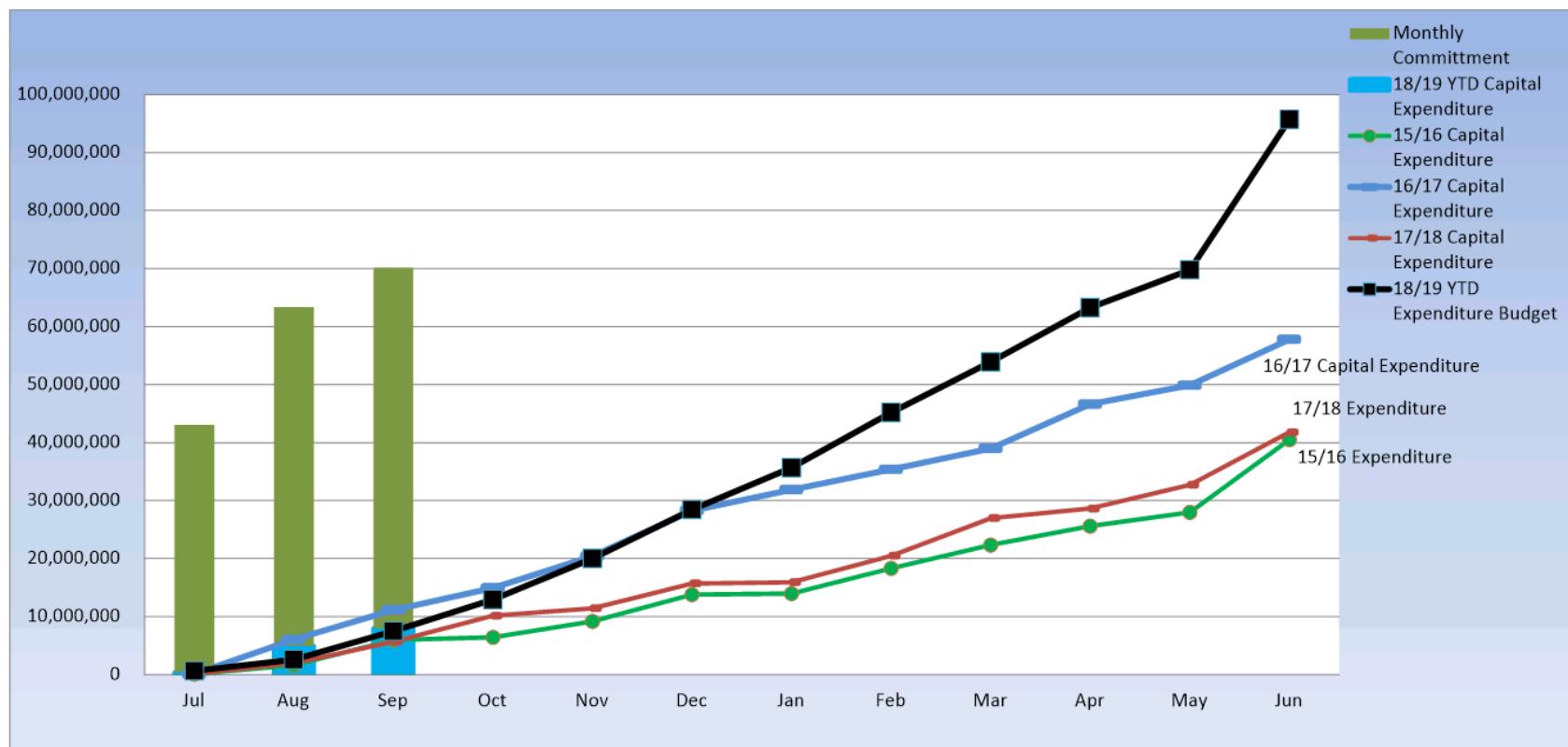
RECOMMENDATION

THAT Council resolve to:

1. **Approve the adjustments to the 2018/19 New Works Program as listed in *Attachment 5*; and**
2. **Note the 2018/19 First Quarter New Works Program progress report.**

NEW WORKS PROGRAM - FINANCIAL PERFORMANCE - September 2018

New Works	Year to Date \$'000s				Full Year Budget \$'000s
	Budget	Actuals	Variance	Commitments	
Total New Works Program	7,505	8,013	-508	62,161	95,700



The chart above provides a financial summary on the status of the New Works Program as at the end of September 2018. The value of work completed to the end of September is \$8,013,406 (blue column) with contracts and purchase orders committing another \$62,161,156 (green column). The black line indicates the accumulative budget for 2018/19 (The lines above and below show previous years' expenditure).

2018/19 New Works Project Progress Report - as at 30 September 2018

Carry forward projects from 2017/18




Legend - Percentage Variance between YTD Actuals and YTD Budgets




- Variance is less than or equal to 5% of YTD Budget
- Variance is greater than 5% and less than or equal to 10% YTD Budget
- Variance is less than or equal to 10% YTD Budget

PID	Project Name	YTD Actuals	YTD Budget	Variance	Annual Budget	Status Indicator	Quarterly Comments
Building							
0175	Disability Action Plan - Ongoing Program	0	0	0	120,000	●	Concept design for all abilities upgrade works at established area Preschool in progress. Works plan for ongoing improvement program across various sites (5 year plan) at development phase.
0177	Office Refurbishment and Alterations - Various Locations	33,543	72,000	38,457	290,000	●	Ongoing program involving office improvements to provide greater flexibility and occupational functionality. Program behind plan to 30 September 2018.
1324	Construct pavilion and car park - Harvest Home Road soccer pitches	0	97,000	97,000	4,971,398	●	Construction contract awarded. Official opening of project and announcement of successful Growing Suburbs grant of \$2.8M held 27th September 2018.
1382	Mernda Recreation and Leisure Centre	0	10,000	10,000	1,067,218	●	The scope of the development is being reviewed in line with Council requirements.
1413	Construct Social Support Services Facility - Mernda Villages CAC (DPC)	0	0	0	90,000	●	Design scope currently being reviewed.
1419	Construct Community Activity Centre - Epping North - Edgars Creek	0	0	0	7,000,000	●	Currently working with Lendlease to finalise concept design and legal agreement.
1462	Upgrade pavilion - Duffy Street Reserve	9,028	10,000	972	1,090,060	●	Design is currently in progress.
1486	Construct Tennis Pavilion, Edgars Creek - adjacent to P-12 school Steen Avenue	0	0	0	150,000	●	The draft masterplan for the Council sites in the Edgars Creek Community Education precinct must be finalised and agreed with the developer (Lendlease) before detailed pavilion design can commence. Discussions with the developer in recent months have been focused on the design and delivery of the CAC. It is anticipated that the masterplan will be finalised in Q2, allowing for the pavilion design to commence in Q3.
1589	Redevelop Mill Park Leisure Centre	644,641	337,113	-307,528	13,887,113	●	Council awarded the construction contract at the 3rd July Council Meeting. Construction has now commenced with site setup completed and demolition well in progress.
1698	Upgrade pavilion - Main Street Reserve Thomastown	273,800	120,000	-153,800	2,552,503	●	Design and Construct contract awarded. Detailed design in progress.
1701	Conversion of Janefield School Building into Community Facility - University Hill	1,268	90,240	88,972	405,219	●	Stage 1 - Building works complete. Stage 2 (new ramp and deck) - Building Permit Amendment application and Request for Quotation being prepared.
1849	Civic Precinct - HVAC and Refurbishment (Sustainable Climate Control Project)	368,525	350,000	-18,525	3,370,000	●	Stage 3 - Central Area including upgrade of HVAC in Great Hall and Council Chambers completed.
1914	Energy Efficiency Program - Various	1,039	0	-1,039	275,000	●	The 75 kW solar installation on the Epping Animal Welfare Facility is in progress. This will substantially reduce the size of the electricity bills at the site. Structural assessments on the roofs of Council facilities have been undertaken in preparation for further solar PV installations.
1915	Refurbish building - Whittlesea Aquatic Facility	239,444	658,000	418,556	940,579	●	Stage 1 refurbishment of facility and mains power upgrade in progress. Works on-track for completion in anticipated of the 2018/19 season opening in November 2018.
1919	Leased Building/Property Renewal Program - Various	3,665	0	-3,665	100,000	●	Renewal works completed as required. Project on track.
1920	Implementation of Signage Management Plan - Various	1,172	0	-1,172	200,000	●	Plan implementation and further project expenditure is pending Council approval of the draft Signage Management Plan.
1923	Planned renewal - Minor works	44,925	62,500	17,575	500,000	●	Minor renewal and upgrade works are in progress as per program of works.
2053	Sycamore BMX Facility Improvement - Sycamore Reserve, Mill Park	4,701	1,000	-3,701	567,556	●	Tender analysis complete. Recommendation to be presented to Council in October 2018.
2184	Hazelglen ELC - environmental improvements	0	5,000	5,000	5,000	●	Project Complete.
2185	Mill Park Library refurbishment	41,410	33,000	-8,410	940,000	●	Commencement of works event held 14 September 2018. New fixed joinery to be installed by end of September. Design works for refurbishment works on track for construction Q3.
2188	Construct additional kindergarten room - Thomastown Primary School	7,100	23,000	15,900	100,000	●	Project scope finalised. About to commence detailed design. Construction works programmed for future years.
2215	Portable change rooms - A.F. Walker Reserve, Whittlesea	10,621	0	-10,621	300,000	●	Building contractor appointed for the design and construction contract of a modular change room at AF Walker Reserve.
2220	Prism Park - Tennis Facility Development	2,156	0	-2,156	0	●	Community consultation underway.
2231	Bubup Wilam ELC facility upgrade	3,368	0	-3,368	0	●	Construction underway and on schedule. Funded by External Grant.
2235	Whittlesea Library Study Space	0	0	0	35,000	●	Project scope confirmed. Works to commence in Q2 - pending approvals and contractors availability.
2253	Additional Storeroom Spring Street Hall, Thomastown	0	23,000	23,000	250,000	●	Documentation is underway and consultation is planned for Q2.
	Total BUILDINGS	1,690,405	1,891,853	201,448	39,206,646		
Drains							
1064	Drainage improvement works - Various Locations	0	4,000	4,000	60,000	●	Contracts awarded, works to commence Q2.
1802	Hillcroft Estate Drainage Issues	0	0	0	32,819	●	Construction of table drain has been delayed due to legal matters that have not been resolved with the property owner.
	Total DRAINS	0	4,000	4,000	92,819		
Feasibility and Planning							
1847	Planning and Feasibility Studies for Future Projects	42,288	90,000	47,712	500,000	●	Refer to Planning and Feasibility Q1 report in Attachment 4 for status detail.
	Total FEASIBILITY	42,288	90,000	47,712	500,000		
Open Space							
0002	Implement Sportsfield Strategy - Sportsfield Upgrades	17,550	40,000	22,450	2,075,639	●	Tenders close on the 26th of September for award at the November council meeting. Oval redevelopment is to be completed in conjunction with PID 2115 - Sportsground Lighting Upgrades. Construction to commence on site in January 2019 as agreed with the clubs.
0118	Renewal of playgrounds and general landscape improvements	4,590	175,000	170,410	1,440,053	●	Pandora Park, Thomastown - In detail design phase Nickson Street park, Bundoora - Commence construction in October Willow Park, Whittlesea - Issue to Tender in October Thomastown east Reserve, Thomastown - In detail design phase Buckmaster Park, Mill Park - Issue to Tender in October VR Michael Reserve, Epping - Commence construction in October
0252	Street Tree Renewal Program - Ongoing	0	0	0	450,000	●	Tender for street tree supply, removal and install closed. Consultation artwork and flyers in progress in preparation for distribution in early October.
0259	Reconstruct courts - Dr Harry Jenkins Reserve, Mill Park	5,000	0	-5,000	240,000	●	This project will undertake design and construction of 4 replacement synthetic grass courts at Dr Harry Jenkins Reserve, inclusive of LED lighting, drainage and associated infrastructure. Delivery of this years works will be concurrent with the 2019/20 New Works Program budget and will roll across financial years. Design is currently in progress, with works scheduled to commence in April 2019 and completion scheduled for September 2019.
0405	Whittlesea Public Gardens Master Plan	5,550	0	-5,550	460,000	●	Master plan was endorsed at 4th September Council Meeting. Works progressing on the social gathering spaces and the playground area.
0632	Skate Parks - Growth Areas - Various Locations	0	0	0	40,000	●	Council's Cycle Sports and Skate Strategy nominates Laurimar Skate Park to be extended to include street skate elements. Tender for design consultant is currently being evaluated with contract to be awarded in October. Community consultation is scheduled to occur in November.
0685	Construct two soccer pitches and pavilion - Koukoura Drive	0	0	0	50,000	●	Project budget may not be required to deliver scope as works were complete in 2017/18 through release of developer bonds. To be reviewed in Q2.
0696	Construct playing fields and pavilion - Lalor West Reserve (Mosaic)	2,229,326	1,400,000	-829,326	5,150,190	●	Successfully completed stage 1 minor drainage works. Stage 2 works (construction of pitches, pavilion and car park) began in early February 2018 and are progressing.

2018/19 New Works Project Progress Report - as at 30 September 2018




Carry forward projects from 2017/18

Legend - Percentage Variance between YTD Actuals and YTD Budgets	
	Variance is less than or equal to 5% of YTD Budget
	Variance is greater than 5% and less than or equal to 10% YTD Budget
	Variance is less than or equal to 10% YTD Budget

PID	Project Name	YTD Actuals	YTD Budget	Variance	Annual Budget	Status Indicator	Quarterly Comments
0703	Painted Hills Rec Reserve and Community Pavilion	851,826	86,123	-765,703	4,776,578		Main Contract for the construction of the pavilion and soccer pitches was awarded by Council in August 2018 and works have now commenced. Carpark works completed.
1107	Construct shared path - Bruce's Creek reserve - Kinglake Views to Yea Road	0	0	0	30,000		Design of shared path in progress.
1142	Upgrade tennis courts and pavilion - TH Hurrey Reserve	370,966	422,350	51,384	2,920,171		The pavilion is currently in construction, the carpark is reaching completion and landscaping works are underway. The contract for the intersection upgrade at the reserve entrance has been awarded and construction now commenced.
1563	Upgrade Coaches Boxes - Various Locations	24,458	55,000	30,542	55,000		This year coaches boxes will be upgraded at WA Smith Reserve north oval and Duffy St Reserve, with 2 boxes at each ground. Works have commenced and are scheduled for completion around the start of October 2018.
1564	Cricket Practice Net Upgrade (various locations)	50,000	10,000	-40,000	210,000		This years project will upgrade the cricket practice nets at AF Walker Reserve, Whittlesea township. Works are currently in progress and completion is scheduled for the end of November 2018.
1627	Upgrade tennis courts and pavilion - Lalor Tennis Club	164,598	140,000	-24,598	300,000		STAGE 3 - Pavilion Complete STAGE 4 - Carpark Complete STAGE 5 - Forecourt Extension - Currently in Progress
1636	Course improvement works-Growing Frog	0	20,000	20,000	20,000		Works scoped to replace failed pump. Change request for additional funding was approved at Open Space Board and is included in the budget adjustments in Q1 report to Council.
1717	Establishment of additional dog off leash areas - Various Locations	0	0	0	60,000		The scope of works for the Lyndarum Dog off leash area upgrades are currently being reviewed in order to undertake the design in November.
1834	Cricket Wickets Upgrade (various locations)	50,000	60,000	10,000	70,000		This years program will deliver cricket centre wicket upgrades at Mill Park Lakes Reserve west oval and Waterview Reserve south oval, inclusive of turf reinstatements, covers, spindles and racks. Works are in progress with completion scheduled and the grounds ready for use (inclusive of turf establishment) by November 2018.
2052	Sycamore BMX Track Development	3,945	1,000	-2,945	279,036		Project to be retendered as a Design and Construct Contract in November 2018.
2054	Vehicle Exclusion Fencing	1,994	20,000	18,006	100,000		Tenders have been issued for priority park sites (Benjamin Close Park and Lucy Court Park) for construction before the end of 2018. Further sites to be tendered in the coming months.
2115	Sports Ground Lighting Upgrade - Various Sites	6,096	0	-6,096	220,000		Sportsground lighting upgrade to be undertaken in conjunction with the redevelopment of Epping Recreation Reserve (PID 2). Tender has been advertised (closing 26/09) for award at November council meeting. Tender has been issued with drawings showing 50LUX LED light towers, with tender option to increase to 100LUX pending budget availability. Construction to commence on site in January as agreed with the clubs
2125	Huskisson Reserve - Master Plan	1,201	10,000	8,799	25,000		Consultation and Engagement plan complete and will be carried out between 6th September and 15th October. Memo issued to Council regarding consultation process and actions. Council Forum to present findings from consultation scheduled for 30th October.
2145	Norris Bank Reserve Master Plan, Bundoora	42,570	0	-42,570	800,000		Detailed design is being undertaken for the upgrade to the play space, picnic area, water play space and nature play area which is to be tendered in November. A Design and Construct tender for the purpose of engaging a specialised playground supplier to design, supply and install the feature customised play structure closed 26 September. This contract will be awarded in November. Construction of both contracts to commence April 2019.
2153	Waterview Reserve - Additional Shelter	9,035	10,000	965	51,660		Building permit issued. Construction has commenced on site.
2172	Sportsfield Irrigation upgrade program	0	0	0	120,000		Scoping of required works currently in progress. Works are expected to commence in Q3.
2174	Boardwalk/ bridges refurbishment	0	0	0	200,000		Discussions ongoing with Melbourne Water regarding bridge approach construction requirements at Bruce's Creek in Whittlesea to ensure construction over the 1 in 100 year flood line. Previously completed Audit will be analysed to establish priorities moving forward.
2176	Quarry Hills Regional Parkland drainage issues	5,000	0	-5,000	150,000		A strategic Drainage Review was undertaken in 2017/18 which identified a range of drainage locations along the interface in Quarry Hills Regional Parkland that require upgrading to minimise ongoing issues with adjacent residential properties. Design is in progress for high priority drainage locations. Works scheduled to commence December 2018 / January 2019.
2192	All Abilities Playspace - Mill Park	68,018	0	-68,018	1,237,457		Design consultation with the community is ongoing with pop up information sessions planned for early October. Consultation closes on the 19th October. Car park contract has been awarded with construction to commence late September/early October. Construction of the first stage of the play space will commence April 2019.
2205	Sycamore BMX Track and Car Park Lighting	3,511	0	-3,511	393,420		Track light documents and detailed drawings being prepared for public tender.
2206	Construction of Rotunda & Pathway Lighting Installation Mill Park Lakes	0	0	0	75,421		Shelter installed. The procurement of solar lights has not demonstrated best value. Alternate procurement methods are being pursued in order to achieve best value for Council.
2210	May Road Community Precinct/Library Landscaping	0	0	0	38,690		Project scope under review.
2222	Lighting Upgrade - Church St Whittlesea	500	550	50	160,000		Lighting authority currently reviewing and assessing proposed plan.
2232	Mosaic Reserve - Pump Shed Accoustic Treatment	816	0	-816	120,000		This project will provide an acoustic enclosure around the existing pump facility at Mosaic Reserve to ensure compliance with EPA noise requirements. Works are scheduled to commence Q2.
2246	Laurimar Primary School Netball Courts Lighting and Shelter	111,430	0	-111,430	0		Construction is currently in progress. Fully funded by external Grant.
2250	Botanica Park master plan implementation	0	0	0	60,000		The Botanica Park Master Plan outlines, as part of Future works, for the installation of outdoor fitness equipment in the place of the recently removed play equipment. Planning for creation of an outdoor fitness station is currently being undertaken. Design of the area will be undertaken in November.
	Total OPEN SPACE	4,027,981	2,450,023	-1,577,958	22,378,315		
Plant and Equipment							
0104	Replacement of Council fleet - Ongoing Program	603,693	165,000	-438,693	796,000		Ongoing program for the replacement of existing fleet items.
0106	Furniture and equipment purchases	4,136	3,000	-1,136	70,000		Purchase of furniture and equipment due to OH&S requirements and replacement of existing items due to wear and tear.
0225	IT - Various computer system hardware and other IT equipment	10,562	8,880	-1,682	111,000		Ongoing program for the replacement of hardware and IT equipment as required.
0241	Acquisition of Visual Art - Civic Centre	0	0	0	10,000		Research continues to identify potential acquisitions that will build the Cultural Collection so that it is a strong fiscal asset which is relevant to this municipality and its residents.
0369	Furniture and fittings for halls and CACs - Various Locations	21,470	19,950	-1,520	80,000		Ongoing program to supply and replace furniture at council halls and community centres.
0419	Management of the Public Art Collection	0	0	0	59,000		Project scoping and research is continuing and is on track to install a public artwork/s in South Morang. Site analysis has been undertaken and a preferred site has been identified, pending final approval. The project is on track.
1874	IT - ICT Infrastructure Asset Program	69,314	0	-69,314	317,236		Awaiting outcome of joint tender with Banyule and Moreland Councils for 'Infrastructure as a Service' to determine way forward.
1877	IT - Mobility	2,580	7,200	4,620	90,000		Implementation of mobile devices in progress.
1878	IT - A0 Plotters / Scanners and IM Scanner	0	0	0	25,000		Scoping requirements for plotter and large format scanner devices to meet organisations needs.
1944	IT - HRIS Review	0	0	0	168,290		Implementation of online PDP's in progress.
1945	IT - Online GIS	3,930	0	-3,930	8,930		Finalisation of the current phase of online portal for residents. Expansion of My Neighbourhood application being explored.
1946	IT - SharePoint/PROV	45,335	0	-45,335	45,350		Software has been purchased and installed, implementation by vendor scheduled to commence in Q2.
2003	IT - MCH and Remote Network Link	5,924	0	-5,924	34,245		Implementation of remote network continuing. Several sensors for Proof of Concept trial have been installed and data is being collected.
2035	IT - Telephone System BCP and Renewal	0	0	0	100,000		Assessing current and future technologies for the upgrade of telephone systems.
2110	IT - Health Systems and Mobile Application	0	0	0	100,000		Project implementation on track. Initial launch of new Health System scheduled for Q2.
2112	IT - Smartphones for MCH Centres	26,608	10,000	-16,608	26,640		Project complete.
2113	IT - PC Replacement - Civic Centre	0	360,000	360,000	1,500,000		Finalising the evaluation of devices on offer from vendors.

2018/19 New Works Project Progress Report - as at 30 September 2018

Carry forward projects from 2017/18

Legend - Percentage Variance between YTD Actuals and YTD Budgets	
	Variance is less than or equal to 5% of YTD Budget
	Variance is greater than 5% and less than or equal to 10% YTD Budget
	Variance is less than or equal to 10% YTD Budget

PID	Project Name	YTD Actuals	YTD Budget	Variance	Annual Budget	Status Indicator	Quarterly Comments
2173	IT - Replacement of Infringement Issuing Devices and Provision of an Integrated	0	0	0	220,000		Tender evaluation completed.
2175	IT - Plan mark up and data capture improvement	69,057	0	-69,057	200,000		Implementation in progress with training to commence in Q2.
2214	May Road Lalor CCTV Project	0	0	0	40,745		Detailed design completed. Construction phase expected to be completed Q2.
2252	Marveloo - Mobile Changing Places Toilet Facility	0	0	0	0		Grant application to Dept of Health and Human Services has been successful. Finalising shared usage agreement with partnering Councils Banyule and Nillumbik. Design and construction to commence Q2.
	Total PLANT AND EQUIPMENT	862,610	574,030	-288,579	4,002,436		
Roads and Paths							
0076	Local road resurfacing works - Ongoing Program	70,000	0	-70,000	2,000,000		Asphalt program progressing well, on track and within budget.
0077	Local road reconstruction/rehabilitation	134,411	700,000	565,589	2,500,000		Commencement of some sites has been delayed due to contractor availability.
0157	Upgrade road east side Betula Avenue - between Belmont Ave & McKimmies Rd	0	0	0	37,000		Design tender has been awarded. Design to be completed by the end of December 2018 for construction in 2019.
0361	Car Park rehabilitation - various	26,400	0	-26,400	65,000		Construction is in progress and 50% completed.
1113	Bicycle facilities - provide new on-road & off-road paths	0	0	0	100,000		Project sites identified in South Morang, Epping and Mernda. Works to commence at the start of school holidays (end of September) and expected to be completed by early February 2019.
1218	Construct Findon Road extension - Williamsons Road to Danaher Drive	24,194	0	-24,194	3,416,474		SMEC engaged to complete Findon Road extension design. Final design to be submitted to Council at end of November 2018. Finalisation of land acquisition in progress. Joint valuation with Melbourne Water and Council completed, however valuation figure currently under review.
1258	Upgrade disabled parking bays to DDA requirements - Various locations - DDA Work	44,890	50,000	5,110	50,000		DDA parking construction at Edward Street Kindergarten and Mernda Village Medical Centre has been completed.
1265	Kerb Ramp DDA Upgrades - Kerb Alignment	0	0	0	40,000		Construction contract awarded with works to commence in Q2.
1736	Construct road - Edgars Road - O'Herns Road to Harvest Home Road	0	0	0	6,744,019		Negotiations remain ongoing between Council and Development Victoria regarding the construction of a missing road link between Rockfield Street and O' HERNS Road. Delivery timeframe is uncertain as approval of Planning Permit is pending.
1789	Safe Routes to Schools	0	0	0	25,000		Safe Routes to Schools project is to be delivered with the Traffic Management Around Schools (PID 2248). These works will start in November 2018.
1812	Upgrade shared path - Darebin Creek - Metropolitan Ring Road to Findon Road	1,850	100,000	98,150	413,928		Wayfinding signs under construction.
1815	Bundoora Shopping Centre Upgrade	510	14,950	14,440	302,859		Stage 2 Design of works in Dennison Mall - Currently in Progress
1875	Construct Road - Regent Street - Sackville St to Grafton St	359,967	150,000	-209,967	221,137		Road is open for public use. Minor work still to be completed are electrical pit relocation and wearing course. Additional electrical work is scheduled for completion in November 2018. Relocation of stockpile is in progress.
1896	Retail Activity Centres - Streetscape Condition Audit & Improvements - Various L	4,300	0	-4,300	250,000		New outdoor furniture has been ordered and installed as per the opportunities highlighted in the streetscape audit report.
1956	Construct shared path - McDonalds Road (north side) - Darebin Creek to Civic Dr	5,780	0	-5,780	140,453		Shared path construction from Darebin Creek to Scarborough Road in early November 2018 and expected to be completed before end of this year subject to weather condition. Design documentation for the shared path section adjacent to Meadow Glen Drive intersection to be completed early next year.
1970	Acquire land - Grange Drive construction - Williamsons Road to future Findon Rd	0	0	0	280,000		Land acquisition is being prepared in conjunction with Findon Road Extension project. It is noted that there are ongoing negotiations with the Developer.
1992	Construct shared path - Plenty Road (west side) - McKimmies Drive to Weathilland	0	0	0	700,000		Works in progress. Works are being undertaken by VicRoads as part of the Plenty Road Mill Park - Stage 1 works.
2008	Construct shared path - Hendersons Road Drain - Childs Road to Findon Road	5,000	12,000	7,000	85,000		Design of the shared path is underway. Full design documentation expected to be completed by April 2019.
2014	Construct shared paths - South Morang - Findon Road to Hawkstowe Parade	0	0	0	20,000		Survey contract awarded and surveying to start in mid October. Design will follow this work.
2072	Streetscape improvements program - Lalor High Street Shops	28,882	200,000	171,118	1,896,359		Preliminary Works (Station Street) - Works in progress and to be completed in October 2018. Stage 01 Works - Currently out to tender.
2077	Streetscape improvements program - Thomastown High Street Shops	8,225	15,000	6,775	283,460		Consultation on preliminary designs has been completed. Some aspects of the preliminary design to be updated based on feedback received.
2114	Missing Footpath Links Program - Various locations	8,750	304,620	295,870	710,000		Projects have been awarded throughout the municipality. Construction scheduled to start in October 2018.
2119	Street Light bulk replacement program	1,365	31,000	29,635	400,000		Stage 6 of the bulk street light changeover for a further 530 energy efficient street light on our major roads has commenced.
2121	High Street Epping Streetscape Upgrade	0	0	0	30,000		Framework Options completed. Presented at Council Forum on 11th September to provide an update on the project in line with the Epping Central Structure Plan review.
2136	Construct shared path - Bridge Inn Road - Towerhill Ave to Mernda Station	0	563,000	563,000	563,000		Works completed.
2140	Construct Shared Path - Davisson Street - McDonalds Road to Cooper Street	9,100	0	-9,100	32,000		Detailed design is in progress.
2142	480 Cooper Street - Fire main	0	0	0	235,670		Project on hold pending negotiations with stakeholders.
2179	Bridge Upgrade - Plenty River Bridge - Cades Road	0	0	0	20,000		Proposed bridge upgrade was considered to have very low benefit for community and high cost for implementation. Instead, the flood management sign has been installed.
2190	Reconstruct car park - Mill Park Leisure Centre	0	0	0	967,500		The Carpark Works will be undertaken as part of the redevelopment of the Mill Park Leisure Centre, which is currently in progress.
2213	Safety Lighting along path at Border Dve Mill Park	0	0	0	92,200		The procurement of solar lights has not demonstrated best value. Alternate procurement methods are being pursued in order to achieve best value for Council.
2217	Station Street, between Childs Road and Heyington Avenue, Thomastown / Lalor	6,455	70,000	63,545	340,349		Installation of road cushions in Station Street complete. Installation of raised threshold treatments in Dorothy Avenue and Derrick Street completed.
2225	Riverside CAC - Indented parking bay in Doreen Rogan Way	8,500	3,500	-5,000	100,000		Detailed design is in progress
2227	Safety lighting along path - Gorge Road South Morang	950	1,045	95	100,000		Assessment completed by external consultant for the lighting deficiencies. Sourcing construction quote and engaging authorised utilities contractor for improvement works.
2228	Yan Yean Pipe Track - Rail Reserve to Williamsons Road	158,452	0	-158,452	0		Civil works complete. Installation of permeable paving in early October.
2247	Pathways to Stations	438,542	270,000	-168,542	450,000		Vincent Drive footpath and Old Plenty Road shared path completed. Simons Creek Shared Path (Mernda) in progress.
2255	Pedestrian Barrier/Fence Breadalbane Ave, Mernda	0	0	0	12,000		Currently in Tender phase. Construction expected to commence by the end of 2018.
	Total ROADS AND PATHS	1,346,522	2,485,115	1,138,593	23,623,408		
Transport							
0304	LATM Schemes various treatments	8,940	0	-8,940	450,000		Detailed design of Betula/Belmont roundabout is in progress.
0439	Improve disability access (DDA) to public transport	0	0	0	70,000		2018/19 program of works scoped, to be delivered in conjunction with Public Transport Victoria's bus shelter upgrade program. Waiting for feedback and approval from PTV for the 2018/19 proposed program.
0443	Traffic control devices - un-programmed works	20,185	0	-20,185	240,000		Minor works are underway. Detailed design in progress for 3 school crossing upgrades.
0445	Collector Road traffic management - Various locations	7,150	0	-7,150	150,000		Detailed designs currently underway for Redleap Avenue, Barry Road and Great Brome Avenue.
0446	Installation bus shelters - Various Locations	0	0	0	20,000		2018/19 program of works scoped, and to be delivered in conjunction with Public Transport Victoria's program of works. Site selection in progress to be confirm with PTV.
1448	Roadside hazard protection	0	0	0	75,000		Detailed design complete, with award of construction contract scheduled for September 2018.

2018/19 New Works Project Progress Report - as at 30 September 2018

Carry forward projects from 2017/18

Legend - Percentage Variance between YTD Actuals and YTD Budgets

Variance is less than or equal to 5% of YTD Budget

Variance is greater than 5% and less than or equal to 10% YTD Budget

Variance is less than or equal to 10% YTD Budget

PID	Project Name	YTD Actuals	YTD Budget	Variance	Annual Budget	Status Indicator	Quarterly Comments
1751	Signalise intersection - Bridge Inn Road/Sissinghurst Parade	0	0	0	342,131		Works being completed by the Developer and supervised by Development Engineering team. Intersection works 85% completed. It is expected traffic signal will be switched on before Christmas.
2039	Signalise intersection - Ferres Blvd/Findon Rd	7,325	10,000	2,675	3,508,825		Evaluation report completed. To be presented to Council in October for contract award.
2248	Traffic Management Around Schools	0	0	0	1,040,451		Concept plan to determine traffic treatments being developed. Detail Design assessment and approval is currently in progress with construction to follow.
Total TRANSPORT		43,600	10,000	-33,600	5,896,407		
Total		8,013,406	7,505,021	-508,385	95,700,031		

2018/19 New Works Program First Quarter Project Progress Report

REDEVELOP MILL PARK LEISURE CENTRE



REFURBISH BUILDING – WHITTLESEA AQUATIC FACILITY



CONSTRUCT PLAYING FIELDS AND PAVILION – LALOR WEST RESERVE (MOSAIC)



UPGRADE DISABLED PARKING BAYS TO DDA REQUIREMENTS

Edward Street Kindergarten, Bundoora



Mernda Village Medical Centre, Mernda



PATHWAYS TO STATIONS

Bridge Inn Road, Mernda



Cuckoo Street, South Morang



Simons Creek, Mernda



YAN YEAN PIPE TRACK – RAIL RESERVE TO WILLIAMSONS ROAD



PROJECT STATUS OF PID 1847 - 2018/19 PLANNING FEASIBILITY PROGRAM

ID	Project Name	Project Description	Planning & Feasibility Program (PID 1847)			Comments
			Original Approved Budget	Proposed Revised Budget	Expenditure	
HIGH PRIORITY						
332	Construction of Sexton's Hut - Epping Cemetery.	Confirm scope of renewal works, complete any design work required and prepare cost estimate.	\$ 15,000	\$ 15,000		Background research re: heritage value, management agreements, ownership and maintenance responsibilities has been completed. Confirmation of scope of renewal works underway.
684 685 1400 1401 1415	Epping North Infrastructure Delivery Plan	Complete site analysis, develop preliminary masterplans, concept plans and cost estimates for the delivery of community infrastructure sites across the Epping North corridor.	\$ 40,000	\$ 40,000		Future community infrastructure sites and required site investigations for each identified. A request for quotation has been issued for initial Geo testing to be undertaken in Q2.
704	Planning for the recreation reserve land allocation at Ashley Park (Orchard Road)	Undertake site analysis and concept planning for the recreation reserve land allocation at Ashley Park (Orchard Road) to address emerging sporting trends within the north eastern growth corridor. PID 704 is currently planned for 2023/24 for soccer pitches and pavilion.	\$ 30,000	\$ 30,000		Site analysis and review of functional requirements for the recreation reserve proposal is underway. Works will result in confirmed scope for the site.
1144	Replace Tennis Court Surfaces - Epping Recreation Reserve	Complete condition assessment and any other site condition reporting required to confirm scope of works for court replacement.	\$ 10,000	\$ 10,000		Background research re: management agreements, ownership and maintenance responsibilities has been completed. Confirmation of scope of renewal works underway.
1426	Construct Community Activity Centre - west of Epping Road (Epping North East Precinct 4)	Undertake site analysis, confirm functional requirements and prepare preliminary concept design and cost estimate.	\$ 25,000	\$ 25,000		Site analysis and review of functional requirements underway.
2000	Mill Park Lakes Stormwater Harvesting Project	Investigate the potential for using harvested stormwater from the Henderson Creek Wetlands (Mill Park Lakes) for the irrigation of Mill Park Lakes Recreation Reserve sportsfields and Hillsvieview Recreation Reserve sportsfields. \$1.0m in 2023/24 & \$500k in 2024/25.	\$ 10,000	\$ 10,000		Site analysis and review of functional requirements to commence in Q2.
1996	Construct hall - Laurimar Community Activity Centre	Confirm functional requirements and prepare preliminary concept design and cost estimate.	\$ 15,000	\$ 15,000		Site analysis and review of functional requirements for the hall addition proposal is underway. Works will result in confirmed scope for preliminary concept design and cost estimate.
2065	Refurbish facility - TRAC - Thomastown Recreation & Aquatic Centre	Complete condition assessment and identify scope of renewal works required in the next 5-10 years and prepare cost estimate. Works scheduled in 2023/24.	\$ 15,000	\$ 15,000		Condition assessment procured and scheduled to be undertaken in Q2. Works will result in confirmed scope for future required works.
2181/2182	Refit space to accommodate MCH consult room & adolescent clinic room - Plenty Valley Super Clinic	Project is contingent on space becoming available at the GP Superclinic. Confirm whether space is likely to become available for Council in the next four years, identify functional requirements and scope of renewal works, and prepare cost estimate.	\$ 5,000	\$ 5,000		Council have been unsuccessful in negotiations with Plenty Valley Health regarding refurbishment of a space at the GP super clinic as a MCH space. Therefore the project will not proceed. Project to be removed from future budgets.
2223	Mill Park Basketball Stadium Redevelopment	Develop design options and cost estimates for proposed facility improvements (e.g. additional amenities) and confirm scope of any required asset renewal and disability access works.	\$ 25,000	\$ 25,000	\$ 4,655	Background research re: management agreements, ownership and maintenance responsibilities has been completed. Request for quotes issued for initial Building Condition audits and DDA Access report with work to be undertaken in Q2.
2241	Epping North Library - Aurora Northern Town Centre	Undertake site analysis, confirm functional requirements and prepare preliminary concept design and cost estimate.	\$ 35,000	\$ 35,000		Site analysis and review of functional requirements underway.
Various	Various Business Cases	Development of a variety of detailed Business Cases as required, eg: • Aboriginal Gathering Space • 1704 - Activation of PRACC • 1906 - Upgrade Pavilion - HR Uren Reserve • 2237 - Construct CAC - West Wollert • 2240 - Construct Early Activation Hub - Woodstock	\$ 50,000	\$ 50,000	\$ 25,530	Business case development commenced in conjunction with project stakeholders. Quotes for Activation of PRACC currently being assessed for award to successful consultant.
Various	Preparation of grant applications	External assistance and review of funding applications to Federal and State Government grants that open in 2018/19.	\$ 25,000	\$ 25,000		Grants prepared for several grant opportunities that have opened in 2018/19 including: - Childrens Facilities Capital Program - Sports Australia - Community Sport Infrastructure Program

PROJECT STATUS OF PID 1847 - 2018/19 PLANNING FEASIBILITY PROGRAM

ID	Project Name	Project Description	Planning & Feasibility Program (PID 1847)			Comments
			<u>Original Approved Budget</u>	<u>Proposed Revised Budget</u>	<u>Expenditure</u>	
Various	Mernda Town Centre	Planning and concept planning work for the delivery of community facilities in Mernda Town Centre. PID 669 - Youth Facility PID 1408 - Living & Learning Centre PID 1409 - Performing Arts Space PID 1410 - Outreach Centre PID 1411 - Maternal Child Health Centre PID 1454 - Library (\$5.0m in 2023/24 for Library)	\$ 50,000	\$ 50,000		Ongoing negotiations with the developer mean that the land boundary has not yet been confirmed and site access is an issue with regard to completing site investigations.
1915	Refurbish building - Whittlesea Aquatic Facility	Undertake a feasibility study and options analysis on the installation of a canopy/cover over the Whittlesea Pool and future improvements.	\$ 35,000	\$ -		Budget allocation to be removed from the Planning and Feasibility Program as installation of canopy/cover has been found to be not economically viable.
	Mernda Recreation Reserve (Schotters Road) - Future Plan	Undertake review, economic analysis and concept plan for future reuse of run down recreation facilities. Undertake an options analysis to inform future redevelopment.	\$ 20,000	\$ 20,000		Site analysis and functional requirements for the site are currently being reviewed.
	Bubup Willam Early Learning Centre Enhancements	Develop a plan for the expansion of the existing centre that will involve site analysis, options development, concept planning and cost estimates. Preparation for State Government Grant opportunities.	\$ 20,000	\$ 20,000		Application for "Stage Two" Project submitted to Aboriginal Community Infrastructure Program for funding. Stakeholders continuing to work with Bubup Wilam management to further develop "Stage Three" project for submission to future grant funding rounds.
	Public Amenity Plan	Prepare Public Toilet Amenities Improvement Plan to ensure there is adequate provision of public amenities within the City of Whittlesea. This will include: • Condition assessments of all existing toilet amenities • Undertake gap analysis and service options. • Consultation with community and key stakeholders (ie business associations) • Develop improvement plan for existing facilities and identify future service provisions. • Develop information guide.	\$ 40,000	\$ 40,000		Stakeholder workshops to commence in Q2 to further define scope requirements for project.
	Whittlesea Courthouse site - Future Plan	Undertake site analysis, economic analysis and concept plan options for the potential future uses of the Whittlesea Courthouse site.	\$ 20,000	\$ 20,000	\$ 8,790	Preliminary site investigation and concept plan work has been completed. Economic analysis work is underway and programmed for completion in Q2.
	Established Areas Infrastructure Plan	Develop delivery plan for future infrastructure improvements, including site analysis, condition audits, concept plans and cost estimates.	\$ 15,000	\$ 15,000	\$ 3,313	Site analysis and review of functional requirements for the McLeans Road Kindergarten proposal is underway.
	Redleap Reserve - Masterplan development	Redleap Reserve Master Plan Development (as part of the Open Space Strategy Implementation)The City of Whittlesea Open Space Strategy (2016) identified Redleap Reserve as a major community park.	\$ -	\$ 35,000		Master plan to be prepared to help guide the future direction and on going community expectation associated with the long term use of the reserve.
			\$ 500,000	\$ 500,000	\$ 42,288	

2018/19 Project Adjustments

Report to Council	Project ID	Project Name	Income		Expenditure		Net	Comment
			Original Budget	Revised Budget	Original Budget	Revised Budget		
Projects with Offsets								
Q1	3022	Urbanise Cookes Road - Bridge Inn Road to 45 Cookes Road Doreen	0	(500,000)	0	800,000	(300,000)	Offset by PID 76 Road Reseal Program
Q1	76	Road Reseal Program	0	0	2,000,000	1,700,000	300,000	Offset against 3022 - Urbanise Cookes Rd
Projects with Unbudgeted External Funding								
Q1	3024	Blackspot Funding - Great Brome Ave Traffic Management Works	0	(346,700)	0	346,700	0	Project totally funded from Blackspot Funding. No contribution from the CoW required.
Q1	2231	Bubup Wilam ELC facility upgrade - Stage 1	0	(109,350)		109,350	0	Grant received from DELWP. No CoW contribution required.
Q1	2231	Bubup Wilam ELC facility upgrade - Stage 2		(573,282)	0	573,282	0	Grant received from DELWP. No CoW contribution required.
Q1	2246	Laurimar Primary School Netball Courts Lighting and Shelter	0	(250,000)	0	250,000	0	Grant Received from DET. No CoW contribution required.
Q1	2228	Yan Yean Pipe Track	0	(265,000)	0	265,000	0	Project fully funded by LXRA.
Q1	1324	Harvest Home Road Community Pavilion Development	0	(3,025,000)	4,971,398	4,971,398	3,025,000	Grant received from Growing Suburbs Fund (#2.8M) and Female Friendly Facilities Fund (\$225,000) that will replace Council funding in 2018/19 resulting in a surplus of Council funds of \$3.025m.
Q1	1462	Upgrade Pavilion - Duffy Street Reserve	(290,060)	(421,293)	1,090,060	1,221,293	0	Grant received from Female Friendly Facilities Fund (\$131,233) that will add to Council funding in 2018/19 to enable delivery of the project in 2018/19 and 2019/20.
Q1	1915	Refurbish Building - Whittlesea Aquatic Facility	0	(312,000)	940,579	1,252,579	0	Grant received from Growing Suburbs Fund towards Stage 2 of the Whittlesea Aquatic Facility which will commence in works in April 2019 to enable works at the facility to be completed during the off-season.
Q1	2215	Portable Change Rooms - AF Walker Reserve	0	(100,000)	300,000	400,000	0	Grant received from SRV to enable the completion of the unisex change room facility at A.F Walker Reserve in 2018/19.
New Projects or Additional Funds Required								
Q1	2252	Marveloo - Mobile Changing Places Toilet Facility	0	(100,000)	0	120,000	(20,000)	Grant (\$100k) received from the Department of Health and Human Services. \$20k Council contribution to be funded from surplus to be derived from the 2018/19 NWP.
Q1	1636	Course Improvements	0	0	20,000	72,000	(52,000)	Irrigation pump failure - funding offset from the 2018/19 NWP.
Q1	3020	Parking Management for Thomastown West Kindergarten & Childcare Centre	0	0	0	40,000	(40,000)	\$40k to come from surplus to be derived from the 2018/19 NWP. Project emanated from a Council Report presented to Council in April 2018 with recommendation to include in the 2018/19 budget.
Q1	3010	Review of Security Measures at Council Sites	0	0	0	330,000	(330,000)	Report presented and approved by ELT on 16 July 2018. Source of funding to be derived from the 2018/19 NWP.
Q1	3026	Refurbishment of Bus Garage at Barry Road CAC	0	0	0	100,000	(100,000)	Existing garage is not structurally sound and does not accomodate for the size of the new bus and therefore doesn't fit within the existing garage/shed. Proposal is to demolish old shed and replace with new garage to accommodate the size of the new bus and to provide a structure that is safe and engineered to an acceptable standard.
Q1	2153	Additional Shelter for Waterview Recreational Reserve Pavilion	0	8,500	51660	71,660	(28,500)	Additional modifications are required and the relocation of the proposed design requested by the tenant Club has increased the costs. Additional items also include the installation of side screens to provide additional shade to the northern shelter which will require additional posts, footings and storm water pipes. \$20k funding to be sourced from surplus to be derived from the 2018/19 NWP. The Club is contributing \$8,500 towards the project.

(570,500)

2,454,500 Surplus (\$2.8m) to fund projects that require additional budget (\$570,500) and the balance(\$2,454,500) to be transferred to the Infrastructure Reserve

SUCCESSFUL GRANT FUNDING ANNOUNCED SINCE 1 JULY 2018

2018/19 GROWINGS SUBURBS FUND GRANT								
PROJECT	PID	FUNDING IMPACT						
		CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
Harvest Home Road Community Pavilion Development	1324	\$4,971,398 (includes 2017/18 cf \$1,971,398)	\$600,000	\$0	\$0	\$5,643,820	\$2,800,000	Save \$2,800,000 of Council Capital in 2018/19
Urban Streetscape Improvement Program - Thomastown High Street	2077	\$283,460 (including 2017/18 cf \$133,460)	\$500,000	\$2,189,750	\$0	\$2,973,210	\$1,450,000	Save: \$500,000 of Council Capital in 2019/20 \$950,000 of Council Capital in 2020/21
Norris Bank Reserve Redevelopment	2145	\$800,000	\$500,000	\$0	\$0	\$1,400,000	\$500,000	Save \$500,000 of Council Capital in 2019/20
Whittlesea Aquatic Centre Community Amenity	1915	\$940,579 (including 2017/18 cf \$440,579)	\$500,000	\$0	\$0	\$1,600,000	\$312,000	Adds \$312,000 in Council Capital in 2018/19 for Stage 2 works

SPORT AND RECREATION VICTORIA - 2019/20 Community Sports Infrastructure Fund								
PROJECT	PID	FUNDING IMPACT						
		CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
Whittlesea Aquatic Centre Community Amenity	1915	\$940,579 (including 2017/18 cf \$440,579)	\$500,000	\$0	\$0	\$1,600,000	\$250,000	Adds to the 2019/20 New Works Program Budget
Mosaic Recreation Reserve Sports Lighting Installation	696	\$5,150,190 (including 2017/18 cf \$1,600,190)	\$985,000	\$0	\$0	\$8,085,000	\$125,000	Adds to the 2019/20 New Works Program Budget
Norris Bank Reserve Tween Playspace Development	2145	\$800,000	\$500,000	\$0	\$0	\$1,300,000	\$106,000	Adds to the 2019/20 New Works Program Budget

SUCCESSFUL GRANT FUNDING ANNOUNCED SINCE 1 JULY 2018

PROJECT	PID	2018/19 Country Football and Netball Program FUNDING IMPACT						
		CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
A F Walker Recreation Reserve Unisex Change Facility	2215	\$300,000 (including 2017/18 cf \$100,000)	\$0	\$0	\$0	\$300,000	\$100,000	Adds: \$90,000 to the 2018/19 New Works Program Budget \$10,000 to the 2019/20 New Works Program Budget
ABORIGINAL COMMUNITY INFRASTRUCTURE PROGRAM								
PROJECT	PID	Round One FUNDING IMPACT						
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST	FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
Bubup Wilam Facility Upgrade Project Stage 1	2231	\$109,350	\$0	\$0	\$0	\$109,350	\$109,350	Adds to the 2018/19 New Works Program Budget
PROJECT	PID	Round Two FUNDING IMPACT						
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST	FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
Bubup Wilam Facility Upgrade Project Stage 2	2231	\$573,282	\$0	\$0	\$0	\$573,282	\$573,282	Adds to the 2018/19 and 2019/20 New Works Program Budget
LOCAL ROADS TO MARKET PROGRAM (Department of Economic Development, Jobs, Transport and Resources)								
PROJECT	PID	CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST	FUNDING AMOUNT GRANTED	BUDGET IMPACT
Costa Mushroom Exchange Transport Improvements	3022	\$800,000	\$0	\$0	\$0	\$800,000	\$300,000	Adds to the 2018/19 New Works Program Budget
FEDERAL INFRASTRUCTURE INVESTMENT BLACK SPOT PROGRAM (VicRoads)								
PROJECT	PID	CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST	FUNDING AMOUNT GRANTED	BUDGET IMPACT
Great Brome Avenue	3024	\$346,700	\$0	\$0	\$0	\$346,700	\$346,700	Adds to the 2018/19 New Works Program Budget
2018-19 FEMALE FRIENDLY FACILITIES FUND (Sport and Recreation Victoria)								
PROJECT	PID	CURRENTLY IN NWP*					FUNDING AMOUNT GRANTED	BUDGET IMPACT
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST		
		2018/19	2019/20	2020/21	2021/22	TOTAL PROJECT COST	FUNDING AMOUNT GRANTED	BUDGET IMPACT
Duffy Street Reserve Pavilion Upgrade	1462	1,090,060 (includes 2017/18 cf \$290,060)	\$200,000	\$0	\$0	\$1,300,000	\$131,233	Adds to the 2018/19 New Works Program Budget
Harvest Home Road Community Pavilion Development	1324	\$4,971,398 (includes 2017/18 cf \$1,971,398)	\$600,000	\$0	\$0	\$5,643,820	\$250,000	Save \$225,000 of Council Capital in 2018/19 \$25,000 of Council Capital in 2019/20
							\$7,353,565	

6.5 EXECUTIVE SERVICES

NIL REPORTS

- 7. NOTICES OF MOTION
NIL REPORTS
- 8. QUESTIONS TO OFFICERS
- 9. URGENT BUSINESS
- 10. REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES

11. CONFIDENTIAL BUSINESS

11.1 PARTNERSHIPS, PLANNING & ENGAGEMENT

NIL REPORTS

11.2 COMMUNITY SERVICES

NIL REPORTS

11.3 CITY TRANSPORT AND PRESENTATION

NIL REPORTS

11.4 CORPORATE SERVICES

NIL REPORTS

11.5 EXECUTIVE SERVICES

11.5.1 MEETING OF THE CHIEF EXECUTIVE OFFICER 22 SEPTEMBER 2018 TO 31 OCTOBER 2018

File No:

Responsible Officer: Chief Executive Officer

Author: Executive Assistant

REPORT

It is proposed that the following item be considered in closed session.

RECOMMENDATION

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

- (h) Any other matter which the Council or special committee considers would prejudice the Council or any person**

11.6 NOTICES OF MOTION

NIL REPORTS

12. CLOSURE